UNIVERSITY *of the*
SOUTHERN CARIBBEAN (USC)

Beyond Excellence

2010 - 2012 Bulletin

THE UNDERGRADUATE SCHOOLS

School of Business
School of Education and Human Sciences
School of Humanities
School of Science and Technology
School of Social Sciences
School of Theology and Religion

THIS BULLETIN

Every effort has been made to ensure the accuracy of information in this *Bulletin*. Students are advised, however, that its contents do not constitute an irrevocable contract between the University of the Southern Caribbean and the student. The University reserves the right to change any provision or requirement it deems necessary, and at any time without prior notice. Students are responsible for final course selections, registrations and changes. The responsibility for knowing and satisfying all graduation requirements for graduation rests solely with the candidate.

USC Telephone Numbers:
1-868- 662-2241/2242

Fax Number: 1- 868-662-1197
Website: www.usc.edu.tt

Admissions and Records Fax Number: 1-868-662-2206

Web: WWW.USC.EDU.TT
Regular switchboard hours:
Monday - Thursday 8:00 a.m. - 10:00 p.m.
Friday 8:00 a.m. - 12:00 noon
Sunday 8:00 a.m. - 12:00 noon

Admissions and Records Office Hours:
Monday – Thursday 8:30 a.m. – 5:00 p.m.
Friday – 8:30 a.m. – 12:00 noon

CORRESPONDENCE INFORMATION

Mailing Address of the University:

University of the Southern Caribbean
P. O. Box l75
Port of Spain
Trinidad, West Indies

Academic Matters .... Vice President for Academic Administration

Application for Admission ....   Associate Registrar for Admissions

Catalogues and Bulletins ....   Associate Registrar for
Admissions

University Relations ....   Director of University Relations

Evaluation of Credits .... Transfer Credits Personnel

Transcript of Records   .... Assistant Registrar for Records

Graduation Requirements ....   Assistant Registrar for Records

Financial Aid ....   Director of Student Finance

Student Employment .... Director of Insurance and Student Labour

Payment of Student Accounts .... Director of Student Finance

Counselling .... Director of Counselling

Alumni Affairs .... Director of Alumni Affairs & Archivist

Programmes - Social Activities & Religious Affairs ....Vice President for Student
                                                                                     Development & Services

APPLICATION PROCEDURE

Freshman admission decisions are based on the student's academic preparation. Applicants who do not meet the stated criteria, but who show potential in areas not easily evaluated by standardized tests may be considered individually.

Applicants are required to arrange to submit academic grade transcripts from all academic institutions they have attended. All validated copies of transcripts, GED test scores and other credentials submitted to the Office of Admissions become the property of University of the Southern Caribbean.

A non-refundable fee must accompany each application.

The following supporting documents must accompany the application:

- Official transcripts, which must come directly from the issuing institutions. The applicant must request that the transcripts be sent directly to the Office of Admissions.

- Notarized English translations must accompany all non-English documents.

- Proof of education equivalent to the following: GCE/CXC/GED/Dutch HAVO/High School Diploma/French Baccalaureate.

Request an Application Package from:

The Associate Registrar for Admissions
University of the Southern Caribbean
Box 175, Port of Spain
Trinidad & Tobago, W.I.

GENERAL INFORMATION

STATEMENT OF MISSION

The University of the Southern Caribbean seeks to transform ordinary people into extraordinary servants of God to humanity.

VISION STATEMENT

An academy fit for God's approval through intellectual, spiritual, social and cultural development.

PHILOSOPHY

University of the Southern Caribbean espouses the philosophy of the Seventh-day Adventist Church. It teaches that true education is the harmonious development of the head, the heart, and the hand.

Excellence in teaching, scholarship, research activities, educational innovations, and dedication to the principles of Christian education rank high in the value system of the University. The University views truth as coming from God, as an expression of the nature of God, and the Bible, as a divine frame of reference, which encompasses all truth.

For the University, the integration of faith with learning and culture is central to the social, emotional, intellectual, and spiritual development of students. It supports the concept of equal educational opportunities without regard to race, sex, religion, ethnicity, or place of residence.

University of the Southern Caribbean is predominantly a regional institution, though there are students from as many as 30 countries. It seeks to preserve the Christian heritage, and at the same time, its graduates, following in the footsteps of Christ, seek to ameliorate the society. The University seeks to instill in students that witnessing for Christ is their highest goal.

The University's Motto, "Beyond Excellence," conveys the emphasis on developing a well rounded USC individual, who will not only portray excellence in academia, but also the excellence to which mankind is called, as stated in Matthew 5:48: "Be ye therefore perfect, even as your Father in heaven is perfect."

OBJECTIVES

Emanating from the University's mission and philosophy is a series of objectives to guide the education of its students.

(1)   To develop and maintain a spiritual, academic, social, and physical environment in which competent workers are trained for service to God and humanity.

(1)   To provide an instructional programme that leads students to accept God as the source of all truth, and the Bible as an expression of His divine plan of salvation.

(2)   To challenge students to enlarge their world view as they integrate religion, culture, and scholarship.

(3)   To prepare students to deal with the complex problems and issues of contemporary society.

(4)   To encourage the acquisition of advanced knowledge and skills, which are necessary for professional growth.

(5)   To implement a meaningful philosophy of life, which encompasses an understanding of (a): the nature of God (b): the nature of man, and (c): the nature of reality.

(6)   To provide students with the intellectual and social tools for better understanding of themselves, and to sustain positive relationships with others.

Historical Overview

University of the Southern Caribbean (USC) is a private, coeducational institution with a diverse student body. It is operated by the Caribbean Union Conference of the Seventh-day Adventists, which consists of the following territories: Barbados, Guyana, Surinam, Trinidad & Tobago, the British and U.S. Virgin Islands, and the Windward and Leeward Islands, excluding the French Dependencies.

The University is located on three hundred and eighty-four acres of land in the beautiful Maracas Valley, which is about ten miles northeast of Port-of-Spain, the capital of Trinidad and Tobago. The University estate, which borders the Maracas River, is covered with

beautiful and varied tropical verdure. The mild, invigorating climate, with moderately cool nights, is not only conducive to study, but also provides an environment for healthy living.

USC was founded in 1927 as East Caribbean Training School, for the purpose of educating the youth of the Caribbean Union Conference. Two years later, it became Caribbean Training College. In 1945, the College developed a well-defined college preparatory instructional programme; and in 1947, Caribbean Training College was officially declared a junior College, offering two-year post-secondary certificates in theology, teacher training, business and secretarial science. In 1956, Caribbean Training College assumed a new name: Caribbean Union College.

In September 1970, an important academic extension was instituted at the University of the Southern Caribbean. The two-year junior college programme in theology was extended to a four-year programme, leading to the Bachelor of Theology degree. Subsequent changes included the conferring since 1985, of Bachelor of Arts, Bachelor of Science, Bachelor of Business Administration, and Associate degrees in a wide range of disciplines in affiliation with Andrews University, Michigan, USA.

A significant change in status was received in February 2006 with the official conferral of the University title. The certificate of Institutional Title was presented to the Administration, by the Accreditation Council of Trinidad and Tobago (ACTT), making USC the third University in the Republic of Trinidad and Tobago.

The current offerings at USC include graduate and undergraduate degrees in Business, Education and Human Sciences, Humanities, Science and Technology, Social Sciences and Theology and Religion, from its six Academic Schools. These offerings can also be pursued at any of its five satellite campuses located in Tobago, St. Lucia, Antigua, Barbados and Guyana.

Graduates of the University serve the church and society, not only in the Caribbean, but also in many parts of the world. The University's name is honoured as many of its graduates have earned advanced degrees in internationally recognized and renowned institutions.

ACCREDITATION AND RECOGNITION

University of the Southern Caribbean (USC) is fully accredited by the Adventist Accreditation Association of the General Conference of Seventh-day Adventists, located in Washington D.C., U.S.A. It is also recognized by the Accreditation Council of Trinidad and Tobago (ACTT), since February 23, 2006.

FINANCIAL INFORMATION

INTRODUCTION

The facilities of USC represent a large investment by the Seventh-day Adventist Church, in buildings and equipment. The institution finances its programme of education without assistance from government.   Services will, of necessity, incur costs. It is important, therefore, that students be informed about their financial obligations. Before attending classes, all students must register and pay the required fees.

FINANCIAL PACKAGE

The Director of Student Finance will help students to develop a financial package to meet the direct expenses of attending USC. It will consist of one or more of the following components: family contribution, summer earnings, work-study, and scholarships.

No student should conclude that he/she cannot meet expenses at USC before seeking advice from the Office of Student Finance, which can help in developing a financial package.

It is the policy of University of the Southern Caribbean to keep charges for tuition, board, and room, at a minimum. The University reserves the right to revise rates during the year when necessary. Actions voted by the University Board at any time have equal force with statements published in this *Bulletin*.

SCHOLARSHIPS

A number of scholarships are available through USC. They require different application procedures, and are not necessarily based on financial need.

Two-way Scholarship
To be eligible, the student must apply to the SDA Church where he/she holds membership. Following approval of the student's application by the Church, the University will apply 50% of the awarded sum, per semester - an amount not exceeding five hundred dollars (TT$500.00) per semester to the student's account. The amount stipulated by the University to be awarded to the student is in no way intended to influence or limit the generosity of the local church. This scholarship is restricted to Conferences/Missions in the Caribbean Union of Seventh-day Adventists.

Literature Evangelist Scholarship
Application for this scholarship should be made through the "Student Colporteur Club." Scholarships are applied to the student's account in the following way: To the earnings (65% of annual tuition and fees) of a student literature evangelist who qualifies, USC adds fourteen per cent (14%); the Adventist Book Center, fourteen per cent (14%); and the Conference, or Mission, seven per cent (7%).

Recruitment Plan
For every bona fide student recruited, accepted and enrolled at the University, the student recruiting that individual earns a tuition discount of ten per cent (10%), which is calculated on the recruited student's tuition for the first semester. A letter of testimony from the recruited student is required along with a request letter from the recruiting student. The letters are to be submitted to the Office of Student Development and Services, who will then forward their approval to the Finance Office.

Industrial Scholarships
Students may work "full-time" (a minimum of forty (40) hours weekly for one year), and on completion of the required number of hours, will receive fifteen per cent (15%) bonus. This is open to nationals of Trinidad and Tobago only).

Specially Named Scholarships
Distinguished alumni and friends of the university, annually, provide monies toward student scholarships. These scholarships have specific criteria. Enquiries and applications can be made via the Office of Alumni Affairs.

Tuition Scholarship
USC awards 2 year tuition scholarships annually to a recent graduate, from each of the eleven S.D.A. high schools in the Caribbean Union Conference. Based on the results of the CXC examinations, recipients must be the top performers in their schools. Their high school principals must also recommend them. Students on this scholarship must maintain a 3.0 GPA at the end of the first semester in order to benefit in the second semester. Scholarships must be used in the year they are awarded. They are not valid after that.

STUDENT EMPLOYMENT

USC has a considerable investment in auxiliary enterprises, and a few industries have been established on campus to provide work for students. These organizations make it possible for some students with limited financial resources to earn a portion of their educational expenses over the summer and school year.

Generally, students have the privilege of seeking their own employment; however, the Director of Student Labour will attempt to place those students who are in financial need and who adhere to the conditions listed below.

The different industries as well as the service departments operate as business enterprises. Students who work in these enterprises are expected to be efficient and businesslike.

a. All registered students of USC are eligible for employment as long as they maintain satisfactory citizenship, scholarship, and labour records.

b. Employment is provided in exchange for credit to the student's school account. Cash will not be disbursed.

c. Preceding registration for classes, the student should obtain employment and arrange the hours of labour per week, to ensure coordination between work programme and class schedule.

d. All employees are expected to maintain punctuality and regularity in their work schedule.

e. Changes in the labour agreement relating to number of hours, kind of work, etc. are to be made only through the Director of Student Labour and the head of the related work department.

f. To obtain a leave of absence from a work programme, students must have the approval of the work supervisor.

g. Full-time summer employment may be available to students currently enrolled at USC, and those students who have been accepted for the following school year. Summer employment is extended with the understanding that the earnings of the student will be applied to his/her account and cannot be withdrawn.

h. Students who perform unsatisfactorily in one department will definitely lessen their chances of obtaining other campus employment.

STUDENT TITHING POLICY

USC encourages the payment of the tithe by student workers. In order to facilitate this practice, arrangements may be made by the student to have ten per cent (10%) of earnings deducted as tithe. The University then transfers these funds to the treasurer of the Caribbean Union Conference of Seventh-day Adventists.

USE OF CAFETERIA/RESIDENCE HALLS DURING SUMMER

The second semester ends on Graduation Sunday. Students who do not register for summer classes, but who wish to work on campus during the summer, and desire the use of the cafeteria and residence hall beyond graduation Sunday, are required to make special arrangements with the Office of Student Finance.

REFUND ON TUITION

Withdrawals
A student who withdraws from the University will be charged for tuition up to the time of official withdrawal. However, no refund or adjustment of the tuition charge will be made after four weeks of any semester. Before that time, tuition will be refunded as follows:

Length of time at University	Amount Refunded
One Week	90%
Two Weeks	75%
Three Weeks	50%
Four Weeks	25%

Refund will be based on the date the student makes terminal arrangements with the Office of Student Finance, including the filling of a drop voucher.

The student that withdraws from the University during any month with a credit balance on his/her account, is expected to leave all or a portion of such balance on deposit until the close of the month in which he withdraws, in order to cover any charges not reported at the date of his withdrawal. Any credit, except a credit for student labour remaining at the end of the month, will be remitted to the student.

EDUCATIONAL DISCOUNTS

The following discounts shall apply to all students attending USC:

1.   A discount of ten per cent (5%) may be granted to students who pay the total calculated cost for the school year at matriculation. Discount is given on tuition cost only, and, on the last month of the second semester.

2.   A discount of five percent (5%) of the tuition charges for two children from one family - provided the same person is paying all the expenses. Written application and proof must be provided.

3.   A discount of ten per cent (10%) of the tuition charges for three or more children from one family - provided the same person is paying all the expenses. Written application and proof must be provided.

Discounts are not retroactive, and will be granted only to those whose accounts are kept in balance.

TUITION

(Tuition Charges per Semester)

Per credit hour:
US $125.00 or $TT780.00 for students residing within the Caribbean Union Conference territories:

Anguilla	Grenada	St. Maarten NA (Dutch)	Suriname
Antigua & Barbuda	Guyana	Trinidad & Tobago	USVI's
Barbados	Montserrat	St. Kitts & Nevis	BVI's
Dominica	St. Eustacius	St. Vincent & the Grenadines	St. Lucia

US $147.00 or $TT915.00 for students outside the Caribbean Union Conference territories.
(This charge does not include private instruction or special fees).

Students are required to pay a fee of between $TT75.00 and $TT250.00 for each course requiring a lab session.

BILLING

Tuition fees, rent for dormitory and other student accommodation, cafeteria and all other fees, are billed in full at the beginning of each semester, and are to be paid according to one's financial contract with the University. Please refer to the current Financial FAQ for details of these contracts.

PRIVATE LESSONS

Private lessons in voice, piano, organ, string, woodwind, brass, and percussion instruments are available. Charges will be made for private instruction in addition to tuition. A drop voucher must be used to discontinue music lessons. Refund will be made according to the refund schedule. No refunds are made for occasional absences, whether caused by sickness or other reasons. Lessons missed through the fault of the instructor will be made up. Lessons falling on holidays, field days, or vacations are not made up.

GENERAL FEES

A general fee of $US144./ $TT900.00 dollars per semester is charged for each student. This fee covers registration costs, student identification card, examination fee, Library, A.S.B., etc.

STUDENT MEDICAL INSURANCE

A group health plan and a hospital medical care are available to all registered students. This policy does not cover any medical expenses incurred for any physical examination, or for prior illnesses.

Details of coverage under this policy are listed in the *Student Health Insurance Handbook*. The cost of Insurance Coverage per semester is $US38.00/$TT239.00 for single students, and $US73.00/$TT453.00 for students with dependents.

PROPERTY INSURANCE

USC will not accept responsibility for loss of private property by theft, fire, storm, or other causes. It is recommended that all students arrange for property coverage of their personal effects.

GENERAL REGULATIONS

1. In keeping with good business principles, the University expects that all accounts will be settled promptly when due.

2. At the time of registration, all students will be required to make definite arrangements with the Student Finance Office concerning their school expenses. Consideration should be given to the cost of the entire year, as well as for the current semester.

3. No student will be permitted to continue classes past the date agreed upon for settling of his/her accounts, unless clearance is given by the Student Finance Office.

4. No student will be permitted to register for a new semester until his/her account from the previous semester has been settled.

5. Students will not be allowed to participate in the graduation exercise or receive diplomas until accounts are paid in full.

6. Requests for transcripts to be sent to any other institutions require approval from the Director of Student Finance. Approval will be given only when accounts are paid in full.

7. Requests for letters to the embassy require approval from the Director of Student Finance. Approval will be given only when accounts are paid in full.

Exception to the above regulations will be made only by action of the Administrative Council.

ADVANCED DEPOSIT (CAUTION FEE)

An advanced deposit of $US97.00 /$TT604.00 is required for new students, except day students from Trinidad and Tobago. This sum is refunded if the student's account is clear when he/she terminates connection with USC.

RESIDENCE HALLS' PACKAGE

This is applicable to all single students who choose to attend USC from overseas, and who are required to live in the residence hall.

The standard residence hall package is US$1,000.00/$6, 095.00 per semester. This amount includes charges for cafeteria and accommodation (Other living accommodations are priced differently).

Each student is issued a key upon occupancy of residence hall, Annex or Extension room, and is expected to return the key when he/she is moving out. Should the student lose the key or fail to return it upon departure, a TT$20.00 lost key charge will be placed on his/her account.

The University's insurance policy does not include coverage for students' personal belongings. (See Property Insurance)

EXIT PROCEDURE

Permanent Withdrawal

To obtain a 100% refund and to avoid financial obligation, a student who registers but cannot attend must completely withdraw (or drop) by the calendar deadline. Withdrawal after the published deadlines involves a partial refund or a receivable equivalent to the refund period's percentage (e.g. 10% during the first week).

Exit procedures outlined below must be followed BEFORE one leaves the University of the Southern Caribbean, or is no longer enrolled in an academic programme. Students are required to collect withdrawal forms from the Registrar's Office and secure all the required signatures indicated below:
1. Student Development
2. Residence Hall (not applicable for non-resident students)
3. Cafeteria
4. Faculty Dean
5. Director of Student Finance

6. Library
7. Assistant Records Registrar (leave ID cards).

Temporary Withdrawal

Students leaving the campus for the summer or for one semester must complete the Withdrawal Notification Form, indicating the same. In order to return, students must collect, complete and re-submit an Intention to Return Application to the Office of Admissions. Students departing temporarily may retain their ID cards.

AUDITING CLASSES

Lecture-type courses, which a student would like to audit, are charged at half the tuition rate. Independent study, ensembles, and participation-type courses may be audited, but full tuition is charged.

GRADUATION FEES

Andrews University Fee: This fee is set by Andrews University and is published at least two (2) months before graduation
        Regalia Rental: TT$100.00.
        Refundable Regalia Caution Fee: TT$100.00.
        Graduation in Absentia: TT$100.00 is deducted from the published graduation fee.

GRADUATION IN ABSENTIA

It is expected that all graduates will participate in the commencement services, unless granted written permission by the Records Office to be graduated in absentia. Written application for exemption should be made no later than one semester prior to commencement. The fees for graduating in absentia quoted above are in addition to any other graduation charges. TT$100.00 is charged to a graduate who without permission is absent from graduation.

SPECIAL FEES: These fees are subject to change and may not be refunded.

APPLICATION FEE: Application fee is TT$60.00.

 CHECK SHEETS: The first check sheet is issued free of charge. Replacements for misplaced check sheets for the same degree cost TT$50.00.

CREDIT BY EXAM FEE: The fee for taking credit by exam is fifty per cent (50%) of the cost for the course.

DIPLOMA REPLACEMENT: The original diploma is free. The cost of replacing an AU diploma is US$25.00/TT$156.00.

FAXING TRANSCRIPTS
The following rates apply:
 TT$5.00 per page – Caribbean, TT$10.00
 North and South America: TT$15.00 per page – Europe, Africa, Asia and regions beyond. These figures do not include service charges and 15% VAT.

IDENTIFICATION CARD REPLACEMENT: There is no fee for the first issuance of an identification card; however, there is a fine attached to a replacement.

LATE REGISTRATION PROCESSING FEE: The fee for processing late registeration is US$50.00/$TT312.00 from the first day after the published registration period for the specific semester.

MAILING DIPLOMAS (EXPRESS) Caribbean
  Level 1 – (most Caricom territories TT$125.00) Guyana TT$230.00.
  Level 2 – (Jamaica, St. Martin, St. Thomas, St. Croix, Anguilla, Bahamas, USA) TT$230.00.

RETURNED CHEQUE: The fee for a returned cheque is TT$20.00.

STUDENT PERMIT
The student permit fee for Caricom Countries is $TT210.00, renewal is $TT160.00. For non-Caricom students, the first application fee is $TT410.00, and renewal is $TT210.00. Venezuela and USA students pay TT$50.00 for a visa waiver.

TRANSCRIPT:
AU - US$5.00./TT$32.00
USC - TT$30.00. (Local Institution)
USC – US$10.00/TT63.00 (International Institution)

RUSHED TRANSCRIPT:
AU – US$28.00 – US$53.00/TT$175.00 – TT$331.00
USC – TT$60.00

WITHDRAWAL OF FUNDS FROM ACCOUNT: A charge of TT$20.00 per withdrawal will apply after the fourth request (per semester).

Please note that the Trinidad and Tobago dollar is a floating rate currency. As a result, the current exchange rate (1USD = 6.24TTD) can be changed at anytime without prior notification.

GENERAL ACADEMIC INFORMATION

STUDENT'S GOVERNING BULLETIN

Students are expected to know the rules that govern academic matters. The Bulletin presents answers to general questions regarding academic policies. Students with special problems and circumstances should consult the dean, or programme chairperson/coordinator of the school for their majors and minors. Responsibility for meeting degree requirements rests with the student. Each student is required to be aware of all relevant requirements published in the *Bulletin,* under which he/she plans to graduate. Ordinarily, students who receive regular admission status may expect to receive a degree by fulfilling the requirements of a curriculum, as specified in the *USC Undergraduate Bulletin.* The University, however, is not strictly obligated to fulfill this expectation or to offer in any particular year, a course listed in this *Bulletin*. The institution reserves the right to make any changes it deems necessary in the curricula and in regulations.

Students are required to examine the requirements of the degree for:
1. The total number of credits for that course.
   The total number of credits for the following relevant sections of the degree:
   a. General Education
   b. Major
   c. Concentration
   d. Emphasis
   e. Minor
   f. Cognate
   g. General Electives
   h. Professional Education Component for secondary and elementary teacher preparation; and,
   i. Planned Programme Minor for Elementary Education

Students need to note the pages in the *Bulletin*, where graduation requirements are printed, and to quote the page numbers when petitioning for transfer courses and credits to be substituted for required courses and credits.

It is compulsory that students examine the differences between courses and credits requested and credit substitutions approved. When petitioned substitutions are denied, students are required to complete the form "**Action Plan for Denied Transfers."**

CHANGES IN BULLETIN REQUIREMENTS

The provisions of this *Bulletin* are not to be regarded as an irrevocable contract between the student and the University. The University reserves the right to change any provision or

requirement at any time within the student's term of residence. **All regulations** adopted and published by the Board of Trustees or the Administration after publication of this *Bulletin,* have the same force as those published herein. Students desirous of changing the *Bulletin* year to which they were assigned, must submit a petition with such a request. Majors and Minors must be governed by the assigned Bulletin year except otherwise authorized.

ATTENDANCE AT THE UNIVERSITY

The admission of candidates, their remaining as students, their status, the awarding of academic credits and the granting of degrees, are all subject to the ordinary regulatory powers of the University, which reserves the right to cancel, at its discretion, any of these privileges for reasons considered sufficient by the Administration.

School deans reserve the right to review their students' grades periodically. Together with the faculty, they may also recommend that students performing unsatisfactorily should discontinue their degree programmes. Students that receive such a recommendation have the option of applying for temporary withdrawal from their approved programmes, and registering at the USC Learning Centre. Non-Trinidad and Tobago citizens need approval from the USC Immigration Representative before attempting to drop USC classes and register full-time with the USC Learning Center.

REGISTRATION

Instructions for registering online on IUTUS, the automated student records programme, may be obtained from the Office of the Dean of Admissions and Records.

Registration is a compulsory procedure for all students who are desirous of receiving credits for courses and credits for their graduation requirements. Students should plan to register during the period assigned for registration on the official academic calendar, and great care should be taken to follow all procedures in the registration process as outlined. Registration is not official until all sections of the registration process have been completed, including financial arrangements.

LATE REGISTRATION SERVICE FEE

Any student that does not complete registration during the assigned calendar dates is required to pay a late service fee (Refer to published financial information for fees). The fee is to be paid in cash except otherwise approved by the Finance office. Students may not register after the last official day to "add/enter any class" as indicated on the school calendar.

CHANGES IN REGISTRATION

A course may be dropped or added only by means of a drop/add procedure electronically. After completing the transaction, the student must verify that it is correctly done and completed, and that it appears on his/her records. Official dates as to when changes may be made, when charges for changes go into effect, and when W or F grades are effective when withdrawing from classes,

will appear in the *Academic Calendar*. The drop/add procedure is compulsory for official dropping of a course. Non-attendance or non-payment for courses will not constitute a drop.

CHANGES IN PERSONAL INFORMATION

Students should provide and promptly update personal information at the USC Records Office. Changes in name, postal and email addresses, telephone contract numbers, mailing lists for USC transcripts and grade reports and documents for additional certificates, diplomas or degrees earned while attending USC should be filed at the Records Office.

WITHDRAWAL FROM THE UNIVERSITY

Students are singly responsible for the management of their class registrations and withdrawals. The IUTUS class enrollments should be checked after the last day to add a class, after the midterm examination week, and before the last day to drop, for each trimester. The objective of checking is to ensure that the record of the courses for which students are enrolled, is correct. Students should also check after any change in registration. If the record of courses dropped or added is not reflected on IUTUS, the student should contact **Data Entry Office** for assistance. Ignoring an incorrect record may result in an "F" grade being placed on the student's permanent transcript.

Applications for retroactive drops are rarely entertained and reflect poorly on the student's ability to cope with the demands of university life. Students who wish to withdraw from all USC courses and leave the University **in good standing** must complete and submit an official withdrawal form.

Students who are physically unable to come to the University should call the Registrar's Office and request a withdrawal form. The form will be mailed if it cannot be downloaded from the website. The withdrawal application must be completed, signed, dated and returned to the Secretary to the Registrar, before the student's record can be legally closed for the trimester.

No courses and no A-F letter grades will be recorded for the student who submits a withdrawal form.

It is not necessary to withdraw from the University between semesters. All campus departments closing students' records are responsible for their own clearing processes, apart from placing their signature on the withdrawal form. The student has the ultimate responsibility for notifying all departments on the form, of his/her withdrawal.

A student may drop some courses for which he/she was registered, and not drop others, and may not selectively withdraw from some courses and not from others during any trimester. When a student withdraws from the University, all incomplete courses are recorded as courses from which the student withdrew. The grade report of a withdrawn student must not simultaneously reflect A-F/W letter grades.

A withdrawal form is not the same as a drop form. Students who withdraw from the University must be given one of the following grades: W, WF, WP, or DWP. Until the student submits the hard-copy drop forms to the Data Entry Office, and drops the registered courses on IUTUS, he/she is still considered a bona fide member of a respective course. The University will not change an official registration without the student's consent on the withdrawal form. Students must clarify requirements for payment or repayment of GATE funds with the USC GATE representative before leaving the campus.

ORIENTATION

Orientation is compulsory for all students and is a pre-requisite for registration.

To commence registration, all new students must present their acceptance letters and temporary identification certificate or ID card, to receive the registration package. All returning students must satisfy the conditions outlined under "Returning Students". To complete registration, students must complete every required step in the process. **Registration is not official until all steps are completed and Data Entry receives the completed transaction.** Students who attend classes without registering for them will not receive university credit for work done.

The academic guidelines and regulations outlined below are general. Academic queries not answered through these regulations may be answered by your faculty dean and your advisor, or through written academic petitions. Forms are available at the Records Office. Each student is required to be aware of and meet all the requirements outlined in the USC student *Bulletin,* under which he or she plans to graduate. Every deviation from the published requirements must be approved in writing on the academic petition blank. The responsibility for meeting graduation requirements rests upon the student.

RESPONSIBILITIES OF STUDENTS

1. To maintain an appropriate and lawful immigration status while attending the University of the Southern Caribbean.

2. To obtain and maintain appropriate medical insurance.

3. To attend all classes, laboratories, and other academic appointments. To read and seek lecturer clarification on unclear statements in the class attendance policy.

4. To regularly check IUTUS registration records for correctness.

5. To read, identify and understand how to satisfy the published requirements for graduation.

6. To attend all scheduled orientation sessions.

7. To seek an appointment with the director of Freshman Advising to determine how to complete orientation requirements, if admitted after the published trimester date for the orientation exercises.

8. To develop a personal relationship with the assigned advisor, whereby the student schedules and re-schedules as necessary, appointments to request assistance in assessing academic requirements and career values and goals; and seeks assistance in developing strategies to accomplish stated goals.

9. To register at the USC Learning Centre if admitted on a provisional basis; or if a GPA below 2.00 is earned for any trimester.

10. To cooperate with the USC Learning Centre by following the contracted guidelines and procedures for regularization of admission status, if admitted provisionally.

11. To secure a current *USC Calendar of Events* and submit all required documents by the published deadlines.

12. To write all required examinations at the scheduled dates and times arranged by the instructor or published in the University Examination Schedule.

13. To persist in following-up issues requiring approval for transfer credits, credit by exam, waiver of credits and approved substitutions.

14. To understand and accept the fact that attendance at USC is a privilege and not a right.

15. To submit drop/add hard copy forms by the published calendar deadlines.

16. To submit a withdrawal form if the student must stop attending classes.

17. To provide up-dated mailing and email addresses and telephone number(s) to the Registrar's Secretary on the prescribed forms.

18. To maintain a loose-leaf binder with documentation for acceptance, regularization of admission, credit by exam, transfer credit, waiver and substitution of credits and courses, incomplete contracts, deferred grade contracts, extensions and removal of probationary status, make-up courses and credits for admission, course outlines, payment for fees, and copies of GATE forms submitted.

BREAK IN RESIDENCE
When a student graduates or has a break in residence of more than one semester, and then returns to start an additional or new degree programme, or to resume study, the current *Bulletin* will be in effect.

READMISSION
A previously admitted degree-seeking student who has not enrolled in any course at University of the Southern Caribbean for one full academic year or more is eligible for readmission. The student must submit the USC re-admissions form and meet the current admission and programme requirements in effect at the time of readmission. A student who has not enrolled for a period of two years must submit a new medical along with his/her application.

Immigration regulations prohibit international students from enrolling without being admitted into a formal degree or certificate programme. International students will, therefore, not be allowed to enroll as non-degree seeking or non-certificate students.

<u>Registration - Conditions for Returning Students</u>

1.   All provisional students must have secured lacking requirements and have regularized their academic admission status by the expiry date on the provisional contract, and no later than the first calendar day for registration for the semester. Provisional entry is only for the academic year specified in the acceptance letter. Extensions will be valid only with written authorization.

   Students who default on their provisional admission contract, and who are desirous of appealing the decision to be withdrawn from classes must submit an Application for an Extension of the Provisional Year, to the USC Provisional Admissions Officer. The student must secure a recommendation from the USC Learning Centre to have the provisional year extended. The application for extension must be approved before attempting to register on IUTUS.

2.   All prospective graduates should have written approval for regular admission into their maim programme by the first published calendar day, for registration of the first semester of their senior year, and for the very latest by the date of submission of their graduation applications.

3.   Admission status may be cancelled or annulled when students do not meet the conditions specified for continuing enrollment, or when admission status is based on documents later found to be fraudulent.

4.   Re-admission may be denied when students do not meet admission standards, when their provisional admission contracts expire before they meet their contractual obligations, or when they submit transcripts or records found to be fraudulent.

5.   All students must have written approval for programme and bulletin year changes. Approval must be endorsed by the Associate Registrar for Admissions on the Change of Programme form (COP), before the student can register for a programme which differs from the one for which the student was previously admitted.

6.   Returning students must have a satisfactory citizenship grade, and financial clearance, and must conform to the university's dress code before registration can be completed**.**

PRE-REQUISITES

Some degrees and classes require pre-requisites. Pre-requisites are listed with course descriptions in the *Bulletin* under the various schools. Students will be required to withdraw from classes for which they have not met the pre-requisites.

ADMISSION TO CLASSES

No student will have credit recorded, or be officially admitted to a class without completing the registration process.

The official **Drop/Add period** runs until the published calendar dates.

TO DROP/ADD DURING REGULAR PUBLISHED REGISTRATION PERIODS

To officially drop a course, during **regular registration periods,** the student must:
1. Enter the request to drop or add the course on IUTUS.
2. Check to ensure that your request has been cleared by (a) your advisor, (b) by Student Development and (c) by the Student Finance Director.
3. Check the IUTUS record to ensure that the record reflects the dropped or added course.

TO DROP/ADD FROM THE FIRST DAY OF INSTRUCTION TO THE LAST DAY OF CLASSES

1.   Obtain **drop/add form** at Registrar's Office
2.   Secure required signatures
3.   Pay a **drop/add** Fee
4.   Return the form and the receipt to the Data Entry Assistant.
5.   Drop the course on IUTUS

NOTE: Refer to published dates for dropping and adding in the *University Calendar*.

ATTENDANCE REGULATIONS

Class Attendance
Students are required to attend all scheduled classes, laboratories, chapel/assembly exercises, and examinations.   Any irregularity of attendance may lower a student's course grade. Faculty members are required to keep regular attendance records. The instructor's course outline notifies students of the attendance regulations.

Absences on the First Day of Class
All students are required to take their seats from the first day of instruction. Seats may be assigned to other students and registrations cancelled, if students do not show up on the first day of instruction. The final grade that students receive for any given class will be impacted by their entry into the class.

Absences and Failing Grade
Whenever the number of absences exceeds 20% of the total course appointments, the teacher may give a failing grade. Absence from the campus does not exempt the student from this policy. Absences recorded because of late registration, suspension, and early/late vacation leaves are not excused. The class work missed may be made up only with the permission of the lecturer.

Absences, Excuses and Incomplete Courses
Excused absences do not put aside the student's responsibility to complete all requirements for a course.

Attendance, Examinations and Public Holidays
Classes are not generally held on official public holidays of Trinidad and Tobago. **Final examinations, however, are held on the published dates, whether or not they are public holidays.**

Absences for Illness
Excuses for absences due to illness are granted by the lecturer. Proof of illness is required. Students should submit a medical certificate from a currently registered physician on the second day of any illness that interferes with class attendance.

COURSE LOAD

The course load is expressed in semester credits. Each semester credit represents one (1) fifty-minute class period or equivalent, per week, for one semester. Preparation time of approximately two hours for each class period is assumed. Thus a four-credit class meets four times a week. A laboratory or practicum experience of 3 hours is considered equal to one regular class period, unless otherwise noted in the course syllabus.

Students who show poor performance in work or study over two consecutive semesters will be asked to re-adjust their schedule, and to temporarily withdraw from a degree or certificate programme, and register at the USC Learning Centre.

WORKLOAD

The course load of students who engage in full or part-time employment must be adjusted to provide a reasonable balance of work and study. In determining the proper balance, the student's intellectual capacity and previous academic record are considered.

The following work/study load is recommended:

10 - 20 hours work per week	12 - 16 credit hours
20 - 30 hours work per week	7 - 11 credits
Over 30 hours	1 - 6 credit hours

Exceptions to the guidelines above require approval by the student's respective dean. This must be done on the prescribed forms.

COURSE OVERLOAD

A student shall rarely be allowed to carry a load of more than 16 credits during any one semester, and then only by permission of the Vice President for Academic Administration. Under no circumstances may a student take more than 19 credits. Students with good performance in study may be allowed to take extra credits with approval from their respective dean, according to the following guidelines:

Overall GPA	Course Load
3.00 - 3.49	17 credits
3.50 - 3.89	18 credits
3.90 - 4.00	19 credits

For the summer term, students are not permitted to register for more than 16 credits, or a maximum of eight credits for each summer session.

CLASS SIZE

The University reserves the right to refuse to offer classes for insufficient students. Students registered on IUTUS for cancelled courses must drop the courses on IUTUS and submit the drop form to the Data Entry Office by the calendar deadline for dropping courses.

GRADES AND QUALITY POINTS

The right to assign grades rests with the teacher of the course. Quality points (on a 4.00 scale) are given to each letter grade (A-F) for use in figuring a student's grade-point average (GPA). The GPA is the average number of quality points earned per credit hour, in all courses that are assigned grades A-F.

QUALITY POINTS

Grade	Quality Point Per Semester Credit	Definition
A	4.00	Superior
A-	3.67	
B+	3.33	
B	3.00	Above Average
B-	2.67	
C+	2.33	
C	2.00	Average
C-	1.67	
D	1.00	Below Average
F	0.00	Failure

HOW TO COMPUTE YOUR GPA

The GPA is computed only on 'A' through 'F' letter grades listed above. Students may calculate semester GPA as follows:

Multiply the number of credit hours by the number of quality points given to the letter grade earned in each class. Do the same for each class graded A-F. Add the number of quality points earned in all classes for the semester. Divide the total number of quality points by the total number of credit hours attempted.

INCORRECT GPA

Students who have documentary evidence to show that their IUTUS or Honours Lists GPA have been incorrectly calculated should submit the completed **GPA Correction Request Form** to the Registrar, within two days of viewing their IUTUS grade reports.

ADDITIONAL GRADES

Additional grades and their definitions, which may appear on a student's academic record include:

AU - Auditing Classes
It is possible to audit any class, excepting private music lessons and independent study courses, provided (1) there is room in the class (2) the student has an appropriate background, and (3) permission from the instructor is obtained. The term "audit" refers to registration for attendance only, and all auditors are expected to attend all class appointments as agreed on when the respective lecturer grants auditing privileges. Instructors are required to state the conditions for auditing a course in their course outlines.

The tuition charge to audit lecture type courses is half the rate for credit courses.   Students who audit classes earn no credit or grades in these classes but may change their registration from audit to credit by the Academic Calendar deadline.

UA - Unsatisfactory Audit
Auditors must attend at least 80% of classes. Those who fail to do so are given a UA grade - Unsatisfactory Audit.

I - Incomplete
An **incomplete** indicates that the student's work is incomplete because of illness or unavoidable circumstances, and not because of negligence or inferior performance. An 'I' may be received upon mutual agreement between the teacher and the student or by the lecturer's decision before the final class, by completing an Incomplete Contract signed by both the teacher and the student. The contract designates the assignments to be completed, and the deadline for submitting the work.   The student must submit documentary evidence of the reason for not completing requirements. The evidence must be attached to the instructor's grade report. The decisions on substantial progress, potential to pass the course, and a valid reason for the request are to be decided by the instructor.   Ordinarily, an 'I' must be removed during the following semester. Any request for an extension of time beyond the contracted time shall be done by a written petition approved by the dean of the school in which the course is taught. Extensions are rarely approved. Approval is given only in highly unusual or severely extenuating circumstances.

The credits for an 'incomplete' should be computed in deterring the student's class and workload.

Notation on 'Incomplete'
The instructor may record an 'I', [Incomplete] in place of a grade, when a student has made substantial progress, but has not been able to complete a course. If the student cannot be located, the instructor may submit the Incomplete Contract. **It is the student's responsibility to collect the contract from the instructor.**

When necessary, the **Incomplete Contract** should include the signature of any additional instructor needed for successful completion of the course. This may occur when the original faculty member is on sabbatical or no longer teaching the course. A student must first obtain the secondary instructor's signature before having the class instructor sign the form.

An 'incomplete' is not a grade. The responsibility for submitting the grade lies with the instructor. The Data Entry Office will not change an 'incomplete' to a grade. It is the responsibility of the instructor who submitted the 'incomplete' and the Incomplete Contract to submit the earned grade. Incomplete contracts should be submitted for every 'incomplete' recorded on the grade report sheet for the final trimester's grades.

It is the student's responsibility to ascertain that the coursework is completed according to the contract, and to remind the instructor to submit the grade. Failure to follow up issues involving an 'incomplete' could delay the student's graduation by one year.

DG - Deferred Grade
A DG may be given in certain courses recognized to be of such a nature that all their requirements are not likely to be completed within one semester. Such courses include tours, field/clinical experience, internships, project and independent study courses, courses containing research, and courses that require mastery level learning. The Registrar's Office records a DG only for courses previously recommended by a department and approved by the appropriate school dean.

A DG should normally be changed to a letter grade by the end of the following semester, but no later than one year from the date the DG is originally recorded. Exceptions can only be made by the dean of the school in which the course was offered through an extension-of-time petition written by the student and recommended by the lecturer.

A DG will be changed to the grade earned by the contracted deadline. Extensions of the deadline require written authorization from the dean of the school in which the course is offered.

W – Withdrew
DWP [Dropped without Processing]
DG [Deferred Grade]
DN [Can no longer be completed]

CHANGES IN MAJOR

A fully admitted student may change majors, provided he or she meets the entrance requirements for the new programme. Applications for program change must be submitted on the *Change of Programme Form* to the Associate Director of Admissions. The form is available at the Admissions Office. The student is subject to the degree requirements in effect at the time of the change of the degree.

Students granted provisional entry may not change majors until they have regularized their admission status. Changes must be approved in writing before graduation application for the new programme is submitted. Separate graduation applications must be submitted by students who want to graduate with more than one degree.

CHANGES IN REQUIRED NUMBER OF COURSE CREDITS

Courses must be taken for the same number of credits stated in the *Bulletin*. Courses cannot be offered for more or less credits than published. Credits cannot be added or deleted to suit individual student needs.

APPROVED TRANSFERS AND REQUIRED CREDITS

Where transferred credits are less than the required number stated in the *Bulletin*, students must do an independent study for the number of credits in the lacking area. The independent study must be numbered IDSC followed by the course title.

CHANGES IN NAMES

Women who marry during their course of study can have their married name added to the name first used on their application forms. For addition of your married name, please submit original and copy of your marriage certificate. The copy will be validated and the original returned to you immediately upon submission. Names should be written in the same sequence on all official documents.

COLLECTING GRADE REPORTS

Students are required to check their grades on IUTUS.   At registration, students are required to specify the organization or person to whom their grades should be sent.   Registration is incomplete without such organization or person's name and address, if mailing the grade report to a second party is desired.

QUERY ON GRADE REPORT

All queries on courses and credits must be submitted to the Registrar's Office on the **required form** within two weeks of the date of posting of grades.

GRADE GRIEVANCE POLICY

If a student disputes his/her final course grade, the student must discuss the matter with the faculty member assigning the grade **no later than** mid-semester of the next semester.

If the faculty member disagrees with the student's reason for changing the grade, the student may appeal to the chairperson of the department that offers the course. If the chairperson disagrees, the student may appeal to the respective dean or programme director. If the faculty member, chairperson, dean, etc. all disagree with the student's request, the student may then appeal to the Office of the Vice President for Academic Administration. The Vice President for Academic Administration makes a final resolution.

ACADEMIC GRIEVANCE POLICY

Any student desirous of expressing concern regarding instructional matters such as perceived unfair grading, cheating, or misunderstanding, should first confer with the teacher, the department chair, and the dean, in that order as necessary.

If they all disagree with the student's request, then the appeal should be made to the Vice President for Academic Administration. A further appeal could then be made to the highest body – the President's Council/Cabinet – for final arbitration if there is no solution at the Vice President's level.

Grade Grievance Procedure
This procedure allows the student the opportunity to appeal a final grade in a course, if he/she believes that the final grade was given capriciously or unfairly. This procedure applies only to final grade and not individual assignments or sectional examinations, or for an individual pursuing the resolution of a grading dispute. It cannot be used for class section dispute, i.e. not on behalf of two or more students. The student must contact the teacher within seven (7) days after the beginning of the ensuing semester.

The three-step process is as follows:

Step # 1 (Informal)
If the teacher in unavailable, the student must leave a written request for an appointment in the department office. The department chair will act as a substitute, listen to the grievance, and render a decision given that a written explanation was submitted, before, to the Chair stating the reason for the grade. The student may then appeal the Chair's decision to the next step, but the teacher is expected to accept the decision as final.

Step # 2 (Formal) Department Chair
If the student is unsatisfied, then he/she is free to file a written formal grievance to the department chair, who may request a meeting with the teacher and the student, acting only as mediator and not decision-maker. This should be done within five (5) working days of receiving the request. Failure to come to an amicable resolution gives the student the privilege to file a written request to the teacher's dean.

INTENT

This policy is intended to facilitate a procedure for prompt and fair processing. The committee feels that students should be given adequate opportunity to bring complaints to the attention of the institution, with the assurance that the relevant officials will promptly investigate and evaluate presented facts objectively. The intent of this policy is to handle only cases that require adjudication.

MAKE-UP EXAMINATIONS TO IMPROVE A GRADE

Once submitted, end-of-semester grades (except incompletes and deferred grades which default by the deadline) are final. Any arrangement for make-up examinations must be done before the grading period is over and the final grades submitted. The grading system makes **no provision for doing make-up examinations after the grading period is over and the final grades submitted**. Students who fail required courses should make arrangements with their school deans to repeat such courses at the earliest opportunity.   There is no extension of the deadline for incomplete work or deferred grades. Students are not required to re-register for a course in which an "Incomplete" designation was reported.

MAKE-UP COURSES FOR "O" LEVEL MATHEMATICS AND ENGLISH

There is no provision for doing make-up courses mathematics, English or biology for students admitted with the minimum 5 CXC/GCE O'level passes.   Students in this category who lack GCE/CXC "O" or general level passes in mathematics, English or biology must secure the needed subject passes by the contracted deadline for provisional entry. Students who lack passes in the abovementioned areas are required to register at the USC Learning Centre before attempting to register on IUTUS.

REPEATING CLASSES

Students may repeat a course in which they receive an unsatisfactory grade. In such cases, the record of each attempt is not erased from the transcript. The credits and quality points earned in the course with the higher grade are used to calculate the GPA. Course grades may be replaced only by grades for course work repeated on campus. When a course with a laboratory is repeated, the laboratory part also must be repeated. The Records Office shall insert in the transcript, the "include/exclude" symbols, as appropriate, for repeated courses.

Required courses with grades lower than a "C" in all areas, except general education requirements, must be repeated. If the grade point average (GPA) on your course report falls below 2:00, the Academic Improvement Plan and Contract must be submitted before registering for the next subsequent trimester.

In a sequence-type course (course numbers ending in 1 or 2), a student who earns an 'F' for one semester must automatically repeat that course before being permitted to enroll or remain enrolled in subsequent courses in that sequence. A student who earns a 'D' in such a course should consult with the teacher on the advisability of continuing the course.

REPEATING CLASSES FOR SECOND DEGREES

A student who repeats a course that counts toward a degree previously earned, and who needs that repeated course for graduation requirements for a subsequent degree, will have the grade and points earned at the higher attempt counted toward graduation for the subsequent degree. However, the grades and points earned at the first attempt will not be erased. The Records

Office will insert on the transcript the "include/exclude" symbols, as appropriate, for repeated courses.

WAIVERS

When a waiver of a course is approved by petition, the specific course requirement is waived. However, the overall credit requirements for that specific area, such as general education, major, or minor requirements, still remain. A student should petition to substitute an appropriate course to fulfill the credit requirements.

CREDIT SHORTAGES

Credit shortages will not be approved. All published credit requirements must be satisfied.

EXAMINATIONS

Credit is not granted in courses unless the required examinations are completed by the student.

Examinations are given at the end of each semester, and students are required to take the examinations at the scheduled time. If a student has any conflict, it is his/her responsibility to check with his/her school dean and appeal to the Examinations Council for changes before the examinations. Students are expected to follow the published examination schedule.

Students are required to present a valid student identification card in order to enter the examination hall.

THE HONOURS PROGRAMME OF THE UNIVERSITY OF THE SOUTHERN CARIBBEAN

The University of the Southern Caribbean Honours Programme is a special curriculum integrated into the four-year baccalaureate degree. Students meeting such requirements shall have their diploma and transcript issued by the University so endorsed, e.g. Bachelor of Arts with Honours or BA *cum laude* with Honours.

To be accepted into the Honours Programme, a student must normally have a cumulative minimum GPA of 3.33 and complete an application process, which will include an essay, recommendations, and a personal statement. To continue in the Honours Programme, a student must earn a minimum GPA of 3.50 each subsequent semester.

Graduating with Honours
Requirements for graduation with Honours via the Honours Programme include:

1) Maintaining a 3.50 overall GPA, and completing a minimum of **15 honours semester credits,** earning a minimum GPA of 3.50 in those courses.

2) Honours credits will be taken from normal course offerings in the **General Education Requirements,** identified on the class schedule by the addition of a **"Section 50"** component; and from specific honours courses designated by the '**HONS'** acronym, as offered by departments.

3) Honours credits may also be earned by any combination of the following courses:
   HONS 180, 380 Topics in …   2-3 semester credits
   HONS 295, 495 Independent Study   2-6 semester credits

4) Honours students shall develop, with an advisor, a proposal for a research project in their desired area of specialization. Research writing for and writing of this paper is done under the course number, **HONS497 Senior Honours Research**, for 2-3 semester credits.

5) During the final semester, all honours students intending to graduate with honours in that year must register for **HONS398 Interdisciplinary Honours Seminar** (1 credit). The final year honours students will present their research on flash drive, via email, hard copy and orally. A copy of the research is filed in the Library of the University of the Southern Caribbean.

Honours Audits

To enhance Honours Students' opportunities for academic growth, an honours student enrolled full-time (a minimum of 12 regular credits), may attend one course free, each semester, registering as an Honours Audit (HN), which is indicated on the transcript. No credit is earned for this audit, but the opportunity is provided for the student to broaden his/her knowledge at no cost, even if it results in an overload. Registration for an Honours Audit (HN) should take place during regular registration, and not later than the regular drop/add date. Attendance and other regulations for an audit apply. Further information about the Honours Programme can be procured from the Working Policy.

INDEPENDENT STUDY

An independent study/research project provides an opportunity for students to research a topic of their own choice, in a manner that they would not be able to do in a normal class. The supervising instructor assists students in using a decision-making process to brainstorm an array of topics. These may include current problems and emerging national or world issues related to the topic. The student selects a topic for which he/she has a passion. Such opportunities also provide opportunity for USC students to develop independent thinking and analytical skills.

A USC student, desirous of taking a course for credit through Independent Study or undergraduate Independent Research with a USC faculty member, must consult with his/her advisor. The advisor will then provide direction regarding faculty and their areas of expertise,

required forms, and processes for independent study research. ***The USC Undergraduate Independent Study Contract*** must be submitted to the advisor, dean or designee, no later than Tuesday of the first week of classes.

Students must take Independent Study as part of their major, minor, or cognate, to receive a grade (A-F) for the Independent Study. Independent Study, which is not part of a major, minor or cognate, will be assigned an "S" [Satisfactory] or "U" [Unsatisfactory] grade.

Independent study credits applied toward any undergraduate degree will count for no more than 10% of the total number of credit hours required for the student's degree.

Completion of the Independent Study contract does not constitute registration for Independent Study. A copy of the contract must be submitted to the Data Entry Office before the student registers for Independent Study on IUTUS.

Applicants for Independent Study must have earned a minimum GPA of 2.50. The Data Entry Office must verify the student's GPA on the Independent Study Contract before the student is approved by the supervising instructor.

The contract must state the following:
1. A five line summary of the course
2. The topic of the study, which will appear on the student's transcript
3. Course objectives [new analytical skills and information to be acquired]
4. Texts, Readings and Resources to be used
5. Any other procedures
6. Method of evaluation
7. The number of times the supervising instructor will meet with the student
8. The date for the completion of the research.

THE PRESIDENT'S HONOUR ROLL, THE ACADEMIC VICE PRESIDENT'S HONOUR ROLL AND THE DEAN'S LIST

The President's Honour Roll, the Academic Vice President's Honour Roll, and the Dean's List are composed of students with high scholastic achievement. To qualify for any of these lists, the student must
   a. register for and complete 12 graded credits per semester, with no 'incomplete', and no individual grade below "C".
   b. attain a minimum cumulative quality point average of 3.50.

All students attaining a minimum cumulative GPA of 3.50 will receive special recognition at the annual Honours Convocation Exercise.

The President's Honour Roll
To be listed on the President's Honour Roll, the student must attain a cumulative GPA of 4.00, for at least 2 full consecutive semesters, on A-F letter grades or 24 credits.

