

# 2017 - 2019 Bulletin

## THE UNDERGRADUATE SCHOOLS

School of Business, Entrepreneurship, Continuing and Professional Studies

School of Education and Humanities

School of Sciences Technology and Allied Health

School of Social Sciences

School of Theology and Religion

Distance Education

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# This Bulletin

Every effort has been made to ensure the accuracy of information in this Bulletin. The student is 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, at any time with prior notice. The student is responsible for final course selections and changes in registration. The responsibility for knowing and satisfying all graduation requirements rests solely with the student.

## USC Telephone Numbers:

1-868-662-2241/2242

Fax Number: 1-868-662-1197

Web: [www.usc.edu.tt](http://www.usc.edu.tt)

## USC Telephone Operator's 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 Office Hours:

Monday – Thursday: 8:30 a.m. – 5:00 p.m.

Friday: 8:30 a.m. – 12:00 noon

# University Administrators

**HILLARY BOWMAN, M.B.A., Ed.D.**

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Vice President for Student Services and Enrollment  
Management

**Terry John, B.A.**

Vice President for Spiritual Development and  
University Church Pastor

# Correspondence Information

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## Contact USC

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Ext. 2602  
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Ext. 1605

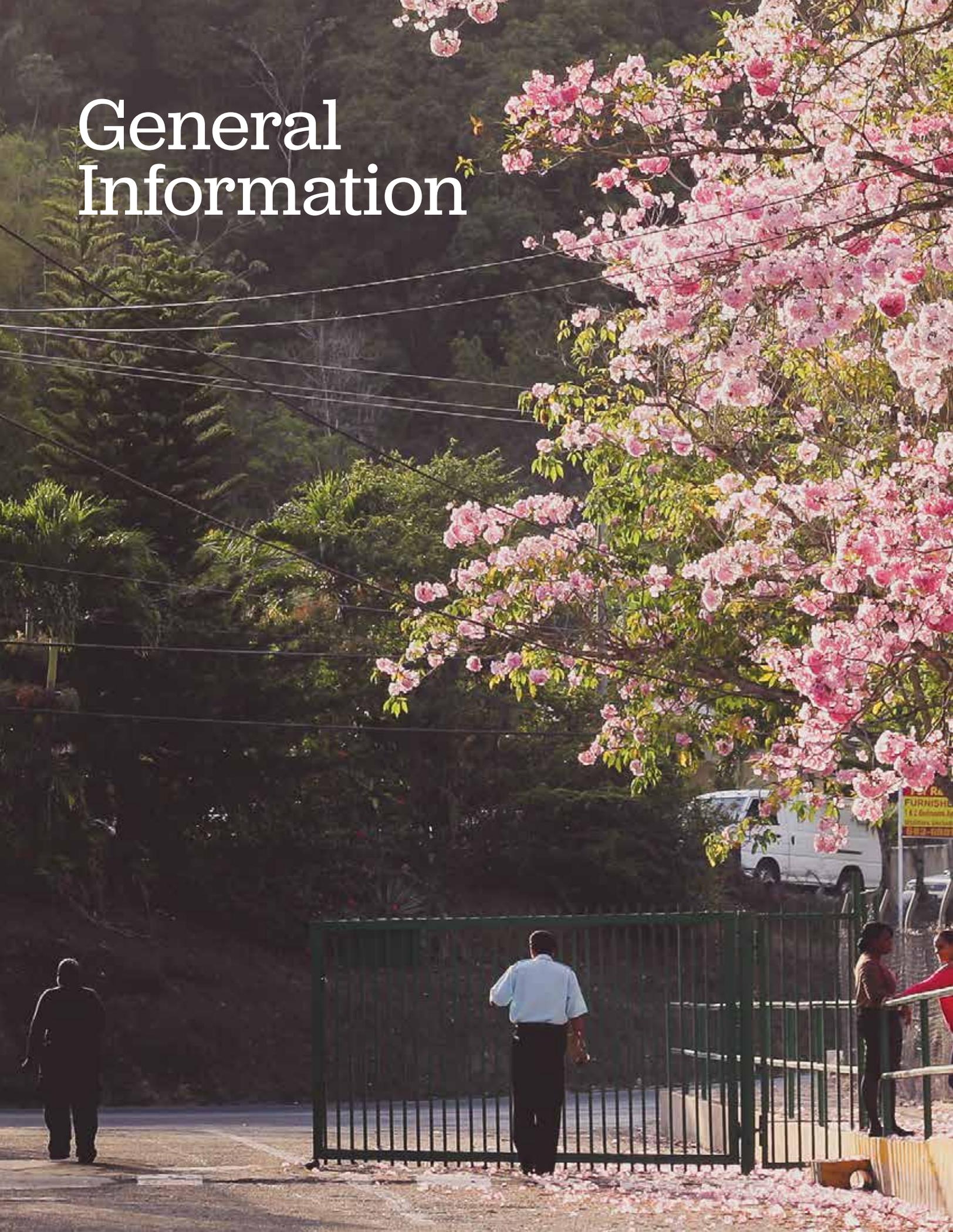
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Dean  
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Administrative Assistant  
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Pastor Cyril Marshall, M.A. Ph.D. (Cand.)  
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Academic Advisor  
Ext. 1602

# General Information



## **MISSION STATEMENT**

The University of the Southern Caribbean seeks to transform ordinary people into extraordinary servants of God to humanity through a holistic tertiary educational experience.

USC will accomplish this mission by instilling in every USC man and woman:

- a clear knowledge of and faith in God and belief in the primacy of Scripture
- an appreciation, respect and sensitivity for diverse beliefs, practices and cultures
- morals and values, which positively impact society, inclusive of integrity, honesty, and fairness
- a desire for critical thinking and problem-solving skills at the highest level
- a passion for life-long learning
- commitment to a life of service to humanity
- the capacity to be productive, conscientious, law-abiding citizens and agents of change in discharging civic responsibility
- experiences that demonstrate the development of the head, the hand and the heart
- the ability to communicate effectively to diverse populations globally
- an appreciation for the finer graces of life, inclusive of appearance, graciousness, kindness, mercy, and the arts
- a healthy lifestyle, inclusive of practiced laws of physical and emotional health
- an appreciation and advocacy for wise use of the world's resources, inclusive of natural resources, money, and other acquired wealth

## **VISION STATEMENT**

A Seventh-day Adventist University fully reflecting the character of God through spiritual, intellectual, physical, social and cultural development.

## **MOTTO**

Beyond Excellence

## **TEXT**

"And Jesus increased in wisdom and stature, and in favour with God and man." Luke 2:52 (KJV)

## **CORE VALUES**

The University of the Southern Caribbean is committed to:

- LOVE – The love of Christ constrains us to love as Christ loved
- COMPASSION – Sympathetic willingness to be engaged in the ministry of caring for one another--students and employees--and going beyond the call of duty as portrayed in the story of The Good Samaritan
- INTEGRITY – The eminence of backing positive conviction with commensurate action
- HONESTY – The commitment of the University family to honesty in all its dealings
- EXCELLENCE – The commitment to significantly exceed the minimum standards and expectations
- COMPETENCY – The freedom and privilege to perform competently under any circumstances
- JUSTICE – The commitment to treat everyone with equity and justice and to always act without fear or favor
- PURITY AND SELF-CONTROL –The quest to be morally upright and moderate in all that is good, with complete control over emotions, desires, and actions
- HUMILITY – The willingness to serve others in a sacrificial manner, with self-respect that denounces haughtiness or arrogance

## **PHILOSOPHY**

The 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 His nature, 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. The USC supports the concept of equal educational opportunities without regard to race, sex, religion, ethnicity, or place of residence.

The University of the Southern Caribbean is predominantly a regional institution, though the population comprises of students from as many as 30 countries. It seeks to preserve the Christian heritage, with the hope that, its graduates, following in the footsteps of Christ, will ameliorate the society. The University strives to help students come to an appreciation that witnessing for Christ should be their highest goal.

The emphasis of the University's Motto, "Beyond Excellence," is 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 are objectives which guide the education of 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.

(2) 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.

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

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

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

(6) 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.

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

## **HISTORY**

The University of the Southern Caribbean (USC) is a private University operated by the Seventh-day Adventist Church, on a 384-acre campus in Maracas Valley, Trinidad and Tobago. The campus is located 3 kilometers away from St. Joseph, the first town in Trinidad, and 16 kilometers northeast of Port of Spain, Trinidad.

The University continues to maintain an educational system that focuses on holistic development. It prepares students for meaningful living and exceptional service to the world. The institution is committed to distinction and continuous improvements that reflect its mission, vision, and

### **Motto:**

"Beyond Excellence". Throughout its existence, the University of the Southern Caribbean has maintained a strong commitment to the ideals of open, democratic governance, and responsiveness to the needs of a diverse student body.

USC was founded in 1927 as East Caribbean Training

School, for the purpose of educating men and women of the Caribbean Union Conference (CUC). Two years later, it became Caribbean Training College (CTC).

In 1947, the Caribbean Training College was officially declared a junior college, and it began offering two-year post-secondary certificates in Theology, Teacher Training, and Business and Secretarial Science. In 1956, Caribbean Training College assumed a new name-Caribbean Union College (CUC).

CUC experienced significant developments in academic offerings. By 1970, the two-year junior college programme in Theology was extended to a four-year Bachelor of Theology programme. Subsequent changes included the conferring Bachelor of Arts, Bachelor of Science, Bachelor of Business Administration, and Associate degrees in a wide range of disciplines, from 1955.

This was possible through affiliation with Andrews University (AU) located in Berrien Springs, Michigan, USA.

At the second session of the fifth sitting of the Trinidad and Tobago Parliament in November 27, 1997, Caribbean Union College received the charter for offering Christian-based education through Act 43, 1997. This Act facilitated its recognition as a teacher training institution by the Ministry of Education.

On February 23, 2006, Caribbean Union College was granted university status by the Accreditation Council of Trinidad and Tobago (ACTT), and consequently, was renamed University of the Southern Caribbean.

The University of the Southern Caribbean, on May 2012, was awarded full institutional accreditation as a tertiary level educational institution by the Government of Trinidad and Tobago, through its accrediting body, the Accreditation Council of Trinidad and Tobago (ACTT).

The University is also fully accredited by the Board of Regents, Department of Education, General Conference of Seventh-day Adventists in Washington D.C., USA.

# Application Procedure

Application Form

**EMPLOYMENT OPPORTUNITY**

As an Equal Opportunity Employer, we are committed to providing a fair and equitable work environment for all employees. We are currently seeking qualified individuals for the position of [Job Title]. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, age, or disability. We are an Equal Opportunity Employer. We are committed to providing a fair and equitable work environment for all employees.

**PERSONAL INFORMATION**

Can you work full-time?  
 Yes  No

Are you under the age of 18?  
 Yes  No

Have you ever been employed by another company?  
 Yes  No

On what day are you available to start work?  
 Part Time  Full Time

If yes, what number?  
What telephone can you reach?  
Computer skills (please list)  
Foreign languages (please list)

**EDUCATION**

High School  
Name & Location  
Last Grade Completed  
Degree  
College  
Name & Location  
Last Grade Completed  
Major  
Degree

Presented college but did not graduate, explain

## **APPLICATION PROCEDURE**

All applications to the University of the Southern Caribbean are accepted based on the following:

- Application Form (Mandatory)

### *Supporting Documents:*

- Official transcripts, which must come directly from the issuing institutions. The applicant must request that 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: General Certificate of Education (GCE)/Caribbean Secondary Education Certificate (CSEC)/General Education Development (GED)/Dutch HAVO/High School Diploma/French Baccalaureate.

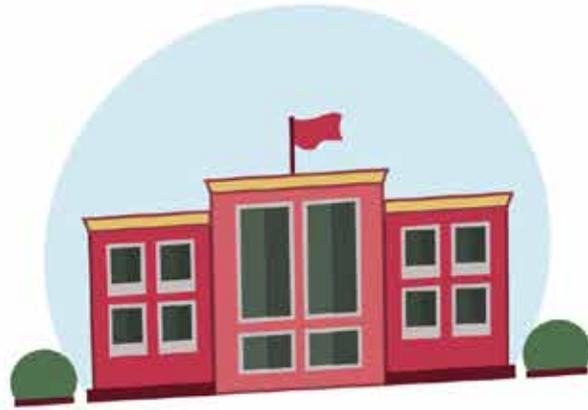
A non-refundable fee must accompany each application.

The application package may be downloaded from [www.usc.edu.tt](http://www.usc.edu.tt)

OR collected from:

Office of Admissions  
University of the Southern Caribbean  
Royal Road, Maracas  
St. Joseph  
Trinidad and Tobago, W.I.  
Telephone contact- 1 (868) 662-2241 Ext. 2204, 2206, 2210

# Admission Information



**ENTER**

Click here for more information



## **ADMISSION REQUIREMENTS FOR THE ACADEMIC PROGRAMMES**

### **Admission**

All University of the Southern Caribbean (USC) undergraduate degree programmes are two-year and four-year post-secondary programmes, with some exceptions which may entail an additional semester to complete. The following admission policies shall govern these degree programmes.

Applications for admission to all programmes must be processed via the USC Admissions Office.

### **1. Regular Admission**

*NOTE: Before 1998, a Caribbean Examination Council (CXC) pass at the general level was indicated by grades 1 or 2. Beginning June 1998, a CXC/CSEC pass at general level is shown as 1, 2, or 3.*

Regular admission to baccalaureate and associate degree programmes (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 the application. This may include one of the following:

- a. Five O-level GCE/CSEC passes, including English Language.
- b. Any combination of A-level GCE/CAPE and O-level GCE/CSEC passes equivalent to five subject areas, including English Language.
- c. High School diploma and transcript with a minimum GPA of 2.00, from an accredited high school.
- d. Three O-level GCE/CSEC passes, including English Language and the successful completion of the USC Pre-University Certificate.
- e. Any combination of O-level GCE/CSEC passes and a transcript and diploma from an approved accredited tertiary institution. Six credits will be used from the transcript for each missing O-level, including English Language.

f. A transcript and diploma from an approved accredited tertiary institution. Six credits will be used from the transcript for each missing O-level, including English Language.

### **2. Provisional Admission**

Provisional admission to baccalaureate and associate degree programmes may be given if a student has one of the following:

a. Three O-Level GCE or CSEC passes including English Language, and recognized mature age in his/her country of origin.

For a Trinidad and Tobago applicant, the mature age is 30 years. For an applicant from a Caribbean country other than Trinidad and Tobago the mature age recognized for University entrance in the country of origin will apply.

***To achieve regular status, the student must earn 24 credits with a minimum GPA of 2.00 and no grade lower than a C and complete six (6) non-degree credits (not counted towards your degree) for each missing O-level GCE/CSEC pass, within the first two semesters with a concession of a third semester.***

b. Three O-level GCE or CSEC passes including English Language and a GED certificate with an average composite score of 580, with no single score below 145 on the GED examination (as of 2013).

To achieve regular status, the student must earn 24 credits with a minimum GPA of 2.00 and no grade lower than a C within the first two semesters, with a concession of a third semester.

c. A GED certificate with an average composite score of 660, with no single score below 165 on the GED examination (as of 2013).

***To achieve regular status, the student must earn 24 credits with a minimum GPA of 2.00 and no grade lower than a C within the first two semesters, with a concession of a third semester.***

d. Mature age and GED certificate with an average composite score of 580, with no single score below 145 on the GED examination (as of 2013).

***To achieve regular status, the student must earn 24 credits with a minimum GPA of 2.00 and no grade lower than a C within the first two semesters with a concession of a third semester.***

e. Five O-level GCE or CSEC passes including English Language but lacks a required O-level GCE or CSEC pass.

***To achieve regular status, the student must earn the required O-level GCE or CSEC pass or complete the preliminary courses in the area of lack within the first year.***

A student who lacks the required number of O-level GCE or CSEC passes for regular admission into a programme of choice, can register with the Student Advisement Center (SAC) for instructional support to write the CSEC examination.

*Note: All Provisional Students must follow the procedures outlined below*

i. Read and SIGN the USC Provisional Contract at the Admissions Office before collecting the Acceptance Letter

ii. Upon fulfillment of provisional requirements, visit the Provisional Officer in the Records Office for documentation of your regularization.

### **3. Conditional Admission**

Conditional admission to baccalaureate and associate degree programmes may be given if a student has the following:

Four (4) CSEC passes

Any Trinidad and Tobago applicant, who possesses four (4) O-level GCE/CSEC passes including English Language, may be conditionally accepted to pursue programmes of study at USC.

***In order to complete the matriculation requirement, that is, to compensate for the missing subject, the***

***accepted applicant will be required to register and successfully complete six (6) credits under advisement of the SAC, before registering for any credits towards the desired degree.*** These six (6) credits will count towards matriculation/admission and cannot be applied to fulfill any degree requirements. Any specific degree requirements must be met in the four (4) CSEC passes presented.

The accepted applicant will be required to pay the regular tuition and fees for the six (6) credits, since GATE funding is not available to meet University entrance requirements. On successful completion of the six (6) credits, with a 'C' or above, the student can apply for regular admission to his/her programme of choice and then qualify for GATE funding. The required O-level GCE or CSEC passes must be satisfied in the combination of the four (4) O-level GCE/CSEC passes and six (6) credits for the chosen degree.

Note: All Conditional Students must follow the procedures outlined below

i. Read and SIGN the USC Conditional Contract at the Admissions Office before collecting the Acceptance Letter.

ii. Upon fulfillment of conditional requirements, please visit the Admissions Counselor at the Admissions Office for an Official Acceptance Letter.

### **4. Other Degree Entry Pathways**

Pre-University Certificate (PUC)

Persons, who are twenty-one (21) but not yet thirty (30) years of age and possess three (3) O-level GCE/CSEC passes including English Language, can apply to do this programme.

The PUC is made up of the following courses: Foundation Mathematics, Academic Skills and English Language, Foundations of College Success and Career Planning, and Foundations of Information Technology. Students can access this programme through the Student Advisement Center (SAC). A Certificate of Achievement will be given to students who successfully pass the course with a C+ or above. Students receiving a passing grade of C+ will

be offered pathways to degrees in Social Sciences, Humanities, Business (O-level Mathematics required) and Theology. The Pre- University courses taken are not transferrable to any degree programme at USC. Students, who wish to pursue studies in Education, Nursing or any programme in Science and Technology, are not allowed to do the PUC.

Please note that students, who pursue this programme will not be employed as teachers in the Teaching Service Commission of Trinidad and Tobago.

Upon successful completion of the PUC, please visit the Admissions Counselor at the Admissions Office for an Official Acceptance Letter to pursue one of the aforementioned degree Programmes.

### **SPECIFIC DEGREE REQUIREMENT:**

#### **School of Business, Entrepreneurship, Continuing/Professional Studies**

- Five O-level GCE/CSEC passes, including English Language and Mathematics

#### **School of Education and Humanities**

- Five O-level GCE/CSEC passes, including English Language

### **EXCEPTIONS**

#### **• Bachelor of Education in Primary Education**

Five O-level GCE/CSEC passes, including English Language, Mathematics and a Science subject.

#### **• Bachelor of Arts in Music**

Five O-level GCE/CSEC passes, including English Language and Grade 5 in Music Theory or Practical

#### **• Associate of Arts in Music**

Five O-level GCE/CSEC passes, including English Language and Grade 3 in Music Theory or Practical

#### **School of Science, Technology and Allied Health**

- Five O-level GCE/CSEC passes, including English language

### **PROGRAMME REQUIREMENTS**

#### **• Bachelor of Science in Computing and Associate of Science in Computer Information Systems**

Five O-level GCE/CSEC passes, including English Language and Mathematics

#### **• Bachelor of Science in Nursing Education**

Five O-level GCE/CSEC passes, including English Language and Mathematics/Economics/Accounting

#### **• Bachelor of Science in Biology**

Five O-level GCE/CSEC passes, including English Language, Mathematics and Biology

#### **• Bachelor of Science in Chemistry**

Five O-level GCE/CSEC passes, including English Language, Mathematics, Chemistry, Physics and Biology

#### **• Associate of Science in Premedical Studies**

Five O-level GCE/CSEC passes, grades I and II or A and B only, including English Language, Mathematics, Chemistry, Physics and Biology

#### **School of Social Sciences**

- Five O-level GCE/CSEC passes, including English Language

#### **School of Theology and Religion**

- Five O-level GCE/CSEC passes, including English Language

# Graduation Requirements



## BACCALAUREATE DEGREES

1. A minimum of 124 semester credits must be earned, including an emphasis 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 USC. (Individual programmes may have higher minimum GPA requirements).

3. Primary Education and Early Childhood 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 emphasis and minors, and in all professional education courses, with no grade lower than a C. Students in the B.S. in Educational Services programme will have their transfer work 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 an emphasis, and 2.00 in all transfers and credits earned at USC to count for a minor. (Individual programmes may have higher minimum GPA requirements).

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

6. A minimum of 1/3 of the credits required for an emphasis, 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 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 their respective emphasis.

9. A student may earn more than one emphasis for a single degree. All requirements for each emphasis must be met including cognates. If the emphases 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 emphasis or minor, provided at least 75 per cent of the credits used for any emphasis or minor are not also counted for another emphasis or minor.

11. A student may earn a second B.A. degree or a second B.S. degree, if desired. However, they must:

a. Complete at least 30 semester credits in residence beyond those required for the first baccalaureate degree. Meet all published requirements for the second degree as stipulated in the Bulletin.

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

c. If a student repeats a course, the initial grade will appear on the transcript; however, only the higher grade will be used to compute the GPA at graduation.

12. The grade report, that 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. Transfer credits earned at another institution will not be calculated in the cumulative GPA, only the grades earned at USC will be used to compute the final GPA.

13. Graduation with academic distinctions shall be granted to a bachelor and associate degree student who has completed at least 45 credits taken at 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 |

All courses used to meet emphasis requirements must be selected in consultation with the relevant advisor.

14. 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, emphasis, minor 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 USC campus that are counted for an emphasis or minor. (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 emphasis or minor must be taken in residence.

### **AREA OF CONCENTRATION, EMPHASIS, AND MINOR**

The specific requirements for the emphasis, minor, and areas of concentration are listed under the respective departments in the section, "Courses of Instruction". In some instances, courses related to the emphasis or minor may also be required. These are known as cognates. In general, such courses are not included as a part of the emphasis 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.



# General Academic Information



## **STUDENTS GOVERNING BULLETIN**

A student is expected to know the rules that govern academic matters. The Bulletin presents answers to general questions regarding academic policies. A student with specific problems and circumstances should consult the Programme Coordinator, Department Chair, Director or Dean of the Academic School where his/her programme of study originates. 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, a student who receives regular admission status will receive a degree by fulfilling the requirements of a curriculum, as specified in the USC Undergraduate Bulletin. The University, however, is not obligated 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.

A student is required to examine the requirements of the degree for:

1. The total number of credits for a particular course.
2. The total number of credits for the following relevant sections of a degree:

- a. General Education
- b. Core Courses
- c. Emphasis
- d. Cognate
- e. General Electives
- f. Professional education and clinical requirements, where applicable
- g. Planned Programme Minor where applicable

3. The total number of credits for a particular degree
- A student needs 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.

## **CHANGES IN BULLETIN REQUIREMENTS**

The provisions of this Bulletin are not to be regarded as an irrevocable contract between a 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. Bulletins are year-specific. Applications to change the year of the Bulletin to which a student is assigned, as indicated in the acceptance letter, must be authorized by Vice President for Academic Administration before changes can be effected. Emphasis and minors are governed by the assigned Bulletin, except otherwise authorized.

## **ATTENDANCE AT THE UNIVERSITY**

The admission of a candidate, his/her continuity as a student, his/her status, the awarding of academic credits and the granting of degrees, are all subject to the regulatory powers of the University, which reserves the right to cancel, at its discretion, any of these privileges for reasons considered sufficient by the University.

School Deans reserve the right to review a student's grades periodically. Together with the faculty, they may recommend that a student who is performing unsatisfactorily, should discontinue his/her degree programme. A student, who receives such a recommendation, has the option of applying for temporary withdrawal from his/her approved programme, and registering at the Student Advisement Centre. Students who are neither citizens nor residents of Trinidad or Tobago need approval from the USC Immigration Representative before attempting to drop USC classes and register full-time with the Student Advisement Center.

## **REGISTRATION**

Instructions for registering using the automated student records system may be obtained from the Student Advisement Centre.

Registration is a compulsory procedure for a student who is desirous of receiving credits for courses and meeting his/her graduation requirements. A student 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**

A student, who does not complete registration during the assigned calendar dates, is required to pay a late service fee. The fee is to be paid in cash except otherwise approved by the Finance Office. A student may not register after the last official day to "add/enter any class" as indicated on the USC calendar of events.

### **CHANGES IN REGISTRATION**

A course may be dropped or added using the University's Electronic Academic Management System. After completing the transaction, the student must verify that the process was completed, ensuring that the desired change appears on his/her records. Official dates with respect 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 the official dropping of a course. Non-attendance or non-payment for courses will not constitute a drop. In all such cases, students will remain responsible for payment for the courses.

### **CHANGES IN PERSONAL INFORMATION**

A student should provide and promptly update personal information at the USC Records Office. Changes in name, postal and email addresses, telephone contact 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**

The student is singly responsible for the management of his/her class registrations and withdrawals. The University's Electronic Academic Management System class attendance sheet should be checked before the last day to add a class, and before the last day to drop, for each trimester. The objective of checking the attendance sheet is to ensure that the record of courses for which the student is enrolled,

is correct. The student should also check his/her account and the attendance sheet after making any change in registration. If the record of courses dropped or added is not reflected on the University's Electronic Academic Management System, the student should contact the 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. A student, who wishes to withdraw from all USC courses and leaves the University in good standing, must complete and submit an official withdrawal form.

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

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 will not reflect A-F letter grades.

### ***A withdrawal form is not the same as a drop form.***

A student who withdraws from the University will be given the grade of W. Until the student drops the registered course on the University's Electronic Academic Management System and receives final clearance at the Finance Office, 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. A student must clarify requirements for payment or repayment of GATE funds with the USC GATE representative before leaving the campus.

### **FRESHMAN ORIENTATION**

Orientation is compulsory for a new student. To commence registration, a new student must present his/her acceptance letter and temporary identification certificate or ID card, to receive the registration package. A returning student must satisfy the conditions outlined under "Returning Students".

To complete registration, a student must complete every required step in the process. Registration is not official until all steps are completed and Data Entry receives the completed transaction. A student, who attends 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 School Dean and any Student Advisement Centre representative, or through written academic petitions. Forms are available at the reception area of the Registrar's Office. Each student is required to be aware of and meet all the requirements outlined in the USC student Bulletin, under which he/she plans to graduate. Every deviation from the published requirements must be approved in writing on the Academic Petition form. The responsibility for meeting graduation requirements rests upon the student.

### **RESPONSIBILITIES OF A STUDENT**

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 the instructor's clarification on unclear statements in the class attendance policy.
4. To regularly check the university's electronic academic management system's 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 Student Advisement Centre 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 Student Advisement Centre if admitted on a provisional basis; or if a GPA below 2.00 is earned for any trimester.
10. To cooperate with the Student Advisement 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 perform all stipulated transactions 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's 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 drop/add courses by the published calendar deadlines.
16. To submit a withdrawal form, if the student must stop attending classes.
17. To provide current mailing and email addresses and telephone numbers to the Registrar's Office 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.

19. To check the USC e-mail periodically for announcements and information.

### **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 still be in effect.

### **RE-ADMISSION**

A previously admitted degree-seeking student, who has not, enrolled in any course at the University of the Southern Caribbean for one full academic year or more, is eligible for readmission. The student must submit the USC re-admission 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 an international student from enrolling without being admitted into a formal degree or certificate programme. An international student will, therefore, not be allowed to enroll as a non-degree seeking or non-certificate student.

### ***Registration - Conditions for a Provisional Student***

1. A provisional student must fulfill all requirements and have regularized his/her academic admission status by the expiry date on the provisional contract, 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.

A student who defaults on his/her provisional admission contract, and who is 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 Student Advisement Centre to have the provisional year extended. The application for an extension must be approved before attempting to

register on the University's Electronic Academic Management System.

2. A prospective graduate should have written approval for regular admission into his/her main programme by the first published calendar day for registration of the first semester of his/her senior year.

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

4. Re-admission may be denied if a student does not meet admission standards, if his/her provisional admission contract expires before he/she meets his/her contractual obligations, if his/her behaviour and lifestyle do not conform to USC standards, or if he/she submits transcripts or records found to be fraudulent.

5. A student must have written approval for a change in programme. Approval must be endorsed by the Registrar's Office on the Change of Programme (COP) Form, before the student can register for a programme which differs from the one for which the student was previously admitted.

6. A returning student 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 courses require pre-requisites. Pre-requisites are listed with course descriptions in the Bulletin under the various schools. A student will not be allowed to register for courses for which he/she has not met the pre-requisites. Pre-requisites must be completed before reading for the degree.

### **ADMISSION TO CLASSES**

No student will be officially admitted to a class without completing the registration process. Students, who have not completed registration, will be asked to leave the class.

## 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 the University's Electronic Academic Management System.
2. Check to ensure that the request has been cleared by (a) Academic Advisor, (b) Student Development (c) the Student Finance Director.
3. Check the University's Electronic Academic Management System record to ensure that the record reflects the dropped or added course.

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

## ATTENDANCE REGULATIONS

### • *Class Attendance*

A student is required to attend all scheduled classes, laboratories, chapel/assembly exercises, and examinations. Any irregularity in attendance may lower a student's course grade. Faculty members are required to keep regular attendance records. The instructor's course outline notifies a student of attendance regulations. Class attendance is also a requirement for GATE funding (Trinidad and Tobago only).

### • *Absences on the First Day of Class*

A student is required to take his/her seat from the first day of instruction. The final grade that a student receives for any given class will be impacted by the date of his/her entry into the class.

### • *Absences and Failing Grade*

Whenever the number of absences exceeds 20% of the total course appointments, the lecturer 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. Class work missed as a result of authorized absences may be made up only with the permission of the lecturer.

### • *Absences, Excuses and Incomplete Courses*

Excused absences do not negate the student's responsibility to complete all requirements for a course.

### • *Attendance, Examinations and Public Holidays*

Classes and examinations are not generally held on official public holidays of Trinidad and Tobago.

### • *Absences for Illness*

If class attendance is affected by illness, a student should submit a medical certificate from a currently registered physician by the second day of any illness that persists.

## COURSE LOAD

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. A laboratory or practicum experience of three 3 hours is considered equal to one regular class period, unless otherwise noted in the course syllabus.

A student who, shows poor performance in work or study over two consecutive semesters, will be asked to reduce his/her credit load, and to temporarily withdraw from a degree or certificate programme, and register at the Student Advisement Centre.

## WORKLOAD

The course load of a student who engages 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 students' respective Dean. This must be done on 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. A student with good performance in study may be allowed to take extra credits with approval from their respective Dean, according to the following guidelines:

| <b>Overall GPA</b> | <b>Course Load</b> |
|--------------------|--------------------|
| 3.00 - 3.49        | 17 credits         |
| 3.50 - 3.89        | 18 credits         |
| 3.90 - 4.00        | 19 credits         |

For the third semester, a student is not permitted to register for more than 12 credits.

## **CLASS SIZE**

The University reserves the right to refuse to offer classes for an insufficient number of students. A minimum of 12 students constitute a class size for regular lecture courses.

A student, who registered on the University's Electronic Academic Management System for cancelled courses, must drop the courses on the University's Electronic Academic Management System and complete the transaction by the calendar deadline for dropping courses.

## **GRADES AND QUALITY POINTS**

The right to assign grades rests with the instructor of the course. Quality points (on a 4.00 scale) are given to each letter grade (A-F) for use in determining 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.

## **PROFILING GRADE EXPECTATIONS THROUGH THE USE OF DESCRIPTORS**

Grade descriptors show how a given level of performance will be reflected in a grade. They act as guidelines for the student and the course instructor. In some environments, profiling grades simply means identifying "A" as excellent, "B" as good etc.

Other environments develop a more sophisticated analysis, such as "A", a high level of conceptual understanding; excellent knowledge of facts; strong written and oral skills in communicating information, etc. Such a profile (which may vary for different levels of a programme) provides students with knowledge of departments' expectations as well as assists faculty in grading with longer, non-objective forms of assessment. These grades and descriptions are often also tied to fixed percentage points.

## **Assessment Criteria**

The following criteria are used to provide descriptors of student grade achievement:

- Mastery of course content whether based on a corpus of knowledge and/or skills
- Originality and creativity in thought and expression
- Ability to use critical thinking and problem-solving skills
- Ability to analyze and synthesize information and sustain a coherent argument in both oral and written forms.
- Capacity to complete tasks efficiently whether independently or in a group setting

| Grade             | Quality Point per Semester Credit |      | Description   |
|-------------------|-----------------------------------|------|---|
| A Excellent       | A                                 | 4.00 | <p>Excellent mastery of course content, evidence of extensive background reading.</p> <p>Student performance indicates a very high degree of originality, creativity, and problem-solving skills.</p>   |
|                   | A-                                | 3.67 | <p>Excellent performance in analysis, synthesis and critical expression, oral or written.</p> <p>Student works independently or in groups as is required with unusual effectiveness.</p>  |
| B Very Good       | B+                                | 3.33 | <p>Very good mastery of course content, evidence of substantial background reading.</p>   |
|                   | B                                 | 3.00 | <p>Student performance indicates a high degree of originality, creativity and problem-solving skills.</p>   |
|                   | B-                                | 2.67 | <p>Very good performance in analysis, synthesis and critical expression, oral or written.</p> <p>Student works very well independently or in groups as is required.</p>   |
| C Satisfactory    | C+                                | 2.33 | <p>Acceptable mastery of course content, evidence of some background reading.</p>   |
|                   | C                                 | 2.00 | <p>Student demonstrates some degree of originality, creativity and problem-solving skills.</p> <p>Acceptable performance in analysis, synthesis and critical expression, oral or written.</p> <p>Student works independently or in groups at an acceptable level.</p>   |
| C- Unsatisfactory | C-                                | 1.67 | <p>Unacceptable mastery of course content, very little evidence of background reading.</p> <p>Student demonstrates little degree of originality, creativity and problem-solving skills.</p> <p>Unacceptable performance in analysis, synthesis and critical expression, oral or written.</p> <p>Student displays unacceptable level of proficiency in working independently or in groups.</p> |

|                |   |      |   |
|----------------|---|------|---|
| D Deficient    | D | 1.00 | <p>Deficient in mastery of course content, no evidence of background reading.</p> <p>Originality, creativity and problem solving skills absent from performance.</p> <p>Deficient performance in analysis, synthesis and critical expression, oral or written.</p> <p>Deficient in ability to work independently and in groups.</p>                                 |
| F Unacceptable | F | 0.00 | <p>No comprehension or grasp of course content, no evidence of background reading.</p> <p>Originality, creativity and problem solving skills totally absent from performance.</p> <p>Unacceptable performance in analysis, synthesis and critical expression, oral or written.</p> <p>Displays neither aptitude nor ability to work independently or in groups.</p> |

| Grade | Meaning              | Description  |
|-------|----------------------|--|
| AU    | Auditing Classes     | Registration for attendance only. Permission to audit a class must be granted by the instructor.   |
| UA    | Unsatisfactory Audit | This grade is given to a student who is auditing a class but fails to attend at least 80% of classes.  |
| I     | Incomplete           | A student's work is incomplete because of illness or unavoidable circumstances, but not because of negligence or inferior performance.   |
| DG    | Deferred Grade       | A DG may be given in certain courses when all requirements are not likely to be completed within one semester. A DG will be changed to the letter grade which can only be earned on completion of the course by the end of the following semester. |
| W     | Withdraw             | A grade of W is given to students who officially withdraw from a course by the withdrawal deadline in a given semester, and a student who never attended a class.  |
| S     | Satisfactory         | Credit is granted but no grade points assigned.  |
| U     | Unsatisfactory       | A permanent grade indicating that a credit attempted was not acceptable. An "unsatisfactory" grade merits no grade points and is not computed in the grade point average.  |

**HOW TO COMPUTE YOUR GPA**

*The GPA is computed only via 'A' through 'F' letter grades listed. A student may calculate a semester's 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**

A student, who has documentary evidence to prove that his/her University's Electronic Academic Management System GPA has been incorrectly calculated, should submit the completed GPA Correction Request Form to the Data Entry Officer, within two days of viewing his/her University's Electronic Academic Management System grade reports.

## **ADDITIONAL GRADES**

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

### **• AU - Auditing Classes**

It is possible to audit any class, except 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 is obtained from the instructor. The term "audit" refers to registration for attendance only, and a student who is auditing a class is 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. A student, who audits classes, earns no credit or grades in these classes but may change their registration from audit to credit by the deadline indicated on the Academic Calendar.

### **• UA - Unsatisfactory Audit**

A student, who is auditing a class, must attend at least 80% of classes. If he/she fails to do so a UA grade - Unsatisfactory Audit – will be assigned/given.

### **• I - Incomplete**

Incomplete suggests that a course is not completed due to illness or unavoidable circumstances, and not because of negligence or inferior performance. An 'I' may be assigned upon mutual agreement between the instructor and the student; or by the instructor's decision before the final class. This agreement is sealed upon completion of an Incomplete Contract signed by both the instructor and the student, along

with the payment of the requisite fee. The contract designates the assignments to be completed, and the deadline for submitting the work. The student must submit documentary evidence in support of his/her reason for not completing requirements. The evidence must be attached to the instructor's grade report. 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 by 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 determining the student's class and workload.

Where necessary, the Incomplete Contract should include the signature of any additional instructor needed for successful completion of the course. Incomplete contracts should be submitted for every 'incomplete' recorded on the grade report sheet. It is the student's responsibility to ascertain that the coursework is completed according to the contract. Anomalies in the completion of an 'incomplete' could delay the student's graduation by one year.

### **• DG - Deferred Grade**

A DG may be given for certain courses recognized to be of such a nature that all their requirements are not likely to be completed within one semester, for example research, internship and practicum.

## **CHANGES IN EMPHASIS**

A fully admitted student may change emphasis, provided he/she meets the entrance requirements for the new programme. Applications for programme change must be submitted via a Change of Programme Form to the Records Office. The form is available at the reception area of the Registrar's Office. The student is subject to the degree requirements in effect at the time of the requested change of the degree.

A student, who is granted provisional entry, may not change emphasis until he/she has regularized his/

her admission status. Changes must be approved in writing before graduation application for the new programme is submitted. Separate graduation applications must be submitted by a student who wants to graduate with more than one degree.

### **CHANGES IN REQUIRED NUMBER OF COURSE CREDITS**

Courses must be taken for the assigned 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, a student must do an independent study for the number of credits in the area where such a lack exists. The independent study must be numbered IDSC followed by the course title.

### **CHANGES IN NAMES**

A woman, who marries during her course of study can have her name changed. In order to do so, an original and copy of the marriage certificate should be submitted. The copy will be validated and the original returned immediately upon submission. Names should be written in the same sequence on all official documents.

### **COLLECTING GRADE REPORTS**

A student is required to check his/her grades on the University's Electronic Academic Management System. At registration, a student is required to specify the organisation or person to whom his/her grades should be sent. Registration is incomplete without such organisation 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. Grade queries must be submitted on the Grade Query form within two weeks of the date of posting of grades and forwarded to the Dean of the School in which the course is being

queried.

### **GRADE GRIEVANCE POLICY**

If a student desires to query his/her final course grade the matter must first be discussed with the instructor assigning the grade no later than mid-semester of the next semester.

If the instructor 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 Instructor, 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 decision.

### **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 course Instructor, the Department Chair, and the Dean, in that order as necessary.

If they all disagree with the student's request, then the appeal may be made to the Vice President for Academic Administration. A further appeal could then be made to the President's 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 instructor within seven (7) days after the beginning of the ensuing semester. The three-step process is as follows:

### Step # 1 (Informal)

If the course instructor is 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 provided that a prior written explanation was submitted, to the Chair stating the reason for the grade. The student may then appeal the Chair's decision to the next step, but the course instructor is expected to accept the decision as final.

### Step # 2 (Formal) Department Chair

If the student is dissatisfied, then he/she may file a written formal grievance to the Department Chair, who may request a meeting with the course instructor and the student, acting only as mediator and not decision-maker. This should be done within five (5) working days of receiving the request.

### Step # 3 (Formal) Dean of the School

Failure to come to an amicable resolution affords the student the privilege of filing a written request to the Dean of the School in which the course was offered.

- ***Grade Grievance Policy Intent***

This policy is intended to facilitate a procedure for prompt and fair processing. A student 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.

### **REPEATING CLASSES**

A student may repeat a course in which he/she receives 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 a 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 instructor on the advisability of continuing the course.

### **REPEATING CLASSES FOR A SECOND DEGREE**

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 towards graduation for the subsequent degree. However, the grades and points earned at the first attempt will not be erased. Inserted on the transcript will be the "include/exclude" symbols as appropriate, for repeated courses.

### **WAIVERS**

When the 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, emphasis, 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 for graduation 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 the student is required to take the examinations at the scheduled time. If a student has any clash or conflict, it is his/her responsibility to check with his/her School Dean and appeal to the Examinations Council for changes before the examinations.

The student is expected to follow the published examination schedule. A student is required to present a valid student identification card in order to enter the examination hall.

### **EXAMINATION'S DIVISION**

The Examination's Division of the University of the Southern Caribbean is responsible for supervising examinations and executing all other facets of the final examination process at the end of each semester.

#### ***Modes of Communication with the Examination***

##### ***Division:***

- examcouncil@usc.edu.tt
- Departmental Chairs

#### ***Modes of Executing Final Examinations***

- Conventional Testing
- Computer Based Testing (CBT)

#### ***Final Examination Schedule and Students Responsibility***

The Examination Division prepares and posts the examination schedule which indicates the day, time, and place of each examination for the current semester. The schedule is posted at the following times in each school:

- First draft - seventh week
- Second draft - ninth week
- Final copy - eleventh week

After the schedule is posted, a student with legitimate challenges (clashes etc.) is required to communicate with the Council through the three modes identified above. After the final examination copy has been posted, no changes will be made. The student is responsible for addressing challenges before the posting of the final examination schedule.

Final examination dates are published in the University's Calendar. The University makes **no provision** for a student with return travel dates before the completion of final examinations.

#### ***Services Offered by the Council***

The Examination Council offers the following services

to a student:

- Letters to employers (working students)
- Examination Prayer Ministry (Campus Ministry initiative)

#### ***Incomplete Examinations***

The University of the Southern Caribbean grants a student an "I" grade under the following extenuating circumstances with the following necessary proof:

- Family death ... copy of death certificate
- Sickness ... medical certificate
- Accident ... proof of same

To qualify for an "I" grade the student should meet the following requirements:

- Contact the instructor of the specific course indicating the circumstance
- Provide the proof of the stated circumstance

This entire process must be completed before grades are due for the specific semester. All "Incomplete" examinations are done on the second Friday of the preceding semester, as per published date in the University's calendar.

#### ***Examination Rules and Regulations:***

- A student is NOT allowed to bring into the examination room pencil cases, bags, paper, cell phones or any electronic or electrical data storage devices, even if these devices are on silent or switched off. A student will only be allowed to bring into the exam room writing equipment (and other equipment necessary in completing the exam and allowed as indicated by examiners).

- A secured room with a numbering system is provided for all personal belongings. Personal belongings must be lodged there before entering the examination room.

Strict adherence to USC's dress code is required for all examinations. A student in breach of the dress code WILL NOT be allowed into the examination room. (Check Student's Handbook for dress code)

- All examinations will take place either in the New Building Auditorium, and /or the Pre-Fab Classrooms adjacent to the Administration Building unless

otherwise stated/published. Please read the final examination schedule carefully and confirm the correct time and room for your examination(s).

- All examinations are for two hours. A student will not be allowed to leave the exam room before an hour has elapsed.
- A student should be seated in the examination room at least ten (10) minutes before the starting time for each examination since instructions and/or corrections will only be given ten (10) minutes before each examination. Instructions will not be repeated for latecomers. The examination room will be opened 15-20 minutes before each examination.
- The USC ID card must be shown, on entering the examination room and should be displayed on the desk/table during each examination.
- No form of communication with another student is permitted while in the examination room. This will be considered a breach of regulations and could lead to disqualification from that examination.
- Absence from an examination (because of lack of knowledge or mix-up about the schedule) is considered negligence. The consequence for missing a scheduled examination is an automatic "F". A student will not be able to get an incomplete "I" in such cases.

### **THE HONOURS PROGRAMME OF THE UNIVERSITY**

The University of the Southern Caribbean Honours Programme is a special curriculum integrated into the four-year baccalaureate degree. A student meeting such requirements shall have his/her 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 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 in 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 credits

HONS 295, 495 Independent Study 2-6 credits

4. An honours student shall develop, with an advisor, a proposal for a research project in his/her 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, an honours student intending to graduate with honours in that year must register for **HONS398 Interdisciplinary Honours Seminar** (1 credit). The final year honours student will present his/her research on flash drive, via email and, hard copy.

#### • Honours Audits

To enhance an honours student's opportunities for academic growth, the 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 a student to research a topic of his/her own choice, in a manner that he/she would not be able to do in a normal class. The supervising instructor assists the student 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 the opportunity for a USC student to develop independent thinking and analytical skills.

A 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.

A student must take Independent Study as part of his/her emphasis, minor, or cognate, to receive a grade (A-F) for the Independent Study. Independent Study, which is not part of an emphasis, 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.

An applicant for Independent Study must have earned a minimum GPA of 2.50. The Data Entry Office must verify the student's GPA 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 comprised of students with high scholastic achievement. To qualify for any of these lists a 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, a student must attain a cumulative GPA of 4.00, and must complete at least two full consecutive semesters, with A-C 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, and must complete at least two full consecutive semesters, with A-C 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 for one semester of the school year,

with at least 12 A-C 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)**

A student 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. The student needs to secure approval from the course lecturer, the Dean of the School offering the desired course, and from the Dean of his/her School. Documentary evidence of prior knowledge is a prerequisite for consideration.

CBE may be granted in two ways: (1) through recognized standardized tests and (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 must be taken during the first year of study at the University. No CBE of any type can 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 the GPA. The student is advised that this can pose a disadvantage.

### **TRANSFER CREDITS**

An applicant hoping to receive transfer credits from a teacher’s training college certificate, and/or any other tertiary institutions, must arrange to have all transcripts, certificates and professional transcript evaluations submitted as part of the admissions process. An applicant for USC admission and an applicant 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 he/she must submit a website address for the institution responsible for recognition or accreditation of certificates, diplomas or degrees submitted to USC. Transfer applicant must have a minimum

GPA of 2.00 on a 4.00 point scale for consideration. The transfer applicant, who is desirous of pursuing education as an emphasis, must have minimum GPA of 2.50 on a 4.00 scale for transfer consideration. Please consult the website and the undergraduate admission instructions for additional information about transfer admissions credits.

### **PLACING TRANSFER CREDITS ON TRANSCRIPTS**

Transfer credits, credits earned at the University of the Southern Caribbean and all other undergraduate credits will be listed when the student graduates.

### **OFF-CAMPUS COURSES FOR CONCURRENT CREDIT**

(Off campus relates to all Adventist Universities and Extension/Satellite Sites)

A student 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 and the following guidelines will apply.

1. A student will not be permitted to take courses for credits at another university while registered for courses at USC during the same semester.
2. To be eligible to apply for a course(s) at an off-campus Institution, the student must meet the following criteria:
  - The student’s cumulative grade point average must be 2.50 or above at the time of the request.
  - The student must meet the prerequisites for the course(s).
  - The course must not be available through the extension sites.
  - The course must not be a duplicate of a course for which the student has already received credit.
  - The course must not be a duplicate of a course previously attempted (earned a letter grade, failed, withdrawn or incomplete) at USC.
3. A student must apply during the semester prior to the one in which he/she wishes to take the course(s).
4. Once a student has received prior permission and taken a course, the student must have an official transcript from that institution sent to the Registrar’s

Office as soon as the transcript is available.

### **CLASSIFICATION OF A STUDENT**

A regular student is classified academically during the first semester according to the levels of academic achievement listed below.

Freshman: 00-32 credits  
Sophomore: 33-64 credits  
Junior: 65- 96 credits  
Senior: 97 + credits with a minimum GPA 2.00

A student designated freshman or sophomore is by policy allowed to register only 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 a student will demonstrate the ability to think clearly for himself/herself and exhibit personal and moral integrity in every sphere of life. Thus, a student is 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, 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 instructor
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. Tampering with the University's Electronic Academic Management System with the intent to alter student grades.

10. Any other act that seeks to give the student an unfair advantage or which compromises the standards and integrity of USC (e.g. cheating during examinations)

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 Departmental 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 programme, expulsion from the University, or degree cancellation. Departments and faculty members may publish additional, more stringent, penalties for academic dishonesty in specific programmes or courses.

### **SATISFACTORY ACADEMIC PROGRESS**

A student is 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**

A student is placed on academic probation at the end of any semester in which his/her grade point average on all credits attempted falls below a "C" average (2.00). A new or transfer student admitted with less than a "C" average is automatically placed on academic probation.

A student is required to examine his/her University's Electronic Academic Management System grade reports on the published calendar dates for viewing grades. A student with a GPA below 2.00 is required to register at the Student Advisement Centre before attempting to register for the subsequent trimester. Advisors should not clear a student for registration if his/her University's Electronic Academic Management System GPA falls below 2.00. Automatic registration holds will be placed on the University's Electronic Academic Management System and Advisors are required to observe this regulation.

A student on probation is required to discuss credit and workloads with his/her assigned advisor. A student on academic probation for one semester will have his/her class load reduced to 12 credits. A student on probation for two consecutive semesters will 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 emphasis is contingent upon approval from the Student Advisement Centre (SAC) and the Dean of the School in which the student is registered. The student will be evaluated on his/her willingness to comply with the stipulations on the Academic Plan Form, which becomes a contractual arrangement for continuance at USC.

A student on probation may not hold office in student organisations, and will only be allowed limited participation in any co-curricular organisation that represents the University on or off campus. Academic policies will be implemented by the SAC and the student will not be allowed to register on the University's Electronic Academic Management System for a new semester.

### **TRANSCRIPTS**

Academic transcripts for a student who has graduated shall be issued as per policy outlined:

1. Only the Registrar's Office of the University of the Southern Caribbean is authorized to issue official academic transcripts to students.
2. Transcript requests must be dated and signed.

There is no exception to this policy.

The transcript of grades is the complete record of grades for all registered courses attempted. The GPA is calculated on all grades earned for courses taken in residence. A student is 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 continues 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. Transcripts with missing grades will not be released.

### **CHANGES OF PROGRAMME**

When a student already admitted into a degree programme changes his/her programme by adding or dropping another emphasis, the student's programme will be governed by the current Bulletin. A student, who adds a minor or emphasis may remain on the Bulletin already in effect, provided there have been no substantive changes in minor course requirements. A student, who drops a minor, associate degree or second emphasis, remains on the same Bulletin.

### **RETAINING OFFICIAL DOCUMENTS**

A student is advised to download and secure all official documents, including the official USC Bulletin for his/her year of graduation. Documents to secure include letter of acceptance, checklist for admission to undergraduate programmes, transfer credits, credit by exam, and all course outlines and syllabi. If a student plans to further his/her education, his/her transcript will not be sufficient to evaluate the level of work done. A student will need to submit course outlines and the Bulletin. The Records Office will not be able to supply a student 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

Annual graduation exercises are held after the second semester of every 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 should plan an academic programme 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 programmes may have higher minimum GPA requirements).

| All degrees except Education | GPA  |
|------------------------------|------|
| Emphasis                     | 2.25 |
| Minor and Concentration      | 2.00 |
| Cognate                      | 2.00 |
| Overall (transfer, USC)      | 2.00 |

| Early Childhood, Primary and Secondary Education degrees only | GPA  |
|---|------|
| Core  | 2.50 |
| Emphasis  | 2.50 |
| Education Content Requirement                                 | 2.50 |
| Education Foundation Exploration                              | 2.50 |
| Pedagogy  | 2.50 |
| Practicum   | 2.50 |
| Overall (transfer, USC)                                       | 2.50 |

For a student pursuing a degree under the Department of Education, 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 emphasis/core and in all professional education courses, with no grade lower than a C. A student in the Educational Services programme will have his/her transfer work considered as a block of courses without consideration for individual grades.

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

## RELEASE OF STUDENT INFORMATION FROM EDUCATIONAL RECORDS

The University of the Southern Caribbean assures the confidentiality of a student's educational records. The Registrar's Office makes available without consent, as it deems appropriate, general information such as the name of student, date 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 the 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. With the exception of the aforementioned, records are not released to a third party without students' written consent.

## ADVISEMENT FOR SATISFYING GRADUATION REQUIREMENTS

While a student 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 concerning graduation requirements from his/her assigned academic advisor. Failure to do so could result in the students' inability to graduate.

## 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 June 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 package 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

After a contract has been submitted, a student's approved programme may not be changed without prior written approval of the designated graduation auditor for the emphasis, and the School Dean.

The approval must be done on the Change in Graduation Contract Form. Exceptions from the published requirements are considered only with the written approval of the Dean of the School.

### **GRADUATION APPLICATION PROHIBITIONS**

A student may only submit a graduation application and contract if:

- He/she has no outstanding courses to complete
- He/she has no incomplete courses
- His/her GPA is not below 2.00

### **COURSES AND CREDIT WHICH WILL NOT BE COUNTED TOWARDS GRADUATION REQUIREMENTS**

- Courses used to make up admission requirements, [Except for B.S. in Educational Service]
- Courses with grades below C- in an emphasis, minor, and transferred credits
- Courses with grades below C for B.S. Elementary and B.S. in Educational Service
- Credits for Incompletes
- Topics In and Independent Study courses not accompanied by the Instructor Approval Card
- Courses which should be repeated
- Unapproved overload
- Courses with deferred, late, or no grades
- Credits for anticipated transfers not yet approved
- Courses stated on graduation contract but not scheduled or approved by the Dean

- Extension school courses with late or no grades
- Credits for courses registered on the University's Electronic Academic Management System as audit
- Transfer approvals which show less credits awarded than required for a transfer course
- Credits for transfers to an emphasis above the one third earned in resident regulation
- Minors which do not indicate a minimum of one course earned at USC
- Courses with incorrect credits on the University's Electronic Academic Management System
- Courses taken without the University's Electronic Academic Management System registration clearance
- Anticipated Credit by Exam without documentary approval
- Courses taken in a semester in which a student withdraws
- Courses approved for transfer but later taken at USC

### **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 submission of the graduation application and contract, all written approvals for transfer credits, credits by exam, credits for A<sup>1</sup> levels, waivers, and substitutions of courses must be on file at the Registrar's Office. Approvals 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 that late contracts for the June graduation or for the December degree conferral exercise will be processed.

**CONTRACT DEADLINE FOR A TRANSFER STUDENT**

A transfer student enrolling for the senior year only, must submit his/her contract as part of his/her admissions procedure. A student attending for summer semesters only, must turn in his/her request for graduation during the summer preceding the summer in which he/she plans to graduate.

# Student Advisement Centre



**The Student Advisement Centre (SAC)** provides an integrated approach to student advisement and development through consistent and quality advice to all students. The Centre links several divisions in one central geographic location to provide academic advising, career guidance, learning support, admission and registration information. To this end, the Centre provides advice, freshmen advising, support counselling and mentoring.

### **Vision**

SAC is a trusted source of advising excellence, providing support and guidance to students, to facilitate their intellectual and professional development.

### **Mission**

To provide a friendly and professional advising experience to engender student success.

### **Goal**

To enable students to successfully matriculate in an empowering and stress free environment

### **Objectives**

- To assist students in making informed decisions about their academic journey.
- To facilitate an understanding of the purpose of higher education.
- To enable the students to act and think independently.

### **RATIONALE**

The SAC is pivotal to the academic success of the average student who is constantly bombarded by information overload and pressured with tight deadlines and busy schedules. In spite of the advantages of information technologies in providing student information, universities have recognized that the face to face interactions afforded by the SAC serve to provide a holistic student experience. The SAC facilitates the transition and adjustment of the new and continuing students to the university's ethos and culture and enable students to effectively navigate the system. This is important since students come from different countries, cultures and education systems and are required to become integrated quickly into the institution so that they can adapt to their new environment and feel

a sense of belonging.

The services offered by the SAC address the emergent needs of the students and this experience can positively impact student retention and completion. This integrative approach to Student Services is a more student-centered approach and it allows students to access timely advice from different divisions under one roof. The SAC facilitates networking and referrals in quality time and reduces the anxiety and frustrations of finding advisors and staff in different departments. While this approach removes the responsibility of advising from every instructor or faculty within schools, there are trained advisors from each school within the Advisement Secretariat to ensure that students receive trusted and reliable information in a timely and professional manner. Services provided by the SAC are:

- Academic Advising
- GPA Calculations
- Academic Counselling and referral for Probation students
- Registration and academic guidance for Academic Probation students
- Understanding Programme Guides
- Academic Progress Reports
- Career Development Workshops / Seminars
- Freshmen Advisement Services
- Honours Programme
- CSEC Classes
- Preliminary Classes
- Pre University Classes (PUC)

The Academic Advisors of the SAC will provide advisory services in the following areas:

- Academic Bulletin and Policies
- Forms and Processes
- General Education Requirements for Degrees
- Codes of Conduct
- University Dates and Deadlines
- Transfer Credits
- Incomplete Process
- GATE
- Exam Regulations
- Understanding the Electronic Academic Management System
- Career Guidance

# Financial Information



## **INTRODUCTION**

The facilities of USC represent a large investment by the Seventh-day Adventist Church, in buildings and equipment. It is important, therefore, that the student be informed about his/her financial obligations. Before attending classes, a student must be fully registered. A student is considered fully registered when he/she pays all required tuition, boarding, general and other fees.

## **FINANCIAL PACKAGE**

A Fee Structure will be published to students at the start of each academic year for each campus.

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

No student should conclude that he/she cannot meet expenses at USC before seeking advice from the Department of Student Finance to help develop 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 should this become necessary; revised fee structures will be published to students.

## **GENERAL REGULATIONS**

- In keeping with good business principles, the University expects that all accounts will be settled promptly when due.
- At the time of registration, a student will be required to make definite arrangements with the Student Finance Office concerning his/her school expenses. Consideration should be given to the cost of the entire year as well as for the current semester.
- No student will be permitted to continue classes past the date agreed on for settling of his/her account, unless clearance is given by the Student Finance Office.

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

- A student will not be allowed to participate in the graduation exercise or to receive diplomas until his/her account is paid in full.

- Requests for transcripts to be sent to any other institutions require approval from the Director of Student Finance. Approval will be given only when the student's account is paid in full.

- Requests for letters to the embassy require approval from the Director of Student Finance. Approval will be given only when the student's account is paid in full.

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

## **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 Seventh-day Adventist (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.

### **• *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 (55% of annual tuition and fees) of a student literature evangelist who qualifies, USC adds twenty-two percent (22%), the Adventist Book Center, sixteen percent (16%), and the Conference or Mission, seven percent (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 percent (10%). This 10% 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**

A student 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 percent (15%) bonus. (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 two-year tuition scholarships annually to a recent graduate, from each of the S.D.A. high schools in the Caribbean Union Conference. Based on the results of the CSEC examinations, a recipient must be the top performer in his/her school; the Conference or Mission must recommend him/her to the Education Director of the Caribbean Union Conference. Where there is no S.D.A. high school in the country, the top S.D.A. performer in the country is eligible for the scholarship; the Conference or Mission must recommend him/her to the Education Director of the Caribbean Union Conference. Scholarships must be used in the year they are awarded. The scholarship is given in Semester one and Semester two only of the first and second academic years of the student's programme. A student on this scholarship must maintain a 3.0 GPA at the end of each semester in order to continue to receive this scholarship.

## **EDUCATIONAL DISCOUNTS**

The following discounts shall apply to a student attending USC:

- 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.
- A discount of ten percent (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.
- A discount of five percent (5%) may be granted to a student who pays the total calculated cost for the school year at the time of matriculation. Discount is given on tuition cost only and on the last month of the second semester.

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

## **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 must be paid according to one's financial contract with the University. Please see the current Financial FAQ for details of these contracts.

## **GENERAL FEES**

A general fee per semester is charged for each student. This fee includes registration costs, examination fee, library, A.S.B., etc.

## **LAB FEE**

A student is required to pay a fee for each course requiring a lab session.

## **RESIDENCE HALLS' PACKAGE**

This is applicable to a single student who chooses to attend USC, and who is required to live in the residence hall. A fee is charged for the use of the cafeteria and accommodation. (Other living accommodations are priced differently).

The University's insurance policy does not include coverage for a student's personal belongings.

### **CAUTION FEE (Advanced Deposit)**

A caution fee is required for a new student residing in the dormitory. This sum is refunded when the student's account is cleared upon completion of studies at USC.

### **STUDENT MEDICAL INSURANCE**

A group health plan and hospital medical care is available to each registered student. This policy does not cover any medical expenses incurred for any physical examination or for prior illness.

A student accessing medical insurance is required to pay a medical insurance fee each semester.

International students and students who reside in the dormitory must be on the University's Student Medical Insurance. If any of these students have personal health

insurance and prefers not to be on the University's student medical plan, he/she must provide a letter from his/her health care provider stating that he/she is covered under another plan.

Details of coverage under this policy are listed in the Student Health Insurance Handbook which is available on the University website.

### **STUDENT EMPLOYMENT**

USC has a considerable investment in auxiliary enterprises, and a few industries have been established on the campus to provide opportunities for a student to work. These organizations make it possible for a student with limited financial resources to earn a portion of his/her educational expenses in a given semester. The different industries as well as the service departments operate as business enterprises.

A student registered with the University Student Resource Centre (USRC) Work/Study Scholarship Programme is under the jurisdiction of its policies.

The USRC will attempt to place a student who is in financial need into the programme. The USRC Work/Study policy handbook is available on the University website.

### **STUDENT TITHING POLICY**

USC encourages the payment of the tithe by a student worker. In order to facilitate this practice, ten percent (10%) of earnings will be deducted as tithe. The University then transfers these funds to the Treasurer of the Caribbean Union Conference of Seventh-day Adventists.

### **COURSE DROP REFUND POLICY**

With effect from September 01, 2017, a student who drops a course within six weeks of the date classes begin will be refunded one hundred percent (100%) tuition charge. No TUITION fees will be refunded after week six of the date classes begin.

### **STUDENT WITHDRAWAL REFUND POLICY FOR TUITION, GENERAL AND OTHER FEES - SEMESTER 1, 2 & 3**

This policy is applicable to GATE funded students; and non-GATE and international students.

With effect from September 01, 2017, a student who withdraws from the university will be charged for Tuition, General and Other Fees up to the time of official withdrawal. A student is officially withdrawn from the University when he/she completes the Withdrawal Form and obtains signatures and stamps from the relevant departments as indicated on the form. Kindly note that students must drop their courses on their Student Portal/Account before submitting the form for signature. If the student withdraws before classes begin, he/she will be refunded 100% of Tuition and General Fees but will be charged a daily rate of US\$20.00 for room and board if he/she lived in the Residence Halls.

Accordingly, fees will be refunded as follows:

1. Tuition Fees - Eighty percent (80%) Tuition fees will be refunded within six weeks of the date classes begin. **No TUITION** fees will be refunded after week six of the date classes begin.
2. General and other fees - Fifty percent (50%) General and other fees will be refunded within two weeks of the date classes begin. **No GENERAL AND OTHER FEES** will be refunded after week two of the date classes begin.

3. Dorm and Cafeteria fees - Fifty percent (50%) dormitory and cafeteria fees will be refunded within two weeks of the date classes begin. **No DORMITORY AND CAFETERIA FEES** will be refunded after week two of the date classes begin.

The duration of Semester III is half the time of a regular semester (first / second semester), therefore, the refund policy dates are reduced by half the time. The refund percentages remain the same.

### **GRADUATION IN ABSENTIA**

It is expected that all graduates will participate in the commencement services unless granted written permission by the Registrar to graduate in absentia. Written application for exemption should be made no later than the month prior to the commencement exercise via the Absentia Application Form. The fee for graduating in absentia is in addition to any other graduation charges.

### **EXIT PROCEDURE**

#### **• Permanent Withdrawal**

A student is required to collect a Withdrawal Form from the Records Office/or the University's website, and secure all the required signatures indicated below:

- Instructional Department Chairperson
- Library
- Residence Hall Deans (dorm students only)
- V.P. Academic Administration
- V.P. Student Development
- Registrar's Office
- Student Finance

Student ID card must be returned to University Registrar's office.

#### **• Temporary Withdrawal**

A student withdrawing from the University for at least One Semester must complete the Withdrawal Form, indicating the same; additionally, a recipient of GATE must complete a Withdrawal Form. In order to return, a student must complete and submit an Intention to Return Application to the Office of Admissions. A student departing temporarily may retain his/her ID card.

Refer to Student Withdrawal Refund Policy above.

### **PROPERTY INSURANCE**

USC cannot be held responsible for loss of private property by theft, fire, storm, or other causes; it is recommended that a student arrange for property coverage for his/her personal effects.

### **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 form 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.

### **AUDITING CLASSES**

Lecture courses, which a student would like to audit, are charged at the full tuition rate. No grades will be awarded for audited courses. Independent study, ensembles, and participation-type courses may be audited, but full tuition will be charged.



# Degree Programmes



## **SCHOOL OF BUSINESS, ENTREPRENEURSHIP, CONTINUING AND PROFESSIONAL STUDIES**

Associate of Science in General Business  
Bachelor of Business Administration in Finance  
Bachelor of Business Administration in Management  
Bachelor of Business Administration in Marketing  
Bachelor of Business Administration in Human  
Resource Management  
Bachelor of Business Administration in Hospitality  
and Tourism Management  
Bachelor of Science in Economics  
Bachelor of Science in Accounting

### **Graduate Programmes**

Master of Business Administration  
Emphases: Human Resource Management  
Health Care Administration  
Economics and Finance  
Finance and Accounting  
Marketing

## **SCHOOL OF EDUCATION AND HUMANITIES**

Associate of Arts in Music \*  
Bachelor of Arts in Music \*  
Bachelor of Arts in English  
Bachelor of Arts in History  
Bachelor of Education in Primary Education  
Bachelor of Science in Educational Studies  
(Special Education Major)\*  
Bachelor of Science in Early Childhood Education \*  
Bachelor of Science in Social Studies

### **Graduate Programmes**

Post Graduate Diploma in Education (Dip. Ed.)  
Master of Arts in Curriculum and Instruction  
Master of Arts in Educational Psychology  
Master of Arts in Educational Administration and  
Leadership  
Master of Arts in Communication Studies

## **SCHOOL OF SCIENCE, TECHNOLOGY AND ALLIED HEALTH**

Associate of Science in Computer Information Systems  
Associate of Science Degree in Premedical Studies \*  
Bachelor of Science in Biology  
Bachelor of Science in Computing

Bachelor of Science in Nursing  
Bachelor of Science in Chemistry \*  
Bachelor of Science in Family  
and Consumer Sciences  
Bachelor of Science in Nutrition and Dietetics \*

### **Graduate Programmes**

Master of Science in Occupational Therapy \*

## **SCHOOL OF SOCIAL SCIENCES**

Certificate in Criminology and Criminal Justice \*  
Certificate in Paralegal Studies\*  
Bachelor of Science in Behavioural Sciences  
Bachelor of Science in Psychology  
Bachelor of Science in Social Work  
Bachelor of Science Sociology\*  
Bachelor of Science in Criminology and Criminal  
Justice \*

### **Graduate Programmes**

Master of Science in Counselling Psychology  
Master of Science in National Security and  
Intelligence Studies\*  
Postgraduate Diploma in Criminology and Criminal  
Justice\*  
Graduate Diploma in Intelligence and National  
Security \*

## **SCHOOL OF THEOLOGY AND RELIGION**

Bachelor of Arts in Theology  
Bachelor of Arts in Religion \*

### ***IATS Accredited Programme***

Master of Arts in Pastoral Theology \*

***\* Accredited but Not GATE approved for Nationals  
of Trinidad and Tobago***

# Distance Education



## **Dean: Leroy Hill, Ph.D.**

DIRECTOR: George Greaves, MA., MS., Ed.S.

### **SATELLITE SITE COORDINATORS:**

Susanna Gore, MEd., ABD  
University of the Southern Caribbean  
Antigua Satellite Site

Denise Greaves, J.D.  
University of the Southern Caribbean  
Barbados Satellite Site

Mignon Maynard-Sancho, M.B.A.  
University of the Southern Caribbean  
Guyana Satellite Site

Catherine Inglis-Leon, M.A.  
University of the Southern Caribbean  
St. Lucia Site

### **CAMPUS DIRECTORS:**

Dhanmatie Ramlakhan, M.A.  
University of the Southern Caribbean  
South Centre, Trinidad

Vernris Simon-Frederick, M.A.  
University of the Southern Caribbean  
Tobago Extension Site

### **MISSION STATEMENT**

Transforming ordinary people to extraordinary persons

### **VISION**

We are creating a community of visionary leaders

### **THE DOCTRINE**

“USC exists wherever the Peoples of the Caribbean,  
Live and Thrive, and Have their being”

### **MOTTO**

We prepare Leaders

## **ANTIGUA SATELLITE SITE**

### **Contact Information**

**Mrs. Susanna Gore, MEd, ABD**

**Coordinator**

**University of the Southern Caribbean**

**Antigua Satellite Site**

**St. Mary’s Street, St. John’s Antigua**

**Tel: 1-868-662-2241 Ext 2340, 1-268-562-9134**

**Email: [antigua@usc.edu.tt](mailto:antigua@usc.edu.tt); [gore@usc.edu.tt](mailto:gore@usc.edu.tt)**

### ***Programmes Offered***

Bachelor of Science in Social Work  
Bachelor of Education in Elementary Education  
Bachelor of Science in Educational Studies:  
(Special Education)  
Science, Technology, Engineering Mathematics  
(STEM)  
Bachelor of Science in Family and Consumer  
Sciences  
Bachelor of Science in Nutrition and Dietetics

## **BARBADOS SATELLITE SITE**

### **Contact Information**

**Mrs. Denise Greaves, J.D.**

**Coordinator**

**University of the Southern Caribbean**

**Barbados Satellite Site**

**C/o East Caribbean Conference of S.D.A,  
P.O. Box 223 Bridgetown, Barbados, Bryden  
Avenue,**

**Brittons Hill, St. Michael, Barbados**

**Tel: 1-868- 622-2241 Ext. 2325, 1-246-629-3100**

**Email: [barbados@usc.edu.tt](mailto:barbados@usc.edu.tt); [greavesd@usc.edu.tt](mailto:greavesd@usc.edu.tt)**

### ***Programmes Offered***

Bachelor of Business Administration in Management  
Bachelor of Business Administration in Human  
Resource Management  
Bachelor of Business Administration in Finance  
Bachelor of Business Administration in Marketing  
Bachelor of Science in Accounting  
Bachelor of Science in Nutrition & Dietetics  
Bachelor of Science in Psychology  
Bachelor of Science Criminology and Criminal  
Justice  
Bachelor of Science in Nursing

## **GUYANA SATELLITE SITE**

### **Contact Information**

**Mrs. Mignon Maynard-Sancho, M.B.A**

**Coordinator**

**University of the Southern Caribbean**

**Guyana Satellite Site**

**40 Anira Street Queenstown**

**Georgetown, Guyana**

**Tel: 1-592-223-9380, 1-868-662-2241 Ext. 2350**

**Email: maynard@usc.edu.tt; guyana@usc.edu.tt**

### ***Programmes Offered***

Bachelor of Business Administration in Management

Bachelor of Science in Elementary Education

Bachelor of Science in Psychology

Bachelor of Science in Behavioural Sciences

## **SOUTH CENTRE**

### **Contact Information**

**Ms. Dhanmatie Ramlakhan**

**Director**

**University of the Southern Caribbean**

**South Centre**

**#71 Leotaud Street, San Fernando**

**Tel: 1-868-662-2241 Ext. 2330-2, 653-6030**

**Email: southcentre@usc.edu.tt;**

**ramlakhanu@usc.edu.tt;**

### ***Programmes Offered***

Bachelor of Education in Primary Education

Bachelor of Science in Social Work

Bachelor of Science in Psychology

Bachelor of Science in Behavioural Sciences

Bachelor of Science in Nursing

## **ST. LUCIA SATELLITE SITE**

### **Contact Information**

**Mrs. Cecilia Catherine Inglis-Leon**

**Coordinator**

**University of the Southern Caribbean**

**St. Lucia Satellite Site**

**Sunny Acres, Castries, St. Lucia**

**Tel: 1-758-458-2130, 1-868-662-2241 Ext. 2375**

**Email: stlucia@usc.edu.tt**

### ***Programmes Offered***

Bachelor of Business Administration in Management

Bachelor of Science in Elementary Education

Bachelor of Science in Social Work

Bachelor of Science in Psychology

Bachelor of Science in Behavioural Sciences

Bachelor of Science in Nursing (RN)

## **TOBAGO EXTENSION SITE**

### **Contact Information**

**Mrs. Vernris Simon-Frederick**

**Director**

**University of the Southern Caribbean**

**Tobago Extension Site**

**Rockley Vale, Scarborough, Tobago**

**Tel: 1-868-662-2241 Ext. 2300, 2301, and 2304,**

**639-5081**

**Contact: 1-868-471-7302**

**Email: vernris@usc.edu.tt; tobago@usc.edu.tt**

### ***Programmes Offered***

Bachelor of Business Administration - Management

Bachelor of Education in Primary Education

Bachelor of Science in Behavioural Sciences

Bachelor of Science in Social Work

Bachelor of Science in Psychology

Master of Science in Counselling Psychology

**Note//** Students can pursue up to the first two (2) years for any degree program not being fully offered at the site/campus with the exception of BS Biology, BS Chemistry, BS Computing, BS Nursing and BS Nutrition and Dietetics. After the first two (2) years, the student must transfer to the Main Campus.