The Academic Vice President's Honour Roll
To be listed on the Academic Vice President's honour Roll, the student must attain a cumulative GPA of 3.74 – 3.99, for at least 2 full consecutives semesters, on A-F letter grades, or 28 credits. The individual must have no 'I' incompletes and no individual grade below "C"

Dean's List
All students who maintain a minimum grade point average of 3.50-3.73 for one semester of the school year, on a programme of at least 12 A-F letter-graded credits with no individual grade below "C" and no "I's" (incompletes), are placed on the Dean's List.

CREDIT BY EXAMINATION (CBE)

USC may apply up to 30 semester Credits by Examination (CBE) to a 128 semester credit degree. CBE assumes that the student already has the required information for the specific course. Students need to secure approval from the course teacher, the dean of the school offering the desired course, as well as the school dean of the student's major. Documentary evidence of prior knowledge is a prerequisite for consideration.

CBE may be granted in two ways: (1) through recognized standardized tests, (2) through examinations prepared by the related departments and administered by the Examination Council of the University. CBE is never regarded as credit taken in residence, and no type of CBE may be used to replace failures or other low grades received at USC. **All CBE should be taken during the first year of study at the University**. No CBE of any type may be taken during the semester immediately preceding graduation. Grades awarded for courses completed by CBE are S (satisfactory) or U (unsatisfactory). S and U are not used in computing GPA. The student is advised that this can be a disadvantage.

TRANSFER CREDITS

Applicants hoping to receive transfer credits from teacher training colleges, and any other tertiary institutions, must arrange to have all transcripts, certificates and professional transcript evaluations submitted as part of the admissions process. Transcripts of courses not presented for review and evaluation at the time of application will be accepted at a later date only with the understanding that the evaluation of transfer credits will be late and will delay the applicant's graduation date. Applicants for USC admission and applicants for transfer credits are also required to submit an official statement of accreditation or recognition from the relevant accrediting associate or Ministry of Education for each institution attended, or they must submit a website address for the institution responsible for recognition or accreditation of certificates, diplomas or degrees submitted to USC. Transfer applicants must have a minimum GPA of 2.00 on a 4.00 point scale for consideration. Transfer applicants who are desirous of pursuing education as a major must have minimum GPA of 2.50 on a 4.00 scale for transfer consideration. Please consult the web site and the undergraduate admission instructions for additional information about transfer admissions credits.

PLACING TRANSFER CREDITS ON TRANSCRIPTS

Transfer credits are placed on the transcript only if the student graduates. Only the credits earned at University of the Southern Caribbean and the transfers used to satisfy graduation requirements will be listed if the student graduates.

OFF-CAMPUS COURSES FOR CONCURRENT CREDIT

Students wishing to take courses for credit at off-campus locations must complete the **"Permission To Take Classes For Credit Off-campus" form** before taking such courses**.** The course load policy will apply.

CORRESPONDENCE STUDY

Griggs University of Silver Springs, Maryland, a correspondence school holding membership in the National University Extension Association and accredited by National Home Study Council, is officially recognized by Andrews University and is recommended for students needing correspondence credit.

A maximum of 24 credits may be accepted toward degree requirements. However, such credits may be applied on a major or a minor only with the approval of the department chairperson. Normally, students do not take correspondence courses while in residence but may be allowed to do so because of a conflict in schedules. Permission must be obtained in writing from the Dean of the School for the student's major. The correspondence work is counted as part of the regular University load. Six months is normally allowed from the time of enrollment for the completion of a course.

All transcripts for work done by correspondence must be submitted at the Records Office at least one semester prior to commencement.

CLASSIFICATION OF STUDENTS

Regular students are classified academically during the first semester according to the levels of academic achievement listed below. Students who have completed all the entrance requirements, who have enrolled in a bachelor's degree or diploma program and whose records indicate that they have completed, by the beginning of the second year or end of the second semester, the credit requirements below are designated:

Freshman:	0-24 credits
Sophomore:	25-56 credits
Junior:	57-86 credits
Senior:	87+ credits with GPA 2.00

Students designated freshman and sophomore are by policy allowed to register for lower division courses, that is, courses numbered between 100 and 299 only.

ACADEMIC INTEGRITY

In harmony with its mission statement, The University of the Southern Caribbean expects that students will demonstrate the ability to think clearly for themselves and exhibit personal and moral integrity in every sphere of life. Thus, students are expected to display honesty in all academic matters.

Academic dishonesty includes (but is not limited to) the following acts:
1. Falsifying official documents;
2. Plagiarizing, which includes copying others' published work, and/or failing to give credit properly to other authors and creators;
3. Using media from any source or medium, including the Internet (e.g., print, visual images, music) with the intent to mislead, deceive or defraud;
4. Presenting another's work as one's own (e.g., homework assignments);
5. Using materials during a quiz or examination other than those specifically allowed by the teacher.
6. Stealing, accepting, or studying from stolen quizzes or examination materials;
7. Copying from another student during a regular or take-home test or quiz;
8. Assisting another in acts of academic dishonesty (e.g., falsifying attendance records, providing unauthorized course materials);
9. Any other act which seeks to give the student an unfair advantage or which compromises the standards and integrity of USC.

Institutional policy on academic dishonesty includes incremental discipline for multiple offenses and severe penalties for some offenses. Consequences may include denial of admission, revocation of admission, warning from a teacher with or without formal documents, warning from the chair or school dean with formal documentation, receipt of a reduced or failing grade with or without notification of the reason on the transcript, suspension or dismissal from the course, suspension or dismissal from the program, expulsion from the University, or degree cancellation. Departments and faculty members may publish additional, perhaps more stringent, penalties for academic dishonesty in specific programs or courses.

SATISFACTORY ACADEMIC PROGRESS

Students are expected to maintain the following minimum academic performance standards:

- Successfully complete at least 60%, of all courses attempted, following initial enrollment.

- Maintain an overall GPA of at least 2.00 (average grade of C). If a student fails to maintain an overall GPA of 2.00 (on a 4.00 system), his/her enrollment category is changed to Probationary.

ACADEMIC PROBATION

Students are placed on academic probation at the end of any semester in which their grade point average on all credits attempted falls below a "C" average (2.00). New or transfer students admitted with less than a "C" average are automatically placed on academic probation.

Students are required to examine their IUTUS grade reports on the published calendar dates for viewing grades. Students with a GPA of below 2.00 are required to register at the USC Learning Center and apply for Learning Center Registration Clearance Certificate to be attached and emailed to their assigned advisors, before attempting to register for the next subsequent trimester. Advisors should not clear students for registration, before receiving the Learning Center Clearance, if the advisee's IUTUS GPA falls below 2.00. Automatic registration holds will be placed on IUTUS shortly. Before that time Advisors are required to observe this regulation.

Students on probation are required to discuss credit and workloads with their assigned advisor. Those who are on academic probation for one semester will have their class load reduced to 12 credits. Those on probation for two consecutive semesters may not be permitted to re-register for an additional semester, without presenting a workable plan and contract for academic improvement on the prescribed form – ***My Academic Plan for Improvement.***

Continuance in the major is upon approval from the Director of the Learning Center and the School Dean for the student's major. Students will be evaluated on their willingness to cooperate with the stipulations on the Academic Plans Form which becomes a contractual arrangement for continuance at USC.

Students on probation may not hold office in student organizations and will be limited in their participation in any co-curricular organization which represents the University on or off campus.

The Assistant Registrar for Records will provide a list of students on Academic Probation for the Dean of the respective School, who will implement the Academic Policies. This must be done before students attempt to register on IUTUS for a new semester.

TRANSCRIPTS

Academic transcripts for all students who have graduated shall be issued as per policy outlined:

1. Only the University of the Southern Caribbean's Academic Records Office is authorized to issue official academic transcripts to students.

2. Transcript requests must be dated and signed. There is no exception to this policy. Telephone and Email requests cannot be legally entertained.

3. There is no charge to the student for transcripts sent with a minimum preparation period of 5 days. Special 24-hour preparation service is provided for a fee of US$10.00 or one or more transcripts sent to the same address. If express delivery is requested, the cost of this service is added.

The transcript of grades is the complete record of the grades for all registered courses attempted in addition to the number of transfer credits accepted. The GPA is calculated on all grades earned for courses taken in residence plus previous grades earned for the transfer courses. Students are not free to choose which courses will be placed on the transcript. When the student graduates and re-enrolls to commence another degree, the GPA calculation starts again from the first course completed at the institution. The transcripts of graduates will contain the complete record of courses and grades for all courses attempted in addition to approved transfer courses used to satisfy graduation requirements.

PROGRAM CHANGES

When a student already admitted into a degree program changes his or her program by adding or dropping another major, the student's program will be governed by the current Bulletin. Students who add a minor may remain on the bulletin already in effect, provided there have been no substantive changes in minor course requirements. Students who drop A minor, associate degree, or second major remain on the same bulletin.

BREAK IN RESIDENCE

When a student graduates or has a break in residence of more than one semester, and then returns to start an additional or new degree program or to resume study, the current Bulletin will be in effect.

WAIVERS

When a waiver of a course is approved by petition, the specific course requirement is waived. However, the overall credit requirements for that specific area of the waiver such as general education, major, or minor requirements will remains. A student should choose an appropriate course in the area to fulfill the credit requirements.

RETAINING OFFICIAL DOCUMENTS

Students are advised to download and secure **all official documents** including the official USC Bulletin for their year of graduation. Documents to secure include letter of acceptance, checklist for admission to undergraduate programs, transfer credits, credit by exam and all course outlines and syllabi. If you plan to further your education your transcript will not be sufficient to evaluate the level of work done. You will need to submit course outlines and the Bulletin. The Records Office will not be able to supply you with a second copy of any of these items.

RESPONSIBILITY OF THE STUDENT

It is the student's responsibility to comply with the requirements outlined in the bulletin under which he/she first registered. There is no exception to this policy.

GENERAL GRADUATION INFORMATION

The annual graduation exercises are held at the end of the second semester of the school year. The responsibility for meeting requirements for graduation rests primarily upon the student. He/she should be acquainted with the various requirements set forth in the Bulletin for his/her specific year of graduation and the student should plan an academic program, accordingly. Please refer to the graduation requirements for the baccalaureate and associate degrees found elsewhere in the Bulletin.

MINIMUM GRADE POINT AVERAGES REQUIRED FOR GRADUATION

A minimum grade point average of 2.00 (C) is required in all credits used to meet degree requirements, and in all credits earned at USC. (Individual programs may have higher minimum GPA requirements.)

All degrees except Education	GPA	Elementary and Secondary Education degrees only	GPA
Major	2.25	Major	2.50
Minor and Concentration	2.00	Minor and/or Professional Ed.	2.50
Cognate	2.00	Cognate	2.50
Overall (transfer, USC)	2.00	Overall (transfer, USC)	2.50

For Elementary and Secondary Education students a minimum overall grade point average of 2.50 is required in **all** courses taken at The University of the Southern Caribbean or transferred, plus a 2.50 in **all** majors and minors and in **all** professional education courses, with no grade lower than a C. Students in the Educational services program will have their transfer work from teacher training programs considered as a block of courses without consideration for individual grades.

No course with a grade below C- can count toward a major or minor.

RELEASE OF STUDENT INFORMATION FROM EDUCATIONAL RECORDS

University of the Southern Caribbean assures the confidentiality of student's educational records. With the exception of the following, records are not released to a third party without the students' written consent. The records office makes available without consent, as it deems appropriate, general information such as names of students, dates of attendance, major field of

study, graduation date, and enrollment status, and any information required by GATE officers as a compulsory part of the student's application for funding.

The information above may be released or published by University of the Southern Caribbean without prior written consent unless a request for exception is made in writing by the student or the parents of a dependent student.

ADVISEMENT FOR SATISFYING GRADUATION REQUIREMENTS

While students may feel free to seek counsel from staff members at all times, it is to the student's advantage at the time of registration and when completing the graduation contract to receive special assistance in matters of graduation requirements from the assigned academic advisor. Failure to do so could result in a delay or denial of graduation.

MEMBERSHIP IN THE SENIOR CLASS

To be eligible for membership in the senior class, the student must show reasonable assurance of being able to complete the course requirements by the end of the semester immediately preceding the May Commencement. Towards this end, the student must have submitted the following by the published calendar date for the *Notification of Intention to Graduate.*

1) The graduation application with all lacking courses to be taken
2) The Graduation Preparation Packet identifying how all required courses are to be satisfied
3) Approved applications for Credit by Examination
4) Approved applications for transfer credit
5) Approved petitions for waivers and substitutions
6) Action Plan for denied transfers and changes in Graduation Contract
7) All other relevant graduation forms in the Graduation Handbook

After the contract has been submitted, the student's approval program may not be changed without prior written approval of the designated **check sheet preparer** for the major, and the **school dean.** The approval must be done on the Changes in Graduation Contract. Exceptions from the published requirements are considered only with the written approval of the school dean.

GRADUATION APPLICATION PROHIBITIONS

A student may only submit a graduation application and contract if:
1) He/she has no correspondence work to complete
2) No incomplete courses
3) No GPA below 2.00

COURSES AND CREDIT WHICH WILL NOT BE COUNTED TOWARDS GRADUATION REQUIRMENTS

1. Courses used to make-up admission requirements, [Except for B.S. Individualized Service]

2. Courses with grades below C- in major, minor and transferred credits

3. Courses with grades below C for Elementary and B.S. Individualized Service

4. Credits for Incompletes Courses

5. Topics In … courses which are not accompanied by the Instructor Approval Card

6. Courses which should be repeated which will result in an overload

7. Courses with deferred, late or lacking grades

8. Credits for anticipated transfers not yet approved

9. Courses stated on graduation contract but not scheduled or dean approved

10. Extension school courses with late or lacking grades

11. Credits for courses registered on IUTUS as audit

12. Shortages from transfers approved less than required for course

13. Credits for transfers to a major above the one third earned in resident regulation

14. Credits for transfers to a minor above the one course earned in residence regulation

15. Courses with incorrect credits on IUTUS

16. Courses taken without IUTUS registration clearance

17. Anticipated Credit by Exam without documentary approval

18. Courses taken in a semester for which student withdrew

19. Courses approved for transfer but later taken at USC

ATTACHMENTS REQUIRED FOR NOTIFICATION OF INTENTION TO GRADUATE FORMS

1. Copy of Letter of Admission

2. Document regularizing admission status if initially admitted on a provisional basis

3. Copy of approved change of program for desired degree if program was changed

4. Approved petitions to substitute other courses for required courses

5. Copy of approved transfer courses document

6. Official foreign transcripts if not submitted previously

7. Up-to-date self-printed IUTUS transcript

8. Completed graduation planning sheets in the Graduation Package

ATTACHMENTS REQUIRED FOR GRADUATION APPLICATION

1. Copy of recent graduation Audit from Check sheet Preparer/Graduation Analyst

2. Citizenship Grade from Student Development

3. Evidence of completing departmental activities

4. Any other document required in the graduation application package.

DEADLINE FOR SUBMISSION OF GRADUATION APPLICATION CONTRACT AND SUPPORTING DOCUMENTS

The graduation application and contract should be submitted by the published calendar deadline. At the time of submitting the graduation application and contract, all written approvals for transfer credits, credits by exam, credits for A'levels, waivers and substitutions of courses must be on file at the Registrar's Office. Approvals which are not on file should be submitted along with the graduation contract. The list of graduates is compiled from the contracts submitted by the deadline. There is no guarantee for processing late contracts for the desired May graduation or for the December degree conferral exercise.

CONTRACT DEADLINE FOR TRANSFER STUDENTS

Transfer students entering for the senior year only, must submit their contracts as part of their admissions procedure. Students attending for summer terms only must turn in their requests for graduation during the summer proceeding the summer in which they plan to graduate.

GRADUATION REQUIREMENTS

Baccalaureate Degrees

1. A minimum of 128 semester credits must be earned, including a major and or a minor (if required) plus specified cognates and general education requirements.

2. A minimum grade point average of 2.00 (C) is required in all credits used to meet degree requirements, and in all credits earned at Andrews University. (Individual programs may have higher minimum GPA requirements.)

3. Elementary and secondary education students are required to have a minimum overall grade point average of 2.50 in all courses taken at USC and in those transferred, as well as an average of 2.50 in all majors and minors and in all professional education courses, with no grade lower than a C. Students in the Individualized Educational Services program will have their transfer work from teacher training programs considered as a block of courses without consideration for individual grades.

4. A minimum grade point average of 2.25 in all transfers and credits earned at USC is required to count for a major and 2.00 in all transfers and credits earned at USC to count for a minor. (Individual programs may have higher minimum GPA requirements.)

5. No course with a grade below C- can count toward a major or minor.

6. A minimum of 1/3 of the credits required for a major and 3 credits required for a minor must be earned in residence, in courses numbered 300 or above.

7. A minimum of 30 of the last 36 semester credits applied to a baccalaureate degree, must be earned in residence, i.e. on the USC campus. The other 6 credits, or any part thereof, if taken at another University, must be approved by the Vice President for Academic Administration.

8. Baccalaureate degree candidates must complete all general and departmental assessment activities required for the respective major.

9. Students may earn more than one major for a single degree. All requirements for each major must be met including cognates. If the majors are offered for different degrees, students must specify which degree they wish to receive and complete the General Education requirements for that degree.

10.   A course may be used to fulfill the requirements for more than one major or minor, provided at least 75 percent of the credits used for any major or minor is not also counted for another major or minor. A course may not be used to fulfill the requirements of more than one major or minor in teacher preparation programs.

11.   Independent Study credits applied toward an undergraduate degree may account for no more than 10% of the total credits for the degree.

12.   Students may earn a second B.A. degree or a second B.S. degree, if desire. However, the student must:

   a. Complete at least 30 semester credits in residence beyond those required for the first baccalaureate degree.

   b. Meet all published requirements for the second degree as stipulated in the Bulletin.

   c. Complete a minimum of 3 credits in religion, if the first degree did not include a comparable General Education component in religion.

   d. If a student repeats a course, the grades and quality earned for the higher grade, will be used to compute the graduation GPA.

13   The grade report which a student receives at the end of each semester, reflects residence courses and grades only, except for the Elementary Teacher Training courses and grades, which are not affiliated and which are recorded as transfers. No transfer work is included on the semester grade report. It is, therefore, not possible to determine the graduation distinction from the grade report.

14.   Graduation with academic distinctions shall be granted to Bachelor and Associate degree students who have completed at least 45 credits taken on the campus of the University of the Southern Caribbean. The following designations based on the final overall grade point averages will be printed on the diploma and the student's transcript:

   Summa Cum Laude   3.90 - 4.00
   Magna Cum Laude   3.75 - 3.89
   Cum Laude   3.50 - 3.74

15.   Additional requirements are listed under the various schools

Associate Degrees

1.   A minimum of 62 semester credits must be earned, including the General Education requirements plus the specific requirements for the degree, including core, major, emphasis and cognates.

2.   A minimum grade-point average of 2.00 is required in all transfer credits, and in credits earned on USC campus that are used to meet degree requirements. (Individual schools or departments may have higher minimum GPA requirements.)

3.   A minimum GPA of 2.25 is required in all transfer credits, and in all credits earned on the campus of USC that are counted for a major or emphasis.   (Individual schools or departments may have higher minimum GPA requirements.)

4.   A minimum of 15 of the last 21 semester credits applied to a degree must be earned in residence.   The other 6 credits, or any part thereof, must be approved by the Vice President for Academic Administration.

5.   A minimum of 9 semester credits of the major or emphasis must be taken in residence.

AREA OF CONCENTRATION, MAJOR, AND MINOR

The specific requirements for the majors, minors, and areas of concentration are listed under the respective departments in the section "Courses of Instruction". In some instances courses related to the major or minor may also are required; these are known as cognates. In general, such courses are not included as a part of the major or minor. The areas of concentration are interdisciplinary in nature and thus allow courses to be included that are offered in other departments. If an area of concentration is chosen, then no minor is required. All courses used to meet major requirements must be selected in consultation with the instructor or advisor.

UNIVERSITY OF THE SOUTHERN CARIBBEAN
DEGREE PROGRAMMES

SCHOOL OF BUSINESS

Bachelor of Business Administration inFinance
Bachelor of Business Administration in Hospitality and Tourism
Bachelor of Business Administration in Human Resource Management
Bachelor of Business administration in Management
Bachelor of Business administration in Marketing
Bachelor of Science in Economics
Bachelor of Science in Accounting
Minors: Accounting
           Economics
           Business Administration
           Finance
           Human Resources Management
           Marketing
           Non-Profit Management
           Supervisory Management

SCHOOL OF EDUCATION AND HUMAN SCIENCES

Bachelor of Science in Elementary Education
       Majors: Consumer & Family Affairs
                     Language Arts
                     Educational Technology
                     Reading
                     General Science
                     Social Studies
                     Special Education

       Minors: Agricultural Science
                     Music
                     Family & Consumer Sciences
                     Physical Education
                     Communication
                     Reading
                     Educational Technology
                     Social Studies

General Science
Special Education
Health
Visual Arts
Language Arts
Mathematics/Measurement

Bachelor of Science in Individualized Major in Educational Service
Bachelor of Science - Family and Consumer Sciences
Minors: Food and Nutrition
               Family and Consumer Sciences
               Family Studies

SCHOOL OF HUMANITIES

Bachelor of Arts   - English
Majors: English Language and Literature
               Literature
Bachelor of Arts - History
Bachelor of Science – Social Studies
Minors: English
               English for BS in Elementary Education
               Literature
               Linguistics
               Communication Studies
               History
               Music
               Music for BS in Elementary Education

SCHOOL OF SCIENCES AND TECHNOLOGY

Bachelor of Science - Biology (Zoology Emphasis)
Bachelor of Science - Computing
Emphasis: Software Systems
               Internet Technologies
               Information Systems
Bachelor of Science - Nursing
Associate of Science - Computer Information Systems
Minors: Biology
               Chemistry
               Computing
               Mathematics
               Physics
               Biophysics

SCHOOL OF SOCIAL SCIENCES

Bachelor of Science - Behavioral Sciences
Emphasis: Sociology
                   Psychology
                   Combined Sociology & Sociology
Bachelor of Science – Psychology
Bachelor of Science - Social Work (GA)
Bachelor of Science - Sociology
Minors: Behavioral Sciences
                   Psychology
                   Sociology
                   Family Studies

SCHOOL OF THEOLOGY AND RELIGION

Bachelor of Arts - Theology (Pastoral Ministry Emphasis)
Bachelor of Arts - Theology (Health Ministry Emphasis)
Bachelor of Arts - Theology (Youth Ministry Emphasis)
Bachelor of Arts - Religion
Minors: Religion
                    Biblical Languages
                    Health

ADMISSIONS INFORMATION

ADMISSION REQUIREMENTS FOR THE ACADEMIC PROGRAMS AT UNIVERSITY OF THE SOUTHERN CARIBBEAN

A. Admission
    All University of the Southern Caribbean (USC) undergraduate programs offered on the campus are four-year post-secondary programs, except for the Education programs which may take an additional trimester to complete. The following admission policies shall govern these degree programs offered at USC.

    Applications for admission to the USC programs should be processed via the USC Admissions Office.

1. **Regular Admission**
    NOTE: Before 1998, a pass at the general level was indicated by grades 1 or 2. Beginning July 1998, a pass at general level is shown as 1, 2, or 3.

    Regular admission to baccalaureate and associate degree programs (minors not included) shall be on the basis of any certificate giving regular University entrance status for the country of origin of the student making application. This may include one of the following:

    a.   Three O-level GCE or CXC passes and 2 A-level GCE or CXC passes, including English language.

            i.   Business Education, Computer Science, Computing, AS General Business Emphasis, and Engineering Technology students in addition are required to present mathematics as one of the five passes.

            ii.   Biology students in addition are required to present biology (grade C or II or better) and mathematics (grade C or II or better) as two of the five passes.

            iii.   Students with A-level passes may be awarded up to 10 credits for each A-level pass as advanced standing toward the four-year program as appropriate.

    b.   Five O-level GCE or CXC passes, including English language.

i.   Business Education, Computer Science, Computing, AS General Business Emphasis, and Engineering Technology students are also required to present mathematics as one of the five passes.

ii.   Biology students in addition are required to present biology (grade C or II or better) and mathematics (grade C or II or better) as two of the five passes.

iii.   Entrance Requirements for Computer Science:
Five (5) O-Level (or equivalent) passes including Mathematics (CXC grade I or II / GCE grade A or B), English (CXC grade I, II or III / GCE grade A, B or C), and a Science Subject – preferably Information Technology (CXC General Proficiency - grade I, II or III / GCE equivalent grade A, B or C)

Three O-Level (CXC or GCE) passes and two A-Level Passes (CAPE or GCE). These passes must include Mathematics, English and a Science Subject at any level.

iv.   BS Elementary Education students must have matriculated from an approved teacher training program. Persons who have not completed such a program must have CXC or GCE O-level passes in English, Mathematics and a Science among the five presented.

v.   No credits will be awarded as advanced standing toward the four-year degree program.

c.   Four O-level GCE or CXC passes, including English, if a student has completed two full years in a teacher training college and has earned a Teacher's Certificate.

i.   Transfer credits will be awarded as approved by the USC School of Education.

ii.   There will be a reduction of 6 semester credits from the transfer credits for the missing O-level GCE or CXC pass. The USC Associate Registrar for Admission, in collaboration with the Dean of the School for the applicants' major will determine which credits will be used as make-up and inform the student accordingly. The make-up credits will not be counted towards graduation.

iii.   Bachelor Of Science In Individualized Major In Educational Service. This B.S. degree is designed to serve a unique clientele, namely, educators who have earned the Trinidad or equivalent two-year elementary teacher

preparation certificate and the three-year University of West Indies continuing education diploma.

A. <u>**Admission Requirements:**</u>

1. Regular Admission

1. Trinidad or equivalent two-year elementary teacher preparation certificate.

2. Three-year University of West Indies continuing education diploma. Students with a two-year University of the West Indies continuing education diploma may enter the program, but must take 14 additional credits of course work at USC.

3. Five O-level GCE or CXC passes or equivalent including English met at the time of the applicant's first teachers' college matriculation.

2. **Provisional Admission**
Provisional admission to baccalaureate and associate degree programs may be given if a student has one of the following:

a. Three O-level GCE or CXC passes and has mature age recognized in his/her country of origin and has satisfied the university that he/she can do university level work. Individual evaluation will be made based on such evidence as work experience, examination results, interviews, and prior academic work.

     i. For Trinidad applicants, the mature age is 30 years.

         Note: When students are accepted on a mature age basis and lack O-levels (3 are normally required), they may take an additional 18 credits of first year college course work at USC (6 credits per missing O level) to meet admission requirements. Such credits will be included on the University transcript but will not be counted towards graduation requirements.

     ii. For applicants from Caribbean countries outside Trinidad the mature age recognized for university entrance in the country of origin will apply.

b. Three O-level GCE or CXC passes and a GED certificate with an average composite score of 45 with no single score below 40 on the GED examination.

c.   A GED certificate with an average composite score of 50 with no single score below 45 on the GED examination.

d.   Mature age and a GED certificate with an average composite score of 45 with no single score below 40 on the GED examination.

e.   The total number of required passes but does not have a pass in English language if coming from an English speaking secondary school or does not have the required passes in Biology or Mathematics as listed in I.A.l.a. (i) and (ii) or I.A.l.b. (i) and (ii) above.

3.   **Moving from Provisional Admission to Regular Admission**
A provisional student must earn regular status within three semesters of admission and may do so in one of the following ways:

a.   If after two semesters, he or she has earned 24 credits with a minimum GPA of 2.0 and no grade lower than a C.

b.   If after three semesters, he or she has earned 36 credits with a minimum GPA of 2.0.

c.   A student in section 2.e. above who lacks a required pass must earn a CXC pass in the respective area.

d.   All provisional students must follow the procedures outlined below:
        1. Report to the USC Learning Center
        2. Collect a Learning Center Registration Clearance Certificate
        3. Read, and sign the USC Provisional Contract
        4. Return the Learning Center Registration Clearance Certificate and the
            Provisional Contract to the USC Provision Admissions Officer, as part o the
            USC admissions process. And before attempting to register on IUTUS for
            the first semester in residence.

4.   **Interpreting Mathematics Entrance Requirements**
a.   Students by mature age and GED students who have no CXC subjects will not be required to take CXC Math if they are doing Business Education, Computer Science, or Biology. However, they will be required to take the MATH Placement Test, and if they score at the proper level to take the required math course for their majors, usually MATH165 or higher, they may proceed to take the required course. If they do not score high enough, then they must take either the CXC math or take additional math courses that will prepare them to pass the MATH Placement Test when it is taken again to get into their required math course.

b.   Transfer students with no CXC math in programs requiring math should be evaluated as follows: If the transfer student has already passed the same math course or its equivalent as required in the respective program (in most cases MATH165) then the student does not need to take the CXC math. If the transfer student has not already passed the required math course, then the student should take the MATH Placement Test and be treated as in No. 4.a. above.

5.   **English Entrance Requirements: Guidelines for ENGL110**
The following categories of students are required to take the proficiency examination. If they do not score 75% or higher, they must take ENGL 110, Beginning Composition.
- Students who have a grade of II or III on the CXC;
- Students who have a cumulative grade average below B or its equivalent on the High School Diploma Level;
- Students who have taken the GED to meet entrance requirements.

6.   **Students Transferring from the University of the Southern Caribbean Programs**

a.   A student who did not have five O-level GCE or CXC passes before entering the University of the Southern Caribbean degree program will be required to subtract 6 semester (9 semester) credits from those earned in the USC program for each missing O-level pass, up to a maximum of 30 credits. Thus the student would be required to complete the 30 USC requirements, plus up to 30 additional credits to a total of 60 in order to be eligible for graduation. The student will also have to complete all major and minor requirements with their prerequisites and cognates.

b.   The regular published policy relating to number of residency credits taken in the major and minor by transfer students will apply at all times.

7.   **Students Continuing After Completion of a Degree**
Students who graduate from USC and wish to take additional courses, must apply for readmission before additional course work can be recorded on the transcript.

8.   **Undeclared Status**
Normally, upon admission into a program, a student declares a major. However, a student may be granted "undeclared status." This normally is used by students who wish continuing education and who do not seek a degree.

This status is permitted for as long as a student desires but with the following understandings:

a.   Courses taken as an undeclared student do not automatically apply to any degree.

b.   If a student decides at a later date to enter a degree program, he or she should complete and submit a request form for a change of program.

      i.   The student may petition for courses taken as an undeclared student to be accepted toward the degree program as appropriate. In some cases, if there has been a significant time period between the time a course was taken and the request for a change of program, a course may need to be "updated" (repeated). This is especially true in technology areas such as Computer Science where course content can change significantly.

c.   A student may be admitted under Undeclared status and take the requirements for a minor.

      i.   The transcript would include the courses taken but the minor would not be listed.

      ii.   If the student graduated previously, the minor cannot be added to the previous degree.

9.   **Retroactive Admissions**
Students who have registered for and taken course work but who have never been admitted to USC program may not be admitted retroactively, regardless of the cause of the omission, after more than five calendar years from the start of the first such course.

AWARDING CREDIT FOR A-LEVEL (OR EQUIVALENT) PASSES

Students with A-level passes may be awarded up to 10 Semester credits for each A-level pass. These credits may be used as applicable toward graduation requirements including general education, major, concentration, minor, and general electives.

The following list of courses may serve as a guideline for the application of specific credits for A- level passes. Other credits up to a total of 10 Semester credits per A-level pass may be recorded as general electives in the specific area. The present practice is to grant a Satisfactory/Passing grade of "S" for A-level grades A-E.

A-Level Courses	CUC Equivalent Courses	Semester Credits
Accounts	ACCT121,122 Fundamentals of Accounting I, II	3,3
Biology or Zoology	BIOL111,112 Anatomy & Physiology I, II OR	4,3
	BIOL165,166 Foundations of Biology	5,5
Business	BSAD210 Small Business Management	3
Chemistry	CHEM131,132 General Chemistry I, II	4,4
Computing	CPTR125 Introduction t o Computer Programming	3
	CPTR151Computer Science I	3
Economics	ECON225 Principles of Macroeconomics	3
	ECON226 Principles of Microeconomics	3
English	ENGL115 English Composition I	3
	ENGL186 A Literary Experience	3
	ENGL255 Studies in Literature	3
French	FREN171,172 Elementary French I, II	4,4
General Paper	Counts for an O-level English pass	0
Geography	GEOG125 Introduction to Regional Geography: _____	3

History	HIST104 World Civilizations I	3
	HIST105 World Civilizations II	3
	HIST147 West Indian History	3
Home Economics	FMST350 Family Cultural Perspectives	3
	FDNT124 Food Science	3
Math	MATH 165 College Algebra	3
	MATH 141 Calculus I	4
	MATH 167 Pre-calculus Trigonometry	4

NOTE: Because of the variety of options in the Cambridge (or equivalent) examinations, some of which do not include Statistics, the granting of credit for STAT 285 Elementary Statistics is not supported. However, in individual cases where both S1and S2 Statistics were taken, or possibly only S1, the Andrews University Department of Physics may support a petition granting such credit.

Physics	PHYS141,142 General Physics	4, 4
Psychology	PSYC101 Introduction to Psychology	3
Sociology	SOCI119 Principles of Sociology	3
	SOCI325 Caribbean Sociology	3
Spanish	SPAN172 Elementary Spanish II	4

GUIDELINES FOR AWARDING CREDIT FOR TWO YEAR TEACHER TRAINING PROGRAM CERTIFICATES

Diploma from University of the Southern Caribbean

UNIVERSITY OF THE SOUTHERN CARIBBEAN TRANSFER CREDIT EVALUATION APPROVAL

COURSES COMPLETED	QUARTER CREDITS	USED TO FULFILL THE REQUIREMENT FOR THE FOLLOWING COURSES AT USC	SEMESTER CREDITS GRANTED
Psychology and Sociology of Education			
EDUC151 Psychology & Sociology of Education	2	EDUC425 History & Sociology of Education in Caribbean	2
EDUC152 Pysc. & Soc. of Ed.	2	EDPC301 Human Development	3
EDUC153 Psyc. & Soc. of Ed.	2	EDPC302 Educational Psychology	3
EDUC251 Psyc. & Soc. of Ed.	2		
EDUC252 Psyc. & Soc. of Ed.	2		
EDUC253 Psyc. & Soc. of Ed.	2		
Principles and Methods			
EDUC161 Principles & Methods	2	EDTE330 Principles & Practices of Education	3
EDUC162 Principles & Meth.	2	EDTE457 Elem. Meth.: Social Studies	2
EDUC163 Principles & Meth.	2	EDTE457 Elem. Meth.: Science/Health	2
EDUC261 Principles & Meth.	2		
EDUC262 Principles & Meth.	2		
EDUC263 Principles & Meth.	2		
Reading			
RDED121 Reading Education	1	EDTE418 Teaching Beginning Reading	3
RDED122 Reading Education	0.5		
RDED123 Reading Education	1		
RDED221 Reading Education	1		
RDED222 Reading Education	1		
RDED223 Reading Education	0.5		

English Language			
ENGL131 Eng. Lang. Studies	2	ENGL115 English Composition I	3
ENGL132 Eng. Lang. Studies	2	COMM104 Communication Skills	2
ENGL133 Eng. Lang. Studies	2	EDTE457 Elementary Methods: Reading/Language Arts	2
ENGL231 Eng. Lang. Studies	2		
ENGL232 Eng. Lang. Studies	2		
ENGL233 Eng Lang. Studies	1		
English Literature			
ENGL141 Eng. Literary Studies	1.5	ENGL267 Approaches to Literature	3
ENGL142 Eng. Literary Stud.	1.5	ENGL386 English Literature II	3
ENGL143 Eng. Literary Stud.	1.5		
ENGL241 Eng. Literary Stud.	1.5		
ENGL242 Eng. Literary Stud.	1.5		
ENGL243 Eng. Literary Stud.	1.5		
Music Education			
MUSC121 Music Education	1	MUED458 Music in Elementary School	2
MUSC122 Music Education	1		
MUSC123 Music Education	1		
Social Studies – 9 credits			
HIST131 Social Studies	1.5	GEOG125 Intro. to Regional Geography	3
HIST132 Social Studies	1.5	HIST105 World Civilization II	3
HIST133 Social Studies	1.5		
HIST231 Social Studies	1.5		
HIST232 Social Studies	1.5		
HIST233 Social Studies	1.5		
Mathematics			
MATH121 Elem. Mathematics	1.5	MATH165 College Algebra	3
MATH122 Elem. Mathematics	1.5	EDTE457 Elem. Methods: Mathematics	3
MATH123 Elem. Mathematics	1.5		

MATH231 Elem. Mathematics	1.5		
MATH232 Elem. Mathematics	1.5		
MATH233 Elem. Mathematics	1.5		
General Science			
GNSC121 General Science	2	IDSC321 Scientific Inquiry	3
GNSC122 General Science	2	BIOL208 Principles of Environmental Science	4
GNSC123 General Science	2		
GNSC221 General Science	2		
GNSC222 General Science	2		
GNSC223 General Science	1		
Art and Craft			
ART 121 Art & Craft	1	EDTE457 Elem. Methods: Art/Craft	2
ART 122 Art & Craft	1		
ART 123 Art & Craft	1		
Practical Teaching			
EDUC241 Practical Teaching	4	EDTE488 Student Teaching	8
EDUC242 Practical Teaching	4		
EDUC243 Practical Teaching	4		
Electives			
EDUC 171-173 EDUC 271-273 Elective Areas: In Subject Area Title	4.5 4.5 [1.5 x 6]	Electives: use where best suited depending on subject majors or minors	6
TOTAL (QUARTER CREDITS)	105	TOTAL (SEMESTER CREDITS	68

*Persons who completed their Teacher Training Program more than five years before matriculating in the BSEE program must retake EDTE457 Elementary Methods in Mathematics.

B.   Diploma from Other Teacher Training Programs

Courses in Two-Year Teacher Training   **Courses in Degree Programs**

Psychology & Sociology of Education	(12)	EDUC425 History and Sociology of Education 2
		EDPC301 Human Development 3
		EDPC302 Educational Psychology 3
		Total 8

Principles & Methods (12) EDTE330 Principles & Practices of Education 3
EDTE457 Special Methods: Science/Health 2
EDTE457 Special Methods: Social Studies 2
Total 7

Reading (5) EDUC418 Teaching Beginning Reading 3

English Language (11) EDUC457 Elementary Methods: Reading
and Language Arts 2
ENGL115 English Composition I 3
COMM104 Communication Skills 2
Total 7

Music and Movement (4) MUED458 Music in Elem School 2

Social Studies (9) GEOG125 Intro to Regional Geography 3
HIST105 World Civilizations II 3
Total 6

Mathematics (9) MATH165 College Algebra* 3
EDTE457 Special Methods: Math+ 3
Total 6

English Literature (10) ENGL267 Approaches to Literature 3
ENGL386 English Literature II 3
Total 6

General Science (11) IDSC321 Scientific Inquiry I 3
BIOL204 Principles of Environ. Science 4
Total 7

Arts & Crafts (3) EDTE457 Elem. Methods: Arts & Crafts 2

Practical Teaching (12) EDTE488 Student Teaching 8

| Electives | (7) | Electives. Use where they fit best depending on subject majors and minors. | 4 |
| **Total** | **(98)** | **Total** | **66** |

*Persons without "O" level mathematics must take the math placement examination before transfer credit will be granted.

+Persons who completed their Teacher Training Program more than five years before matriculating in the BSEE program must retake EDTE457 Elementary Methods in Mathematics.

POLICIES GOVERNING THE B.S. INDIVIDUALIZED MAJOR IN EDUCATIONAL SERVICE

This B.S. degree is designed to serve a unique clientele, namely, educators who have earned the Trinidad or equivalent two-year elementary teacher preparation certificate and the three-year University of West Indies continuing education diploma.

A.   **Admission Requirements:**

1. Trinidad or equivalent two-year elementary teacher preparation certificate.

2. Three-year University of West Indies continuing education diploma. Students with a two-year University of the West Indies continuing education diploma may enter the program, but must take 14 additional credits of course work at USC.

3. Five O-level GCE or CXC passes or equivalent including English met at the time of first teachers' college matriculation.

B.   **General Degree Components:**

1.   Maximum credits granted for transfer from 2-year
      Teachers' College Certificate   66

2.   Maximum credits granted for transfer from 3-year
      University of West Indies Continuing Education Certificate   36

3.   Minimum Andrews University course credits taken at
      University of the Southern Caribbean   30
                                          Minimum Degree Total   124

C.   **Degree Requirements:**

1. General Education fulfilled by course work in Teachers' College, UWI, and Andrews University affiliated courses.

2. Individualized Major in Educational Service: 67 credits (minimum) of course work that contributes directly to the candidate's preparation in the education field. Fulfilled by education courses taken in teacher's college, UWI continuing education and Andrews University affiliated courses distributed as follows:

    Teachers' College transfer courses   24-27 credits

UWI transfer credits	16-20 credits
AU at USC courses	20-26 credits

3. General Electives: Courses not applicable to General Education/Studies and Area of Major to complete the 124 credits (minimum) needed for the degree.

D. **Grade Point Average:**
For the 45 credits taken at University of the Southern Caribbean the minimum grade point average required is 2.5 with no grade lower than a C.

E. **Degree Granting:**
The degree will be granted by University of the Southern Caribbean.

F. **Course/Class Schedule:**
The course offering will lead to completion of the degree over a period of approximately three years. The class sessions will be scheduled during late afternoon and evening.

ENGLISH AS A SECOND LANGUAGE (ESL) PROGRAM

USC offers students whose native language is not English an intensive English Language study program to aid them in developing the academic skills they will need to succeed in their degree programs. It is designed to improve understanding, speaking, and writing English through the study of reading, grammar, vocabulary building, composition, and oral and aural practice.

In ENGL 101, 102 and 103 a student enrolls for ESL classes only. In ENGL 104 a student may be allowed to take regular college-level courses along with ESL classes. The number of courses is determined in consultation with the director of the ESL program and the dean of the school of humanities and social sciences. A student enrolled in ESL is released from the ESL program upon achieving one of the following:

1. A MELAB score of 80
2. A TOEFL score of 550
3. Completion of ENGL 104 with at least a B in all ESL classes

COURSES APPROVED FOR S/U GRADES

BHSC495	Independent Study/Readings/Research/Project	S/U or A-F
BIBL495	Independent Study	S/U or A-F
BIOL495	Independent Readings/Research	S/U or A-F
BSAD499	Research in Management	S/U or A-F
COMM495	Independent Study/Readings/Res/Project	S/U or A-F
CPTR491	Independent Study	S/U or A-F
CPTR492	Special Projects	S/U only
EDTE487	Student Teaching Seminar	S/U or A-F
EDTE488	Student Teaching (Level)	S/U or A-F
EDTE490	Research Methods in Education	S/U or A-F
EDTE499	Independent Study	S/U or A-F
ENGL495	Independent Study	S/U or A-F
ENGR24	Workshop	S/U or A-F
HIST295	Independent Study/Readings/Research	S/U or A-F
HIST495	Independent Study/Readings/Research	S/U or A-F
HMEC415	Professional Experience	S/U or A-F
HMEC459	Practicum	S/U or A-F
HMEC495	Independent Study/Readings	S/U or A-F
IDSC110	College Success and Career Planning	S/U
OFAD465	Practicum	S/U or A-F
OFAD495	Independent Study/Project	S/U or A-F
PEAC130	Special Activities	S/U or A-F
PETH450	Practicum in Health	S/U only
PSYC295	Independent Study/Readings/Research	S/U or A-F
PSYC480	Field Experience	S/U or A-F

RELG496	Special Projects in Religion	S/U or F
RELP200	Pastoral Practicum	S/U only
SOCI295	Independent Study/Readings/Research	S/U or A-F
SOCI480	Field Experience	S/U or A-F

COURSES APPROVED HONORS

The following courses are approved for Honors students.

HONS110   *Exploring Self and Career Choice*   *1*
What is self? How is it formed, transformed? What role does the "other" play in our determination of self? To what extent is self an independent construct, and to what extent is it socially and ideologically determined? How does self impact on career choice? Such questions are addressed through written and oral examination of our own lives and the lives of others as represented in significant texts. Recommended during the first year.

HONS115   *Topics in Family Life*   *3*

BIOL208-50	Environmental Science		4
BIOL245-50	Natural History of Trinidad and Tobago		3
CHEM107-50	Chemistry in Society		3
COMM104-50	Communication Skills		3
FDNT230-50	Nutrition		3-4
FMST456-50	Marriage and the Family		3
ENGL225-50	Studies in Literature		3
ENGL425-50	Literary Topic: Biblical Literature		3
HONS110	Exploring Self and Career Choice		1
HONS115	Topics in Family Life		3
HONS180,	Topics, Independent Study, and Research		1-3
HONS380	Topics, Independent Study, and Research		1-3
HONS295	Independent Study (in any department)		1-6
HONS495	Independent Study (in any department)		1-6
HONS398	Research Pro-Seminar	1	
HONS497	Senior Honors Research		2-4
IDSC205-50	Introduction to Fine Arts		3
MURE420-50	Church Music and Hymnology		3
RELB210-50	Jesus in His Time and Ours		3
RELB225-50	Doctrines of the Adventist Faith		3
RELT340-50	Religion and Ethics in Society		3

CURRICULA FOR THE BACCALAUREATE AND ASSOCIATE DEGREE PROGRAMS

COURSE NUMBERING

In the courses outlined on the following pages, those numbered 100 to 199 and 200 to 299 are lower division courses and are generally designed for first and second college students. Subjects numbered 300 to 399 and 400 to 499 are upper division courses and are generally designed for the third and fourth-year students. Courses numbered 001 to 099 are not intended for college credit. Subjects followed by conservative numbers indicate and integrated sequence of subject matter taught for two or three semesters. Though it is generally intended that such subjects be pursued consecutively, some of them may be taken in any order. The student must check with the instructor before registering.

GENERAL EDUCATION

PHILOSOPHY OF GENERAL EDUCATION

The rapid expansion of knowledge in a multi-cultural world required those who would be truly educated to adopt a philosophy of life-long learning. One must engage the mind in the study of many fields, from the fine arts to the empirical and social sciences. This broad encounter with various perspectives and the exposure to knowledge gained from many disciplines forms the domain of General Education.

Thus, the General Education program encourages students to reach beyond the mere exercise of certain skills and the accumulation of present knowledge. Although the faculty deeply respects learning, it considers another goal equally essential – that of producing Christian alumni notable for their culture, character, civility, intellect. Thus, the faculty seeks to prepare graduates who possess the ethical values, interests, abilities, and analytical thinking for both leadership and service, so that they contribute effectively to their homes, companies, communities and churches. Transmitting this common yet distinctive heritage – along with an appropriate level knowledge and skills – forms the essential purpose of General Education at University of the Southern Caribbean.

GENERAL EDUCATION GOALS

To be well-informed, participating members of society, graduates must be knowledgeable in many areas. University of the Southern Caribbean considers the following areas to be important and designs its curriculum to help students meet the goals.

Religion – From a study of faith, ethics, and doctrine, students will gain an experiential understanding of God's divine plan for their lives.

Language and Communication – Through practice, students will develop strategies for effective oral and written English communication.

Arts and Humanities – As students study and experience literature, ideas, and the performing and casual arts, they will come to understand how civilization expresses itself.

Social Science – Students will come to understand human-behavioral theories and perspectives as manifested in social. Geographic, political, and economic relationships.

Service – students will apply their knowledge and skills to the benefit of others by identifying with and serving in a selected community.

Physical/Science and Technology – Students will experience the scientific method of studying the natural universe and the current way of understanding it.

Wellness – Students will study and apply the principles of health and fitness to their own lives.

Mathematics and Computer Science – Students will develop the logical, mathematical, and computer skills essential in a modern technological society.

GENERAL EDUCATION REQUIREMENTS

The general education requirement listed below are for the baccalaureate and associate degrees for major programs in Theology, Religion, Business Administration, Business Education, English, History, Social Studies, Elementary Education, Secondary Education, Biology, Computer Science, Nurse Education, Family and Consumer Science, Behavioral Sciences and Educational Service.

SCHOOL OF BUSINESS

MISSION STATEMENT

The mission of the School of Business is to ensure a world-class business education to our international, national and local communities by maintaining high academic standards, superior teaching, quality research, significant service, and the effective use of technology. We will actively facilitate economic development and adhere to the core values of continuous improvement, the highest ethical standards, and diversity in the educational environment.

VISION

An evolving learning community, reaching out to provide opportunities for critical learning experiences on campus and throughout the world.

GOALS AND DIRECTIONS OF THE SCHOOL OF BUSINESS

If we seek to reach a destination, we must follow a map and refer to it often. The School of Business' Goals and Directions serve as a roadmap to ensure that we stay on the right path and never lose sight of our mission in teaching, research and service.

- The School of Business will continually design and deliver a business education that has a deep social context.

- We acknowledge that the most pressing problem facing the world today is poverty, and from poverty flows many of the world's ills. We will teach and conduct research and outreach programs in sustainable and socially responsible business practices that will help lift people and communities out of poverty and into prosperity.

- We will give our students the knowledge they need to be successful, while maintaining and instilling core values.

- We will construct our teaching programs with a global perspective to ensure our students are able to compete and succeed in a global economy.

- We will give our students the tools they need to reach their highest potential academically and professionally.

- We will provide our students with invaluable advice and insight derived from our real-world experience and rigorous research.

- We will develop the entrepreneur in each of our students, because through their creativity and determination new ideas will emerge to solve old problems.

- We will assist our graduates in reaching their professional goals, while helping organizations match their specific needs with our students' individual talents.

- We will develop and support faculty members to ensure they are able to succeed both as teachers and creators of new knowledge.

- We will be among the national and international leaders in developing and teaching sustainable business practices.

- The School of Business, through its missions of teaching, research and service, will work to create social justice and equal opportunity in business, education, healthcare, agriculture, housing, and sustainable living.

GRADUATION REQUIREMENTS

Baccalaureate Degrees

1. A minimum of 136 semester credits must be earned, including a major, core courses, specified cognates and general education requirements.

2. A minimum grade point average of 2.00 (C) is required in all credits used to meet degree requirements, and in all credits earned at the University of Southern Caribbean.

3. A minimum grade point average of 2.25 in all transfers and credits earned at the University of the Southern Caribbean is required in order to count for a major and 2.00 in all transfers and credits earned at the University of the Southern Caribbean to count for a minor. (Individual programs may have higher minimum GPA requirements.)

4. No course with a grade below C can count toward a major or minor.

5. A minimum of 1/3 of the credits required for a major and 3 credits required for a minor must be earned in residence, in courses numbered 300 or above.

6. A minimum of 30 of the last 36 semester credits applied to a baccalaureate degree must be earned in residence, i.e. on the University of the Southern Caribbean campus. The

other 6 credits or any part thereof, if taken at another institution, must be approved by the Vice President for Academic Administration.

7. Baccalaureate degree candidates must complete all general and departmental assessment activities required for the respective major/s.

8. Students may earn more than one major for a single degree. All requirements for each major must be met including cognates. If the majors are offered for different degrees, students must specify which degree they wish to receive and complete the General Education requirements for that degree.

9. A course may be used to fulfill the requirements for more than one major or minor, provided at least 75 percent of the credits used for any major or minor is not also counted for another major or minor. A course may not be used to fulfill the requirements of more than one major or minor in teacher preparation programs.

10. A student may earn a second baccalaureate degree if desired. A double major fulfils the requirements of two majors concurrently. However, the student must:

    a. Have a minimum cumulative GPA of 3.0 in the two proposed majors.
    b. Fulfill all the requirements of the degree programs of which the majors are a part.
    c. Students can declare a double major in the School of Business through the change of degree program process in the Office of Admissions and Records. The request for a double major should be approved before the student begins courses in the second major.
    d. If more than one course overlaps both majors, the student must complete additional courses in business to reach a minimum of 30 credits in the second major. The chair of the department in which the second major is offered must approve all second major courses at the time the student declares the double major.

11. The grade which a student receives at the end of each semester reflects residence courses and grades only. No transfer work is included on the semester grade report. It is, therefore, not possible to determine the graduation distinction from the grade report.

12. Graduation with academic distinctions shall be granted to Bachelor and Associate degree students who have completed at least 45 credits taken on the campus of the University of the Southern Caribbean. The following designations based on the final overall grade point averages will be printed on the diploma and the student's transcript:

Summa Cum Laude	3.90 – 4.00
Magna Cum Laude	3.75- 3.89
Cum Laude	3.50- 3.74

AREA OF CONCENTRATION, MAJOR, AND MINOR

The specific requirements for the majors, minors, and areas of concentration are listed under the respective schools in the section "Courses of Instruction". In some instances, courses related to the major or minor may also be required; these are known as cognates. In general, such courses are not included as a part of the major or minor. The areas of concentration are interdisciplinary in nature and thus allow courses to be included that are offered in other departments. If an area of concentration is chosen, then no minor is required. All courses used to meet major requirements must be selected in consultation with the instructor or advisor.