# Transfer Credits Awarded for Advanced Level Certificates



## TRANSFER CREDITS AWARDED FOR ADVANCED LEVEL CERTIFICATES

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, emphasis, 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.

| Course Title   | Institution | Grade | Course # | Course Title                                    | Cr. |
|----------------|-------------|-------|----------|---|-----|
| Computing      | CAPE        | P     | CPTR120  | Intro to Computer Programming                   | 3   |
|                |             |       | CPTR150  | Computer Science I                              | 3   |
| Mathematics    | CAPE        | P     | MATH165  | College Algebra                                 | 3   |
|                |             |       | MATH141  | Calculus I                                      | 4   |
|                |             |       | MATH167  | Pre-Calculus Trigonometry                       | 4   |
| Lit in English | CAPE        | P     | ENGL115  | English Composition I                           | 3   |
|                |             |       | ENGL186  | A Literature Experience                         | 3   |
|                |             |       | ENGL255  | Studies in Literature                           | 3   |
| History        | CAPE        | P     | HIST104  | World Civil I                                   | 3   |
|                |             |       | HIST105  | World Civil II                                  | 3   |
|                |             |       | HIST147  | West Indian History                             | 3   |
| French         | CAPE        | P     | FREN101  | Conversational French                           | 4   |
| Economics      | CAPE        | P     | ECON226  | Prin. of Microeconomics                         | 3   |
|                |             |       | ECON227  | Prin. of Macroeconomics                         | 3   |
| Accounting     | CAPE        | P     | ACCT121  | Fundamentals of Accounting I                    | 3   |
|                |             |       | ACCT122  | Fundamentals of Accounting II                   | 3   |
| Sociology      | CAPE        | P     | SOCI119  | Principles of Sociology                         | 3   |
|                |             |       | SOCI325  | Caribbean Sociology                             | 3   |
| Psychology     | CAPE        | P     | PSYC101  | Intro to Psychology                             | 3   |
| Law            | CAPE        | P     | BHSC220  | An Interdisciplinary Contemporary Social Issues | 3   |
| Geography      | CAPE        | P     | GEOG125  | Introduction to Regional Geography              | 3   |
| Spanish        | CAPE        | P     | SPAN101  | Conversational Spanish                          | 4   |
| Biology        | CAPE        | P     | BIOL165  | Foundations of Biology                          | 5   |
|                |             |       | BIOL166  | Foundations of Biology                          | 5   |
|                |             |       | BIOL111  | Anatomy and Physiology I                        | 4   |
|                |             |       | BIOL112  | Anatomy and Physiology II                       | 3   |

|                        |      |   |          |                                   |   |
|------------------------|------|---|----------|-----------------------------------|---|
| Chemistry              | CAPE | P | CHEM131  | General Chemistry I               | 4 |
|                        |      |   | CHEM132  | General Chemistry II              | 4 |
| Communication Studies  | CAPE | P | COMM104  | Communication Skills              | 3 |
| Business               | CAPE | P | MGMT315  | Entrepreneurship                  | 3 |
| Physics                | CAPE | P | PHYS141  | General Physics                   | 4 |
|                        |      |   | PHYS142  | General Physics                   | 4 |
| Environmental Sciences | CAPE | P | BIOL107  | Concepts of Environmental Science | 3 |
| Food and Nutrition     | CAPE | P | FDNT 110 | Basic Food Preparation            | 2 |
|                        |      |   | FDNT 114 | Fundamentals of Food Production   | 4 |
|                        |      |   | FDNT 230 | Nutrition                         | 4 |

**GUIDELINES FOR AWARDING CREDIT FOR TWO-YEAR  
TEACHER TRAINING PROGRAMME CERTIFICATES**

| Course Title                          | Course # | Course Title   | Cr |
|---------------------------------------|----------|--|----|
| Practical Teaching                    | EDTE188  | Student Teaching                                       | 2  |
|                                       | EDTE288  | Student Teaching II                                    | 2  |
|                                       | EDTE387  | Student Teaching Seminar I                             | 1  |
|                                       | EDTE497  | Student Teaching Seminar II                            | 1  |
| Psychology and Sociology of Education | EDTE225  | History and Sociology of Education                     | 3  |
|                                       | EDPC220  | Principles of Human Dev. and Learning                  | 3  |
|                                       | EDPC240  | Psychology of Learning                                 | 3  |
| Principles and Practice of Education  | EDTE499  | Teaching Strategies for Primary School: Social Studies | 3  |
| English Language                      | EDLA110  | Introduction to English Grammar                        | 3  |
|                                       | EDLA250  | Writing Instruction for Primary Teacher                | 3  |
| English Literature Studies            | EDLA230  | Literature for Children                                | 3  |
| Elementary Mathematics                | EDTE145  | Mathematics I: Foundations                             | 3  |
|                                       | EDTE245  | Mathematics II: Fundamentals                           | 3  |
| General Science                       | EDGS262  | Integrated Science I                                   | 3  |
|                                       | EDGS264  | Integrated Science II                                  | 3  |
| Social Studies                        | EDTE175  | Regional Geography for Primary Teacher                 | 3  |
| Agricultural Science                  |          | Electives in: Agri Science                             | 3  |
| Art and Craft                         | EDTE443  | Teaching Strategies: Visual Arts                       | 3  |
| Physical Education                    | EDTE440  | Teach Strat for Prim Scho: Phys Ed and Well            | 3  |
| Health and Family Life Edu            | EDTE448  | Teach Strat for Prim Sch: Hlth and Fam Life            | 3  |
| Music                                 | EDTE442  | Teaching Strategies: Music                             | 3  |

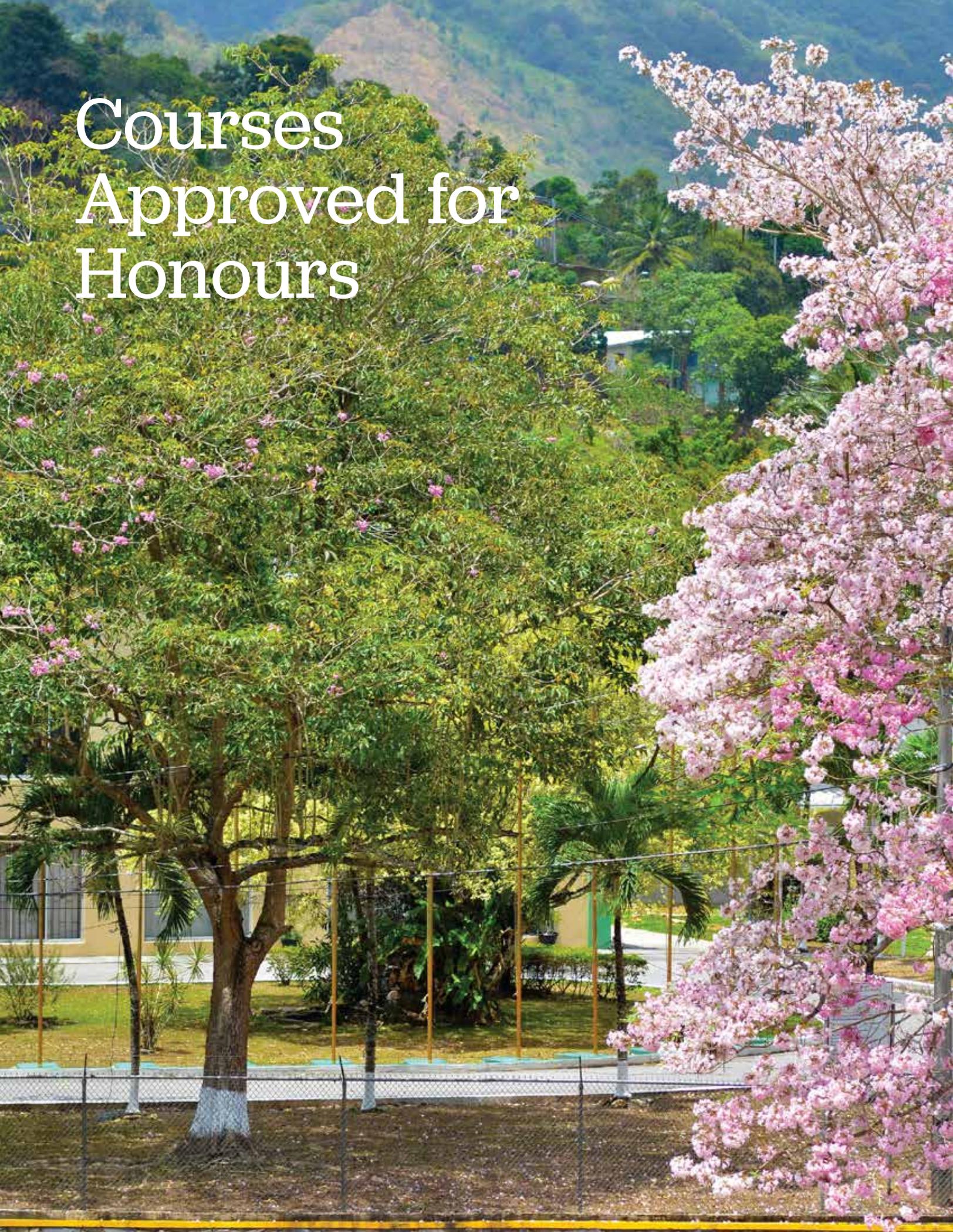


# Courses Approved for S/U Grades



| <b>COURSES APPROVED FOR S/U GRADES</b>                                   |                    |  |                      |
|--|--------------------|--|----------------------|
| School of Business, Entrepreneurship and Continuing Professional Studies | ACCT499            | Internship                                 | S/U only             |
|  | ECON499            | Internship                                 | S/U only             |
|  | FNCE499            | Internship                                 | S/U only             |
|  | HRMN499            | Internship                                 | S/U only             |
|  | HSTM499            | Internship                                 | S/U only             |
|  | MGMT499<br>MKTG499 | Internship<br>Internship                   | S/U only<br>S/U only |
| School of Education and Humanities                                       | EDTE487            | Student Teaching Seminar                   | S/U only             |
| School of Science, Technology and Allied Health                          | HMEC415            | Professional Experience                    | S/U only             |
|  | NUCP104            | Clinical Placements                        | S/U only             |
|  | NUCP201            | Clinical Placements                        | S/U only             |
|  | NUCP202            | Clinical Placements                        | S/U only             |
|  | NUCP203            | Clinical Placements                        | S/U only             |
|  | NUCP301            | Clinical Placements                        | S/U only             |
|  | NUCP302            | Clinical Placements                        | S/U only             |
|  | NUCP303            | Clinical Placements                        | S/U only             |
|  | NUCP401            | Clinical Placements                        | S/U only             |
|  | NUCP202<br>NUCP403 | Clinical Placements<br>Clinical Placements | S/U only<br>S/U only |
| School of Social Sciences  | PSYC480            | Field Experience                           | S/U only             |
|  | SOCI480            | Field Experience                           | S/U only             |
|  | SOWK435            | Field Experience I                         | S/U only             |
|  | SOWK436            | Field Experience II                        | S/U only             |
|  | SOWK489            | BSW Professional Seminar                   | S/U only             |
| School of Theology and Religion  | RELP200            | Pastoral Practicum                         | S/U only             |

# Courses Approved for Honours



## **COURSES APPROVED FOR HONOURS**

The following courses are approved for Honours students.

|            |   |     |
|------------|---|-----|
| BHSC100-50 | Philosophy of Service                   | 2   |
| 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   |
| EDTE354-50 | Philosophy for Education                | 3   |
| ENGL255-50 | Studies in Literature                   | 3   |
| ENGL425-50 | Literary Topic: Biblical Literature     | 3   |
| FDNT230-50 | Nutrition                               | 3-4 |
| FMST456-50 | Marriage and the Family                 | 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 Honours 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 Baccalaureate and Associate Degree Programmes



## **CURRICULA FOR THE BACCALAUREATE AND ASSOCIATE DEGREE PROGRAMMES**

### **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 year 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 university's level courses and are not intended for academic credit. Subjects followed by conservative numbers indicate an 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 requires 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.

The General Education programme 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- producing Christian alumni notable for their culture, character, civility, and 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. The University of the Southern Caribbean considers the following areas to be important, and designs its curriculum to help students acquire the S.D.A. philosophy of wholistic education.

- 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 a student studies and experiences literature, ideas, and the performing and casual arts, he/she will come to understand how civilization expresses itself.
- Social Science – The students will come to understand human-behavioural theories and perspectives, as manifested in social, geographic, political, and economic relationships.
- Physical/Science and Technology – The student will experience the scientific method of studying the natural universe and the current way of understanding it.
- Wellness – The student will study and apply the principles of health and fitness to his/her own lives.
- Mathematics and Computer Science – The student will develop the logical, mathematical, and computer skills essential in a modern technological society.



# School of Business, Entrepreneurship, Continuing and Professional Studies (Bea-Con)

**SCHOOL OF BUSINESS, ENTREPRENEURSHIP,  
CONTINUING AND PROFESSIONAL STUDIES  
(BEA-CON)**

DEAN: Raghavalu Ramella, MBA., MDBA., MA., M.Phil., Ph.D.

**CHAIRPERSONS:**

Raghavalu Ramella, MBA., MDBA., MA., M.Phil., Ph.D.

Department of Accounting, Finance and Economics

Sherri-Lyn Legall, MBA., SHRM-CP

Department of Marketing and Management, Human Resource Management and Hospitality and Tourism Management

**MISSION STATEMENT**

“The mission of the School of Business, Entrepreneurship, Continuing and Professional Studies is to create competent, ethical and knowledgeable business professionals through teaching excellent, research and significant service within a Christian context”.

**VISION STATEMENT**

“Towards the development of an international institute known for a real-time work-study-teaching environment that focuses on business development driven by technology in research and teaching.

**GOALS AND DIRECTIONS**

The BEA-CON's 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, Entrepreneurship and Continuing/Professional Studies (BEA-CON) will:

- Continually design and deliver business education within a relevant context.
- Give our students the knowledge they need to be successful in their preferred further career paths, while maintaining and instilling core values.
- Construct our teaching programmes with a global

perspective, to ensure that our students are able to contribute and succeed in a global economy.

- Promote entrepreneurship in all its programmes in order to develop in students the ability to create and innovate.
- Be among the national and international leaders in developing and teaching sustainable business practices.

**PROGRAMMES**

**Associate of Science in Business Administration**

**Bachelor of Science in Accounting**

**Bachelor of Science in Economics**

**Bachelor of Business Administration in Finance**

**Bachelor of Business Administration in Management**

**Bachelor of Business Administration in Marketing**

**Bachelor of Business Administration in Human Resource Management**

**Bachelor of Business Administration in Hospitality and Tourism Management**

*Minors:*

**Accounting**

**Economics**

**Finance**

**Marketing**

**Non-profit Management**

**Supervisory Management**

**Human Resource Management**

**Business Administration**

The Associate Degree in the School of Business requires a minimum of 65 credit hours comprised of General Education Requirements and Major Requirements as listed below.

Associate Degree Requirements:

|                                   |                  |
|-----------------------------------|------------------|
| A. General Education Requirements | 39               |
| B. Courses required for the Major | <u>27</u>        |
| <b>TOTAL</b>                      | <b><u>66</u></b> |

Baccalaurate Degree Requirements

|  |    |
|--|----|
| A.General Education Requirements         | 51 |
| B.Courses required for the Business Core | 42 |

|  |            |
|--|------------|
| C. Courses required for the Major                  | 27         |
| D. Courses required for the Cognates and Practicum | 08         |
| <b>TOTAL</b>                                       | <b>128</b> |

## REQUIREMENTS FOR ASSOCIATE DEGREE

### A. General Education Requirements

#### a. Religion (06 credits)

|                                    |   |
|------------------------------------|---|
| RELT100 God and Human Life         | 3 |
| RELB210 Jesus in His Time and Ours | 3 |

#### b. Humanities/Philosophy (05 credits)

Select one course from:

|                               |   |
|-------------------------------|---|
| HIST104 World Civilizations I | 3 |
| HIST147 West Indian History   | 3 |

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

#### AND

|                                  |   |
|----------------------------------|---|
| EDTE354 Philosophy for Education | 2 |
|----------------------------------|---|

#### c. Social Sciences (03 credits)

Select one course from:

|                                    |   |
|------------------------------------|---|
| PSYC101 Introduction to Psychology | 3 |
| SOCI119 Principles of Sociology    | 3 |

#### d. Language and Communication (09 credits)

|                              |   |
|------------------------------|---|
| COMM104 Communication Skills | 3 |
| ENGL125 Academic Writing I   | 3 |
| ENGL225 Academic Writing II  | 3 |

**Note: All students must have obtained a minimum grade of III at CXC/CSEC level.**

#### e. Science (03 credits)

Select one course from the following:

|   |   |
|---|---|
| BIOL107 Concepts of Environmental Science | 3 |
| CHEM107 Chemistry in Society              | 3 |
| FDNT230 Nutrition                         | 3 |
| PHYS115 Concepts of Physics               | 3 |

#### f. Technology (03 credits)

|                                     |   |
|-------------------------------------|---|
| CPTR100 Introductory Computer Tools | 3 |
|-------------------------------------|---|

#### g. Mathematics (03 credits)

|                         |   |
|-------------------------|---|
| MATH165 College Algebra | 3 |
|-------------------------|---|

#### h. Health and Wellness (04 credits)

|  |   |
|--|---|
| HLED220 Community and Environmental Health | 3 |
|--|---|

Select one from the following:

|                                   |   |
|-----------------------------------|---|
| PEAC110 Personal Physical Fitness | 1 |
| PEAC130 Special Activities        | 1 |

#### i. Service (02 credits)

|                               |   |
|-------------------------------|---|
| BHSC100 Philosophy of Service | 2 |
|-------------------------------|---|

#### j. Vocational Career Planning (01 credit)

|  |   |
|--|---|
| IDSC110 College Success and Car. Plan. | 1 |
|--|---|

### B. Courses required for the Major (27 Credits)

|  |   |
|--|---|
| ACCT121 Fundamentals of Accounting I               | 3 |
| ACCT122 Fundamentals of Accounting II              | 3 |
| ECON226 Principles of Microeconomics               | 3 |
| ECON227 Principles of Macroeconomics               | 3 |
| CPTR210 Information Systems Theory and Application | 3 |
| MGMT101 Introduction to Business                   | 3 |
| MGMT315 Entrepreneurship                           | 3 |
| MGMT341 Business Law                               | 3 |
| MGMT255 Principles of Management                   | 3 |

### TOTAL (66 Credits)

## GENERAL EDUCATION REQUIREMENTS FOR BACCALAUREATE DEGREE PROGRAMMES

#### a. Religion (12 credits)

|   |   |
|---|---|
| RELT100 God and Human Life                    | 3 |
| RELB210 Jesus in His Time and Ours            | 3 |
| RELT250 Personal Spirituality and Faith       | 3 |
| RELT340 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 (07 credits)

Select one of the following:

|                              |   |
|------------------------------|---|
| HIST104 World Civilization I | 3 |
| HIST147 West Indian History  | 3 |

**Note: If Caribbean History was not passed at the CXC or CSEC level, HIST147 must be taken.**

|   |     |
|---|-----|
| IDSC205 Introduction to Fine Arts               | 2   |
| OR  |     |
| MUHL220 Music Appreciation                      | (2) |
| OR  |     |
| Select 2 credits from Ensemble or Applied Music |     |
| MUPF225 University Concert Band                 | 1   |
| MUPF230 University Choir and Orchestra          | 1   |
| MUPF235 University Singers                      | 1   |
| MUPF240 University Steel Orchestra              | 1   |
| MUPF285 Women's Choir                           | 1   |
| MUPF290 Male Chorale                            | 1   |
| MUPF100 Applied Music                           | 1   |

**Note// Students MUST select two (2) credits using the same course acronym in order to fulfill the requirement for this area.**

|                                  |   |
|----------------------------------|---|
| EDTE354 Philosophy for Education | 2 |
|----------------------------------|---|

**c. Social Sciences (03 credits)**

Select one course from the following:

|                                    |   |
|------------------------------------|---|
| PSYC101 Introduction to Psychology | 3 |
| SOCI119 Principles of Sociology    |   |

**d. Language and Communication (12 credits)**

|                              |   |
|------------------------------|---|
| COMM104 Communication Skills | 3 |
|------------------------------|---|

(Must be completed by the end of second year)

|                             |   |
|-----------------------------|---|
| ENGL125 Academic Writing I  | 3 |
| ENGL225 Academic Writing II | 3 |

**Note: All students must have obtained a minimum grade of III at CXC/CSEC level.**

Foreign Language

**Select one from the following:**

|                               |   |
|-------------------------------|---|
| FREN101 Conversational French | 3 |
| SPAN103 Spanish for Business  | 3 |

**e. Science (03 credits)**

Select any one course from the following.

|   |   |
|---|---|
| BIOL107 Concepts of Environmental Science | 3 |
| CHEM107 Chemistry in Society              | 3 |
| FDNT230 Nutrition                         | 3 |
| PHYS115 Concepts of Physics               | 3 |

**f. Technology (03 credits)**

|                                     |   |
|-------------------------------------|---|
| CPTR100 Introductory Computer Tools | 3 |
|-------------------------------------|---|

**g. Mathematics (03 credits)**

|                         |   |
|-------------------------|---|
| MATH165 College Algebra | 3 |
|-------------------------|---|

**Note: Business students who obtained lower than a Grade III at the CSEC level are required to do MATH090 and MATH091 within their first year of university and before doing any collegiate mathematics courses.**

**h. Health and Wellness (04 credits)**

|  |   |
|--|---|
| HLED220 Community and Environmental Health | 3 |
|--|---|

Select one from the following:

|                                   |   |
|-----------------------------------|---|
| PEAC110 Personal Physical Fitness | 1 |
| PEAC130 Special Activities: _____ | 1 |

**i. Service (02 credits)**

|                               |   |
|-------------------------------|---|
| BHSC100 Philosophy of Service | 2 |
|-------------------------------|---|

**j. Vocational/Career Planning (02 credits)**

|   |   |
|---|---|
| IDSC110 College Success and Career Planning | 1 |
| HMEC129 Social and Professional Ethics      | 1 |

**TOTAL (51 Credits)**

**DEPARTMENT OF ACCOUNTING, FINANCE AND ECONOMICS**

The Accounting, Finance and Economics Department provides students with skills essential to managing and utilizing principles governing the measurement, analysis, interpretation and communication of financial data.

The undergraduate Accounting Major is an ACCA Accredited Programme. It is designed to prepare student for ACCA or CPA certification. It provides a solid foundation of critical analytical skills, promotes ethical awareness, enhances communication and networking skills, and introduces regulatory compliance. Accounting is a framework of successful business operations and the programme offers a well-balanced education that emphasizes fundamentals as well as practical application that prepares the student to become a professional in the accounting profession.

The undergraduate Finance Major exposes students to all three major branches of finance: investments, corporate, and financial institutions. It also assists students planning to sit for the CFA exam.

The Economics Major provides students with skills that are useful in a variety of settings as economic competencies are important in both the public and private sectors.

The department has three degree programmes designed for students to excel in their respective fields. The department also offers three minors. They are:

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

**MINORS:** Accounting  
Economics  
Finance

## 1. BACHELOR OF SCIENCE IN ACCOUNTING

The accounting programme is designed to educate students in the principles of financial data computation and financial data management and prepare students for careers in accounting. The programme also assists students preparing to sit the Association of Chartered Certified Accountants (ACCA) and other professional certifications exams for Accountants.

### Degree Requirements:

|   |                   |
|---|-------------------|
| A. General Education Requirements               | 51                |
| B. Courses required for the Business Core       | 42                |
| C. Courses required for the Major in Accounting | 27                |
| D. Courses required for the Cognate             | <u>08</u>         |
| <b>TOTAL</b>                                    | <b><u>128</u></b> |

### **A. General Education Requirements (51 credits)**

### **B. Courses required for the Business Core (42 credits)**

|                                       |   |
|---------------------------------------|---|
| ACCT121 Fundamentals of Accounting I  | 3 |
| ACCT122 Fundamentals of Accounting II | 3 |
| ECON226 Principles of Microeconomics  | 3 |
| ECON227 Principles of Macroeconomics  | 3 |
| FNCE217 Principles of Finance         | 3 |
| HRMN250 Human Resource Management     | 3 |
| MGMT255 Principles of Management      | 3 |
| MGMT202 Business Communication        | 3 |
| MGMT315 Entrepreneurship              | 3 |
| MGMT341 Business Law                  | 3 |
| MGMT345 Business Ethics               | 3 |
| MGMT475 Operations Management         | 3 |

|                                 |   |
|---------------------------------|---|
| MGMT495 Strategic Management    | 3 |
| MKTG201 Principles of Marketing | 3 |

### **C. Courses required for the Major (27 credits)**

|  |   |
|--|---|
| ACCT221 Intermediate Accounting I        | 3 |
| ACCT222 Intermediate Accounting II       | 3 |
| ACCT330 Cost and Managerial Accounting   | 3 |
| ACCT361 Taxation                         | 3 |
| ACCT455 Accounting for Non-Profit Org.   | 3 |
| ACCT456 Advanced Accounting              | 3 |
| ACCT465 Auditing                         | 3 |
| ACCT476 Accounting Information Systems   | 3 |
| ACCT485 Accounting Theories and Practice | 3 |

### **D. Courses required for the Cognate (08 credits)**

|                                    |   |
|------------------------------------|---|
| MATH182 Calculus with Applications | 3 |
| MGMT301 Business Statistics        | 3 |
| ACCT499 Internship                 | 2 |

## 2. BACHELOR OF BUSINESS ADMINISTRATION FINANCE

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

### Degree Requirements

|  |                   |
|--|-------------------|
| A. General Education Requirements            | 51                |
| B. Courses required for the Business Core    | 42                |
| C. Courses required for the Major in Finance | 27                |
| D. Courses required for the Cognate          | <u>08</u>         |
| <b>TOTAL</b>                                 | <b><u>128</u></b> |

### **A. General Education Requirements (51 credits)**

### **B. Courses required for the Business Core (42 credits)**

|                                       |   |
|---------------------------------------|---|
| ACCT121 Fundamentals of Accounting I  | 3 |
| ACCT122 Fundamentals of Accounting II | 3 |
| ECON226 Principles of Microeconomics  | 3 |
| ECON227 Principles of Macroeconomics  | 3 |
| FNCE217 Principles of Finance         | 3 |
| HRMN250 Human Resource Management     | 3 |

|                                  |   |
|----------------------------------|---|
| MGMT255 Principles of Management | 3 |
| MGMT202 Business Communication   | 3 |
| MGMT315 Entrepreneurship         | 3 |
| MGMT341 Business Law             | 3 |
| MGMT345 Business Ethics          | 3 |
| MGMT475 Operations Management    | 3 |
| MGMT495 Strategic Management     | 3 |
| MKTG201 Principles of Marketing  | 3 |

**C. Courses required for the Major (27 credits)**

|  |   |
|--|---|
| FNCE321 Money and Banking                          | 3 |
| FNCE381 Investments                                | 3 |
| FNCE401 Analysis of Financial Statement            | 3 |
| FNCE411 Real Estate Finance                        | 3 |
| FNCE426 International Finance                      | 3 |
| FNCE430 Public Finance                             | 3 |
| FNCE436 Management of Financial Institutions       | 3 |
| FNCE481 Security Analysis and Portfolio Management | 3 |
| FNCE490 Topics in Finance                          | 3 |

**D. Courses required for the Cognate (08 credits)**

|                                    |   |
|------------------------------------|---|
| MATH182 Calculus with Applications | 3 |
| MGMT301 Business Statistics        | 3 |
| FNCE499 Internship                 | 2 |

**3. BACHELOR OF SCIENCE IN ECONOMICS**

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

**Degree Requirements**

|  |           |
|--|-----------|
| A. General Education Requirements              | 51        |
| B. Courses required for the Business Core      | 42        |
| C. Courses required for the Major in Economics | 27        |
| D. Courses required for the Cognate            | <u>08</u> |

**TOTAL 128**

**A. General Education Requirements (51 credits)**

**B. Courses required for the Business Core (42 credits)**

|                                       |   |
|---------------------------------------|---|
| ACCT121 Fundamentals of Accounting I  | 3 |
| ACCT122 Fundamentals of Accounting II | 3 |
| ECON226 Principles of Microeconomics  | 3 |
| ECON227 Principles of Macroeconomics  | 3 |
| FNCE217 Principles of Finance         | 3 |
| HRMN250 Human Resource Management     | 3 |
| MGMT255 Principles of Management      | 3 |
| MGMT202 Business Communication        | 3 |
| MGMT315 Entrepreneurship              | 3 |
| MGMT341 Business Law                  | 3 |
| MGMT345 Business Ethics               | 3 |
| MGMT475 Operations Management         | 3 |
| MGMT495 Strategic Management          | 3 |
| MKTG201 Principles of Marketing       | 3 |

**C. Courses required for the Major (27 credits)**

|  |   |
|--|---|
| ECON332 Intermediate Macroeconomic Analysis I  | 3 |
| ECON333 Intermediate Macroeconomic Analysis II | 3 |
| ECON334 Intermediate Microeconomic Analysis I  | 3 |
| ECON336 Intermediate Microeconomic Analysis II | 3 |
| ECON425 Caribbean Economic Issues and Dev.     | 3 |
| ECON440 International Economics                | 3 |
| ECON450 Economic Developments                  | 3 |
| ECON455 Comparative Economic Systems           | 3 |
| ECON460 Econometrics and Business Cycles       | 3 |

**D. Courses required for the Cognate (08 credits)**

|                                    |   |
|------------------------------------|---|
| MATH182 Calculus with Applications | 3 |
| MGMT301 Business Statistics        | 3 |
| ECON499 Internship                 | 2 |

Undergraduate Minors for Non-Business Majors. Students majoring in fields other than business (e.g. Theology, Social Science, Education, etc.) can pursue a minor in business while completing their undergraduate degree in another school. Students interested in pursuing the MBA are able to waive 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 and Economics currently offers three specialized minors for students majoring in fields other than business:

#### 4. MINOR IN ACCOUNTING

**Courses required for the Minor (21 credits)**

|  |   |
|--|---|
| ACCT121 Fundamentals of Accounting I   | 3 |
| ACCT122 Fundamentals of Accounting II  | 3 |
| ACCT221 Intermediate Accounting I      | 3 |
| ACCT222 Intermediate Accounting II     | 3 |
| ACCT330 Cost and Managerial Accounting | 3 |
| ECON226 Principles of Microeconomics   | 3 |
| MGMT315 Entrepreneurship               | 3 |

#### 5. MINOR IN ECONOMICS

**Courses required for the Minor (21 credits)**

|  |   |
|--|---|
| ACCT121 Fundamentals of Accounting I           | 3 |
| ECON226 Principles of Microeconomics           | 3 |
| ECON227 Principles of Macroeconomics           | 3 |
| ECON332 Intermediate Microeconomic Analysis I  | 3 |
| ECON334 Intermediate Macroeconomic Analysis II | 3 |
| ECON425 Caribbean Economic Issues and Dev      | 3 |
| MGMT315 Entrepreneurship                       | 3 |

#### 6. MINOR IN FINANCE

**Courses required for the Minor (21 credits)**

|  |   |
|--|---|
| ACCT121 Fundamentals of Accounting I         | 3 |
| ACCT122 Fundamentals of Accounting II        | 3 |
| FNCE217 Principles of Finance                | 3 |
| FNCE381 Investments                          | 3 |
| FNCE401 Analysis of Financial Statements     | 3 |
| FNCE436 Management of Financial Institutions | 3 |
| MGMT315 Entrepreneurship                     | 3 |

### DEPARTMENT OF MARKETING AND MANAGEMENT

The department of Marketing and Management offers four degree programmes that prepare students for careers in Hospitality and tourism industry, business administration, general management, people management and marketing.

Our majors are designed to prepare students to become employers, managers or employees, to increase students understanding of how companies operate, and to provide insights and perspectives into organisations major activities. Students who pursue and successfully complete a major in Human Resource Management will have completed part of the preparation for the Society of Human

Resource Management Certified Professional Certification (SHRM – CP) Exam. Other professional certifications opportunities become available to students who complete degrees in Marketing and Management.

#### PROGRAMMES

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

### 1. BACHELOR OF BUSINESS ADMINISTRATION IN MARKETING

The Marketing programme is designed to educate students in the marketing processes namely; to collect, analyze, evaluate information, and find solutions about customers and the marketing environment, relative to a specific marketing problems or opportunities.

#### Degree Requirements

|  |            |
|--|------------|
| A. General Education Requirements              | 51         |
| B. Courses required for the Business Core      | 42         |
| C. Courses required for the Major in Marketing | 27         |
| D. Courses required for the Cognate            | 08         |
| <b>TOTAL</b>                                   | <b>128</b> |

#### **A. General Education Requirements (51 credits)**

#### **B. Courses required for the Business Core (42 credits)**

|                                       |   |
|---------------------------------------|---|
| ACCT121 Fundamentals of Accounting I  | 3 |
| ACCT122 Fundamentals of Accounting II | 3 |
| ECON226 Principles of Microeconomics  | 3 |
| ECON227 Principles of Macroeconomics  | 3 |
| FNCE217 Principles of Finance         | 3 |
| HRMN250 Human Resource Management     | 3 |
| MGMT255 Principles of Management      | 3 |
| MGMT202 Business Communication        | 3 |
| MGMT315 Entrepreneurship              | 3 |
| MGMT341 Business Law                  | 3 |
| MGMT345 Business Ethics               | 3 |
| MGMT475 Operations Management         | 3 |
| MGMT495 Strategic Management          | 3 |
| MKTG201 Principles of Marketing       | 3 |

**C. Courses required for the Major (27 credits)**

|   |   |
|---|---|
| MKTG205 Advertisement and Sales Promotion | 3 |
| MKTG342 Service Marketing                 | 3 |
| MKTG343 Consumer Behaviour                | 3 |
| MKTG350 Sales Management                  | 3 |
| MKTG414 Retail Marketing                  | 3 |
| MKTG415 Marketing Research                | 3 |
| MKTG418 Introduction to E-commerce        | 3 |
| MKTG445 International Marketing           | 3 |
| MKTG490 Special Topics in Marketing       | 3 |

**D. Courses required for the Cognate (08 credits)**

|  |   |
|--|---|
| CPTR210 Information Systems Theory and Application | 3 |
| MGMT301 Business Statistics                        | 3 |
| MKTG499 Internship                                 | 2 |

**2. BACHELOR OF BUSINESS ADMINISTRATION IN HUMAN RESOURCE MANAGEMENT (HRM)**

In the Human Resource Management programme students gain an extensive understanding of activities and issues related to managing employees in the workplace and professional organisations. Students are exposed to the legal requirements related to employees and work, the compensation of employees, health and safety concerns, employee relations and development as well as staffing organisations and industrial relations.

**General Degree Requirements**

|   |           |
|---|-----------|
| A. General Education Requirements         | 51        |
| B. Courses required for the Business Core | 42        |
| C. Courses required for the Major in HRM  | 27        |
| D. Courses required for the Cognate       | <u>08</u> |

**TOTAL 128**

**A. General Education Requirements (51 credits)**

**B. Courses required for the Business Core (42 credits)**

|                                       |   |
|---------------------------------------|---|
| ACCT121 Fundamentals of Accounting I  | 3 |
| ACCT122 Fundamentals of Accounting II | 3 |
| ECON226 Principles of Microeconomics  | 3 |
| ECON227 Principles of Macroeconomics  | 3 |
| FNCE217 Principles of Finance         | 3 |
| HRMN250 Human Resource Management     | 3 |
| MGMT255 Principles of Management      | 3 |
| MGMT202 Business Communication        | 3 |
| MGMT315 Entrepreneurship              | 3 |
| MGMT341 Business Law                  | 3 |

|                                 |   |
|---------------------------------|---|
| MGMT345 Business Ethics         | 3 |
| MGMT475 Operations Management   | 3 |
| MGMT495 Strategic Management    | 3 |
| MKTG201 Principles of Marketing | 3 |

**C. Courses required for the Major (27 credits)**

|   |   |
|---|---|
| HRMN255 Human Relations in Organisations    | 3 |
| HRMN330 Compensations and Benefits          | 3 |
| HRMN343 Employment Law                      | 3 |
| HRMN400 Motivation and Work Behaviour       | 3 |
| HRMN406 Collective Bargaining               | 3 |
| HRMN434 Negotiation and Conflict Resolution | 3 |
| HRMN450 International Hum. Res. Management  | 3 |
| HRMN460 Staffing Organisations              | 3 |
| MGMT415 Organisational Behaviour            | 3 |

**D. Courses required for the Cognate (08 credits)**

|                                    |   |
|------------------------------------|---|
| MATH182 Calculus with Applications | 3 |
| MGMT301 Business Statistics        | 3 |
| HRMN499 Internship                 | 2 |

**3. BACHELOR OF BUSINESS ADMINISTRATION IN HOSPITALITY AND TOURISM MANAGEMENT (HSTM)**

The HSTM programme is designed to introduce students to the requirements of the Hospitality and Tourism Industry of the Caribbean. Students are exposed to policies regarding Tourism, activities of the Hotel and Guest Services industry, Restaurant Industry and Food and Beverage considerations. Students are afforded the opportunity to do internships at actual institutions in the Hospitality Industry.

**General Degree Requirements**

|   |           |
|---|-----------|
| A. General Education Requirements         | 51        |
| B. Courses required for the Business Core | 42        |
| C. Courses required for the Major in HSTM | 27        |
| D. Courses required for the Cognate       | <u>08</u> |

**TOTAL 128**

**A. General Education Requirements (51 credits)**

**B. Courses required for the Business Core (42 credits)**

|                                       |   |
|---------------------------------------|---|
| ACCT121 Fundamentals of Accounting I  | 3 |
| ACCT122 Fundamentals of Accounting II | 3 |
| ECON226 Principles of Microeconomics  | 3 |

|                                      |   |
|--------------------------------------|---|
| ECON227 Principles of Macroeconomics | 3 |
| FNCE217 Principles of Finance        | 3 |
| HRMN250 Human Resource Management    | 3 |
| MGMT255 Principles of Management     | 3 |
| MGMT202 Business Communication       | 3 |
| MGMT315 Entrepreneurship             | 3 |
| MGMT341 Business Law                 | 3 |
| MGMT345 Business Ethics              | 3 |
| MGMT475 Operations Management        | 3 |
| MGMT495 Strategic Management         | 3 |
| MKTG201 Principles of Marketing      | 3 |

**C. Courses required for the Major (27 credits)**

|  |   |
|--|---|
| FDNT230 Nutrition                              | 3 |
| <i>(must be done as an additional science)</i> |   |
| HSTM115 Introduction to Hospitality Industry   | 3 |
| HSTM120 Quality Sanitation Management          | 3 |
| HSTM201 Management of Tourism                  | 3 |
| HSTM300 Technology Applications in Hospitality | 3 |
| HSTM400 Front Office Management                | 3 |
| HSTM440 Hospitality, Sales and Marketing       | 3 |
| HSTM443 Food/Labor Cost Control                | 3 |
| HSTM450 Hospitality Operations Analysis        | 3 |

**D. Courses required for the Cognate (08 credits)**

|  |   |
|--|---|
| CPTR210 Information Systems Theory and Application | 3 |
| MGMT301 Business Statistics                        | 3 |
| HSTM499 Internship                                 | 2 |

**4. BACHELOR OF BUSINESS ADMINISTRATION IN MANAGEMENT**

The Management programme is designed as a general programme to introduce students to the activities of business and business operations worldwide. Students are introduced to most major aspects of the running of business as well as principles involved in entrepreneurship. Students are exposed to decision making, strategy and fundamentals of successful organisations.

**Degree Requirements**

|   |            |
|---|------------|
| A. General Education Requirements               | 51         |
| B. Courses required for the Business Core       | 42         |
| C. Courses required for the Major in Management | 27         |
| D. Courses required for the Cognate             | 08         |
| <b>TOTAL</b>                                    | <b>128</b> |

**A. General Education Requirements (51 credits)**

**B. Courses required for the Business Core (42 credits)**

|                                       |   |
|---------------------------------------|---|
| ACCT121 Fundamentals of Accounting I  | 3 |
| ACCT122 Fundamentals of Accounting II | 3 |
| ECON226 Principles of Microeconomics  | 3 |
| ECON227 Principles of Macroeconomics  | 3 |
| FNCE217 Principles of Finance         | 3 |
| HRMN250 Human Resource Management     | 3 |
| MGMT255 Principles of Management      | 3 |
| MGMT202 Business Communication        | 3 |
| MGMT315 Entrepreneurship              | 3 |
| MGMT341 Business Law                  | 3 |
| MGMT345 Business Ethics               | 3 |
| MGMT475 Operations Management         | 3 |
| MGMT495 Strategic Management          | 3 |
| MKTG201 Principles of Marketing       | 3 |

**C. Courses required for the Major (27 credits)**

|   |   |
|---|---|
| ACCT330 Cost and Managerial Accounting        | 3 |
| HRMN434 Negotiation and Conflict Resolution   | 3 |
| HRMN400 Motivation and Work Behaviour         | 3 |
| MGMT101 Introduction to Business              | 3 |
| MGMT365 International Environ. of Business    | 3 |
| MGMT400 Managerial Decision Making            | 3 |
| FNCE401 Analysis of Financial Statements      | 3 |
| MGMT415 Organisational Behaviour              | 3 |
| MGMT488 Leadership and Organisational Climate | 3 |

**D. Courses required for the Cognate (08 credits)**

|                                    |   |
|------------------------------------|---|
| MATH182 Calculus with Applications | 3 |
| MGMT301 Business Statistics        | 3 |
| MGMT499 Internship                 | 2 |

Undergraduate Minors for Non-Business Majors  
Students majoring in fields other than business (e.g. Theology, Social Science, Education, etc.) can pursue minor in business while completing their undergraduate degree in another school. Students interested in pursuing the MBA are able to waive 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 and Marketing currently offers five specialized minors:

**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 Minor (21 credits)**

|                                       |   |
|---------------------------------------|---|
| ACCT121 Fundamentals of Accounting I  | 3 |
| ACCT122 Fundamentals of Accounting II | 3 |
| ECON226 Principles of Microeconomics  | 3 |
| ECON227 Principles of Macroeconomics  | 3 |
| FNCE217 Principles of Finance         | 3 |
| MGMT201 Principles of Management      | 3 |
| MGMT315 Entrepreneurship              | 3 |

**6. MINOR IN HUMAN RESOURCE MANAGEMENT**

**Courses required for the Minor (21 credits)**

|                                      |   |
|--------------------------------------|---|
| ACCT121 Fundamentals of Accounting I | 3 |
| HRMN250 Human Resource Management    | 3 |
| HRMN255 Human Relations Development  | 3 |
| HRMN330 Compensation and Benefits    | 3 |
| HRMN343 Employment Law               | 3 |
| HRMN406 Collective Bargaining        | 3 |
| MGMT415 Organisational Behaviour     | 3 |

**7. MINOR IN MARKETING**

**Courses required for the Minor (21 credits)**

|  |   |
|--|---|
| ACCT121 Fundamentals of Accounting I     | 3 |
| ECON227 Principles of Macroeconomics     | 3 |
| ECON226 Principles of Microeconomics     | 3 |
| MGMT255 Principles of Management         | 3 |
| MKTG201 Principles of Marketing          | 3 |
| MKTG205 Advertising and Sales Promotions | 3 |
| MKTG343 Consumer Behaviour               | 3 |
| OR                                       |   |
| MKTG350 Sales Management                 | 3 |

**8. MINOR IN NON-PROFIT MANAGEMENT**

**Courses required for the Minor (21 credits)**

|                                      |   |
|--------------------------------------|---|
| ACCT121 Fundamentals of Accounting I | 3 |
| ECON226 Principles of Microeconomics | 3 |
| MGMT202 Business Communication       | 3 |
| MGMT255 Principles of Management     | 3 |
| FNCE217 Principles of Finance        | 3 |
| HRMN250 Human Resource Management    | 3 |
| MGMT400 Managerial Decision Making   | 3 |

**9. MINOR IN SUPERVISORY MANAGEMENT**

**Courses required for the Minor (21 credits)**

|                                       |   |
|---------------------------------------|---|
| ACCT121 Fundamentals of Accounting I  | 3 |
| ACCT122 Fundamentals of Accounting II | 3 |
| ECON226 Principles of Microeconomics  | 3 |
| ECON227 Principles of Macroeconomics  | 3 |
| HRMN250 Human Resource Management     | 3 |
| MGMT255 Principles of Management      | 3 |
| MGMT415 Organisational Behaviour      | 3 |

## COURSES

## CREDITS

Students must earn a minimum grade of C- in all prerequisites.

## ACCOUNTING

### **ACCT121 Fundamentals of Accounting I** 3

In this course, emphasis would be placed on understanding the accounting cycle and its content. The preparation of financial statements is also a major focus with emphasis on each section of these financial statements. Areas like Inventory, Internal Controls, Cash, Fixed Assets, Current Liabilities and Bonds are all studied in detail.

### **ACCT122 Fundamentals of Accounting II** 3

Prerequisite: ACCT121

This section of accounting focuses mainly on cost and managerial concepts like job order costing, process costing, budgets, short-term business decisions, breakeven analysis, etc... A proper understanding of the financial statements are also emphasized as students would be required to do basic financial analysis.

### **ACCT221 Intermediate Accounting I** 3

Prerequisite: ACCT122

In this course, accounting theory and problems solving would be developed in the classification of transactions, asset valuation, income determination, and time value of money. All topics would be in accordance to the generally accepted accounting principles and state how International Financial Reporting Standards differs for each topic.

### **ACCT222 Intermediate Accounting II** 3

Prerequisite: ACCT221

For this course, accounting theory and problems solving would be developed in the classification of transactions, liability valuation, financial statement compilation, leases, accounting errors and changes, and presentation and interpretation of financial statements. All topics would be in accordance to the generally accepted accounting principles and stated how International Financial Reporting Standards differs for each topic.

### **ACCT330 Cost and Managerial Accounting** 3

Prerequisite: ACCT122

This Cost Accounting course 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, variances, etc. It also involves principles and procedures, with emphasis on problems of cost.

### **ACCT361 Individual Taxation** 3

Prerequisite: ACCT122

A study of the taxation format with a focus of taxation laws and policies in Trinidad and Tobago and the Caribbean region for individuals, businesses, and property transactions would be reviewed. A comparison of taxation calculations will also be explored.

### **ACCT455 Accounting for Non-Profit Organisations** 3

Prerequisite: ACCT222

This course is a study of the fundamental accounting systems used by governments, hospitals, schools, and other non-profit organisations would be reviewed. Topics include the budgeting process, and the analysis and interpretation of non-profit financial statements.

### **ACCT456 Advanced Accounting** 3

Prerequisite: ACCT222

This course provides a further 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.

### **ACCT465 Auditing** 3

Prerequisite: ACCT222

Focus would be placed on Internal and external auditing; current professional standards, ethics of the auditor, with emphasis on internal control and evidence gathering.

### **ACCT476 Accounting Information Systems** 3

Prerequisite: ACCT222

Focuses on 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.

**ACCT485 Accounting Theory and 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.

**ACCT499 Accounting Internship 2**

Prerequisite: Junior or senior standing in School of Business and permission of internship coordinator. Supervised field work in selected business, social and governmental organisations; supplemented by written reports. Students must complete 240 hours of internship (S/U Grading).

**ECONOMICS**

**ECON226 Principles of Microeconomics 3**

Prerequisite: MATH165

Explores theories currently used to explain how people choose what and how much to consume and produce. This analysis is extended to well-defined groups such as firms. It also explores the phenomenon referred to as “the market”, and the interactions of market players which determine prices and the levels of consumption and production. Algebra is used extensively. At the end of this course, students will understand the concepts and theories used by economist to study economic decision making at the micro level.

**ECON227 Principles of Macroeconomics 3**

Prerequisite: MATH165

Analyzes the performance of an economy at the level of an individual country. Focus is placed on country level variables such as national income, inflation, unemployment and government expenditure. Current theories on economic growth as well as modern banking and the money supply are also examined. This course is applicable toward General Education requirements in the Social Sciences. This course will equip students with an understanding of

key macroeconomic variables used by economists to assess the economic state of a country. (It is to the student's advantage that ECON226 be taken before ECON227).

**ECON332 Intermediate Macroeconomic Analysis I 3**

Prerequisites: ECON227 and ECON226

Examines theories of long-term and short-term fluctuations in Gross Domestic Product, unemployment, inflation and other macroeconomic variables. Emphasis is placed on the impact of government policy on macroeconomic variables. Topics include 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. At the end of this course students should better understand the relationships between macroeconomic variables, their influence on societal wellbeing and how government policy impacts this dynamic in the short and long run.

**ECON333 Intermediate Macroeconomic Analysis II 3**

Prerequisite: ECON332

This course builds upon the foundation set in its predecessor ECON330. It is designed to continue the thorough investigation into macroeconomic theory. Topics include unemployment, inflation, interest rates, exchange rates, international trade and investment, monetary policy, and fiscal policy.

**ECON334 Intermediate Microeconomic Analysis I 3**

Prerequisites: ECON227, ECON226 and MATH182

Designed to provide an intensive study of contemporary microeconomic theory. Topics include consumer 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. This course builds heavily on ECON226 and utilizes algebra extensively. At the end of this course, students should understand economic decision making at the micro level.

**ECON336 Intermediate Microeconomic Analysis II 3**

Prerequisite: ECON330

This course builds upon the foundation set in its predecessor ECON330. It is designed to continue the thorough investigation into microeconomic theory. Topics include market structure, 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.

***ECON425 Caribbean Economic Issues and Development*** **3**

Prerequisites: ECON226 and ECON227 and junior standing.

This course focuses on the use of economic tools to analyze key intraregional markets -land and housing, transportation, labour 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. In addition, this course will analyze the economic challenges faced by low and middle-income countries in their quest for development and public policies meant to address those challenges. The course will be divided into two parts. In the first part, theories of economic growth and some development are explored. In the second part, trends in poverty and inequality in specific regions and countries are examined.

***ECON440 International Economics*** **3**

Prerequisite: ECON335

This course examines theories of international trade including trade policies and their effects, regional economic integration, determination of exchange rates and the functioning of the international monetary system. These issues are approached from the perspective of a developing country. The arguments for and against free trade are also examined. This course will provide students with an understanding of how global trade systems work and how trade affects the economy of a developing country.

***ECON450 Economic Development*** **3**

Prerequisites: ECON226, ECON227

This course will analyze the economic challenges faced by low and middle-income countries in their quest for development and public policies meant to

address those challenges. The course will be divided into two parts. In the first part, we will discuss the theories of economic growth and what might cause some development strategies to succeed and others to fail. In the second part, we will examine the trends in poverty and inequality in specific regions and countries, learn about the interconnections between inequality and growth, and analyze how development strategies and government policies may result in equitable or inequitable outcomes.

***ECON455 Comparative Economics Systems*** **3**

Prerequisites: ECON226, ECON227 and junior standing.

Comparative economic systems, is the study of the effects of economic systems on observed outcomes, i.e., economic performance and welfare. Thus, our goal will be to attempt both theoretical and empirical (case study) investigations to determine the relative effects of the various systems. This will not be easy, for economic outcomes are determined by many other things (stage of economic development, income, politics, climate, geography, customs and traditions, etc.), as well. We will study three economic systems: capitalism, planned socialism, and market socialism. The countries most representative of these systems are the United States, the former Soviet Union, and the former Yugoslavia. We will also study some of the transitional countries, including Russia and China, as well as Cuba, a socialist country that remains committed to socialism.

***ECON460 Econometrics and Business Cycles*** **3**

Prerequisites: MATH182 and MGMT301

This course covers classical linear regression techniques (both simple and multiple regressions) with emphasis placed on the necessary modifications to these procedures for use in economic and business applications. This is an introductory course in econometrics aimed at students who have already taken statistics and calculus. Students will learn how to build, test and modify econometric models using an econometric software package. Topics include: regression analysis, estimation and inference, multicollinearity, generalized least squares, heteroscedasticity, autocorrelation, and model specification. Furthermore, this course also examines basic causes of fluctuation in business

activity. Topics include an examination of exogenous and endogenous influences on Gross National Product and other measures of economic activity, and the relationship between cycles in Gross National Product and cycles in particular industries and companies. The course emphasizes methods and techniques currently in use by business forecasters.

## **FINANCE**

### ***FNCE217 Principles of Finance*** **3**

Prerequisites: A minimum grade of C- in ACCT121 and MATH165

This course introduces students to financial markets, the concept of time value of money and principles of asset valuation. Issues such as determining a company's optimal capital structure, an appropriate dividend policy and cost of capital will also be explored.

### ***FNCE321 Money and Banking*** **3**

Prerequisites: ECON226, ECON227

Commercial banking, the operation and controls of the Federal Reserve System, central bank money and credit in circulation, and the effect of monetary policies.

### ***FNCE381 Investments*** **3**

Prerequisite: FNCE217

This course explores the organisation and regulation of security markets with emphasis on security valuation of major asset classes such as equity and fixed income securities. Alternative investments such as commodities and investment vehicles- mutual funds, hedge funds and pension funds will also be investigated.

### ***FNCE401 Analysis of Financial Statements*** **3**

Prerequisites: FNCE217 with "C" or better, senior standing

An in-depth study of current financial reporting practices and accounting standards, analysis and interpretation of corporate financial statements namely income statements, balance sheets and cash flow statements as well as notes to the financial statements primarily through the use of financial ratios, utilizing text and selected cases.

### ***FNCE411 Real Estate Finance*** **3**

Prerequisites: FNCE217 and STAT285

Principles of real estate financing, with emphasis on residential markets, economics, governmental and location factors, financing, and real estate transactions.

### ***FNCE430 Public Finance*** **3**

Prerequisites: ECON226 and ECON227 and junior standing.

An investigation of the theoretical and practical economic impact of governmental activities. Popular arguments for and against government intervention are examined. Emphasis is placed on understanding how various interventions work and their impact particularly from a Caribbean perspective. At the end of this course, students will understand the rationale of government intervention and how fiscal policy can be formulated to increase efficiency and general wellbeing.

### ***FNCE436 Management of Financial Institutions*** **3**

Prerequisites: FNCE217 and senior standing

The purpose of this course is to provide an integrated approach for the financial management of financial institutions including banks, insurance companies and credit unions. With this objective, the course concentrates on providing the theoretical framework and risk management techniques of financial management recognizing the rapid changes taking place in the institutional environment.

### ***FNCE481 Security Analysis and Portfolio Management*** **3**

Prerequisites: FNCE217 and 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.

### ***FNCE490 Topics in Finance*** **3**

This is a research course. The aim of the course is to allow students to gain further knowledge of the field of finance through primary and secondary research. The class will include the review of journal articles related to various financial management

areas. Students will be required to write thesis statements and journal summaries of various finance topics, and the class will conclude with the writing of research proposals and a final research paper.

***FNCE449 Internship*** **2**  
Prerequisites: Junior or senior standing in School of Business and permission of internship coordinator. Supervised field work in selected business, social and governmental organisations; supplemented by written reports. Students must complete 240 hours of internship (S/U Grading).

## **HUMAN RESOURCE MANAGEMENT**

***HRMN250 Human Resource Management*** **3**  
An introductory course which surveys the activities and functions associated with personnel management in organisations. Topics include the origin and history of human resource management, human resource planning and recruiting, job analysis and evaluation, training and development, compensation and benefits, grievance procedures and disciplinary actions. This course should be taken after completing 32 credit hours.

***HRMN255 Human Relations in Organisations*** **3**  
This course examines possible reasons for the way people behave in organisations. The course begins with a history of the progressive developments in human relations in the western hemisphere within the last 200 years and explores fundamental concepts that influence human relations such as self-esteem, self-concept, attitudes and values. Topics such as groups and teams, emotional control, conflict management, human communication, and diversity are also explored. This course should be taken after completing 32 credit hours.

***HRMN330 Compensation and Benefits*** **3**  
Prerequisite: HRMN250  
This course is a study which includes job analysis, job specifications, job evaluation, and setting of wage scales, fringe benefits, wage incentives, and management of wage and salary problems.

***HRMN343 Employment Law*** **3**  
Prerequisite: MGMT341  
This course provides an overview of local and regional 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 compensatory issues.

***HRMN400 Motivation and Work Behaviour*** **3**  
Prerequisites: HRMN250 and MGMT255  
This course provides an update on advanced topics dealing with individual and organisational factors affecting employee motivation and work behaviours. Topics to be covered include, drive, reward systems, goal setting, strategy, risk management and various internal factors that influence motivation. A study of the behaviour in the workplace with an aim to determine the mix of diverse factors that influences it.

***HRMN406 Collective Bargaining*** **3**  
Prerequisites: HRMN250 and HRMN255  
This course will take students through the stages of the collective bargaining process in a workshop/simulation method, culminating in the bargaining of a contract. Students will learn the relevant labour law principles, the methodology of collective bargaining, and 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.

***HRMN434 Negotiation and Conflict Resolution*** **3**  
Prerequisite: HRMN250  
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 organisation, knowledge of negotiating concepts and development of negotiation skills are critical.

***HRMN450 International Human Resource*** **3**  
Prerequisites: HRMN250 and HRMN255  
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 nationals, and third-country nationals. Emphasis on Asia-Pacific, Europe, Latin America, and emerging economies. A staffing plan is prepared for an international setting, including processes, from recruitment to evaluation to labour regulations.

**HRMN460 Staffing Organisations 3**

Prerequisites: HRMN255 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 ensure regulatory compliance.

**HRMN499 Internship 2**

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. Enrollment is restricted to juniors and seniors with proven academic success.

**MANAGEMENT**

**MGMT101 Introduction to Business 3**

This course is designed to introduce students to the many exciting facets of business within the global environment, its contemporary considerations and its future challenges. It lays the foundation for an understanding of the nature of the free enterprise business system and is suited to a wide variety of students: those who plan to start their own business; those who are seeking direction as to what area of business they may wish to specialize in; or those who just wish to understand the role of business in society.

**MGMT202 Business Communication 3**

Prerequisite: ENGL225

This course trains students to improve their business communication skills involving letter writing, communication via technologies, and oral communication. Students are also taught academic business writing principles.

**MGMT301 Business Statistics 3**

Prerequisite: A minimum grade of C- in MATH165

This course introduces the student to the scope and application of statistical analysis as it is used in the business world. Students will be introduced to surveying methods and techniques, and analyze data including probability analysis, estimation and hypothesis testing. Examples will be drawn from business and economics discipline.

**MGMT315 Entrepreneurship 3**

Prerequisites: ACCT122, MGMT255

This course provides hands-on instruction, tools and techniques on how to launch and manage a successful small business within the current highly competitive environment. With considerable support from the National Entrepreneurship Development Company of Trinidad and Tobago, students will be exposed to the possibilities, challenges, and the rewards of owning their own businesses, as they are guided through the process of becoming entrepreneurs.

**MGMT255 Principles of Management 3**

This course introduces concepts of effective management in organisational settings. Primary emphases include the management processes necessary for organisational effectiveness (planning, organizing, leading, and controlling) within the contemporary business environment, the nature of individual and group behaviour, and the role of management in facilitating a mutually satisfying fit between employees' needs and organisational requirements.

**MGMT341 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 organisation,

including partnership and corporate law; consumer and environmental protection, employment law and insurance, estate planning and international law, agency and commercial paper.

**MGMT345 Business Ethics 3**

Prerequisite: MGMT255

This course presents a study of the ethical considerations that decision-makers are faced with, as they conduct business within the political, legal, and social environment. Real life scenarios are discussed from a wide range of topics including: Financial management, Information Technology, Marketing, Human Resource Management, the Natural Environment, Strategic Management and Issues in the Developing World, in an effort to highlight the positive consequences of ethical behaviour, and the negative consequences of unethical behaviour. Through these discussions, students will be led to the understanding that ethics does really matter.

**MGMT365 International Environment of Business 3**

Prerequisite: MGMT255

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, for greater understanding of the real world of global business. 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.

**MGMT400 Managerial Decision Making 3**

Prerequisites: MGMT255 and junior standing

This course will look at decision making under uncertainty, a behavioural perspective. 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.

**MGMT415 Organisational Behaviour 3**

Prerequisites: MGMT255 and senior standing

This course examines individuals, groups and organisations, from the perspective of the behavioural and social sciences. Topics covered include organisational 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.

**MGMT475 Operations Management 3**

Prerequisite: MGMT301

An 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.

**MGMT488 Leadership and Organisational Climate 3**

Prerequisites: MGMT255 and senior standing

The focus of the course is on leadership theory, and consists of lecture, discussion, case studies, simulation, and self-assessments. Topics include influence, power, ethics, communications, groups/teams, organisational culture, motivation, performance, followership, and leadership theories from various perspectives. The fundamental purpose of this course is development of students' understanding of factors that can enhance effectiveness leadership.

**MGMT495 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 as part of 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. It is 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.

**MGMT499 Management Internship 2/3**

Prerequisite: 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**

**MKTG201 Principles of Marketing 3**

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.

**MKTG205 Advertising and Sales Promotion 3**

This course is an overview and application of advertising principles; introduces concepts of planning, advertising, research, artistic, creative, and psychological aspects to advertising and sales promotional activities.

**MKTG342 Service Marketing 3**

Prerequisites: MKTG201 and junior standing  
Understanding service customers, customer satisfaction, motivating service employees, improving

service quality and role of services in strategy planning.

**MKTG343 Consumer Behaviour 3**

Prerequisite: MKTG201

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.

**MKTG350 Sales Management 3**

Prerequisite: MKTG201

Management of personal sales force, including recruiting, selecting, training, compensating, and evaluating sales personnel; planning, implementing, and controlling selling strategies.

**MKTG414 Retail Marketing 3**

Prerequisites: MKTG201 and junior standing.

Business to consumer marketing with consideration for location, organisation, buying, receiving stock inventory and control, policies, pricing, services, control and personal management within retail establishments.

**MKTG415 Marketing Research 3**

Prerequisites: MKTG201 and junior standing

This course involves fundamental techniques and practical experience in research methodology: planning an investigation, questionnaires, sampling, interpretation of results, report preparation.

**MKTG418 Introduction to E-commerce 3**

Prerequisites: MKTG201 and junior standing

This course challenges students to explore the realities and implications of e-commerce from a marketer's perspective. Business-to-consumer (B2C) and business-to-business (B2B) e-commerce markets are examined. The course introduces students to a wide range of electronic commerce issues for marketers, as a foundation for continual learning in the dynamic e-commerce environment.

**MKTG448 International Marketing 3**

Prerequisites: MKTG201 and junior standing.  
International marketing activities, including environmental issues, marketing strategy, and tactical considerations in entering foreign markets.

**MKTG490 Special Topics in Marketing 3**

Prerequisites: MKTG201 and junior standing  
Selected marketing topics not covered in other marketing courses will be explored in this course. New trends emerging in the discipline will form major parts of the discussion.

**MKTG499 Internship 2**

Prerequisite: Junior or senior standing in School of Business and permission of internship coordinator.  
Supervised field work in selected business, social and governmental organisations; supplemented by written reports. Students must complete 240 hours of internship (S/U Grading).

## **HOSPITALITY & TOURISM**

**HSTM115 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.

**HSTM120 Quality Sanitation Management 3**

This course explores sanitation standards for food and beverage establishments and food handling practices; the study of microorganisms and their control are also discussed.

**HSTM201 Management 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.

**HSTM300 Technology Applications in Hospitality 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 programmes they run which enhance the service provided by the hotel and guest industry.

**HSTM400 Front Office Management 3**

Prerequisites: ACCT122, HSTM 201 and junior standing

A 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.

**HSTM440 Hospitality Sales and Marketing 3**

Prerequisites: MKTG201 and junior standing  
This course is designed to provide students with a solid background in hospitality sales, advertising, and marketing.

**HSTM443 Food/Labor Cost Control 3**

Prerequisites: ACCT122 and junior standing  
This course explores fundamentals of food, beverage, and labour cost control for hotel and restaurant operations, which continue to make such operations sustainable and competitive.

**HSTM450 Hospitality Operations Analysis 3**

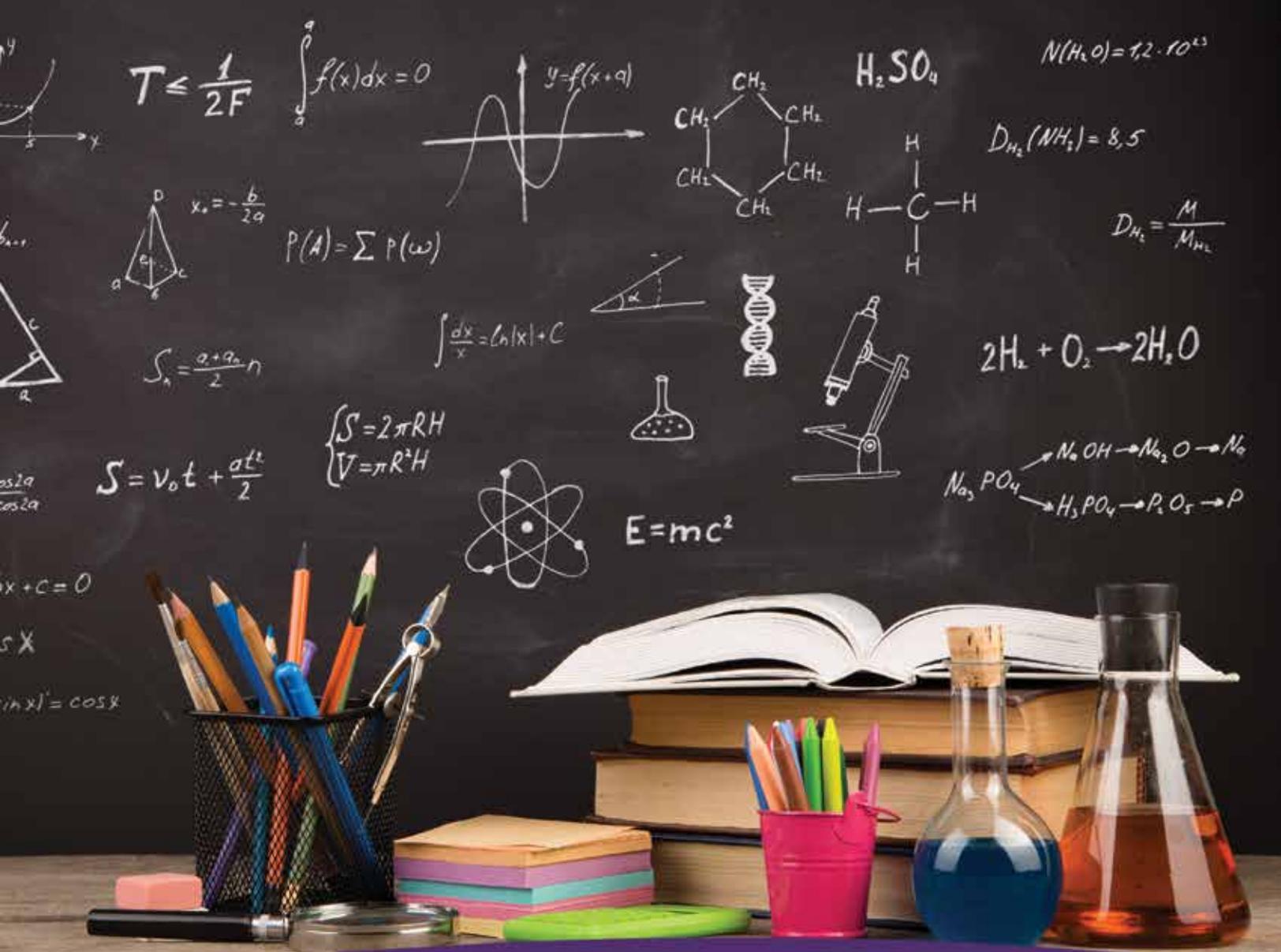
Prerequisites: ACCT122 and junior standing  
This course is to provide students with an understanding and application of the principles of analyzing a hospitality business operation. The following areas would be addressed, feasibility study, operating and capital budgeting, operating ratios, financial performance, financial decision making, revenue management and cost containment.

**HSTM499 Hospitality Management Internship 2**

Prerequisites: 30 HSTM hours and approval of internship coordinator.

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. Three hundred contact hours required.





# School of Education and Humanities

## SCHOOL OF EDUCATION AND HUMANITIES

DEAN: Loverne Jacobs-Browne, Ph.D.

CHAIRPERSONS: Judeth McLeod-James, MSc,  
Ed.D. (Can.)  
(Chair of Education)

Allison Campbell-Sanderson Ed. D (Can.)  
(Chair of Humanities)

COORDINATOR: Kerron Hislop, MM  
(Coordinator of Music and Fine Arts)

### MISSION STATEMENT

The School of Education and Humanities is dedicated to providing a spiritually-based teaching, learning, and research environment that attracts and prepares potential scholars to excel in a variety of disciplines for meaningful change and service.

### VISION STATEMENT

The maintaining of a teaching and learning environment which reflects a strong spiritual ethos while leading the university and Caribbean region in cross-disciplinary exchange and research in the liberal arts and education.

### GOALS AND DIRECTIONS OF THE SCHOOL OF EDUCATION AND HUMANITIES

The faculty in our school will:

- Promote excellence in teaching, scholarship, and relevant professional careers, and encourage the acquisition of advanced knowledge and skills.
- Transmit values, morals and experiences that will prepare individuals for effective, meaningful service to God and humanity.
- Provide graduates with opportunities to enlarge their world view as they integrate religion, culture, and scholarship.
- Provide an environment for the holistic
- development of students through the honing and development of creative and critical thinking skills.
- Promote a culture of research and scholarship among students.

## PROGRAMMES

- Bachelor of Education in Primary Education
  - Bachelor of Science in Elementary Education (Revised- For Extension Sites outside of Trinidad and Tobago)
  - Bachelor of Science in Educational Studies (Special Education Major)
  - Bachelor of Science in Early Childhood Education
  - Bachelor of Arts in English
  - Bachelor of Arts in History
  - Bachelor of Science in Social Studies
  - Bachelor of Arts in Music (Music Education Emphasis)
  - Associate of Arts in Music
- Minors:
- o History
  - o Music

### DEPARTMENT OF EDUCATION REQUIREMENTS FOR B. Ed in PRIMARY EDUCATION

|                                     |                   |
|-------------------------------------|-------------------|
| A. General Education Requirements   | 19                |
| B. Education Content Requirements   | 76                |
| C. Education Foundation Exploration | 18                |
| D. Pedagogy                         | 27                |
| E. Practicum                        | <u>20</u>         |
| <b>TOTAL</b>                        | <b><u>160</u></b> |

### A. GENERAL EDUCATION REQUIREMENTS FOR THE BACHELOR OF EDUCATION IN PRIMARY EDUCATION DEGREE

|   |                            |
|---|----------------------------|
| <b><i>a. Religion</i></b>                                 | <b><i>(12 credits)</i></b> |
| RELT100 God and Human Life                                | 3                          |
| RELB210 Jesus in His Time and Ours                        | 3                          |
| RELT308 Gift of Prophecy                                  | 3                          |
| OR  |                            |
| RELT340 Religion and Ethics in Modern Society             | 3                          |
| EDTE375 Educational Principles and Practices in Scripture | 3                          |
| <b><i>b. General Knowledge</i></b>                        | <b><i>(04 credits)</i></b> |
| IDSC110 College Success and Career Planning               | 1                          |
| EDTE354 Philosophy for Education                          | 3                          |
| <b><i>c. Science and Technology</i></b>                   | <b><i>(03 credits)</i></b> |
| EDTE101 Fundamentals of Digital Literacy                  | 3                          |

**B. Education Content Requirements (76 credits)****a. Language Arts/Reading/Literacy (18 credits)**

|   |   |
|---|---|
| EDLA110 Introduction to English Grammar                   | 3 |
| EDLA230 Literature for Children                           | 3 |
| EDLA250 Writing Instructions for the Primary Teacher      | 3 |
| EDTE112 Foundations of Reading for the Primary Classroom  | 3 |
| EDTE248 Teaching Reading in Primary Content Areas         | 3 |
| EDTE350 Interpersonal Communication for Primary Classroom | 3 |

**b. Mathematics (12 credits)**

|   |   |
|---|---|
| EDTE145 Mathematics I: Foundations                              | 3 |
| EDTE245 Mathematics II: Fundamentals                            | 3 |
| EDTE345 Mathematics III: Concepts                               | 3 |
| EDTE445 Teaching Strategies for the Primary School: Mathematics | 3 |

**c. Modern Languages (09 credits)**

|   |   |
|---|---|
| EDLA170 Fundamentals of Conversational Spanish    | 3 |
| EDLA171 Spanish for the Primary School Teacher I  | 3 |
| EDLA172 Spanish for the Primary School Teacher II | 3 |

**d. Natural Sciences (09 credits)**

|   |   |
|---|---|
| EDGS262 Integrated Science I                                | 3 |
| EDGS264 Integrated Science II                               | 3 |
| EDTE460 Teaching Strategies for the Primary School: Science | 3 |

**e. Social Studies (09 credits)**

|  |   |
|--|---|
| EDTE175 Regional Geography for the Primary Teacher                                   | 3 |
| EDTE448 Teaching Strategies for the Primary School: Health and Family Life Education | 3 |
| EDTE449 Teaching Strategies for the Primary School: Social Studies                   | 3 |

**f. Visual and Performing Arts (09 credits)**

|  |   |
|--|---|
| EDTE442 Teaching Strategies in the Visual and Performing Arts: Music                       | 3 |
| EDTE443 Teaching Strategies in the Visual and Performing Arts: Visual Arts                 | 3 |
| EDTE462 Teaching Strategies in the Visual and Performing Arts: Drama and Creative Movement | 3 |

**g. Agricultural Science (04 credits)**

|                                    |   |
|------------------------------------|---|
| AGRI172 Basic Agricultural Science | 4 |
|------------------------------------|---|

**h. Physical Education (03 credits)**

|   |   |
|---|---|
| EDTE440 Teaching Strategies for the Primary School: Physical Education and Wellness | 3 |
|---|---|

**i. Values, Citizenship and Character Education (03 credits)**

|  |   |
|--|---|
| EDTE441 Teaching Strategies for the Primary School: Values Character Education | 3 |
|--|---|

**C. Education Foundation Exploration (18 credits)**

|  |   |
|--|---|
| EDTE225 History and Sociology of Education           | 3 |
| EDTE220 Principles of Human Development and Learning | 3 |
| EDTE240 Psychology of Learning                       | 3 |
| EDLA115 Academic Writing I                           | 3 |

**(Students who do not possess grade 1 and 2 at CSEC will register with Advising Center for tutorials.**

**A satisfactory grade of B must be earned prior to registering for EDLA 115)**

|                             |   |
|-----------------------------|---|
| EDLA215 Academic Writing II | 3 |
|-----------------------------|---|

**(Persons must complete a minimum of 24 credits including EDLA115 before doing EDLA215)**

|                                       |   |
|---------------------------------------|---|
| EDTE490 Research Methods in Education | 3 |
|---------------------------------------|---|

**D. Pedagogy (27 credits)**

|   |   |
|---|---|
| EDPC308 Managing Psycho-social Issues                                 | 3 |
| EDTE320 Teaching Developmental and Remedial Reading                   | 3 |
| EDTE361 Classroom Management  | 3 |
| EDTE386 Student Teaching: The Integrated Approach                     | 3 |
| EDTE423 Classroom Assessment and Evaluation                           | 3 |
| EDTE430 Current Trends in Curriculum and Instruction                  | 3 |
| EDTE461 Teaching Strategies for the Primary School: Lang Arts and Lit | 3 |
| EDTE380 Instructional Media and Technology in the Classroom           | 3 |
| EDTE 218 Introduction to Special Education                            | 3 |

**E. Practicum (20 credits)**

|   |   |
|---|---|
| EDTE187 Student Teaching Seminar:                                     |   |
| Beginning the Process   | 1 |
| EDTE188 Student Teaching I: The In-House Experience                   | 2 |
| EDTE287 Student Teaching Seminar:                                     |   |
| Appreciating the School System  | 1 |
| EDTE288 Student Teaching II: The Initial Classroom Experience         | 2 |
| EDTE387 Student Teaching Seminar: The Practitioner I                  | 1 |
| EDTE388 Student Teaching III: Espousing in Final Teach Experience I   | 6 |
| EDTE497 Student Teaching Seminar: The Practitioner II                 | 1 |
| EDTE498 Student Teaching III: Engrossing in Final Teach Experience II | 6 |

**REQUIREMENTS FOR BACHELOR OF SCIENCE IN ELEMENTARY EDUCATION DEGREE (FOR EXTENSION SITES OUTSIDE OF TRINIDAD AND TOBAGO ONLY)**

|                                     |            |
|-------------------------------------|------------|
| A. General Education Requirements   | 19         |
| B. Education Content Requirements   | 73         |
| C. Education Foundation Exploration | 15         |
| D. Pedagogy                         | 18         |
| E. Practicum                        | 18         |
| <b>TOTAL</b>                        | <b>143</b> |

**GENERAL EDUCATION REQUIREMENTS FOR THE BACHELOR OF EDUCATION DEGREE****a. Religion (12 credits)**

|   |   |
|---|---|
| *RELT100 God and Human Life                               | 3 |
| *RELB210 Jesus in His Time and Ours                       | 3 |
| *RELT308 Gift of Prophecy                                 | 3 |
| OR  |   |
| RELT340 Religion and Ethics in Modern Society             | 3 |
| EDTE375 Educational Principles and Practices in Scripture | 3 |

**General Knowledge (07 credits)**

|   |   |
|---|---|
| EDTE354 Philosophy of Education             | 3 |
| IDSC100 College Success and Career Planning | 1 |
| EDTE101 Fundamentals of Digital Literacy    | 3 |