ADMISSION AND EXIT STANDARDS

Application for Admission
To be admitted as a major in the School of Business, students must have completed at least 30 hours of course work, including ENGL 115 English Composition 1, and have an overall minimum GPA of 2.00. Any Business courses taken without prior satisfactory completion of all catalog prerequisite courses will not be counted toward fulfillment of graduation requirements.

Exit Examinations
All majors in the School of Business are required to successfully pass a written exit examination, administered during the fall semester of the student's junior year subject to completion of the following core courses:

ACCT 121-122	Principles of Accounting I, II	3,3
MKTG201	Principles of Marketing	3
ECON 226	Principles of Microeconomics	3
ECON 227	Principles of Macroeconomics	3
HRMN 250	Human Resource Management	3
MGMT 255	Principles of Management	3
FNCE 217	Principles of Finance	3
MGMT 202	Business Communication	3
MGMT 341	Business Law	3
MGMT 345	Business Ethics	3
MGMT 475	Operations Management	3
MGMT 495	Strategic Management	3

There will be a charge of $50 plus handling fee for the exit exam. Students who take the departmental exit exam (Fall Semester) and do not pass must enroll in MGMT 250 Business Review (Spring Semester).

The ETS Exit Exam will be given as the final exam for MGMT 250. The exam will be at the expense of the department.

ASSURANCE OF LEARNING EXIT EXAMS

A student learning is the central activity of higher education. Definition of learning expectations and assurance that graduates achieve learning expectations are key features of our academic programs within the School of Business. The school, in accordance with standards established by the Association of Collegiate Business Schools and Programs (ACBSP) and the Accreditation Council of Trinidad and Tobago (ACTT), is establishing Assurance of Learning standards that evaluate how well it accomplishes its educational objectives. In order to implement this initiative, the school has established an exit exam requirement for all business students. The purpose of the exit exam is to ensure that the school of business demonstrates accountability (such as in accreditation) and to assist the school and its faculty to improve programs and courses. Graduates with USC's business degrees are expected to demonstrate certain student learning outcomes and this exam partially assesses these competencies.

This exam tests you on knowledge, skills and attitudes gained throughout your course of study. You are not expected to study for it, but you are expected to put a good faith effort into doing your best. This can best be described as a test of general competency. This test does not affect one's graduating status; rather it is a measure of how well USC educates its students. Students are advised that failure to meet this graduation requirement will result in having the students diploma held until this condition is met.

PROGRAMS

All bachelor's degrees in the School of Business require a minimum of 136 semester hours comprised of: General Education Requirements, Required Business Core Courses, Major Requirements (Required Courses for Emphasis), and Required Cognates & Practicum.

General Education Requirements	55
Required Business Core Courses	39
Major Requirements	30
Required Cognates & Practicum	12
	136

GENERAL EDUCATION REQUIREMENTS FOR THE BACCALAUREATE DEGREES

a.   <u>Religion</u>   (12 Credits)
       (1)   RELT 100   God and Human Life   3

       (2)   Select <u>three</u> of the following:

RELB 210	Jesus in His Time and Ours	(3)
RELT 250	Personal Spirituality and Faith	(3)
RELG 360	Topics: World Religions	(3)
RELT 340	Religion and Ethics in Modern Society	(3)

Note: Students must take one religion course each school year or school year equivalent. Transfer students must take one course per year of residency or full-time equivalent at USC or other Seventh-day Adventist college or university; part-time students must take one religion course for every 30 hours completed on a part-time basis.

b. <u>Arts / Humanities / Philosophy</u> (10 Credits)

(1) HIST 104 OR 105 World Civilizations I, II (3,3)
OR
HIST 147 West Indian History (3)

Note: If Caribbean History was not passed at the GCE/CXC level, HIST147 must be taken.

Theology / Religion majors are required to do both HIST104 and 105. If Caribbean History was not passed at the GCE/CXC level, HIST147 must be taken as a replacement for HIST104.

(2) ENGL 255 Studies in Literature (3)

OR
ENGL 425 Literary Topic: Biblical Literature (3)
(For Theology and Religion Majors)

(3) IDSC 205 Introduction to Fine Arts (2)
OR
Two credits for Ensemble:
MUPF 135 Choral Ensemble (1)
MUPF 137 Instrumental Ensemble (1)

(4) EDTE 354 Philosophy for Education (2)

c. <u>Social Sciences</u> (3 Credits)
Select one course from:
PSYC 101 Introduction to Psychology (3)
SOCI 119 Principles of Sociology (3)
BHSC 220 An Interdisciplinary Approach to Contemporary Social Issues (3)

PLSC 235   Introduction to Political Systems   (3)
ECON 226   Principles of Microeconomics   (3)

Note: If PSYC101 or SOCI119 is not completed in the first year then BHSC220
or PLSC235 is required.

d.   <u>Language and Communication</u>   (12 credits)
(1)   COMM 104   Communication Skills   (3)
(Must be completed in the first or second year)

(2)   ENGL 115   English Composition I   (3)

(3)   ENGL 215   English Composition II   (3)

Note: All students who have grade II or III at CXC, GED as entrance requirement, and
below C at GCE, are required to do the English Proficiency Exam (EPE) and obtain a
minimum score of 75% to register for ENGL115. Anyone failing to acquire the
minimum score will have to register for ENGL110.

(4)   Foreign Language   (3)
One foreign language for all students, inclusive of theology majors.
SPAN 200   Intermediate Spanish   (3)
FREN 200   Intermediate French   (3)
PORT 200   Intermediate Portuguese   (3)
GERM 200   Intermediate German   (3)

e.   <u>Natural Science</u>   (6 Credits)
Select any two courses from two areas.
BIOL 111   Anatomy and Physiology I   (4)
BIOL 208   Principles of Environmental Science   (3)
BIOL 245   Natural History of Trinidad and Tobago   (3)
CHEM 107   Chemistry in Society   (3)
PHYS 115   Concepts of Physics   (3)
FDNT 230   Nutrition   (3,4)

f.   <u>Mathematics</u>   (3 Credits)
MATH 165 College Algebra   (3)
(Computer Science Majors will fulfill this requirement in their
cognate requirements.)

Note: Students should have fulfilled any one of the following to be allowed to
register for MATH165:
(1) a pass with a 1,2, or 3 (from 1998) in CXC Mathematics
(2) a minimum score of 2.0 in the Mathematics Placement Exam (MPE)

Students who have a pass in Additional Mathematics may petition to waive MATH165 upon earning a minimum score of 3.5 in the MPE. Any student who scores a 4.0 in the MPE may petition to waive MATH165.

g.   <u>Computer Tools</u>   (3 Credits)
      INFS 110   Introductory Computer Tools   (3)
      (Computer Science Majors will complete this requirement in their cognate requirements.)

h.   <u>Wellness</u>   (2 Credits)
      (1)   HELD 120 Fit and Well   (1)

      (2)   One of:
              PEAC 110   Personal Physical Fitness   (1)
              PEAC 130   Special Activities: _____   (1)
i.   <u>Service</u>   (2 Credits)
      BHSC 100   Philosophy of Service   (2)
       (Must include a service component)

      Note: Theology/Religion majors fulfill this requirement in the major by completing Pastoral Practicum.

j.   <u>Vocational / Career Planning</u>   (2 Credits)
      IDSC 110 College Success and Career Planning   (1)

      Select one course from:
      TCED 285   Upholstery   (1)
      HMEC 129   Social & Professional Ethics   (1)

                                      TOTAL   **(55 Credits)**

DEPARTMENT OF ACCOUNTING, FINANCE & ECONOMICS

MAJORS: Accounting
                     Finance (B.S.)
                     Economics

MINORS: Accounting
                     Economics
                     Finance

The Accounting, Finance and Economics Department provides students with skills essential to managing and developing the framework underlying the measurement, analysis, interpretation and communication of economic data.

The undergraduate **Accounting Option** prepares students for a career in accounting and **Master of Science in Accounting** program. The undergraduate **Finance Option** exposes students to all three major branches of finance: investments, corporate, and financial institutions. It also helps students planning to sit for the CFA exam. The **Economics Option** gives you skills that are useful in a variety of settings, because economic issues are important in virtually every occupation.

The department has three concentrations or specializations in order to excel in their respective fields. They are:

- **Bachelor of Science in Accounting**
- **Bachelor of Business Administration in Finance**
- **Bachelor of Science in Economics**

1.   BACHELOR OF SCIENCE IN ACCOUNTING

The Accounting Program shares with the University its fundamental mission to make student learning its central focus. Our goal is to develop superior students who will be sought for their skills, integrity, and professional attitude. We fulfill this mission through our involvement in several academic programs in which we strive to impart the accounting knowledge and ethical values that students in these programs need to understand and use accounting information in their professional business careers. We facilitate our students' transition from the academic community to the professional community by promoting accounting internships, and events that encourage student interaction with practicing accountants.

All bachelor's degrees in the School of Business require a minimum of 136 semester credits comprised of:

A. General Degree Requirements
   General Education Requirements   55
   Business Core Courses   39
   Major Requirements   30
   Cognates and Internship   12
                                          136

B. Required Business Core Courses for B.S. Accounting   (39 Credits)
   ACCT 121-122 Principles of Accounting I,II   3, 3
   MKTG 201   Principles of Marketing   3
   ECON 226   Principles of Microeconomics   3
   ECON 227   Principles of Macroeconomics   3
   HRMN 250   Human Resource Management   3
   MGMT 255   Principles of Management   3
   FNCE 217   Principles of Finance   3
   MGMT 202   Business Communication   3
   MGMT 341   Business Law   3
   MGMT 345   Business Ethics   3
   MGMT 475   Operations Management   3
   MGMT 495   Strategic Management   3

C. Courses Required for the Accounting Major   (30 Credits)
   ACCT 221-222 Intermediate Accounting I, II   3,3
   ACCT 330   Cost Accounting   3
   ACCT 361   Taxation   3
   ACCT 455   Accounting for Non-Profit Organizations 3
   ACCT 456   Advanced Accounting   3
   ACCT 465   Auditing   3
   ACCT 476   Accounting Information Systems   3
   ACCT 480   Management Accounting   3
   ACCT 485   Accounting Theories and Practice   3

D. Required Cognates and Internship   (12 Credits)
   MATH 182   Calculus with Applications   3
   INFS 215   Information Systems Theory and Applications   3
   STAT 285   Elementary Statistics or   3
   MGMT 301   Business Statistics   3
   ACCT 499   Internship   3

2. <u>BACHELOR OF BUSINESS ADMINISTRATION- FINANCE</u>

The mission of the Finance program is to educate our students, at the undergraduate and graduate levels, to serve their organizations and society. We do that by teaching the concepts and tools necessary to understand the role of finance within organizations and society. We also do that by teaching our students to act in ways that enhance the value of the resources available to organizations and society.

All bachelor's degrees in the School of Business require a minimum of 136 semester credits comprised of:

A. <u>General Degree Requirements</u>

General Education Requirements	55
Business Core Courses	39
Major Requirements	30
Cognates and Internship	12
	136

B. <u>Required Business Core Courses for BBA- Finance</u>   (39 Credits**)**

ACCT 121-122	Principles of Accounting I, II	3, 3
MKTG201	Principles of Marketing	3
ECON 226	Principles of Microeconomics	3
ECON 227	Principles of Macroeconomics	3
HRMN 250	Human Resource Management	3
MGMT 255	Principles of Management	3
FNCE 217	Principles of Finance	3
MGMT 202	Business Communication	3
MGMT 341	Business Law	3
MGMT 345	Business Ethics	3
MGMT 475	Operations Management	3
MGMT495	Strategic Management	3

C. <u>Courses Required for the Finance Major</u>   (30 Credits)

FNCE 321	Money and Banking	3
FNCE 381	Investments	3
FNCE 401	Analysis of Financial Statement	3
FNCE 411	Real Estate Finance	3
FNCE 426	International Money and Finance	3
FNCE 430	Public Finance	3
FNCE 436	Management of Financial Institutions	3
FNCE 481	Security Analysis and Portfolio Management	3
FNCE 486	Global Finance	3
	Business Elective	3

D. Required Cognates and Internship   (12 Credits)
    MATH 182   Calculus with Applications   3
    INFS 215   Information Systems Theory and Applications   3
    STAT 285   Elementary Statistics or   3
    MGMT 301   Business Statistics   3
    FNCE 499   Internship   3

3.   BACHELOR OF SCIENCE IN ECONOMICS

It has been our aim to purposefully design a curriculum that will provide our majors with one of the best undergraduate programs in Economics in the country. A degree in Economics provides you with the ability to apply economic principles and models to a wide range of issues whilst understanding the wider driving forces shaping social policy.

All bachelor's degrees in the School of Business require a minimum of 136 semester credits comprised of:

A. General Degree Requirements

General Education Requirements	55
Business Core Courses	39
Major Requirements	30
Cognates and Internship	12
	136

B. Required Business Core Courses for B.S. - Economics   (39 Credits)

ACCT 121-122	Principles of Accounting I, II	3,3
MKTG 201	Principles of Marketing	3
ECON 226	Principles of Microeconomics	3
ECON 227	Principles of Macroeconomics	3
HRMN 250	Human Resource Management	3
MGMT 255	Principles of Management	3
FNCE 217	Principles of Finance	3
MGMT 202	Business Communication	3
MGMT 341	Business Law	3
MGMT 345	Business Ethics	3
MGMT 475	Operations Management	3
MGMT 495	Strategic Management	3

C. Courses Require for the Economics Major   (30 Credits)

ECON 330	Intermediate Macroeconomic Analysis	3
ECON 335	Intermediate Microeconomic Analysis	3
ECON 425	Caribbean Economic issues and Challenges	3

FNCE	430	Public Finance	3
ECON	435	Business Cycles and Forecasting	3
ECON	440	International Economics	3
ECON	445	Foreign Exchange Markets	3
ECON	450	Economic Development and Planning	3
ECON	455	Comparative Economic systems	3
ECON	460	Econometrics	3

D. <u>Required Cognates and Internship</u>   (12 Credits)

MATH	182	Calculus with Applications	3
INFS	215	Information Systems Theory and Applications	3
STAT	285	Elementary Statistics or	3
MGMT	301	Business Statistics	3
ECON	499	Internship	3

Undergraduate Minors for Non-College of Business Majors
Students majoring in fields other than business (e.g. Theology, Social Science, Education, etc.) at The University of Southern Caribbean can minor in business while completing their undergraduate degree in another school. Students interested in pursuing the MBA degree are able to waive out of some of the foundation courses through completion of selected courses in the general minor. Our more specialized minors are great options for students that may or may not be interested in the MBA, but are seeking business knowledge to make them more marketable in the job and internship search.

The Department of Accounting & Finance currently offers two specialized minors for students majoring in fields other than business:

The **minors** include: **Accounting and Economics**

4 .   <u>MINOR IN ACCOUNTING</u>

<u>Courses Required for a Minor in Accounting</u>   **(21 Credits)**

ACCT	121	Fundamentals of Accounting I	3
ACCT	122	Fundamentals of Accounting II	3
ACCT	221	Intermediate Accounting I	3
ACCT	330	Cost Accounting	3
ACCT		Electives	3
ECON	226	Principles of Microeconomics	3
MGMT	255	Principles of Management	3

5.   <u>MINOR IN ECONOMICS</u>

<u>Courses Required for a Minor in Economics</u>   **(21 Credits)**

ACCT 121	Fundamentals of Accounting I	3
ECON 226	Principles of Microeconomics	3
ECON 227	Principles of Macroeconomics	3
ECON 330	Intermediate Macroeconomics Analysis	3
ECON 335	Intermediate Microeconomic Analysis	3
ECON	Electives	3
MGMT 255	Principles of Management	3

6. <u>MINOR IN FINANCE</u>

<u>Courses Required for a Minor a Finance</u>		**(21 Credits)**
ACCT 121	Fundamentals of Accounting I	3
ACCT 122	Fundamentals of Accounting II	3
ECON 226	Principles of Microeconomics	3
ECON 227	Principles of Macroeconomics	3
FNCE 217	Principles of Finance	3
FNCE 401	Analysis of Financial Statements	3
FNCE	Elective	3

DEPARTMENT MARKETING & MANAGEMENT

MAJORS: Human Resource Management,
Management
Marketing
Hospitality and Tourism

MINORS: Business Administration
Human Resource Management
Non-Profit Management
Supervisory Management
Marketing

These fields of study deal with the aspect of management which generates revenues, involves planning, managing, analyzing, and controlling all activities concerned with creating high levels of customer service and satisfaction.

In addition to the high level of formal education the Marketing & Management Department offers, students receive hands-on experience through internships, symposiums, and workshops.

Our majors are designed to examine people as either employees or consumers, to increase our understanding of how companies operate, and to provide new and creative ways to enhance performance. Marketing and management majors acquire the knowledge and skills that are necessary to improve their own lives and those of their places of employment.

 These degree programs include:

- **Bachelor of Business Administration in Hospitality and Tourism**
- **Bachelor of Business Administration in Human Resource Management**
- **Bachelor of Business Administration in Management**
- **Bachelor of Business Administration in Marketing**

1.   BACHELOR OF BUSINESS ADMINISTRATION – HRM CONCENTRATION

The mission of the Human Resource Management program is to educate students to gain a firm understanding of different aspects and issues related to Human Resource Management in the workplace and professional organizations.

The objectives of the program are as follows:

1.   To develop human resource managers that have a firm understanding of the legal issues involved in the administration of the human resource function.

2.   To develop human resource professionals who are capable of effectively designing and implementing a compensation system in a business organization.

3.   To develop human resource professionals who are capable of dealing effectively with all aspects of union management relations.

4.   To develop human resource professionals who are capable of effectively designing and implementing both the staffing function and the development function in a business organization.

5.   To develop human resource professionals who can deal effectively with a variety of different people in a variety of different situations.

The bachelor's degrees in the School of Business require a minimum of 136 semester credits comprised of:

A. General Degree Requirements
    General Education Requirements   55
    Business Core Courses   39
    Major Requirements   30
    Cognates and Internship   12
                                              136

B. Required Business Core Courses for BBA - HRM   (39 Credits)
    ACCT 121-122 Principles of Accounting I,II   3, 3
    MKTG 201   Principles of Marketing   3
    ECON 226   Principles of Microeconomics   3
    ECON 227   Principles of Macroeconomics   3
    HRMN 250   Human Resource Management   3
    MGMT 255   Principles of Management   3
    FNCE 217   Principles of Finance   3
    MGMT 202   Business Communication   3
    MGMT 341   Business Law   3
    MGMT 345   Business Ethics   3
    MGMT 475   Operations Management   3
    MGMT 495   Strategic Management   3

C. Courses Required for the HRM Major   (30 Credits)
    HRMN 255   Human Relations & Development   3
    HRMN 330   Compensations and Benefits   3
    HRMN 343   Employment Law   3

HRMN 400	Motivation and Work Behavior	3
HRMN 406	Collective bargaining	3
MGMT 415	Organizational Behavior	3
HRMN 434	Negotiation and Conflict Resolution	3
HRMN 450	International Human Resource Management	3
HRMN 460	Staffing Organizations	3
HRMN Elective		3

D. <u>Required Cognates and Internship</u>   (12 Credits)

MATH 182	Calculus with Applications	3
INFS 215	Information Systems Theory and Applications	3
STAT 285	Elementary Statistics or	3
MGMT 301	Business Statistics	3
HRMN 499	Internship	3

2. <u>**BACHELOR OF BUSINESS ADMINISTRATION - MANAGEMENT**</u>

The mission of the Management Program is to advance knowledge and practice in management, organizational design, and organizational strategy--with a special focus on producing ethical leaders for the global, highly technical environment of Trinidad & Tobago and for the greater good of society.

The Program teaches undergraduate and master's level business school courses that provide students with a theoretical and practical understanding of organizations, of individual and group behavior within organizations, and of strategic ways of positioning organizations in their industrial, social, legal, and international environments.

All bachelor's degrees in the School of Business require a minimum of 136 semester credits comprised of:

A. <u>General Degree Requirements</u>

General Education Requirements	55
Business Core Courses	39
Major Requirements	30
Cognates and Internship	12
	136

B. <u>Required Business Core Courses for BBA - Management</u>   (39 Credits)

ACCT 121-122	Principles of Accounting		3
MKTG 201	Principles of Marketing		3
ECON 226	Principles of Microeconomics		3
ECON 227	Principles of Macroeconomics	3	
HRMN 250	Human Resource Management		3

MGMT 255	Principles of Management	3
FNCE 217	Principles of Finance	3
MGMT 202	Business Communication	3
MGMT 341	Business Law	3
MGMT 345	Business Ethics	3
MGMT 475	Operations Management	3
MGMT 495	Strategic Management	3

C. <u>Courses Required for the Management Major</u>   (30 Credits)

MGMT 101	Introduction to Business	3
MGMT 210	Small Business management	3
ACCT 330	Managerial Accounting	3
MGMT 365	International Environment of Business	3
MGMT 400	Managerial Decision Making	3
HRMN 400	Motivation and Work Behavior	3
MGMT 401	Analysis of Financial Statements	3
MGMT 415	Organizational Behavior	3
FNCE 434	Negotiations and Conflict Resolution	3
MGMT 488	Leadership Organizational Climate	3

D. <u>Required Cognates and Internship</u>   (12 Credits)

MATH 182	Calculus with Applications	3
INFS 215	Information Systems Theory and Applications	3
STAT 285	Elementary Statistics or	3
MGMT 301	Business Statistics	3
MGMT 499	Internship	3

3. **BACHELOR OF BUSINESS ADMINISTRATION - MARKETING**

The mission of the Marketing program is to educate students in the marketing process; namely, to collect, analyze, and evaluate information from and about customers and the marketing environment relative to a specific marketing problem or opportunity, and to facilitate a solution that produces enhanced marketplace success and satisfies the organization's stakeholders.

All bachelor's degrees in the School of Business require a minimum of 136 semester credits comprised of:

A. <u>General Degree Requirements</u>

General Education Requirements	55
Business Core Courses	39
Major Requirements	30
Cognates and Internship	12
	136

B. Required Business Core Course for BBA - Marketing   (39 Credits)

ACCT 121-122	Principles of Accounting	3
MKTG 201	Principles of Marketing	3
ECON 226	Principles of Microeconomics	3
ECON 227	Principles of Macroeconomics	3
HRMN 250	Human Resource Management	3
MGMT 255	Principles of Management	3
FNCE 217	Principles of Finance	3
MGMT 202	Business Communication	3
MGMT 341	Business Law	3
MGMT 345	Business Ethics	3
MGMT 475	Operations Management	3
MGMT 495	Strategic Management	3

C. Courses Required for the Marketing Major   (30 Credits)

MKTG 205	Advertisement and Sales Promotion	3
MKTG 342	Service Marketing	3
MKTG 343	Consumer Behaviors	3
MKTG 350	Sales Management	3
MKTG 414	Retail Marketing	3
MKTG 415	Marketing Research	3
MKTG 418	Introduction to E-commerce	3
MKTG 445	International Marketing	3
MKTG 490	Special Topics in Marketing	3
	Business Elective	3

D. Required Cognates and Internship   (12 Credits)

MATH 182	Calculus with Applications	3
INFS 215	Information Systems Theory and Applications	3
STAT 285	Elementary Statistics or	3
MGMT 301	Business Statistics	3
MKTG 499	Internship	3

4. BACHELOR OF BUSINESS ADMINISTRATION - HOSPITALITY & TOURISM

The HTM program is one of seven undergraduate degrees offered in the School of Business. We aspire to be the premier business education and research program in Hospitality and Tourism Management. In all of our programs, we provide students with a first class business education taught by an internationally recognized faculty who are actively engaged in research and professional practice. USC's incomparable HTM program offers a curriculum that is both practical and visionary, which ensures students

graduate with a strong business foundation and a real understanding of industry complexities and demands.

All bachelor's degrees in the School of Business require a minimum of 136 semester credits comprised of: general education requirements, the business core courses, and major requirements.

A. General Degree Requirements

General Education Requirements	55
Business Core Courses	39
Major Requirements	30
Cognates and Internship	12
	136

B. Required Business Core Courses for the BBA - HTM: (39 Credits)

ACCT 21-122	Principles of Accounting I, II	3,3
MKTG 201	Principles of Marketing	3
ECON 226	Principles of Microeconomics	3
ECON 227	Principles of Macroeconomics	3
HRMN 250	Human Resource Management	3
MGMT 255	Principles of Management	3
FNCE 217	Principles of Finance	3
MGMT 202	Business Communication	3
MGMT 341	Business Law	3
MGMT 345	Business Ethics	3
MGMT 475	Operations Management	3
MGMT 495	Strategic Management	3

C. Courses Required for the HTM Major   (30 Credits)

FDNT 230	Nutrition	3
HSTM 115	Introduction to Hospitality and Tourism	3
HSTM 120	Sanitation	3
HSTM 150	Fundamentals of Tourism	3
HSTM 200	Mgmt. of Computers in Hospitality Industry	3
HSTM 443	Food/ labor Cost Control	3
OFBT 250	Organizational Communication	3
HSTM 400	Front Office Management	3
HSTM 440	Hospitality Sales and Marketing	3

D. Required Cognates and Internship   (12 Credits)

MATH 182	Calculus with Applications	3
INFS 215	Information Systems Theory and Applications	3
STAT 285	Elementary Statistics or	3
MGMT 301	Business Statistics	3

HSTM 499   Internship   3

Undergraduate Minors for Non-College of Business Majors
Students majoring in fields other than business (e.g. Theology, Social Science, Education, etc.) at
The University of Southern Caribbean can minor in business while completing their
undergraduate degree in another school. Students interested in pursuing the MBA degree are able
to waive out of some of the foundation courses through completion of selected courses in the
general minor. Our more specialized minors are great options for students that may or may not
be interested in the MBA, but are seeking business knowledge to make them more marketable in
the job and internship search.

The Department of Management & Marketing currently offers five specialized minors for
students majoring in fields other than business:

The Minors offered are:

- **Minor in Business Administration (General)**
- **Minor in Human Resource Management**
- **Minor in Marketing**
- **Minor in Non-profit Management**
- **Minor in Supervisory management**

5.   MINOR IN BUSINESS ADMINISTRATION (GENERAL)

Courses Required for the Business Administration Minor (General)**(21 Credits)**

ACCT 121	Fundamentals of Accounting I	3
ACCT 122	Fundamentals of Accounting II	3
ECON 226	Principles of Microeconomics	3
ECON 227	Principles of Macroeconomics	3
FNCE 217	Principles of Finance	3
MGMT 201	Principles of Management	3

6.   MINOR IN HUMAN RESOURCE MANAGEMENT

Courses Required for the Human Resources Management Minor   **(21 Credits)**

ACCT 122	Fundamentals of Accounting II	3
MGMT 415	Organizational Behavior	3
HRMN 250	Human Resource Management	3
HRMN 255	Human Relations Development	3
HRMN 406	Collective Bargaining	3
HRMN 434	Negotiation & Conflict Resolution	3
HRMN 460	Staffing Organization	

7.   __MINOR IN MARKETING__

<u>Courses Required for the Marketing Minor</u>   **(21 Credits)**
ECON 200   Principles of Economics   3
ACCT 121   Fundamentals of Accounting 1   3
ECON 226   Principles of Microeconomics   3
MGMT 255   Principles of Management   3
MKTG 201   Principles of Marketing   3

Select three of the following:
MKTG 350   Sales Management   3
MKTG 205   Advertising & Sales Promotions   3
MKTG 343   Consumer Behaviors   3
MKTG 445   International Marketing

8.   __MINOR IN NON-PROFIT MANAGEMENT__

<u>Requirements for Non-Profit Management Minor</u>   **(21 Credits)**
ACCT 121   Financial Accounting   3
ECON 226   Principles of Microeconomics   3
MGMT 202   Business Communication   3
MGMT 255   Principles of Management   3

Select three of the following:
MGMT 415   Organizational Behavior   3
HRMN 250   Human Resource Management   3
MGMT 400   Managerial Decision Making   3
FNCE 430   Public Finance   3
FNCE 217   Principles of Finance   3
Internship option   3

(The student may earn a 3 credit internship in a non- profit organization. Internship
opportunities must be approved by the appropriate department chair.)

9.   __MINOR IN SUPERVISORY MANAGEMENT MINOR__

<u>Requirements for Supervisory Management Minor</u>   **(21 Credits)**
ACCT 121   Fundamentals of Accounting I   3
ACCT 122   Fundamentals of Accounting II   3
ECON 226   Principles of Microeconomics   3
ECON 227   Principles of Macroeconomics   3

MGMT 255	Principles of Management	3
MGMT 415	Organizational Behavior	3
HRMN 250	Human Resource Management	3
MGMT 400	Managerial Decision-Making	3

COURSES   CREDITS

ACCOUNTING

ACCT 121, 122   *Fundamentals of Accounting*   3, 3
Emphasis upon understanding the accounting cycle and the content and preparation of financial statements. Cost and managerial concepts examined.

ACCT 221, 222   *Intermediate Accounting*   3, 3
Prerequisite: ACCT12
Accounting theory and problems in the classification of transactions, asset and liability valuation, income determination, and presentation and interpretation of financial statements. Study of generally accepted accounting principles. A grade of C or higher in ACCT221 is required admission to ACCT222.

ACCT 330   *Cost Accounting*   3
Prerequisite: ACCT122
Cost Accounting treats accounting and managerial aspects in cost concepts including job order, process cost systems, flexible budgets, joint by-product costs, break-even points, differential cost, etc. Problems and practice projects are basis for study. It also involves principles and procedures with emphasis on problems of cost.

ACCT 361   *Individual Taxation*   3
Prerequisite: ACCT122
A study of taxation of individuals, of business expenses, and of property transactions.

ACCT 455   *Accounting for Non-Profit Organizations*   3
Prerequisite: ACCT222
The study of the fundamental accounting systems used by governments, hospitals, schools, and other not- for-profit organizations. Topics include the budgeting process, and the analysis and interpretation of non-profit financial statements.

ACCT 456   *Advanced Accounting*   3
Prerequisite: ACCT222
The study of accounting for business combinations and the preparation of consolidated financial statements; foreign currency transactions and the translation of foreign currency financial statements: SEC reporting.

ACCT 465   *Auditing*   **3**
Prerequisite: ACCT222
Internal and external auditing; current professional standards, ethics of the auditor with emphasis on internal control, and evidence gathering.

ACCT 476   *Accounting Information Systems*   **3**
Planning and operation of electronic data-processing systems in accounting and the use of the information generated for financial reporting and control. Prerequisite: ACCT122 and junior class standing.

ACCT 480   *Management Accounting*   **3**
Prerequisite: ACCT222
Management Accounting uses accounting information for managerial decision making to aid in planning, controlling and evaluation activities by managers in business enterprises. Topics include methods for determining the costs of products and services, for assessing product and project profitability, and for budgeting and monitoring of costs and profit.

ACCT 485   *Accounting Theory & Practice*   **3**
Prerequisite: ACCT222
Accounting Theory and Practice is a comprehensive and wide-ranging course. It provides a theoretical framework for the understanding of accounting, and an appreciation of the purpose of various accounting practices. Topics include A theoretical framework, Financial accounting practice, Periodic measurement, Financial reporting for alternative valuation and extension of disclosure of accounting information.

ACCT 499   *Accounting Internship*   **3**
Prerequisites: junior or senior standing in School of Business and permission of internship coordinator. Supervised field work in selected business, social and governmental organizations; supplemented by written reports. Students must complete 240 hours of internship work. (S/U Grading)

ECONOMICS

ECON226   *Principles of Microeconomics*   **3**
Prerequisite: MATH 182
Explores theories currently used to explain how people choose what to consume and produce. This analysis is expended to well-defined groups such as business firms. It also explores the phenomenon called "market" with its prices and the way people react to them. Algebra is used extensively.

ECON227   *Principles of Macroeconomics*   **3**
Analysis of national income and expenditures according to current theories. Inflation, economic

growth, and unemployment are examined, as well as modern banking and the money supply. Applicable toward General Education requirements in the social sciences.

ECON 330 *Intermediate Microeconomic Analysis* **3**
Prerequisite(s): ECON 225 and ECON 226, and Junior standing.
Designed to provide an intensive study of contemporary microeconomic theory. Topics include consume demand; market structure; production theory; the nature and behaviour of costs; the pricing and allocation of productive resource; and the distribution of income. Emphasis is given to the use of these tools in business decision making.

ECON 335 *Intermediate Macroeconomic Analysis* **3**
Prerequisite(s): ECON 225 and ECON 226
Theories of long-term growth and short-term fluctuations in national economies, with emphasis on the macroeconomic implications of government policy. Topics include the national income accounting, long-run economic growth, unemployment, inflation, interest rates, exchange rates, international trade and investment, alternative theories of the business cycle, monetary policy, and fiscal policy.

ECON 425 *Caribbean Economic Issues* **3**
Prerequisite(s): ECON 225 and ECON 226, and junior standing.
Focuses on the use of economic tools to analyze the key intraregional markets-land and housing, transportation, labor and public services-and examines their public policy implications. Also examines interregional relationships, the growth and decline of cities, and the economics of urbanization. An analysis of the issues involved in the economic transformation of the Caribbean economies. The role theory and significance of the major sectors of the economies in the development process.

ECON 499 *Internship* **3**
Prerequisites: junior or senior standing in School of Business and permission of internship coordinator. Supervised field work in selected business, social and governmental organizations; supplemented by written reports. Students must complete 240 hours of internship work. (S/U Grading)

FINANCE

FNCE 217 *Principles of Finance* **3**
Prerequisites: ACCT122, and MATH165
A managerial approach to financial analysis, planning, and control. Management of working capital, long-term assets, and long-term financing.

FNCE 321 *Money and Banking* **3**
Prerequisites: ECON225, 226.
Commercial banking, the operation and controls of the Federal Reserve System, a central bank

money and credit in circulation, and the effect of monetary policies.

FNCE 381   ***Investments***   **3**
Prerequisites: FNCE321
This course is a survey of the organization and regulation of security markets; security analysis
and valuation; and principles of portfolio management from the viewpoint of the individual
investor.

FNCE 401   ***Analysis of Financial Statements***   **3**
Prerequisites: FNCE 321 w/ "C" or better, Senior standing
An in-depth study of current financial reporting practices; analysis and interpretation of
corporate financial statements, utilizing text and selected cases.

FNCE 411   ***Real Estate Finance***   **3**
Prerequisites: FNCE 321 and MATH 285
Principles of real estate financing with emphasis on residential markets, economics,
governmental and location factors, financing, and real estate transactions.

FNCE 426   ***International Money and Finance***   **3**
Prerequisite: ECON 225 and 226, Junior or Senior standing
This course covers the basics of the foreign exchange market, the balance of payments, parity
conditions in international finance, foreign exchange risk and forecasting, the financing of
international activities, and international capital flows. The course will focus on the financial
management of the multinational firm.

FNCE 430   ***Public Finance***   **3**
Prerequisites: ECON-225 and ECON-226
An investigation of the theoretical and practical economic effects of governmental activities. The
major types of taxes and expenditures are considered. In addition, intergovernmental fiscal
relations and fiscal policy are discussed. The course will emphasize & compare governmental
institutions.

FNCE 436   ***Management of Financial Institutions***   **3**
Prerequisites: FNCE321 and senior standing
The purpose of this course is to provide an integrated approach for the financial management of
financial institutions. With this objective, the course concentrates on providing the theoretical
framework and techniques of financial management, recognizing the rapid changes taking place
in the institutional environment.

FNCE 481   ***Security Analysis and Portfolio Management***   **3**
Prerequisites: FNCE 321 with "C" or better, FIN 426 w/ "C" or better, senior standing
This course is designed to provide students with a comprehensive understanding of security
analysis and portfolio management. The focus of the course is on selecting the appropriate
securities and managing the portfolio to meet the investor's objectives.

FNCE 486   *Global Finance*   **3**

This course examines financial issues in the global environment from the perspective of both domestic and multinational organizations. Students will analyze the international business environment and will apply financial concepts and practices to a global market to maximize value. They will use financial concepts to make informed international investment and financing decisions, including those involving e-business and technology. Areas of emphasis include: the environment of global finance, foreign exchange and derivatives markets, global risk management, financing foreign operations, and foreign investments.

FNCE 499   *Internship*   **3**

Supervised field work in selected business, social and governmental organizations; supplemented by written reports. Prerequisites: junior or senior standing in School of Business and permission of internship coordinator. (S/U grading)

HUMAN RESOURCE MANAGEMENT

HRMN 250   *Human Resource Management*   **3**

Prerequisite: MGMT 255

A survey of the objectives and issues associated with personnel management in organizations. Topics include studies in human resources planning and forecasting, job analysis and evaluation, compensation, and benefits, grievance procedures and disciplinary actions.

HRMN 255   **Human Relations in Organizations**   **3**

Prerequisites: MGMT255 and ENGL101

Examines possible reasons for the way people behave in organizations; explores the theories in areas of jobs–satisfaction, fit, design, motivation, change management, and group dynamics/decision making; covers communications, power-politics, leadership, structure, and design.

HRMN 330   *Compensation & Benefits*   **3**

Prerequisite: HRMN250 and HRMN255

Study includes job analysis, job specifications, job evaluation, setting of wage scales, fringe benefits, and wage incentives, management of wage and salary problems.

HRMN 343   *Employment Law*   **3**

Prerequisite: MGMT341

This course provides an overview of federal, state, and local regulation of the employer-employee relationship. Topics include employer-employee relationships; employment discrimination law overview and applications; labour relations law; discipline and termination processes; and contemporary issues.

HRMN 400   *Motivation & Work Behaviour*   **3**
Prerequisite(s): HRMN250 and HRMN255
Advanced topics dealing with individual and organizational factors affecting employee motivation, performance, and satisfaction. Areas may include the work climate, organizational attachment, job design, goal-setting, group dynamics, and reward systems. Cases and projects.

HRMN 406   *Collective Bargaining*   **3**
Prerequisite: HRMN400
This course will take students through the stages of the collective bargaining process in a workshop/simulation method and culminating in the bargaining of a contract. Students will learn the relevant labour law principles, the methodology of collective bargaining and will then form management or union teams to study and engage in the process of bargaining for an initial contract in a newly organized union shop. The final grade will be based on a paper on bargaining, draft bargaining proposals and the final contracts.

HRMN 434   *Negotiation and Conflict Resolution*   **3**
Prerequisite(s): HRMN250 or HRMN255
Enhances individual effectiveness in the workplace through the provision of an advanced understanding of negotiating through the development of specific negotiating skills. Discussions and skill-building exercises in the class are focused broadly and include information and formal negotiations between multiple departments. Because effective negotiating is fundamental to an individual's survival and prosperity within an organization, knowledge of negotiating concepts and development of negotiation skills are critical.

HRMN 450   *International Human Resource*   **3**
A study of the effects of the process of internationalization on human resource management including the requirements of local or host-country nationals, expatriates, or parent-country nations, and third-country nationals. Emphasis on Asia-Pacific, Europe, Latin America, and emerging economies. A staffing plan for an international setting including processes from recruitment to evaluation to labour regulations is prepared.

HRMN 460   *Staffing Organizations*   **3**
Prerequisites: MGMT255 and HRMN250
This course provides students with an in-depth view of the total selection process, based on a broad definition of selection. Specific topics covered include establishing the selection criteria, recruiting a qualified pool of applicants, evaluating applicants relative to selection criteria that is reliable and employs valid measurements, assessing employees' job performance, and the training of the employees. Emphasis will be placed on the reliability and validity of various selection methods to insure regulatory compliance.

HRMN 499   *Internship*   **3**
Internships with participating companies provide students with the opportunity to gain valuable work experience in their field of study. This practicum encourages students to utilize their

acquired knowledge and skills in the working world. Enrolment is restricted to Juniors and Seniors with proven academic success. Students must submit an application to the Dean of the school of Business.

MANAGEMENT

MGMT 101 *Introduction to Business* **3**
The nature of the free enterprise business system is studied and analyzed. Included in this study is the role of business and society, examination of the functional areas of business, and contemporary problems and future challenges.

MGMT 202 *Business Communication* **3**
Prerequisite: ENGL115 & ENGL215
This course is a composite of theory, practices and technologies essential to the development and refinement of written communication skills in business.

MGMT 210 *Small Business Management* **3**
A practical course on the principles and problems of organizing and operating a small business. Topics include, a procedural system for establishing a new business, providing physical facilities, financing, organizing and the management of the small business. Does not apply toward a management major during junior and senior years.

MGMT 255 *Principles of Management* **3**
Introduces concepts of effective management in organizational settings. Primary emphases include the organizational processes necessary for organizational effectiveness (planning, organizing, leading, and controlling), the nature of individual and group behavior, and the role of management in facilitating a mutually satisfying fit between employees' needs and organizational requirements.

MGMT 301 *Business Statistics* **3**
Designed to provide you a familiarity with the scope and application of statistical analysis. Topics include the following basic statistical techniques: descriptive measures, elementary probability, sampling, estimation and testing, regression, correlation, and analysis of variance. Examples are drawn from business and economics.

MGMT 341 *Business Law* **3**
Introduction to general principles of law and its interpretation, including limited coverage of business torts and crimes, as well as the coverage of contract and sales law, property law, business organization, including partnership and corporate law; consumer and environmental protection, employment law and insurance, estate planning and international law, agency and commercial paper.

MGMT 345   *Business Ethics*

Prerequisite: MGMT 341   **3**

A study of how business operates within the political, legal, and social environment, its relationship to government agencies and government controls, and how business relates its activities to various social problems. Ethical considerations of business decisions as related to this environment will also be studied.

MGMT 365   *International Environment of Business*   **3**

Prerequisite: MGMT 255

Virtually every business management decision being made today is influenced by global events, and any naive thinking about international politics, economics, cultures, exchange rates and foreign competitors can have quick and adverse effects on a firm's bottom line. The objective of this course is to provide relevant theoretical and practical insights to management students so that the real world of global business is better understood. This course explores the nature, scope and environment of international business today. Emphasis is placed on national and international forces influencing and directing international business challenges, opportunities, and problems that these forces bring with them.

MGMT 400   *Managerial Decision-making*   **3**

Prerequisite: MGMT 255

This course will look at decision making under uncertainty from multiple perspectives. It will begin with a brief outline of the so-called "normative" or "decision engineering" models then move on to reasons why these models are not always able to describe actual behaviour. The course will look at the heuristics and biases of judgment and decision making, as well as consumer decision making, financial decision making, and negotiation behaviour, predominantly from a behavioural perspective. The course will close with a discussion of some ways to make actual decisions and judgments closer to the normative models.

MGMT 415   *Organizational Behaviour*   **3**

Prerequisite: MGMT 255

This course examines individuals, groups and organizations from the perspective of the behavioural and social sciences. Topics covered include organization structure and design, power and politics, communication, motivation, job design, job attitudes, and the dynamics of groups and teams. These issues are addressed both conceptually and from the perspective of the practicing manager.

MGMT 475   *Operations Management*   **3**

Prerequisite: STAT285

Analysis of problems and issues faced by production/operations managers in manufacturing and services industries. Concepts and techniques include operations scheduling, quality control, plan layout, facility location, line balancing, queues, production and inventory controls, forecasting and linear programming.

MGMT 488   *Leadership &Organizational Climate*   **3**

The course focus is on leadership theory and consists of lecture, discussion, case studies,

simulation, and self-assessments. Topics include influence, power, ethics, communications, groups/teams, organizational culture, motivation, performance, follower ship, personality, and creativity. The fundamental purpose of this course is development of your understanding of factors that can enhance your effectiveness and success as a business professional in an organization

MGMT 495 *Strategic Management* **3**
Prerequisites: completion of the entire business core; completion of four upper-level major courses. (Intended as a final, capstone course to be taken in a student's last 16 credits).
This is a capstone course in the School of Business and is required of all seniors. The course integrates subject matter from the business core courses and other disciplines. A study of strategic management that integrates knowledge gained through previous coursework and experience and builds on that conceptual foundation through integrative analysis, practical application, and critical thinking. Emerging issues in business management are considered. Focus is on the continuous, systematic process of managerial planning, including environmental scanning and the development of plans and strategies to gain competitive advantage. Tactical and strategic management issues are highlighted by means of case studies, projects, and discussion.

MGMT 499 *Management Internship* **3**
Prerequisite: 30HRMN completed hours and approval of internship coordinator (S/U grading)
Learning to do, doing to learn. That's the essence of the Management Internship option, designed not only to help students develop the managerial skills they must have in order to prosper in today's business world, but also to practice those skills in their own business setting. This option combines formal classroom study with a student-internship project at the student's place of employment. This option is recommended for current managers who wish to advance and need additional management training, those recently promoted to managerial positions, or those who have been identified by their employer as having managerial potential.

MARKETING

MKTG 201 *Principles of Marketing* **3**
Prerequisite: ECON226.
A general survey of the major marketing methods, institutions, and practices examined from the viewpoint of their effects on exchange transactions linking producers with consumers.

MKTG 205 *Advertising & Sales Promotion* **3**
This course is an overview and application of advertising principles introducing concepts of planning, advertising, research, artistic, creative, and psychological aspects to advertising and sales promotional activities.

MKTG 342 *Service Marketing* **3**
Prerequisite: MKTG 201 and all lower level core business requirements.
Understanding service customers, customer satisfaction, motivating service employees, improving

service quality and role of services in strategy planning.

MKTG 343 *Consumer Behaviour* **3**
This course provides a comprehensive examination of consumer buying behaviour as it relates to marketing strategy. Students learn current economic, psychological, and sociological factors that help explain consumer behaviour; examine models, theories, and research that relate to consumer behaviour; and apply consumer behaviour to target marketing.

MKTG 350 *Sales Management* **3**
Prerequisite: MKTG 343 and all lower level core business requirements.
Management of personal sales force including recruiting, selecting, training, compensating, and evaluating sales personnel; planning, implementing, and controlling selling strategies.

MKTG 414 *Retail Marketing* **3**
Prerequisite: MKTG 201 and all lower level core business requirements.
Business to consumer marketing with consideration for location, organization, buying, receiving stock inventory and control, policies, pricing, services, control and personal management within retail establishments.

MKTG 415 *Marketing Research* **3**
Prerequisites: MKTG 201 and MGMT 365
Fundamental techniques. Practical experience in research methodology: planning an investigation, questionnaires, sampling, interpretation of results, report preparation.

MKTG 418 *Introduction to E-Commerce* **3**
Prerequisite: MKTG 201 and all lower level core business requirements Management of Internet Technology into the marketing function of organization.

MKTG 448 *International Marketing* **3**
Prerequisite: MKTG 201 and all lower level core business requirements
International marketing activities, including environmental issues, marketing strategy and tactical considerations in entering foreign markets.

MKTG 490 *Special Topics in Marketing* **3**
Prerequisite: MKTG 201
Selected marketing topics not covered in other marketing courses.

MKTG 499 *Internship* **3**
Prerequisites: junior or senior standing in School of Business and permission of internship coordinator. Supervised field work in selected business, social and governmental organizations; supplemented by written reports. Students must complete 240 hours of internship work. (S/U Grading)

HOSPITALITY & TOURISM

HSTM 115   *Introduction to the Hospitality Industry*   **3**
Provides an overview of various facets of the industry's restaurants, hotels, resorts, travel, tourism, and clubs. General operating procedures with an emphasis on professional management principles. Field trips and hospitality executive guest lecturers enrich the course. Includes career planning and exposure to role models.

HSTM 120   *Quality Sanitation Management*   **3**
Sanitation standards for food and beverage establishments, food handling practices, and the study of microorganisms and their control are discussed.

HSTM 150   *Fundamentals of Tourism*   **3**
Topics covered are cultural tourism, sociology of tourism, components and supply, tourism development, economic role of tourism demand, the marketing of tourism, and the international scope of tourism.

HSTM 200   *Managing Computers in the Hospitality Industry*   **3**
A course concentrating on computer applications used in the hospitality industry. Special attention will be given to the different software packages available and the programs they run.

HSTM 400   *Front Office Management*   **3**
Study of principles and procedures used in effective hotel/motel front office management. Special attention will be given to operation of specific equipment, planning and forecasting hospitality needs.

HSTM 440   *Hospitality Sales & Marketing*   **3**
Prerequisite: HSTM 400
This course is designed to provide students with a solid background in hospitality sales, advertising, and marketing.

HSTM 443   *Food/Labor Cost Control*   **3**
Fundamentals of food, beverage, and labor cost control for hotel and restaurant operations

HSTM 499   *Hospitality Management Internship*   **3**
Prerequisite: 30 HSTM completed hours and approval of internship coordinator (S/U grading)
This course provides an opportunity for the student to complete a relevant internship in a specialized area of the hospitality and tourism industry; emphasis is placed on meeting the needs of both the student and the hospitality operation offering the management internship. Students must complete 300 hours of internship work.

SCHOOL OF EDUCATION AND HUMAN SCIENCES

MISSION STATEMENT

The School of Education and Human Sciences is committed to providing pre-professional and professional education to men and women so that they may be fitted for service and be sound in mind, body and soul, that they, in turn, may assist others in achieving the same.

GOALS

The Teachers in our School will:

A. Promote excellence in teaching, scholarship, and relevant professional careers and encourage the development of advance knowledge and skills.

B. Transmit values, morals and experiences which will prepare individuals for effective meaningful service to God and humanity.

C Provide graduates with opportunities to enlarge their world view as they integrate religion, culture and scholarship.

D. Develop a pedagogical and professional perspective that is unique to SDA Education

PROVISIONS OF ACADEMIC ENVIRONMENT

The School provides:

1. A depth of knowledge in their academic specialties.

2. A foundation for graduate study on completion of undergraduate degrees.

3. A more diverse and varied knowledge base through general education courses, by participating in co-curricular and extra-curricular activities.

4. A sound understanding of the Seventh-day Adventist philosophy of education and life, which encompasses an understanding of the (a) nature of God, (b) the nature of man, and (c) the nature of reality.

5. Discovery of the benefits of a personal relationship with God.

6. Participation in scholarly activities which utilize information from a variety of sources, thereby increasing the multiformity of their knowledge base.

7. Exposure to knowledge of national and international career trends.

8. A recognition of the strategic role of the Bible in instruction.

9. Appreciation of their important role as agents of salvation.

10. Opportunity to develop reflective and analytical thinking skills rather than being overly dependent on the ideas of others.

UNDERGRADUATE DEGREES

- **Bachelor of Science in Elementary Education**

- **Bachelor of Science in Individualized Major in Educational Service**

- **Bachelor of Science in Family and Consumer Sciences**

GENERAL EDUCATION REQUIREMENTS FOR THE BACCALAUREATE DEGREES

a.　　<u>Religion</u>　　　　　　　　　　　　　　　　　　　　　　　(12 Credits)
　　　(1)　　RELT 100　　God and Human Life　　　　　　3

　　　(2)　　Select <u>three</u> of the following:
　　　　　　RELB 210　　Jesus in His Time and Ours　　　(3)
　　　　　　RELT 250　　Personal Spirituality and Faith　(3)
　　　　　　RELG 360　　Topics: World Religions　　　　(3)
　　　　　　RELT 340　　Religion and Ethics in Modern
　　　　　　　　　　　　Society　　　　　　　　　　　(3)

 Note: Students must take one religion course each school year or school year equivalent.
　　　　Transfer students must take one course per year of residency or full-time

equivalent at USC or other Seventh-day Adventist college or university; part-time students must take one religion course for every 30 hours completed on a part-time basis.

b. <u>Arts / Humanities / Philosophy</u>   (10 Credits)
    (1) HIST 104 OR 105 World Civilizations I, II   (3,3)
         OR
         HIST 147   West Indian History   (3)

    Note: If Caribbean History was not passed at the GCE/CXC level, HIST147 must be taken.

    Theology / Religion majors are required to do both HIST104 and 105. If Caribbean History was not passed at the GCE/CXC level, HIST147 must be taken as a replacement for HIST104.

    (2) ENGL 255   Studies in Literature   (3)

         OR
         ENGL 425   Literary Topic: Biblical Literature (3)
         (For Theology and Religion Majors)

    (3) IDSC 205   Introduction to Fine Arts   (2)
         OR
         Two credits for Ensemble:
         MUPF 135 Choral Ensemble   (1)
         MUPF 137 Instrumental Ensemble   (1)

    (4) EDTE 354   Philosophy for Education   (2)

c. <u>Social Sciences</u>   (3 Credits)
    Select one course from:
    PSYC 101   Introduction to Psychology   (3)
    SOCI 119   Principles of Sociology   (3)
    BHSC 220   An Interdisciplinary Approach to
                  Contemporary Social Issues   (3)
    PLSC 235   Introduction to Political Systems   (3)
    ECON 226   Principles of Microeconomics   (3)

    Note: If PSYC101 or SOCI119 is not completed in the first year then BHSC220 or PLSC235 is required.

d. <u>Language and Communication</u>   (12 credits)
    (1) COMM 104   Communication Skills   (3)

(Must be completed in the first or second year)

(2)   ENGL 115   English Composition I   (3)

(3)   ENGL 215   English Composition II   (3)

Note: All students who have grade II or III at CXC, GED as entrance requirement, and below C at GCE, are required to do the English Proficiency Exam (EPE) and obtain a minimum score of 75% to register for ENGL115. Anyone failing to acquire the minimum score will have to register for ENGL110.