**Education Content Requirements (73 credits)****a. Language Arts/Reading/Literacy (15 credits)**

|   |   |
|---|---|
| EDLA110 Introduction to English Grammar                   | 3 |
| EDLA230 Literature for Children                           | 3 |
| EDLA250 Writing Instructions for the Primary Teacher      | 3 |
| EDTE112 Foundations of Reading for the Primary Classroom  | 3 |
| EDTE350 Interpersonal Communication for Primary Classroom | 3 |

**b. Mathematics (12 credits)**

|   |   |
|---|---|
| EDTE145 Mathematics I: Foundations                              | 3 |
| EDTE245 Mathematics II: Fundamentals                            | 3 |
| EDTE345 Mathematics III: Concepts                               | 3 |
| EDTE445 Teaching Strategies for the Primary School: Mathematics | 3 |

**c. Modern Languages (09 credits)**

|   |   |
|---|---|
| EDLA170 Fundamentals of Conversational Spanish    | 3 |
| EDLA171 Spanish for the Primary School Teacher I  | 3 |
| EDLA172 Spanish for the Primary School Teacher II | 3 |

**d. Natural Sciences (09 credits)**

|   |   |
|---|---|
| EDGS262 Integrated Science I                                | 3 |
| EDGS264 Integrated Science II                               | 3 |
| EDTE460 Teaching Strategies for the Primary School: Science | 3 |

**e. Social Studies (09 credits)**

|   |   |
|---|---|
| EDTE175 Regional Geography for the Primary Teacher            | 3 |
| EDTE448 Teaching Strategies: Health and Family Life Education | 3 |
| EDTE449 Teaching Strategies: Social Studies                   | 3 |

**f. Visual and Performing Arts (09 credits)**

|  |   |
|--|---|
| EDTE442 Teaching Strategies: Music                       | 3 |
| EDTE443 Teaching Strategies: Visual Arts                 | 3 |
| EDTE462 Teaching Strategies: Drama and Creative Movement | 3 |

**g. Agricultural Science (04 credits)**

|                                    |   |
|------------------------------------|---|
| AGRI172 Basic Agricultural Science | 4 |
|------------------------------------|---|

|  |                     |
|--|---------------------|
| <b>h. Physical Education</b>                                     | <b>(03 credits)</b> |
| EDTE440 Teaching Strategies: Physical Education and Wellness     | 3                   |
| <b>i. Values, Citizenship and Character Education</b>            | <b>(03 credits)</b> |
| EDTE441 Teaching Strategies: Values, Character Education         | 3                   |
| <b>C. Education Foundation Exploration</b>                       | <b>(15 credits)</b> |
| EDLA115 Academic Writing I                                       | 3                   |
| EDLA215 Academic Writing II                                      | 3                   |
| EDTE225 History and Sociology of Education                       | 3                   |
| EDTE220 Principles of Human Development and Learning             | 3                   |
| EDTE240 Psychology of Learning                                   | 3                   |
| <b>D. Pedagogy</b>   | <b>(18 credits)</b> |
| EDTE218 Introduction to Special Education                        | 3                   |
| EDTE320 Teaching Developmental and Remedial Reading              | 3                   |
| EDTE361 Classroom Management                                     | 3                   |
| EDTE380 Instructional Media and Technology in the Classroom      | 3                   |
| EDTE461 Teaching Strategies: Language Arts and Lit               | 3                   |
| EDTE423 Classroom Assessment and Evaluation                      | 3                   |
| <b>E. Practicum</b>  | <b>(18 credits)</b> |
| EDTE187 Student Teaching Seminar: Beginning                      | 1                   |
| EDTE188 Student Teaching I: In House                             | 2                   |
| EDTE386 Student Teaching: The Integrated Approach                | 3                   |
| EDTE287 Student Teaching Seminar: Appreciating the School System | 1                   |
| EDTE288 Student Teaching II                                      | 4                   |
| EDTE387 Student Teaching Seminar:                                | 1                   |
| EDTE388 Student Teaching (Elementary – Final)                    | 6                   |

| <b>COURSES</b>   | <b>CREDITS</b> |
|--|----------------|
| <b>IDSC110 College Success and Career Planning</b>   | <b>1</b>       |
| This course is designed to equip students with educational, psychosocial and functional skills to assist them in achieving success in their Academic, Career, Personal/Social, and Spiritual Life. This course teaches career planning skills and allows the student to develop career goals and action plans. Main areas addressed are: time, stress and anger management, decision making, effective study strategies, self-awareness, career planning and development.  |                |
| <b>EDTE101 Fundamentals of Digital Literacy</b>  | <b>3</b>       |
| This is a basic practical introductory course that would assist students in applying simple technology tools in their course of study. Students gain navigational skills to help them navigate virtual learning environments and use productivity tools to complete tasks that will enhance their learning and professional experiences. (As recommended by the Ministry of Education of Trinidad and Tobago, students would be exposed to the basics of the infusion of ICT into the curriculum delivery.)  |                |
| <b>EDTE110 Introduction to English Grammar</b>   | <b>3</b>       |
| This course focuses on both English grammar and writing. It establishes the importance of English grammar and the conventions of writing and identifies writing as a process, art form and academic exercise. This course also encourages students to appreciate the correlation between the basic language skills as they facilitate various forms of communication.  |                |
| <b>EDTE112 Foundations of Reading for the Primary Classroom</b>  | <b>3</b>       |
| This course focuses on the relationship between reading theory and practice. An overarching goal is for students to gain knowledge about reading as an active, developmental, social, cultural, and language based process. Students will learn to link knowledge of the theoretical roots of reading to practice as they learn about principles, methods and current trends in the field. Field experience is included. Students observe and evaluate the implementation of reading strategies in real life classrooms for at least ten (10) hours, (2 hours per week for 5 weeks). |                |

**EDTE145 Mathematics I: Foundation 3**

This course is intended to introduce the student teacher to a basic understanding of the principles, foundation, and nature of mathematics instruction and education for primary school students through the use of varying principles and methodologies. It also reinforces and explores basic principles in number theory and computation.

**EDLA170 Fundamentals of Conversational Spanish 3**

This is an introductory course that is designed for individuals who possess very little knowledge of the Spanish language. It introduces students to practical daily Spanish covering basic reading, writing, grammar, oral and listening skills necessary for performing basic activities such as taking a taxi, introducing oneself, shopping and writing personal letters. Required for students who do not have a Grade 1 or 2 O' level pass in Spanish

**EDTE175 Regional Geography for the Primary Teacher 3**

Regional geography provides students with the opportunity to relate the patterns and processes of both the physical and human environments to the Caribbean region. The course analyses the consequences of human activity on the physical environment and the limitations the physical environment has imposed on human activity. It also gives students some pedagogical strategies for teaching geography content and concepts at all levels of the primary school. The course combines both pedagogical and content knowledge in an attempt to equip students with the skills to deliver the primary school curriculum.

**EDTE187 Student Teaching Seminar: Beginning the Process 1**

Prerequisites: EDTE101, EDLA110, and EDTE145;  
Co-requisite: EDTE188

This course prepares students for practical teaching by outlining the theoretical aspects of teaching and learning. The seminar guides students in the preparation of lesson plans, effective teaching and learning strategies and techniques, with a focus on direct instruction. Students examine teaching and learning principles and professional practices.

**EDTE188 Student Teaching I: The In-House Experience 2**

Prerequisites: EDTE101, EDLA110, and EDTE145;  
Co-requisite: EDTE187

Student teaching prepares the students for practical teaching. This course guides students in the execution of lesson plans, effective teaching and learning strategies and techniques. Students apply principles of teaching and learning in micro teaching exercises. The execution of lessons will be done in a controlled classroom environment thereby giving students the opportunity to put into practice the theories for direct instruction in the classroom.

**EDTE218 Introduction to Special Education 3**

Prerequisite: EDLA110

This course seeks to provide an introduction to the characteristics and educational needs of learners from various backgrounds, and of children with problems such as hearing impairment, speech and language difficulties, mental retardation, learning disabilities, emotional disturbance, visual impairment, or physical handicap. Special attention is given to the needs and the potential of the gifted child. Procedures for incorporation of the exceptional child into the regular classrooms are discussed. A Trinidad / Caribbean perspective is explored.

**EDTE220 Principles of Human Development and Learning 3**

This course explores the normal patterns of human growth and development across the lifespan in the following areas: physical, cognitive, moral and socio-emotional. Particular emphasis is placed on the significant maturational changes and milestones that occur during childhood and adolescence as these periods coincide with the larger pedagogical orientation of the programme. Relatedly, the implications of these developmental changes on students learning are examined. The course will also focus on the traditional and contemporary learning theories, with appropriate applications to promote and improve learning. It will examine the basic concepts, processes, principles and fundamental issues involved in learning.

**EDTE225 History and Sociology of Education 3**

Prerequisite: EDLA 115

This course surveys several theoretical approaches and their practical application to current educational issues in Trinidad and Tobago. As students explore the relationships among social institutions, they will examine the effects of the nation's history on the education system. The colonial and post-independence eras will be studied to identify the impacts on the functions and processes of the present system of education from early childhood to tertiary level. The course also entails varying perspectives of school organisation and how changes in the external environment affect what happens in schools. Issues with curriculum, stratification, race, class, and gender will also be studied.

**EDTE240 Psychology of Learning 3**

Prerequisite: EDTE220

This course is designed to develop a basic understanding of the concepts, principles and fundamental issues involved in learning and classroom management. It involves the examination of current educational research related to the procedures for creating a productive learning classroom environment. Students will focus on how teaching and motivational strategies, with an emphasis on student centered approaches can be utilized to address issues of equality, diversity, and inclusion in the classroom to spotlight the importance of developing a democratic and inclusive classroom environment. The course will seek to develop the necessary skills for maintaining a productive and creative learning environment through the management of instruction, content, resources and students.

**EDTE245 Mathematics II: Fundamentals 3**

Prerequisite: EDTE145

This course sets the scaffold for a solid personal mathematical construct by the study and practice of fundamental skills and concepts in consumer arithmetic, measurement, foundational geometry, and trigonometry. Through the understanding of these skills and concepts student teachers are empowered to effectively deliver the curriculum at the primary school.

**EDTE248 Teaching Reading in Primary Content**

**Areas**

**3**

Prerequisites: EDTE218 and EDTE220

This course focuses on methods for teaching content area reading to primary school students in Standards one through five. It includes strategies for effective content lessons, application of basic skills, vocabulary, comprehension, and study skills within subject areas. Students will learn to construct objectives, explore methods, and to select and develop materials for the specific content areas. Field experience is included. Students design specific reading strategies in real life classrooms for at least ten (10) hours, (2 hours per week for 5 weeks).

**EDTE287 Student Teaching Seminar:**

**Appreciating the School System**

**1**

Prerequisites: EDTE218, EDTE245, and EDTE220;

Corequisite: EDTE288

This course prepares students for practical teaching. It outlines the theoretical aspects of teaching and learning and guides students in the preparation of lesson plans. It offers an overview of the national educational policies and issues. Students examine effective teaching and learning strategies and techniques with specific focus on cooperative learning, and management and motivational techniques.

**EDTE288 Student Teaching II: The Initial**

**Classroom Experience**

**2**

Prerequisites: EDTE218, EDTE245 and EDTE220;

Corequisite: EDTE287

This course provides additional practice in the execution of the teaching and learning process. Students conduct a minimum of sixty (60) hours, (15 hours per week for 4 weeks), of external observation and practice.

**EDTE320 Teaching Developmental and Remedial**

**Reading**

**3**

Prerequisite: EDTE240

The course encourages an awareness of literacy in its various contexts. Student teachers will be made aware of the reading difficulties which challenge students, particularly those at risk and the various theories and applications to develop improved reading skill for all at the targeted level. In this course,

student teachers are equipped with the techniques of developmental reading and other language arts components. Emphasis is on the teacher as decision maker. Teachers will learn literacy assessment tools and techniques to identify students' reading strengths and weaknesses and strategies to use as a result of ongoing monitoring of students' progress. Focus will be given to planning effective intervention that will remediate and enhance students' literacy development. Field experience is included.

**EDTE345 Mathematics III: Concepts 3**

Prerequisite: EDTE245

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, graphical relationships, statistics, probability, and coordinate geometry concepts. Furthermore, the concepts will be taught 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.

**EDTE350 Interpersonal Communication for the Primary Classroom 3**

Prerequisite: EDLA215

This course focuses on effective interpersonal skills within the context of the classroom. It examines common classroom communication problems, nonverbal communication and teacher and students communication traits within a student-centered environment. Students gain knowledge and develop skills to improve their own communicative practices. They further learn to implement communication strategies to enhance classroom instruction.

**EDTE354 Philosophy for Education 3**

Prerequisite: EDLA215

This course is 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 are also discussed.

**EDTE 361 Classroom Management 3**

Prerequisites: EDTE240 and EDPC308

This course is an introduction and an overview of principles, methods, and models of classroom management. It involves the study of philosophy, goals and procedures for creating and mainstreaming a productive classroom environment as well as to offer principles to guide the teacher in making classroom management decisions. It also looks at various models and will encourage educators to wisely study the models objectively. This course is designed as a comprehensive review of past and recent classroom management theories, designs and strategies, which produce positive learning environments.

**EDTE 375 Educational Principles and Practices in Scripture 3**

This course looks at the Bible as a standard for educational principles and practices. Learners search for evidences of educational theories, principles, and techniques and critique the purported tenets of these theories and methods by comparing and contrasting, and evaluating them against that biblical backdrop. It promotes Jesus as the Master Teacher that educators should seek to exemplify in their planning and instruction process.

**EDTE380 Instructional Media and Technology in the Classroom 3**

Prerequisites: EDTE101 and EDTE240

This course offers an overview of technology as used in the elementary and secondary school curriculum and the various forms of media used for instructional purposes. Students will examine and evaluate various types of technological tools for productivity, assessment, managing, and learning. They will investigate technology integration policies and issues, utilize several Internet strategies for teaching and learning, and create teaching and learning resources using a variety of media.

**EDTE386 Student Teaching: The Integrated Approach 3**

Prerequisites: EDTE218, EDTE240, and EDTE288

This course is designed to improve basic student teaching skills in preparation for school practice. Emphasis will be placed on the theory and principles related to subject integration and the steps teachers

should employ in curriculum integration. Students will examine and apply theory and principles to plan and present integration units using subjects in the primary school curriculum, and engage in micro teaching exercises.

**EDTE387 Student Teaching Seminar: The Practitioner I** 1

Prerequisites: EDTE218, EDTE240, EDTE288 and EDTE345;

Corequisite: EDTE388

This class focuses on the examination of theory and strategies in differentiated instruction, technology integration, self-directed learning, and brain-based learning. Students research theories and strategies and plan ways for implementation. Students prepare folders with units and lesson plans for practice. Students are also engaged in meaningful reflection of their teaching practice with an aim to improve weak areas.

**EDTE388 Student Teaching III: Engrossing in Final Teaching Experience I** 6

Prerequisites: EDTE218, EDTE240, EDTE288 and EDTE345

Corequisite: EDTE387

Student teaching requires full participation in a primary school for at least 180 hours (six weeks). It places emphasis on the application of theory and pedagogy in differentiated instruction, technology integration, self-directed learning, and brain-based learning. Student teachers will incorporate specific teaching strategies and techniques in their unit plans, lessons plans and lesson delivery. Student teachers will teach to develop their instructional and classroom management skills. At the completion of the teaching experience at the primary school, student teachers will present a portfolio for review and corrective feedback.

**EDTE423 Classroom Assessment and Evaluation** 3

Prerequisite: EDTE218

This course will enable students to write instructional objectives, and prepare classroom tests to measure the attainment of those objectives. The concepts of reliability and validity, simple item analysis, interpreting data from standardized tests will be discussed. Practical knowledge of socio-metric

procedures, grading and reporting will be obtained as students explore the use of non-traditional methods of assessment. Field experience is included. Students observe and implement strategies for classroom assessment. They design and execute at least one summative evaluation exercise and analyze the results.

**EDTE440 Teaching Strategies for the Primary School: Physical Education and Wellness** 3

Prerequisites: EDLA215 and EDTE240

This course introduces students to the physical education curriculum of the primary school system in Trinidad and Tobago. It provides teaching principles and methodologies of effective teaching of physical education. The student will engage in experiential learning, and apply theories into practical application to educate themselves as they appreciate the practical combination of wellness. Students will design and execute specific strategies for teaching Physical Education and Wellness in at least two (2) different levels of the primary school curriculum within the classroom environment.

**EDTE441 Teaching Strategies for the Primary School: Values and Character Education** 3

Prerequisites: EDLA215 and EDTE240

Values and Character education is essential to every primary school curriculum. As such this course provides teachers in training with the strategies, knowledge, models, and theories of values and how these values can enhance learning and school life, as well as, social and character development. Students will design and execute specific strategies for teaching Values and Character Education in at least two (2) different levels of the primary school curriculum within the classroom environment.

**EDTE442 Teaching Strategies in the Visual and Performing Arts: Music** 3

Prerequisite: EDTE240

This course is an introduction to the visual and performing arts curriculum of the primary school system in Trinidad and Tobago. It provides basic insights into the elements and principles of appreciating and understanding music and drama. The students will engage in experiential learning, and apply theories into practical applications to capture

the aesthetic values of music and drama.

**EDTE443 Teaching Strategies in the Visual and Performing Arts: Visual Arts 3**

Prerequisite: EDTE220

This course introduces students to the art and craft curriculum of the primary school system in Trinidad and Tobago. It provides basic insights into the elements and principles of appreciating and understanding art, craft, and drama. The students will engage in experiential learning, and apply theories into practical applications to capture the aesthetic values of art and craft. Students will design and execute specific strategies for teaching Art and Craft in at least two (2) different levels of the primary school curriculum within the classroom environment.

**EDTE445 Teaching Strategies for the Primary School: Mathematics 3**

Prerequisites: EDTE240 and EDTE345

This course focuses on enabling student teachers to develop competencies in teaching various lesson-types in mathematics, as well as, using different approaches to teaching. Students are exposed to creative assessment strategies for mathematics. Emphasis is further placed on the strategies for planning, implementing, and assessing mathematics units and lesson plans. Students will design and execute specific strategies for teaching Mathematics in at least two (2) different levels of the primary school curriculum within the classroom environment.

**EDTE460 Teaching Strategies for the Primary School: Integrated Science 3**

Prerequisites: EDTE240 and EDGS264

This course is intended to give pre and/or beginning teachers an understanding of the nature and philosophy of science teaching as well as to provide varying competencies / attitudes / values for the successful teaching of science at the primary school. Student teachers are required to formulate their personal instructional theory to guide their teaching of science. Specific models for the effective teaching of science are also explored. This is to set the framework for a solid science foundation personally, so that the primary school teacher could effectively make a positive difference at the primary school. Field experience is included for a minimum of ten

(10) hours, (2 hours per week for 5 weeks). Students design and execute specific strategies for teaching Integrated Science in at least two (2) different levels of the primary school.

**EDTE448 Teaching Strategies for the Primary School: Health and Family Life Education 3**

Prerequisite: EDTE240

This course introduces prospective and practicing teachers to the primary school health and family life syllabus. It is intended to deliver a life skills curriculum to address behavioural patterns, empower students to face the challenges of life and assist participants in making informed decisions about life. The course empowers students with the teaching of these skills in the primary school classroom by modeling the process.

**EDTE449 Teaching Strategies for the Primary School: Social Studies 3**

Prerequisite: EDTE240

This course provides current methods, approaches, and strategies for teaching social studies in the primary school. Students will apply these methods, approaches, and strategies for effective planning and instruction. Students will design and execute specific strategies for teaching Social Studies in at least two (2) different levels of the primary school curriculum within the classroom environment.

**EDTE461 Teaching Strategies for the Primary School: Language Arts and Literature 3**

Prerequisites: EDLA110, EDLA215, EDLA230, EDLA250, and EDTE240

This course offers students experiences with diverse methods, approaches and strategies for treating with literature and language arts courses in the primary schools. The strategies and methods presented emphasize integration and communication with a view to ensuring the language arts curriculum goals of communicative competence. Students develop thematic units. Applications of knowledge and skills from prior language courses would serve as a basis for treating successfully with the strategies. Students will design and execute specific strategies for teaching Language Arts and Literature in at least two (2) different levels of the primary school curriculum within the classroom environment.

**EDTE462 Teaching Strategies in the VAPA:  
Drama and Creative Movement 3**

Prerequisite: EDTE240

This course introduces student teachers to the fundamentals of Drama and Movement (Dance) as components of the Arts. It also familiarizes them with approaches they can use in integrating Drama and Movement with the other areas of the Arts. Moreover, student teachers will have the opportunity to learn how to weave Drama and Movement, in naturally aligned ways into and through the content to be taught. In so doing, they will be able to provide relevance to student learning and as such give students the opportunity to connect their world to the classroom. Student teachers will learn techniques like mirroring (common to both Drama and Dance) as a way to assist them in the delivery of their lessons. This and other techniques provide students with a way to share understanding, using drama/movement, concentration and problem-solving skills. By infusing Drama and Movement into selected themes, student teachers can ensure that their students learn in a way that meets their own unique cultural, social, emotional and intellectual needs.

**EDTE497 Student Teaching Seminar: The  
Practitioner II 1**

Prerequisite: All Core Courses;

Corequisite: EDTE488

This class focuses on further examination of theory and strategies in differentiated instruction, technology integration, self-directed learning, and brain-based learning. Students research theories and strategies and plan ways for implementation. Students prepare folders with units and lesson plans for practice. Students are also engaged in meaningful reflection of their teaching practice with an aim to improve weak areas.

**EDTE488 Student Teaching IV: Engrossing in  
Final Teaching Experience 6**

Prerequisite: All Core Courses;

Corequisite: EDTE487

Student teaching requires full participation in a primary school for at least 180 hours (six weeks). It places emphasis on the application of theory and pedagogy in differentiated instruction, technology integration, self-directed learning, and brain-based

learning. Student teachers will incorporate specific teaching strategies and techniques in their unit plans, lesson plan and lesson delivery. Student teachers will demonstrate mastery of an array of instructional and classroom management skills. At the completion of the teaching experience at the primary school, student teachers will present a portfolio demonstrating that they met the requirements for professional practice.

**General Science**

**AGRI172 Agricultural Science 4**

This course introduces interrelated topics of agriculture as a business, soil science, crop science, livestock science, and agriculture in relation to environment. The emphasis is on both theory and practice. Classes are scheduled with students in the classroom for thirty-seven and a half contact hours for teaching and learning of the content. In addition, there is a practical component where students engage in farming activities once a week for two hours with total of 28 hours. The students plant a leaf, fruit and root crop which constitute the practical component. For enhancing students' knowledge and understanding of farm animals, a field trip is organized to give them experiential learning.

**EDGS262 General Science for the Primary  
School Teacher I 3**

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, and 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 inter-relationships of organisms in the environment, and the presence and utilization of the natural resources of the earth.

**EDGS264 Integrated Science II 3**

Prerequisite: EDGS262

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 proving that the primary school teacher could effectively make a positive difference in the teaching of science at the primary school.

### **Language Arts and Literature**

#### **EDLA115 Academic Writing I 3**

This course focuses on both English grammar and writing. It establishes the importance of English grammar and the conventions of writing and identifies writing as a process, art form and academic exercise. This course also encourages students to appreciate the correlation between the basic language skills as they facilitate various forms of communication.

#### **EDLA171 Spanish for the Primary Teacher I 3**

Prerequisite: EDLA170/ CSEC Spanish Grade 1 or 2  
This introductory course prepares the primary school teacher to facilitate and encourage Spanish in their classrooms. Students are introduced to the Spanish language and culture, while developing a measure of linguistic competence corresponding with the expected level of performance of the content of the primary school Spanish syllabus.

#### **EDLA172 Spanish for the Primary Teacher II 3**

Prerequisite: EDLA171  
This introductory course is the second part of a two-part programme for Primary School teachers. During this course, students will gain further knowledge of the Spanish language and how to teach it effectively at the primary school level. Students are guided through the preparation and delivery of lesson plans. Students will design and execute specific strategies for teaching Spanish in the primary school within the classroom

#### **EDLA215 Academic Writing II 3**

Prerequisites: EDLA110 and EDLA115  
This is a second year course designed to introduce students to the process and strategies of academic research writing. It focuses primarily on the process of reading and understanding published research as students develop their ability to write and document information for academic purposes.

#### **EDLA230 Literature for Children 3**

Prerequisites: EDLA110 and EDLA115  
This course focuses on selection, analysis and evaluation of literary works for primary school children. The course also introduces teaching strategies including integrating appropriate literature across the primary school curriculum. Students will explore a selection of works from various genres such as realistic fiction, fantasy, traditional literature among others.

#### **EDLA250 Writing Instructions for the Primary Teacher 3**

Prerequisites: EDLA110, EDLA115 and EDLA215  
This course seeks to help teachers analyze developmental issues influencing the writing of primary school children. Emphasis is placed on guiding the students in the primary school to become successful writers, and strategies for stimulating students to write creatively will be explored. The course also focuses on the process approach to writing, writing workshop and writing conferences. The underlying philosophy suggests teachers should be models in writing for their students which should provide the catalyst for the development of successful writers.

#### **EDPC308 Managing Psych-Social Issues 3**

Prerequisite: EDLA220  
This course is designed primarily to educate teachers on how to manage psycho-social issues within the school environment. Child rights and the legal responsibility require managers to foster and maintain a safe school community for students, teachers, and auxiliary staff. This course further seeks to provide a foundational approach to meet the professional needs of graduate students who are practicing teachers or who are preparing to become teachers in the school system. It seeks to provide teachers with the knowledge of legal and human rights responsibilities, policies and protocols for child care and protection, a model for providing psycho-social support, the use of assessment instruments to assist with career guidance and for pre-referral screening and intervention of behavioural and psycho-social issues, preventive and responsive strategies for managing social and behavioural issues in the classroom.

**EDTE375 Educational Principles and Practices in Scriptures 3**

This course explores the educational principles and practices found in the Bible. It is designed to help students analyze and evaluate the relevance and effectiveness of models of education in Scripture. It therefore examines the various methods God used to communicate with human beings throughout the Bible. It will also investigate the instructional methods of Jesus when he was on earth, as well as selected prophets, prophetess, priests, kings, disciples and apostles.

**EDTE430 Current Trends in Curriculum and Instruction 3**

Prerequisites: EDTE225 and EDTE240

This course introduces students to current global trends in curriculum and instruction. It provides the students with an opportunity to critically examine the evolution of social, educational, and other trends that impact curriculum and instruction; and helps students to create plans for implementation and integration of these trends. The students will also study the current trends in curriculum and instruction related to education in Trinidad and Tobago; and in conjunction with Caribbean and global context.

**EDTE490 Research Methods in Education 3**

Prerequisite: EDTE215

The course is designed to equip students with foundational knowledge and skills such as approaches to action research, using assessment data, data analysis and interpretation and sharing and implementing research findings. Throughout the course students' mastery of basic research skills will be assessed through critical evaluation of educational action research. Students will engage in one form of research, either practical or participatory action research.

**REQUIREMENTS FOR THE BACCALAUREATE DEGREE in EDUCATIONAL STUDIES (SPECIAL EDUCATION MAJOR)**

**ENTRY REQUIREMENTS**

1. Five (5) O'Level passes (Must include Mathematics, English and a Science Subject)
2. An Associate Degree in Teacher Training
3. Currently in the Teaching Service

**GENERAL EDUCATION REQUIREMENTS FOR THE BACCALAUREATE DEGREE in EDUCATIONAL STUDIES (SPECIAL EDUCATION MAJOR)**

**General Degree Requirements**

|  |                   |
|--|-------------------|
| A. General Education Requirements                    | 06                |
| B. Courses required for the Educational Studies Core | 17                |
| C. Courses required for Major                        | 33                |
| D. Teacher's Certificate                             | 66                |
| E. Electives   | <u>09</u>         |
| <b>TOTAL</b>   | <b><u>131</u></b> |

**A. General Education Requirements (06 Credits)**

**a. Religion (03 credits)**

|                            |   |
|----------------------------|---|
| RELT100 God and Human Life | 3 |
|----------------------------|---|

**b. Language and Communication (03 credits)**

|                                |   |
|--------------------------------|---|
| ENGL225 English Composition II | 3 |
|--------------------------------|---|

**B. Courses required for the Educational Studies Core (17 Credits)**

|  |   |
|--|---|
| EDPC302 Educational Psychology                       | 3 |
| EDTE354 Philosophy for Education                     | 3 |
| EDTE430 Current Trends in Curriculum and Instruction | 3 |
| EDCI475 Computer-Assisted Instruction                | 2 |
| EDTE490 Research Methods in Education                | 3 |
| EDTE496 Project in Educational Service               | 3 |

**C. Courses required for Major (33 Credits)**

|   |   |
|---|---|
| SPED185 Introduction to Special Education             | 3 |
| SPED205 Issues in Special Education                   | 3 |
| SPED226 Assessment in Special Education               | 3 |
| SPED315 Emotional and Behaviour Disorders in Children | 3 |

|   |   |
|---|---|
| SPED320 Psychology and Education of the Exceptional Child                 | 3 |
| SPED325 Strategies for Teaching Students with Specific Learning Disorders | 3 |
| SPED345 Teaching Students in the Inclusive Classroom                      | 3 |
| SPED435 Teaching Mathematics to Special Needs Children                    | 3 |
| SPED454 The Law and Special Education                                     | 3 |
| SPED485 Practicum: Field Experience                                       | 3 |

**E. Electives (09 Credits)**

|   |   |
|---|---|
| BHSC220 An Interdisciplinary Approach to Contemporary Social Issues | 3 |
| EDPC301 Human Development   | 3 |
| STAT120 Introduction to Statistics for Social Sciences              | 3 |

**COURSES**

**CREDITS**

**SPED185 Introduction to Special Education 3**

This course provides the history, theories, concepts, sociology and philosophy of special education, definitions and terminologies of special education, awareness and diversity issues, and its genesis with specific reference to the Caribbean for meanings and implications.

**SPED205 Issues in Special Education 3**

This course provides up-to-date knowledge relevant to inclusion, mainstreaming, testing, legislation and perspectives underpinned by current research. Students will become aware of the role of student support, related services, accommodations and modifications, and international issues in disability and special education, particularly those surrounding integration and inclusion. The course provides opportunities for candidates to act as reflective change agents within their own workplaces and beyond in order to enrich and improve the educational opportunities for children and young adults with disabilities.

**SPED226 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.

**SPED315 Emotional and Behaviour Disorders in Children 3**

The course provides a comprehensive examination of emotional and behavioural disorders in children. It provides definitions, characteristics, prevalence, causes, assessment, its impact on learning, positive behaviour supports, advocacy and current issues in the field.

**SPED320 Psychology and Education of the Exceptional Child 3**

This course is a study on exceptional children and the nature of their exceptionalities including in terms of degree. It also examines the psychology of the exceptional child and its impact on learning as well as methods for educating the exceptional learner, such as through the formation of individual education plans (IEPs) or modified action plans (MAPs). It further examines the roles of community, government, and parents in the education of exceptional children.

**SPED325 Strategies for Teaching Students with Specific Learning Disorders 3**

This course provides strategies for teaching students with specific learning disorders. It also looks at the characteristics of students with specific learning disorders and provides candidates with knowledge relative to designing educational services to enhance educational performance. It prepares candidates to teach students with specific learning disorders. Candidates are instructed in identifying students' specific learning disorders and developing individual education plans (IEPs).

**SPED345 Teaching Students in the Inclusive Classroom 3**

This course provides a comprehensive background on a range of disabilities and effective strategies for inclusive education. It covers aspects such as development and characteristics of learners, individual differences, instructional strategies, instructional planning, creating positive learning environments, enabling effective social interactions,

language development, and professional and ethical practice in relation to individuals with disabilities.

**SPED430 Teaching Reading and Language Arts to Special Needs Children 3**

This course provides candidates with theoretical frameworks, a range of strategies, methods and materials for teaching reading and language arts to special needs children. It relates these strategies, methods and materials to specific learning disorders and examines their viability for educating students with special needs. Students will be required to explore the strategies and material and create a lesson plan that demonstrates adaptation of the course content.

**SPED435 Teaching Mathematics to Special Needs Children 3**

This course provides students with theoretical frameworks, a range of strategies, methods and materials for teaching mathematics to special needs children. It relates these strategies, methods and materials to specific learning disorders and examines their viability for educating students with special needs. Students will be required to explore the strategies and material and create a lesson plan that demonstrates adaptation of the course content.

**SPED454 The Law and Special Education 3**

This law examines the implications of special education law with references to the UN Charter and the special Education laws of the Caribbean, the impact of special education laws on classroom practice, and individual rights to special services. It further reviews current special education legislation and litigation case studies involving special education issues.

**SPED485 Practicum: Field Experience 3**

This course provides an onsite, hands-on practicum experience where the trainee/participant works with the school counselor, school social worker, the Ministry of Education, the community and the parent to implement content and skills covered during this programme. Trainees will be required to demonstrate the skills that have been learned earlier through a statement of contract.

**DEPARTMENT OF TEACHER EDUCATION  
REQUIREMENTS FOR BACHELOR OF SCIENCE IN  
EARLY CHILDHOOD EDUCATION DEGREE (ECE)**

**General Degree Requirements**

|   |            |
|---|------------|
| A. General Education Requirements                           | 52         |
| B. Courses required for the ECCE Core                       | 65         |
| C. Courses required for the Emphasis: School Administration | 11         |
| <b>TOTAL</b>  | <b>128</b> |

**A. General Education Requirements (52 Credits)**

**a. Religion (12 credits)**

|   |   |
|---|---|
| RELT100 God and Human Life                    | 3 |
| EDTE230 Fundamental of Christian Education    | 3 |
| RELG360 Topics: World Religions               | 3 |
| RELT340 Religion and Ethics in Modern Society | 3 |

**Note: Students must take one religion course each school year or school year equivalent. A transfer student must take one course per year of residency, or full-time equivalent at USC or other Seventh-day Adventist College or University.**

**A part-time student must take one religion course for every 30 hours completed on a part-time basis.**

**b. Arts/Humanities/Philosophy (03 credits)**

|                                 |   |
|---------------------------------|---|
| EDLA230 Literature for children | 3 |
|---------------------------------|---|

**c. Social Sciences (06 credits)**

|   |   |
|---|---|
| EDEC305 Psychology of Learning: Early Childhood Education           | 3 |
| EDEC484 Diversity and Multiculturalism in Early Childhood Education | 3 |

**d. Language and Communication (15 credits)**

|  |   |
|--|---|
| EDEC104 Communication Skills for the Early childhood Teacher | 3 |
| EDLA115 Academic Writing I                                   | 3 |
| EDLA215 Academic Writing II                                  | 3 |
| EDLA170 Fundamentals of Conversational Spanish               | 3 |
| EDLA173 Spanish for the Young Learners I                     | 3 |

**e. Natural Science (03 credits)**

|                                     |   |
|-------------------------------------|---|
| EDEC223 Methods II: Math and Nature | 3 |
|-------------------------------------|---|

**f. Mathematics (03 credits)**

|                        |   |
|------------------------|---|
| EDEC445 Early Numeracy | 3 |
|------------------------|---|

**g. Computer Tools (06 credits)**

|   |   |
|---|---|
| EDTE101 Fundamentals of Digital Literacy                        | 3 |
| EDEC175 Instructional Technologies in Early Childhood Education | 3 |

**h. Health and Wellnes (03 credits)**

|   |   |
|---|---|
| EDEC222 Physical Education and Wellness | 3 |
|---|---|

**i. Service (0 credit)**

Fulfilled in Core

**j. Vocational/Career Planning (1 credit)**

|   |   |
|---|---|
| IDSC110 College Success and Career Planning | 1 |
|---|---|

**B. Courses required for the ECE Core (65 Credits)**

**1. Pedagogy (45 credits)**

|  |   |
|--|---|
| EDPC105 Early Childhood Growth and Development I: Birth to 4 years       | 3 |
| EDEC240 Principles and Practices for Inclusive Early Childhood Education | 3 |
| EDEC210 Child Care, Health, Safety and Nutrition                         | 3 |
| EDEC212 Methods I: Cookery   | 3 |
| EDEC215 Introduction to Parenting  | 3 |
| EDEC224 Understanding Creative Arts for the young learner                | 3 |
| EDEC225 Family Life and Character Education                              | 3 |
| EDEC320 Methods III: Play and Learning for the Young Learner             | 3 |
| EDEC324 Observation and Assessment of the Young Learner                  | 3 |
| EDEC375 Curriculum Development and Implementation                        | 3 |
| EDEC422 Methods IV: Project Approach                                     | 3 |
| EDEC444 Early Literacy   | 3 |
| EDTE218 Introduction to Special Education                                | 3 |
| EDTE489 Action Research in ECE   | 3 |

**2. Practicum (12 credits)**

|   |   |
|---|---|
| EDEC287 Seminar I: Effective Play/Learning Environments | 1 |
| EDEC288 Field Experience                                | 3 |
| EDEC387 Seminar II: The Role of the Professional        | 1 |
| EDEC388 Practicum in Early Childhood Education I        | 3 |
| EDEC487 Seminar III: Refining the Craft                 | 1 |
| EDEC488 Practicum in Early Childhood Education II       | 3 |

**3. Personal and Professional**

**Development (08 credits)**

|   |   |
|---|---|
| EDEC110 Foundations of Early childhood Education: Philosophies        | 3 |
| EDEC377 Professionalism and Advocacy in the Early Childhood Field     | 3 |
| EDEC490 Professional Development: Motivation and Emotional Well-Being | 2 |

**C. Courses Required for the Emphasis: School Administration (12 credits)**

|   |   |
|---|---|
| EDEC180 Introduction to Conflict Management                       | 3 |
| EDEC245 Home, School and Community Interaction                    | 3 |
| EDEC474 Administration and Management for Early Childhood Centres | 3 |
| EDCE335 Human Resource Administration                             | 3 |

**COURSES CREDITS**

Students must earn a minimum grade of C in all prerequisites.

**RELT230 Fundamentals of Christian Education 3**

This course explores the essential components of Christian education and the purpose of establishing Christian schools. It emphasizes the distinctiveness of Christian education and the strategies which can be utilized to prevent the deterioration of Christian values and expected behaviours at Christian schools. The course includes practical sessions on how the teacher can integrate faith and moral values into the school's curriculum, activities and classroom lessons.