(4)   Foreign Language   (3)
        One foreign language for all students, inclusive of theology majors.
        SPAN 200   Intermediate Spanish   (3)
        FREN 200   Intermediate French   (3)
        PORT 200   Intermediate Portuguese   (3)
        GERM 200   Intermediate German   (3)

e.   <u>Natural Science</u>   (6 Credits)
     Select any two courses from two areas.
     BIOL 111   Anatomy and Physiology I   (4)
     BIOL 208   Principles of Environmental Science   (3)
     BIOL 245   Natural History of Trinidad and Tobago (3)
     CHEM 107   Chemistry in Society   (3)
     PHYS 115   Concepts of Physics   (3)
     FDNT 230   Nutrition   (3,4)

f.   <u>Mathematics</u>   (3 Credits)
     MATH 165 College Algebra   (3)

     (Computer Science Majors will fulfill this requirement in their
     cognate requirements.)

     Note: Students should have fulfilled any one of the following to be allowed to register for MATH165:
     (1) a pass with a 1,2, or 3 (from 1998) in CXC Mathematics
     (2) a minimum score of 2.0 in the Mathematics Placement Exam (MPE)

     Students who have a pass in Additional Mathematics may petition to waive MATH165 upon earning a minimum score of 3.5 in the MPE. Any student who scores a 4.0 in the MPE may petition to waive MATH165.

g.   <u>Computer Tools</u>   (3 Credits)
     INFS 110   Introductory Computer Tools   (3)

(Computer Science Majors will complete this requirement in their cognate requirements.)

| h. | Wellness | | (2 Credits) |
| | (1) HELD 120 Fit and Well | (1) | |

	(2) One of:		
	PEAC 110 Personal Physical Fitness	(1)	
	PEAC 130 Special Activities: _____	(1)	

i.	Service		(2 Credits)
	BHSC 100 Philosophy of Service	(2)	
	(Must include a service component)		

Note: Theology/Religion majors fulfill this requirement in the major by completing Pastoral Practicum.

| j. | Vocational / Career Planning | | (2 Credits) |
| | IDSC 110 College Success and Career Planning | (1) | |

Select one course from:

| TCED 285 | Upholstery | (1) |
| HMEC 129 | Social & Professional Ethics | (1) |

| | **TOTAL** | **(55 Credits)** |

EDUCATION DEPARTMENT

MISSION STATEMENT

The Department of Education is dedicated to the preparation and development of professional, effective, Christian teachers who are able to inspire their students to become balanced, productive persons in this life, and citizens of the world to come.

PROGRAMS
- **Bachelor of Science in Elementary Education**

Majors:	**Consumer & Family Affairs**
	Language Arts
	Educational Technology
	Reading
	General Science
	Social Studies
	Special Education
Minors:	**Agricultural Science**
	Music
	Family & Consumer Sciences
	Physical Education
	Communication
	Reading
	Educational Technology
	Social Studies
	General Science
	Special Education
	Health
	Visual Arts
	Language Arts
	Mathematics/Measurement

- **Bachelor of Science in Individualized Major in Educational Service**

1.　　BACHELOR OF SCIENCE IN ELEMENTARY EDUCATION

A. General Degree Requirements

General Education Requirements	56
Professional Education Component	44
Planned Program Minor	20
One (1) Concentration Major Area / OR	36/40
Two (2) Concentration Minors Areas	

Total Minimum Credits to Complete Degree #　　　(136 Credits)

\# There may be overlapping of courses in the major/minor with the general education requirements, professional component or planned program minor. These courses, when completed, are counted only once towards the total credits completed.

B. <u>Courses Required for the Professional Education Component</u>   (44 Credits)

EDFN 325/425 History & Sociology of Education in the Caribbean		2
EDPC 302	Educational Psychology	3
EDPC 201/301 Human Development		3
EDTE 330	Principles & Practice of Education I	2
EDTE 430	Principles & Practice of Education II	2
EDTE 257	Principles & Methods for the Primary School: Art & Craft	2
EDTE 259	Principles & Methods for the Primary School: Physical Education	2
EDTE 258	Principles & Methods for the Primary School: Music Education	2
EDTE 444	Principles & Methods for the Primary School: Language Arts	3
EDTE 445	Principles & Methods for the Primary School: Mathematics	3
EDTE 446	Principles & Methods for the Primary School: Science / Health	2
EDTE 447	Principles & Methods for the Primary School: Social Studies / Character Education	2
EDTE 288	Professional Student Internship I	1
EDTE 289	Professional Student Internship II	1
EDTE 388	Professional Student Internship III	1
EDTE 389	Professional Student Internship IV	1
EDTE 487	Student Teaching Practice Seminar	1
EDTE 488	Student Professional Practice	11

C. <u>Courses Required for the Planned Program Minor</u>   (20 Credits)

EDTE 260	Language Arts for the Primary School Teacher	2
EDCI 475	Computer Assisted Instruction I	2
EDCI 486	Media & Tech. in Ed./Instructional Media	2
EDTE 218/418 Teaching Beginning Reading		3
EDTE 384/484 Teaching Developmental & Remedial Reading		2
EDTE 228	Strategies For Educating Exceptional & Diverse Learners	2
EDTE 424	Classroom Testing & Evaluation	3
EDTE 479	Classroom Management	2
EDTE 307/407 Literature For Primary Children		2

D. <u>Required Major or Two Minors</u>

A student is required to select either <u>one</u> major from the following:
a.   Consumer & Family Affairs   d.   Language Arts

b.   Educational Technology   e.   Reading

c.   General Science   f.   Social Studies

g.   Special Education

OR two minors from the following:

a.   Agricultural Science   h.   Music

b.   Family & Consumer Sciences   i.   Physical Education

c.   Communication   j.   Reading

d.   Educational Technology   k.   Social Studies

e.   General Science   l.   Special Education

f.   Health   m.   Visual Arts

g.   Language Arts   n.   Mathematics/Measurement

Every B.S. Primary Education degree student MUST choose TWO (2) Minors   OR ONE (1) Major as part of the degree.

E. **Courses Required for the Family and Consumer Sciences Major**   **(45 Credits)**

FDNT 114	Fundamentals of Food Production	4
FDNT 124	Food Science	3
FDNT 226	Meal Management and Catering	3
FDNT 230	Nutrition	4
FMST 456	Marriage and the Family	3
FMST 460	Management and Decision Making in the Family	3
HMEC 129	Social and Professional Ethics	1
HMEC 254	Child Development	2
HMEC 255	Child Development Laboratory	1
HMEC 415	Professional Experience	3
HMEC 459	Practicum: Home Management	1
INTR 261	Introduction to Interiors	3
TXTL 210	Pattern Drafting	2
TXTL 258	Clothing Construction	2
TXTL 259	Clothing Construction Laboratory	2
TXTL 414	Textiles	3

Four credits chosen from:

FDNT 118	The Profession of Dietetics	1
FDNT 310	Nutrition in the Life Cycle	3
FDNT 475	Demonstration Techniques	2
FDNT 486	Advanced Foods	3

FMST 310	Parent-Child Relationships	3
FMST 350	Family Cultural Perspectives	3
FMST 454	Family Violence across the Lifespan	3
HMEC 150	Introduction to Child Care Environments	1
HMEC 235	Creative Activities for Young Children	1
HMEC 240	Behavior Management for Young Children	1
HMEC 340	Topics in:_____	1-3
HMEC 495	Independent Study/Reading	1-3
TXTL 255	Wardrobe Selection and Management	2
TXTL 468	Clothing Design Interpretation	3

F. Courses Required for the Educational Technology Major   **(36 Credits)**

CPTR 125	Introduction to Computer Programming	3
CPTR 151	Computer Science I	3
CPTR 152	Computer Science II	3
CPTR 275	Computer Organization and Assembler	3
INFS 215	Information Systems Theory & Application	3
INFS 310	Networks and Communication	3
EDCI 476	Computer Assisted Instruction II	3
INFS 235	Business Programming	3
CPTR 416	Internet Technologies	3
CPTR 460	Software Engineering	3
CPTR 461	Operating Systems I	3
CPTR 485	Computer Graphics	3

G. Courses Required for the General Science Major   **(36 Credits)**

Life Sciences - (7 credits minimum)

BIOL 111	Anatomy & Physiology I	4
BIOL 112	Anatomy & Physiology II	3
BIOL 165	Foundations of Biology I	5
BIOL 166	Foundations of Biology II	5

Physical Sciences - (7 credits minimum)

PHYS 115	Concepts of Physics	3
CHEM 110	Introduction to Inorganic and Organic Chemistry	4
CHEM131	General Chemistry I	4
CHEM132	General Chemistry II	4

Earth/Environmental Sciences - (7 credits minimum)

BIOL 330	History of Earth and Life	3
BIOL 208	Principles of Environmental Science	4
BIOL 245	Natural History of Trinidad & Tobago	3
BIOL 348	General Ecology	3

Math & Technology - (6 credits minimum)

INFS 110	Introductory Computer Tools	3
MATH 165	College Algebra	3
EDTE 490	Research Methods in Education	3
STAT 285	Elementary Statistics	3

H. <u>Courses Required for the Language Arts Major</u>   (36 Credits)

COMM 320	Interpersonal Communication	3
EDTE 250	Communication Skills for the Primary Classroom	3
EDTE 218/418	Teaching Beginning Reading	3
EDTE 420	Literacy Intervention Strategies	2
ENGL 186	A Literary Experience	3
EDTE 250	Writing Instruction for the Primary Teacher	3
ENGL 267	Approaches to Literature	3
ENGL 300	Modern English Grammar	3
ENGL 335	Introduction to West Indian Literature	2
ENGL 376	English Literature II (1660-1900)	3
EDTE 307	Literature for Primary Children	2
ENGL460	Linguistics	3
ENGL467	Creative Writing	3
OR		
ENGL438	Advanced Composition	3

I. <u>Courses Required for the Reading Major</u>   (32/33 Credits)

EDTE 417	Teaching Reading in the Content Areas	3
EDTE 218/418	Teaching Beginning Reading	3
EDTE 384/484	Teaching Developmental & Remedial Reading	3
EDTE 420	Literacy Diagnostic and Intervention Strategies	3
ENGL 300	Modern English Grammar	3
EDTE 307/407	Literature for Primary Children	2
EDTE 250	Writing Instruction for Elementary Teachers	3
EDTE 228	Strategies for the Education of Exceptional & Diverse Learners	2
ENGL 460	Linguistics	3
EDTE 424	Classroom Testing & Evaluation	3
EDTE 468	Reading Internship	3
EDTE 467	Project in Reading	1,2

J. Courses Required for the Social Studies Major   (36 credits)

HIST 104	World Civilizations I	3
HIST 105	World Civilizations II	3
HIST 168	Latin American History Since l810	3
HIST 205	American Experience II	3
HIST 248	The African Diaspora Since l800	3
HIST 368	Caribbean History Since l838	3
HIST 404	Adventist Heritage	3
ECON 225	Principles of Macroeconomics	3
GEOG 125	Introduction to Regional Geography: Caribbean	3
PLSC 235	Introduction to Political Systems	3
PSYC 101	Introduction to Psychology	3
SOCI 119	Principles of Sociology	3

K. Courses Required for the Special Education Major   (36 Credits)

SPED 185	Introduction to Special Education	3
SPED 210	Issues Related to At-Risk Children	3
SPED 205	Issues in Special Education	3
SPED 255	Behaviour Disorders in Children	3
SPED 226	Assessment in Special Education	3
SPED 361	Strategies for Teaching Special Needs Children	3
SPED 304	Psychology & Education of the Hearing Impaired	3
SPED 305	Psychology of the Physically Disabled	3
SPED 440	Teaching Functional Behavioural Interventions	3
SPED 486	Teaching Language & Literacy Skills to Special Needs	3
SPED 465	Teaching Adult Behaviour & Functional Skills for Special Needs Children	3
SPED 485	Practicum: Field Experience	3

L.   Courses Required for the Minor in Agricultural Science (21 Credits)

AGRI 172	Basic Agricultural Science	3
AGRI 218	Principles of Animal Science	3
AGRI 220	Principles of Plant Science	2
AGRI 222	Tropical Cropping Systems	2
AGRI 320	Principles of Soil Science	2
AGRI 412	Principles of Animal Nutrition & Feed Technology	2
AGRI 416	Media & Computers in Agricultural Science	2
CHEM 110	Introduction to Inorganic & Organic Chemistry	4
AGRI 418	Independent Study:	1
	Independent Study:	

M. <u>**Courses Required for the Minor in Communication**</u>   **(20 Credits)**

COMM 215	Introduction to Communication Theory and Research	4
JOUR 230	Beginning Media Writing	3
PREL 255	Introduction to Public Relations	3

Ten credits chosen from the following:

COMM 320	Interpersonal Communication	(3)
COMM 436	Intercultural Communication	(3)
EDTE 250	Communication Skills for in the Primary Classroom	(3)
COMM 456	Group Dynamics and Leadership	(3)
COMM 454	Topics in Communication	(1-3)
COMM 495	Independent Study/Reading/Research	(1)

N. <u>**Courses Required for the Minor in Family and Consumer Sciences**</u>   **(21 Credits)**

FDNT 114	Fundamentals of Food Production	4
FDNT 230	Nutrition	4
FMST 350/456	Family Cultural Perspectives OR Marriage and the Family	3
HMEC 254/255	Child Development/Child Development OR FMST 310 Laboratory OR Parent-Child Relationships	3
TXTL 258	Clothing Construction	2
TXTL 259	Clothing Construction Laboratory	2

Three upper division credits chosen from FDNT, FMST, HMEC, INTR, or TXTL   3

O. <u>**Courses Required for the Minor in Educational Technology**</u>   **(21 Credits)**

CPTR 125	Introduction to Computer Programming	3
CPTR 151	Computer Science I	3
CPTR 152	Computer Science II	3
CPTR 275	Computer Organization and Assembler	3
INFS 215	Information Systems Theory & Application	3
INFS 310	Networks and Communication	3
EDCI 475	Computer Assisted Instruction I	3

P. <u>**Courses Required for the Minor in General Science**</u>   **(24 Credits)**

Sciences - (4 credits minimum)

BIOL 111	Anatomy & Physiology I	4
BIOL 112	Anatomy & Physiology II	3
BIOL 165	Foundations of Biology I	5
BIOL 166	Foundations of Biology II	5

Physical Sciences - (7 credits minimum)

PHYS 115	Concepts of Physics	3
CHEM 110	Introduction to Inorganic and Organic Chemistry	4
CHEM131	General Chemistry I	4
CHEM132	General Chemistry II	4

Earth/Environmental Sciences - (7 credits minimum)

BIOL 330	History of Earth and Life	3
BIOL 208	Principles of Environmental Science	4
BIOL 245	Natural History of Trinidad & Tobago	3
BIOL 348	General Ecology	3

Math & Technology - (3 credits minimum)

INFS 110	Introductory Computer Tools	3

Electives from Science, Mathematics & Computer Science / Info. Tech.   3

Q. <u>Courses Required for the Minor in Health</u>   (21 Credits)

BIOL 111	Anatomy and Physiology I	4
BIOL 112	Anatomy and Physiology II	3
FDNT 230	Nutrition	4
HLED 400	SDA Theology of Health	2

Eight credits chosen from:

HLED 175	Emergency and Family Health Care	3
HLED 220	Community and Environmental Health	3
HLED 385	Health Education Principles and Planning	3
HLED 435	Human Disease	3
HLED 460	Substance Abuse Education	2
PSYC 319	Stress Management	3

R.   **Courses Required for the Minor in Language Arts**   **(21 Credits)**

EDTE 420	Literacy Intervention Strategies	2
EDTE 250	Writing Instruction for the Primary Teacher	3
ENGL 267	Approaches to Literature	3
ENGL 300	Modern English Grammar	3
ENGL 335	Introduction to West Indian Literature	2
ENGL 376	English Literature II (1660-1900)	3
EDTE 307	Literature for Primary Children	2
ENGL 460	Linguistics	3

R. Courses Required for the Minor in Mathematics & Measurement   (20 Credits)

MATH 141	Calculus I	4
MATH 142	Calculus II	4
MATH 215	Introduction to Linear Algebra	3
MATH 355	Discrete Mathematics	3
EDTE 424	Classroom Testing and Evaluation	3
EDTE 490	Research Methods in Education	3

S. Courses Required for the Minor in Music   **(27 Credits)**

Note : Prerequisite for entrance into the program: Certificates of Theory and/or Practical from the Royal Schools of Music (R.S.M.), Trinity College of Music, or other recognized school of music.

OR

Presentation of an aptitude test and subsequent interview are required and given to those who have had little or no formal musical experience to be able to ascertain the level of innate ability.

Note : If performance credit in other instruments or voice is chosen, a proficiency examination must be passed in piano up to the equivalent level of Grade V – Royal Schools of Music.

EDTE 258	Principles & Methods for the Primary School: Music	2
MUCT 101	Music Theory I	3
MUCT 102	Music Theory II	3
MUCT 201	Music Theory III	3
MUCT 131	Ear Training Laboratory I	1
MUCT 132	Ear Training Laboratory II	1
MUCT 231	Music Technology Laboratory I	1
MUED 301	Conducting I	2
MUPF 164 / 264	Performance (4 credits in one area)	4

Two of :

MUHL 446	Music Literature & Style (Antiquity to Baroque)	2
MUHL 447	Music Literature & Style (Classical and Romantic)	2
MUHL 448	Music Literature & Style (Late Romantic and 20th Century)	2

Three credits from :

MUPF 135	Choral Ensemble	(1,1,1)
MUPF 137	Instrumental Ensemble	(1,1,1)

T. <u>Courses Required for the Minor in Physical Education</u>   **(22 Credits)**

EDPE 186	Introduction to Physical Education	3
EDPE 210	Foundation & History of Physical Education	3
EDPE 220	Movement Education/ Education Gym/Apparatus	2
EDPE 221	Skill Acquisition	2
EDPE 211	Fundamentals of Track and Field	1
EDPE 222	Fundamentals of Weight Training/Physical Fitness	1
EDPE 331	Prevention / Care of Injury & CPR/First Aid	2
EDPE 311	Contemporary Health and Wellness	2
EDPE 313	Major/ Minor Games	2
EDPE 314	Human Anatomy and Physiology	2
EDPE 315	Techniques of Perceptual Motor Development	1
EDPE 316	Practicum in Perceptual Motor Development	1

U. <u>Courses Required for the Minor in Reading</u>   **(20 Credits)**

EDTE 218/418	Teaching Beginning Reading	3
EDTE 384/484	Teaching Developmental & Remedial Reading	3
EDTE 420	Literacy Diagnostic and Intervention Strategies	3
ENGL 300	Modern English Grammar	3
EDTE 307/407	Literature for Primary Children	2
EDTE 250	Writing Instruction for Elementary Teachers	3
ENGL 460	Linguistics	3

V. <u>Courses Required for the Minor in Social Studies</u>   **(24 credits)**

HIST 104	World Civilizations I	3
HIST 105	World Civilizations II	3
HIST 168	Latin American History Since l810	3

HIST 205	American Experience II	3
PLSC 235	Introduction to Political Systems	3
GEOG 125	Introduction to Regional Geography	3
HIST 368	Caribbean History Since 1838	3
ECON 225	Macroeconomics	3

W. Courses Required for the Minor in Special Education   (20 Credits)

SPED 185	Introduction to Special Education	3
SPED 210	Issues Related to At-Risk Children	3
SPED 205	Issues in Special Education	3
SPED 255	Behaviour Disorders in Children	3
SPED 226	Assessment in Special Education	3
SPED 361	Strategies for Teaching Special Needs Children	3
SPED 465	Teaching Adult Behaviour & Functional Skills or Special Needs Children	3

X. Courses Required for the Minor in Visual Arts   (21 Credits)

EDTE 257	Primary Principles & Methods: Art & Craft	3
ART 152	Basic Design	3
ART 162	Pottery/ Ceramics	3
ART 240	Textile Design	2
ART 262	Basic Drawing	2
ART 340	Advanced Drawing	2
ART 362	Painting Studio	3
ART 320	Cultural Organization	3

2. BACHELOR OF SCIENCE IN INDIVIDUALIZED MAJOR IN EDUCATIONAL SERVICE

This B.S. degree is designed to serve a unique clientele, namely, educators who have earned the Trinidad or equivalent two-year elementary teacher preparation certificate and the three-year University of West Indies continuing education diploma.

A. **Admission Requirements:**

1. Trinidad or equivalent two-year elementary teacher preparation certificate.

2. Three-year University of West Indies continuing education diploma. Students with a two-year University of the West Indies continuing education diploma may enter the program, but must take 14 additional credits of course work at USC.

3. Five O-level GCE or CXC passes or equivalent including English met at the time of first teachers' college matriculation.

B. **General Degree Components:**

1. Maximum credits granted for transfer from 2-year
   Teachers' College Certificate   66

2. Maximum credits granted for transfer from 3-year
   University of West Indies Continuing Education Certificate   36

3. Minimum Andrews University course credits taken at
   University of the Southern Caribbean   30
   Minimum Degree Total   124

C. **Degree Requirements:**

1. General Education fulfilled by course work in Teachers' College, UWI, and Andrews University affiliated courses.

2. Individualized Major in Educational Service: 67 credits (minimum) of course work that contributes directly to the candidate's preparation in the education field. Fulfilled by education courses taken in teacher's college, UWI continuing education and Andrews University affiliated courses distributed as follows:

   Teachers' College transfer courses   24-27 credits
   UWI transfer credits   16-20 credits
   AU at USC courses   20-26 credits

3. General Electives: Courses not applicable to General Education/Studies and Area of Major to complete the 124 credits (minimum) needed for the degree.

D. **Grade Point Average:**
For the 45 credits taken at University of the Southern Caribbean the minimum grade point average required is 2.5 with no grade lower than a C.

E. **Degree Granting:**
The degree will be granted by University of the Southern Caribbean.

F. **Course/Class Schedule:**
The course offering will lead to completion of the degree over a period of approximately three years. The class sessions will be scheduled during late afternoon and evening.

A. General Degree Components

1.   Maximum credits granted for transfer from 2-year
      Teachers' College Certificate   66
2.   Maximum credits granted for transfer from 3-year
      University of West Indies Continuing Education Certificate   36
3.   Minimum Andrews University course credits taken at
      the University of the Southern Caribbean   30

B.   General Degree Requirements
      General Education Requirements   Variable
      Individualized Major in Educational Service Distributed
      as follows: 67
            a. Teachers' College transfer courses   (24-27)
            b. University of West Indies transfer courses   (16-20)
            c. Andrews University courses at USC   (20-26)
3.   General electives from transfer work or taken at USC
       not applying to major   Variable
                                                 Minimum Total   **124**

C.   Courses Required for the Individualized Major in Educational Service (**30 credits)**

1.   Religion and Values. Minimum of 3 credits chosen from: 3
      RELT 100   God and Human Life   (3)
      RELB 210   Jesus in His Time and Ours   (3)
      RELT 225   Doctrines of the Adventist Faith   (3)
      RELT 340   Religion and Ethics in
                         Modern Society   (3)
      RELG 360   World Religions   (3)

2.   Language and Communication. Required course: 3
      ENGL 215 English Composition II   (3)

3.   Courses Required: (15 credits)
      EDCI 475   Computer-Assisted Instruction   2
      EDTE 228   Strategies for Educating Exceptional and
                          Diverse Learners   2
      EDTE 354   Philosophy for Education   2
      EDTE 496   Project in Educational Service   3
      EDTE 430   Current Trends in Curriculum
                          and Instruction   3
      EDTE 477   Action Research in Education   3

4.   Electives chosen from religion courses listed above and the following to
      complete a minimum of 30 credits:

BHSC 220	An Interdisciplinary Approach to	
	Contemporary Social Issues	(3)
COMM 320	Interpersonal Communication	(3)
ECON 420	Issues in Caribbean Economic	
	Development	(3)
EDCI 486	Instructional Media	(2)
EDTE 417	Teaching Reading in the	
	Content Areas: Secondary	(3)
EDTE 420	Literacy Intervention Strategies	(2)
EDTE 424	Classroom Testing and Evaluation	(3)
EDTE 479	Classroom Management	(2)
EDTE 499	Independent Study in _____	(1-3)
FMST 310	Parent Child Relationships	(3)
FMST 350	Family Cultural Perspectives	(3)
FMST 454	Family Violence Across	
	the Lifespan	(3)
IDSC 440	Topics: _____	(1-3)

COURSES   **CREDITS**

ART

ART 152   *Basic Designs*   **3**
This course explores form and elements in design. Point, line, shape and color will be looked at in detail- properties and applications. The course is broken into four modules – one for each element. Each module evaluates the individual element's properties and practices its application.

ART 162   *Pottery/ Ceramics*   **3**
This course explores pottery and clay and its manufacturing. It will look into definition of clay, its care and maintenance. Techniques used in manufacturing pieces of clay will be explored in detail.

ART 240   *Textile Design*   **2**
This course will explore all aspects of textile design. It will identify different types of textile design and its relevant uses in the clothing industry. Methods, procedures and applications will be looked at for most textile design methods.

ART 262   *Basic Drawing*   **2**
This course introduces the student to drawing and its techniques. It will look into different drawing media and surfaces and its direct relevance to each other. Figure drawing will be done and students are expected to be mentally prepared for this.

ART 340   *Advanced Drawing*   **2**
This course takes an experimental approach to drawing and drawing media. It will attempt to truly show the student's emotions and its direct documentation to produced pieces.

ART 362   *Painting Studio*   **3**
This course will explore painting techniques, paints, brushes and surfaces. It will delve into the student's ability to use drawing as a prerequisite for painting. It will also allow students freedom to express themselves artistically that is through imaginative composition.

ART 320   *Cultural Organization*   **3**
This course introduces the student to the roles and functions of cultural organizations and how it influences art and craft. The structure and practices of such bodies must be examined. Aims and objectives for the organization must be researched to ascertain the effectiveness of the organization.

AGRICULTURE

AGRI 172   *Basic Agricultural Science*   **3**
A study of the basic principles and practices of plant agronomy and animal husbandry designed to provide opportunities for teachers to acquire the competency for laying the foundation for intelligent agricultural practices among primary school students.
Planting of a leaf, fruit and root crop constitutes the practical component of this course. Three-hour weekly practicum. Lab fees: $200.

AGRI 218   *Principles of Animal Science*   **3**
Prerequisite AGRI 172
An introduction to the role of animals in agricultural systems. Emphasis on the biological principles applicable to animal production, and methods of exploiting this knowledge for more efficient and humane production, and for solving complex problems.   Practical component is required.

AGRI 220   *Principles of Plant Science*   **2**
Prerequisite CHEM 110
Biological, chemical, and physical properties of the dynamic soil system as related to plant growth and environmental problems.

AGRI 222   *Tropical Cropping Systems*   **2**
This course characterizes and discusses the major crops and agro-forestry systems in the tropics. Field data, slides, video and web-based resources are used to evaluate traditional slash and burn cropping, lowland rice-based systems, upland cereal-based systems, smallholder mixed and mulch cropping, agro-forestry systems, and plantation-based fruit and oil crop systems. The effects on system sustainability of factors such as climate, land quality, soil management, land tenure, labor, and markets will be looked at.

AGRI 320   *Principles of Soil Science*   **2**
This course studies the chemical, physical, and biological nature of soils. The factors controlling soil development, what a soil name can tell you about the environment, and how land management decisions affect soil quality and its sustainability, will be studied.

AGRI 412   *Principles of Animal Nutrition & Feed Technology*   **2**
Prerequisite: CHEM 110
This course includes a general study of the constituents of farm animal feed (carbohydrates, proteins, fats, minerals, vitamins and water), their metabolism and utilization by the animal's body, the digestive system, and the processes of digestion and assimilation of the various feed constituents. The nutritional requirements of livestock, the nutritional value of various feeds, and the principles of ration formulation will be looked at.

AGRI 416   *Media & Computers in Agricultural Science*   **2**
Prerequisite: INFS 110, and EDCI 486
This course is designed to expose students to computer programming, software and applications, graphical and electronic information technology and teaching media as it relates to the agriculture industry. Students will be able to utilize computers and related technology in desktop publishing, record-keeping, agricultural production, agribusiness, file management, software and hardware, web pages, using HTML and telecommunications.

AGRI 418   *Independent Studies:*   **1/2**
Individual research and study under the guidance of an instructor. A minimum of 45 clock hours of study time expected per credit. Limited to students pursuing topics in minor in Agricultural Science. Prior approval by the Department Chair and Adviser is required. Students should prepare a proposal before seeking approval to register for this course. Regular and consistent consultation with the advisor is required.

EDUCATION

EDCI 475   *Computer-Assisted Instruction I*   **2**
Prerequisite: INSY 100.
This course offers an overview of computer applications as used in the elementary and secondary schools' curriculum. The various types of computer-assisted and computer-managed instruction are analyzed and evaluated; attention is then given to adapting existing software for classroom use. Topics covered include computer resources for the classroom teacher, computers and cooperative learning, teacher tools, using data-bases in the classroom, networking and telecommunications, and computer ethics.

EDCI 476   *Computer-Assisted Instruction II*   **3**
Prerequisite: CPTR 125 & EDCI 475.
This course is a continuation of EDCI 475 and looks at computer-assisted instruction (CAI) and its

relation to classroom teaching; the teacher's role in development, management, and criticism of CAI lessons; treatment of topics including instructional capabilities of CAI systems, instructional programming, and the design of CAI lessons.

EDCI 486 *Media & Technologies in Education* **2**
The evaluation, selection, and application of audio and visual materials, devices and equipment for instructional purposes. Practical and hands-on experience included in class meeting time.

EDFN 325/425 *History and Sociology of Education in the Caribbean* **2**
The student is made aware of the impact that the historical development of education and the social environment has on the teaching-learning process. The course includes a study of the implications of school law on educational practice.

EDPC 201/301 *Human Development* **3**
A study of human growth and development from conception through late adulthood. This course explores growth and development in the following areas: physical, social, intellectual, psychological and moral. It takes the life-span approach, looking at developmental changes throughout the life of the individual. Emphasis is placed on the theoretical bases upon which the study of human beings is founded and on the impact of both biological inheritance and environment on human growth and development.

EDPC 302 *Educational Psychology* **3**
Prerequisite: EDPC 201.
An introductory study of the nature, conditions, and outcomes of human learning, with emphasis on the psychological factors involved. It includes a brief introduction to classroom management.

EDTE 218/418 *Teaching Beginning Reading* **3**
An application of principles of effective instruction to early literacy acquisition. Focuses on balanced, explicit instructional approaches. The development of prerequisite psychomotor and cognitive abilities through home, preschool and kindergarten programs is also studied. Field experience included.

EDTE 228 *Strategies for the Education of Exceptional and Diverse Learners* **2**
Prerequisite: EDPC 302
An introduction to the characteristics and educational needs of learners from different backgrounds and of children with problems such as hearing impairment, speech and language difficulties, mental retardation, learning disabilities, emotional disturbance, visual impairment, or physical handicaps. Special attention is given to the needs and the potential of the gifted child. Procedures for incorporation of the exceptional child into the regular classroom are emphasized. Field experience.

EDTE 240 *Family Life & Health Education for Primary Schools* **3**
This course is an attempt to orient prospective and practicing teachers to the primary school Health and Family Life syllabus. It is intended to assist participants in making informed decisions on the

promotion, practice and acquisition of specific life skills and to equip students with knowledge about how such skills should be taught in the primary school classroom by modeling the process.

EDTE 247 *Language Arts for the Primary School Teacher* **2**
This course prepares the prospective primary school educator for teaching Language Arts. It provides instruction and guidance in the content area of all the Language Arts components, and is a presursor to the Methods and Strategies element of the subject.

EDTE 250 *Writing Instruction for the Primary Teacher* **3**
Prerequisites: ENGL 115 and ENGL 215.
A practical and theoretical study of developmental issues affecting young writers in the primary school system.

EDTE 257 *Principles & Methods for the Primary School: Art & Craft* **2**
An application of principles and methodologies of effective teaching of art and craft at the primary school level. An introduction to the art & craft curriculum of primary schools in Trinidad & Tobago. Practical & field experience included in class meeting time.

EDTE 258 *Principles & Methods for the Primary School: Music Education* **2**
An application of theory, application, principles, and methodologies of effective teaching of music at the primary school level. An introduction to the music curriculum of primary schools in Trinidad & Tobago. Practical & field experience included in class meeting time.

EDTE 259 *Principles & Methods for the Primary School: Physical Education* **2**
Application of theory, application, teaching principles and methodologies of effective teaching of physical education at the primary school level. The physical education curriculum of primary schools in Trinidad & Tobago will be introduced. Practical and field experience included in class meeting time.

EDTE 260 *Communication Skills for the Primary School Classroom* **3**
The study of human communication process, focusing on the individual interaction with one person, in small groups, and in public situations, as well as the development of effective communication skills within the context of the classroom. Focus is on interactive learning where the student rather then the instructor is central.

EDTE 288, 289, 388, 389 *Professional Student Internship* **1,1,1,1**
Weekly three-hour internship session with an experienced teacher in the primary school classroom, and a one-hour follow-up (feedback and evaluation) session in the classroom. Must have at least ten (10) sessions per semester. Course facilitators will determine the content / pedagogical / managerial or psychological areas that will be investigated each week.

EDTE 307 *Literature for Primary Children* **2**
Prerequisites: ENGL 115 & ENGL 215.
Selection, analysis, and evaluation of literary works which meet the reading and/or the listening

interest of children and enhance the preparation of elementary teachers, librarians, and parents.

EDTE 330 *Principles & Professional Practice of Education I* **2**
Prerequisite: EDPC 302
This course offers an introduction and orientation to the methodology of the teaching profession within modern classrooms in a multi cultural society. It introduces the student teacher to principles, procedures and techniques basic to effective teaching for both the elementary and secondary school. It is designed to create in prospective teachers an awareness of all of the complex behaviours that occur in classrooms, and allow participation and interaction with students and teachers in and out of the classroom.

EDTE 354 *Philosophy for Education* **2,3**
An exploration of philosophical / ethical assumptions underlying different philosophies of education. Aims, principles, and theory of education with special reference to the principles of education on which Seventh-day Adventist schools are established.

EDTE 417 *Teaching Reading in the Content Areas* **3**
Prerequisite: EDPC302.
Methods for teaching content area reading to secondary students and adults, strategies for effective content lessons, application of basic skills, vocabulary comprehension, and study skills within subject areas. Includes objectives and methods, reading problems of adolescents and adults, and selection and development of materials. Field experience included.

EDTE 420 *Literacy Diagnostic and Intervention Strategies* **3**
Prerequisites: EDTE418, 457-05, 484.
This course covers assessment and methods for prevention, diagnosis and remediation of reading problems. It is concerned with classroom and clinical techniques, instructional materials, and remedial procedures useful to the teacher or clinician. Field experience included.

EDTE 424 *Classroom Testing and Evaluation* **3**
Work in this course includes, writing instructional objectives; preparing classroom tests to measure the attainment of those objectives; concepts of reliability and validity; simple item analysis; interpreting data from standardized tests; identifying standardized tests useful for different purposes; assessment methods other than testing; sociometric procedures; grading and reporting.

EDTE 430 *Principles & Professional Practice of Education II* **2**
An advance orientation to the teaching profession with techniques of planning and instruction. Emphasis is on (1) acquisition and application of an instructional framework; (2) general methods and techniques for planning and teaching: (3) creating and maintaining an appropriate learning climate.

EDTE 444 *Principles & Methods for the Primary School: Language Arts* **2**
Prerequisites: EDTE 330 EDPC 302. Co-requisite EDTE 384.
An application of principles of effective instruction to Language Arts. An introduction to the

curriculum of Primary schools, including unique SDA curricular materials, Caribbean syllabi and examinations. Field experience included in class meeting time.

EDTE 445 *Principles & Methods for the Primary School: Mathematics* **2**
Prerequisite EDPC 302.
The application of principles of effective instruction to Mathematics. An introduction to the curriculum of Primary schools, including unique SDA curricular materials, Caribbean syllabi and examinations. Field experience included in class meeting time.

EDTE 446 *Principles & Methods for the Primary School: Science / Health* **2**
Prerequisite EDPC 302.
The application of principles of effective instruction to Science and Health. An introduction to the curriculum of Primary schools, including unique SDA curricular materials, Caribbean syllabi and examinations. Field experience included in class meeting time.

EDTE 447 *Principles & Methods for the Primary School: Social Studies Religion /*
Character Education **2**
Prerequisite EDPC 302.
The application of teaching principles, methods, strategies and models in the training of teachers for effective instruction to Social Studies and Character Education. Teachers will be trained to lead children to an abundant life in Christ by means of the total school programme and specifically through the teaching of religion at the primary school level. Field experience included in class meeting time.

EDTE 467 *Project in Reading* **1-2**
The reading intern will complete one of the following: an action research in the teaching of reading; a programme or curriculum in reading; an interactive computer programme for teaching reading to primary school children. The chosen project should be done in consultation with advisor and programme coordinator.

EDTE 468 *Reading Internship* **1-2**
This course will allow interns to conceptualize the content of the programme and spend one semester at an approved situation. Teaching, diagnosing, conducting professional development seminars, functioning as a support staff to the teaching faculty, and reviewing and developing new programmes in literacy will be part of their duties.

EDTE 479 *Classroom Management* **2**
An introduction and an overview of principles, methods, and models of classroom management will be considered. The course involves the study of the philosophy, goals, and procedures for creating and main streaming productive classroom environment, as well as to offers principles to guide the teacher in making classroom management decisions. It is designed as a comprehensive review of past and recent classroom management theories, designs and strategies which produce positive learning environments.

EDTE 484   *Teaching Developmental & Remedial Reading*   **3**
Prerequisites: EDPC302, EDTE408.
Prepares upper- elementary and middle- school teachers in the techniques of developmental reading and other language arts components. Emphasis is on the teacher as decision maker. Whole- language techniques, direct instruction of comprehension strategies, component of Life Series basals, the reading- writing connection, and practice in writing workshop methodology are included. Field experience included.

EDTE 487   *Student Professional Practice Seminar*   **1**
A weekly seminar for student teachers who are doing their Student Professional Practice.

EDTE 488   *Student Professional Practice*   **1- 11**
Pre-requisite: EDTE 487. Co-requisite or pre-requisite EDTE 430
The student-teaching experience requires full participation in a primary school. Emphasis is on the application of teaching theory and pedagogy in the classroom with supervision and feedback. One (1) complete week of full-time teaching for each credit to be done (about 25 lessons per week). Prerequisite: Admission to Student Teaching. Admission to Student Teaching involves completion and submission of an application and approval by the Education Faculty. (Application must be done at the time of registration during the semester before the actual practice teaching semester.)

EDTE 490   *Research Methods in Education*   **2-3**
An introduction to research methods in Education. The emphasis is on developing the ability to carry out action research within one's classroom and beyond. Field experience. Recommended previous experience: MATH 285 or equivalent. This course is a requirement for experienced teachers who earn student teaching credit-by-examination. Research project should be related to the major or minor areas of study.

EDTE 496   *Project in Educational Service*   **1-3**
An individual applied research project under the guidance of the instructor. This culminating activity seeks to integrate the components within the broader area of concentration, namely, educational service, into a meaningful application. A presentation describing the project to an appropriate audience is required. Spring.

EDTE 499   *Independent Study In:*   **1-4**
Pre-requisite: ENGL 215 or EDTE 490.
Individual research and study under the guidance of an instructor. A minimum of 45 clock hours of study time expected per credit. Limited to students pursuing topics in education. Prior approval by the Department Chair and Adviser is required. Students should prepare a proposal before seeking approval to register for this course. Regular consultation with the advisor is required.

GENERAL SCIENCE

GNSC 262   *General Science for the Primary School Teacher I*   **2**
This course is intended to give the primary school teacher an understanding of the basic principles of science, as well as to provide varying competencies, attitudes, values, for the successful teaching of science at the primary school. It is to personally set the framework for a solid science foundation, through the integration and application of cognitive and practical knowledge about living things, the interrelationships of organisms in the environment and the presence and utilization of the natural resources of the earth.

GNSC 264   *General Science for the Primary School Teacher II*   **2**
Pre-requisite: GNSC 262
This course is intended to build upon an existing science foundation through cognitive and practical activities geared to develop and enhance scientific capability. Student teachers will be involved in the acquisition of skills, knowledge and understanding of fundamental concepts in matter and material, the role of technology in solving real life problems and the different forms of energy and their everyday application; thus empowering that the primary school teacher could effectively make a positive difference in the teaching of Science at the primary school.

PHYSICAL EDUCATION

EDPE 186   *Introduction to Physical Education*   **3**
This course provides students with basic information of the historical development of physical education and its impact on society.

EDPE 210   *Foundation & History of Physical Education*   **3**
This course provides students with basic information of the historical development of physical education and its impact on society.

EDPE 220   *Movement Education /Educational Gymnastics / Apparatus*   **2**
This course is designed to provide the essential knowledge and skills needed to identify, analyse and evaluate fundamental motor skills through sequested movement patterns.

EDPE 221   *Skill Acquisition*   *2*
Study of skills analysis and fundamentals of teaching skills in sports and its effects on human development and learning

EDPE 211   *Fundamentals of Track and Field*   **1**
This course is designed to teach the basic skills, knowledge, strategies and mechanical principles relative to track and field.

EDPE 222   *Fundamentals of Weight Training / Physical Fitness*   **1**

A course designed to develop a general understanding of physical fitness programmes and the use of weights as a means of developing strength and physical fitness. The course involves surveying weight training and fitness programmes and learning when and where each is used.

EDPE 331   *Prevention / Care of Injury & CPR / First Aid*   *2*
Treatment, recognition and prevention of muscular-skeletal injuries; the interrelationship of anatomy, physiology and kinesiology and the practical application of those fields including first aid, CPR and prevention taping. Emphasis is placed on risk management strategies and safety practices in sports.

EDPE 311   *Contemporary Health & Wellness*   *2*
Contemporary issues in health education focusing on lifestyle choices and its impact on society. Some emphasis will be placed on cancer, obesity, hypertension and other life-threatening diseases and conditions.

EDPE 313   *Major / Minor Games*   *2*
An activity course designed to teach the basic rules, techniques and fundamental skills necessary to teach major and minor games of choice. There will be 15 hours each of a choice of three team and three individual sports during the semester.

EDPE 314   *Human Anatomy & Physiology*   *2*
Study of the basic structure and function of the human body. Emphasis will be placed on the interrelationships between the systems of the body and their application to human movement.

EDPE 315 *Techniques of Perceptual Motor Development*   *1*
A study of motor maturation, development variances affecting motor efficiency, gross motor assessment instruments, and prescriptive techniques involving perceptual motor activities.

EDPE 316 *Practicum of Perceptual Motor Development*   *1*
Practical application of the techniques of perceptual motor development.

SPECIAL EDUCATION

SPED 325 Causes and Characteristics of Exceptionalities   3
Exceptionalities can be defined as peculiarities or special challenges experienced by learners in some or all areas of the school curriculum. There are approximately fourteen basic categories. This course explores the causes and the different symptoms of these learning challenges.

**SPED 465 Teaching Students with Mild, Moderate and Severe Disabilities in Inclusive
          Environments   3**
A disability is an inability to do something in a diminished capacity to perform in a specific way. These disabilities are categorized as mild, moderate and severe. An inclusive environment is one in which disabled and non disabled students are taught together. In that setting some special teaching

approaches and methods are necessary in order for the various categories of students to learn. This is the focus of the course.

SPED 426   Assessment in Special Education   3
Special Education is an individualized system of education designed to cater to the unique needs of learners who are disabled/challenged in one or more ways. Assessment in Special Education involves systematic collection of a wide variety of information upon which to base instruction or intervention. This course focuses on the facets of assessment as they relate to the different types of disabilities.

MATHEMATICS

MATH 275   *Mathematics for the Primary School Teacher I*   2
The course is intended to equip the student teacher, through the uses of different principles and methodology, with a basic understanding into the foundation, principles, and methodology of mathematics instruction and education for primary school students. It is to set the scaffold for a solid personal mathematical construct by the study and practice of fundamental skills and concepts in number, money and measurement, and foundational geometry, so that the primary school teacher could effectively make a positive difference at the primary school.

MATH 276   *Mathematics   for the Primary School Teacher II*   2
Pre-requisite: MATH 275
This course is intended to assist the primary school teacher in the continuation of their construction of mathematical knowledge through the study and practice of algebra, further geometry and the reinforcement of number concepts. Furthermore, the concepts will be taught in such a manner as to allow the teacher to easily translate the skills learnt to their own primary school classroom where they can present the concepts in creative and exciting ways. This is done in an effort to ensure that teachers will be successful in their delivery of this most challenging subject area.

IDSC 240   *Topics in: ……….*   1-2
Individual research and study under the guidance of an instructor, with the topic being the name of a lower level course from the Education department. This is to be used for completion of required credits for lower level courses in Education.

IDSC 440   *Topics in: ……….*   1-4
Individual research and study under the guidance of an instructor, with the topic being the name of a upper level course from the Education department. This is to be used for completion of required credits for upper level courses in Education.

DEPARTMENT OF FAMILY AND CONSUMER SCIENCES

MISSION STATEMENT

The Family & Consumer Science program serves to provide didactics and experiential opportunities which enable students to develop skills, demonstrate professionalism, and apply knowledge and work effectively to improve the quality of foods, nutrition and family life for the population they serve. The program integrates faith and learning, preparing students to serve God and Man.

DEPARTMENT OBJECTIVES

Family and Consumer Sciences is a synergistic study of the social, psychological, spiritual and physical needs of human beings throughout their life span, with a perspective on the past and present and emphasis on the future.

Family and Consumer Sciences is a field of study that provides the necessary knowledge for guiding and assisting each human being toward a more self-rewarding, fulfilled life, compatible with society.

This program is designed to prepare students for professional careers in such areas as food and nutrition, family life education, small business management, textiles and clothing, catering, hospitality industry, and child development education. Emphasis is being placed on the Seventh-day Adventist philosophy of education with respect to good health practices which includes vegetarianism.

PROGRAMS

Bachelor of Science in Family and Consumer Sciences
Minors: Food and Nutrition
**   Family and Consumer Sciences**
**   Family Studies**

1.   **B.S. FAMILY AND CONSUMER SCIENCES (FORMERLY HOME ECONOMICS)**

          A.   General Degree Requirements

1. General Education Requirements   Variable
2. Courses Required for a Major in Family
    and Consumer Sciences   45
3. Required Cognate   8
4. General Electives   Variable
                                   Total   124

B. Courses Required for a Major in Family and Consumer Sciences (45 credits)

Note: Students pursuing careers in secondary school teaching should include
additional credits in the major as recommended by the advisor.

FDNT 114	Fundamentals of Food Production	4
FDNT 124	Food Science	3
FDNT 226	Meal Management and Catering	3
FDNT 230	Nutrition	4
FMST 456	Marriage and the Family	3
FMST 460	Management and Decision Making in the Family	3
HMEC129	Social and Professional Ethics	1
HMEC 254	Child Development	2
HMEC 255	Child Development Laboratory	1
HMEC 415	Professional Experience	3
HMEC 459	Practicum: Home Management	1
HMEC 459	Practicum: Textile Design	1
INTR 261	Introduction to Interiors	3
TXTL 210	Pattern Drafting	2
TXTL 258	Clothing Construction	2
TXTL 259	Clothing Construction Laboratory	2
TXTL 414	Textiles	3

Seven credits chosen from   (7 Credits)

BSAD 210	Small Business Management	(3)
FDNT 118	The Profession of Dietetics	(1)
FDNT 310	Nutrition in the Life Cycle	(3)
FDNT 351	Food Service Management 1	(4)
FDNT 352	Food Service Management 11	(3)
FDNT 421	Community Nutrition 1	(2)
FDNT 422	Community Nutrition 1	(2)
FDNT 475	Demonstration Techniques	(2)
FDNT 486	Advanced Foods	(3)
FMST 310	Parent-Child Relationships	(3)
FMST 350	Family Cultural Perspectives	(3)
FMST 454	Family Violence Across the Lifespan	(3)

	HMEC150	Introduction to Child Care Environments	(1)
	HMEC 235	Creative Activities for Young Children	(1)
	HMEC 240	Behavior Management for Young Children	(1)
	HMEC 340	Topics in:_____	(1-3)
	HMEC 495	Independent Study/Readings	(1-3)
	TXTL 255	Wardrobe Selection and Management	(2)
	TXTL 468	Clothing Design Interpretation	(3)

2.   <u>MINOR IN FOOD AND NUTRITION</u>   **(24 Credits)**

FDNT 124	Food Science	3
FDNT 226	Meal Management and Catering	3
FDNT 230	Nutrition	4
FDNT 310	Nutrition in the Life Cycle	3
FDNT 486	Advanced Foods	3

Required Cognates: (8 credits)

CHEM 110	Introduction to Inorganic and Organic Chemistry	4
	(Or equivalent)	
BCHM 120	Introduction to Biological Chemistry	4

3.   <u>MINOR IN FAMILY AND CONSUMER SCIENCES</u>   **(21 Credits)**

FDNT 114	Fundamentals of Food Production	4
FDNT 230	Nutrition	4

One of:

FMST 350	Family Cultural Perspectives OR	3
FMST 456	Marriage and the Family	(3)

HMEC 254	Child Development AND	2
HMEC 255	Child Development Laboratory	1
OR		
FMST 310	Parent-Child Relationships	(3)

TXTL 258	Clothing Construction	2
TXTL 259	Clothing Construction Laboratory	2

Three upper division credits chosen from FDNT, FMST, HMEC, INTR, and TXTL acronyms.

3

4.   MINOR IN FAMILY STUDIES   (21 Credits)

This minor also appears in the Behavioral Sciences Department listings.

Note: A total of 14 credits must be in courses numbered 300 and above.
          Students choosing this minor should consult with the chair of the department.

FDNT 230	Nutrition	4
FMST 115	Introduction to Family Studies	3
FMST 310	Parent-Child Relationships	3
FMST 456	Marriage and the Family	3
FMST 460	Management Decision Making in the Family	3

Five credits chosen from: (5 Credits)

BHSC 440	Topics in Families in Crisis	(2)
BHSC 440	Topics in _____	(1-3)
FMST 350	Family Cultural Perspectives	(3)
FMST 454	Family Violence Across the Lifespan	(3)

Required Cognate: (8 Credits)

BIOL 260	General Microbiology	4
CHEM 110	Introduction to Inorganic & Organic Chemistry (Or equivalent)	4

COURSES   CREDITS

FDNT 110   *Basic Food Preparation*   2
Basic principles of menu planning and techniques used in food preparation. Laboratory fee.

FDNT 114   *Fundamentals of Food Production*   4
This course provides an introduction to food production, including areas such as purpose of food services, safety and sanitation, tools and equipment, vocabulary used and application of cooking principles. This course will also provide an in depth experience into food production. Laboratory procedures apply the principles studied in theory and will provide the hands-on experience necessary for a thorough understanding of the science of food production. Weekly: 3 lectures and one 4-hour laboratory. Laboratory Fee.

FDNT 118   *The Profession of Dietetics*   1
A discussion of the dietetics profession and the role of the dietitian within the health care team. Ethical concerns in the practice of dietetics.

FDNT 124   *Food Science*   **3**
Chemical and physical properties of foods that affect food-handling, preparation, and preservation. Laboratory procedures apply the principles studied to the preparation of foods. Weekly: 2 lectures and one 3-hour laboratory. Laboratory Fee.

FDNT 226   *Meal Management and Catering*   **3**
Prerequisite: FDNT114.
Principles and methods for the preparation and service of foods. Study of managerial, psychological, nutritional, economical, and aesthetic implications. This course will also outline the roles and scope of caterers and catering functions. Weekly: 1 lecture and one 4-hour laboratory. Laboratory Fee.

FDNT 230   *Nutrition*   **3-4**
Basic principles of human nutrition, including nutrients and allowances for various ages and normal conditions. Applies toward the General Education requirement in Science. Weekly: 3 lectures; for General Education credit, one weekly 3-hour lab is required for 4 credits. Laboratory Fee.

FDNT 310   *Nutrition in the Life Cycle*   **3**
Prerequisite: FDNT230 or consent of instructor.
Study of the nutritional needs of the healthy person throughout the life cycle. The influence of socio-economic, cultural, and psychological factors on food and nutritional behavior

FDNT 351   *Food Service Management I*   **4**
Enable the student to apply the theory and principles of management to efficiently utilize time, personnel, finances, material, and technology resources to function effectively as a professional.

FDNT 352   *Food Service Management II*   **3**
Introduction to layout and design features and planning producers, analysis of layout characteristics, principles of workflow and work simplification; sanitation requirements in layout and design, materials used in construction of facilities and equipment in relation to use and care, environmental elements. Prerequisite: FDNT351.

FDNT 475   *Demonstration Techniques*   **Alt***/years*   **2**
Prerequisite: FDNT126, FDNT230, or consent of instructor.
The lecture-demonstration used as a teaching technique in the classroom and for adult groups. Laboratory Fee.

FDNT 486   *Advanced Foods*   **3**
Prerequisites: FDNT124; CHEM110 highly recommended.
Methods of objective and subjective evaluation of food products. Factors influencing food acceptability to consumers. Food safety and sanitation. Food research project. Weekly: 2 lectures and one 3-hour laboratory. Laboratory Fee.

FMST 115   *Introduction to Family Studies*   **3**
Study the conceptual framework for the discipline and exploration of contemporary issues and trends in society as related to families.

FMST 310   *Parent-Child Relationships*   **3**
Study of the concepts, challenges, and changes in the parent/child relationship including contemporary strategies, parenting in diverse family types, and changing parenting roles throughout the life cycle.

FMST 350   *Family Cultural Perspectives   Alt*   **3**
Study of the family as a social institution, its biological and cultural foundations, and its historic development and changing structure and function. Cross-cultural uniqueness is examined. Normally offered even years.

FDNT 421   *Community Nutrition I*   *2*
The course is geared toward identifying the needs of the community and learning the processes of planning, implementation and evaluation of community nutrition programs.
It assesses current nutrition programs and services at the local and national level in addition to assessing the impact of nutrition policies and legislation on the health of a community

FDNT 422   *Community Nutrition II*   *2*
Prerequisites: FDNT 421
The course is geared toward learning how to plan, implement, and evaluate community nutrition programs. It also analyses current nutrition programs and services at the local and national level, and involves the impact of nutrition policies and legislation on the health of a community.

FMST454   *Family Violence across the Lifespan Alt*   **3**
A study of factors contributing to abuse in the family, with emphasis on prevention of domestic violence. Normally offered in even yea

FMST 456   *Marriage and the Family*   **3**
Study of the family and the marriage relationship from a multi cultural perspective, focusing on diversity and strengths of families, developing and maintaining satisfying intimate relationships, trends in family structure, family dynamics and the conceptual frameworks from which researchers, theoreticians, and clinicians look at families.

FMST 460   *Management and Decision Making in the Family*   **3**
Principles of sound management of resources including time, money, and energy as they relate to individuals and groups throughout the lifespan, with emphasis on the family. HMEC459 should be taken concurrently.

HMEC 129   *Social and Professional Ethics*   **1**
A survey of the roles and functions of individuals and of the codes of behavior governing various social, cultural, and professional situations. Opportunities are provided for students to practice the principles learned.

HMEC 150   *Introduction to Child Care Environments* **Alt**   **1**
The types of programs, facilities, teacher qualifications and duties, as well as career opportunities and issues in child care are explored. This course introduces the student to the CDA competencies and credentialing process.

HMEC 235   *Creative Activities for Young Children*   **Alt**   **1**
The creative and aesthetic development of young children including how to plan and implement activities which promote this development along with practical experience with various materials used in creative activities.

HMEC 240   *Behavior Management for Young Children* **Alt**   **1**
Methods and techniques which lead to successful management of young children which creates a healthy, growing environment and enhances self-esteem in children and adults.

HMEC 254   *Child Development*   **2**
The factors that affect the total development of the child from conception to school age with emphasis on meeting basic needs and parental responsibilities.

HMEC 255   *Child Development Laboratory*   **1**
Observation of young children and participation in the laboratory program.
Weekly: 2 hours laboratory and 1 hour lecture for 1 credit.

HMEC 340   *Topics in* _____   **1-3**
Selected topics in the areas of nutrition and family studies. Examples include food and nutrition, family life (i.e. fathering, grand parenting), clothing, interior design and textiles. The class schedule lists topics offered. May be repeated as topics vary.

HMEC 415   *Professional Experience*   **3**
A supervised experience designed to introduce the student to the role of a professional. By permission of the department chair.

HMEC 459   *Practicum: Home Management*   **1**
A supervised laboratory experience in Home Management. FMST460 Management and Decision Making in the Family must be taken concurrently. Laboratory fee.

HMEC 459   *Practicum: Textile Design*   **1**
The practical application of textile science to structural and surface design techniques. Weekly: One 2-hour Laboratory. Laboratory fee.

HMEC 495   *Independent Studies//Readings*   **1-3**
Individual study and/or readings in home economics related areas with consent of instructor.

INTR 261   *Introduction to Interiors*   **3**
This course is structured to develop experience in the design and production of household articles and soft furnishings, that would serve to enhance the aesthetic, functional, and pragmatic aspects of shelter for the individual and the family. Weekly: 2 lectures and one 4-hour laboratory.

TXTL 105   *Textiles and Clothing Construction*   **2**
Basic principles and techniques of textiles and garment construction. Laboratory fee.

TXTL 210   *Pattern Drafting*   **2**
Prerequisite for TXTL258 Clothing Construction and TXTL259 Clothing Construction Lab.
Techniques and principles applied to pattern drafting. Laboratory fee.

TXTL 255   *Wardrobe Selection and Management*   **2**
Aesthetic, economic, and psychological aspects of costume design and wardrobe coordination as they apply to the selection of clothing. Emphasis given to color and figure analysis, consumer decisions, total wardrobe planning, care, fashion trends, and Christian values as they relate to clothing selections.

TXTL 258   *Clothing Construction*   **2**
Prerequisite TXTL210 Pattern Drafting.
Principles of garment construction at the intermediate level. TXTL259 must be taken concurrently.

TXTL 259   *Clothing Construction Laboratory*   **2**
TXTL258 Clothing Construction must be taken concurrently.
Application of intermediate – level techniques of garment construction. Laboratory fee.

TXTL 414   *Textiles*   **3**
The impact of technology on textile fibers and fabric structure; recognition of fiber properties and finishing   processes   with   guidelines   for   textile   selection   by   consumers.

TXTL 468   *Clothing Design Interpretation*   **3**
Prerequisite: TXTL259 or consent of instructor.
Creative clothing construction with emphasis on original design and manipulation of fabric using flat pattern techniques. Weekly: 2 lectures and 3 hours laboratory. Laboratory fee.

SCHOOL OF HUMANITIES

MISSION STATEMENT

The School of Humanities is committed to Christian Education and is determined to maintain standards of excellence in teaching and interpersonal relations, with the hope of producing well-adjusted individuals who are proficient in English, History, Social Studies, Music, Human Communication, and Language Education, and who, having been exposed to practical Christianity, would have a commitment to Christian faith and service to all humanity.

GOALS OF THE SCHOOL

The overarching goal of the School of Humanities is to so develop every area of the school so that it serves a wider community, at a higher academic level, with greater efficiency. This will involve a wider range of course offerings.

The specific goals for all departments are to:
1. Employ more teachers with higher qualification.

2. Offer more courses and ones that are relevant to student's career goals.

3. Offer majors and minors in various fields.

4. Offer Bachelors and Masters Degrees in various fields.

5. Expand the floor space to accommodate more classrooms and office space for teachers.

6. Develop the Department of Music into a full-fledged Fine Arts Center.

7. Develop a state-of-the-art Institute of Language Education which teaches a wide range of languages useful in today's world of work.

PROVISIONS OF THE ACADEMIC ENVIRONMENT

This School guarantees each student an environment conducive to instruction and information gathering. It provides:
1. Instruction from suitably qualified teaching faculty and guest lecturers in a classroom setting.

2. Library support facilities for study and in-depth research utilizing electronics books, printed texts, and inter-library services.

3. Practical training in the playing of musical instruments such as the piano, Guitar, certain wind instruments, and steel pan.

UNDERGRADUATE DEGREES
- **Bachelor of Arts in English**
- **Bachelor of Arts in History**
- **Bachelor of Science in Social Studies**
- **Associate of Arts in Music**

EMPHASIS/MAJORS
- **English**
- **English Language and Literature**
- **Literature**
- **History**
- **Music**
- **Social Studies**

MINORS
- **Communication Studies**
- **English**
- **History**
- **Music**
- **Music for BS in Elementary Education**
- **Social Studies**
- **Language Arts**

GENERAL EDUCATION REQUIREMENTS FOR THE BACCALAUREATE DEGREE PROGRAMS

a. <u>Religion</u>   (12 Credits)
    (1)   RELT 100   God and Human Life   3

    (2)   Select <u>three</u> of the following:
        RELB 210   Jesus in His Time and Ours   (3)

RELT 250	Personal Spirituality and Faith	(3)
RELG 360	Topics: World Religions	(3)
RELT 340	Religion and Ethics in Modern Society	(3)

Note: Students must take one religion course each school year or school year equivalent. Transfer students must take one course per year of residency or full-time equivalent at USC or other Seventh-day Adventist college or university; part-time students must take one religion course for every 30 hours completed on a part-time basis.

b.   <u>Arts / Humanities / Philosophy</u>   (10 Credits)

(1)   HIST 104 OR 105 World Civilizations I, II   (3,3)
OR
HIST 147   West Indian History   (3)

Note: If Caribbean History was not passed at the GCE/CXC level, HIST147 must be taken.

Theology / Religion majors are required to do both HIST104 and 105. If Caribbean History was not passed at the GCE/CXC level, HIST147 must be taken as a replacement for HIST104.

(2)   ENGL 255   Studies in Literature   (3)

OR
ENGL 425   Literary Topic: Biblical Literature   (3)
(For Theology and Religion Majors)

(3)   IDSC 205   Introduction to Fine Arts   (2)
OR
Two credits for Ensemble:
MUPF 135 Choral Ensemble   (1)
MUPF 137 Instrumental Ensemble   (1)

(4)   EDTE 354   Philosophy for Education   (2)

c.   <u>Social Sciences</u>   (3 Credits)
Select one course from:
PSYC 101   Introduction to Psychology   (3)
SOCI 119   Principles of Sociology   (3)
BHSC 220   An Interdisciplinary Approach to Contemporary Social Issues   (3)
PLSC 235   Introduction to Political Systems   (3)

ECON 226   Principles of Microeconomics   (3)

Note: If PSYC101 or SOCI119 is not completed in the first year then BHSC220
or PLSC235 is required.

d.   <u>Language and Communication</u>   (12 credits)
(1)   COMM 104   Communication Skills   (3)
(Must be completed in the first or second year)
(2)   ENGL 115   English Composition I   (3)
(3)   ENGL 215   English Composition II   (3)

Note: All students who have grade II or III at CXC, GED as entrance requirement, and
below C at GCE, are required to do the English Proficiency Exam (EPE) and obtain a
minimum score of 75% to register for ENGL115. Anyone failing to acquire the   minimum
score will have to register for ENGL110.

(4)   Foreign Language   (3)
One foreign language for all students, inclusive of theology majors.
SPAN 200   Intermediate Spanish   (3)
FREN 200   Intermediate French   (3)
PORT 200   Intermediate Portuguese   (3)
GERM 200   Intermediate German   (3)

e.   <u>Natural Science</u>   (6 Credits)
Select any two courses from two areas.
BIOL 111   Anatomy and Physiology I   (4)
BIOL 208   Principles of Environmental Science   (3)
BIOL 245   Natural History of Trinidad and Tobago   (3)
CHEM 107   Chemistry in Society   (3)
PHYS 115   Concepts of Physics   (3)
FDNT 230   Nutrition   (3,4)

f.   <u>Mathematics</u>   (3 Credits)
MATH 165 College Algebra   (3)

(Computer Science Majors will fulfill this requirement in their
cognate requirements.)

Note: Students should have fulfilled any one of the following to be allowed to
register for MATH165:
(1) a pass with a 1,2, or 3 (from 1998) in CXC Mathematics
(2) a minimum score of 2.0 in the Mathematics Placement Exam (MPE)

Students who have a pass in Additional Mathematics may petition to waive MATH165 upon earning a minimum score of 3.5 in the MPE. Any student who scores a 4.0 in the MPE may petition to waive MATH165.

g.   <u>Computer Tools</u>   (3 Credits)
      INFS 110   Introductory Computer Tools   (3)

      (Computer Science Majors will complete this requirement in their cognate requirements.)

h.   <u>Wellness</u>   (2 Credits)
      (1)   HELD 120 Fit and Well   (1)

      (2)   One of:
                 PEAC 110   Personal Physical Fitness   (1)
                 PEAC 130   Special Activities: _____   (1)

i.   <u>Service</u>   (2 Credits)
      BHSC 100   Philosophy of Service   (2)
       (Must include a service component)

      Note: Theology/Religion majors fulfill this requirement in the major by completing Pastoral Practicum.

j.   <u>Vocational / Career Planning</u>   (2 Credits)
      IDSC 110 College Success and Career Planning   (1)

      Select one course from:
      TCED 285   Upholstery   (1)
      HMEC 129   Social & Professional Ethics   (1)

                                    TOTAL   **(55 Credits)**

GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE OF ARTS DEGREE PROGRAMS

a.   <u>Religion</u>   (6 Credits)
      (1)   RELT 100   God and Human Life   (3)
      (2)   Select one course from:
                 RELB 210   Jesus in His Time and Ours   (3)
                 RELT 225   Doctrines of the Adventist Faith   (3)

b.   <u>Arts/Humanities</u>   (3 credits)
        (1)   Select one course from:
                   ENGL 255   Studies in Literature   (3)
                   HIST 104   World Civilizations I   (3)
                   HIST 105   World Civilizations II   (3)
                   HIST 147   West Indian History   (3)
        Note: If Caribbean History was not passed on the GCE / CXC level, HIST147 must be
                   taken.

c.   <u>Social Sciences</u>   (3 Credits)
        (1)   Select one course from:
                   PSYC 101   Introduction to Psychology   (3)
                   SOCI 119   Principles of Sociology   (3)

d.   <u>Language and Communication</u>   (9 Credits)
        COMM104 Communication Skills   (3)

        (2)   ENGL 115   English Composition I   (3)
                   ENGL 215   English Composition II   (3)

        Note: All students who have grade II or III at CXC, GED as entrance requirement, and
                   below C at GCE, are required to do the English Proficiency Exam (EPE) and
                   obtain a minimum score of 75% to register for ENGL115.
                   Anyone failing to acquire the minimum score will have to register for ENGL110.

e.   <u>Natural Science</u>   (3 Credits)
        One course selected from the following:
        BIOL 101   Introduction to Biology   (3)
        BIOL 208   Principles of Environmental Science   (3)
        CHEM 107   Chemistry in Society   (3)
        PHYS 115   Concepts of Physics   (3)

f.   <u>Mathematics</u>   (3 Credits)
        MATH 165   College Algebra   (3)
        (Computer Science Majors will fulfill this requirement in their cognate requirements.)

        Note: Students should have fulfilled any one of the following to be allowed to
        register for MATH165:
        (1) a pass with a 1,2, or 3 (from 1998) in CXC Mathematics
        (2) a minimum score of 2.0 in the Mathematics Placement Exam (MPE)

Students who have a pass in Additional Mathematics may petition to waive MATH165 upon earning a minimum score of 3.5 in the MPE. Any student who scores a 4.0 in the MPE may petition to waive MATH165.

g. <u>Computer Science</u>   (3 Credits)
    INFS 110   Introductory Computer Tools OR   (3)
    (Computer Science Majors will fulfill this requirement in their
    cognate requirements.)

h. <u>Wellness</u>   (1Credit)
    HLED 120   Fit and Well   (1)

i. <u>Service</u> (Must have a service component)   (2 Credits)
    BHSC 100   Philosophy of Service   (2)

j. <u>Vocational/Career Planning</u>   (1 Credit)
    IDSC 110   College Success and Career Planning   (1)

TOTAL   (28-34 Credits)

DEPARTMENT OF ENGLISH LANGUAGE AND COMMUNICATION

DESCRIPTION

The Department of English Language and Communication provides courses that serve as general education requirements for all students of the university. More so, the department provides courses that prepare majors to achieve a:

- **Bachelor of Arts Degree in English**

Majors:	**English Language and Literature**
	Literatures in English
Minors:	**English**
	Linguistics
	Literature
	Communication Studies

Core courses for these majors and minors equip students to become proficient teachers of English language and literature, passionate and creative writers, proficient communicators, and well rounded individuals who can efficiently and effectively function in the areas of journalism, media writing and editing. The programs also prepare students for graduate studies in local and overseas universities.

DEPARTMENT OBJECTIVES

The Department will help students achieve the above by:

- providing instruction that is student-related as well as socially and academically relevant

- selecting literary works for study that are serious in content, but artistic in style and presentation

- encouraging writing that reflects critical, analytical, and original thinking

- integrating faith in the process of learning

- requiring assignments that demonstrate the mastery of various modes of interpreting, critical writing and mechanical skills

- generating an attitude for positive interdependence in single, peer, group, and cooperative learning

- fostering a sound basis for further study and pursuit of higher educational goals

PROGRAMS

1.   <u>BACHELOR OF ARTS IN ENGLISH</u>

A. <u>General Degree Requirements</u>
   1. General Education Requirements   55
   2. Courses Required for the English major   51
   3. Required Cognates   6
   4. General Electives   <u>variable</u>
                                  Total   124

B. <u>Courses Required for Major in English</u>   (51 credits)

ENGL186	A Literary Experience	3
ENGL 267	Approaches to Literature	3
ENGL 270	American Literature to 1900	3
ENGL 200	Modern English Grammar	3
ENGL 335	Introduction to west Indian Literature	3
ENGL 345	Introduction to Rhetoric	3
ENGL 375	English Literature I (to 1600)	3
ENGL 376	English Literature II (1660-1900)	3
ENGL 388	Studies in West Indian Drama	3
ENGL 389	Studies in West Indian Fiction	3
ENGL 425	Literary Topics: Biblical Literature	3
ENGL 447	Caribbean Literary Masters	3
ENGL 450	Literary criticism and Theory	3
ENGL 260	Linguistics	3
ENGL 464	Major Literary Authors	3
ENGL 400	Senior Seminar	3

Choose one of: 3

ENGL 438	Advanced Composition	(3)
ENGL 467	Creative Writing	(3)

C. <u>Required Cognates</u>   (6 credits)

HIST 104 or 105	World Civilizations I or II	3
JOUR 230	Beginning Media Writing	3

2. <u>COURSES REQUIRED FOR A MAJOR IN ENGLISH LANGAUGE AND LITERATURE</u>   (30-33 Credits)

Literature

ENGL 186	A Literary Experience	0-3
ENGL 255	Studies in Literature	0 (gen ed)
ENGL 267	Approaches to Literature	3

Choose between: 6-9

ENGL 270	American Literature I (to 1900)	(3)
ENGL 271	American Literature II (1900 to present)	(3)

OR

ENGL 375	English Literature I (to 1600)	(3)
ENGL 376	English Literature II (1600-1900)	(3)
ENGL 377	English Literature III (1900-present)	(3)

ENGL 355	Introduction to West Indian Literature	3
ENGL 388	Studies in West Indian Drama	(3)
ENGL 389	Studies in West Indian Fiction	3
ENGL 425	Literary Topics in:	3
	01 Biblical Literature (Theology & Religion Majors)	
	02 The Romantics	
	03 Studies in Women's Literature	
ENGL 447	Caribbean Literary Masters	3
ENGL 450	Literary Criticism and Theory	3
ENGL 464	Major Literary Author	3
	01 Shakespeare:	

Language		**(21 Credits)**
ENGL 110	Beginning Composition	0 (gen ed)
ENGL 115	English Composition I	0 (gen ed)
ENGL 215	English Composition II	0 (gen ed)
JOUR 230	Beginning Media Writing	3
ENGL 315	Professional Writing (English majors)	3
ENGL 345	Introduction to Rhetoric	3
ENGL 400	Senior Seminar	3
ENGL 438	Advanced Composition	3
ENGL 467	Creative Writing	3
ENGL 470	Writing Workshop	3

Linguistics Cognate		**(6 Credits)**
LING 200	Introduction to English Grammar	3
LING 260	Introduction to Linguistics	3

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Communication Cognate		**(6 Credits)**
COMM 320	Interpersonal Communication	3
COMM 436	Intercultural Communication	3

3.   <u>**COURSES REQUIRED FOR A MAJOR IN LITERATURES IN ENGLISH**</u>

Literature		**(39 Credits)**
ENGL 186	A Literary Experience	0-3
ENGL 255	Studies in Literature	0 (gen ed)
ENGL 267	Approaches to Literature	3
ENGL 270	American Literature I (to 1900)	3
ENGL 271	American Literature II (from 1900 to present)	3
ENGL 375	English Literature I (to 1600)	3
ENGL 376	English Literature II (1600 – 1900)	3
ENGL 377	English Literature III (1900 – present)	3
ENGL 355	Introduction to West Indian Literature	3
ENGL 388	Studies in West Indian Drama	3
ENGL 389	Studies in West Indian Fiction	3
ENGL 425	Literary Topics in:	3
01	Biblical Literature (Theology & Religion Majors)	
02	The Romantics	
03	Studies in Women's Literature	
ENGL 447	Caribbean Literary Masters	3
ENGL 450	Literary Criticism and Theory	3
ENGL 464	Major Literary Author	3
01	Shakespeare	

Language		**(18 Credits)**
ENGL 110	Beginning Composition	0 (gen ed)
ENGL 115	English Composition I	0 (gen ed)
ENGL 215	English Composition II	0 (gen ed)
JOUR 230	Beginning Media Writing	3
ENGL 315	Professional Writing (English majors)	3
ENGL 345	Introduction to Rhetoric	3
ENGL 400	Senior Seminar	3
ENGL 438	Advanced Composition	3
OR		
ENGL 467	Creative Writing	3
ENGL 470	Writing Workshop	3

Linguistics Cognate		**(6 Credits)**
LING 200	Introduction to English Grammar	3
LING 260	Introduction to Linguistics	3

Communication Cognate		**(6 Credits)**
COMM 320	Interpersonal Communication	3
COMM 436	Intercultural Communication	3

4.   <u>MINOR IN ENGLISH</u>   **(21 Credits)**

LING 200	Introduction to English Grammar	3
ENGL 267	Approaches to Literature	3
ENGL 464	Major Literary Authors	3
	01 Shakespeare	

Choose three from:		9
ENGL 270	American Literature I (to 1900)	3
<u>OR</u>		
ENGL 375	English Literature I (to 1600)	3
ENGL 425	Literary Topics in:	3
	01 Biblical Literature (Theology & Religion Majors)	
02	The Romantics	
03	Studies in Women's Literature	
ENGL 345	Introduction to Rhetoric	3
ENGL 447	Caribbean Literary Masters	3

Choose one from:		3
ENGL 315	Professional Writing (English majors)	(3)
ENGL 438	Advanced Composition	(3)
ENGL467	Creative Writing	(3)

5. <u>MINOR IN LITERATURE</u>   **(21 Credits)**

ENGL 267	Approaches to Literature	3
ENGL 355	Introduction to West Indian Literature	3
ENGL 464	Major Literary Author	3
	01 Shakespeare	

Choose three from:		9
ENGL 270	American Literature I (to 1900)	(3)
ENGL 271	American Literature II (from 1900 to present)	(3)
<u>OR</u>		
ENGL375	English Literature I (to 1600)	(3)
ENGL 376	English Literature II (1600 – 1900)	(3)
ENGL 377	English Literature III (1900 – present)	(3)
ENGL 447	Caribbean Literary Masters	(3)

| ENGL 450 | Literary Criticism and Theory | (3) |

Choose one from: 3
| ENGL 388 | Studies in West Indian Drama | (3) |
| ENGL 389 | Studies in West Indian Fiction | (3) |

6. <u>**MINOR IN LINGUISTICS**</u>   **(24 Credits)**

LING 200	Introduction to English Grammar	3
LING 210	Introduction to Morphology and Syntax	3
LING 220	Introduction to Phonetics and Phonology	3
LING 260	Introduction to Language and Linguistics	3
LING 310	Language Acquisition	3
LING 320	Introduction to Creole Linguistics	3
LING 330	Introduction to Sociologistics	3
LING 410	Introduction to Educational Linguistics	<u>3</u>

7. <u>**MINOR IN COMMUNICATION STUDIES**</u>   **(21 credits)**

COMM 215	Introduction to Communication Theory and Research	4
JOUR 230	Beginning Media Writing	3
PREL 255	Introduction to Public Relations	3
COMM 320	Interpersonal Communication	3
COMM 436	Intercultural Communication	3

Choose five credits from: 5
COMM 450	Communication in the Classroom	(3)
COMM 456	Group Dynamics and Leadership	(3)
COMM 454	Topics in Communication:_____	(1-3)
COMM 495	Independent Study: _____	(1-3)

Courses   **Credits**

COMM 104   *Communication Skills*   **2**
A study of the human communication process, focusing on the individual interaction with one other person, in small groups, and in public situations.

COMM 215   *Introduction to Communication Theory and Research*   **3**
A study of classical and modern theories of rhetoric, interpersonal communication, language, and the role of communication in establishing social reality. Includes a survey of critical research related to these major theories and sample research project.

COMM 320   *Interpersonal Communication*   **3**
Emphasis is placed on interpersonal skills for the workplace. Students examine components of interpersonal communication such as listening, perception, managing conflict, etc., then apply specific strategies to build relationships.

COMM 436   *Intercultural Communication*   **3**
Students examine the relationship between culture and communication and the ways culture influences values and perceptions. Discussion and activities help students develop and apply analytic and communication skills which enable them to interact with cultural sensitivity and communicate more effectively in intercultural, interethnic, and cross gender contexts. Particularly useful for students in business, behavioral sciences, education, and theology.

COMM 450   *Communication in the Classroom*   **3**
Prerequisite: COMM104 or COMM230
The study of development of effective communication skills within the context of the classroom. Focus in on interactive learning where the student rather then the instructor is central. Open only to upper division and graduate students.

COMM 454   *Topics in Communication: _____*   **1-3**
Topics of current significance. Repeatable with different topics. Credit to be announced with topic in advance.

COMM 456   *Group Dynamics and Leadership*   **3**
An experimental study of groups in process within organizations for the purpose of problem solving and team building.

COMM 495   *Independent Study/Readings/Research*   **1-3**
Topics chosen in consultation with an instructor. Repeatable to 4 credits. Requires prior approval from instructor.

ENGLISH

ENGL110   *Beginning Composition*   **3**
An introduction to college writing intended to strengthen the fundamentals of grammar and writing complete thoughts through to an essay.

ENGL 115   *English Composition I*   **3**
An introduction to the fundamental principles of composition as they pertain to the use of current standard English. Emphasized short essay writing based on personal explorations of memory, observation, conversation, and reading.

Prerequisite:- one of the following: (a) GCE O'level pass in English Language; (b) CXC

General Grade I & II in English A; (c) Satisfactory performance in ENGL110 (Grade B)

ENGL 186   *A Literary Experience*   **3**
An introduction to writing about literary forms and genres, with emphasis on analysis and interpretation.

ENGL 215   *English Composition II*   **3**
Prerequisite: ENGL115
An introduction to text-based academic writing, including practice in summarizing, analyzing, synthesizing and reading from a critical perspective. Tasks include summary, abstract and précis construction, critical analysis and response papers and a minimum of one extended (7-10 page) text-based writing project.

ENGL 250   *Writing Instruction for Elementary Teachers*   **3**
Prerequisites: ENGL115 and 215
A practical and theoretical study of developmental issues affecting young writers.

ENGL 255   *Studies in Literature*   **3**
Prerequisite: ENGL115
An introductory literature course with the emphasis indicated by a subtitle, such as World Literature, Biblical Literature, the short story and Woman's Literature.

ENGL 267   *Approaches to Literature*   **3**
Prerequisite: ENGL115
An introduction to genres, analysis, critical approaches, and writing about literature.

ENGL 270   *American Literature I (to 1900)*   **3**
Prerequisite: ENGL115
This course is a study of major and selected minor writers and literary trends to the nineteenth century. Considerations for themes by authors including but are not limited to Emerson, Thoreau, Hawthorne, Whitma, and Dickerson.

ENGL 271   *American Literature II (from 1900 to present)*   **3**
Prerequisites: ENGL267, ENGL270
This course is a study of twentieth century American prose and poetry from selected major and minor writers. Authors including but are not limited to Hemingway, Frost, Wolfe, Miller, Steinbeck, and Wilder.

ENGL 300   *Modern English Grammar*   **3-4**
Prerequisite: ENGL 115
Basic English syntax for students and future teachers, including grammatical terminology and a brief history of grammatical models. Students needing study in the history of the English language should enroll for 4 credits

ENGL 315   *Professional Writing*   **3**
Prerequisites: ENGL115 and 215
Practice in adapting writing to a variety of professional audiences and tasks, including resumes, proposals, business and technical reports, web writing, and collaborative writing. Course cannot be audited.

ENGL 335   *Introduction to West Indian Literature*   **3**
A historical survey of the development of the West Indian writing with an emphasis on themes in the three major genres: poetry, prose and drama.

ENGL 345   *Introduction to Rhetoric*   **3**
Prerequisites: ENGL115 & 215
An introduction to the study of rhetoric, including classical and modern theories. Emphasis is given to the practical applications of rhetorical analysis in mass media, advertising literary and political representations.

ENGL 375   *English Literature I (to 1600)*   **3**
Prerequisites: ENGL115, 215 and 267
Literature of the British Isles from Beowulf through the Renaissance.

ENGL 376   *English Literature II (1600-1900)*   **3**
Prerequisites: ENGL115, 215 and 267
Literature of the British Isles from the Restoration through the Victorian period.

ENGL 377   *English Literature III (1900 – present)*   **3**
Prerequisites - ENGL375, ENGL376
This course is a study of literature from British Isles from 1900 to present time.

ENGL 388   *Studies in West Indian Drama*   **3**
An exploration of the dramatic interpretations (focus and themes) of the West Indian experience, as presented in the works of dramatists, primarily of the English speaking Caribbean, including an examination of their similarity and difference from traditional expression of the genre. Special emphasis will be placed on an in-depth study of selected plays of Caribbean dramatists in relation to the techniques, themes and methods of characterization developed in at least one of their works.

ENGL 389   *Studies in West Indian Fiction*   **3**
An examination of the elements of fiction in relation to West Indian novels and short stories. Emphasis will be placed on the application of critical approaches to and on the analysis of selected works.

ENGL 400   *Senior Seminar*   **2**
An upper division departmental approach to major research papers for English majors. Includes library research skills.

ENGL 407   *Literature for Children*   **3**
Prerequisites: ENGL115 & 215
Selection, analysis, and evaluation of literary works which meet the reading and/or the listening interest of children and enhance the preparation of elementary teachers, librarians, and parents.

ENGL 425   *Literary Topics:*   *3*
- *01 Biblical Literature*

- *02 The Romantics*

- *03 Studies in Woman's Literature*

Prerequisites: ENGL115, ENGL215, ENGL267 and ENGL355

01 Biblical Literature: Advanced study of a literary period, genre, or theme such as Victorian Literature, Poetry, Biblical Literature, Women's Literature, or the Classical Heritage.

02 The Romantics: This section is a critical analysis of selected works from the Romantic period including, but is not limited to, Blake, Byron, Coleridge, Keats, Shelly and Wordsworth.

03 Studies in Woman's Literature: This section examines Literary theory relating to the

writings of female authors, including a study of the writings of selected female writers (British, American, West Indian and other international female writers).

ENGL 438   *Advanced Composition*   **3**
An exploration of published essays, writing theory, and strategies. Student essays move beyond -- in style, scope, and subject matter – the writing done in **ENGL115 & 215, which are prerequisites. This course cannot be audited.**

ENGL 447   *Caribbean Literary Masters*   **3**
Prerequisites: ENGL267, ENGL335.
A study of selected major Caribbean Writers in poetry and prose.

ENGL 450   *Literary Criticism and Theory*   **3**
Prerequisites: ENGL115, 215, and 267
An Introduction to literary criticism and theory. Readings start with Plato, but special emphasis is on New Criticism to the present.

ENGL 460   *Linguistics*   **3**
Prerequisites: ENGL115 & 215

An introduction to linguistics for those planning to teach language, communication, or English on any level.

ENGL 464   *Major Literary Author*   **3**
Prerequisites ENGL115, 215, and 267
Study of a major author, such as Chaucer, Shakespeare, Johnson, Dickens, Hawthorne, or Cather. Repeatable with different content.

ENGL 467   *Creative Writing*   **3**
This course cannot be audited.
Prerequisites: ENGL115 & 215.

This course deals with the creation of styles and tecniques in writing from a selection of prose, poetry, essays and drama.

ENGL 470   *Writing Workshop*   *3*
Prerequisite: ENGL400
This course asks for individual major creative writing projects: play, poetry, short story, essay. Seminar discussions and critiques will be conducted.

ENGL 495   *Independent Study/Readings*   **1-3**
Studies in various areas of language, literature, or composition under supervision of an appropriate instructor, including regular conferences, and resulting in oral and/or written reports and papers. **Registration by permission of the department chair.**

JOUR 230   *Beginning Media Writing*   **3**
Prerequisites: Ability in word processing and ENGL115, 215.
Aimed at all communication majors, media writing introduces students to writing targeted communication in a journalistic style. They learn the basics of journalistic writing for various media (i.e.., newspapers, radio and television), public relations press releases,, basic features and editorials, the importance of audience for any written communication as well as the values of timeliness, objectivity, and fairness critical to any communication career

PREL 255   *Introduction to Public Relations*   **3**
Basic concepts in public relations, publics, public opinions, attitudes, two-way Communications, and evaluation of public relations effectiveness. Basic literature of the field is examined. Basic principles for production of news releases, public service announcements, and other materials are covered.

LINGUISTICS

LING 200   *Introduction to English Grammar*   **3**
This course is an introduction to the syntax of the English Language. Students will be able to identify the componetnts of a grammar, identify the form and functions of various syntactic categories, appreciate the differences between traditional and modern grammar, and apply their

knowledge to the analysis of the structure of the English language.

LING 210   *Introduction to Morphology and Syntax*   *3*
This course introduces students to the study of words and word-formation processes. It also focuses on the composition and the product of sentences. Students will practice analyzing the morphology of diverse languages.

LING 220   *Introduction to Phonetics and Phonology*   3
 This course introduces students to the study of individual sounds through analysis, recognition, reproduction and transcription of speech sounds in the IPA, and the significance of sound specific to a given language. Students will analyze the phonological structure of English and other languages.

LING 260   *Introduction to Linguistics*   *3*
This course is an introduction to the scientific study of language -- linguistics. It will cover the general structure of language, language history and development, language use, artificial and authentic languages, the biological bases of language processing, and first and second language acquisition.

LING 310   *Language Acquisition*   3
This course will examine theories of language acquisition as they have developed through the years. It will also introduce students to primary language acquisition in monolingual, bilingual and multilingual situations.

LING 320   *Introduction to Creole Linguistics*   *3*
Prerequisites: LING200, LING210, LING220
This course introduces students to the main concepts in Creole Linguistics. It covers issues of origin and development, and will examine linguistic features of several Creole languages throughout the world; however, specific attention will be paid to those found in the Caribbean region.

LING 330   *Introduction to Sociolinguistics*   3
This course introduces students to the concept of language as an expression of culture, cultural values and norms. Particular attention will be paid to the Caribbean territory, but language use in other areas will also be examined.

DEPARTMENT OF HISTORY AND SOCIAL STUDIES

DEPARTMENT OBJECTIVES

It is the intent of the Department of History and Social Studies to provide for an enrichment of the experience of every student who attends the University of the Southern Caribbean, as well as to

promote Christian cultural values in the Caribbean Union community. The department hopes to influence people by attempting an up-liftment of the entire personality. Such an up-liftment must reflect an impact which reveals itself spiritually, intellectually, and socially.

The department strives to fulfill its above mentioned aim by:

Facilitating students in their quest to know their own Caribbean society and to understand its relationship not only with the past but also with other cultures.

1. Providing students with a variety of approaches to the study of History and Social Studies as well as a familiarity with differing interpretations of social and historical problems.

2. Developing skills in evaluating and interpreting source material as historical evidence and to use such material in problem solving.

3. Helping students towards an understanding of the development, over time, of social, political, and cultural values.

4. Providing a sound basis for further study and the pursuit of personal interest.

5. Inspiring students and providing them with leadership where necessary in the overall program of uplifting humanity through church-related and other legitimate avenues.

The department prepares students for the Bachelor of Arts degree in History and a Bachelor of Science degree in Social Studies. Students doing the degree in Social Studies have an option of doing a Professional Education component for the purpose of teaching at the secondary school level. The Social Studies major and minor and the History minor are open to students pursuing the Bachelor of Science degree in Elementary Education.

PROGRAMS

1. __BACHELOR OF ARTS IN HISTORY__

A. General Degree Requirements
    General Education Requirements   55
    Courses Required for a Major in History   48
    General Electives   Variable
                     Total   **124**

B. Required Courses for a Major in History   (48 credits)

HIST 104	World Civilizations I	3
HIST 105	World Civilizations II	3
HIST 150	Foundations of the Caribbean world and the Americas	3
HIST 167	Latin American History to 1810	3
OR		
HIST 168	Latin American History Since 1810	3
HIST 204	American Experience I	3
HIST 205	American Experience II	3

One of the following sequences: 3, 3
HIST 247, 248 The African Diaspora to AND Since 1800   (3) (3)
HIST 345, 346 History of West Africa to AND Since 1800 (3) (3)

HIST 437	Topics: History of Trinidad & Tobago	3
HIST 437	Topics: US Foreign Policy in Latin America and the Caribbean	3
HIST 367	Caribbean History to 1838	3
HIST 368	Caribbean History Since 1838	3
HIST 400	Women and Gender History in the English-Speaking Caribbean	3
HIST 404	Adventist Heritage	3
HIST 480	Senior Seminar	3
HIST 490	Research Seminar	3

Two of:		6
HIST 414	Renaissance and Reformation, 1300-1648	(3)
HIST 420	Revolutions and Reaction, 1789-1917	(3)
HIST 425	Nationalism and World Wars, 1914-Present	(3)

NOTE: HIST 316 may not count on a history major or minor. HIST 317 may count on a history major, but not a minor.

2.   COURSES REQUIRED FOR A MINOR IN HISTORY   (24 credits)

HIST 104, 105	World Civilizations I, II	3, 3
HIST 167 OR 168	Latin American History to OR Since 1810	3
HIST 204 OR 205	American Experience I, II	3
HIST 367 OR 368	Caribbean History to OR Since 1838	3

Nine credits selected from:		9
HIST 247	The African Diaspora to 1800	(3)
HIST 248	The African Diaspora since 1800	(3)
HIST 345	History of West Africa to 1800	(3)
HIST 346	History of West Africa to 1800	(3)
HIST 404	Adventist Heritage	(3)

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HIST 414	Renaissance and Reformation, 1300-1648	(3)
HIST 420	Revolutions and Reaction, 1789-1917	(3)
HIST 425	Nationalism and World Wars, 1914-Present	(3)
HIST 437	Topics: US Foreign Policy in Latin America and the Caribbean	(3)

NOTE:　　　HIST 316 and 317 may not count on a history minor.

3.　　BACHELOR OF SCIENCE IN SOCIAL STUDIES

A.　　General Degree Requirements
　　　1. General Education Requirements　　　Variable
　　　2. Courses required for a Major in Social Studies　　63
　　　3. Electives　　　Variable
　　　　　　　　　　　　　　TOTAL　　**124**

B.　　Professional Education Components if taken for Secondary Teacher Preparation　　　Variable

C.　　Courses Required for a Major in Social Studies Bachelor of Science　(63 credits)

History　(24 credits)

HIST 104	World Civilizations I	3
HIST 105	World Civilizations II	3
HIST 168	Latin American History Since 1810	3
HIST 205	American Experience II	3
HIST 248	The African Diaspora Since 1800	3
HIST 368	Caribbean History Since 1838	3
HIST 425	Nationalism and World Wars, 1914-Present	3

Upper Division History Elective　　　　　　　　　　　　　3

Political Science, Geography, Economics　(21 credits)

PLSC 235	Introduction to Political Systems	3
PLSC 307	Comparative Politics	3
	OR	
PLSC 488	International Relations	(3)
PLSC 350	Public Service Administration	3
GEOG 125	Introduction to Regional Geography: Caribbean	3
ECON 225	Principles of Macroeconomics	3
ECON 226	Principles of Microeconomics	3

ECON 420   Issues in Caribbean Economic Development   3

Behavioral Sciences (18 credits)

ANTH 200   Cultural Anthropology   3
PSYC 101   Introduction to Psychology   3
PSYC 432   Introduction to Research Methods II: Introduction   3
PSYC 450   Social Psychology   3
SOCI 119   Principles of Sociology   3

One of:
BHSC 220   Contemporary Social Issues   (3)
SOCI 325   Caribbean Sociology   (3)

COURSES   CREDITS

GEOGRAPHY

GEOG 125   *Introduction to Regional Geography:*   **3**
This course gives a regional analysis of mankind in his environment in selected countries of the
world. It deals with the Americas and Oceania. The course also applies toward the general
education requirement in the social sciences.

HISTORY

HIST 104   *World Civilizations I*   **3**
A survey of the development of major world civilizations including those in Africa, Asia, Europe,
Latin America and the Caribbean to1500 C.E.

HIST 105   *World Civilizations II*   **3**
A survey of the development of major world civilizations including those in Africa, Asia, Europe,
Latin America and the Caribbean from 1500 C.E.

HIST 147   *West Indian History*   **3**
A survey course in West Indian history from the late fifteenth century to the present with special
attention given to the commonwealth Caribbean.

HIST 150   *Foundations of the Caribbean world and the Americas* **3**
This course seeks to examine the various factors, which propelled the age of discovery in Europe
and the ensuring clash between the indigenous peoples and the Europeans. Additionally,
investigation of the life styles of Caribbean ancestors as well as the native people of continental
America will be a primary focus of this course.

HIST 167   *Latin American History to 1810*   **3**
An introduction to the history of Latin America covering indigenous civilizations, European settlement, colonial institutions and political, economic, and social developments to 1810.

HIST 168   *Latin American History Since 1810*   **3**
This course covers the political, economic and social developments in Latin America from the time of the Revolutionary wars. It also deals with the impact of foreign powers on Latin American states.

HIST 204   *American Experience I*   **3**
Rise and development of the United States from colonial times through the period of Civil War and Reconstruction.

HIST 205   *American Experience II*   **3**
This course covers from 1876 to the present.

HIST 247   *African Diaspora to 1800*   **3**
This is a survey of the history and culture of peoples of African descent throughout the world to 1800. This course seeks to compare the experiences of the peoples of African descent outside of the continent of Africa. It examines the various economic, political and social forces that have impacted on these peoples and their response to these forces.

HIST 248   *African Diaspora Since 1800*   **3**
An examination of the political, economic and social development of peoples of African descent outside of Africa after 1800. This course is comparative in nature. It examines the various economic, political and social forces that have impacted on these people and their response to such forces.

HIST 316   *History of the Christian Church I*   **3**
Surveys the internal and external developments and conflicts which Christianity has experienced from the time of Christ up to the Reformation. Special attention given to those developments that relate to Seventh-day Adventist theological heritage.

HIST 317   *History of the Christian Church II*   **3**
Surveys the history of the church from the Protestant Reformation to current time. Special attention is given to the Protestant Reformation, the Catholic counter-reformation, Puritanism, Rationalism, Evangelicalism, the rise of modern denominations, the world-wide mission expansion and ecumenism.

HIST 345   *History of West Africa to 1800*   **3**
An analysis of the West African states and their political, economic and social development from ancient times to the end of the eighteenth century. This course also looks at the impact to foreign powers on the region.

HIST 346 **History of West Africa Since 1800** **3**
A continued analysis of the West African states and their political, economic and social development from 1800 to the present. The course also examines the impact of foreign powers on the region and the African response to colonialism.

HIST 367 *Caribbean History to 1838* **3**
An in-depth course covering the major political, economic and social developments in the Caribbean from Amerindian presence to the abolition of slavery in the British West Indies.

HIST 368 *Caribbean History Since 1838* **3**
A thorough examination of the major political, economic and social developments in the post-slavery era to the present time.

HIST 400 *Women and Gender History in the English speaking Caribbean* **3**
A detailed study of the gender relations in the historical processes of the Caribbean people from Pre-Columbian times to present. The course examines women as co-actors in the shaping of Caribbean history as well as the different modes of gender relations as a result of their unique historical experiences. The course will also highlight key women folk who were instrumental in the forging of our history.

HIST404 *Adventist Heritage* **3**
The background, rise, and progress of the Seventh-day Adventist denomination.

HIST 414 *Renaissance and Reformation, 1300-1648* **3**
The birth of the modern age, with emphasis on the religious, artistic, literary, and philosophic aspects of the Renaissance and the religious, political, social and intellectual aspects of the Protestant Reformation.

HIST420 *Revolutions and Reaction, 1789-1917* **3**
An examination of the French Revolution, Napoleonic Age, Congress of Vienna, European revolutions, rise of political, economic, and social ideologies, and the emergence of nation-states.

HIST 425 *Nationalism and World Wars, 1914 – Present* **3**
An inquiry into the re-emergence of imperialism, the intensification of nationalism, the Great War, the Russian Revolution, totalitarian regimes, and the Second World War. The course also explores the Cold War period, Western European integration, and the establishment of the Soviet Bloc in Eastern Europe.

HIST437 *Topics: History of T&T* **3**
US Foreign Policy in Latin America and the Caribbean
A special topic is chosen, under the supervision of the Chairperson of the History Department, and research and thesis are completed. Open only to history majors and minors, or with the permission of the instructor.

HIST480　　　　　*Senior Seminar*　　　　　**3**
A Capstone course for the history major normally taken during the senior year, including the reading of classic works of history, the presentation of a portfolio of the student's writing, and a departmental oral examination.

HIST 490　　　　　*Research Seminar*　　　　　**3**
Introduction to historical research methodology, including both bibliographical searches and critical evaluation of sources. Requires the writing of a research paper using primary sources.

HIST 495　　　　　*Independent Study/ Readings/ Research*　　　　　**1-3**
Individually directed study, readings, or research in selected areas of history under the guidance of the appropriate instructor. Limited to majors and minors in history. Registration by permission of the department chair.

POLITICAL SCIENCE

PLSC 235　　　　　*Introduction to Political Systems*　　　　　**3**
A study of political institutions including those of the Caribbean.

PLSC 307　　　　　*Comparative Politics*　　　　　**3**
A descriptive and analytical study of political systems in major foreign countries in terms of both political structures and functions. Various approaches to the study of comparative government are also introduced. Prerequisite: permission of instructor.

PLSC 350　　　　　*Public Service Administration*　　　　　**3**
A study of public administration in the modern state including discussions of administration theory and its relation to governmental practice. Special attention is devoted to West Indian systems of Governments and public administration but the features and practices of other systems especially those of other developing countries and the United Kingdom and the United States of America are also examined for comparative purpose.

PLSC 488　　　　　*International Relations*　　　　　**3**
A systematic analysis of the overall pattern of world politics in the modern era, with consideration of the effect of political, economic, geographic, cultural, religious, and social factors. The role of international organization in world politics and its objectives and functions are also discussed. A General Education option.

INSTITUTE OF LANGUAGE EDUCATION

DESCRIPTION

The Institute of Language Education carries the responsibility of modern language education at University of The Southern Caribbean. Several programs are offered to meet the need of the student population and wider community, including English as a Second Language and Spanish as foreign languages. University courses are designed to include both a grammatical and conversational component, while proficiency programs are further distinguished by active immersion and a unique four-quarter system that provides students with a fast track to completion. The main feature of the curriculum is using language within cultural contexts. Students are regularly engaged in authentic experiences, both in and out of the classroom.

DEPARTMENT OBJECTIVES

To promote an appreciation of intercultural communication through the study and use of languages and the countries that speak them. This is accomplished by:

- offering student-centered programs

- utilizing the communicative approach that focuses on immersion within the target language(s)

- providing a wide variety of opportunities for students to use the target language(s)

- promoting exploration of the cultures and communities using the target language(s)

- integrating faith and learning in ways to promote spiritual development

- encouraging further expression, study and research in languages and language education.

IMPORTANT INFORMATION

1. Courses in French are offered on demand. The minimum number of students required for such courses to be offered is twelve (12).

2. Students with an A-Level pass in Spanish are exempt from SPAN171 Elementary Spanish I, and the Spanish Placement Test.

3. Students with an O-Level pass in Spanish or who have no recognized pass in Spanish must do the Spanish Placement Test.

4. Students who receive a score less than 75 on the Spanish Placement Test must register for and pass SPAN131 Basic Spanish before they can register for SPAN171 Elementary Spanish.

5. Students who receive a score of 75 or more on the Spanish Placement Test may register for SPAN171 Elementary Spanish I.

6. Students enrolled in the BEd. in degree in Primary Education are exempt from taking the Spanish Placement Test, and must register first for SPAN170 Spanish for the Primary School Teacher Level I, then SPAN173 Spanish for the Primary School Teacher Level II.

7. Students may challenge undergraduate level Spanish courses for Credit By Examination. Please speak to your advisor or consult the Office of Admissions.

8. Proficiency courses target individuals who are not registered for USC undergraduate or graduate degrees.

9. USC students who wish to register for proficiency courses must apply to enter the desired program at the Office of Admissions, and must also complete the necessary registration process.

10. Proficiency courses **do not** count toward credit hours for degree programs.

COURSE STRUCTURE FOR PROFICIENCY PROGRAMS

ENGLISH AS A SECOND LANGUAGE

The ESL program is open to individuals whose native language is not English, who want to learn or improve their English. The program targets reading, writing, conversation (speaking and listening). It prepares students for integration into English speaking societies, whether for university or another area. Students are exposed to the culture of English-speaking societies, particularly that of Trinidad and Tobago. The program has four levels, with five courses taught at each level. Students must achieve an overall B grade (75%) or higher to move through levels and exit the program.

Course No. and Level   Contact Hours

ENGL101 Introduction to the English Language   Total of 21hrs per week
        Section 01 Reading Skills Strategies
        Section 02 Standard Writing Formats
        Section 03 Approaches to Grammar and Usage

      Section 04 Oral Communicative Activities
      Section 05 Interactive Listening Strategies

ENGL102 Conversational English   Total of 21hrs per week
      Section 01 Reading Skills Strategies
      Section 02 Standard Writing Formats
      Section 03 Approaches to Grammar and Usage
      Section 04 Oral Communicative Activities
      Section 05 Interactive Listening Strategies

ENGL103 Introduction to Academic English   Total of 21hrs per week
      Section 01 Reading Skills Strategies
      Section 02 Standard Writing Formats
      Section 03 Approaches to Grammar and Usage
      Section 04 Oral Communicative Activities
      Section 05 Interactive Listening Strategies

ENGL104 Academic English Proficiency   Total of 21hrs per week
      Section 01 Reading Skills Strategies
      Section 02 Standard Writing Formats
      Section 03 Approaches to Grammar and Usage
      Section 04 Oral Communicative Activities
      Section 05 Interactive Listening Strategies

SPANISH AS A FOREIGN LANGUAGE

The SFL program is open to individuals whose native language is not Spanish, who want to learn or improve their Spanish. This proficiency program targets reading, writing, conversation (speaking and listening). It prepares students for integration into Spanish-speaking societies, whether for education or other purposes. Students explore the culture of Spanish-speaking countries at each level. The program has four levels, with two courses taught at each level.

Course No. and Level   Contact Hours

ENGL101 Introduction to the Spanish Language   Total of 5hrs per week
      Section 01 Standard Writing and Grammar Formats
      Section 02 Interactive Oral and Listening Activities

ENGL102 Conversational Spanish   Total of 5hrs per week
      Section 01 Standard Writing and Grammar Formats
      Section 02 Interactive Oral and Listening Activities

ENGL103 Introduction to Academic Spanish   Total of 5hrs per week
      Section 01 Standard Writing and Grammar Formats

Section 02 Interactive Oral and Listening Activities

ENGL104 Academic Spanish Proficiency   Total of 5hrs per week
        Section 01 Standard Writing and Grammar Formats
        Section 02 Interactive Oral and Listening Activities

FRENCH AS A FOREIGN LANGUAGE

The FFL program is open to individuals whose native language is not French, who want to learn or improve their French. This proficiency program targets reading, writing, conversation (speaking and listening). It prepares students for integration into French-speaking societies, whether for education or other purposes. Students explore the culture of French-speaking countries at each level. The program has four levels, with two courses taught at each level.