**EDEC104 Communication Skills for the Early Childhood Teacher 3**

This course is designed to cater to the professional and personal needs of the Early Childhood teacher who must be proficient both as a teacher and user of Standard English. It also focuses on the communication practices in Early Childhood Education. Children begin to communicate from birth and from these they learn the vast rules that make up speech and language. Students would be provided with opportunities to use language orally and in written form to communicate using appropriate

language registers and to the target audience using authentic situations. The ability to communicate fluently is a significant part of being human.

**EDEC110 Foundations of Early Childhood  
Education: Philosophies 3**

This course examines philosophies, including the Seventh - day Adventist philosophy of education, which has impacted on current beliefs and practices in Early Childhood Education. Learners will critically analyse these philosophies in relation to social, cultural, political and economic variables impacting the child and families. They are also required to assess whether these philosophies cater to the holistic development of the child and to espouse their personal philosophy as it reflects best practices.

**EDEC224 Understanding Creative Arts for the  
Young Learner 3**

This course is designed to develop creative, expressive and innovative individuals and teams. It also provides learners with exposure to and experiences in dance, drama, music, culture and visual arts. Students are required to understand the importance of creative arts in the development of the young learner.

**EDEC222 Physical Education and Wellness 3**

This course provides teaching principles and methodologies of effective teaching of physical education for early childhood programmes. The student will engage in experiential learning, and apply theories into practical application to educate themselves as they appreciate the practical combination of wellness.

**EDEC484 Diversity and Multiculturalism in Early  
Child Education 3**

This course studies the diverse needs of the child within the context of family, school and community. The student examines the interplay of diverse cultures, lifestyles, abilities, language and communication with the role of the early childhood environment and other community institutions. Students will gain an understanding of their professional role in supporting evidence-based practices that reinforce, collaborative family/child partnerships through effective use of community and family resources.

**EDPC105 Early Childhood Growth and  
Development I: Birth to 4 year 3**

Child growth and development is a study of the physical, emotional, social and cognitive factors of growth and development of children from birth through 4 years old. Topics covered include principles, stages and theories of growth and development.

**EDPC106 Early Childhood Growth and  
Development II: 4 – 8 years 3**

Perquisite: EDPC105

Child growth and development is a study of the physical, emotional, social and cognitive factors of growth and development of children from 4 years through 8 years old. Topics covered include principles, stages and theories of growth and development.

**EDPC305 Psychology of Learning:  
Early Childhood Education 3**

This course is 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 in the early years.

**EDLA170 Fundamentals of Conversational Spanish 3**

This is an introductory course that is designed for individuals who possess very little knowledge of the Spanish language. It introduces students to practical daily Spanish covering basic reading, writing, grammar, oral and listening skills necessary for performing basic activities such as taking a taxi, introducing oneself, shopping and writing personal letters. Required for persons who do not have a Grade 1 or 2 O' level pass in Spanish

**EDLA173 Spanish for the Young Learners I 3**

This course focuses on the basic concepts of the Spanish language. Students will be taught the proper linguistic competences to converse effectively in the language.

**EDEC223 Methods II: Math and Nature** 3

This course focuses on the use of nature as a resource for nurturing logical thinking and fundamental mathematical concepts. The teacher will be taught to use nature as a teaching strategy to care for and appreciate the flora and fauna in the environment.

**EDEC335 Human Resource Administration** 3

This course focuses on the definition of human resource and development. The basic concepts and principles in human resources and development in Trinidad and Tobago's population demographic profiles. We will also review the human resources and ecological factors within the political, social and economic developments. Focus will also be on the communication channels, community mobilization, job opportunities, self-employment and poverty alleviation within the child centered culture and development.

**EDEC445 Early Numeracy** 3

This course examines how emergent and beginning readers and writers develop literacy skills. The five pillars of reading would be explored namely: phonemic awareness, phonics, vocabulary, fluency and comprehension, alongside current research on the most effective methods of promoting literacy development. The importance of play, creating a print-rich environment, teachers will explore the characteristic of early childhood readers and writers and learn about developmentally appropriate materials and strategies for instruction.

**EDEC474 Administration and Management of Early Childhood Centre** 3

This course provides an overview of the development and administration of early care and education programmes for age's birth through eight years. Best practice, quality programming, and programme evaluation are examined. Management and leadership skills addressed: leadership and advocacy, human relations, self-awareness, staff management, family and community, public relations and marketing, educational programming, regulatory/legal requirements, and fiscal management. Early childhood skills and knowledge topics include child development, curriculum and instructional methods,

learning environments, health, safety and nutrition, classroom guidance, children with special needs, and professional development.

**EDEC487 Seminar III: Refining the Craft** 1

This course provides students with the opportunity to understand connections between the role of the professional as an interventionist, and family liaison, as they relate to the development of the whole child. The use of personal experiences, aspirations, course work and current research will drive the discussion for future trends with real-world setting for Early Childhood Education and the role of the professional.

**EDEC488 Practicum in Early Childhood Education II** 3

The Early Childhood Education coordinator and the Department Chair approve supervised field placements in early childhood establishments. Students would use this period to implement their knowledge through practical working experiences. They would be required to produce reflective journals, reports and a portfolio. 60 hours of observation is equivalent to one academic credit hour.

**EDTE101 Fundamentals of Digital Literacy** 3

This is a basic practical introductory course that would assist students in applying simple technology tools in their course of study. Students gain navigational skills to help them navigate virtual learning environments and use productivity tools to complete tasks that will enhance their learning and professional experiences. As recommended by the Ministry of Education of Trinidad and Tobago, students would be exposed to the basics of the infusion of ICT into the curriculum delivery.

**EDEC175 Instructional Technologies in Early Childhood Education** 3

This course introduces learners to the various types of media and techniques they can employ to effectively design instructional media for young learners. Learners will investigate several concepts of design and media literacy and apply media and learning theoretical principles to their design.

**EDEC240 Principles and Practices for Inclusive Early Childhood Education 3**

This course introduces students to the reality that each child is unique and all children have the right to develop and learn in classroom communities that support diverse needs. Student teachers will discuss and observe strategies that support inclusion and classroom community.

**EDEC210 Child Care, Health, Safety and Nutrition 3**

This course focuses on the impact of health, safety and nutrition on the growth and development of the young child. Students will examine the importance of supporting children's healthy development and the context of home and community settings. It also addresses child safety, emergency preparedness along with the promotion of wellness and fitness.

**EDEC212 Methods I: Cookery 3**

This course focuses on a basic cooking principle including safety and sanitation, tools and equipment and its application. The laboratory procedures apply the basic principles studies in theory. It provides the hands on experience young learners can appreciate to see food into healthy, delicious edible items.

**EDEC215 Introduction to Parenting 3**

This course focuses on the important role parents have in the training and development of the young child. Student would observe and discuss strategies to encourage and engage fostering a comfortable and psychologically safe environment. Students will understand the need for transition from home to school and become the 'parent away from home'.

**EDEC225 Family Life and Character Education 3**

This course focuses on building strong family value and good character in a positive and safe environment for the young learner. Students will be encouraged to develop positive self-esteem and ethical values such as respect, responsibility, honesty, fairness and compassion for self and others as they build healthy relationships. The teacher will utilize the play concepts to assist students in forming good relationships, family values and resilience as the young learner develops.

**EDET218 Introduction to Special Education 3**

This course seeks to provide an introduction to the characteristics and educational needs of learners from various backgrounds, and of children with problems such as hearing impairment, speech and language difficulties, mental retardation, learning disabilities, emotional disturbance, visual impairment, or physical handicap. Special attention is given to the needs and the potential of the gifted child. Procedures for incorporation of the exceptional child into the regular classrooms are discussed. A Trinidad / Caribbean perspective is explored.

**EDEC320 Methods III: Play and Learning for the Young Learner 3**

This course focuses on the core principles involved in play and play-work in early childhood educational environments. Emphasis is placed on the developmental levels of child play and the role of the play-worker in the varying processes. Students will examine and apply varying methods associated with specific principles. Expectations and implications for early childhood learning environments are assessed.

**EDEC324 Observation and Assessment of the Young Learner 3**

This course focuses on developmentally appropriate strategies for formal and informal assessment in early childhood education. Emphasis is placed on observational processes and techniques in assessing young children's development and learning. Students develop requisite skills in observation and learn to use specific instruments and data to generate and to inform effective decision making and instructional planning.

**EDEC375 Curriculum Development and Implementation 3**

This course focuses on foundations and principles for effective curriculum planning and development in the early childhood sector. Students will examine the bases for curriculum development with special emphasis on culture and contexts for curriculum development in the early childhood environments. Principles and practices for planning, implementing and monitoring as well as various curriculum models, strategies for planning; modes of management, leadership and evaluation are analyzed.

**EDEC422 Methods IV: Project Approach 3**

This course explores the principles of integration within the context of project approach. Students will apply the principles of project approach to early childhood settings. They will design a project to be implemented

**EDEC444 Early Literacy 3**

This course examines how emergent and beginning readers and writers develop literacy skills. The five pillars of reading would be explored namely: phonemic awareness, phonics, vocabulary, fluency and comprehension, alongside current research on the most effective methods of promoting literacy development. The importance of play, creating a print-rich environment, teachers will explore the characteristic of early childhood readers and writers and learn about developmentally appropriate materials and strategies for instruction.

**EDTE 489 Action Research in ECE 3**

The Early Childhood Education coordinator and the Department Chair approve supervised field placements in early childhood establishments. Students would use this period to implement their knowledge through practical working experiences. They would be required to produce reflective journals, reports and a portfolio. 60 hours of observation is equivalent to one academic credit hour.

**EDED 287 Seminar1: Effective Play/Learning Environments 1**

This course provides students with the opportunity to make connections between theories, coursework, personal experiences, current research, future trends, and the real-world of establishing effective early childhood play/ learning environment.

**EDEC288 Field Experience 3**

A demonstration of developmentally appropriate early childhood teaching competencies under guided supervision. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviours, and build a comprehensive understanding of children and families. Child centered, play oriented approaches to teaching, learning, and assessment; and knowledge of curriculum content areas will be emphasized as

student teachers design, implement and evaluate experiences that promote positive development and learning for all young children.

**EDEC387 Seminar II: The Role of the Professional 1**

This course provides students with the opportunity to understand connections between the role of the professional as an interventionist, and family liaison, as they relate to the development of the whole child. The use of personal experiences, aspirations, course work and current research will drive the discussion for future trends with real-world setting for Early Childhood Education and the role of the professional.

**EDEC388 Practicum in Early Childhood Education 3**

The Early Childhood Education coordinator and the Department Chair approve supervised field placements in early childhood establishments. Students would use this period to implement their knowledge through practical working experiences. They would be required to produce reflective journals, reports and a portfolio. 60 hours of observation is equivalent to one academic credit hour.

**EDEC377 Professionalism and Advocacy in in the Early Childhood Field 3**

This course focuses on the role of legislation, social systems and professional partnerships and advocacy in early childhood education. Emphasis is placed on the principles of the Child's Rights Acts of the UNCRC within Caribbean and local contexts. Expectations and implications for legislations, policies and procedures are examined. The role of professional partnerships in connecting macro and micro social systems including those of government, laws, community, family and the learning environments towards child's rights are analyzed.

**EDEC490 Professional Development: Motivation and Emotional Well-Being 2**

This course focuses on understanding what drives people to do what they do. It also explores basic theories of motivation and emotion that is hunger, thirst, and how people respond. The concept of motivation would encourage their awareness of the full potential of the young learners and manage conflict among peers. Emotion has to do with happiness,

sadness, and understanding the emotional states.

### ***EDEC180 Introduction to Conflict Management*** 2

The course focuses on the development of practical and conceptual tools for the transformation of conflict. Taking the perspective that all participants will be involved in both conflict and resolution of different sorts and in different capacities throughout their future professional lives, the aim of this course is to engage with these processes through various simulations, project development activities, and other activities. These situational learning exercises provide an opportunity for the practical development of 'skills,' but more importantly, of conceptual tools relating to negotiation, mediation, conflict analysis, programme development, and peace building.

### ***EDEC245 Home, School and Community Interaction*** 3

This course focuses on the link between home, school and the community working together for the benefit of the young learner. The world is a diverse community where formal and informal communication strategies will be examined to enhance the young learners' development and learning. Techniques needed to facilitate positive relationship among home; school and communities would be taught to students in order to foster healthy development and learning.

### ***EDAL335 Human Resources Administration*** 3

This course focuses on the definition of human resource and development. The basic concepts and principles in human resources and development in Trinidad and Tobago's population demographic profiles are considered along with the human resources and ecological factors within the political, social and economic developments. Focus will also be placed on the communication channels, community mobilization, job opportunities, self-employment and poverty alleviation within the child centered culture and development.

## **DEPARTMENT OF LANGUAGE AND COMMUNICATION**

The Department of 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.

Core courses 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 journalism, media writing and editing. The programmes 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

### **PROGRAMMES**

Bachelor of Arts Degree in English  
Emphases: Linguistics and Education  
Literature and Language  
Communications

## 1. BACHELOR OF ARTS IN ENGLISH

### General Degree Requirements

|  |            |
|--|------------|
| A. General Education Requirements        | 49         |
| B. Courses required for the English Core | 52         |
| C. Courses required for the Emphasis in: |            |
| Linguistics and Education                | 27         |
| OR                                       |            |
| Literature and Language                  | 27         |
| OR                                       |            |
| Communications                           | 27         |
| <b>TOTAL</b>                             | <b>128</b> |

### **GENERAL EDUCATION REQUIREMENTS FOR THE BACCALAUREATE DEGREE in ENGLISH WITH AN EMPHASIS IN LINGUISTICS AND EDUCATION**

#### General Degree Requirements

|  |            |
|--|------------|
| A. General Education Requirements        | 49         |
| B. Courses required for the English Core | 52         |
| C. Courses required for the Emphasis in  |            |
| Linguistics and Education                | 27         |
| <b>TOTAL</b>                             | <b>128</b> |

#### **A. General Education Requirements 49**

##### **a. Religion (12 credits)**

RELT100 God and Human Life 3

##### **Select three of the following:**

RELB210 Jesus in His Time and Ours 3

RELG360 Topics: World Religions 3

RELT250 Personal Spirituality and Faith 3

RELT340 Religion and Ethics in Modern Society 3

ENGL425 Literary Topics: Biblical Literature 3

**Note: Students must take one religion course each school year or school year equivalent. A transfer student must take one course per year of residency or full-time equivalent at USC or other Seventh-day Adventist College or University. A part-time student must take one religion course for every 30 hours completed on a part-time basis.**

##### **b. Arts/Humanities/Philosophy (07 credits)**

HIST104 OR HIST105 World Civilizations I, II (3, 3)

(Fulfilled in Social Studies Core)

OR

HIST147 West Indian History 3

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

IDSC205 Introduction to Fine Arts 2

OR

MUHL220 Music Appreciation 2

OR

Select two credits from Ensemble or Applied Music

MUPF225 University Concert Band 1

MUPF230 University Choir and Orchestra 1

MUPF235 University Singers 1

MUPF240 University Steel Orchestra 1

MUPF285 Women's Choir 1

MUPF290 Male Chorale 1

MUPF100 Applied Music 1

**Note// Students MUST select two (2) credits using the same course acronym in order to fulfill the requirement for this area.**

EDTE354 Philosophy for Education 2

##### **c. Social Sciences (03 credits)**

Select One

PSYC101 Introduction to Psychology 3

SOCI119 Principles of Sociology 3

##### **d. Language and Communication (12 credits)**

COMM104 Communication Skills 3

(Must be completed in the first or second year)

ENGL125 Academic Writing I 3

ENGL225 Academic Writing II 3

Foreign Language 3

**Choose one of the following:-**

FREN101 Conversational French 3

OR

SPAN101 Conversational Spanish 3

##### **e. Science (03 credits)**

Choose one of the following

EDGS262 Integrated Science I 3

BIOL107 Concepts of Environmental Science 3

BIOL245 Natural History of Trinidad and Tobago 3

##### **f. Technology (03 credits)**

CPTR100 Introductory Computer Tools 3

**g. Mathematics (03 credits)**

MATH165 College Algebra 3

**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/CSEC 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.**

**h. Health and Wellness (04 credits)**

HLED220 Community and Environmental Health 3

One of:

PEAC110 Personal Physical Fitness 1

PEAC130 Special Activities: 1

**i. Service (00 credits)**

BHSC100 Philosophy of Service 2

Course requirement fulfilled in ENGL495 for English Majors

**j. Vocational/Career Planning (02 credits)**

IDSC110 College Success and Career Planning 1

**Select one course from:**

HMEC129 Social and Professional Ethics 1

TCED285 Upholstery 1

**TOTAL (49 credits)**

**B. Courses required for the English Core (52 credits)**

ENGL186 A Literary Experience 3

ENGL267 Approaches to Literature 3

ENGL375 English Literature I (to 1600) 3

ENGL376 English Literature II (1660-1900) 3

ENGL378 Contemporary Literature: 1900 and Beyond 3

ENGL285 Introduction to West Indian Literature 3

ENGL387 Studies in West Indian Poetry: Carib. Literary Masters 3

ENGL388 Studies in West Indian Drama: Carib. Literary Masters 3

ENGL389 Studies in West Indian Fiction: Carib. Literary Masters 3

ENGL400 Senior Seminar

ENGL424 Study in Women's Literature 3

ENGL425 Literary Topics: Romanticism 3

ENGL450 Literary Criticism and Theory 3

ENGL464 Major Literary Authors: Shakespeare 3

ENGL495 Independent Study:  
Practicum/Internship 2

ENGL210 Structure of English Grammar 3

LING320 Introduction to Phonetics and Phonology 3

LING230 Introduction to Morphology and Syntax 3

**C. Courses required for the Emphasis:  
Linguistics and Education (27 credits)**

EDCI486 Instructional Media and Technology  
in the Classroom 3

EDFN425 History and Sociology of Education  
in the Caribbean 3

EDTE330 Principles and Practice of Education 3

EDTE424 Classroom Testing and Evaluation 3

EDTE479 Classroom Management 3

LING310 Language Acquisition 3

LING330 Introduction to Sociolinguistics 3

LING400 Introduction to Creole Linguistics 3

LING410 Introduction to Educational Linguistics 3

**GENERAL EDUCATION REQUIREMENTS FOR THE  
BACCALAUREATE DEGREE in ENGLISH WITH AN  
EMPHASIS IN LITERATURE AND LANGUAGE**

**General Degree Requirements**

A. General Education Requirements 49

B. Courses required for the English Core 52

C. Courses required for the Emphasis in:  
Literature and Language 27

**TOTAL 128**

**A. General Education Requirements 49  
a. Religion (12 credits)**

RELT100 God and Human Life 3

Select three of the following:

RELB210 Jesus in His Time and Ours 3

RELG360 Topics: World Religions 3

RELT250 Personal Spirituality and Faith 3

RELT340 Religion and Ethics in Modern Society 3

ENGL425 Literary Topics: Biblical Literature 3

**Note: Students must take one religion course each school year or school year equivalent. A transfer student must take one course per year of residency or full-**

*time equivalent at USC or other Seventh-day Adventist College or University. A part-time student must take one religion course for every 30 hours completed on a part-time basis.*

b. Arts/Humanities/Philosophy (07 credits)  
 HIST104 OR HIST105 World Civilizations I,II 3,3  
 (Fulfilled in Social Studies Core)

OR

HIST147 West Indian History 3

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

IDSC205 Introduction to Fine Arts 2

OR

MUHL220 Music Appreciation 2

OR

**Select two credits from Ensemble or Applied Music**

MUPF225 University Concert Band 1

MUPF230 University Choir and Orchestra 1

MUPF235 University Singers 1

MUPF240 University Steel Orchestra 1

MUPF285 Women's Choir 1

MUPF290 Male Chorale 1

MUPF100 Applied Music 1

**Note// Students MUST select two (2) credits using the same course acronym in order to fulfill the requirement for this area.**

EDTE354 Philosophy for Education 2

**c. Social Sciences (03 credits)**

**Select One of the following:**

PSYC101 Introduction to Psychology 3

SOCI119 Principles of Sociology 3

**d. Language and Communication (12 credits)**

COMM104 Communication Skills 3

(Must be completed in the first or second year)

ENGL125 Academic Writing I 3

ENGL225 Academic Writing II 3

Foreign Language 3

Choose one of the following:

FREN101 Conversational French 3

OR

SPAN101 Conversational Spanish 3

**e. Science (03 credits)**

Choose one of the following

EDGS262 Integrated Science I 3

BIOL107 Concepts of Environmental Science 3

BIOL245 Natural History of Trinidad and Tobago 3

**f. Technology (03 credits)**

CPTR100 Introductory Computer Tools 3

**g. Mathematics (03 credits)**

MATH165 College Algebra 3

**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/CSEC 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.**

**h. Health and Wellness (04 credits)**

HLED220 Community and Environmental Health 3

One of:

PEAC110 Personal Physical Fitness 1

PEAC130 Special Activities: 1

**i. Service (00 credits)**

BHSC100 Philosophy of Service 2

Course requirement fulfilled in ENGL495 for English Majors

**j. Vocational/Career Planning (02 credits)**

IDSC110 College Success and Career Planning 1

Select one course from:

HMEC129 Social and Professional Ethics 1

TCED285 Upholstery 1

**TOTAL (49 credits)**

**B. Courses required for the English Core (52 credits)**

ENGL186 A Literary Experience 3

ENGL267 Approaches to Literature 3

ENGL375 English Literature I (to 1600) 3

|   |   |
|---|---|
| ENGL376 English Literature II (1660-1900)                       | 3 |
| ENGL378 Contemporary Literature: 1900 and Beyond                | 3 |
| ENGL285 Introduction to West Indian Literature                  | 3 |
| ENGL387 Studies in West Indian Poetry: Carib. Literary Masters  | 3 |
| ENGL388 Studies in West Indian Drama: Carib. Literary Masters   | 3 |
| ENGL389 Studies in West Indian Fiction: Carib. Literary Masters | 3 |
| ENGL400 Senior Seminar  |   |
| ENGL424 Study in Women's Literature                             | 3 |
| ENGL425 Literary Topics: Romantics                              | 3 |
| ENGL450 Literary Criticism and Theory                           | 3 |
| ENGL464 Major Literary Authors: Shakespeare                     | 3 |
| ENGL495 Independent Study: Practicum/Internship                 | 2 |
| LING210 Structure of English Grammar                            | 3 |
| LING320 Introduction to Phonetics and Phonology                 | 3 |
| LING230 Introduction to Morphology and Syntax                   | 3 |

**C. Courses Required for the Emphasis: Literature and Language (27 credits)**

|  |   |
|--|---|
| ENGL270 American Literature I                    | 3 |
| ENGL271 American Literature II                   | 3 |
| ENGL315 Professional Writing                     | 3 |
| ENGL345 Introduction to Rhetoric                 | 3 |
| ENGL377 English Literature III                   | 3 |
| ENGL470 Writing Workshop                         | 3 |
| JOUR230 Beginning Media Reporting                | 3 |
| LING200 Introduction to Language and Linguistics | 3 |
| ENGL438 Advanced Composition                     | 3 |
| OR   |   |
| ENGL467 Creative Writing                         | 3 |

**REQUIREMENTS FOR THE BACCALAUREATE DEGREE in ENGLISH WITH AN EMPHASIS IN COMMUNICATION**

|  |                   |
|--|-------------------|
| A.General Education Requirements                       | 49                |
| B.Courses required for the English Core                | 52                |
| C.Courses required for the Emphasis in: Communications | <u>27</u>         |
| <b>TOTAL</b>   | <b><u>128</u></b> |

|   |    |
|---|----|
| A.General Education Requirements              | 49 |
| <b>a. Religion (12 credits)</b>               |    |
| RELT100 God and Human Life                    | 3  |
| <b>Select three of the following:</b>         |    |
| RELB210 Jesus in His Time and Ours            | 3  |
| RELG360 Topics: World Religions               | 3  |
| RELT250 Personal Spirituality and Faith       | 3  |
| RELT340 Religion and Ethics in Modern Society | 3  |
| ENGL425 Literary Topics: Biblical Literature  | 3  |

Note: Students must take one religion course each school year or school year equivalent. A transfer student must take one course per year of residency or full-time equivalent at USC or other Seventh-day Adventist College or University. A part-time student must take one religion course for every 30 hours completed on a part-time basis.

**b. Arts/Humanities/Philosophy (07 credits)**

|  |     |
|--|-----|
| HIST104 OR HIST105 World Civilizations I, II (3, 3) (Fulfilled in Social Studies Core)         |     |
| OR   |     |
| HIST147 West Indian History  | 3   |
| Note: If Caribbean History was not passed at the GCE/CXC or CSEC level, HIST147 must be taken. |     |
| IDSC205 Introduction to Fine Arts  | 2   |
| OR   |     |
| MUHL220 Music Appreciation   | (2) |
| OR   |     |

**Select two credits from Ensemble or Applied**

|  |   |
|--|---|
| <b>Music</b>                           |   |
| MUPF225 University Concert Band        | 1 |
| MUPF230 University Choir and Orchestra | 1 |
| MUPF235 University Singers             | 1 |
| MUPF240 University Steel Orchestra     | 1 |
| MUPF285 Women's Choir                  | 1 |
| MUPF290 Male Chorale                   | 1 |
| MUPF100 Applied Music                  | 1 |

**Note// Students MUST select two (2) credits using the same course acronym in order to fulfill the requirement for this area.**

|                                  |   |
|----------------------------------|---|
| EDTE354 Philosophy for Education | 2 |
|----------------------------------|---|

**c. Social Sciences (03 credits)**

|                                    |   |
|------------------------------------|---|
| Select One                         |   |
| PSYC101 Introduction to Psychology | 3 |
| SOC119 Principles of Sociology     | 3 |

**d. Language and Communication (12 credits)**

|                              |   |
|------------------------------|---|
| COMM104 Communication Skills | 3 |
|------------------------------|---|

(Must be completed in the first or second year)

|                             |   |
|-----------------------------|---|
| ENGL125 Academic Writing I  | 3 |
| ENGL225 Academic Writing II | 3 |

Foreign Language 3

Choose one of the following:-

|                                |   |
|--------------------------------|---|
| FREN101 Conversational French  | 3 |
| OR                             |   |
| SPAN101 Conversational Spanish | 3 |

**e. Science (03 credits)**

Choose one of the following

|  |   |
|--|---|
| EDGS262 Integrated Science I                   | 3 |
| BIOL107 Concepts of Environmental Science      | 3 |
| BIOL245 Natural History of Trinidad and Tobago | 3 |

**f. Technology (03 credits)**

|                                     |   |
|-------------------------------------|---|
| CPTR100 Introductory Computer Tools | 3 |
|-------------------------------------|---|

**g. Mathematics (03 credits)**

|                         |   |
|-------------------------|---|
| MATH165 College Algebra | 3 |
|-------------------------|---|

**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/CSEC 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.

**h. Health and Wellness (04 credits)**

|  |   |
|--|---|
| HLED220 Community and Environmental Health | 3 |
|--|---|

One of:

|                                   |   |
|-----------------------------------|---|
| PEAC110 Personal Physical Fitness | 1 |
| PEAC130 Special Activities:       | 1 |

**i. Service (00 credits)**

|                               |   |
|-------------------------------|---|
| BHSC100 Philosophy of Service | 2 |
|-------------------------------|---|

Course requirement fulfilled in ENGL495 for English Majors

**j. Vocational/Career Planning (02 credits)**

|   |   |
|---|---|
| IDSC110 College Success and Career Planning | 1 |
|---|---|

**Select one course from:** \_

|  |   |
|--|---|
| HMEC129 Social and Professional Ethics | 1 |
| TCED285 Upholstery                     | 1 |

**TOTAL (49 credits)**

**B. Courses required for the English Core (52 credits)**

|   |   |
|---|---|
| ENGL186 A Literary Experience                                   | 3 |
| ENGL267 Approaches to Literature                                | 3 |
| ENGL375 English Literature I (to 1600)                          | 3 |
| ENGL376 English Literature II (1660-1900)                       | 3 |
| ENGL378 Contemporary Literature: 1900 and Beyond                | 3 |
| ENGL285 Introduction to West Indian Literature                  | 3 |
| ENGL387 Studies in West Indian Poetry: Carib. Literary Masters  | 3 |
| ENGL388 Studies in West Indian Drama: Carib. Literary Masters   | 3 |
| ENGL389 Studies in West Indian Fiction: Carib. Literary Masters | 3 |
| ENGL400 Senior Seminar  |   |
| ENGL424 Study in Women's Literature                             | 3 |
| ENGL425 Literary Topics: Romanticism                            | 3 |
| ENGL450 Literary Criticism and Theory                           | 3 |
| ENGL464 Major Literary Authors: Shakespeare                     | 3 |
| ENGL495 Independent Study: Practicum/Internship                 | 2 |
| ENGL210 Structure of English Grammar                            | 3 |
| LING320 Introduction to Phonetics and Phonology                 | 3 |
| LING230 Introduction to Morphology and Syntax                   | 3 |

**C. Courses required for the Emphasis: Communications (27 credits)**

|   |   |
|---|---|
| COMM215 Introduction to Communication Theory and Research | 3 |
| COMM320 Interpersonal Communication                       | 3 |
| COMM436 Intercultural Communication                       | 3 |
| COMM450 Communication in the Classroom                    | 3 |
| COMM456 Group Dynamics and Leadership                     | 3 |
| ENGL345 Introduction to Rhetoric                          | 3 |
| JOUR230 Beginning Media Reporting                         | 3 |
| PREL255 Introduction of Public Relations                  | 3 |

|   |   |
|---|---|
| COMM454 Topics in Communication             | 3 |
| OR  |   |
| COMM495 Independent Study/Readings/Research | 3 |
| OR  |   |
| ENGL470 Writing Workshop                    | 3 |

**COURSES** **CREDITS**

**\*Students without the prerequisite for ENGL125 Academic Writing I must register for tutorials with the Student Advisement Centre (SAC). Upon satisfactory completion, students will receive a grade and be allowed to register for ENGL125 Academic Writing 1 in a subsequent semester.**

**COMM104 Communication Skills** **3**  
 This course is a study of the human communication process, focusing on the intrapersonal and interpersonal interactions both in private and public settings.

**COMM215 Introduction to Communication Theory and Research** **3**  
 This course is a study of classical and modern theories of rhetoric, interpersonal communication, language, and the role of communication in establishing social reality.

**COMM320 Interpersonal Communication** **3**  
 This course places emphasis on interpersonal skills for the workplace. Students examine components of interpersonal communication such as listening, perception, and managing conflict. Strategies to build relationships are also explored.

**COMM436 Intercultural Communication** **3**  
 This course allows students to examine the relationship between culture and communication and the ways culture influences values and perceptions. Discussion and activities help students develop and apply analytical and communicative skills; these skills enable the learner to interact, with cultural sensitivity, and communicate more effectively in intercultural, inter-ethnic, and cross gender contexts. This course is particularly useful for students in business, behavioural sciences, education, and theology.

**COMM450 Communication in the Classroom** **3**  
 Prerequisite: COMM104 or COMM230  
 This course focuses on the development of effective communication skills within the context of the classroom. Emphasis is placed on interactive learning, where the student is central. Open only to upper division and graduate students.

**COMM454 Topics in Communication** **1-3**  
 This course examines topics of current significance and can be repeated with different topics as the foci of study. The number of credits for which this course is being read and the topic being studied must be announced in advance of pursuing the course.

**COMM456 Group Dynamics and Leadership** **3**  
 This course undertakes a study of functional groups within organizations. It seeks to facilitate acquisition of the skills required for conflict resolution, problem solving and team building.

**COMM495 Independent Study/Readings/Research** **3**  
 This course allows the learner to select a research topic in consultation with a supervisor. The research project is conducted utilizing an independent mode with ongoing collaboration with the chosen supervisor throughout the semester. This course may be repeated but must not exceed 3 credits in totality. It requires prior approval from the Department Chair.

**PREL255 Introduction to Public Relations** **3**  
 This is focuses on basic concepts in public relations, publics, public opinions, attitudes, two-way communication, 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.

**ENGLISH**

**ENGL125 Academic Writing I** **3**  
 Prerequisite: One of the following: (a) GCE O-level pass in English Language (b) CXC/CSEC General Grade I & II in English A  
 This course focuses on both English grammar and writing. It establishes the importance of

English grammar and the conventions of writing and identifies writing as a process, art form and academic exercise. This course also encourages students to appreciate the correlation between the basic language skills as they facilitate various forms of communication.

**ENGL186 A Literary Experience 3**

This course is an introduction to writing on literary forms and genres, with emphasis on analysis and interpretation.

**ENGL225 Academic Writing II 3**

Prerequisite: ENGL125

This course is an introduction to text-based academic writing, including practice in summarizing, analyzing, synthesizing, and reading from a critical perspective. Tasks undertaken in this course include summary and abstract construction, critical analysis, research proposal, annotated bibliography, and a minimum of one extended text-based writing project.

**ENGL267 Approaches to Literature 3**

Prerequisites: ENGL125, ENGL186, WRIT215

This course facilitates an introduction to genres, analysis, critical approaches, and writing on literature.

**ENGL270 American Literature I (to 1900) 3**

Prerequisites: ENGL125, ENGL225, ENGL267

This course is a study of major and selected minor writers and literary trends to the nineteenth century. Considerations for themes by authors include, but are not limited to Emerson, Thoreau, Hawthorne, Whitman, and Dickenson.

**ENGL271 American Literature II  
(from 1900 to the present) 3**

Prerequisite: ENGL270

This course is a study of twentieth century American prose and poetry from selected major and minor writers. Authors include, but are not limited to Hemingway, Frost, Miller, and Steinbeck.

**ENGL285 Introduction to West Indian Literature 3**

Prerequisites: ENGL225, ENGL267

This course is a historical survey of the development of West Indian writing, with an emphasis on themes in the three major genres: poetry, prose and drama.

**ENGL315 Professional Writing 3**

Prerequisites: ENGL125, ENGL225

This course facilitates practice in adapting writing to a variety of professional audiences and tasks, including resumes, proposals, business and technical reports, web writing, and collaborative writing. This course cannot be audited.

**ENGL345 Introduction to Rhetoric 3**

Prerequisites: ENGL125, ENGL225

This course is 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.

**ENGL375 English Literature I (to 1600) 3**

Prerequisites: ENGL125, ENGL225, ENGL267

This course examines literature of the British Isles from Beowulf through the Renaissance.

**ENGL376 English Literature II (1600-1900) 3**

Prerequisite: ENGL375

This course examines literature of the British Isles from the restoration through the Victorian period.

**ENGL377 English Literature III (1900 – the present) 3**

Prerequisite: ENGL376

This course is a study of British Modernist texts reflecting poetry, prose and drama.

**ENGL378 Contemporary Literature (1945 – the present) 3**

Prerequisites: ENGL375, ENGL376

This course is a study of literature from 1945 to the present.

**ENGL387 Studies in West Indian Poetry:  
Caribbean Literary Masters 3**

Prerequisites: ENGL267, ENGL285

This course incorporates a study of selected major

Caribbean poets and their works. It will focus on themes as they relate to and inform the Caribbean experience.

**ENGL388 Studies in West Indian Drama:  
Caribbean Literary Masters 3**

Prerequisites: ENGL267, ENGL285

This course is 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. This course also analyzes the similarities and differences from traditional expressions of the genre. Special emphasis will be placed on 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.

**ENGL389 Studies in West Indian Fiction:  
Caribbean Literary Masters 3**

Prerequisites: ENGL267, ENGL285

This course examines the elements of fiction in relation to West Indian novels. Emphasis will be placed on the application of critical approaches to the analysis of selected works.

**ENGL400 Senior Seminar 2**

Prerequisites: ENGL125, ENGL225

This course explores the upper division departmental approaches to major research papers for English majors. It facilitates the use of library research skills.

**ENGL424 Studies in Women's Literature 3**

This course 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).

**ENGL425-01 Literary Topics: Biblical Literature 3**

Prerequisites: ENGL125, ENGL225, ENGL267, ENGL285

This course focuses on the English Bible as a book. It discusses and analyses the structure and elements of the book, its unifying theme, and types of Psalms.

**ENGL425-02 Literary Topics: The Romantics 3**

Prerequisites: ENGL125, ENGL225, ENGL267, ENGL285

This course facilitates a critical analysis of selected works from the Romantic period, including, but not limited to Blake, Byron, Coleridge, Keats, Shelly and Wordsworth.

**ENGL438 Advanced Composition 3**

Prerequisites: ENGL125, ENGL225

This course is an exploration of published essays, writing theory, and strategies. Student essays are developed along the lines of style, scope, and subject matter. This course cannot be audited.

**ENGL450 Literary Criticism and Theory 3**

Prerequisites: ENGL125, ENGL225, ENGL267

This course is an introduction to literary criticism and theory. Readings start with Plato, but special emphasis is on New Criticism to the present.

**ENGL464 Major Literary Author 3**

Prerequisites: ENGL125, ENGL225, ENGL267

This course is a study of a major author, such as Chaucer, Shakespeare, Johnson, Dickens, Hawthorne, or Cather. It is repeatable with different content.

**ENGL467 Creative Writing 3**

This course cannot be audited.

Prerequisites: ENGL105, ENGL205.

This course deals with the creation of styles and techniques in writing from a selection of prose, poetry, essays and drama.

**ENGL495 Practicum/Internship 2**

This course allows seniors to work as TAs, under the supervision of an appropriate supervisor; this course includes regular conferences, resulting in oral and/or written reports and papers. It requires prior approval from the department chair.

**JOUR230 Beginning Media Writing 3**

Prerequisites: Ability in word processing and ENGL125, ENGL225.

This course is 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.

## LINGUISTICS

### **LING200 Introduction to Language and Linguistics 3**

This course is designed to sensitize students to the nature of language, to how it works and how it may be analyzed. This introductory course lays the foundation to help students who have not yet been exposed to language and linguistics. The course will also help determine whether students will pursue any further specializations in the discipline of linguistics. In particular, students must give attention to details in phonetics, phonology, morphology, syntax, semantics, pragmatics and discourse, language variation and change, and language and the functions of the brain.