Course No. and Level   Contact Hours

ENGL101 Introduction to the French Language   Total of 5hrs per week
        Section 01 Standard Writing and Grammar Formats
        Section 02 Interactive Oral and Listening Activities

ENGL102 Conversational French   Total of 5hrs per week
        Section 01 Standard Writing and Grammar Formats
        Section 02 Interactive Oral and Listening Activities

ENGL103 Introduction to Academic French   Total of 5hrs per week
        Section 01 Standard Writing and Grammar Formats
        Section 02 Interactive Oral and Listening Activities

ENGL104 Academic French Proficiency   Total of 5hrs per week
        Section 01 Standard Writing and Grammar Formats
        Section 02 Interactive Oral and Listening Activities

Courses   **Credits**

ENGL 101   *Introduction to the English Language*   NC
This is Level I of a 4-level program, and is designed for individuals who have little or no knowledge of the English language. It introduces them to practical, everyday English. Students are introduced to reading, writing, grammar, oral and listening skills necessary for them to carry out basic activities (such as taking a taxi, grocery shopping, writing personal letters, introducing and talking about themselves) in an English speaking society.   Level I prepares individuals for entry into Level II.

ENGL102   *Conversational English*   **NC**
Level II is designed for individuals who are not new to English instruction, but who are still not functioning confidently in English speaking societies. It reinforces concepts that are familiar and builds on these to create a strong foundation for the introduction of academic English. Students are given opportunities to explore English through writing paragraphs and short stories, role play and oral presentations. Level II prepares individuals for entry into Level III.

ENGL103   *Introduction to Academic English*   **NC**
This level introduces students to the type of English they would need to function adequately in a classroom or office where English is the language spoken. Students explore the use of formal and informal English through the use of expressions, essay writing, individual and group presentations. Level III prepares individuals for entry into Level IV.

ENGL 104   *Academic English Proficiency*   **NC**
This is the final level of the 4-level program. Students entering this level are expected to have a good command of the English language, and are given opportunities to further explore the language in order to overcome persisting challenges. During this course focus is placed on accuracy in speech, interactive listening skills, writing efficiency and reading ability, and brings students within the requirements of a regular university course. They are provided with the tools and strategies necessary to further their own development. ESL students are allowed to register for one (1) university course at this level.

SPAN 101   *Introduction to the Spanish Language*   **NC**
This is Level I of a 4-level program, and is designed for individuals who have little or no knowledge of the Spanish language. It introduces them to practical, everyday Spanish. Students are introduced to reading, writing, grammar, oral and listening skills necessary for them to carry out basic activities (such as taking a taxi, grocery shopping, writing personal letters, introducing and talking about themselves) in a Spanish-speaking society.   Level I prepares individuals for entry into Level II.

SPAN 102   *Conversational Spanish*   **NC**
Level II is designed for individuals who are not new to Spanish instruction, but who are still not functioning confidently in Spanish-speaking societies. It reinforces concepts that are familiar and builds on these to create a strong foundation for the introduction of academic Spanish. Students are given opportunities to explore Spanish through writing paragraphs and short stories, role-play and oral presentations. Level II prepares individuals for entry into Level III.

SPAN 103   *Introduction to Academic Spanish*   **NC**
This level introduces students to the type of Spanish they would need to function adequately in a classroom or office where Spanish is the language spoken. Students explore the use of formal and informal Spanish through the use of expressions, essay writing, individual and group presentations. Level III prepares individuals for entry into Level IV.

SPAN 104   *Academic Spanish Proficiency*   **NC**
This is the final level of the 4-level program. Students entering this level are expected to have a good command of the Spanish language, and are given opportunities to further explore the language in order to overcome persisting challenges. During this course focus is placed on accuracy in speech, interactive listening skills, writing efficiency and reading ability, and brings students within the requirements of a regular university course. They are provided with the tools and strategies necessary to further their own development.

FREN 101   *Introduction to the French Language*   **NC**
This is Level I of a 4-level program, and is designed for individuals who have little or no knowledge of the French language. It introduces them to practical, everyday French. Students are introduced to reading, writing, grammar, oral and listening skills necessary for them to carry out basic activities (such as taking a taxi, grocery shopping, writing personal letters, introducing and talking about themselves) in a French-speaking society.   Level I prepares individuals for entry into Level II.

FREN 101   *Conversational French*   **NC**
Level II is designed for individuals who are not new to French instruction, but who are still not functioning confidently in French-speaking societies. It reinforces concepts that are familiar and builds on these to create a strong foundation for the introduction of academic French. Students are given opportunities to explore French through writing paragraphs and short stories, role-play and oral presentations. Level II prepares individuals for entry into Level III.

FREN 103   *Introduction to Academic French*   **NC**
This level introduces students to the type of French they would need to function adequately in a classroom or office where French is the language spoken. Students explore the use of formal and informal French through the use of expressions, essay writing, individual and group presentations. Level III prepares individuals for entry into Level IV.

FREN 104   *Academic French Proficiency*   **NC**
This is the final level of the 4-level program. Students entering this level are expected to have a good command of the French language, and are given opportunities to further explore the language in order to overcome persisting challenges. During this course focus is placed on accuracy in speech, interactive listening skills, writing efficiency and reading ability, and brings students within the requirements of a regular university course. They are provided with the tools and strategies necessary to further their own development.

COURSES FOR UNDERGRADUATE FOREIGN LANGUAGE REQUIRMENTS

Course Acronym and No.	Course Title	No. Credits
FREN 171	Elementary French I	4
FREN 172	Elementary French II	4
FREN 275	Intermediate French	4
SPAN 131	Basic Spanish	2

SPAN 170	Spanish for the Primary School Teacher Level I	2
SPAN 171	Elementary Spanish I	4
SPAN 172	Elementary Spanish II	4
SPAN 173	Spanish for the Primary School Teacher Level II	2
SPAN 275	Intermediate Spanish	4

Courses   **Credits**

FREN 171   *Elementary French I*   **4**
During this course, students will explore French through interaction and experience in an effort to develop understanding and appreciation of the language. It is designed for students who are not new to French, and have had a fair exposure to the language. Focus is placed on grammar, reading, writing, oral and listening activities within a cultural context.

FREN 172   *Elementary French II*   **4**
Prerequisite: FREN171 Elementary French I
This course continues the exploration of French, increasing the level of grammar, reading, writing, oral and listening to the point where students can handle low intermediate conversation and written correspondence.

FREN 275   *Intermediate French*   **4**
Prerequisite: FREN172 Elementary French II, A-Level French or equivalent
This course is designed for students who have an equivalent A-Level French proficiency and are very familiar with the French language and culture. It is a high intermediate course that guides students through an introduction to French literature, politics and civilization.

SPAN 131   **Basic Spanish**   **2**
The Basic Spanish course, SPAN131, will introduce students to the Spanish language and culture. Students will be taken from limited or no exposure to Spanish to a position of being able to have simple conversations about themselves, family, school and general issues like the weather and favorite foods and activities. Students will be required to learn basic Spanish pronunciation, political, demographic and geographical details of   countries whose native language is Spanish, and cultural peculiarities that are necessary for brief interactions.

SPAN 170   *Spanish for the Primary School Teacher Level I*   **2**
This introductory course is designed especially for the student registered for the Bachelor in Education degree in Primary Education. It prepares the primary school teacher to facilitate and encourage Spanish in their classrooms. Students are introduced to the Spanish language and culture, while exploring basic principles of second language acquisition in children.

SPAN 171   *Elementary Spanish I*   **4**
Prerequisite: SPAN131 Basic Spanish, or score 75 and over in the Spanish Placement Test
During this course, students will explore Spanish through interaction and experience in an effort to

develop understanding and appreciation of the language. It is designed for students who are not new to Spanish, and have had a fair exposure to the language. Focus is placed on grammar, reading, writing, oral and listening activities within a cultural context.

SPAN 172   *Elementary Spanish II*   **4**
Prerequisite: SPAN171 Elementary Spanish I
This course continues the exploration of Spanish, increasing the level of grammar, reading, writing, oral and listening to the point where students can handle low intermediate conversation and written correspondence.

SPAN 173   *Spanish for the Elementary Teacher Level II*   **2**
Prerequisite: SPAN170 Spanish for the Primary School Teacher Level I
This course continues from SPAN170 to further develop the Spanish proficiency of Primary School teachers in order for them to facilitate its use in their classrooms. This course requires students to prepare lesson plans that integrate Spanish in the curriculum. It expects students to have basic knowledge of language acquisition in children.

SPAN 275   *Intermediate Spanish*   **4**
Prerequisite: SPAN172 Elementary Spanish II, A-Level Spanish or equivalent.
This course is designed for students who have an equivalent A-Level Spanish proficiency and are very familiar with the Spanish language and culture. It is a high intermediate course that guides students through an introduction to Spanish literature, politics and civilization

DEPARTMENT OF MUSIC AND FINE ARTS

DESCRIPTION

The department of music is committed to the development of musical talent for the church and community as it strives to uphold the highest ideals of Christian music. It seeks to enhance the sacred, academic, and cultural aspects of campus life through the creation of an atmosphere of well-being for the development and growth of artistic appreciation. It is the hope of the department that through its programs, students will be prepared to offer quality service to society, as well as pursue further academic and professional goals.

The department offers a minor in music–25 credits for students pursuing a Bachelor of Arts degree; and, a minor in music–27 credits for students pursuing the Bachelor of Science degree in Elementary Education.

1.   **<u>MINOR IN MUSIC</u>**

Note: Prerequisite for entrance into the program:

1.   Certificates of Theory and/or Practical from the Royal School of Music (R.S.M.), Trinity College of Music, or other recognized schools of music.
          OR

2.   Presentation of an aptitude test and subsequent interview are required and given to those who have had little or no formal musical experience to be able to ascertain the level of innate ability.

Courses Required for a Minor in Music (25 credits)

MUCT 101,102 Music Theory I, II		3,3
MUCT 131,132 Ear Training Laboratory I, II		1,1
MUCT 201	Music Theory III	3
MUCT 231	Music Technology Laboratory I	1
MUED 301	Conducting I	2
MUPF 164,264	Performance (4 credits in one area)	4

Two of:		4
MUHL 446	Music Literature & Style (Antiquity to Baroque)	(2)
MUHL 447	Music Literature & Style (Classical and Romantic)	(2)
MUHL 448	Music Literature & Style (Late Romantic and 20th Century)	(2)

Three credits from:		3
MUPF 135	Choral Ensemble	(1credit per semester)
OR		
MUPF 137	Instrumental Ensemble	(1credit per semester)

2.   **<u>MINOR IN MUSIC FOR B.S. IN ELEMENTARY EDUCATION</u> (27 Credits)**

Twenty-four credits from courses listed for the Minor in Music		(24)
and		
MUED458	Music in the Elementary School	3

Note: If performance credit in other instruments or voice chosen, a proficiency examination must be passed in piano up to the equivalent level of Grade V - Royal Schools of Music.

Courses   **Credits**

IDSC 200   *Christ in Music and Art*   **3**
An investigation of religious themes in art and music inspired by the life of Christ. Also discussed are the Christian and the aesthetic experiences, as well as principles for understanding and evaluating art and music from the Christian perspective. Not applicable toward a major or minor in Music or Art.

IDSC 205   *Introduction to the Fine Arts*   **2,3**
This course is designed as a survey of Western and European art and music. It takes the place of the courses MUHL217 Music Appreciation and ART217 Art Appreciation. The course covers the basic elements of art and music, famous works and artists of both genre, and gives a practical, visual and aural experience with the arts.

MUCT 101, 102   *Music Theory I,II*   **3,3**
Review of music fundamentals and study of tonal harmony beginning with the interval and covering the entire diatonic-harmony vocabulary. Examines the basic principles of melodic and harmonic structures as well as principles of voice-leading and chord progression in applied four-part harmonization and composition. These Coursed to be taken in conjunction with MUCT131, 132.

MUCT 131, MUCT132   *Ear Training Laboratory I, II*   **1,1**
Aural recognition of rhythmic and melodic patterns, intervals, chords, tonality, and harmonic functions. Also includes basic analysis of musical excerpts. These courses to be taken in conjunction with MUCT101,102.

MUCT 201   *Music Theory III*   **3**
Prerequisite MUCT102 or R.S.M. grade V Theory.
Theoretical and Practical study of the entire spectrum of chromatic-harmony vocabulary with emphasis in composition and analysis at the R.S.M. grade VI Theory level.

MUCT 231   *Music Technology Laboratory I*   **1**
Prerequisite MUCT102 or R.S.M. Theory Grade V.
An introduction to the use of computer music program for the purpose of composing, scoring, sequencing and arranging. Includes use of midi connected keyboard, recording and play back features.

MUED 301   *Conducting I*   **3**
Prerequisite MUCT102 and the R.S.M. grade V Piano or high level.
A course in the study of the theory and application of basic conducting principles for choral and instrumental ensembles.

MUED 458   *Music in the Elementary School*   *3*
A study of the methods, skills and materials used in the music programs of the elementary grades.

Areas covered are singing, rhythm, playing simple instruments, and listening activities.

MUHL 446 *Music Literature & Style I (Antiquity to Baroque)* *2*
Prerequisite MUCT102
A study of the historical development of musical styles and forms of the periods. There is visual,
aural, and biographical analysis of representative works and composers. .

MUHL 447 *Music Literature & Style II (Classical and Romantic)* *2*
For description see MUHL446.

MUHL 448 *Music Literature and Style III (Late Romantic and 20th Century 2*
For description see MUHL446.

MUPF 135 *Choral Ensemble* *1*
An ensemble of mixed voices in rehearsal and performance of choral music in the sacred and secular
repertoire of the ages.

MUPF 137 *Instrumental Ensemble - steel pan* *1*
An ensemble of steel instruments of the steel pan family in rehearsal and performance of sacred and
secular repertoire.

MUPF 164,264 *Applied Music - Performance* *1-2*
These are graded studies in piano, voice, or other instrument for fine arts requirements, or external
performance examinations, according to the R.S.M. syllabi. Upon taking these examinations,
certificates may be obtained and accepted for credit in lieu of the practical courses. Specific outlines
and practice requirements for the different instruments and levels are available.

MUPF 170, 270 *Applied Music* *1-2*
These courses may be taken to fulfill General Education fine arts requirements. See description
under MUPF164,264.

MURE 420 *Church Music and Hymnology* *3*
A practical study and the theological implications involved in church-music practice with emphasis
on the development of principles for guidance in the use and selection of music for the church.

MUPF 310 *Piano Ensemble* *1*
This course, available for those with an emphasis in piano, gives an opportunity for advanced
musicians to participate in instrumental ensembles, or accompanying for credit.

MUPF 397 *Recital* *1*
This course is the culmination of the performance requirements in voice, piano on instrument, before
an audience for 30 to 45 minutes. The recital may be shared with other musicians.

SCHOOL OF SCIENCES AND TECHNOLOGY

MISSION STATEMENT

The School of Sciences and Technology seeks to present Biology, Chemistry, Computer Science, Mathematics, Physics and Technology, as the work of a skillful and provident Creator. Besides the learning of facts, the student should learn to think more clearly and use his/her mathematical skills to solve many problems in life. The studies undertaken in this faculty are to provide a strong background for further study and to develop skills for various types of science-related jobs.

GOALS OF THE SCHOOL

1.　　The School seeks to provide in the areas of Biology, Chemistry, Mathematics, Computer Science, Nursing, Physics, & Technology, a strong foundation on which students build their degrees in university, as well as prepare for careers or graduate and professional education.

2.　　The School serves to educate men and women for worldwide leadership and service by integrating academic excellence and Christian commitment.

3.　　The School seeks to present through its offerings a skillful and provident Creator.

The above departments offer the following programs respectively:

- **Bachelor of Science in Biology**
  Emphasis: Zoology
- **Bachelor of Science in Computing**
  Emphasis: Software Systems Emphasis
  Emphasis: Internet Technologies Emphasis
  Emphasis: Information Systems Emphasis
- **Bachelor of Science in Nursing**
- **Associate of Science in Computer Information Systems**
- **Minor in Biology**
- **Minor in Chemistry**

- **Minor in Computing**
- **Minor in Mathematics**
- **Minor in Physics**
- **Minor in Biophysics**

GENERAL EDUCATION REQUIREMENTS FOR THE BACCALAUREATE DEGREE PROGRAMS

a.   <u>Religion</u>   (12 Credits)

        (1)   RELT 100   God and Human Life   (3)

        (2)   Select <u>three</u> of the following:

RELB 210	Jesus in His Time and Ours	(3)
RELT 250	Personal Spirituality and Faith	(3)
RELT 340	Religion and Ethics in Modern Society	(3)
RELG 360	Topics: World Religions	(3)

 Note: Students must take one religion course each school year or school year equivalent. Transfer students must take one course per year of residency or full-time equivalent at USC or other Seventh-day Adventist college or university; part-time students must take one religion course for every 30 hours completed on a part-time basis.

b.   <u>Arts / Humanities / Philosophy</u>   (10 Credits)

        (1)   HIST 104 OR 105 World Civilizations I, II   (3,3)
                OR
                HIST 147   West Indian History   (3)

    Note: If Caribbean History was not passed at the GCE/CXC level, HIST147 must be taken.

            Theology / Religion majors are required to do both HIST104 and 105. If Caribbean History was not passed at the GCE/CXC level, HIST147 must be taken as a replacement for HIST104.

(2)   ENGL 255   Studies in Literature   (3)

OR
ENGL 425   Literary Topic: Biblical Literature   (3)
(For Theology and Religion Majors)

(3)   IDSC 205   Introduction to Fine Arts   (3)
OR
Two credits for Ensemble:
MUPF 135 Choral Ensemble   (1)
MUPF 137 Instrumental Ensemble   (1)

(4)   EDTE 354   Philosophy for Education   (2)

c.   <u>Social Sciences</u>   (3 Credits)
Select one course from:
PSYC 101   Introduction to Psychology   (3)
SOCI 119   Principles of Sociology   (3)
BHSC 220   An Interdisciplinary Approach to
                Contemporary Social Issues   (3)
PLSC 235   Introduction to Political Systems   (3)
ECON 226   Principles of Microeconomics   (3)

Note: If PSYC101 or SOCI119 is not completed in the first year then BHSC220
or PLSC235 is required.

d.   <u>Language and Communication</u>   (12 credits)
(1)   COMM 104   Communication Skills   (3)
        (Must be completed in the first or second year)

(2)   ENGL 115   English Composition I   (3)

(3)   ENGL 215   English Composition II   (3)

Note: All students who have grade II or III at CXC, GED as entrance requirement, and
below C at GCE, are required to do the English Proficiency Exam (EPE) and obtain a
minimum score of 75% to register for ENGL115. Students failing to acquire the minimum
score will have to register for ENGL110.

(4)   Foreign Language   (3)
One foreign language for all students, inclusive of theology majors.
SPAN 200   Intermediate Spanish   (3)
FREN 200   Intermediate French   (3)
PORT 200   Intermediate Portuguese   (3)

GERM 200   Intermediate German   (3)

e.   <u>Natural Science</u>   (6 Credits)
Select any two courses from two areas.

BIOL 111	Anatomy and Physiology I	(4)
BIOL 208	Principles of Environmental Science	(3)
BIOL 245	Natural History of Trinidad and Tobago	(3)
CHEM 107	Chemistry in Society	(3)
PHYS 115	Concepts of Physics	(3)
FDNT 230	Nutrition	(3,4)

f.   <u>Mathematics</u>   (3 Credits)
MATH 165   College Algebra   (3)

(Computer Science Majors will fulfill this requirement in their cognate requirements.)

Note: Students should have fulfilled any one of the following to be allowed to register for MATH165:
1) A pass with a 1,2, or 3 (from 1998) in CXC Mathematics
2) A pass with an A, B, or C in GCE O'level Mathematics
3) A minimum score of 2.0 in the Mathematics Placement Exam (MPE)

Anyone failing to acquire the minimum score will have to register for MATH106. Students who have a pass in Additional Mathematics may petition to waive MATH165 upon earning a minimum score of 3.5 in the MPE. Any student who scores a 4.0 in the MPE may petition to waive MATH165.

g.   <u>Computer Tools</u>   (3 Credits)
INFS 110   Introductory Computer Tools   (3)

(Computer Science Majors will complete this requirement in their cognate requirements.)

h.   <u>Wellness</u>   (2 Credits)
(1)   HELD 120 Fit and Well   (1)

(2)   One of:

PEAC 110	Personal Physical Fitness	(1)
PEAC 130	Special Activities: _____	(1)

i.   <u>Service</u>   (2 Credits)
BHSC 100   Philosophy of Service   (2)
   (Must include a service component)

Note: Theology/Religion majors fulfill this requirement in the major by completing Pastoral Practicum.

j. Vocational / Career Planning   (2 Credits)
    IDSC 110 College Success and Career Planning   (1)

    Select one course from:
    TCED 285   Upholstery   (1)
    HMEC 129   Social & Professional Ethics   (1)

                              TOTAL   **(56 Credits)**

GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE OF SCIENCE DEGREE PROGRAM

a. Religion   (6 Credits)
    (1)   RELT 100   God and Human Life   (3)
    (2)   Select one course from:
           RELB 210   Jesus in His Time and Ours   (3)
           RELT 225   Doctrines of the Adventist Faith (3)

b. Arts/Humanities   (3 credits)
    (1)   Select one course from:
           ENGL 255   Studies in Literature   (3)
           HIST 104   World Civilizations I   (3)
           HIST 105   World Civilizations II   (3)
           HIST 147   West Indian History   (3)
    Note: If Caribbean History was not passed on the GCE / CXC level, HIST147 must be taken.

c. Social Sciences   (3 Credits)
    (1)   Select one course from:
           PSYC 101   Introduction to Psychology   (3)
           SOCI 119   Principles of Sociology   (3)

d. Language and Communication   (9 Credits)
    COMM104 Communication Skills   (3)

    (2)   ENGL 115   English Composition I   (3)

ENGL 215   English Composition II   (3)

Note: All students who have grade II or III at CXC, GED as entrance requirement, and below C at GCE, are required to do the English Proficiency Exam (EPE) and obtain a minimum score of 75% to register for ENGL115.
Students failing to acquire the minimum score will have to register for ENGL110.

e.   Natural Science   (3 Credits)
One course selected from the following:
BIOL 101   Introduction to Biology   (3)
BIOL208   Principles of Environmental Science   (3)
CHEM 107   Chemistry in Society   (3)
PHYS 115   Concepts of Physics   (3)

f.   Mathematics   (3 Credits)
MATH 165   College Algebra   (3)

(Computer Science Majors will fulfill this requirement in their cognate requirements.)

Note: Students should have fulfilled any one of the following to be allowed to register for MATH165:
    1) A pass with a 1,2, or 3 (from 1998) in CXC Mathematics
    2) A pass with an A, B, or C in GCE O'level Mathematics
    3) A minimum score of 2.0 in the Mathematics Placement Exam (MPE)

Anyone failing to acquire the minimum score will have to register for MATH106. Students who have a pass in Additional Mathematics may petition to waive MATH165 upon earning a minimum score of 3.5 in the MPE. Any student who scores a 4.0 in the MPE may petition to waive MATH165.

g.   Computer Science   (3 Credits)
INFS 110   Introductory Computer Tools OR   (3)
(Computer Science Majors will fulfill this requirement in their
cognate requirements.)
CPTR125   Introduction to Computer Programming

h.   Wellness   (1Credit)
HLED 120   Fit and Well   (1)

i.   Service (Must have a service component)   (2 Credits)
BHSC 100   Philosophy of Service   (2)

j.   Vocational/Career Planning   (1 Credit)

IDSC 110   College Success and Career Planning   (1)

TOTAL   (4 Credits)

DEPARTMENT OF BIOLOGICAL SCIENCES

MISSION STATEMENT

The mission of the department of Biological Sciences is to help students better understand nature, from a Christian perspective, to develop a scholarly approach to the study of biological information, and to prepare students for a career in biological related fields, such as teaching, graduate studies, research, medical and paramedical professions.

MOTTO

Changing the World – One cell at a time…

DEPARTMENT OBJECTIVES

The Department will help students achieve the above by providing an environment that will allow them to:

- Better understand themselves, nature, and God the Creator;
- Develop a scholarly approach to the study of biological information;
- Enter careers in biology and other areas, such as teaching, research, medicine and paramedical professions;
- Pursue graduate study.

PROGRAMS

- **Bachelor of Science Degree in Biology** *(Zoology Emphasis)*
- **Minor in Biology**

1. <u>BACHELOR OF SCIENCE IN BIOLOGY (ZOOLOGY EMPHASIS)</u>

A. <u>General Degree Requirements</u>
General Education Requirements   54
Courses Required for the Biology Core   24
Courses Required for the Zoology Emphasis   22
Courses Required for the Cognate Core   <u>27</u>
                                                Total   **127**

B. <u>Courses Required for the Biology Core</u>   (24 Credits)
BIOL165,166 Foundations of Biology I,II   5,5
BIOL348   General Ecology   3
BIOL371,372 Genetics, Cellular, and Molecular Biology I,II   3,3
BIOL449   Historical and Philosophical Biology   3
BIOL451,452 Questions in Biology: Analysis, Evaluation
               and Answers I,II   1,1

C. <u>Courses Required for the Zoology Emphasis</u>   (22 **credits**)
  Note: All courses must be upper division and must include a zoology class (ZOOL prefix)
        drawn from each of the environmental, morphological, and functional groups of
        courses listed below. In addition one botany class (BOT prefix) must be included.

    1.   Environmental
          BOT 468   Marine Botany   3
          BOT 475   Biodiversity of Vascular Plants   4
          BIOL 487   Biogeography   3
          ZOOL 425   Parasitology   3
          ZOOL 454   Vertebrate Zoology (Ornithology)   3-4
          ZOOL 459   Entomology   3-4

    2.   Morphological
          ZOOL 315   Animal Development   3
          ZOOL 316   Human Embryology   1
          ZOOL 465   Histology   3

    3.   Functional
          ZOOL 464   Systems Physiology   4
          ZOOL 484   Animal Behavior   3
          BOT 470   Plant Physiology   4

    4.   Others
          BIOL 405   Topics in _____   1-4
                      Environmental Science

	Human Anatomy	
	Marine Ecology	
	Marine Invertebrates	
	Protozoology	
	Molecular Biology	
	Neurobiology	
BIOL 475	Biology of Bacteria	3
BIOL 495	Independent Readings/Research	1-4

D. <u>Courses Required for the Cognate Core</u>   **(27 Credits)**

CHEM 131,132	General Chemistry I,II	4,4
CHEM 231,232	Organic Chemistry I,II	3,3
CHEM 241,242	Organic Chemistry Laboratory I,II	1,1
PHYS 141,142	General Physics I, II	4,4
MATH 167	Pre-calculus Trigonometry	3

2.   <u>MINOR IN BIOLOGY</u>   **(22 Credits)**

| BIOL 165,166 | Foundations of Biology I,II | 5,5 |
| BIOL 449 | Historical and Philosophical Biology | 3 |

Select one course each from environmental, morphological,   9
and functional biology electives.

COURSES   **CREDITS**

BIOL 101 *Introduction to Biology I*   **3-4**
BIOL101 is a basic introductory course in Zoology and Botany that is designed to provide the background that would serve as a prerequisite for BIOL102. It is designed for students desirous of pursuing the B.S. degree in Biology but who do not have a pass in CXC/GCE Biology or the equivalent of these qualifications. This course consists of four units: the Principles of Cellular Life (chemical and cellular biology), Genetics, the Principles of Evolution, and the Diversity of Life (Part 1). Students must attain a grade of at least a 'C' in order to proceed to BIOL102. This course can be taken to satisfy the general education science requirement for non-science majors.

BIOL 102 *Introduction to Biology II*   **3-4**
Prerequisite: BIOL101
BIOL102 is a basic introductory course in Biology that is designed to provide the background that would serve as a foundation for BIOL165. The course is therefore designed for students desirous of pursuing the B.S. degree in Biology but who do not have a pass in CXC/GCE Biology or the

equivalent of these qualifications. This course consists of three units: Plant Anatomy and Physiology, Animal Anatomy and Physiology, and Ecology (Part II). Students need to attain a grade of at least a 'C' in order to qualify for BIOL165.

BIOL 111, 112   *Anatomy and Physiology, I,II*   **4,3**
BIOL111 is a prerequisite for BIOL112
BIOL111 and 112 includes the study of cell biology, functional anatomy and control of each organ system of the human being. BIOL111, Weekly: 3 lectures and one 3-hour lab. BIOL112, Weekly: 2 lectures and one 3-hour lab. BIOL111, 112 are for nursing majors and health minors only.

BIOL 165, 166   *Foundations of Biology, I,II*   **5,5**
Prerequisite: CXC Biology or its equivalent or BIOL101 and 102.
Provides a firm foundation for students majoring or minoring in the biological sciences. Weekly: 4 lectures and one 3-hour lab.

BIOL 208   *Principles of Environmental Science*   **4**
The study of basic ecological principles, how organisms interact with their environment, and the application of ecological principles to human activities. Discussions deal with contemporary environmental issues. Lab includes field trips, guest speakers and experiments. General Education science requirement for non-science majors.

BIOL 245   *Natural History of Trinidad and Tobago*   **3**
A course designed to survey the geography, climate, geological history, natural ecosystem, and the flora and fauna of Trinidad and Tobago. Designed to apply for the general education requirement for non-science majors. Weekly: 2 lectures and one 3-hour lab.

BIOL 260   *General Microbiology*   **4**
Includes history, morphology, classification, control, growth, transmission, and pathogenicity of selected bacteria, viruses, rickettsia, fungi, and parasites. Covers the nature of host defenses against pathogens, including the acquisition of specific immunity and immune disorders. Weekly: 3 lectures and one 3-hour lab.

BIOL 348   *General Ecology*   **3**
Prerequisites: BIOL165, 166
A study of ecology principles as applied to individual, population, community, and ecosystems levels of organization. Labs feature the characterization of ecological systems using standard field and lab techniques. Weekly: 2 lectures and one 3-hour lab.

BIOL 371   *Genetics, Cellular, and Molecular Biology I*   **3**
Prerequisite: BIOL166, and completion of, or concurrent enrollment in CHEM131.
Mechanisms of heredity are considered in light of classical and molecular genetics. Labs feature experience in Drosophila genetics, chromosome analysis, statistical techniques, and recombinant DNA technology.

BIOL 372   *Genetics, Cellular and Molecular Biology II*   **3**
Prerequisite: BIOL166, and completion of, or concurrent enrollment in CHEM132.
Information from molecular biology, biochemistry, biophysics, physical chemistry, and electron microscopy are integrated to present the cell as a functional unit. Labs provide experience in the collection and analysis of quantitative data about cells

BIOL 449   *Historical and Philosophical Biology*   **3**
An examination of biological, paleontological, and geological concepts central to the study of historical events in biological systems. Considers the interactions of data, theories, and extra scientific concepts in historical biology, within the particular context of a biblical world-view. Weekly: 3 lectures.

BIOL 451,452   *Questions in Biology: Analysis, Evaluation & Answers I,II*   **1,1**
Lectures, discussions, and individual work center on asking and answering important questions in the life sciences: research in biology, discussions on important issues in origins; discussions on major topics in bioethics. Attendance at monthly research seminars required. Open to senior Biology majors.

BIOL 475   *Biology of Bacteria*   **3**
Prerequisites: BIOL166; CHEM231, 232 recommended
A study of the properties of bacteria that illustrate their function and relationship to other living systems. Topics include structure and function, classification, and interaction with the environment. Weekly: 2 lectures and two 2-hour labs.

BIOL 487   *Biogeography*   **3-4**
A study of the distribution of plants and animals in relation to their environment, including consideration of major biogeography regions of the world and the role of distribution in adaptive change and diversification of life in the past and present. Weekly: 3 lectures and 1 conference period.

BOT 468   *Marine Botany*   **3 -4**
A systematic study and survey of marine plants with emphasis on tropical marine plants. Weekly: 2 lectures and one 3-hour lab. Offered alternate summers. Normally offered as a three-credit course. Extra credit can be signed up by completion of a special project after consultation with instructor.

BOT 470   *Plant Physiology*   **4**
Prerequisites: BIOL166.
Study of plant functions including water relations, metabolic pathways, growth regulators, and photomorphogenesis. Weekly: 3 lectures.

BOT 475   *Biodiversity of Vascular Plants*   **4**
A taxonomic and morphological study of vascular plants emphasizing the plants found in Trinidad and Tobago. Field trips. Weekly: 3 lectures and one 3-hour lab. Open to non-science majors.

ZOOL 315   *Animal Development*   **3**
Prerequisite: BIOL166
A study of the cellular and tissue-level events that result in the development of integrated organisms. Vertebrate development is emphasized in the lab using frog and chick models. Weekly: 2 lectures and one 3-hour lab.

ZOOL 316   *Human Embryology*   **1**
Prerequisite: BIOL166
Acquaints students with the process of human development and embryology. Prior or concurrent registration with ZOOL315. Weekly: 1 lecture.

ZOOL 425   *Parasitology*   **3**
Prerequisite: BIOL166
Emphasis is on better known parasites of humans and animals. Attention given to ecological factors concerned with host-parasite contact, pathogenicity and pathology, and treatment and effect on parasitized populations. Weekly: 2 lectures and one 3-hour lab.

ZOOL 454   *Vertebrate Zoology (Ornithology)*   **3-4**
Prerequisite: BIOL166
Covers the various specialties of vertebrate biology, including herpetology, ornithology, and mammalogy. Repeatable in the different specialized areas. Open to non-science majors.
Weekly: 2 lectures and 1 or 2 labs.

ZOOL 459   *Entomology*   **3-4**
Prerequisite: BIOL166
A Study of the fundamental aspects of insect biology. Weekly: 2 lectures and 1 or 2 labs, as scheduled.

ZOOL 464   *Systems Physiology*   **4**
Prerequisites: BIOL166, CHEM132; PHYS142 recommended
A study of functional processes used by animals in adjusting to their external environment and controlling their internal environment. Labs involve the firsthand analysis of selected aspects of the major functional systems. Weekly: 3 lectures and 1 lab.

ZOOL 465   *Histology*   **3**
Pre-requisite: BIOL166
A microscopic anatomy, cytology, ultrastructure of tissues and organ systems are correlated with function. Emphasis on normal tissues of vertebrates. Weekly: 2 lectures and one 3-hour lab.

ZOOL 484   *Animal Behavior*   **3**
Prerequisite: BIOL166
A study of the behavior of animals including: considerations of social interactions, learning

processes, instinct, motivation, experimental methods, and the analysis of behavior patterns characteristic of various species. Weekly: 2 lectures and one 3-hour lab..

RESEARCH AND SPECIALIZED STUDIES

BIOL 405   *Topics in_____*   **1-4**
Investigates various specialties of biology. Repeatable in different areas.

BIOL 495   *Independent Readings/Research*   **1-4**
Independent readings or research in biology under the direction of the instructor. Consent of instructor required.

* Students planning to teach in secondary schools in Trinidad & Tobago must include the following courses in their program: BIOL260, ZOOL464, BOT470 and BCHM421

DEPARTMENT OF CHEMISTRY

MISSION STATEMENT

The mission of the department of Chemistry is to lead students to an ever-deepening understanding and appreciation for Chemistry as a branch of the physical sciences, the study of which serves as an eye opener to the magnificence of the creator of the universe. These students will in turn transmit the knowledge and appreciation gained to others through whatever vocation they follow.

MOTTO

Changing the World – One molecule at a time…

DEPARTMENT OBJECTIVES

The Department of Chemistry aims, through practical and theoretical study of the composition, structure and changes of the physical world:

- To lead students to a greater appreciation of the Creator;

- To lead students to develop a lifestyle of high moral and ethical standards;

- To make informed decisions where chemical principles impinge on their personal quality of life or that of their community;

- To equip students to embark on training/studies which require a base of chemical knowledge;

- To broaden students options by offering a minor in Chemistry;

- To prepare teachers of chemistry at the secondary level;

- To inspire and prepare students to pursue advanced studies in Chemistry.

PROGRAM

1. MINOR IN CHEMISTRY

<u>Requirements for a Minor in Chemistry</u>   **(20 credits)**
CHEM 131,132   General Chemistry I,II   4,4
CHEM 231,232   Organic Chemistry I,II   3,3
CHEM 241,242   Organic Chemistry Laboratory I,II   1,1

Four (4) credits chosen from:
BCHM 421   Biochemistry I   (4)
CHEM 200   Quantitative Analysis   (4)

COURSES   **CREDITS**

CHEM 107   *Chemistry in Society*   **3**
An introduction to the chemical activities which occur in the course of daily living for the non-science student. The emphasis is on "hands-on" approach through appropriate laboratory exercise. General Education requirement for non-science majors. Weekly: 2 lectures involving small group laboratory activities.

CHEM 110   *Introduction to Inorganic and Organic Chemistry*   **4**
Prerequisite: CXC or GCE O'Level mathematics or MPE 2.0 or the equivalent.
An introduction to the principles and applications of inorganic and organic chemistry. For nursing, dietetics, and allied health students. Meets the natural science breadth course requirement. Weekly: 2 lectures, and one 3-hour lab.

CHEM 115   *Introduction to College Chemistry*   **3**
Prerequisite: CHEM110 or CXC Chemistry (grade III)
A college chemistry preparatory course emphasizing stoichiometric calculations and including selected group chemistry. Laboratory exercises will consist of simple qualitative determinations of ionic compounds. Weekly: 2 lectures and one 3-hour lab.

CHEM 131   *General Chemistry I*   **4**
Prerequisites: CXC or GCE O'Level passes in the following areas: mathematics (grade II or better), chemistry (grade I or II), physics (recommended) or CHEM115.
This first course in chemistry is for students planning to major in science and engineering. Topics include stoichiometry, atomic and molecular structure, bonding, states of matter, solutions, chemical kinetics, and chemical equilibrium. Weekly: 2 lectures and one 3-hour lab

CHEM 132   *General Chemistry II*   4
Prerequisite: CHEM 131
A continuation of CHEM 131 with topics including: thermodynamics, acid and base chemistry, descriptive and nuclear chemistry. Weekly: 2 lectures, and one 3-hour lab.

CHEM 200   *Quantitative Analysis*   4
Prerequisite: CHEM 132
Lecture topics include statistics, chemical equilibrium, titrimetric procedures, gravimetric procedures and electrochemistry. Laboratory experiments include gravimetric and titrimetric procedures of acid and base systems and redox systems, electrochemistry, and an introduction to instrumental methods. Weekly: 2 lectures, one 3-hour lab, one project.

CHEM 231   *Organic Chemistry I*   3
Prerequisite: CHEM132 or A'Level chemistry (grade I to IV in both units)
A study of the chemistry of carbon-containing compounds with emphasis on nomenclature, molecular structure, spectra-structure relationships, and a mechanistic approach to organic reactions. Weekly: 2 lectures.

CHEM 232   *Organic Chemistry II*   3
Prerequisites: CHEM 231
A continuation of CHEM231. Weekly: 2 lectures.

CHEM 241   *Organic Chemistry Laboratory I*   1
A course of experiments related to the course content of CHEM231. Weekly: one 4-hour lab. Corequisite: CHEM231.

CHEM 242   *Organic Chemistry Laboratory II*   1
Prerequisite: CHEM241
Involves experiments related to the course content of CHEM232. Weekly: one 4-hour lab. Corequisite: CHEM232.

BCHM 120   *Introduction to Biological Chemistry*   4
Prerequisite: CHEM110 or CXC O'Level chemistry (grade II or better)
A survey of major concepts in biochemistry such as, structures of biological molecules, their functions, energy metabolism, regulation of biochemical pathways. For nursing, dietetics, and allied health students. Not applicable towards a major or minor in chemistry or biochemistry. Weekly: 2 lectures, and one 3-hour lab

BCHM 421   *Biochemistry I*   4
Prerequisite: CHEM232
A study of the fundamental principles of enzyme kinetics and mechanisms, based on the structure and chemistry of biomolecules including: amino acids, carbohydrates, lipids, proteins, nucleotides, nucleic acids, and biological membranes. Weekly: 4 lectures.

DEPARTMENT OF COMPUTER SCIENCE

CHAIRPERSON: Kerron Hislop, M.Sc.

MISSION STATEMENT

The mission of the Department of Computer Science is to prepare quality IT professionals for service through quality instruction and training.

MOTTO

Changing the World – One Byte at a time…

DEPARTMENT OBJECTIVES

Computer technology has made significant impact on every facet of life, and computer competence is no longer merely an asset to, but a requirement for adequate functioning in almost every area of human endeavour. Thus, the Computer Science Department seeks to achieve the following objectives:

- To instill in and provide our students with examples of the Christian principles of honesty, integrity, and superior ethical and moral standards.

- To offer high-quality degrees and programmes that will satisfy the needs of both our students and the industries into which they will be assimilated.

- To prepare graduates who are informed, innovative, articulate, and equipped to perform exceptionally in a competitive and dynamic working environment.

- To allow for broad-based computer literacy among University faculty, staff and students of other disciplines as well as the wider community.

- To provide a firm foundation for further study.

GRADUATION REQUIREMENTS

- Completion of all required credits for the degree.
- An overall GPA of 2.0 (C grade).
- A minimum GPA of 2.0 is also required for all minor and cognate classes, with a required GPA of 2.25 for classes contributing toward the major.
- Completion of the Career Development Services training program

PROGRAMS

- **Bachelor of Science in Computing**

  Software Systems Emphasis

  Information Systems Emphasis

  Internet Technologies Emphasis

- **Associate of Science in Computer Information Systems**

- **Minor in Computing**

1.   <u>BACHELOR OF SCIENCE IN COMPUTING (Software Systems Emphasis)</u>

The study of Software Systems will provide students with knowledge and skills in two areas of activity of an organization:

- The information systems function

- The system development, system operation and system maintenance function

Four characteristics are identified as being essential of Software professionals.

- Be able to provide solutions for software applications.

- Must have strong analytical and critical thinking skills.

- Must exhibit strong ethical principles and have good interpersonal communication and team skills.

- Must be able to work individually or on a team to provide mission critical solutions, whether by coding review or coding implementation. Understand the use of CASE tools.

2. **INFORMATION SYSTEMS EMPHASIS**

The study of Information Systems (IS) will provide students with knowledge and skills in two areas of activity of an organization:

- The information systems function

- The system development, system operation and system maintenance function

Four characteristics are identified as being essential of IS professionals.

- IS professionals must have a broad business and real world perspective.

- IS professionals must have strong analytical and critical thinking skills.

- IS professionals must exhibit strong ethical principles and have good interpersonal communication and team skills

- Be able to understand IT and Internet principles and translate these into real business processes.

3.   **INTERNET TECHNOLOGIES EMPHASIS**

The study of Internet Technologies will provide students with knowledge and skills of the Internet and its backbone architecture. In particular:

- The requirements for providing Internet/Intranet related services.

- The security needs and analysis of business functions over the Internet.

Four characteristics are identified as being essential of Internet Specialists.

- They must have a broad business and real world perspective of the Internet.

- Be able to understand mission critical deployment of Web Services.

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- Must exhibit strong ethical principles and have good interpersonal communication and team skills

- Understand and implement robust security solutions for e-business services.

4. ASSOCIATE OF SCIENCE IN COMPUTER INFORMATION SYSTEMS

This degree introduces the student to the fundamental principles of Information Systems design and development, including software engineering, business programming and Internet technologies.

5. MINOR IN COMPUTING

Provides a basic introduction to computer systems, programme design and development.

PROGRAM REQUIREMENTS

1.   <u>BACHELOR OF SCIENCE COMPUTING   (SOFTWARE SYSTEMS EMPHASIS</u>)

A. <u>General Degree Requirements</u>
General Education Requirements   50
Courses Required for the Computing Core   21
Courses Required for the Software Systems Emphasis   26
Courses Required for the Cognates   32-34
General Electives   <u>Variable</u>
                                        Total: 129-131

B. <u>Required for the Computing Core Courses</u>   (21 Credits)
    CPTR 120   Introduction to Computer Programming   3
    CPTR 150   Computer Science I   3
    CPTR 170   Microcomputer Hardware   3
    CPTR 250   Computer Science II   3
    CPTR 270   Computer Organization and Assembler   3
    CPTR 282   Operating Systems I   3
    CPTR 290   Data Structures & Algorithms   3

C.   <u>Required Courses for the **Software Systems** Emphasis</u>   (26 Credits)
    CPTR 312   Networks & Telecommunications   3
    CPTR 321   Database Systems Design and Development   3
    CPTR 361   Software Engineering   3
    CPTR 362   Software Engineering Group Project   2
    CPTR 421   Object-Oriented Design and Programming   3
    CPTR 451   Artificial Intelligence   3
    CPTR 452   Survey & Analysis of Programming Languages 3

    Six credits selected from:
    CPTR 210   Information Systems Theory and Applications   (3)
    CPTR 311   Systems Analysis & Design   (3)
    CPTR 332   Internet Technologies   (3)
    CPTR 341   Topics in _____   (1-3)
    CPTR 352   Business Programming   (3)
    CPTR 441   Computer Graphics   (3)
    CPTR 472   Topics in _____   (1-4)
    CPTR 482   Operating Systems II   (3)
    CPTR 491   Independent Study   (1-3)
    CPTR 492   Special Projects   (1-3)

D.   Courses required for the Cognates   (32-34 credits)
     MATH 182   Calculus with Applications   3
     MATH 215   Introduction to Linear Algebra   3
     MATH 355   Discrete Mathematics   3
     STAT 340   Probability Theory with Statistical Applications   3

     A minor in an advisor-approved application area, such as
     Business Administration or Math (20-22 Credits)

2.   INFORMATION SYSTEMS EMPHASIS

A.   General Degree Requirements
     General Education Requirements   50
     Courses Required for the Computing Core   21
     Courses Required for the Information Systems Emphasis   26
     Courses Required for the Cognates   32-34
     General Electives   Variable
                                        Total: **129-131**

B.   Courses Required for the Computing Core   (21 Credits)
     CPTR 120   Introduction to Computer Programming   3
     CPTR 150   Computer Science I   3
     CPTR 170   Microcomputer Hardware   3
     CPTR 250   Computer Science II   3
     CPTR 270   Computer Organization and Assembler   3
     CPTR 282   Operating Systems I   3
     CPTR 290   Data Structures & Algorithms   3

C.   Courses Required for the **Information Systems** Emphasis   (26 credits)
     CPTR 312   Networks & Telecommunications   3
     CPTR 321   Database Systems Design and Development   3
     CPTR 352   Business Programming   3
     CPTR 361   Software Engineering   3
     CPTR 362   Software Engineering Group Project   2
     CPTR 371   Internet Structure & Organization   3
     CPTR 411   Information Assurance & Security   3
     CPTR 461   ICT Change & Documentation   3
     CPTR 492   Special Projects   (1-3)

     Zero-Two credits selected from:
     CPTR 210   Information Systems Theory and Applications   (3)
     CPTR 311   Systems Analysis & Design   (3)

CPTR 331	Web Development	(3)
CPTR 332	Internet Technologies	(3)
CPTR 382	Information Management	(3)
CPTR 431	Web Multimedia	(3)
CPTR 472	Topics in _____	(1-4)
CPTR 482	Operating Systems II	(3)
CPTR 491	Independent Study	(1-3)

D. <u>Courses Required for the Cognates</u>   (32-34 Credits)

MATH 182	Calculus with Applications	3
MATH 215	Introduction to Linear Algebra	3
MATH 355	Discrete Mathematics	3
STAT 340	Probability Theory with Statistical Applications	3

A minor in an advisor-approved application area, such as
Business Administration or Math   (20-22 Credits)

3.   **<u>INTERNET TECHNOLOGIES EMPHASIS</u>**   **(47 Credits)**

A. <u>General Degree Requirements</u>

General Education Requirements	50
Courses Required for the Computing Core	21
Courses Required for the Internet Technologies Emphasis	26
Courses Required for the Cognates	32-34
General Electives	<u>Variable</u>
Total:	**129-131**

B. <u>Courses required for the Computing Core</u>   (**21 credits**)

CPTR 120	Introduction to Computer Programming	3
CPTR 150	Computer Science I	3
CPTR 170	Microcomputer Hardware	3
CPTR 250	Computer Science II	3
CPTR 270	Computer Organization and Assembler	3
CPTR 282	Operating Systems I	3
CPTR 290	Data Structures & Algorithms	3

C. <u>Courses required for the **Internet Technologies** Emphasis</u>   (**26 credits**)

CPTR 312	Networks & Telecommunications	3
CPTR 321	Database Systems Design and Development	3
CPTR 332	Internet Technologies	3
CPTR 352	Business Programming	3
CPTR 361	Software Engineering	3

CPTR 362	Software Engineering Group Project	2
CPTR 371	Internet Structure & Organization	3
CPTR 471	Internet Servers	3

Three credits selected from:

CPTR 210	Information Systems Theory and Applications	(3)
CPTR 311	Systems Analysis & Design	(3)
CPTR 331	Web Development	(3)
CPTR 341	Topics in _____	(1-3)
CPTR 431	Web Multimedia	(3)
CPTR 441	Computer Graphics	(3)
CPTR 472	Topics in _____	(1-4)
CPTR 491	Independent Study	(1-3)
CPTR 492	Special Projects	(1-3)

D. <u>Required for the Cognates</u>   **(32-34 credits)**

MATH 182	Calculus with Applications	3
MATH 215	Introduction to Linear Algebra	3
MATH 355	Discrete Mathematics	3
STAT 340	Probability Theory with Statistical Applications	3

A minor in an advisor-approved application area, such as Business Administration or Math (20-22 Credits)

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4. <u>**ASSOCIATE OF SCIENCE IN COMPUTER INFORMATION SYSTEMS**</u>

A. <u>General Degree Requirements</u>
General Education Requirements   28
Emphasis Requirements   24
Required Cognates   9
                              Total: 61

B. <u>Courses Required for Emphasis</u>   (24 Credits)
CPTR 120   Introduction to Computer Programming   3
CPTR 150   Computer Science I   3
CPTR 250   Computer Science II   3
CPTR 270   Computer Organization and Assembler   3
CPTR 282   Operating Systems I   3
CPTR352   Business Programming   3

Six credits (minimum 3 Upper Division) chosen from:
CPTR 210   Information Systems Theory and Application   (3)
CPTR 332   Internet Technologies   (3)
CPTR 341   Topics: _____ (may be repeated)   (1-3)
CPTR 361   Software Engineering   (3)
CPTR 362   Software Engineering Group Project   (2)

C. <u>Cognate Requirements</u>
ACCT 121   Fundamentals of Accounting I   3
MATH 165   College Algebra   3
MATH 182   Calculus with Applications   3

5. <u>**MINOR IN COMPUTING**</u>   **(20 credits)**
CPTR 120   Introduction to Computer Programming   3
CPTR 150   Computer Science I   3
CPTR 250   Computer Science II   3
CPTR 270   Computer Organization and Assembler   3
CPTR 352   Business Programming   3

Five (5) credits chosen from CPTR courses in consultation
with an advisor.   **(5 credits)**

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COURSES   **CREDITS**

(Bracketed numbers indicate Andrews University course codes)

CPTR 100 (INFS 110)   *Introductory Computer Tools*   **3**
Prerequisites: familiarity with word processing, keyboarding skills of 20 wpm, and M.P.E. score of 2.0
This course seeks to develop within each student a fundamental understanding of, and an appreciation for the various aspects of computer usage and support technology. These aspects include usage of application software, operating systems, the Internet, development concepts, and ethics. The practical aspect of the course covers word processing, spreadsheet, and operating system software fundamentals.

CPTR 110   *Introduction to Computer Science*   **3**
Prerequisite: CXC Math (Grade I or II) or equivalent
Provides a broad introduction to computer science. Discusses the architecture and function of computer hardware and software, including networks, data and instruction representation and data organization. Introduces problem solving methods and algorithm design, using the logic control structures of sequence, selection, and iteration. Also includes an overview of computer related social and ethical issues.

CPTR 120 (CPTR125)   *Introduction to Computer Programming*   **3**
Prerequisite: CPTR110 / CXC Info Tech (General)
An introduction to computer programming using a selected language. Includes an overview of computer systems and history, problem solving, algorithm development and documentation techniques, proper programme style and design correctness, as well as the concepts of data types, control structures, arrays, and functions. Also includes an introduction to Linux usage. Intended for students with little programming experience or those wishing to learn another programming language.

CPTR 150 (CPTR151)   *Computer Science I*   **3**
Prerequisites: MATH165, CPTR120
An introduction to programming methodology, using the C++ programming language, including programming within a LINUX environment. Expands on the concepts of program design, control structures, arrays, functions and files. Provides an introduction to Object Oriented Programming.

CPTR 170   *Microcomputer Hardware*   **3**
Prerequisite: CPTR110
This course focuses on the study of modern microcomputer hardware and prepares the student for A+ Hardware certification by providing instruction on system configuration, installation, upgrades, diagnosis, repair, preventive maintenance, and safety of vendor-neutral PC Hardware.

CPTR 210 (INFS215)   *Information Systems Theory and Application*   **3**
Prerequisites: CPTR100 / CPTR110

This course focuses on extending the student's skills in the usage of applications, as well as exploring information-systems theory. Applications focused on include advanced word processing, spreadsheets, PC database usage and email. Students also gain an understanding of organizational systems, planning, the decision process, and decision support technologies.

CPTR 250 (CPTR152)   *Computer Science II*   **3**
Prerequisite: CPTR150
A continuation of CPTR150. Further examines program specifications, design, coding, correctness, and style, with additional coverage of pointers, arrays and object oriented programming. Entails an in-depth study of recursion, searching and sorting techniques, as well as data structures, including linked lists, stacks, queues, trees and graphs.

CPTR 270 (CPTR275)   *Computer Organization and Assembler*   **3**
Prerequisite: CPTR170, CPTR250
Covers data representation, number-base conversion, representation for integer fractions and floating numbers, Boolean algebra, truth-table digital logic and circuit representations of basic computational building blocks, introduction to computer architecture, interrupt schemes, an introduction to system software including assemblers, loaders and linkers, and operating systems. Includes assembly language programming using a macro-assembler.

CPTR 282 (CPTR461)   *Operating Systems I*   **3**
Prerequisite: CPTR250, CPTR270
This course provides a broad introduction to operating systems and describes the fundamental concepts behind their operation. It also provides an overview of the structure and design of operating systems, as well as their interactions with various classes of users.

CPTR 290 (CPTR276)   *Data Structures and Algorithms*   **3**
Prerequisite: CPTR250, (MATH355 recommended)
A study of techniques for the design and analysis of algorithms using appropriate basic and advanced data structures. Topics include asymptotic complexity bounds, graph and tree algorithms, fundamental algorithmic strategies (such as greedy, divide-and-conquer, backtracking, branch-and-bound, heuristics, pattern matching and string/text algorithms), numerical approximation and dynamic programming.

CPTR 311   *Systems Analysis and Design*   **3**
Prerequisite: CPTR250
This course is an introduction to Systems Analysis and discusses the behavioral, managerial, and technical issues associated with Systems Analysis and Design. It aids students in developing analytical and problem solving skills understanding that modern SAD provides for reduced workflow in software systems development.

CPTR 312 (INFS310)   *Networks and Telecommunications*   **3**
Prerequisite: CPTR250
This course provides students with an introduction to the history and principles of data communications, an overview of different types of networks and network layers. It examines the basic concepts of the application of data communications and computer networks, and the future of the telecommunications and networks industry, with a focus on the relationship with e-business and the digital global economy. Emphasis is placed on the design and development of data communication networks using problems and labs.

CPTR 321 (INFS428)   *Database Systems Design and Development*   **3**
Prerequisite: CPTR250
This course provides a study of database systems, data models, and an examination of such practical issues as database design, setup, and manipulation. Other selected topics include data integrity, data security, backup and recovery procedures, database administration, SQL and XML. The course introduces the student to enterprise database systems common to modern business.

CPTR 331 (CPTR230)   *Web Development*   **3**
Prerequisite: CPTR150
This course includes an introduction to basic web technology, including the design, construction and management of websites. Students will also learn the mastery of various web development software applications such as the Macromedia and Corel suites, as well as modern techniques that include XHTML, XML, CSS and JavaScript development.

CPTR 332 (CPTR416)   *Internet Technologies*   **3**
Prerequisite: CPTR250, (CPTR331 recommended)
A study of current Internet technologies and their effects, including web server software, e-commerce, various scripting languages, human-computer interfacing, perception, and related issues. The course provides an understanding of modern Internet design methodologies and provides an introduction to future concepts, including the Web 2.0 paradigm.

CPTR 341 (CPTR240)   *Topics in _____*   **1-3**
Prerequisite: CPTR1/250 variable depending on subject.
Introduces the student to various principles, theories and approaches to selected topics of current interest in computer science, such as User Interface Design, Desktop Graphics, Computer Security, Multimedia Design, or others. Repeatable with different subject areas.

CPTR 341-01 (CPTR240-01)   *Topics in Desktop Graphics*   **1-3**
Prerequisite: CPTR150
This course introduces the student to the computer as a design and development tool for digital graphics for web and desktop applications. The student will be exposed to specific software especially designed for that purpose.

CPTR 341-02 (CPTR240-02)   *Topics in Multimedia Design*   **1-3**
Prerequisite: CPTR150

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Introduces the various principles, theories and approaches associated with Multimedia Design. Topics to be covered include history and philosophy of multimedia, principles of human-computer interaction, all aspects of the different media types - images, video, audio, graphics etc. and how they are used to create multimedia content. The student will also learn to compress and distribute content via CD/DVD or networked system to a variety of end clients.

CPTR 341-X (CPTR240-X)   *Topics in Human Computer Interaction*   **1-3**
Prerequisite: CPTR150/250 variable depending on subject
This course provides an introduction to theories of human-computer interaction and the principles and practices of information system interface design, evaluation, and integration. Project includes program development utilizing event programming and various user interface design techniques and evaluation of user interfaces. The course will also introduce novel interfaces that go beyond what we normally see in today's graphical user interfaces.

CPTR 352 (INFS235)   **B***usiness Programming*   **3**
Prerequisite: CPTR250, CPTR321
Explores programming, computer concepts and the design of applications for business. Also examines business modelling, data modelling and forecasting, as well as understanding how software systems can be used to achieve business programming solutions. Students will be exposed to Windows coding environments to provide business applications. Legacy COBOL programming language will also be reviewed.

CPTR 361 (CPTR 460)   **S***oftware Engineering*   **3**
Prerequisite: CPTR250, CPTR321
Surveys basic software engineering concepts associated with the processes, documents and products of the entire software life cycle. Topics include software evolution, project organization and management, feasibility studies, product definition, design, implementation and testing issues, as well as the role of the software engineer within the life cycle.

CPTR 362 (CPTR466)   *Software Engineering Group Project*   **2**
Prerequisite: CPTR361
A continuation of CPTR361. The implementation of a group project and the study of topics related to the group project, including CASE tools, 4GL's, and graphical user interfaces. Emphasizes written documents and oral presentations associated with group project rather than lectures.

CPTR 371   *Internet Structure and Organization*   **3**
Prerequisites: CPTR 282, CPTR290, (CPTR312)
This course introduces the structure, implementation, and theoretical underpinnings of the Internet. It examines the web as an example of client-server computing and discusses the key components. These include communication and networking, web applications, multimedia data technologies and wireless and mobile computing. Several topics covered in earlier courses are tied together to promote understanding of a modern internet architecture and performance.

CPTR 382   *Information Management*   **3**
Prerequisites: CPTR 321, CPTR 361
This course focuses on the decisions that need to be made about how best to manage complex
information and how to store it in a manner that ensures ease of retrieval, with a simple and natural
conceptual framework. Provides an understanding of Information Management from a business or
commercial perspective based on the underlying systems life-cycle model.

CPTR 411   *Information Assurance and Security*   **3**
Prerequisite: CPTR312
This course provides an overview in ensuring dependable and secure Information Systems and
networks for the Information Security Professional. Information Assurance and Security (IAS)
encompasses the scientific, technical, and management disciplines required to ensure the
trustworthiness of information systems and networks.

CPTR 421 (CPTR427)   *Object-Oriented Design and Programming*   **3**
Prerequisite: CPTR361
Emphasizes the study of Object-Oriented Design and Programming, and the application of these to
the development of complex and large-scale software projects. It includes the use of the Unified
Modelling Language (UML) following the Rational Unified Process.

CPTR 431   *Web Multimedia*   **3**
Prerequisite: CPTR331
The Web Multimedia program provides the conceptual, technical, and visual design skills required
to create multimedia applications and environments for the web. Students will develop multimedia
skills using professional applications for Adobe Photoshop, Macromedia Flash or equivalent.
Emphasis will also be given to basic Action-Scripting, video and sound editing principles, motion
graphics production, and interface design.

CPTR 441 (CPTR485)   *Computer Graphics*   **3**
Prerequisite: CPTR290
This course offers an introduction to computer graphics, an important foundation for rendering and
animation. It discusses the multimedia aspects of the World-Wide Web, design of human-computer
interfaces, and investigates the principles, techniques, and tools for multimedia, visual modeling and
virtual reality. An introduction to the foundational mathematics involved in graphic rendering
algorithms is provided.

CPTR 451 (CPTR487)   *Artificial Intelligence*   **3**
Prerequisite: CPTR250, CPTR361 (recommended)
Provides the conceptual basis for understanding current trends in artificial intelligence. Topics
include both symbolic and numeric processing, intelligent search methods, problem representation,
machine learning, expert systems and a survey of some social implications of artificial intelligence.

CPTR 452 (CPTR425)   *Survey and Analysis of Programming Languages* **3**
Prerequisite: CPTR290
A survey of programming languages including structure, runtime systems, the specification of syntax and semantics. Definition of syntax for formal languages, with emphasis on context-free languages. Techniques for scanning and parsing programming languages along with automated grammar analysis parsers will also be studied.

CPTR 461   *ICT Change and Documentation*   **3**
Prerequisite: CPTR321
Introduces students to the social and professional issues that arise in the context of computing. It explores the social context of computing and provides and introduction to the social implications of computing. The risks and liabilities of computer-based systems and the philosophical frameworks and economic framework are explored along with technological strategies for privacy protection.

CPTR 471   *Internet Servers*   **3**
Prerequisite: CPTR312,CPTR371
This course provides an analysis of topics on server technologies. It provides an understanding of Internet and Intranet networking.

CPTR 472-X (CPTR475)   *Topics in _____*   **1-4**
Prerequisite: CPTR270 or other, depending upon the topic.
Studies selected topics of current interest in computer science such as robotics, advanced languages, or others. Repeatable with different subjects.

CPTR 472-01 (CPTR475-01)   *Topics in Wireless Technologies*   **1-4**
Prerequisite: CPTR361
An examination of the technologies and standards behind wireless communication, and in particular, cellular communication and its impact on business practices and communication. Development of simple applications for mobile devices.

CPTR 472-02 (CPTR475-02)   *Topics in Project Management*   **1-4**
Prerequisite: CPTR361
An examination of the technologies and standards behind wireless communication, and in particular, cellular communication and its impact on business practices and communication. Development of simple applications for mobile devices.

CPTR 482 (CPTR462)   *Operating Systems* **II**   **3**
Prerequisite: CPTR282
This course covers in detail, advanced undergraduate topics in operating system design and implementation. It covers topics such as operating systems structuring, multithreading and synchronization. Advanced emphasis on virtual memory management, synchronization and

communication, file systems, protection and security, operating system structure and extension techniques and fault tolerance are also covered

CPTR 491 (CPTR495)   *Independent Study*   **1-3**
Prerequisite: CPTR321, CPTR361
This course allows the student to conduct research in an area of computer technology not covered in any course in the programme. The topic will be chosen in consultation with the lecturer. The student will prepare a well written paper (no less than 10,000 words or 30 pages) as well as do a formal presentation on the subject at a department seminar. Graded S/U.

CPTR 492 (CPTR 496)   *Special Projects*   **1-3**
Prerequisite: CPTR321, CPTR361
Project chosen in consultation with instructor. No more than 6 credits may be earned in CPTR496. Graded S/U.

DEPARTMENT OF MATHEMATICS, PHYSICS & TECHNOLOGY

MATHEMATICS MISSION STATEMENT

The mission of the department of Mathematics is to present mathematics as an integrated part of all academic disciplines of life, as well as to provide students with skills to achieve the academic goals in various fields where mathematics is required.

MOTTO

Changing the World – Expanding minds through critical thinking.

DEPARTMENT OBJECTIVES

The department seeks to assist students to achieve skills in mathematics and physical sciences through the offering of a Minor in Mathematics and general courses in physical science and technical areas.

MATHEMATICS PROGRAM OBJECTIVES

This program aims to: better prepare students to be math teachers in elementary and secondary schools, further knowledge in the engineering, computer science and other technical fields, provide remedial and genre math courses, and create a positive attitude towards mathematics among non-science students.

MISSION STATEMENT OF PHYSICS

The mission of the area of physics is to present physics as a scientific study of matter and energy, which is integrated in all parts of life, along with the important role it plays in the physical and biological studies and operation in the universe as a whole.

MOTTO

Changing the World – One Quanta at a time…

PHYSICS PROGRAM OBJECTIVES

To prepare Biology majors with sufficient knowledge and specific technical skills to (a) apply Biophysics and Physics in studying biology (b) be equipped for entry level in the world of work.

To provide accredited courses of study to facilitate the acceptance of graduates for completion of Physics and Biophysics degrees both in Trinidad and Tobago and internationally.

To provide students with hands – on experience to the methods and concepts involved in scientific research.

To enhance the image of the University in its quest to be one of the leading educational institutions for the Adventist church in the Caribbean.

MISSION STATEMENT OF TECHNOLOGY

> The purpose of this department is to educate each graduating student to appreciate the valuable role of technology as an agent of societal transformation, and to apply technological knowledge and skills gained to further enhance this process.

TECHNOLOGY PROGRAM OBJECTIVES

- To identify, select and safely use electrical & upholstery tools and equipment.

- To develop a general knowledge of basic upholstery concepts and technologies.

- To develop workplace skills, knowledge, and attitudes that may lead to successful employment.

- To provide students with experiences in the department that will enable them to make informed career decisions.

- To demonstrate an understanding of business and entrepreneurial practices.

- To develop independent decision-making skills pertaining to the electrical & upholstery industry.

- To integrate classroom learning with work-based learning.

PROGRAMS

- Minor in Mathematics
- Minor in Physics
- Minor in Biophysics

1.   **<u>MINOR IN MATHEMATICS</u>**   **(20 Credits)**

<u>Courses Required for a Minor in Mathematics</u>
MATH 141,142   Calculus I,II   4,4
MATH 215   Introduction to Linear Algebra   3

Nine (9) credits selected from: 9

MATH 240	Calculus III	(4)
MATH 286	Differential Equations	(3)
MATH 315	Linear Algebra	(3)
MATH 355	Discrete Mathematics	(3)
STAT 340	Probability Theory with Statistical Applications	(3)
MATH 405	Applied Mathematics	(3)

2.   **<u>MINOR IN PHYSICS</u>**   **(20 Credits)**

<u>Courses Required for a Minor in Physics</u>

PHYS 241	Physics for Scientists and Engineers I	4
PHYS 242	Physics for Scientists and Engineers II	4
PHYS 271	Physics for Scientists Laboratory I	1
PHYS 272	Physics for Scientists Laboratory II	1
PHYS 411	Theoretical Mechanics I	3
PHYS 412	Theoretical Mechanics II	3

Four credits chosen from: 4

PHYS 350	Optics	(3)
PHYS 460	Solid State Physics	(3)
PHYS 495	Independent study/Research	(1-3)

Cognate Courses

MATH 141	Calculus I	4
MATH 142	Calculus II	4
MATH 167	Precalculus Trigonometry	3

2   **MINOR IN BIOPHYSICS**   **(23 credits)**
Offered by the biology and physics departments

BIOL 165	Foundations of Biology I	5
BIOL 166	Foundations Biology II	5

PHYS 241	Physics for Scientists and Engineers I	4
PHYS 242	Physics for Scientists and Engineers II	4
PHYS 271	Physics for Scientists Laboratory I	1
PHYS 272	Physics for Scientists Laboratory II	1
PHYS 416	Biophysics	3

Cognate Courses-		**(11 credits)**
MATH 141	Calculus I	4
MATH 142	Calculus II	4
MATH167	Precalculus Trigonometry	3

COURSES   CREDITS

MATHEMATICS

MATH 106   *Mathematical Skills - Algebra*   **3**
Prerequisite: MPE score of less than 2.0.
A remediation course in algebraic skills. At the end of this course, the Mathematics Placement Examination (MPE) is retaken. Outcome determines eligibility for entrance into certain first-level mathematics courses. Does not apply toward any general education requirement

MATH 141   *Calculus I*   **4**
Prerequisite: CXC O'level Mathematics – (General - grade I) or Additional Mathematics or a higher Math level. MPE 4.0
A study of real functions and relations, differentiation and applications.

MATH 142   *Calculus II*   **4**
Prerequisite: MATH141
A continuation of Calculus I; integration of functions; series.

MATH 165   *College Algebra*   **3**
Prerequisite: CXC O'Level Mathematics (General - grades I, II or III) or MPE score of 2.0.
A study of linear equations and inequalities; algebraic, logarithmic, and exponential functions, polynomials and complex numbers. Includes applications in business and science. This is a general education requirement course.

MATH 167   *Precalculus Trigonometry*   **3**
Prerequisite: O'Level pass in mathematics.
A study of trigonometric functions and identities, vectors, and selected topics. Fulfills math requirement for Biology Majors.

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MATH 182   **Calculus with Applications**   **3**
Prerequisite: MATH 165.
An introduction to calculus of functions of one variable, including finding maxima, and minima; partial derivatives, applications to problems in business and the social sciences.

MATH 215   *Introduction to Linear Algebra*   **3**
Prerequisite: MATH 182 or MATH 141.
A study of vectors, matrices, determinants, and eigenvalues, with emphasis on applications.

MATH240   *Calculus III*   **4**
Prerequisites: MATH142.
Focuses on curves and surfaces, directional derivatives, multiple integrals, line and surface integrals, integral theorems.

MATH286   *Differential Equations*   **3**
Prerequisite: MATH142
A course in elementary differential equations, first order equations, higher order linear equations, systems.

MATH 315   *Linear Algebra*   **3**
Prerequisites: MATH215 and MATH355
A study of vector spaces, linear transformations, bilinear and quadratic forms.

MATH 355   *Discrete Mathematics*   **3**
Prerequisites: MATH141 or MATH182.
Includes selected topics in discrete mathematics, such as logic, set theory, relations, functions, algebraic structures and graph theory.

MATH 405   *Applied Mathematics*   **3**
Prerequisites: MATH240, MATH286.
A study of solutions of first and second order partial differential equations, and applications.

STATISTICS

STAT 285   *Elementary Statistics*   **3**
Prerequisite: CXC O'Level Mathematics (General - grades I, II or III) or MPE score of 2.0.
A study of basic descriptive and inferential statistics, including elementary probability distributions, statistical inference involving binomial, normal and **t** distributions, and hypothesis testing.

STAT340   *Probability Theory with Statistical Applications*   **3**

Prerequisite: MATH141 or MATH182.
Deals with basic concepts of probability theory and statistics for students having preparation in calculus and algebra and who desire a deeper understanding of the principles underlying statistical methods. Includes definitions of probability, random variables, probability distributions, estimators, and statistical decision theory.

PHYSICS

PHYS 115   *Concepts of Physics*   **3**
Prerequisite: MPE score of 2.0.
A conceptual approach to physics for the non-science student. Explores matter, energy, motion, waves, electricity, magnetism and quantum physics. Meets the natural science elective course requirement. Students who have a pass in O'Level Physics are not required to do this course.

PHYS 120   *Introduction to General Physics*   **4**
Prerequisites: CXC O'Level Mathematics (General – grades I, II or III). Pre-requisite: MATH167.
This course is mainly designed for science students, willing to take Biology as a major or Physics/Biophysics as a minor. It contains Mechanics, Thermal Physics and Kinetic Theory, Waves, Light, Electricity, Magnetism, and Physics of the Atom.   Weekly: 3 lectures and one 3-hour laboratory.

PHYS141, 142   *General Physics I, II*   **4,4**
Prerequisite: C- or better in PHYS 120 or CXC O'Level Physics (General – grades I, II or III) and MATH167.
An algebra-based introduction to mechanics, heat, electricity, magnetism, wave motion, physical and geometrical optics, relativity, and modern physics. Weekly: 3 lectures and one 3-hour lab.

PHYS 241,242   *Physics for Scientists and Engineers*   *4,4*
Prerequisite for PHYS241: MATH141. Co requisite: PHYS271. Prerequisite for PHYS242:
MATH142. Co requisite: PHYS272.
An introduction to mechanics, relativity, heat, electricity, magnetism, wave motion, physical and geometrical optics, and modern physics emphasizing the mathematical formulation and the physical significance of the fundamental principles. Weekly 4 lecturers and 1 recital.

PHYS 271,272   *Physics for Scientists Laboratory I,II*   **1 ,1**
Weekly one three hour lab. Corequisites : PHYS241; 242

PHYS350   *Optics*   **3**
Prerequisite: PHYS242; MATH142.
Geometrical and physical optics; interference and diffraction, polarization, Fourier optics, lasers, and holography.

PHYS411, 412   *Theoretical Mechanics*   **3,3**
Prerequisite: PHYS242; MATH142
Statics, Kinematics, and dynamics of systems of particles. Application of vector calculus to mechanics; Lagrangian and Hamiltonian formulations.

PHYS416   *Biophysics*   **3**
Prerequisite: PHYS242; MATH142
Modeling and describing physical phenomenon of living systems. Topic deal with transport of diffusion across membranes and electrical process in muscle and nerve tissues.

PHYS 460   *Solid State Physics*   **3**
Prerequisite: PHYS411
A study of crystallography, X ray diffraction, properties of crystalline and amorphous solids, band theory of solids, and lattice dynamics.

PHYS 495   *Independent Readings/Research*   **1-2**
Prerequisite: Approval of the instructor and the department chair.
Independent problems of research in selected fields of physics. Open to qualified students who show ability and initiative. A minimum of four hour work expected for each hour credit earned.

VOCATIONAL

AUTO 104   *Personal Auto Care*   **2**
Stresses the need for proper procedures in routine automobile maintenance. Helps the automobile owner to become a wise consumer with emphasis on how to do simple tune-up, maintenance, and minor repairs. Not applicable towards a major or minor.

AUTO 135   *Engine Performance I*   **2**
Deals with general engine diagnosis emphasizing ignition, fuel, air intake emission, and computer controls.

CNST 120   *Electrical Construction*   **2**
A study of electrical practices including code requirements, design and layout of electrical circuits, wiring methods, and commercial applications. Practicum required.

TCED 285   *Upholstery*   **2**
Covering of furniture; includes use of tools and equipment, materials, types of springing, types of upholstery fabrics, determining yardage, cutting of cover, sewing, and upholstering techniques.

DEPARTMENT OF NURSE EDUCATION

MISSION STATEMENT

The mission of the nurse education program is to prepare nurses to provide holistic, professional and dedicated care in any setting, seeking at all times to treat patients with dignity and respect.

MOTTO

To prepare the student to function as a knowledgeable, competent, accountable professional nurse, one who is able to adapt through critical thinking to the changing needs of the client and of health care provisions.

We Care, We Educate, We Empower!

DEPARTMENT OBJECTIVES

To enable the student to:

- Demonstrate professional values through behaviours that show respect for the unique dignity, culture and interests of the patient/client.

- Challenge and integrate the principles of Christian and professional ethics with nursing in the delivery of holistic care.

- Experience various methods of the delivery of health care in all care settings.

- Use learning strategies aimed at developing analytical and critical skills in the application of health care.

- Demonstrate competency in critical thinking, communication, assessment and clinical skills.

- Integrate the knowledge from the arts, sciences, humanities, health promotion and nursing theory into professional practice.

- Identify with the role of the nurse as a clinician, manager and teacher.

- Evaluate critically the methods and standards of nursing practice.

- Develop a capacity for self -education throughout professional life.

- Utilize research and evidence-based information to underpin and upgrade practice.

- Appreciate the limitation of personal knowledge and seek further help as appropriate.

- Prepare nurses with the knowledge and skills to practice competently in any care setting.

PROGRAM

1.   BACHELOR OF SCIENCE IN NURSING

A.   General Degree Requirements
General Education Requirements   30.5
Courses Required for the Nursing Core   71
Courses Required for the Cognate &
Clinical Practicum General Electives   39
                              Total: 140.5

B.   General Education Requirements   (30.5 Credits)

a.   Religion   (9 Credits)
RELB 100   God and Human Life   3
RELT 340   Religion and Ethics in Modern Society   3
RELG 360   World Religions   3

b.   Arts, Humanities and Philosophy   (5 Credits)
IDSC 205   Introduction to Fine Arts   2
HIST 147   West Indian History   3
(If taken at GCE or CXC, then make another selection of HIST104 OR
HIST105)
HIST 104   World Civilization I   OR   3
HIST 105   World Civilization II   3

c.   First Aid   (.5 Credits)
NFAC 100   Nursing: First Aid/CPR   .5

d.   <u>Language and Communication</u>   (6 Credits)
       ENGL 115   English Composition I   3
       ENGL 215   English Composition II   3

e.   <u>Foreign Language</u>   (4)
       SPAN 171   Elementary Spanish I   OR   4
       FREN 171   Elementary French   4

f.   <u>Natural Science</u>   (6 Credits)
       Select any two courses from two areas.
       BIOL 111   Anatomy and Physiology I   (4)

g.   <u>Mathematics</u>   (3 Credits)
       MATH 165   College Algebra (Mathematics for Nursing) 3

h.   <u>Wellness</u>   (1 Credit)
       PEAC 110   Personal Physical Fitness   1

i.   <u>Service</u>   (2 Credits)
       BHSC 100   Philosophy of Service   (2)
        (Must include a service component)

j.   <u>Vocational / Career Planning</u>   (2 Credits)
       IDSC 110 College Success and Career Planning   (1)

       Select one course from:
       TCED 285   Upholstery   (1)
       HMEC 129   Social & Professional Ethics   (1)

k.   <u>Electives Placement – 6 weeks</u>
       Please Note: ALL Clinical Labs/Placements hours are not counted in the credits
       requirements for graduation, but MUST be completed for access to the Trinidad &
       Tobago Licensure Exam.

C. <u>Courses Required for the Nursing Core</u>   (71 Credits)

1st Year: **(12 Core Credits)**
COMM 104   Communication Skills   2
NURS 101   Foundations of Nursing I   2
NURS 102   Introduction to Primary Health Care/Health Promotion   2
NURS 103   Foundations of Nursing II   3
NURS 104   Introduction to Nursing Research   3

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2nd Year: **(16 Core Credits)**

NURS 223	Path physiology & Psychopathology I	2
NURS 226	Nursing Assessment of Clients	2
NURS 234	Nursing: The Young Adult /Adolescent	4
NURS 235	Conceptual Frameworks of Nursing I	2
NURS 242	Nursing: The Childbearing Family & Parent-child Nursing	3
NURS 247	Pharmacology & Administration of Medicines	3

3rd Year: **(32 Core Credits)**

NURS 310	Public Health and Epidemiology	2
NURS 312	Concepts of Evidence-based Practice	2
NURS 313	Management of Neurological Patients	2
NURS 321	Conceptual Frameworks of Nursing II	2
NURS 322	Therapeutic Interventions and Relationships	2
NURS 330	Path-physiology & Psychopathology II	3
NURS 331	Management of Surgical Patients	3
NURS 332	Management of Patients: Families with Sexually Transmitted Diseases	3
NURS 333	Management of Patients: Cancers and the Terminally Ill	2
NURS 334	Psychiatric Nursing	3
NURS 340	Nursing: The Adult I	4
NURS 341	Nursing: The Adult II	4

4th Year: **(11 Core Credits)**

NURS 411	Clinical Governance	2
NURS 421	Nursing Leadership and Management	4
NURS 431	Nursing: The Older Adult - Essentials of Gerontological Nursing	3
NURS 441	Concepts of Critical Care	2

B. Courses Required for the Cognate   **(39 credits)**

BCHM 120	Introduction to Biological Chemistry	4
BIOL 111	Anatomy & Physiology I	4
BIOL 112	Anatomy & Physiology II	3
NUGM 260	General Microbiology – Nursing Application	3
CHEM 110	Introduction to Inorganic & Organic Chemistry	4
FDNT 230	Nutrition	4
NURS 211	Introduction to development throughout the Life Span	3
NURS 220	Contemporary Social Issues	2
NURS 412	Disaster Preparedness: The Nurse's Role	1
OFSY 100	Keyboarding	2
PSYC 101	Introduction to Psychology	3
SOCI 119	Introduction to Sociology	3

STAT 285   Elementary Statistics   3

COURSES   **CREDITS**

COMM 104   *Communication Skills*   **2**
This course is designed to develop principles and concepts of communication. It will explore
interpersonal skills for the provision of health care. These will include self-awareness, skills of
assertion, negotiation and building professional relationships.

NFAC100   *Nursing First Aid and CPR*   *2*
This course enables the students to examine their role as a first aider, providing essential information
on how to deal with emergencies. It also covers the steps involved in assessing and treating
casualties. Opportunity will also be given to practices relevant techniques and skills.

NUCP 302   *Clinical Placements*   *2*
This period of 12 weeks clinical placement gives the students the opportunity to gain clinical
competencies in the following areas of specialist nursing practice – Sexually Transmitted Infections
(STIs), Out Patients (Adults), Gyneacology and Obstetrics nursing.

NUGM 260   *General Microbiology – Nursing Application*   **3**
This course is designed to provide nurses with the fundamental concepts of General Microbiology.
Including, the acquisition of specific immunity and immune disorders, infection control and methods
of transmission.

NURS 101 & NURS103   *Foundations of Nursing I & II*   **2,3**
This course is designed to examine what is Nursing and gives consideration to nursing as an art and
a science. It examines what is health and health nursing. It addresses the issues of professionalism,
ethics and their relationship to health care. The course recognizes and values that you came from a
variety of background and bring with you a wealth of experiences. This course aims to explore and
develop these attributes, which will form a basis for future developments as professional
practitioners in all areas of Nursing.

NURS 102   *Introduction to Primary Health Care/Health Promotion*   **2**
This course will examine the history and philosophy of health promotion, exploring concepts of a
health promotion examining and defining the relationships between health promotion, health
education and public health. Theories, models and approaches to promoting health will also be
discussed.

NURS 104   *Introduction to Nursing Research*   **3**
This course introduces and also aids nursing students to appreciate the use of scientific
methodologies in the management of health care. It covers data collection, literature review,
analysis and presentation.

NURS 111   *Introduction to Clinical Lab Work*   *2*
This course introduces the nursing students to techniques and skills which are fundamental to all nursing care. It will seek to integrate knowledge, attitudes, skills and critical thinking necessary for effective clinical practice. Therefore it will build on the nursing theory which was covered in the previous semesters. This course grade is given as Satisfactory (S) or Unsatisfactory (U).

NURS 211   *Introduction to Development throughout the Lifespan*   **3**
This course introduces students to life span development. It examines who we are, how we develop and the life of every being from conception to death. It will bring together the biological, cognitive and social processes, a balanced approach to the understanding of human development

NURS 220   *Contemporary Social Issues*   **2**
This course aims to help students to develop a sociological perspective which may be applied to health care practice and develop an awareness of practical, social and economic influences on health care delivery.

NURS 223 & NURS330   *Patho-Physiology & Psychopathology I & II*   **2, 3**
These courses are designed to introduce the student to diseases processes and corresponding physiological disorders. Health care needs of adults with acute and chronic illnesses, the concept of disablement and immediate and long term care, psychopathology of illness will also be examined.

NURS 226   *Nursing Assessment of Clients*   **2**
This course will be introduced in conjunction with the nursing process. Varied client needs' assessment models and frameworks will be used. A problem showing approach will also be utilized.

NURS 234   *Nursing: The Young Adult/Adolescent*   **4**
The course will explore the biological and psychological, social changes in aging, life events, health and well-being.

NURS 235 & NURS321   *Conceptual Frameworks in Nursing I & II*   **2, 2**
This course is designed to further develop principles and concepts of Nursing. It will explore nursing process, models of nursing, problem solving methodology, and analytical skills in the provision of health care. Examine the interpersonal skills needed for interpersonal relationships.

NURS 242   *Nursing: The Childbearing Family & Parent-child Nursing*   **3**
This course is intended to teach students about theories of child development identifying changes which have occurred over the years. Early cognitive development, early social behaviour, curiosity and learning, as well as parental roles will be explored, including differences between mothering and fathering. Bowly's work about attainment will be explored.

NURS 247   *Pharmacology & Administration of Medicines*   **3**
These courses are designed to enable understanding of the principles of pharmacology, develop an appreciation of the relationship of Pharmacology to health care. They will focus on the name and sources of drugs; pharmaceutical preparations; weights and measures; regulations relating to the use

sale and safe keeping of drugs. The opportunity will be given for the major categories of Pharmaceutical agents, their actions, uses and side effects will be examined.

NURS 310 *Public Health and Epidemiology* **2**
This course builds on the students' knowledge and previous experiences to develop practitioners with a heightened awareness of the principles of Public Health nursing, an introduction to the concepts of epidemiology as applied to nursing will also be explored

NURS 312 *Concepts of Evidence-based Practice* **2**
This course is designed for nursing students to remain responsive to the ever increasing body of knowledge and scientific rationale nurses need to base their knowledge and practice on best available evidence.

NURS 313 *Management of Neurological Patients* **2**
This course provides the knowledge base required for nursing patients with neurological conditions

NURS 322 *Therapeutic Interventions and Relationships* **2**
This course focuses on the theory and practice of caring within the domain of nursing. "Caring is the centrality of nursing and as such is concerned with relieving the vulnerability of individuals' life experiences, which includes illness, injury and disability as well as promotion of well being." (Watson 1988)

NURS 331 *Management of Surgical Patients* **3**
This course is designed to introduce the student to the process of nursing pre and post operation patients who have undergone surgical interventions.

NURS 332 *Management of Patients: Families with Sexually Transmitted Diseases* **3**
This course is designed to provide students with the appropriate knowledge and skills to meet the needs of these patients in clinical practice

NURS 333 *Management of Patients: Cancers and the Terminally Ill* **2**
This course is designed to provide students with the appropriate knowledge and skills to meeting the challenges and needs when working with these patients in clinical practice.

NURS 334 *Psychiatric Nursing* **3**
This course is designed to enable students to recognize patients who suffer emotional and behaviour problems and other psychiatric conditions. This course will describe the nature and causes of mental health/psychiatric disorders and how they affect the individual's ability to maintain psycho-physiological equilibrium.

NURS 340 & NURS341 *Nursing: The Adult I & II* **4, 4**
This course is designed to enable nursing students to manage adult patients with psychosocial,

physiological and environmental problems affecting the systems of the body. It emphasizes roles and functions of the nurse when providing care.

NURS 411   *Clinical Governance*   **2**
The course is designed to identify, establish and measure effective clinical governance within the health care system.

NURS 412   *Disaster Preparedness: The Nurse's Role*   **1**
This course will introduce students to the measures to be taken in view of disasters. It will consist of plans and actions programs designed to minimize loss of life and damage. It will examine the legislation and means to cope with disasters or similar emergency situations. Medical disaster preparedness will also be explored

NURS 421   *Nursing Leadership and Management*   **4**
This course prepares students for their role as registered nurses, plan and manage an individual care plan and evaluate patients' care. Manage a team of nurses. The course will also prepare you as an educator involved in patient education and in teaching, assessing and supervising students and other staff members.

NURS 431   *Nursing: The Older Adult - Essentials of Gerontological Nursing* **3**
The course is designed to enable the nursing student to recognize the psychosocial, environmental and life style problems which may affect the contracting family. It emphasizes health promotion and presents aging as a state of potential growth and health. Related aspects of nutrition, pharmacology, microbiology, pathophysiology and communication are utilized along with a concept and skill related to the care of the contracting family.

NURS 441   *Concepts of Critical Care*   **2**
This course introduces the students to the principles and practice of critical care nursing.

Electives - - Clinical Placements
The elective is intended to give students an opportunity to undertake 6-week placement within a clinical area or specialty of their own choice. Students are expected to organize their own elective placement, making all necessary arrangements to carry it out and negotiate the hours to be worked in liaison within their identified clinical area. They also need to identify and set up their own learning objectives and evaluate the experiences achieved. A set of guidelines will be issued to assist the student through the processes involved.

Students may opt to do their electives within T&T, move to other islands of the Caribbean or to do international electives. Students are advised to make their choice in consultation with the Director of Nurse Education in order to clarify any potential difficulty.

These arrangements need to be completed at least *one (1) month* before the start date. Please note that USC does not provide the finance to undertake any travel for local or overseas electives.

Students will have to make their own arrangements to meet all the costs involved.

SCHOOL OF SOCIAL SCIENCES

MISSION STATEMENT

The School of Social Sciences is dedicated to generate and transmit knowledge to create purposeful and dynamic leaders.

GOALS

This Schools' goal is to:

- To introduce students to the salient discoveries and procedures accumulated from research in Social Sciences disciplines through the assistance of Christian Instructors.

- To translate our Mission Statement into daily behavior

- To encourage creativity and initiative.

- To encourage teamwork and team spirit

- To nurture excellence and productivity

- To nurture an environment of moral values and spiritual growth.

- To empower students to utilize this knowledge in furthering the mission of Seventh-day Adventists: restoring men and women to the image of their Maker**.**

The School fulfills these goals by three principal means:

(1)   Instruction by Christian professors;

(2)   Course work, which develops a strong liberal-arts foundation and interdisciplinary preparation leading to many different fields of Christian service;

(3)   Extracurricular participation by students in voluntary activities, community service, and research.

What does your Academic environment provide?

The School of Social Sciences is concerned with the study of how human beings think and behave as individuals, and in socio-cultural and ecological systems.

PROGRAMS

Bachelor of Science in Behavioral Science
Bachelor of Science in Psychology
Bachelor of Science in Sociology
Bachelor of Science in Social Work

GENERAL EDUCATION REQUIREMENTS FOR THE BACCALAUREATE DEGREE PROGRAMS

a.   Religion   (12 Credits)
        (1)   RELT 100   God and Human Life   3

        (2)   Select three of the following:
                RELB 210   Jesus in His Time and Ours   (3)
                RELT 250   Personal Spirituality and Faith (3)
                RELG 360   Topics: World Religions   (3)
                RELT 340   Religion and Ethics in Modern
                             Society   (3)

 Note: Students must take one religion course each school year or school year equivalent. Transfer students must take one course per year of residency or full-time equivalent at USC or other Seventh-day Adventist college or university; part-time students must take one religion course for every 30 hours completed on a part-time basis.

b.   Arts / Humanities / Philosophy   (10 Credits)
        (1)   HIST 104 OR 105 World Civilizations I, II   (3,3)
                OR
                HIST 147   West Indian History   (3)

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Note: If Caribbean History was not passed at the GCE/CXC level, HIST147 must be
taken.

Theology / Religion majors are required to do both HIST104 and 105. If
Caribbean History was not passed at the GCE/CXC level, HIST147 must
be taken as a replacement for HIST104.

(2)   ENGL 255   Studies in Literature   (3)

         OR
         ENGL 425   Literary Topic: Biblical Literature   (3)
         (For Theology and Religion Majors)

(3)   IDSC 205   Introduction to Fine Arts   (2)
         OR
         Two credits for Ensemble:
         MUPF 135 Choral Ensemble   (1)
         MUPF 137 Instrumental Ensemble   (1)

(4)   EDTE 354   Philosophy for Education   (2)

c.   Social Sciences   (3 Credits)
       Select one course from:
       PSYC 101   Introduction to Psychology   (3)
       SOCI 119   Principles of Sociology   (3)
       BHSC 220   An Interdisciplinary Approach to
                          Contemporary Social Issues   (3)
       PLSC 235   Introduction to Political Systems   (3)
       ECON 226   Principles of Microeconomics   (3)

     Note: If PSYC101 or SOCI119 is not completed in the first year then BHSC220
               or PLSC235 is required.

d.   Language and Communication   (12 Credits)
       (1)   COMM 104   Communication Skills   (3)
               (Must be completed in the first or second year)

       (2)   ENGL 115   English Composition I   (3)

       (3)   ENGL 215   English Composition II   (3)

     Note: All students who have grade II or III at CXC, GED as entrance requirement, and
     below C at GCE, are required to do the English Proficiency Exam (EPE) and obtain a

minimum score of 75% to register for ENGL115. Anyone failing to acquire the minimum score will have to register for ENGL110.

    (4)   Foreign Language   (3)
           One foreign language for all students, inclusive of theology majors.

SPAN 200	Intermediate Spanish	(3)
FREN 200	Intermediate French	(3)
PORT 200	Intermediate Portuguese	(3)
GERM 200	Intermediate German	(3)

e.   <u>Natural Science</u>   (6 Credits)
    Select any two courses from two areas.

BIOL 111	Anatomy and Physiology I	(4)
BIOL 208	Principles of Environmental Science	(3)
BIOL 245	Natural History of Trinidad and Tobago	(3)
CHEM 107	Chemistry in Society	(3)
PHYS 115	Concepts of Physics	(3)
FDNT 230	Nutrition	(3,4)

f.   <u>Mathematics</u>   (3 Credits)
    MATH 165 College Algebra   (3)

    (Computer Science Majors will fulfill this requirement in their cognate requirements.)

    Note: Students should have fulfilled any one of the following to be allowed to register for MATH165:
    (1) a pass with a 1,2, or 3 (from 1998) in CXC Mathematics
    (2) a minimum score of 2.0 in the Mathematics Placement Exam (MPE)

    Students who have a pass in Additional Mathematics may petition to waive MATH165 upon earning a minimum score of 3.5 in the MPE. Any student who scores a 4.0 in the MPE may petition to waive MATH165.

g.   <u>Computer Tools</u>   (3 Credits)
    INFS 110   Introductory Computer Tools   (3)

    (Computer Science Majors will complete this requirement in their cognate requirements.)

  h.   <u>Wellness</u>   (2 Credits)
  (1)   HELD 120 Fit and Well   (1)

  (2)   One of:

	PEAC 110	Personal Physical Fitness	(1)
	PEAC 130	Special Activities: _____	(1)

i.   Service   (2 Credits)
     BHSC 100   Philosophy of Service   (2)
        (Must include a service component)

Note: Theology/Religion majors fulfill this requirement in the major by completing Pastoral Practicum.

j.   Vocational / Career Planning   (2 Credits)
     IDSC 110 College Success and Career Planning   (1)

     Select one course from:
     TCED 285   Upholstery   (1)
     HMEC 129   Social & Professional Ethics   (1)

                                        TOTAL   (55 Credits)

DEPARTMENT OF BEHAVIORAL SCIENCES

MISSION

Our mission is: to empower students to attain their personal and academic goals; to provide accurate information to students about the completion of degree requirements and academic standards in a timely and efficient manner; to serve as an interface for students to the various services and support systems available at the University of the Southern Caribbean; and to refer students to resources and environments which will assist them in becoming responsible citizens.

PROGRAMS

1. BACHELOR OF SCIENCE IN BEHAVIORAL SCIENCES

A.   <u>General Degree Requirements</u>
1.   General Education Requirements   55
2.   Courses Required for a Major in Behavioral Sciences   56
3.   Required Cognate   6
4.   General Electives   <u>Variable</u>
                                                         Total   124

B.   <u>Courses Required for a Major in Behavioral Sciences</u> (56 credits, of which 27 must be selected from courses numbered 300 or above)

Note: Students pursuing careers in secondary school teaching should include additional credits in the major as recommended by the advisor.

1.   <u>Core Courses</u>   (24 Credits)
        ANTH 200   Cultural Anthropology   3
        BHSC 220   An Inter. Approach to Cont. Social Issues   3
        FMST 456   Marriage and the Family   3
        PSYC 210   Introduction to Health Psychology   3
        PSYC 269   History and Systems of Psychology   3
        PSYC/ SOCI432 Research Methods II: Introduction   3
        PSYC 450   Social Psychology   3
        SOCI 119   Principles of Sociology   3

2.   Options: To complete the major requirements, a student must select one of the following three options:

        a.   Courses Required for a Psychology Emphasis   (17 Credits)

PSYC 433	Research Methods III:	
	Advanced Research Design	3
PSYC 454	Theories of Personality	3
PSYC 460	Psychology of Abnormal Behavior	3
PSYC 480	Field Experience	2

Six credits selected from:		6
BHSC 440	Topics in ___001-Families in Crisis	(1-3)
EDPC 301	Human Development	(3)
EDPC 302	Educational Psychology	(3)
EDPC 310	Adolescent Psychology	(2)
PSYC 319	Stress Management	(3)
PSYC 410	Intro. to Counseling and Psychotherapy	(3)
PSYC 466	Psychology of the Exceptional Child	(3)

b.   Courses Required for a Sociology Emphasis   (16-17 credits)

SOCI 325	Caribbean Sociology	3
SOCI 425	Racial and Ethnic Relations	3
SOCI 433	Research Methods III:	
	Advanced Research Design	3
SOCI 480	Field Experience	2

Five to six credits selected from:	5-6
BHSC 440 Topics in:_____	(1-3)
EDFN 425 History and Sociology of Education in the Caribbean	(2)
FMST 454 Family Violence across the Life Span	(3)
SOCI 430 Gender Roles in Contemporary Society	(3)
SOCI 474 Social Thought and Theory	(3)
SOWK 110 Introduction to Social Work in the Caribbean	(3)
SOWK300 Social Work Issues in the Caribbean	(3)

c.   Courses Required for a Combined Emphasis   (16-17 credits)

SOCI 433	Research Methods III:	
	Advanced Research Design	3
SOCI 480	Field Experience	2

Note: The remaining 11-12 credits to be selected from at least two areas in upper-division courses offered by the department.

C.	Required Cognates	(6 Credits)
	MATH 165 College Algebra	3
	STAT 285 Elementary Statistics	3
	OR	

BHSC 230   Research Methods I   (3)

Note: Behavioral Sciences majors are required to take PSYC101 Introduction to Psychology (3 credits) as part of the General Education requirements.

2.   BACHELOR OF SCIENCE IN PSYCHOLOGY

A. General Degree Requirements
   1. General Education Requirements   55
   2. Courses Required for a Major in Psychology   56
   3. Required Cognate   6
   4. General Electives   Variable
                                           Total   124

B. Courses Required for a Psychology Major   (56 Credits)

   1. Core Courses   (30 credits)
       ANTH 200   Cultural Anthropology
       BHSC220   An Interdisciplinary Approach to
                   Contemporary Social Issues   3
       FMST 456   Marriage and the Family   3
       PSYC 101   Introduction to Psychology   3
       PSYC 210   Introduction to Health Psychology   3
       PSYC 220   Human Development: Lifespan   3
       PSYC 269   History and Systems of Psychology   3
       PSYC 432   Research Methods II: Introduction   3
       PSYC 450   Social Psychology   3
       PSYC 460   Psychology of Abnormal Behavior   3

   2. Content Areas
       Required: (15 credits)
       PSYC 252   Psychology of the Adolescent, Youth & Aging   3
       PSYC 410   Introduction to Counseling and Psychotherapy 3
       PSYC 433   Research Methods III: Advanced Research Design 3
       PSYC 454   Theories of Personality   3
       PSYC 480   Field Experience   3

       Electives (19 credits selected from the following:)
       BHSC 440   Topics in: _____   (1-3)
       EDPC 301   Human Development   (3)
       FMST 310   Parent Child Relationships   (3)
       HLED 460   Substance Abuse Education   (3)
       PSYC 319   Stress Management   (3)
       PSYC 442   Human Sexuality   (3)

PSYC 445	Cognitive Psychology	(3)
PSYC 449	Psychopharmacology	(3)
PSYC 465	Physiological Psychology	(3)
PSYC 466	Psychology of the Exceptional Child	(3)
PSYC 471	Behavior Modification	(3)
PSYC 495	Independent Study/Reading/Research	(3)
SOCI 315	Criminology	(3)
SOCI 345	Juvenile Delinquency	(3)
FMST 495	Family Law	(3)
BHSC 325	Foundations of Guidance Services	(3)
BHSC 295	Principles of Career Development	(3)
BHSC 490	Seminar: Introduction to Work Experience	(1)
SOWK 460	Death & Grief in Contemporary Society	(3)

C. <u>Required Cognates:</u>   (6 Credits)

BHSC 230   Research Methods I:
Statistics for the Behavioral Sciences   (3)
MATH 165   College Algebra   (3)

6. MINOR IN BEHAVIORAL SCIENCES (20 Credits)

Select 20 credits from at least three of the following four areas, 14 of which must be in courses numbered 300 and above: Anthropology, Family Studies, Psychology, Sociology. Students choosing this minor should consult with the chair of the department.

7. MINOR IN PSYCHOLOGY   (20 Credits)

Note: A total of 14 credits must be in courses numbered 300 and above. Students choosing this minor should consult with the chair of the department.

PSYC101 Introduction to Psychology   3

One of: 3
PSYC210 Introduction to Health Psychology   (3)
PSYC432 Research Methods II: Introduction   (3)

One of: 3
PSYC450 Social Psychology   (3)
PSYC454 Theories of Personality   (3)

Eleven credits from PSYC acronyms   11

DEPARTMENT OF SOCIOLOGY

MISSION STATEMENT

Promote Social justice and well-being, to diverse populations through innovative teaching methods, research and service to humanity all levels of society and the international community.

BACHELOR OF SCIENCE IN SOCIAL WORK

The Bachelor of Science in Social Work (BSW) is a professional degree which prepares graduates for generalist professional practice and/or the opportunity to be admitted to a Master of Social Work (MSW) with advanced standing. A total of 79 credit hours will be done in the major area.

ADMISSION CRITERIA

1. Students are required to have a minimum of three CXC passes to be admitted in the course.

2. The students will be admitted in the course with a minimum GPA of 2.00, receive grade of C or better in all the general education courses, must complete the foundation courses (that is, courses with numbers 100 – 200). A minimum grade point average (GPA) of 2.33 or a grade of C+ is required for all foundational courses.

3. Students will have to apply for the Approval for major in Social Work at the end of their sophomore year. The students must have completed all the foundation courses and have maintained a GPA of 2.33, and minimum GPA of 2.00 (or receive grade of C or better) in all general education courses.

CONTINUED ENROLMENT CRITERIA

1. Acceptable academic performance.

2. Ethical conduct in compliance with the National Association of Social Work (code of ethics).

3. Adequate knowledge and practice performance in practicum setting.

The foundations curriculum consists of seven contents areas that are required in every BSW program:
1. Values and Ethics
2. Diversity
3. Populations-at-Risk and Social and Economic Justice
4. Human Behavior and the Social Environment

5. Social Welfare Policy and Services
6. Social Work Practice
7. Research

PROGRAM OBJECTIVES

Throughout the curriculum, the program integrates concepts of:

- Professional ethics and values,

- Critical thinking,

- and sensitivity to diversity, oppression, social and economic justice and population at-risks.

- Field education is an integral component of the program.

Although students may declare themselves as Social Work majors in their freshman or sophomore year, they must apply for acceptance into the Social Work program. Application would be made at end of sophomore year for formal acceptance into the program in the beginning of the junior year.

GENERAL GRADUATION REQUIREMENTS

1. A minimum of 141 semester credits must be earned, including General Education requirements, courses required for a Major in Social Work and Cognate Requirements.

2. A minimum grade point average (GPA) of 2.00 or a grade of C is required for all General Education courses.

3. A minimum grade point average (GPA) of 2.33 or a grade of C+ is required for all foundational courses (that is, courses with numbers 100 – 200) and minimum GPA of 3.33 or a grade of B+ is required for all upper division courses (numbers 300 and above) to meet the graduation requirements for BS in Social Work.

4. A minimum GPA of 2.33 or a grade of C+ is required in all transfer credits counted for a Major in Social Work.

5. No course with a grade below C can count toward a major in Social Work.

6. A minimum of 1/3 of the credits required for a major in Social Work must be earned in residence, in courses numbered 300 or above.