### **LING210 Structure of English Grammar 3**

Prerequisite: ENGL125

This course is an introduction to the syntax of the English Language. Students will be able to identify grammar components, 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.

### **LING230 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.

### **LING310 Language Acquisition 3**

This course aims to familiarize students with the theoretical background of first and second language acquisition. It explores the main trends in second language acquisition and familiarises students with the related issues. It also seeks to encourage

discussion of ideas related to the process of language acquisition and specifically to discuss issues related to language acquisition in the Caribbean context.

### **LING320 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.

### **LING330 Introduction to Sociolinguistics 3**

Prerequisites: LING200, LING230

This course is designed to introduce students to the relationship between language varieties, their speakers and the determining factors that influence language use and functions in society, within monolingual and multilingual speech variations. The course also examines wider issues outside the classroom pertaining to language education policies-both in the Caribbean region and beyond-which assign social, political and economic values to a given language variety designated as the standard.

### **LING400 Introduction to Creole Linguistics 3**

Prerequisites: LING200, LING230, LING310

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.

### **LING410 Introduction to Educational Linguistics 3**

Prerequisites: LING200, LING310, LING330

This course reviews aspects of linguistic theory and then explores the interface of Linguistics as a discipline with that of Education. Specific attention will be paid to the contribution of Educational Linguistics to our understanding of language acquisition, learning, teaching as well as language education policy and planning both in the Caribbean region and beyond-which assign social, political and economic values to a given language variety designated as the standard.

## DEPARTMENT OF HISTORY AND SOCIAL STUDIES

### DEPARTMENT OBJECTIVES

The intent of the Department of History and Social Studies is to provide 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 via uplift of the entire personality. Such uplift must reflect an impact that reveals itself spiritually, intellectually, and socially. Further, the approach of the Department is to attempt to understand the past and to investigate how human societies behave and change over time, with the overarching aim of promoting individual and collective self-understanding as a knowledge basis for being agents of improvement in our present reality. Discerning the “moral of the story” is important to our approach.

The Department strives to fulfill its abovementioned aim by:

Facilitating students in their quest to know their own Caribbean society, and understand its relationship not only with the past, but also with other cultures.

- 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.
- Developing skills in evaluating and interpreting source material as historical evidence, and to use such material in problem solving.
- Helping students towards an understanding of the development, over time, of social, political, and cultural values.

### GENERAL EDUCATION REQUIREMENTS FOR THE BACCALAUREATE DEGREE IN HISTORY

#### **a. Religion (12 credits)**

|                             |   |
|-----------------------------|---|
| RELT100 God and Human Life  | 3 |
| HIST 404 Adventist Heritage | 3 |

Select two of the following:

|   |   |
|---|---|
| RELB210 Jesus in His Time and Ours            | 3 |
| RELG360 Topics: World Religions               | 3 |
| RELT250 Personal Spirituality and Faith       | 3 |
| RELT340 Religion and Ethics in Modern Society | 3 |

**Note: Students must take one religion course each school year or school year equivalent. A transfer student must take one course per year of residency or full-time equivalent at USC or other Seventh-day Adventist College or University.**

**A part-time student must take one religion course for every 30 hours completed on a part-time basis.**

#### **b. Arts/Humanities/Philosophy (07 credits)**

|                                   |   |
|-----------------------------------|---|
| HIST147 West Indian History       | 3 |
| IDSC205 Introduction to Fine Arts | 2 |

OR

|                            |   |
|----------------------------|---|
| MUHL220 Music Appreciation | 2 |
|----------------------------|---|

OR

Select two credits from Ensemble or Applied Music

|  |   |
|--|---|
| MUPF225 University Concert Band        | 1 |
| MUPF230 University Choir and Orchestra | 1 |
| MUPF235 University Singers             | 1 |
| MUPF240 University Steel Orchestra     | 1 |
| MUPF285 Women’s Choir                  | 1 |
| MUPF290 Male Chorale                   | 1 |
| MUPF100 Applied Music                  | 1 |

**Note// Students MUST select two (2) credits using the same course acronym in order to fulfill the requirement for this area.**

|                                  |   |
|----------------------------------|---|
| EDTE354 Philosophy for Education | 2 |
|----------------------------------|---|

#### **c. Social Sciences (03 credits)**

|                                 |   |
|---------------------------------|---|
| SOCI119 Principles of Sociology | 3 |
|---------------------------------|---|

#### **d. Language and Communication (12 credits)**

|                              |   |
|------------------------------|---|
| COMM104 Communication Skills | 3 |
|------------------------------|---|

(Must be completed in the first or second year)

|                            |   |
|----------------------------|---|
| ENGL125 Academic Writing I | 3 |
|----------------------------|---|

|                             |   |
|-----------------------------|---|
| ENGL225 Academic Writing II | 3 |
|-----------------------------|---|

|                  |   |
|------------------|---|
| Foreign Language | 3 |
|------------------|---|

Choose one of the following:-

|                               |   |
|-------------------------------|---|
| FREN101 Conversational French | 3 |
|-------------------------------|---|

OR

|                                |   |
|--------------------------------|---|
| SPAN101 Conversational Spanish | 3 |
|--------------------------------|---|

**e. Science (03 credits)**

Choose one of the following:

|  |   |
|--|---|
| EDGS262 Integrated Science I                   | 3 |
| BIOL107 Concepts of Environmental Science      | 3 |
| BIOL245 Natural History of Trinidad and Tobago | 3 |

**f. Technology (03 credits)**

|                                     |   |
|-------------------------------------|---|
| CPTR100 Introductory Computer Tools | 3 |
|-------------------------------------|---|

**g. Mathematics (03 credits)**

|  |   |
|--|---|
| STAT120 Introduction to Statistics for Social Sciences | 3 |
|--|---|

**h. Health and Wellness (04 credits)**

|  |   |
|--|---|
| HLED220 Community and Environmental Health | 3 |
|--|---|

**One of:**

|                                   |   |
|-----------------------------------|---|
| PEAC110 Personal Physical Fitness | 1 |
| PEAC130 Special Activities:       | 1 |

**i. Service (02 credits)**

|                               |   |
|-------------------------------|---|
| BHSC100 Philosophy of Service | 2 |
|-------------------------------|---|

(Must include a service component)

**j. Vocational/Career Planning (02 credits)**

|   |   |
|---|---|
| IDSC110 College Success and Career Planning | 1 |
|---|---|

Select one course from:

|  |   |
|--|---|
| HMEC129 Social and Professional Ethics | 1 |
| TCED285 Upholstery                     | 1 |

**TOTAL (51 Credits)**

**1. BACHELOR OF ARTS IN HISTORY**

**General Degree Requirements**

|  |    |
|--|----|
| A. General Education Requirements        | 51 |
| B. Courses required for the History Core | 63 |
| C. Courses required for the Electives    | 12 |

**TOTAL 126**

**A. General Education Requirements (51 Credits)**

**B. Courses required for the History Core (63 Credits)**

|   |   |
|---|---|
| HIST104 World Civilization                                  | 3 |
| HIST105 World Civilization                                  | 3 |
| HIST150 Foundations of the Caribbean World and the Americas | 3 |
| HIST168 Latin American History since 1810                   | 3 |

|  |   |
|--|---|
| HIST204 American Experience I  | 3 |
| HIST205 American Experience II                                       | 3 |
| HIST247 The African Diaspora to 1800 AND                             | 3 |
| HIST248 The African Diaspora since 1800                              | 3 |
| OR   |   |
| HIST345 History of West Africa to 1800 AND                           | 3 |
| HIST346 History of West Africa since 1800                            | 3 |
| HIST367 Caribbean History to 1838                                    | 3 |
| HIST368 Caribbean History since 1838                                 | 3 |
| HIST400 Women and Gender History in the English-Speaking Caribbean   | 3 |
| HIST401 Minority Groups in the Caribbean                             | 3 |
| HIST420 Revolutions and Reaction, 1789-1917                          | 3 |
| HIST425 Nationalism and World Wars, 1914-Present                     | 3 |
| HIST430 History of the Indian Sub-continent                          | 3 |
| HIST431 The Indian Diaspora since 1838                               | 3 |
| HIST437 Topics: History of Trinidad and Tobago                       | 3 |
| HIST438 Topics: US Foreign Policy in Latin America and the Caribbean | 3 |
| HIST480 Senior Seminar   | 3 |
| HIST490 Research Seminar   | 3 |
| IDSC440 Topics in: History   | 3 |

**C. Courses required for the Electives (12 credits)**

|   |   |
|---|---|
| ANTH200 Cultural Anthropology                     | 3 |
| SOCI325 Caribbean Sociology                       | 3 |
| ECON425 Caribbean Economic Issues and Development | 3 |
| ECON488 International Relations                   | 3 |

**2. MINOR IN HISTORY**

**Courses required for the Minor (24 credits)**

|  |   |
|--|---|
| HIST150 Foundations of the Caribbean World and the Americas        | 3 |
| HIST425 Nationalism and World Wars, 1914-Present                   | 3 |
| HIST367 Caribbean History to 1838                                  | 3 |
| HIST368 Caribbean History since 1838                               | 3 |
| HIST400 Women and Gender History in the English-Speaking Caribbean | 3 |
| HIST247 The African Diaspora to 1800 AND                           | 3 |
| HIST248 The African Diaspora since 1800                            | 3 |
| OR   |   |
| HIST345 History of West Africa to 1800 AND                         | 3 |
| HIST346 History of West Africa to since 1800                       | 3 |
| HIST431 The Indian Diaspora since 1838                             | 3 |

|         |  |   |
|---------|--|---|
| HIST420 | Revolutions and Reaction, 1789-1917                          | 3 |
|         | OR   |   |
| HIST437 | Topics: US Foreign Policy in Latin America and the Caribbean | 3 |
|         | OR   |   |
| HIST168 | Latin American History since 1810                            | 3 |

Europe, Latin America and the Caribbean, from 1500 C.E.

**HIST147 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.

**COURSES CREDITS**

**ANTHROPOLOGY**

**ANTH 200 Cultural Anthropology 3**  
Prerequisite: SOCI119  
This course is a comparative study of human behaviour and societal organisation. Cultural perspective studied will be worldwide, exploring living peoples and their culture, with an emphasis on how we can apply this knowledge to situations in the real world taking advantage of the data provided by ethnographies of vastly different societies. Important concepts of culture, scope and different aspects of culture like social, economic, political, educational, religious organisations; language and communication; health beliefs and practices' aesthetics; material culture; will be examined.

**GEOGRAPHY**

**GEOG125 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**

**HIST104 World Civilizations I 3**  
This course is a survey of the development of major world civilizations including those in Africa, Asia, Europe, Latin America and the Caribbean, to 1500 C.E.

**HIST105 World Civilizations II 3**  
This course is a survey of the development of major world civilizations including those in Africa, Asia,

**HIST150 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 ensuing clash between the indigenous peoples and the Europeans. Additionally, investigation of the lifestyles of Caribbean ancestors as well as the native people of continental America will be a primary focus of this course.

**HIST167 Latin American History to 1810 3**  
This course is an introduction to the history of Latin America covering indigenous civilizations, European settlement, colonial institutions and political, economic, and social developments to 1810.

**HIST168 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.

**HIST204 American Experience I 3**  
This course covers the rise and development of the United States from colonial times to the Civil War.

**HIST205 American Experience II 3**  
This course covers the history of the United States from Post Civil Reconstruction to the present.

**HIST247 African Diaspora to 1800 3**  
This course is a survey of the history and culture of peoples of African descent throughout the world to 1800. The 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.

- HIST248 African Diaspora since 1800** 3  
This course is an examination of the political, economic and social development of peoples of African descent outside of Africa after 1800. It is comparative in nature and examines the various economic, political and social forces that have impacted on these people, and their response to such forces.
- HIST345 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 of foreign powers on the region.
- HIST346 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.
- HIST367 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.
- HIST368 Caribbean History since 1838** 3  
This course is a thorough examination of the major political, economic and social developments in the post-slavery era to the present.
- HIST400 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 the 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 also highlights key women folk who were instrumental in the forging of Caribbean history.
- HIST401 Minority Groups in the Caribbean** 3  
A specialized study of the presence and experiences of select minority groups in the Caribbean from the immediate post-emancipation period up to the 21st Century.
- HIST404 Adventist Heritage** 3  
This course provides the background, rise, and progress of the Seventh-day Adventist denomination.
- 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.
- HIST425 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.
- HIST430 History of the Indian Sub-continent** 3  
This course focuses on the Indian Sub-continent, its people and its history. The course will combine thematic and historiographical approaches. Students will be exposed to historical writings on the socio-economic, cultural and political development of the Indian sub-continent, particularly India.
- HIST431 The Indian Diaspora since 1838** 3  
A detailed, interdisciplinary study of the development of the Indian Diaspora in the Caribbean and as a global phenomenon from circa 1838 to the present. The course will combine thematic, historiographical and comparative approaches.
- HIST437 Topics: US Foreign Policy in Latin America and the Caribbean** 3  
This course examines the socio-political developments in Latin America and the Caribbean as they relate to the evolution and aims of US

Foreign Policy in the region after the Second World War.

**HIST438 Topics: History of TandT 3**

A special topic is chosen, under the supervision of the Chairperson of the History Department, or a member(s) of departmental faculty designated by the departmental chairperson 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.

**HIST490 Research Seminar 3**

This is an introduction to historical research methodology, including both bibliographical searches and critical evaluation of sources. Requires the writing of a research paper using primary sources.

**HIST495 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**

**PLSC235 Introduction to Political Systems 3**

A study of political institutions, including those of the Caribbean.

**PLSC307 Comparative Politics 3**

Prerequisite: Permission of instructor.  
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.

**PLSC350 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 government and public administration; also, 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.

**PLSC488 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 organisation in world politics and its objectives and functions are also discussed. A General Education option.

**GENERAL EDUCATION REQUIREMENTS FOR THE BACCALAUREATE DEGREE IN SOCIAL STUDIES**

**a. Religion (12 credits)**

RELT100 God and Human Life 3

**Select three of the following:**

RELB210 Jesus in His Time and Ours 3

RELG360 Topics: World Religions 3

RELT250 Personal Spirituality and Faith 3

RELT340 Religion and Ethics in Modern Society 3

**Note: Students must take one religion course each school year or school year equivalent. A transfer student must take one course per year of residency or full-time equivalent at USC or other Seventh-day Adventist College or University.**

**A part-time student must take one religion course for every 30 hours completed on a part-time basis.**

**b. Arts/Humanities/Philosophy (07 credits)**

HIST147 West Indian History 3

IDSC205 Introduction to Fine Arts 2

OR

MUHL220 Music Appreciation 2

OR

Select two credits from Ensemble or Applied Music

MUPF225 University Concert Band 1

MUPF230 University Choir and Orchestra 1

|                                    |   |
|------------------------------------|---|
| MUPF235 University Singers         | 1 |
| MUPF240 University Steel Orchestra | 1 |
| MUPF285 Women's Choir              | 1 |
| MUPF290 Male Chorale               | 1 |
| MUPF100 Applied Music              | 1 |

**Note// Students MUST select two (2) credits using the same course acronym in order to fulfill the requirement for this area.**

|                                  |   |
|----------------------------------|---|
| EDTE354 Philosophy for Education | 2 |
|----------------------------------|---|

**c. Social Sciences (00 credits)**

Course requirements fulfilled in Social Studies Core

**d. Language and Communication (12 credits)**

|                              |   |
|------------------------------|---|
| COMM104 Communication Skills | 3 |
|------------------------------|---|

(Must be completed in the first or second year)

|                                |   |
|--------------------------------|---|
| ENGL125 Academic Writing I     | 3 |
| ENGL225 Academic Writing II    | 3 |
| Foreign Language               |   |
| Choose one of the following:-  |   |
| FREN101 Conversational French  | 3 |
| OR                             |   |
| SPAN101 Conversational Spanish | 3 |

**e. Science (03 credits)**

|  |   |
|--|---|
| Choose one of the following                    |   |
| EDGS262 Integrated Science I                   | 3 |
| BIOL107 Concepts of Environmental Science      | 3 |
| BIOL245 Natural History of Trinidad and Tobago | 3 |

**f. Technology (03 credits)**

|                                     |   |
|-------------------------------------|---|
| CPTR100 Introductory Computer Tools | 3 |
|-------------------------------------|---|

**g. Mathematics (03 credits)**

|  |   |
|--|---|
| STAT120 Introduction to Statistics for Social Sciences | 3 |
|--|---|

**h. Health and Wellness (04 credits)**

|  |   |
|--|---|
| HLED220 Community and Environmental Health | 3 |
| One of:                                    |   |
| PEAC110 Personal Physical Fitness          | 1 |
| PEAC130 Special Activities:                | 1 |

**i. Service (02 credits)**

|                               |   |
|-------------------------------|---|
| BHSC100 Philosophy of Service | 2 |
|-------------------------------|---|

(Must include a service component)

**j. Vocational/Career Planning (02 credits)**

|   |   |
|---|---|
| IDSC110 College Success and Career Planning | 1 |
| Select one course from:                     |   |
| HMEC129 Social and Professional Ethics      | 1 |
| TCED285 Upholstery                          | 1 |

**TOTAL (48 Credits)**

**BACHELOR OF SCIENCE IN SOCIAL STUDIES**

**Degree requirements**

|   |            |
|---|------------|
| A. General Education Requirements               | 48         |
| B. Courses required for the Social Studies Core | 78         |
| <b>TOTAL</b>                                    | <b>126</b> |

**B. Courses required for the Social Studies Core (78 credits)**

**History (27 credits)**

|   |   |
|---|---|
| HIST104 World Civilizations I                               | 3 |
| HIST105 World Civilizations II                              | 3 |
| HIST150 Foundations of the Caribbean World and the Americas | 3 |
| HIST168 Latin American History since 1810                   | 3 |
| HIST205 American Experience II                              | 3 |
| HIST248 The African Diaspora since 1800                     | 3 |
| OR  |   |
| HIST346 History of West Africa since 1800                   | 3 |
| HIST367 Caribbean History to 1838                           | 3 |
| HIST368 Caribbean History since 1838                        | 3 |
| HIST425 Nationalism and World Wars, 1914 – Present          | 3 |

**Political Science, Geography, Economics (21 credits)**

|   |   |
|---|---|
| ECON226 Principles of Microeconomics                  | 3 |
| ECON227 Principles of Macroeconomics                  | 3 |
| ECON420 Issues in Caribbean Economic Development      | 3 |
| GEOG125 Introduction to Regional Geography: Caribbean | 3 |
| PLSC235 Introduction to Political Systems             | 3 |
| PLSC350 Public Service Administration                 | 3 |

|                                 |   |
|---------------------------------|---|
| PLSC488 International Relations | 3 |
| OR                              |   |
| PLSC307 Comparative Politics    | 3 |

**Social Sciences (30 credits)**

|   |   |
|---|---|
| ANTH200 Cultural Anthropology                               | 3 |
| PSYC212 Methods of Social Research I                        | 3 |
| PSYC101 Introduction to Psychology                          | 3 |
| SOCI119 Principles of Sociology                             | 3 |
| SOCI223 Caribbean Social structure                          | 3 |
| SOCI224 Social Theory I – The Founding Fathers              | 3 |
| SOCI231 Social Change and Development                       | 3 |
| SOCI324 Social Theory II- The Modern Period<br>(1920- 1980) | 3 |
| SOCI325 Caribbean Sociology                                 | 3 |
| PSYC430 Social Psychology                                   | 3 |

**COURSE CREDITS**

**GEOGRAPHY**

**GEOG125 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**

**HIST104 World Civilizations I 3**

This course is a survey of the development of major world civilizations including those in Africa, Asia, Europe, Latin America and the Caribbean, to 1500 C.E.

**HIST105 World Civilizations II 3**

This course is a survey of the development of major world civilizations including those in Africa, Asia, Europe, Latin America and the Caribbean, from 1500 C.E.

**HIST147 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.

**HIST150 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 ensuing clash between the indigenous peoples and the Europeans. Additionally, investigation of the lifestyles of Caribbean ancestors as well as the native people of continental America will be a primary focus of this course.

**HIST167 Latin American History to 1810 3**

This course is an introduction to the history of Latin America covering indigenous civilizations, European settlement, colonial institutions and political, economic, and social developments to 1810.

**HIST168 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.

**HIST204 American Experience I 3**

This course covers the rise and development of the United States from colonial times to the Civil War.

**HIST205 American Experience II 3**

This course covers the history of the United States from Post Civil Reconstruction to the present.

**HIST247 African Diaspora to 1800 3**

This course is a survey of the history and culture of peoples of African descent throughout the world to 1800. The 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.

**HIST248 African Diaspora since 1800 3**

This course is an examination of the political, economic and social development of peoples of African descent outside of Africa after 1800. It is comparative in nature and examines the various economic, political and social forces that have impacted on these people, and their response to such forces.

**HIST316 History of the Christian Church I 3**

The course surveys the internal and external developments and conflicts, which Christianity has experienced from the time of Christ up to the Reformation. Special attention is given to those developments that relate to Seventh-day Adventist theological heritage.

**HIST317 History of the Christian Church II 3**

This is a survey of the history of the Church from the Protestant Reformation to the present. Special attention is given to the Protestant Reformation, the Catholic counter-reformation.

**HIST345 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 of foreign powers on the region.

**HIST346 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.

**HIST367 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.

**HIST368 Caribbean History since 1838 3**

This course is a thorough examination of the major political, economic and social developments in the post-slavery era to the present.

**HIST400 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 the 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 also highlights key women folk who were instrumental in the forging of Caribbean history.

**HIST401 Minority Groups in the Caribbean 3**

A specialized study of the presence and experiences of select minority groups in the Caribbean from the immediate post-emancipation period up to the 21st Century.

**HIST404 Adventist Heritage 3**

This course provides the background, rise, and progress of the Seventh-day Adventist denomination.

**HIST414 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.

**HIST425 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.

**HIST430 History of the Indian Sub-continent 3**

This course focuses on the Indian Sub-continent, its people and its history. The course will combine thematic and historiographical approaches. Students will be exposed to historical writings on the socio-economic, cultural and political development of the Indian sub-continent, particularly India.

**HIST431 The Indian Diaspora since 1838 3**

A detailed, interdisciplinary study of the development of the Indian Diaspora in the Caribbean and as a global phenomenon from circa 1838 to the present. The course will combine thematic, historiographical and comparative approaches.

**HIST437 Topics: US Foreign Policy in Latin America and the Caribbean 3**

This course examines the socio-political developments in Latin America and the Caribbean as they relate to the evolution and aims of US Foreign Policy in the region after the Second World War.

**HIST438 Topics: History of TandT 3**

A special topic is chosen, under the supervision of the Chairperson of the History Department, or a member(s) of departmental faculty designated by the departmental chairperson 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.

**HIST490 Research Seminar 3**

This is an introduction to historical research methodology, including both bibliographical searches and critical evaluation of sources. Requires the writing of a research paper using primary sources.

**HIST495 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.

**DEPARTMENT OF MUSIC AND FINE ARTS**

**MISSION STATEMENT**

The Department of Music and Fine Arts exists to provide premier education in the Arts through best practices in teaching and learning, and by encouraging innovation and creativity in artistic expression, as a means of meeting the human needs of the community.

**DESCRIPTION**

The Department of Music and Fine Arts is committed to the development of musical talent for the church and community, as it strives to uphold the highest Christian ideals. 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 programmes, students will be prepared to offer quality service to society, as well as pursue further academic and professional goals.

**DEPARTMENT OBJECTIVES**

The Faculty of the Department of Music and Fine Arts seeks to prepare students for lifelong learning and lifelong service, through the Arts, to their community. In an effort to achieve this goal the department will:

- Provide a learning environment that is based on Christian values
- Encourage students to develop their capacity for creativity in expression.
- Prepare students to contribute positively to the musical landscape of the church and society.

**MATRICULATION REQUIREMENTS**

Applicants must satisfy University as well as Departmental Entry Requirements.

**DEPARTMENTAL ENTRY REQUIREMENTS**

**BA Music, AA Music**

Grade 5 Theory and Grade 5 Practical (in the primary instrument) certificates (or their equivalent) from the Associate Board of the Royal Schools of Music (ABRSM), Trinity-Guildhall (London) or other recognized music schools.

**Minor in Music**

Grade 5 Theory and Grade 2 Practical (in the primary instrument) certificates (or their equivalent) from the Associate Board of the Royal Schools of Music (ABRSM), Trinity-Guildhall (London) or other recognized music schools.

Applicants holding certificates reflecting a pass at the level of Merit or Distinction, and awarded no more than one (1) year prior to applying to any of the Music

programmes, can be recommended for acceptance by the Performance Studies/Applied Music teacher.

All other applicants are required to take a performance audition on their intended primary instrument, and the Music Placement Exam (theory and aural). A minimum grade of B is required on each examination component for admittance into the Music programmes. A student who fails to meet the minimum requirement will be required to complete the Pre-Degree music courses before matriculating into the intended programme.

Status as an undergraduate major is provisional until the student demonstrates academic and performance skills on an acceptable level—i.e., Grade 5 theory and Grade 5 practical (Grade 2 for music minors) skills on the emphasis instrument. Deficiencies in musical background will require the student to complete the pre-degree courses in theory (MUCT103, MUCT104 Music Foundations I, II), ear training (MUCT105, MUCT106 Aural Training I, II) and/or Performance Studies on their intended primary instrument. On completion of the musical entry requirements, the department advisor will recommend the student's application for admission into the appropriate programme.

### **AUDITION REQUIREMENTS**

Applicants are required to prepare three 3 pieces of contrasting styles for the audition. At least one should showcase the performer's technical ability and another should be lyrical in nature. Pieces should also come from different musical time periods e.g. the Baroque era (J.S. Bach or a similar composer), the Classical era (Haydn, Mozart, Beethoven) and the 19th/20th century.

### **PIANO PROFICIENCY**

All music majors and minors (whose primary instrument is not Piano) are required to complete the Department's requirements for minimum Piano Proficiency. The piano proficiency component must be completed by the end of 2nd year (sophomore) before non-piano majors can be advanced to junior status. Non-piano major and minors who need to attain the Piano Proficiency must take MUPF111-114 Piano I–IV.

### **CONCERT/RECITAL AND MASTER CLASS ATTENDANCE**

Attendance at all general, student (major, minor, collaborative) and faculty recitals as well as concerts, forums and master classes sponsored by the Department is required of all music majors and minors. In addition, two approved attendances at off-campus recitals/concerts, per semester, are required. The attendance requirement affects ten percent (10%) of the student's Performance Studies/Applied Music grade.

### **RECITAL CREDIT**

Recital requirements are a component designed to develop student's professional performance skills. Each semester, every student registered for Performance Studies must participate in at least two recitals, in either a solo or collaborative role to develop the skills of preparation, organization, and promotion associated with professional performance. The student also registers for one (1) recital credit in the first semester of the junior year and the final semester of the senior year. The recital requirement affects ten percent (10%) of the student's Performance Studies/Applied Music grade.

### **PERFORMANCE STUDIES CREDIT**

All music majors and minors must register for Performance Studies each semester until their final semester and must perform before the music faculty at the end of each semester for jury examination (an individual assessment on their principal instrument). All students are required to fulfill the Performance Studies credit every semester in residence, and must do a junior recital in the 5th semester. Either a project (Music Education emphasis) or solo senior recital is required during the last semester.

### **ENSEMBLE REQUIREMENT**

Music majors and minors are required to participate in departmental ensembles on their principal instrument (credit will generally be given only for large ensembles) each semester in residence for a minimum of eight (8) credits and in some cases four (4) credits. However, they may also opt to do 2 of the 8 credits in an instrumental ensemble that utilizes a medium other than their primary instrument.

## MUSIC MINOR REQUIREMENTS

Music Minors are also required to:

Pass the Grade 5 ABRSM/TCL Exam

Perform a 20-minute partial recital

## PROGRAMMES

Bachelor of Arts in Music (Music Education

Emphasis)

Associate of Arts in Music

Minor in Music

### 1. BACHELOR OF ARTS IN MUSIC

(Music Education Emphasis)

#### General Degree Requirements

|   |            |
|---|------------|
| A. General Education Requirement                      | 44         |
| B. Courses required for the Music Core                | 37         |
| C. Courses required for the Performance Component     | 18         |
| D. Courses required for the Music Education Component | 28         |
| <b>TOTAL</b>  | <b>127</b> |

## GENERAL EDUCATION REQUIREMENTS FOR THE BACCALAUREATE DEGREE IN MUSIC

### A. General Education Requirement (44 credits)

#### *a. Religion (12 credits)*

|  |   |
|--|---|
| RELT100 God and Human Life                     | 3 |
| MURE232 Christian Music and Worship            | 3 |
| Select two of the following                    |   |
| RELB 210 Jesus in His Time and Ours            | 3 |
| RELT250 Personal Spirituality and Faith        | 3 |
| RELB 340 Religion and Ethics in Modern Society | 3 |

#### *b. Arts/Humanities/Philosophy (05 credits)*

|  |   |
|--|---|
| HIST104                                  |   |
| OR                                       |   |
| HIST 105 World Civilizations I, II (3/3) |   |
| OR                                       |   |
| HIST 147 West Indian History             | 3 |

*Note: If Caribbean History was not passed at GCE/CXC or CSEC level, HIST147 must be taken*

Credits for IDSC205/MUHL220/Ensembles (e.g. MUPF225, MUPF230, MUPF240) are fulfilled in the Music major programme

EDTE 354 Philosophy for Education 2

#### *c. Social Sciences (03 credits)*

Select one of the following:

|                                     |   |
|-------------------------------------|---|
| PSYC 101 Introduction to Psychology | 3 |
| SOCI119 Principles of Sociology     | 3 |

#### *d. Language and Communication (12 credits)*

|   |   |
|---|---|
| COMM 104 Communication Skills                   | 3 |
| (Must be completed in the first or second year) |   |
| ENGL 125 Academic Writing I                     | 3 |
| ENGL 225 Academic Writing II                    | 3 |

|                                |   |
|--------------------------------|---|
| Foreign Language               | 3 |
| Choose one of the following:-  |   |
| FREN101 Conversational French  | 3 |
| OR                             |   |
| SPAN101 Conversational Spanish | 3 |

#### *e. Science (03 credits)*

Choose one of the following

|                               |   |
|-------------------------------|---|
| CHEM 107 Chemistry in Society | 3 |
| FDNT230 Nutrition             | 3 |
| PHYS115 Concepts of Physics   | 3 |

#### *f. Technology (00 credits)*

|                                     |    |
|-------------------------------------|----|
| CPTR100 Introductory Computer Tools | 00 |
| (Fulfilled in Major – MUPF132)      |    |

#### *g. Mathematics (03 credits)*

|                         |   |
|-------------------------|---|
| MATH165 College Algebra | 3 |
|-------------------------|---|

*Note: Students should have fulfilled any one of the following to be allowed to register for MATH165: Grade 1, 2 or 3 pass (from 1998) in CXC/CSEC Mathematics*

*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.*

**h. Health and Wellness (04 credits)**

|  |   |
|--|---|
| HLED220 Community and Environmental Health | 3 |
| One of:                                    |   |
| PEAC110 Personal Physical Fitness          | 1 |
| PEAC130 Special Activities                 | 1 |

**i. Vocational/Career Planning (02 credits)**

|  |   |
|--|---|
| *IDSC110 College Success and Career Planning | 1 |
| Select one course from:                      |   |
| HMEC129 Social and Professional Ethics       | 1 |
| TCED285 Upholstery                           | 1 |

**TOTAL (44 credits)**

**B. Courses Required for the Music Core (37 credits)**

|   |   |
|---|---|
| MUCT123 Ear Training and Sight-Singing I                            | 2 |
| MUCT124 Ear Training and Sight Singing II                           | 2 |
| MUCT133 Music Theory I  | 3 |
| MUCT134 Music Theory II   | 3 |
| MUCT211 Ear Training and Sight Singing III                          | 1 |
| MUCT212 Ear Training and Sight Singing IV                           | 1 |
| MUCT231 Music Theory III  | 3 |
| MUCT232 Music Theory IV   | 3 |
| MUCT321 Form and Analysis   | 2 |
| MUCT322 Counterpoint  | 2 |
| MUCT323 Orchestration   | 2 |
| MUED222 Fundamentals of Conducting                                  | 2 |
| *MUET132 Introduction to Music Technology                           | 3 |
| MUHL231 Music History I   | 3 |
| MUHL232 Music History II  | 3 |
| MUHL321 Caribbean and World Music                                   | 2 |
| *Satisfies General Education requirement for Science and Technology |   |

**C. Courses required for the Performance**

|  |   |
|--|---|
| <b>Component (18 Credits)</b>  |   |
| (for non-performance emphases)   |   |
| MUPF110-410 Performance studies (Primary Instrument)   | 8 |
| MUPF___ (Major) Ensemble   | 8 |
| Select from:   |   |
| MUPF225 University Concert Band  | 1 |
| MUPF230 University Choir and Orchestra   | 1 |
| MUPF240 University Steel Orchestra   | 1 |
| MUPF260 University Symphony Orchestra (one ensemble must be taken for at least 6 semesters): | 1 |
| MUPF315 Junior Recital   | 1 |

MUPF415 Senior Recital 1

Music Education emphasis majors may also have the option of completing MUED400 Research Project in place of MUPF415 as recommended by his/her advisor.

**D. Courses required for the Music Education**

|   |     |
|---|-----|
| <b>Component (28 Credits)</b>   |     |
| MUCT422 Arranging for Vocal Ensemble                                  | 2   |
| MUED321 Choral Techniques   | 2   |
| MUED331 Music Education Methods I                                     | 3   |
| MUED332 Music Education Methods II                                    | 3   |
| MUED421 Studio Methods  | 2   |
| MUED422 Introduction to Music Education for Special Learners          | 2   |
| MUED423 Steel Orchestra Techniques                                    | 2   |
| MUED425 Woodwind Techniques   | 2   |
| MUED426 Brass Techniques  | 2   |
| MUED427 Percussion Techniques   | 2   |
| MUED428 String Techniques   | 2   |
| MUPF100-X Applied Music (1st Secondary Instr.)                        | 1,1 |
| MUPF100-X Applied Music (2nd Secondary Instr.)                        | 1,1 |
| <b>Note: Secondary Instruments: Steelpan and one other instrument</b> |     |

**2. ASSOCIATE OF ARTS IN MUSIC**

General Degree Requirements

|   |           |
|---|-----------|
| A. General Education Requirements                 | 28        |
| B. Courses required for the Music Core            | 27        |
| C. Courses required for the Performance Component | 09        |
| <b>TOTAL</b>                                      | <b>64</b> |

**A. General Education Requirement (28 Credits)**

|  |   |
|--|---|
| <b>a. Religion (03 credits)</b>  |   |
| RELT100 God and Human Life   | 3 |
| <b>Note: Additional G.E. requirements satisfied by MURE232 in core content</b> |   |

**b. Arts/Humanities/Philosophy (03 credits)**

|  |   |
|--|---|
| Select one (1) course from:                    |   |
| HIST104 or HIST105 World Civilizations I OR II | 3 |
| HIST147 West Indian History                    | 3 |

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

**c. Social Sciences (03 credits)**

Select one (1) course from:

|                                    |   |
|------------------------------------|---|
| PSYC101 Introduction to Psychology | 3 |
| SOCI119 Principles of Sociology    | 3 |

**d. Language and Communication (09 credits)**

|                              |   |
|------------------------------|---|
| COMM104 Communication Skills | 3 |
| ENGL125 Academic Writing I   | 3 |
| ENGL225 Academic Writing 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 ENGL 115. Anyone failing to acquire the minimum score will have to register ENGL110**

**e. Science (03 credits)**

Choose one of the following

|                              |   |
|------------------------------|---|
| CHEM107 Chemistry in Society | 3 |
| FDNT230 Nutrition            | 3 |
| PHYS115 Concepts of Physics  | 3 |

**f. Technology (00 credits)**

CPTR100 Introductory Computer Tools  
(Fulfilled in Major – MUPF132)

**g. Mathematics (03 credits)**

|                         |   |
|-------------------------|---|
| MATH165 College Algebra | 3 |
|-------------------------|---|

**Note: Only students who have fulfilled any one of the following will be allowed to register for MATH 165.**

**1. A pass with a Grade I, II, or III (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 MATH 165 upon earning a minimum score of 3.5 in the MPE. Any student who scores 4.0 in the MPE may petition to waive MATH165.**

**h. Health and Wellness (3 credit)**

|                      |   |
|----------------------|---|
| HLED120 Fit and Well | 3 |
|----------------------|---|

**i. Service (00 credits)**

BHSC100 Philosophy of Service (00)  
Requirement satisfied by MURE232 Christian Music and Worship in Core

**i. Vocational/Career Planning (1 credit)**

|   |   |
|---|---|
| IDSC110 College Success and Career Planning | 1 |
|---|---|

**TOTAL (28 credits)**

**Courses required for the Music Core (27 Credits)**

|  |   |
|--|---|
| MUCT123 Ear Training and Sight-Singing I   | 2 |
| MUCT124 Ear Training and Sight-Singing II  | 2 |
| MUET132 Intro to Music Technology          | 3 |
| MUCT133 Music Theory I                     | 3 |
| MUCT134 Music Theory II                    | 3 |
| MUCT211 Ear Training and Sight-Singing III | 1 |
| MUCT231 Music Theory III                   | 3 |
| MUED222 Fundamentals of Conducting         | 2 |
| MURE232 Christian Music and Worship        | 3 |
| MUED421 Studio Methods                     | 2 |

Select One (1) from:

|                                   |   |
|-----------------------------------|---|
| MUHL231 Music History I           | 3 |
| MUHL232 Music History II          | 3 |
| MUHL322 Caribbean and World Music | 2 |

**Courses required for the Performance Component (09 credits)**

|  |         |
|--|---------|
| MUPF315 Junior Recital                                       | 1       |
| MUPF110-X Performance Studies (Primary Instrument)           | 1,1     |
| MUPF210-X Performance Studies (Primary Instrument)           | 1,1     |
| MUPF____ Ensemble Credit                                     | 1,1,1,1 |
| Select one (1) Ensemble (must be taken for all 4 semesters): |         |
| MUPF225 University Concert Band                              | 1       |
| MUPF230 University Choir and Orchestra                       | 1       |
| MUPF240 University Steel Orchestra                           | 1       |
| MUPF260 University Symphony Orchestra                        | 1       |

**3. MINOR IN MUSIC (26 credits)**

**Courses required for the Minor in Music (26 credits) Core Courses (18 Credits)**

|   |   |
|---|---|
| MUCT133 Music Theory I                    | 3 |
| MUCT134 Music Theory II                   | 3 |
| MUCT123 Ear Training and Sight-Singing I  | 2 |
| MUCT124 Ear Training and Sight-Singing II | 2 |
| MUCT132 Intro to Music Technology         | 3 |
| MUED222 Fundamentals of Conducting        | 2 |

|                                   |   |
|-----------------------------------|---|
| Select One (1) from:              |   |
| MUHL231 Music History I           | 3 |
| MUHL232 Music History II          | 3 |
| MUHL322 Caribbean and World Music | 2 |

**Performance Courses (08 Credits)**

|                               |         |
|-------------------------------|---------|
| (Non-Performance Emphasis)    |         |
| MUPF110-X Performance Studies | 1,1     |
| (Primary Instrument)          |         |
| MUPF210-X Performance Studies | 1,1     |
| (Primary Instrument)          |         |
| MUPF _____ Ensemble Credit    | 1,1,1,1 |

Select one (1) Ensemble (must be taken for all 4 semesters)

|  |   |
|--|---|
| MUPF225 University Concert Band        | 1 |
| MUPF230 University Choir and Orchestra | 1 |
| MUPF240 University Steel Orchestra     | 1 |
| MUPF260 University Symphony Orchestra  | 1 |

**Note: Music minors must also complete the following:**

1. Pass the Piano Proficiency Test (non-piano minors who need to satisfy the Piano Proficiency requirements must take MUPF111-114, Piano I-IV).
2. Pass the Grade 5 ABRSM/TCL Examination
3. Perform a 20-minute partial recital

**COURSES CREDITS**

**IDSC205 (USC/AU) Introduction to Fine Arts 2, 3**

This course is a general education requirement. It is an appreciation course on Western and European art and music. The course covers the basic elements of art and music, famous works in the visual and musical arts, and provides for practical and hands-on experiences in both art categories. Sem. 1/2/3 ODD/EVEN years.