7. A minimum of 30 of the last 36 semester credits applied to BS in Social Work, must be earned in residence.

8. All general and departmental assessment activities required for a major in Social must be completed.

9. All students must complete a total of 400 hours of practicum in the human services agency/institutions.

PREREQUISITES FOR THE SCHOOL OF SOCIAL SCIENCES
B.SC. SOCIAL WORK
PERQUISITES AND CO-REQUISITES

COURSE	PRE-REQUISITES
SOWK230 Introduction To Community Services	SOWK 100 OR SOWK 110 Introduction to Social Work
SOWK 300 Social Work Issues In The Caribbean	SOWK 100 OR SOWK 110 Introduction to Social Work
SOWK315 Values, Ethics And Diversity	SOWK 100 OR SOWK 110 Introduction to Social Work
SOWK320 Introduction to Counselling Skills	PSYC 101 Introduction To Psychology
SOWK325 Social Welfare Institutions and Services	SOWK100 OR SOWK110; HIST147;
SOWK 401, 402 Foundations Of Practice 1,2	PERQUISITE SOWK325 Social Welfare Institutions And Services; SOWK340 Human Behaviour in the Social Environment; CO-REQUISITE- SOWK435 Field Instruction; SOWK420 Social Work Methods Seminar.
SOWK 420 Social Work Methods Seminar	CO-REQUISITES: SOWK435 Field Instruction; SOWK401 Foundation of Practice
SOWK447 Social Policies And Services In Other Countries	PRE-REQUISITE SOWK350 Social Welfare Policy Or SOWK325 Social Welfare Institutions And Services

PROGRAMS

1. BACHELOR SCIENCE IN SOCIAL WORK

A. General Degree Requirements

1.	General Education Requirements	55
2.	Courses Required for a Major in Social Work	79
3.	Required Cognates	6
	Total	**140**

B. Courses required for a Major in Social Work (79 Credits)

1. Core Courses (46 credits)

SOWK 100	Introduction to Social Work	3
SOWK110	Introduction to Social Work in the Caribbean	3
SOWK 230	Introduction to Community Services	2
BHSC230	Research Methods I	3
SOWK 300	Social Work Issues in the Caribbean	3
SOWK 315	Values, Ethics and Diversity	3
SOWK 320	Introduction to Counseling Skills	3
SOWK 325	Social Welfare Institutions and Services	3
SOWK 340	Human Behaviors and the Social	3
SOWK 350	Social Welfare Policy	3
SOWK 401	Foundations of Practice 1	4
SOWK 402	Foundations of Practice 2	2
SOWK 420, 421	Social Work Methods Seminar	1, 1
SOWK 435, 436	Field Instruction	2,2
SOWK 466	Social Work	4
SOWK 489	BSW Professional Seminar	1

2. Content Areas
a. Required (20 credits)

ANTH 200	Cultural Anthropology	3
SOWK410	Children and Families at Risk	2
SOWK437	International Environment of Social Welfare	2
SOWK 440	Assessment and Treatment of Victims of Violence	2
SOWK 447	Social Policies and Services in other Countries	2
SOWK 455	Treatment of Substance Abuse	2
SOWK/SOCI 460	Death and Grief in Contemporary Society	3
HLED 460	Substance Abuse Education	2

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SOWK 467   Social Aspects on Long-Term Care   2

b.   Electives (13 credits selected from the following):

SOWK 458	Advanced Theories of Addiction and Treatment	2
SOWK 475	Topics in _____	1-4
SOWK 495	Independent Study/Project/Teaching	1-4
BHSC 295	Principles of Career Development	3
BHSC 325	Foundations of Guidance Services	3
BHSC 440	Psychology of Abnormal Behavior	3
BHSC 490	Seminar: Introduction to Work Experience	1
FMST 310	Parent – Child Relationship	3
FMST 350	Family Cultural Perspectives	3
FMST 454	Family Violence across Life Span	3
FMST 495	Family Law	3
PSYC 319	Stress Management	3
PSYC 422	Human Sexuality	3
PSYC4 54	Theories of Personality	3
SOCI 315	Criminology	3
SOCI 425	Race and Ethnic Relations	3
SOCI 430	Gender Roles in Contemporary Society	3
SOCI 435	Medical Sociology	3
SPED 255	Behavior Disorder in Children	3

C.   Required Cognates: (6 Credits)

PSYC 101	Introduction to Psychology	3
SOCI 119	Principles of Sociology	3

FIELD PRACTICUM

Students are required to complete a 400 hour field placement in a local human service agency. The practicum is normally completed during the student's junior year (3rd year). At the end of the field practicum, the students should be able to:

- Work with individuals, families, care-givers, groups and communities to assess their needs and circumstances
- Plan, carry out, review and evaluate social work practice, with individuals, families, carers, groups, communities and other professionals
- Support individuals to represent their needs, views and circumstances
- Manage risk to individuals, families, care-givers, groups, communities, self and colleagues
- Manage and be accountable, with supervision and support, for your own social work practice
- Demonstrate professional competence in social work practice.

However students may be dropped from the program or be required to complete additional practicum hours for the following reasons:

- Inability to demonstrate the skills, knowledge, and professional responsibilities required of a baccalaureate-level social work intern.
- Clear violations of the NASW code of Ethics.

PORTFOLIO PREPARATION

Preparing a Portfolio of competencies is a requirement for the course SOWK489 BSW Professional Seminar. Students will build a portfolio beginning from their junior years onwards. They will have to make a presentation before graduation. The areas of competencies included in the Portfolio are as follows:

1. Counseling
2. Oral presentation
3. Writing (will include writing an essay on their own reflection/introspection on their personal life experience and practicum in the field of social work)
4. Negotiating challenges
5. Demonstrating and promoting an appreciation of diversity through posters, literatures and or short documentary productions.
6. Grant-writing proposal for Community Development/Intervention Program and its execution in a community.
7. Demonstrating commitment to Social Work values and ethics through case-studies conducted at micro or macro level.

Demonstration and presentations of these competencies will help to evaluate and assess the students readiness and commitment to the profession of Social Work.

2. BACHELOR OF SCIENCE IN SOCIOLOGY

A.   General Degree Requirements
    1. General Education Requirements   55
    2. Courses Required for a Major in Sociology   64
    3. Required Cognate   6
                                 Total   125

B.   Courses Required for a Major in Sociology   (64 credits)

    1. Core Courses (30 credits)

ANTH 200	Cultural Anthropology	3
BHSC 220	An Inter. Approach to Contemporary Social Issues	3
FMST 456	Marriage and the Family	3

PSYC 220	Human Development ☐ Lifespan	3
PSYC 450	Social Psychology	3
SOCI 119	Principles of Sociology	3
SOCI 345	Juvenile Delinquency	3
SOCI 430	Gender Roles in Contemporary Society	3
SOCI 432	Research Methods II: Introduction	3
SOWK 110	Introduction to Social Work in the Caribbean	3

2. Content Areas (34 credits)

a. Required (15 credits)

PSYC 410	Introduction to Counseling and Psychotherapy	3
SOCI 325	Caribbean Sociology	3
SOCI 433	Research Methods III: Advanced Research Design	3
SOCI 474	Social Thought and Theory	3
SOCI 480	Field Experience	3

b. Electives (19 credits selected from the following:)

BHSC 440	Topics in: _____	(1-3)
FMST 350	Family Cultural Perspectives	(3)
FMST 454	Family Violence across the Life Span	(3)
PSYC 319	Stress Management	(3)
HLED 460	Substance Abuse Education	(3)
PSYC 466	Psychology of the Exceptional Child	(3)
SOCI 315	Criminology	(3)
SOCI 425	Racial and Ethnic Relations	(3)
SOCI 460	Death and Grief in Contemporary Society	(2)
SOCI 495	Independent Study/Reading/Research	(3)
SOWK 300	Social Work Issues in the Caribbean	(3)
BHSC 495	Family Law	(3)
BHSC 490	Seminar: Introduction to Work Experience	(1)
PSYC 422	Human Sexuality	(3)
BHSC 295	Principles of Career Development	(3)

C. <u>Required Cognates:</u>   (6 credits)
BHSC 230   Research Methods I:
Statistics for the Behavioral Sciences   (3)
MATH 165   College Algebra   (3)

Courses   **Credits**

ANTHROPOLOGY

ANTH 200   *Cultural Anthropology*   **3**
The study of culture and cultural variation. The contemporary beliefs, values, institutions, and
material way of life of people in North America are contrasted with those of people living in other
regions of the world today and in the past.

BEHAVIORAL SCIENCES

BHSC 100   *Philosophy of Service*   **2**
Provides a theoretical and practical basis for understanding and meeting needs of communities and
individuals. Course materials include works from Christian and secular sources. Students develop
an individualized practical plan to understand and meet needs. Does not apply to a major or minor.

BHSC 220   *An Interdisciplinary Approach*
                    to Contemporary Social Issues   **3**
Issues to be discussed may include drug abuse, the family, crime/violence and punishment, AIDS,
poverty, and health care. Integrates foundational social science with a Christian perspective to help
students understand the origins of current societal issues and strategies of addressing those issues.

BHSC 230   *Research Methods 1:*   **3**
                    Statistics for the Behavioral Sciences
Probability concepts, frequency distributions, measures of central tendency, measures of variation,
using frequency distributions, point-estimation and confidence intervals, sampling distribution,
levels of significance in hypothesis testing, t and z tests, correlations, chi-square, and ANOVA are
dealt with in this course.

BHSC 440   *Topics in _____ 001-Families in Crisis*   **1-3**
Examines emerging issues in the behavioral sciences. Repeatable in different specialized areas.

PSYCHOLOGY

PSYC 101   *Introduction to Psychology*   **3**
Covers principles of psychology including the study of growth, perception, learning, thinking,
motivation, emotion, personality, and mental health.

PSYC 210   ***Introduction to Health Psychology***   **3**
Prerequisite: PSYC101
Study of causes the rise of health psychology, interrelationships between psychology and health-related disciplines, models of disease and health care, interrelationships between stressful life events, social support, and wellness, illness behavior, psychology of addictive behavioral health.

PSYC 252   ***Psychology of the Adolescence, Youth & Aging*** **3**
Prerequisite: PSYC101.
Current psychological theories relating to psychological development, maturity, and decline as evidenced during the adolescent, youth, middle age, and retirement years.

PSYC 269   ***History and Systems of Psychology***   **3**
A study of significant schools, individuals, and theories in the field of psychology, together with their contributions to present knowledge of behavior.

PSYC 319   ***Stress Management***   **3**
An introduction to stress along with signs and symptoms of stress and identification of stressors in a person's life. Students learn how to increase stress tolerance and implement change.

BHSC 325   ***Foundations of Guidance Services***   **3**
This course introduces students to guidance and counseling and allows them to plan, deliver and manage a comprehensive program of guidance and counseling within the context of the culture and needs of the school or institution.

PSYC 410   ***Introduction to Counseling & Psychotherapy*** **3**
Prerequisites: PSYC101 and one of the following: PSYC454, 460 OR 269.
An introduction to the major theoretical models and concepts for counseling and psychotherapy. Concepts such as the philosophical assumptions, the therapeutic process, and the client/therapist relationship are discussed.   (Offered in Alternative Years)

*PSYC 422   ***Human sexuality***   **3**
A study of the multiple aspects of sexuality within a framework of Christian values.

PSYC/SOCI 432   ***Research Methods II: Introduction***   **3**
Prerequisite or co-requisite: BHSC230
Covers asking researchable questions, reviewing the literature, hypothesis formulation. Research methodology emphasizes qualitative approaches but includes discussion of instrumentation, subject selection, and data collection procedures, Andrews' human subject research review process, informed consent. Writing assignments include theoretical essay, pilot study, second pilot study, research journal.

PSYC/SOCI 433   *Research Methods III:*   **3**
                              Advanced Research Design
Prerequisite BHSC230 and PSYC/SOC432.
Covers the principles of designing, administrating, interpreting, and writing experimental research, questionnaires and interview schedules. Survey also focuses on coding procedures and scale construction. Structured around a research project, and the interpretation of scientific reports and professional journals. Corequisite: PSYC434. (Offered in Alternative Years)

PSYC 445   *Cognitive Psychology*   **3**
Prerequisite: PSYC101
A study of how people use and acquire knowledge with emphasis on how people perceive, think, remember, store information, solve problems, and acquire and use language.

PSYC 449   *Psychopharmacology*   **3**
PSYC101 or BIOL111, 112 or BIOL165,166
Examination of current psychotropic drugs, how they affect human perception and behavior, and how they are used in clinical evaluation. Prerequisites:

PSYC 450   *Social Psychology*   **3**
Prerequisites: PSYC101 and SOCI119 or permission of instructor.
A study of human behavior within a group context. Included are attitudes, social roles, collective behavior, and the dynamic aspects of human interaction. Lab fee may be required.

PSYC 454   **Theories of Personality**   **3**
Prerequisite: PSYC101
Integrates subfields of psychology to enhance understanding of the individual personality.

PSYC460   *Psychology of Abnormal Behavior*   **3**
A study of deviant human behavior and theories of causation and remediation.

PSYC 465   *Physiological Psychology*   **3**
Prerequisite: PSYC101
Introduces the biological bases of behavior. Examination of the neuroanatomical and physiological foundations of such topics as the mind/body problem, the development of language and learning, sexual behavior, recovery from brain damage, and psychopathology. .

PSYC 466   *Psychology of the Exceptional Child*   **3**
Prerequisite: PSYC101
A survey of assessment, remediation, and adjustment for exceptional children and youth who require special education and related services. Various types of exceptionality are explored such as mental retardation, learning disabilities, emotional or behavioral disorders, giftedness, disorders of communication and impairment of hearing or sight.

PSYC 471   *Behavior Modification*   **3**
Prerequisite: PSYC 101
The theory and techniques of behavior change utilizing principles of conditioning. Applications relevant to health-centered and educational settings are emphasized.

PSYC/SOCI 480   *Field Experience*   **1-8**
Requires supervised field placement in human services setting, approved in advance by the department chair. A minimum of 30 hours of fieldwork activity is required for each credit. Consult staff before registering. Open only to departmental majors. Repeatable to 8 credits.

PSYC 495   *Independent Study/Reading/Research/Project*   **1-3**
Individual assignments and/or reports and/or individualized research in behavioral sciences are set up on a contract basis with no more than 3 credits per semester. Students may repeat or take any combination of departmental independent study courses for up to 6 credits. Consult staff before registering.

SOCIOLOGY

SOCI 119   *Principles of Sociology*   **3**
A study of the development of sociology as a social science, some concepts and ideas associated with the study of human behavior, and an overview of the principles, terms, and concepts in the discipline.

SOCI 325   *Caribbean Sociology*   **3**
A survey of major social institutions in the Caribbean with special emphasis on the family and education.

SOCI 425   *Racial and Ethnic Relations*   **3**
A study of the distinctive racial and cultural minorities in society with an emphasis on problems and adjustments within the larger society.

SOCI 430   *Gender Roles in Contemporary Society*   **3**
Significant issues related primarily to the concerns of women as members of contemporary society, but also in cross-cultural perspective. Includes such topics as socialization in sex roles, women in the professions, women in minority groups, the feminization of poverty, and women and substance abuse and crime.

SOCI 345   *Juvenile Delinquency*   **3**
Topics related to modern youth in trouble, sociological analysis of the problems of youth, legal and societal factors involved in delinquency, and some of the remedial measures now being used.

SOCI 460   *Death and Grief in Contemporary Society*   **3**

The study of cultural and societal perspectives on death and personal and interpersonal dynamics of death and dying.

SOCI 474   *Social Thought and Theory*   **3**
Examines the roots of self-conscious social thought and the rise of sociology and anthropology as scientific disciplines in the 19th century. Major theoretical orientations in their fields, proponents, and impact on present-day sociology and anthropology are reviewed; normally offered odd years.

SOCI 480   *Field Experience*   **3-9**
The department chair approves supervised field placement in a human services setting in advance. A minimum of 30 hours of fieldwork is required for each credit. Open only to departmental majors. Repeatable 3 times until 9 credits have been accumulated.

SOCIAL WORK

SOWK 100   *Introduction to Social Work*   *3*
The professional activity of social workers in the U.S., including a history of the social-work profession, its knowledge, values and skills base, and its cross-cultural aspects. Emphasis on the response of social work to varied populations and diverse cultures.

SOWK 230   *Introduction to Community Services*   *2*
Prerequisite PSYC101, SOWK100
Required of all new and transfer student. Orientation to the social work program which includes procedures, policies, academic information, field instruction component, review of Handbook, professionalism and expectations from the program. An opportunity to examine personal values and skills by observation at a community human services agency. Forty-five hours of documented volunteer observation required.

SOWK 300   *Social Work Issues in the Caribbean*   *3*
Prerequisite: SOWK100 or SOWK110
An examination of the social work profession in the Caribbean focusing on its history and development, its values and skills base, and an analysis of the social welfare system, and of welfare institutions and services in the Caribbean. Reference will be made to the social work system in the United States for purposes of comparison.

SOWK 315   *Values, Ethics and Diversity*   *3*
Prerequisite: SOWK100 or SOWK110
Special attention is given to core values and professional ethics expected of outstanding social workers. Emphasizing a Christian world view, students develop appreciation for diversity and sensitivity toward issues related to culture, race, gender, class, age, and sexual identity

SOWK 320   *Introduction to Counseling Skills*   *3*

Prerequisite: PSYC101, SOWK100 or SOWK110
Exposes students to basic engagements, listening, assessment, and interviewing skills. Students gain beginning skills to explore the problems of various client systems. Classes include both instruction and lab experience.

SOWK 325   *Social Welfare Institutions and Services*   *3*
Prerequisite: SOWK100, HIST118 or PLSC104
An analysis of the factors which determine the manner in which social-welfare services are currently being delivered in the Caribbean and Internationally. Factors include the value base, the historical development, and the organization of the social welfare system.

SOWK 340   *Human Behavior and the Social Environment*   *3*
Prerequisite: SOWK100 or SOWK110
Ecological model for studying Human behavior and an overview of normal individual development throughout the life cycle. Psychosocial, learning and social-role theories constitute the theoretical basis for the course. Special attention paid to the impact gender, health, and minority status upon human development.

SOWK 350   *Social Welfare Policy*   *3*
Prerequisite: SOWK 315
Develops basic knowledge and skills for policy analysis, formulation and critical challenge within local and international context. Examines the determining factors affecting public policy in the United States as compared with other systems. Provides framework for analysis of social problems and policies as they impact development and social service practice.

SOWK 401, 402   *Foundations of Practice I,II*   *4,2*
(SOWK401) Prerequisites: SOWK325 and SOWK340; Co-requisites: SOWK435 and SOWK420
(SOWK402) Prerequisite SOWK401 and Corequisite; SOWK436 and SOWK421
Designed to develop the theory, knowledge and skills essential in generalist social-work practice. Various methods are offered for developing communication, assessment, planning, intervention, termination, and evaluative skills necessary in social work practice. Focus on skills necessary for practice with individuals, families and groups in a variety of settings.

SOWK 410   *Children and Families at risk*   *2*
Prerequisite: FMST 115
Development of programs for the well-being of children. Focus on current child-welfare programs including juvenile courts, foster care, child-care centers, adoptions, protective services institutional care, and special-need services.

SOWK 420, 421   *Social Work Methods Seminar I, II*   *1,1*
SOWK420 Corequisites SOWK401, SOWK435,
SOWK421Corequisities: SOWK402, SOWK436
Provides opportunity for students to develop their basic social work skills through integrating social work knowledge and theory into field practice. Several aspects of field will be discussed. It is taken

concurrently with the student's field placement and is repeated each semester

SOWK 435, 436   *Field Instruction I, II*   *2,2*
SOWK 435 Corequisites: SOWK 401, SOWK 402
SOWK436 Corequisites: SOWK 402, SOWK 421
A Lab course to give students experience and practice in a community agency under qualified supervision. A total of 400 clock hours required.

SOWK 437   *International Environment of Social Welfare*   *2*
Prerequisite: SOWK 315, SOWK325, SOWK350
Students engage in critical thinking in relation to global issues. Theories of causation and alternative models of global intervention. Explores the social, cultural (including religions), political, and economic factors impacting social-welfare policies and the delivery of human services in Third World, developing, industrial, and post-industrial societies.

SOWK 440   *Assessment and Treatment of Victims of Violence*   *2*
Prerequisites: SOWK401 and 402
Examination of assessment issues, approaches, and barriers to effective treatment when working with victims of domestic violence, adult survivors of sexual abuse, victims of rape, incest survivors, and child sexual-assault victims. Interpretation of assessment finding included. Short- and long- term therapy options including specific techniques are explored.

SOWK 447   *Social Policies and Service in Other Countries*   *2*
Prerequisite: SOWK350 or equivalent course
A study of the policy making processes and strategies utilized to meet the needs of the poor and at-risk populations in other countries. Students travel abroad where they study social policy formulation, analyze selected social policies and programs, and participate in the development of a group position paper.

SOWK 455   *Treatment of Substance Abuse*   *2*
An overview of treatment techniques and basic prevention strategies including specific training in assessment and therapeutic techniques, examining the relationship between etiology and treatment. Treatment evaluation discussed. At risk, vulnerable populations receive special consideration.

SOWK 458   *Advanced Theories of Addiction and Treatment*   *2*
Surveys, critiques, and integrates the primary theories currently used to explain the process, outcome, and treatment of addictions. Covers biological, psychological, social and anthropological addiction theories. Primary substance-abuse prevention theories are surveyed. Implications for at-risk, vulnerable populations are considered.

SOCI/SOWK 460   *Death and Grief in Contemporary Society*   *3*
Designed to help the student understand cultural and societal perspectives on death as well as develop an increased awareness and sensitivity to the personal and interpersonal dynamics of death, dying, and loss. The student's personal encounter with dying, death and loss as well as the

experiences of guest speakers, provides topics for class discussion. The "art of condolence" is discussed for helping people deal with uncomplicated death and loss issues.

SOWK 466   *Social Work Research*   *4*
A broad range of research tools available to social workers to improve both the effectiveness and the efficiency of their practice. Research methodologies, both quantitative and qualitative, presented. Also includes a generalist overview of statistics. Students do a research project addressing a social problem.

SOWK 467   *Social Aspects on Long-Term Care*   *2*
Focuses on the health-care system's ability to provide for the elderly who require long-term care facilities. Examines the aging Caribbean population, attitudes and stereotypes associated with the aged, resources available to the social worker, and techniques to assist in providing appropriate care for the elderly.

SOWK 475   *Topics in_____*   *1-4*
Students are able to select offerings from various contemporary social-work topics.
Repeatable with different topics
Credits (1-4)

SOWK 489   *BSW Professional Seminar*   *1*
Introduces and monitors professionalism as evidenced in student's portfolio, scholarship skills and their ability to exhibit positive behaviors that will ensure success in social work practice. Portfolios presented and graded before graduation.

SOWK 495   *Independent Study/Projects/Teachings*   *1-4*
Students do a research paper based either on literature survey (secondary sources) or field work (primary sources) on the areas of their specialization/interest.

SCHOOL OF THEOLOGY AND RELIGION

MISSION STATEMENT

The mission of the School of Theology and Religion Department is primarily to equip, enable, and empower men and women for the Gospel Ministry, Bible Teachers for the conventional school context, and Bible Instructors for the Local Church and Home settings within the Conferences and Missions of the Caribbean Union Conference of Seventh-day Adventists, and to prepare candidates for tertiary studies regionally or internationally. Additionally, this School fosters values for responsible Christian living among all students who come under its influence.

VISION

Every ministerial student having a deep sense of his/her high calling to greater service, and possessing the spirituality and skills required to perform ministry successfully.

OBJECTIVES

Christian education is unique in that special revelation - the Bible - undergirds all other studies. The philosophy of the Bible is the unifying principle of study and purpose among the various disciplines. The School of Theology and Religion attempts to educate its students, and to serve the spiritual needs of all, helping them to find fellowship with Christ.

PRIMARY OBJECTIVES

- That Theology Majors shall develop academic and professional competence to function effectively as preachers, pastor-teachers, evangelists, counselors, youth leaders, and health educators.

- That Religion Majors shall acquire the academic and professional skills to function as Bible Teachers, Chaplains, and Bible Instructors.

- That Theology and Religion Graduates shall acquire the preparation that shall equip them to continue their studies in seminaries and universities.

SECONDARY OBJECTIVES

That Theology and Religion Majors, as well as, students of other disciplines develop the following:

- An understanding and appreciation of the Bible as the Written Word of God.

- An appreciative grasp of the historical background and prophetic guidance of the Seventh-day Adventist Church.

- An unbiased understanding of other religious beliefs, recognizing that all men are brothers to be loved and served.
- A personal religious philosophy that will serve as the base for a Christian home and be applicable to contemporary society.

- Attitudes and skills leading to active participation in the work of the Church.

PROGRAMS

- **Bachelor of Arts in Theology**
        Major: Pastoral Ministry
        Major: Youth Ministry
        Major: Health Ministry

- **Bachelor of Arts in Religion**

- **Minor: Religion**

- **Minor: Biblical Languages**

- **Minor: Health**

A.   The Theology major is designed for persons planning to enter the gospel ministry. The student will be accepted on a conditional basis, being required to demonstrate by scholastic performance and personal conduct, his/her aptitude and calling. An evaluation of the student by members of the theology faculty in the freshman and sophomore years determines continuance in the program.

B.   The Religion program is taken by those desiring a baccalaureate degree in religion for teaching and other purposes. This includes secondary school Bible teachers, liberal arts majors, etc. It is also designed for those desiring a second major.

C.   The Certificate in Religious Studies is designed for church leaders (especially elders), and those person who will like to begin a program of theological studies with a view towards continuing a full degree program later.

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REQUIREMENTS FOR GRADUATION

A minimum of 141-145 semester hours is required for the B.A. degree in Theology, and 128 semester hours for the B.A. degree in Religion. The courses to make up the 140/128 credits required for the degree must include the general education requirements of the University and courses leading to a minor in an area outside of the School of Theology and Religion.

GENERAL EDUCATION REQUIREMENTS FOR THE BACCALAUREATE DEGREE PROGRAMS

a.   <u>Religion</u>   (12 Credits)
        (1)   RELT 100   God and Human Life   3

        (2)   Select <u>three</u> of the following:
                RELB 210   Jesus in His Time and Ours   (3)
                RELT 250   Personal Spirituality and Faith   (3)
                RELG 360   Topics: World Religions   (3)
                RELT 340   Religion and Ethics in Modern
                              Society   (3)
 Note: Students must take one religion course each school year or school year equivalent. Transfer students must take one course per year of residency or full-time equivalent at USC or other Seventh-day Adventist college or university; part-time students must take one religion course for every 30 hours completed on a part-time basis.

b.   <u>Arts / Humanities / Philosophy</u>   (10 Credits)
        (1)   HIST 104 OR 105 World Civilizations I, II   (3,3)
                OR
                HIST 147   West Indian History   (3)

        Note: If Caribbean History was not passed at the GCE/CXC level, HIST147 must be taken.

                Theology / Religion majors are required to do both HIST104 and 105. If Caribbean History was not passed at the GCE/CXC level, HIST147 must be taken as a replacement for HIST104.

        (2)   ENGL 255   Studies in Literature   (3)

                OR

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ENGL 425   Literary Topic: Biblical Literature   (3)
(For Theology and Religion Majors)

(3)   IDSC 205   Introduction to Fine Arts   (2)
OR
Two credits for Ensemble:
MUPF 135 Choral Ensemble   (1)
MUPF 137 Instrumental Ensemble   (1)

(4)   EDTE 354   Philosophy for Education   (2)

c.   Social Sciences   (3 Credits)
Select one course from:
PSYC 101   Introduction to Psychology   (3)
SOCI 119   Principles of Sociology   (3)
BHSC 220   An Interdisciplinary Approach to
            Contemporary Social Issues   (3)
PLSC 235   Introduction to Political Systems   (3)
ECON 226   Principles of Microeconomics   (3)

Note: If PSYC101 or SOCI119 is not completed in the first year then BHSC220
or PLSC235 is required.

d.   Language and Communication   (12 credits)
(1)   COMM 104   Communication Skills   (3)
            (Must be completed in the first or second year)

(2)   ENGL 115   English Composition I   (3)

(3)   ENGL 215   English Composition II   (3)

Note: All students who have grade II or III at CXC, GED as entrance requirement, and
below C at GCE, are required to do the English Proficiency Exam (EPE) and obtain a
minimum score of 75% to register for ENGL115. Anyone failing to acquire the minimum
score will have to register for ENGL110.

(4)   Foreign Language   (3)
            One foreign language for all students, inclusive of theology majors.
            SPAN 200   Intermediate Spanish   (3)
            FREN 200   Intermediate French   (3)
            PORT 200   Intermediate Portuguese   (3)
            GERM 200   Intermediate German   (3)

e.   Natural Science   (6 Credits)

Select any two courses from two areas.

BIOL 111	Anatomy and Physiology I	(4)
BIOL 208	Principles of Environmental Science	(3)
BIOL 245	Natural History of Trinidad and Tobago	(3)
CHEM 107	Chemistry in Society	(3)
PHYS 115	Concepts of Physics	(3)
FDNT 230	Nutrition	(3,4)

f.   <u>Mathematics</u>   (3 Credits)
MATH 165 College Algebra   (3)

(Computer Science Majors will fulfill this requirement in their
cognate requirements.)

Note: Students should have fulfilled any one of the following to be allowed to
register for MATH165:
(1) a pass with a 1,2, or 3 (from 1998) in CXC Mathematics
(2) a minimum score of 2.0 in the Mathematics Placement Exam (MPE)

Students who have a pass in Additional Mathematics may petition to waive
MATH165 upon earning a minimum score of 3.5 in the MPE. Any student who
scores a 4.0 in the MPE may petition to waive MATH165.

g.   <u>Computer Tools</u>   (3 Credits)
INFS 110   Introductory Computer Tools   (3)

(Computer Science Majors will complete this requirement in their cognate
requirements.)

h.   <u>Wellness</u>   (2 Credits)
        (1)   HELD 120 Fit and Well   (1)

        (2)   One of:
                PEAC 110   Personal Physical Fitness   (1)
                PEAC 130   Special Activities: _____   (1)

i.   <u>Service</u>   (2 Credits)
        BHSC 100   Philosophy of Service   (2)
          (Must include a service component)

        Note: Theology/Religion majors fulfill this requirement in the major by completing
        Pastoral Practicum.

j.   <u>Vocational / Career Planning</u>   (2 Credits)
        IDSC 110 College Success and Career Planning   (1)

        Select one course from:
        TCED 285   Upholstery   (1)
        HMEC 129   Social & Professional Ethics   (1)

                                                                (55 Credits)

k. **Other**

Note: Every Theology and Religion Major is required to perform/make up 300 hours of
        service/exposure in the following areas:
        (a) Social Development
        (b) Cultural Development
        (c) Manual Labor

PROGRAMS

1.   BACHELOR OF ARTS IN THEOLOGY - (Pastoral Ministry Emphasis)

A.   <u>General Degree Requirements</u>
1.   General Education Requirements   55
2.   Courses Required for the Theology Major
       (Pastoral Ministry Emphasis)   89
3.   Required Cognates (History)   <u>9</u>
                                          Total   141

B.   <u>Required Theology Courses for B.A. – Pastoral Ministry</u>   (89 Credits)
       Note: Competence in Greek equivalent to the level represented by BIBL212 is
                  required. A minimum grade of C- must be earned in HIST404 and in all
                  RELB, RELH, RELP, RELT courses to apply to major requirements.

<u>Biblical Studies</u>		(21 credits)
RELB 110	Biblical Backgrounds	3
RELB 115	Hermeneutics	3
RELB 210	Jesus in His Time and Ours	3
RELB 214	Law and Writings of the Old Testament	3
RELB 335	Acts and Epistles	3
RELB 406	Studies in Daniel and Revelation	3
RELB 476	Prophets of Israel	3

<u>Theology</u>		(22 credits)
RELT 100	God and Human Life	3
RELT 225	Doctrines of the SDA Faith	3
RELT 250	Personal Spirituality and Faith	2
RELT 326	Advanced Theology	3
RELT 340	Religion and Ethics in Modern Society	3
RELG 360	Topics: World Religions	3
RELT 400	Theology Seminar	3
RELT 426	Ministry and Message of Ellen G.White	2

<u>Biblical Languages</u>		(18 credits)
BIBL 211, 212	Beginning Greek I, II	3,3
BIBL 311, 312	Intermediate Greek I, II	2,2
BIBL 321	Hebrew I	3
BIBL 322	Hebrew II	3
BIBL 427	Hebrew Exegesis	2

<u>Professional</u>		(28-30 credits)

RELP 230	Christian Witnessing	2
RELP 233	Public Speaking	2
RELP 237	Christian Worship and Liturgy	3
RELP 331	Homiletics I	1
RELP 332	Homiletics II	1
RELP 333	Homiletics III	1
RELP 334	Homiletics IV	1
RELP 335	Foundations of Youth Ministry	3
RELP 375	Church Finance and Stewardship	3
RELP 435	Pastoral Counseling	3
RELP 407	Public Evangelism	2
RELP 420	Church Leadership and Administration	3
RELP 440	Introduction to Pastoral Ministry and Leadership	3

Note: Students from the countries of Guyana, Suriname, and
Trinidad must also take RELP 430 Witness to Special People
Groups   2

C.   Required Cognates   (9 credits)

HIST 404	Adventist Heritage	3
RELH 316	History of the Christian Church I	3
RELH 317	History of the Christian Church II	3

2.   BACHELOR OF ARTS IN THEOLOGY – (HEALTH MINISTRY EMPHASIS)

A.   General Degree Requirements

1.	General Education Requirements	55
2.	Courses Required for the Theology Major (Health Ministry Emphasis)	80
3.	Courses Required for the Health Ministry Emphasis	16
4.	Required Cognates (History)	6
	Total	**145**

B.   Required Theology Courses for Health Ministry   (80 Credits)
Note: Competence in Greek equivalent to the level represented by BIBL212 is required. A minimum grade of C- must be earned in HIST404 and in all RELB, RELH, RELP, RELT courses to apply to major requirements.

Biblical Studies   (21 credits)

RELB 110	Biblical Backgrounds	3
RELB 115	Hermeneutics	3

RELB 210	Jesus in His Time and Ours	3
RELB 214	Law and Writings of the Old Testament	3
RELB 335	Acts and Epistles	3
RELB 406	Studies in Daniel and Revelation	3
RELB 476	Prophets of Israel	3

Theology		(19 credits)
RELT 100	God and Human Life	3
RELT 225	Doctrines of the SDA Faith	3
RELT 250	Personal Spirituality and Faith	2
RELT 326	Advanced Theology	3
RELT 340	Religion and Ethics in Modern Society	3
RELT 400	Theology Seminar	3
RELT 426	Ministry and Message of Ellen G. White	2

Biblical Languages		(14 credits)
BIBL 211	Beginning Greek I	3
BIBL 212	Beginning Greek II	3
BIBL 311	Intermediate Greek I	2
BIBL 321	Hebrew I	3
BIBL 322	Hebrew II	3

Professional		(25-27 credits)
RELP 230	Christian Witnessing	2
RELP 233	Public Speaking	2
RELP 237	Christian Worship and Liturgy	3
RELP 331	Homiletics I	1
RELP 332	Homiletics II	1
RELP 333	Homiletics III	1
RELP 334	Homiletics IV	1
RELP 375	Church Finance and Stewardship	3
RELP 407	Public Evangelism	2
RELP 420	Church Leadership and Administration	3
RELP 435	Pastoral Counseling	3
RELP 440	Introduction to Pastoral Ministry and Leadership	3

Note: Students from the countries of Guyana, Suriname, and
Trinidad must also take RELP 430 Witness to Special People
Groups   2

C.   **Health Courses Required**   (16 Credits)

FDNT 230	Nutrition (fulfilled in Gen. Ed Requirement)	3
HLED 400	SDA Theology of Health	2
PETH 450	Practicum in Health	3

Eleven credits chosen from: 11
HLED 175   Emergency and Family Health Care   (3)
HLED 220   Community and Environmental Health   (3)
HLED 385   Health Education Principles and Planning   (3)
HLED 435   Human Disease   (3)
HLED 460   Substance Abuse Education   (2)
PSYC 319   Stress Management   (3)

D.   Required Cognates   (6 credits)
          HIST 404   Adventist Heritage   3
          One of:
          RELH 316   History of the Christian Church I   (3)
                    Or
          RELH 317   History of the Christian Church II   (3)

3.   **BACHELOR OF ARTS IN THEOLOGY – (YOUTH MINISTRY EMPHASIS)**

      A.   General Degree Requirements
             1.   General Education Requirements   55
             2.   Courses Required for the Theology Major
                    (Youth Ministry Emphasis)   79
             3.   Courses Required for the Youth Ministry Core   14
             4.   Required Cognates (History)   6
                                              Total   142

      B.   Required Theology Courses   (79 Credits)
             Note: Competence in Greek equivalent to the level represented by BIBL212 is
                    required. A minimum grade of C- must be earned in HIST404 and in all
                    RELB, RELH, RELP, RELT courses to apply to major requirements.

             Biblical Studies   (21 credits)
             RELB 110   Biblical Backgrounds   3
             RELB 115   Hermeneutics   3
             RELB 210   Jesus in His Time and Ours   3
             RELB 214   Law and Writings of the Old Testament   3
             RELB 335   Acts and Epistles   3
             RELB 406   Studies in Daniel and Revelation   3
             RELB 476   Prophets of Israel   3

             Theology   (19 credits)

RELT 100	God and Human Life	3
RELT 250	Personal Spirituality and Faith	2
RELT 225	Doctrines of the SDA Faith	3
RELT 326	Advanced Theology	3
RELT 340	Religion and Ethics in Modern Society	3
RELT 400	Theology Seminar	3
RELT 426	Ministry and Message of Ellen G. White	2

Biblical Languages		(14 Credits)
BIBL 211	Beginning Greek I	3
BIBL 212	Beginning Greek II	3
BIBL 311	Intermediate Greek I	2
BIBL 321	Hebrew I	3
BIBL 322	Hebrew II	3

Professional		(25 Credits)
RELP 230	Christian Witnessing	2
RELP 233	Public Speaking	2
RELP 237	Christian Worship and Liturgy	3
RELP 331	Homiletics I	1
RELP 332	Homiletics II	1
RELP 333	Homiletics III	1
RELP 334	Homiletics IV	1
RELP 375	Church Finance and Stewardship	3
RELP 435	Pastoral Counseling	3
RELP 407	Public Evangelism	2
RELP 420	Church Leadership and Administration	3
RELP 440	Introduction to Pastoral Ministry and Leadership	3

Required Cognates		(6 Credits)
HIST 404	Adventist Heritage	3
One of:		
RELH 316	History of the Christian Church I	3
Or		
RELH 317	History of the Christian Church II	3

C.	Required Course in Youth Ministry		(14 credits)
	HLED 460	Substance Abuse Education	2
	RELP 335	Foundations of Youth Ministry	3

Nine credits selected from:			9
ANTH 200	Cultural Anthropology	(3)	
EDPC 310	Adolescent Psychology	(2)	
PSYC 319	Stress Management	(3)	

PSYC 454	Theories of Personality	(3)
SOCI 430	Gender Roles in Contemporary Society	(3)

4. BACHELOR OF ARTS IN RELIGION

A.   <u>General Degree Requirements</u>
   1. General Education Requirements   55
   2. Courses Required for a Major in Religion   58
   3. General Electives   <u>27</u>
                                    Total   128

Note: Those electing a Biblical language to meet the foreign language requirement must take Greek I &Greek II or Hebrew I & Hebrew II.

B.   <u>Required Theology for Religion</u>   (58 Credits)

<u>Biblical Studies</u> (21 credits)
RELB 110	Biblical Backgrounds	3
RELB 115	Hermeneutics	3
RELB 210	Jesus in His Time and Ours	3
RELB 214	Law and Writings of the Old Testament	3
RELB 335	Acts and Epistles	3
RELB 406	Studies in Daniel and Revelation	3
RELB 476	Prophets of Israel	3

<u>Theology</u> (16 credits)
RELT 100	God and Human Life	3
RELT 250	Personal Spirituality and Faith	2
RELT 326	Advanced Theology	3
RELT 340	Religion and Ethics in Modern Society	3
RELT 426	Ministry and Message of Ellen G. White	2

<u>Professional</u> (17 credits)
RELP 230	Christian Witnessing	2
RELP 233	Public Speaking	3
RELP 331	Homiletics I	1
RELP 407	Public Evangelism	2
RELP 440	Introduction to Pastoral Ministry and Leadership	3

<u>Modern Language</u> (4 credits)
FREN 275	Intermediate French	4
Or		
SPAN 275	Intermediate Spanish	4

Note: The Religion Major may opt to take 6 credits of biblical languages (BIBL 211 Beginning Greek I and BIBL 212 Beginning Greek II or BIBL 321 Hebrew I and BIBL 322 Hebrew II) instead of 4 credits of a modern language.

5.   MINOR IN RELIGION (20 Credits)
Select 15 credits from Biblical Studies (RELB courses). At least, six courses in the minor must come from upper division courses. The remaining five credits may be taken from any in the Theology/ Religion core courses.

6.   MINOR IN BIBLICAL LANGUAGES (21 Credits)
BIBL 211, 212	Beginning Greek I, II	3,3
BIBL 311, 312	Intermediate Greek 1, II	2,2
BIBL 321	Hebrew I	3
BIBL 322	Hebrew II	3
BIBL 427	Hebrew Exegesis	2
BIBL 495	Independent Study	3

7.   MINOR IN HEALTH (21 Credits)
BIOL 111	Anatomy and Physiology I	4
BIOL 112	Anatomy and Physiology II	3
FDNT 230	Nutrition	4
HLED 400	SDA Theology of Health	2

Eight credits chosen from:		8
HLED 175	Emergency and Family Health Care	3
HLED 220	Community and Environmental Health	3
HLED 385	Health Education Principles and Planning	3
HLED 435	Human Disease	3
HLED 460	Substance Abuse Education	2
PSYC 319	Stress Management	3

COURSES   **CREDITS**

BIBLICAL LANGUAGES

BIBL 211   *Beginning Greek I*   **3**
(merges BIBL201, 202, 203)
Covers elements of grammar and syntax of the *koine* Greek of the New Testament, including vocabulary, translation and reading from the First Epistle of John and the Gospel of John. Weekly lab required.

BIBL 212   *Beginning Greek II*   3
 (merges BIBL301, 302, 303)   *Prerequisite: BIBL211.*
Includes reading selected portions of the New Testament and instruction in intermediate grammar
and syntax. Weekly lab required. A paper may be required.

BIBL 311   *Intermediate Greek*   2
Prerequisites BIBL100, 212
An intermediate course in Greek to provide a fair working knowledge of the New Testament in the
original language. Designed for continued application of the knowledge gained in Greek I and
Greek II.

BIBL 312   *Intermediate Greek II*   2
Prerequisite BIBL311
An intermediate course in Greek to provide a fair working knowledge of the New Testament in the
original language. Designed for continued application of the knowledge gained in Greek I and
Greek II.

BIBL 321   *Hebrew I*   3
(was BIBL421)
Covers fundamentals of Biblical Hebrew including a practical vocabulary, and understanding of the
grammatical structure of the language, and practice in translation. Provides ministers with a
practical study tool.

BIBL 322   *Hebrew II*   3
Prerequisite: BIBL321   (was BIBL422)
Develops reading ability in narrative portions of the Hebrew Bible. Continuation of work begun in
Hebrew I in the understanding of the grammatical structure of the language; development of ability
in narrative portions of the Hebrew Bible.

BIBL 427   *Hebrew Exegesis*   2
Prerequisite: BIBL100, 322
Teaches application of the principles of Hebrew lexicography, grammar, syntax, and style to the
exegesis of selected passages of the Hebrew Old Testament. Emphasis placed upon practical and
scholarly application of the text.

BIBL 495   *Independent Study*   1-3
Provides opportunity for further and independent investigation of the history, development, and
exegesis of the Biblical text making relevant theological deductions for contemporary theological
issues.

BIBLICAL STUDIES

RELB 110   *Biblical Backgrounds*   **3**
(was RELT210)
A study of the archaeological, cultural, geographical, and historical backgrounds of the Old and New Testaments with special emphasis on the period of beginnings and the patriarchal period.

RELB 115   *Hermeneutics*   **3**
An introduction to the presuppositions beneath various interpretive approaches to the Biblical text and application of the principles of interpretation to texts representing the various genres of the Old and New Testament.

RELB 210   *Jesus in His Time and Ours*   **3**
Prerequisite: RELT100
Details the mission, the message and the significance of Jesus Christ for His day and ours. What is it about the Christian story that captured the attention of so much of the world's history? Also examines the connection between Christ's first Advent and His second.

RELB 214   *Law and Writings of the Old Testament*   **3**
An introduction to the Pentateuch and the "Writings".

RELB 335   *Acts and Epistles*   **3**
(merges RELB434, 435)
A brief introduction to principles of New Testament interpretation; a study of Acts, the Pauline Epistles, Hebrews, and the General Epistles. Research paper may be required.

RELB 406   *Studies in Daniel and Revelation*   **3**
(merges RELB304, 305)
A study of the background, content, and construction of these Biblical books with emphasis upon the interpretation of prophecy, apocalyptic imagery and symbols. Research paper may be required.

RELB 476   *Prophets of Israel*   **3**
(merges RELB374, 375)
Includes the history of prophecy, the pre-writing prophetic figures, and the books of the writing prophets. Research paper may be required.

RELG 360   *Topics in Religion*   **1-3**
A course designed to add flexibility to the department offerings and to meet diverse student needs. Repeatable as topics vary.

RELG 360*   *Topics: World Religions*   **3**
(was RELT358)
A study of the historical origins, cultural roots, and essential contents of the major non-Christian religions and selected cults of mankind against the background of Christian faith and gospel

commission.

RELG496 *Special Projects in Religion* **1-3**
To be done by special permission of the Department of Religion and Biblical Languages.

CHURCH HISTORY

RELH 316 *History of the Christian Church I* **3**
Prerequisite: HIST104 or permission of instructor (was RELH314)
Surveys the internal and external developments and conflicts which Christianity has experienced in time and space from the time of Christ up to the Reformation. Special attention is given to those developments that relate to Seventh-day Adventist theological heritage. Aims to enable the student to develop a broader historical perspective through which to see the outworking of the great controversy through the centuries, especially as it relates to issues the church faces today. *Not applicable to the General Education requirements in religion nor a major or minor in Religion.*

RELH 317 *History of the Christian Church II* **3**
(was RELH315) *Prerequisite: HIST105 or permission of instructor.*
Surveys the history of the church from the Protestant Reformation to current time. Special attention is given to the Protestant Reformation, the Catholic counter-reformation, Puritanism, Rationalism, Evangelicalism, the rise of modern denominations, the worldwide mission expansion, and ecumenism. *Not applicable to General Education requirements in Religion*.

PROFESSIONAL TRAINING

RELP 200 *Pastoral Practicum* **0.5**
(replaces RELP461, 462)
A weekly seminar giving instruction in the many aspects of ministering in small churches. Includes assignment to one of the area churches. Not required of Health and Secondary Education Emphasis. Students register once for the entire year.

RELP 230 *Christian Witnessing* **2**
Provides an acquaintance with the dynamics of Christian Witnessing in the neighbourhood, at work, and in the friend-to-friend approach of personal Bible study. Christ's example of witnessing is highlighted. Includes participation in crusades or other forms of field work.

RELP 233 *Public Speaking* **2**
Equips the student with the techniques and strategies for speaking in public in a structured and deliberate manner whether to inform, influence, or entertain listeners. Special attention will be given to speaking from the preacher's pulpit.

RELP 237 *Christian Worship and Liturgy* **3**
A study of the history, theology, and practice of Christian worship in general, and within the SDA church in particular. This course explores the relationship that exists between theology and worship from a biblical perspective. It examines the history of Christian liturgy, and contemporary practices. It provides praxis for special services within the SDA church such as Communion, Wedding, Funeral, Baby Dedication, Anointing, etc.

RELP 331 *Homiletics I - Introduction to Preaching* **1**
(was RELP321)
Lays the foundation for Biblical sermon construction and delivery.

RELP 332 *Homiletics II - Biblical Preaching* **1**
Prerequisite: RELP331
Addresses the crucial nature of expository preaching, stressing proper principles of interpreting and applying the text to practical life.

RELP 333 *Homiletics III - Advanced Biblical Preaching* **1**
(was RELP322) *Prerequisite: RELP332*
Explores further methods of expository preaching such as narrative, inductive, and examining great themes of the Scriptures.

RELP 334 *Homiletics III - Evangelistic and Special* **1**
(was RELP323) *Events Preaching*
Prerequisite: RELP323
Addresses the needs of special events such as baptisms, weddings, funerals, communion services, dedications, ordinations, public addresses for graduations, etc., and/or such secular occasions, as, for example, speaking at the Rotary Club.

RELP 335 *Foundations of Youth Ministry* **3**
Designed for the youth specialist who wishes to work as a youth pastor, youth director, academy Bible teacher, or in any other youth-training capacity.

RELP 375 *Church Finance and Stewardship* **3**
Prerequisites: RELP331, 323
This course deals with the theological and practical implications of Christian life commitment, as it relates to church support in all areas. Consideration is given to church and family finance, budgeting and its relation to the church's mission.

RELP 400 *Senior Seminar: Humanities* **3**
A team-taught, interdisciplinary capstone seminar for seniors which addresses theoretical and practical spiritual issues in a specific discipline. Students choose from the following subsections the one that most closely relate to their major: Natural Science, Social Science, Health Professionals, Education, Technology, Business.

RELP 407   *Public Evangelism*   **2**
Offered off-campus in connection with evangelism programs.   Observation and participation in the
practical setting for instruction in evangelistic methods and procedures. A proposal must be
submitted prior to the field experience.

RELP 420   ***Church Leadership and Administration***   **3**
Study is given to the role of the pastor as leader from a Scriptural perspective, in giving direction to
his/her parishioners. The nature and function of church administration are studied within the
framework of the Church's central purpose and structure.

RELP 430   ***Witness to Special People Groups***   **2**
A detailed study of the unique traits of special groups within the Caribbean, for example, Muslims,
Hindus, Amerindians, the Upper Class, etc. with a specific view to developing strategies and
applying techniques for reaching these groups with the Gospel within their own unique contexts.

RELP 435   ***Pastoral Counseling***   **3**
A survey of current counseling theories and instructions in the effective use of those approaches
whose basic principles and methodologies are consistent with sound Biblical theology and thus
applicable to pastoral ministry for counseling in the various areas of human need and problems.

RELP 440   ***Introduction to Pastoral Ministry and Leadership***   **3**
A study of good church administration and the principles of leadership as applied to pastoral
ministry. It combines pastoral leadership with church management.

THEOLOGY

RELT 100   ***God and Human Life***   **3**
(was RELB100)
the study of how God confronts human beings–includes the process of Revelation, principles of
interpreting Scripture and similarly inspired material, the nature of God and His expectations for
humans and the evaluation of these concepts as presented in Scripture and the classic literature of
various religions.

RELT 225   ***Doctrines of the Adventist Faith***   **3**
(was RELB225)   *Prerequisite: RELT100*
Defines and clarifies the Biblical doctrines of the Seventh-day Adventist faith, distinguishing them
within the background of the Judeo-Christian tradition.

RELT 250   ***Personal Spirituality and Faith***   **2-3**
Prerequisite: RELT100.
A study of the Biblical perspectives on the act of faith and the life of faith. How does a person begin
and nurture one's own personal spiritual and devotional life? Also studies the meaning of spiritual

nurture in various lifestyle and work settings. Personal spiritual growth is fostered through involvement in organized church activities and/or witnessing outreach.

RELT 308   *The Gift of Prophecy*   **3**
(was RELT208)
The study of the prophetic manifestation in Bible and church. Not applicable toward the theology concentration or a religion major. A student cannot earn credits in both RELT308 and RELT426.

RELT 326   *Advanced Theology*   **3**
(was RELB425)
A systematic theological survey of the major doctrines of the Christian Church, from the doctrine of God to eschatology, as a means of establishing a sound basis for the Christian world view and for intelligent faith.

RELT 340   *Religion and Ethics in Modern Society*   **3**
Considers how the Judeo-Christian tradition confronts the moral complexities of a highly technical society. Are there universal absolutes that cross all cultural boundaries, or are all values relative? Designed to help students articulate what moulded their value system and what should help to shape it.

RELT 400   *Theology Seminar*   **3**
Designed for the senior theology major as a means to address current issues and doctrines in the Seventh-day Adventist Church.

RELT 426   *Ministry and Messages of Ellen G. White*   **2**
A study of the ministry and the writings of Ellen G. White. A student cannot earn credits in both RELT308 and RELT426.

HEALTH

HLED 120   *Fit and Well*   **1**
(was HLED110)
Enhances understanding of individual and public-health issues such as disease prevention. Addresses physical, mental, spiritual, and emotional health.

HLED 175   *Emergency and Family Health Care*   **3**
(merges HLED173, 356)
A course designed to introduce students to the factors that influence the health of the family. Factors such as self care techniques, lifestyle habits, emergency measures, family dynamics, and other areas are discussed all within the context of the family and home environment.

HLED 220   *Community and Environmental Health*   **3**
(merges HLED250, 430)

This course deals with the concepts relative to community health, types of health agencies, and epidemiological methods in the approach to community health. It also covers fundamental principles of sanitation in public health and other environmental factors in the causation of health and disease.

HLED 385   *Health Education Principles and Planning*   **3**
A discussion of the principles of health education, emphasizing the application of learning theories to health values and lifestyle modification. The course also introduces the student to the mechanism of program planning and evaluation in health education.

HLED 400   *S.D.A. Theology of Health*   **2**
Prerequisite: BIOL260, HLED110
An examination of the Biblical basis and the theological rationale for personal health, healing and restoration as major motifs in the self-understanding and mission of the Seventh-day Adventist Church.

HLED 435   *Human Disease*   **3**
Prerequisites: BIOL115, 116 or equivalent. BIO260 or 475.
The study of human disease origins and what may be done to reduce the risk of and/or prevention of disease.

HLED 460   *Substance Abuse Education*   **2**
A study of the consequences of alcohol, tobacco, caffeine, and narcotic drug usage. Preventive, educational, and rehabilitative approaches. Investigation of current research findings.

PEAC 110   *Personal Physical Fitness*   **1**
Focuses on the development of a personalized program of cardiovascular endurance activity. Applies toward general education requirements for physical education.

PEAC 130   *Special Activities*   **1**
Goes beyond what is covered in PEAC110 into special areas. For example: swimming, cycling, gymnastics, volleyball, etc. Arrangements for accountability must be made with the Physical Fitness instructor.

PETH 450   *Practicum in Health*   **3**
Requires supervised experience in area of health fitness and rehabilitation programs.