**MUSIC COMPOSITION and THEORY**

**MUCT103 Music Foundations I 3**

Introductory music theory course. Focuses on the basics, and is used as a pre-requisite to satisfy deficiencies in programme entry requirements. Corequisite: MUCT105. Sem. 1/2/3 ODD/EVEN years.

**MUCT104 Music Foundations II 3**

Introductory music theory course. Focuses on the basics, and is used as a pre-requisite to satisfy

deficiencies in programme entry requirements. Pre-requisite: MUCT103. Co-requisite: MUCT106. Sem. 1/2/3 ODD/EVEN years.

**MUCT105 Aural Training I 1**

Introductory ear-training course. Used as a pre-requisite to satisfy deficiencies in programme entry requirements. Co-requisite: MUCT103. Sem. 1/2/3 ODD/EVEN years.

**MUCT106 Aural Training II 1**

Introductory ear-training course. Used as a pre-requisite to satisfy deficiencies in programme entry requirements. Pre-requisite: MUCT105. Co-requisite: MUCT104. Sem. 1/2/3 ODD/EVEN years.

**MUCT123 Ear Training and Sight Singing I 2**

Sight-singing, and aural recognition of rhythmic, and melodic patterns, intervals, triads, and their inversions. Co-requisite: MUCT133 Music Theory I. Sem. 1 ODD/EVEN years.

**MUCT124 Ear Training and Sight Singing II 2**

Sight-singing, aural recognition, and dictation of rhythmic and melodic patterns, primary chords, and cadential harmony. Co-requisite: MUCT134 Music Theory II. Sem. 2 ODD/EVEN years.

**MUCT133 Music Theory I 3**

A quick review of the music fundamentals and an introduction to harmony—triads, 7th chords and their inversions; diatonic chords in the major and minor keys. Co-requisite: MUCT123 Ear Training and Sight Singing I. Sem. 1 ODD/EVEN years.

**MUCT134 Music Theory II 3**

Diatonic harmony – a study of the principles of voice leading and chord progression in 4-part tonal harmony, using the diatonic triads and 7th chords.

**MUCT202 Topics In\_\_\_\_\_ 1-3**

Selected specialized field of study taken for personal edification and development. Repeatable. Prerequisite: Consent of instructor.

**MUCT211 Ear Training and Sight Singing III 1**  
Sight-singing, aural recognition, and dictation of rhythmic and melodic patterns and phrases, chord progressions, modulations to closely related keys. Co-requisite: MUCT231 Music Theory III. Sem. 1 ODD/EVEN years.

**MUCT212 Ear Training and Sight Singing IV 1**  
Sight-singing, aural recognition and dictation of rhythmic and melodic patterns and phrases, diatonic and chromatic chord progressions, modulations to closely and distant-related keys. Co-requisite: MUCT232 Music Theory IV. Sem. 2 ODD/EVEN years.

**MUCT231 Music Theory III 3**  
Chromatic harmony—secondary dominants, modulation types, borrowed chords in major and minor, Neapolitan and Augmented 6th chords. Prerequisite: MUCT134 Music Theory II; Co-requisite: MUCT211 Ear Training and Sight Singing III. Sem. 1 ODD/EVEN years.

**MUCT232 Music Theory IV 3**  
Study of late 19th-century harmony and introduction to 20th-century techniques. Prerequisite: MUCT231 Music Theory III; Co-requisite: MUCT212 Ear Training and Sight Singing IV. Sem. 2 ODD/EVEN years.

**MUCT321 Form and Analysis 2**  
Study and analysis of musical forms: motives, phrases and periods; variation, binary, ternary, rondo, sonata-allegro, sonata, concerto, and keyboard suite. Prerequisite: MUCT232 Music Theory IV. Sem. 1 ODD years.

**MUCT322 Counterpoint 2**  
Introduction to vocal and instrumental contrapuntal techniques—modal and tonal style period. Prerequisite: MUCT232 Music Theory IV. Sem. 2 EVEN years.

**MUCT323 Orchestration 2**  
Course studies the properties of various orchestral instruments, their transpositions, and sectional treatment, with scoring exercises for band and orchestra. Prerequisite: MUCT232 Music Theory IV. Sem. 1 EVEN years.

**MUCT402 Directed Study 1-3**  
Faculty-directed study on various topics in the field of Music Composition/Theory and related disciplines. Open to music majors only. Prerequisite: Consent of instructor

**MUCT422 Arranging for Vocal Ensemble 2**  
Study of arranging techniques used for ensembles. Students are introduced to concepts related to writing for various voice type ranges, arranging techniques for various combinations of voices (SA, SSA, SAB, SATB, etc.), and arranging for various age groups. Prerequisite: MUCT232 Music Theory IV. Sem. 2 ODD years.

## **MUSIC EDUCATION**

**MUED202 Topics In\_\_\_\_\_ 1-3**  
Selected specialized field of study taken for personal edification and development. Repeatable. Prerequisite: Consent of instructor

**MUED222 Fundamentals of Conducting 2**  
Theory and application of basic conducting techniques and gestures. Prerequisite: MUCT134 Music Theory II. Sem. 2 EVEN years.

**MUED321 Choral Techniques 2**  
The study of various elements of conducting including the musical, technical, and, psychological elements of conducting. This course also covers a survey of choral literature, score interpretation, and rehearsal and performance techniques. Prerequisite: MUED222 Fundamentals of Conducting. Sem. 1 EVEN years.

**MUED331 Music Education Methods I 3**  
Study of classroom methods and materials for teaching music at the elementary and junior school level. Sem. 1 ODD years.

**MUED332 Music Education Methods II 3**  
Study of classroom methods and materials for teaching music at the secondary school level. Sem. 2 EVEN years.

**MUED400 Research Project 1-3**  
A course option for Music Education emphasis majors only. A research project/paper on a topic

of interest in their field of emphasis discussed with an instructor. Student will be required to present the research project before a committee or in a conference setting in his/her final semester of study. Prerequisite: Consent of instructor Sem. 2 ODD/EVEN years.

**MUED402 Directed Study 1-3**

Faculty-directed study on various topics in the field of Music Education and related disciplines. Open to music majors only. Prerequisite: Consent of instructor

**MUED421 Studio Methods 2**

Study of teaching methods for private teaching of instrument or voice. Focus will be on repertoire, technique, rhythm, phrasing and articulation, theory, sight reading, memorization, style and interpretation. Lab demonstrations, observations of other teachers included. Prerequisite: MUCT134 Music Theory II. Sem. 1 ODD years

**MUED422 Introduction to Music Education for Special Learners 2**

This course is designed to familiarize students with the special needs of exceptional learners and the implications for instruction in Music Education. Prerequisite: MUCT134 Music Theory II. Sem. 2 EVEN years

**MUED423 Steel Orchestra Techniques 2**

Private or group instruction on instruments of the Steelpan family. Primary emphasis on one instrument to gain basic proficiency, with exposure to problems and techniques of the other members of that family. Instruction in pedagogical techniques useful in ensemble/classroom instruction including baton technique, score analysis, rehearsal procedures, and techniques for adapting ensemble/solo arrangements to the steelpan/steelpan ensemble idiom. Prerequisite: MUCT134 Music Theory II. Sem. 1 EVEN years

**MUED425 Woodwind Techniques 2**

Private or group instruction on instruments of the Woodwind family. Primary emphasis on one instrument to gain basic proficiency, with exposure to problems and techniques of the other members of that family. Instruction in pedagogical techniques

useful in classroom instruction. Prerequisite: MUCT134 Music Theory II. Sem. 2 ODD years.

**MUED426 Brass Techniques 2**

Private or group instruction on instruments of the Brass family. Primary emphasis on one instrument to gain basic proficiency, with exposure to problems and techniques of the other members of that family. Instruction in pedagogical techniques useful in classroom instruction. Prerequisite: MUCT134 Music Theory II. Sem. 1 ODD years

**MUED427 Percussion Techniques 2**

Private or group instruction on instruments of the Percussion family. Primary emphasis on one instrument to gain basic proficiency, with exposure to problems and techniques of the other members of that family. Instruction in pedagogical techniques useful in classroom instruction. Prerequisite: MUCT134 Music Theory II. Sem. 2 EVEN years

**MUED428 String Techniques 2**

Private or group instruction on instruments of the String family. Primary emphasis on one instrument to gain basic proficiency, with exposure to problems and techniques of the other members of that family. Instruction in pedagogical techniques useful in classroom instruction. Prerequisite: MUCT134 Music Theory II. Sem. 1 EVEN years

**MUSIC EDUCATION and TECHNOLOGY**

**MUET132 Introduction to Music Technology 3**

This is an introductory course for all music majors. It is designed to give a broad overview of the main topics and issues encountered in the field of Music Technology and to examine their practical application for the musician. Topics covered include Essential Audio Theory, Principles of Sound, and Acoustics. Students will also be taught how to utilize computer notation, audio recording and sequencing software applications for music composition, arrangement and transcription. Basic music reading and keyboarding skills required. Sem. 2 ODD years.

**MUET202 Topics In \_\_\_\_\_** 1-3  
Selected specialized field of study taken for personal edification and development. Repeatable. Prerequisite: Consent of instructor.

**MUET231 Music Technology I** 3  
An introduction to the MIDI (Musical Instrument Digital Interface) protocol. Current applications are used to demonstrate relevant topics, including MIDI sequencing, recording, production, and arranging techniques. Use of the equipment and software will be demonstrated through various creative projects. Lab component is included. Prerequisite: MUET132 Introduction to Music Technology, MUCT134 Music Theory II.

**MUET232 Music Technology II** 3  
Prerequisite: MUET231  
A continuation of MUET232, this course focuses on conceptual and practical applications using advanced MIDI systems including various analog and digital synthesizers, samplers, computers, and MIDI programs. Emphasis will also be placed on synthesizer programming utilizing additive and subtractive synthesis, filter manipulation, voltage control amplifiers and ADSR generators. Use of the equipment and software will be demonstrated through various creative projects. Lab component is included.  
Prerequisite: MUET231 Music Technology I

**MUET402 Directed Study** 1-3  
Faculty-directed study on various topics in the field of Music Education and related disciplines. Open to music majors only. Prerequisite: Consent of instructor

## **MUSIC HISTORY and LITERATURE**

**MUHL202 Topics In \_\_\_\_\_** 1-3  
Selected specialized field of study taken for personal edification and development. Repeatable. Prerequisite: Consent of instructor

**MUHL220 Music Appreciation** 3  
An general introduction to music history, music literature and critical listening skills. A survey of musical forms, instruments of the orchestra, music

in national cultures and biographical sketches of composers is included. Sem. 1/2/3 ODD/EVEN years.

**MUHL231 Music History I (Ancient-1750)** 3  
Prerequisite: MUCT134  
Development of western music & cultural background, vocal&instrumentalformsandliteratureandcomposers from ancient till about 1750 (Baroque). Prerequisite: MUCT134 Music Theory II. Sem. 1 ODD/EVEN years.

**MUHL232 Music History II (1750-present)** 3  
Development of western music & cultural background, vocal & instrumental forms and literature and composers from 1750 to the present. Prerequisite: MUCT134 Music Theory II. Sem. 2 ODD/EVEN years.

**MUHL321 Caribbean and World Music** 2  
Study of the historical development of Caribbean music with emphasis on the social context of native, religious, and popular music. An introduction to the musical traditions from around the world with their socio-cultural contexts. Prerequisite: MUCT134 Music Theory II. Sem. 1 ODD years.

**MUHL402 Directed Study** 1-3  
Faculty-directed study on various topics in the field of Music Education and related disciplines. Open to music majors only. Prerequisite: Consent of instructor.

**MUHL432 Vocal/Instrumental Literature** 3  
Study of literature written for the emphasis instrument from elementary to advanced levels—literature review, bibliography.

## **MUSIC PERFORMANCE**

**MUPF111 Piano I** 1  
Course designed to develop functional keyboard skills for the non-piano major: intermediate repertoire, hymns, scales & arpeggios, basic improvisation, basic harmonization and accompanying, reading lead sheets, basic chord progressions and musical symbols. Sem. 1/2/3 ODD/EVEN years.

**MUPF112 Piano II** **1**  
Course designed to develop functional keyboard skills for the non-piano major: intermediate repertoire, hymns, scales & arpeggios, basic improvisation, basic harmonization and accompanying, reading lead sheets, basic chord progressions and musical symbols. Sem. 1/2/3 ODD/EVEN years.

**MUPF113 Piano III** **1**  
Course designed to develop functional keyboard skills for the non-piano major: intermediate repertoire, hymns, scales & arpeggios, basic improvisation, basic harmonization and accompanying, reading lead sheets, basic chord progressions and musical symbols. Sem. 1/2/3 ODD/EVEN years.

**MUPF114 Piano IV** **1**  
Course designed to develop functional keyboard skills for the non-piano major: intermediate repertoire, hymns, scales & arpeggios, basic improvisation, basic harmonization and accompanying, reading lead sheets, basic chord progressions and musical symbols. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-1 Applied Music: Voice** **1-2**  
Develop the ability to sing, especially in a vocal ensemble, by improving technique, musicianship, expression and other performance-related skills. Repertoire may be selected from the standard vocal repertoire or from the student's ensemble music, including the University Choir and Orchestra and other vocal ensembles. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF110-1 – 410-1 Performance Studies:  
Voice** **1-2**  
Performance Studies in voice is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the full-time faculty member in-charge, during the first week of classes. A minimum of 12 lessons and performance at a faculty jury exam are required. Students are also expected to perform in student recitals. Music Majors and Minors must attend Music Department sponsored recitals and approved concerts. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-2 Applied Music: Piano** **1-2**  
Instruction for pianists is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Recital attendance and performance required. Sem. 1/2/3 ODD/EVEN years.

**MUPF110-2 – 410-2 Performance studies: Piano** **1-2**  
Performance Studies in Piano is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge, during the first week of classes. A minimum of 12 lessons and performance at a faculty jury exam are required. Students are also expected to perform in student recitals. Music Majors and Minors must attend Music Department sponsored recitals and approved concerts. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-3 Applied Music: Steelpan** **1-2**  
Instruction for Steelpan is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF110-3 – 410-3 Performance Studies:  
Steelpan** **1-2**  
Performance Studies in Steelpan is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the full-time faculty member in-charge, during the first week of classes. A minimum of 12 lessons and performance at a faculty jury exam are required. Students are also expected to perform in student recitals. Music Majors and Minors must attend Music Department sponsored recitals and approved concerts. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-4 Applied Music: Guitar 1-2**

Instruction for Guitar is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF110-4 – 410-4 Performance studies: Guitar 1-2**

Performance Studies in Guitar is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the full-time faculty member in-charge, during the first week of classes. A minimum of 12 lessons and performance at a faculty jury exam are required. Students are also expected to perform in student recitals. Music Majors and Minors must attend Music Department sponsored recitals and approved concerts. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-5 Applied Music: Woodwinds 1-2**

Instruction for Woodwinds is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-5B Applied Music: Woodwinds – Bassoon 1-2**

Instruction for Bassoon is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-5C Applied Music: Woodwinds Clarinet/Bass Clarinet 1-2**

Instruction for Clarinet is offered with material and

performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-5F Applied Music: Woodwinds – Flute/Piccolo 1-2**

Instruction for Flute/Piccolo is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-5O Applied Music: Woodwinds – Oboe 1-2**

Instruction for Oboe is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-5S Applied Music: Woodwinds – Saxophone 1-2**

Instruction for Saxophone is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF110-5 – 410-5 Performance studies: Woodwinds 1-2**

Performance Studies in Woodwinds is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the full-time faculty member in-charge, during the first week of classes. A minimum of 12 lessons and performance at a faculty jury exam

are required. Students are also expected to perform in student recitals. Music Majors and Minors must attend Music Department sponsored recitals and approved concerts. May be repeated for credit. Note: MUPF110-410-8B – Bassoon; MUPF110-410-8C – Clarinet/Bass Clarinet; MUPF110-410-8F – Flute/Piccolo; MUPF110-410-8O – Oboe; MUPF110-410-8S – Saxophone. Sem. 1/2/3 ODD/EVEN years..

**MUPF100-6 Applied Music: Brass 1-2**

Instruction for Brass is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-6H Applied Music: Brass - Horn 1-2**

Instruction for French Horn is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-6L Applied Music: Brass - Low Brass 1-2**

Instruction for Low Brass instruments (Trombone, Euphonium/Baritone, Tuba) is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-6T Applied Music: Brass - Trumpet 1-2**

Instruction for Trumpet is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be

repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF110-6 – 410-6 Performance studies: Brass 1-2**

Performance Studies in Brass is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the full-time faculty member in-charge, during the first week of classes. A minimum of 12 lessons and performance at a faculty jury exam are required. Students are also expected to perform in student recitals. Music Majors and Minors must attend Music Department sponsored recitals and approved concerts. May be repeated for credit. Note: MUPF110-410-6H – Horn; MUPF110-410-8L – Low Brass; MUPF110-410-8T – Trumpet. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-7 Applied Music: Percussion 1-2**

Instruction for Percussion is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF110-7 – 410-7 Performance studies: Percussion 1-2**

Performance Studies in Percussion (mallet performance, drum set, and world percussion instruments) is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the full-time faculty member in-charge, during the first week of classes. A minimum of 12 lessons and performance at a faculty jury exam are required. Students are expected to perform in student recitals. Music Majors and Minors must attend Music Department sponsored recitals and approved concerts. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-8 Applied Music: Strings 1-2**

Instruction for Strings is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the

first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-8A Applied Music: Strings - Viola 1-2**

Instruction for Viola is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-8B Applied Music: Strings – String Bass/Electric Bass 1-2**

Instruction for String Bass/Electric Bass is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-8C Applied Music: Strings - Cello 1-2**

Instruction for Cello is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-8V Applied Music: Strings - Violin 1-2**

Instruction for Violin is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the faculty member in-charge during the first week of classes. A minimum of 12 lessons are required. Enrollment not open to students seeking a Music degree, major, or minor. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF110-8 – 410-8 Performance studies:**

**Strings 1-2**

Performance Studies in Strings is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the full-time faculty member in-charge, during the first week of classes. A minimum of 12 lessons and performance at a faculty jury exam are required. Students are also expected to perform in student recitals. Music Majors and Minors must attend Music Department sponsored recitals and approved concerts. May be repeated for credit. Note: MUPF110-410-8A – Viola; MUPF110-410-8B – String Bass/Electric Bass; MUPF110-410-8C – Cello; MUPF110-410-8V – Violin. Sem. 1/2/3 ODD/EVEN years.

**MUPF100-9 Applied Music: Organ 1-2**

Private organ study of intermediate to advanced level organ performance repertoire and studio class techniques. Each student enrolled in organ has 30 minutes private lesson each week, along with either Organ Performance Class or a Studio Class, which rotate on a bi-weekly basis. Organ students (Church Music majors) are required to perform twice a semester. Studio classes can take the format of a master class, lecture, or performance class within each individual studio. Sem. 1/2/3 ODD/EVEN years.

**MUPF110-9 – 410-9 Performance studies: Organ**

**1-2**

Performance Studies in Organ is offered with material and performance of increasing difficulty, as the student develops. Students must arrange instruction time with the full-time faculty member in-charge, during the first week of classes. A minimum of 12 lessons and performance at a faculty jury exam are required. Students are also expected to perform in student recitals. Music Majors and Minors must attend Music Department sponsored recitals and approved concerts. May be repeated for credit. Sem. 1/2/3 ODD/EVEN years.

**MUPF105 Jazz Improvisation 1**

Individual instruction for players interested in learning about jazz improvisation. Jazz theory, styles, compositions, and practice techniques are explored. Prerequisite: Consent of instructor.

**MUPF115 *Woodwind Ensemble*** 1  
Small ensemble of wind instruments (e.g. bassoon/ saxophone/ clarinet/ flute) performing traditional and contemporary wind band repertoire. Players will develop important musical skills, like sight-reading, listening, and the discipline required in ensemble playing. Membership is open to any student who qualifies through audition.

**MUPF117 *Brass Ensemble*** 1  
Small ensembles open to all players with an interest in brass chamber music. Groups play a variety of styles ranging from the traditional classical repertoire to more contemporary compositions. Prerequisite: Membership through audition.

**MUPF125 *Saxophone Ensemble*** 1  
Small saxophone ensemble that performs traditional and contemporary repertoire. Players will develop important musical skills, like sight-reading, listening, and the discipline required in ensemble playing. Membership is open to any student upon instructor recommendation.

**MUPF130 *University Chorale*** 1  
A choral performance course combining the vocal skills of a choral ensemble of 50-100 members. Related skills will include choral discipline, vocal training, individual vocal development, and general musicianship. No audition required.

**MUPF140 *Steel Ensemble*** 1  
Small ensemble that plays a variety of styles ranging from traditional classical repertoire to contemporary and modern compositions. Open to the general school public. Membership through audition. Sem. 1/2/3 ODD/EVEN years.

**MUPF150 *University Ringers*** 1  
Small ensemble for the study and performance of Handbell/Choir Chime literature. Players will develop Handbell/Chime ringing techniques as well as important musical skills, like sight-reading, listening, and the discipline required in ensemble playing. Membership is open to any student upon instructor recommendation. Additional uniform fees may be required. Sem. 1/2/3 ODD/EVEN years.

**MUPF155 *Small Group*** 1  
Small vocal ensemble for the study and performance of varied contemporary repertoire. Groups will perform regularly as part of the department's outreach activities and skills such as sight-reading, harmonization and listening will be developed. Membership is open to any student upon via audition. Additional uniform fees may be required. Sem. 1/2/3 ODD/EVEN years.

**MUPF160 *String Ensemble*** 1  
An ensemble of string players performing classical to 20th century literature. Players will develop important musical skills like sight-reading, listening, and the discipline required in ensemble playing. Membership through audition. Sem. 1/2/3 ODD/EVEN years.

**MUPF175 *Jazz Combo*** 1  
Small ensemble open to all players with an interest in jazz improvisation, including the development of the playing of small-group jazz. Jazz theory, styles, compositions, and practice techniques are explored. Prerequisite: Consent of instructor

**MUPF200 *Accompanying*** 3  
A practical course in collaborative piano accompanying. The accompanist attends all studio performance classes and develops the same technical skills as soloists. In addition, they must have knowledge of languages (year one of college level - German, Italian and French), diction, chamber music, vocal repertory, duo repertory, and sight-reading skills.

**MUPF202 *Topics In \_\_\_\_\_*** 1-3  
Selected specialized field of study taken for personal edification and development. Repeatable. Prerequisite: Consent of instructor.

**MUPF 225 *University Concert Band*** 1  
Large instrumental ensemble open to all qualified students by audition. The Concert Band performs music from all periods and styles, with an emphasis on significant wind music for small and large wind band. Uniform purchase required. Sem. 1/2 ODD/ EVEN years.

**MUPF230 University Choir and Orchestra 0-1**

A large ensemble of 50-100 choral members with live orchestra. Open to all interested students by audition. The group rehearses and performs a variety of music. A major tour during the school year is required. Course may be repeated for credit. Additional uniform fees may be required. Sem. 1/2 ODD/EVEN years.

**MUPF235 University Singers 1**

An advanced choral group of 20-25 members whose repertoire consists of standard choral works (classical, folksongs, anthems, hymn arrangements, etc.); course offers extensive development of performance skills in choral training: sight-singing, vocal techniques, aural skills, musicianship. The choir undertakes a minimum of one concert tour per academic year. Entry by audition. Additional uniform fees may be required. Sem. 1/2 ODD/EVEN years.

**MUPF240 University Steel Orchestra 1**

A large steelpan ensemble open to all qualified students by audition. Repertoire chosen from all periods with an emphasis on Caribbean musical forms written for steel orchestra. Studies will also include sight-reading, rehearsal and performance techniques, discipline, and general musicianship. Additional uniform fees may be required. Sem. 1/2 ODD/EVEN years.

**MUPF260 University Symphony Orchestra 1**

The University Symphony Orchestra performs a range of significant orchestral literature. Repertoire includes music for chamber orchestra as well as full orchestra. Open to all qualified students by audition. Uniform purchase required. Sem. 1/2 ODD/EVEN years.

**MUPF275 University Jazz Band 1**

Large Big Band Jazz ensemble format (saxes, trumpets, trombones, and rhythm). Rehearses and performs historical and contemporary styles. Membership is open to any student via audition. Additional uniform fees may be required. Sem. 1/2 ODD/EVEN years.

**MUPF280 Choral Union 1**

This musical group is comprised primarily of Music

Majors and Minors as well as Applied Music and Performance Studies students. A public performance of major choral works is given each semester. May be repeated for credit. Sem. 1/2 ODD/EVEN years.

**MUPF285 Women's Choir 1**

Women's Choir is open by audition to all interested students. The group will rehearse and perform a variety of music. Skills developed will include choral discipline, vocal training, individual vocal development, and general musicianship. Several performances throughout the school year will be required. May be repeated for credit. Additional uniform fee may be required. Sem. 1/2 ODD/EVEN years.

**MUPF290 Male Chorale 1**

Male Chorale is open by audition to all interested students. The group will rehearse and perform a variety of music. Skills developed will include choral discipline, vocal training, individual vocal development, and general musicianship. Several performances throughout the school year will be required. May be repeated for credit. Additional uniform fee may be required. Sem. 1/2 ODD/EVEN years.

**MUPF311 Diction for Singers I 1**

Singers' diction in English and German and Italian, Latin, and French (level I) utilizing the International Phonetic Alphabet. Sem. 1 ODD years.

**MUPF312 Diction for Singers II 1**

Singers' diction in English and German and Italian, Latin, and French (level II) utilizing the International Phonetic Alphabet. Sem. 2 EVEN years.

**MUPF315 Junior Recital 1**

A vocal or instrumental solo/collaborative recital on a major instrument of study lasting 30 minutes, performed in the Junior year. Performance majors are required to pass Junior Recital in order to qualify for senior status in the bachelors programme. Non-performance majors are required to prepare 10-15 minutes of repertoire and performance majors, 20-30 minutes. Prerequisite: Consent of instructor. Sem. 1 ODD/EVEN years.

**MUPF402 Directed Study 1-3**

Faculty-directed study on various topics in the field of Music Performance and related disciplines. Open to music majors only. Prerequisite: Consent of instructor.

**MUPF415 Senior Recital 1**

A vocal or instrumental solo recital on a major instrument of study performed in the last semester of study. Requires faculty approval; graduation is based on the successful completion of Senior Recital. Non-performance majors are required to prepare 20-30 minutes of repertoire and performance majors 45-60 minutes. Prerequisite: MUPF315 Junior Recital. Sem. 2 ODD/EVEN years.

**MUPF420 Music Theatre Workshop 2**

Rehearsal and performance of operatic scenes, repertoire, and stage movement. Also open to non-music students who pass audition. Course ends with an actual stage performance. Sem. 1/2 ODD/EVEN years.

**SACRED MUSIC**

**MURE202 Topics In \_\_\_\_\_ 1-3**

Selected specialized field of study taken for personal edification and development. Repeatable. Prerequisite: Consent of instructor.

**MURE232 Christian Music and Worship 3**

This course seeks to provide the student with tools to function as church music leader/minister. The course will trace the development of Christian church music through the centuries with special emphasis on biblical principles that guide the use of music in worship. In addition, the course prepares students to be able to design, implement, and administer a church music program inclusive of various ensembles. Sem. 2 ODD years.

**MURE430 Church Music and Hymnology 3**

This course is designed to aid the student in understanding the purpose of music, its influence and power, and the need for its study in preparation for a more effective music ministry in the church. More specifically, students will gain understanding of how

the hymn works musically, educationally, theologically, and scripturally. This is a practical face-to-face course involving student participation in singing, conducting hymns, planning musical programmes etc. Prerequisite: None. Sem. 1 ODD years.



# **School of Science, Technology and Allied Health**

## SCHOOL OF SCIENCE, TECHNOLOGY AND ALLIED HEALTH

DEAN (Ag): Emmanuel Antwi, Ph.D.

CHAIRPERSONS:  
Emmanuel Antwi, Ph.D.  
Biological Sciences

Lesley Lewis-Alleyne, Ph.D.  
Chemical and Physical Sciences

George Mubita, M.Sc.  
Computing, Mathematics and Technology

Claudette Mitchell, Ph.D. R.D.  
Family and Consumer Sciences

DIRECTOR:  
Phyllis Woolford, M.Sc.  
Nurse Education

### MISSION STATEMENT

The School of Sciences, Technology and Allied Health is dedicated to seeking and applying knowledge in its disciplines, and communicating scientific understanding to students, peers and the community served.

### VISION STATEMENT

The School of Sciences, Technology and Allied Health, will be recognized as a regional Centre of Excellence in teaching and scholarship.

### GOALS

- The School seeks to provide a strong foundation on which students build their foundation for careers in Science, Technology, Engineering and Mathematics (STEM) and provides a platform for graduate and medical school.
- The School serves to educate men and women for worldwide leadership and service by integrating academic excellence and Christian commitment.
- The School seeks to present science as man's "intellectual tool", the gift of a skilful and provident Creator.

## PROGRAMMES

Associate of Science in Computer Information System

Associate of Science in Premedical Studies

Bachelor of Science in Biology

- Emphases: Biomedical Science, Zoology

Bachelor of Science in Computing

- Emphasis: Software Systems

Bachelor of Science in Family and Consumer Sciences

Bachelor of Science in Nutrition and Dietetics

Minor:

- Food and Nutrition

Bachelor of Science in Nursing

Minors:

- Biology
- Chemistry
- Computer Information Systems
- Mathematics

## GENERAL EDUCATION REQUIREMENTS FOR BACCALAUREATE DEGREE – BIOLOGICAL SCIENCES

|   |                     |
|---|---------------------|
| <b>a. Religion</b>                            | <b>(12 credits)</b> |
| RELT100 God and Human Life                    | 3                   |
| Select three of the following:                | 9                   |
| RELB210 Jesus in His Time and Ours            | 3                   |
| RELT250 Personal Spirituality and Faith       | 3                   |
| RELG360 Topics: World Religions               | 3                   |
| OR  |                     |
| RELT340 Religion and Ethics in Modern Society | 3                   |

Note: Students must take one religion course each school year or school year equivalent. A transfer student must take one course per year of residency, or full-time equivalent at USC or other Seventh-day Adventist College or University. A part-time student must take one religion course for every 30 hours completed on a part-time basis.

|   |                     |
|---|---------------------|
| <b>b. Arts/Humanities/Philosophy</b>                | <b>(07 credits)</b> |
| HIST104 OR HIST105 World Civilizations I, II (3, 3) |                     |
| OR  |                     |
| HIST147 West Indian History                         | 3                   |

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

IDSC205 Introduction to Fine Arts 2  
OR

MUHL220 Music Appreciation 2  
OR

Select two credits from Ensemble or Applied Music

MUPF225 University Concert Band 1

MUPF230 University Choir and Orchestra 1

MUPF235 University Singers 1

MUPF240 University Steel Orchestra 1

MUPF285 Women's Choir 1

MUPF290 Male Chorale 1

MUPF100 Applied Music 1

**Note// Students MUST select two (2) credits using the same course acronym in order to fulfill the requirement for this area.**

EDTE354 Philosophy for Education 2

**c. Social Sciences (03 credits)**

PSYC101 Introduction to Psychology 3

**d. Language and Communication (12 credits)**

COMM104 Communication Skills 3

(Must be completed in the first or second year)

ENGL125 Academic Writing I 3

ENGL225 Academic Writing II 3

Foreign Language 3

**Select one course from:**

SPAN101 Conversational Spanish 3

FREN101 Conversational French 3

**e. Science (00 credits)**

Biological Science Majors fulfil this requirement within their Core.

**f. Mathematics (00 credits)**

Biological Science Majors fulfil this requirement within their Cognate

**g. Technology (03 credits)**

CPTR100 Introductory Computer Tools 3

**h. Health and Wellness (04 credits)**

HLED220 Community and Environmental Health 3

Select one course from: 1

PEAC110 Personal Physical Fitness 1

PEAC130 Special Activities: \_\_\_\_\_ 1

**i. Service (02 credits)**

BHSC100 Philosophy of Service 00

Biological Science Majors fulfil this requirement within their Emphasis

**j. Vocational/Career Planning (02 credits)**

IDSC110 College Success and Career Planning 1

**Select one course from: 1**

TCED285 Upholstery 1

HMEC129 Social and Professional Ethics 1

**TOTAL (45 Credits)**

**DEPARTMENT OF BIOLOGICAL SCIENCES**

**MISSION STATEMENT**

The mission of the Department of Biological Sciences is to help students appreciate and understand nature from a Christian perspective; to develop a scholarly approach to the study of biological information; and to prepare students for careers in areas such as medicine, research and related fields.

**MOTTO**

Changing the World – One Cell at a Time

**DEPARTMENT OBJECTIVES**

The Department will help students achieve its mission by providing an environment that will allow them to:

- Develop a deeper understanding of God the Creator, nature and themselves.
- 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.

## PROGRAMMES

- Bachelor of Science in Biology  
Emphases: Biomedical and Zoology  
Minor: Biology

### BACHELOR OF SCIENCE IN BIOLOGY (BIOMEDICAL EMPHASIS)

#### General Degree Requirements

|  |                   |
|--|-------------------|
| A. General Education Requirements                  | 45                |
| B. Courses required for the Biology Core           | 22                |
| C. Courses required for the Emphasis in Biomedical | 33                |
| D. Courses required for the Cognate                | <u>27</u>         |
| <b>TOTAL</b>                                       | <b><u>127</u></b> |

#### **A. General Education Requirements (45 credits)**

#### **B. Courses required for the Biology Core (22 credits)**

|  |   |
|--|---|
| BIOL165 Foundations of Biology I             | 4 |
| BIOL166 Foundations of Biology II            | 4 |
| BIOL348 General Ecology                      | 3 |
| BIOL373 Cellular and Molecular Biology       | 3 |
| BIOL374 Genetics                             | 3 |
| BIOL449 Historical and Philosophical Biology | 3 |
| BIOL453 Research Methods I                   | 1 |
| BIOL454 Research Methods II                  | 1 |

#### **C. Courses required for the Emphasis (33 credits)**

Select 33 credits from the list of courses below

Choose one course from the following:

|                               |   |
|-------------------------------|---|
| BCHM421 Biochemistry          | 4 |
| BCHM423 Clinical Biochemistry | 4 |

Choose one course from the following:

|                          |   |
|--------------------------|---|
| BIOL302 Biostatistics    | 2 |
| ZOOL316 Human Embryology | 2 |

Choose one course from the following:

|                             |   |
|-----------------------------|---|
| BIOL375 Microbiology        | 3 |
| BIOL475 Biology of Bacteria | 3 |

Choose one course from the following:

|                    |   |
|--------------------|---|
| BIOL380 Hematology | 3 |
| BIOL417 Immunology | 3 |

Choose one course from the following:

|                      |   |
|----------------------|---|
| BIOL392 Epidemiology | 3 |
|----------------------|---|

|                      |   |
|----------------------|---|
| ZOOL425 Parasitology | 3 |
|----------------------|---|

Choose one course from the following:

|                       |   |
|-----------------------|---|
| BIOL460 Human Anatomy | 3 |
| ZOOL465 Histology     | 3 |

Choose one course from the following:

|                        |   |
|------------------------|---|
| BIOL420 Pharmacology   | 3 |
| BOT 349 Medical Botany | 3 |

Complete all courses listed below:

|                                       |   |
|---------------------------------------|---|
| BIOL495 Independent Reading /Research | 2 |
| BIOL499 Internship                    | 2 |
| ZOOL464 Systems Physiology            | 4 |
| BOT475 Plant Physiology               | 4 |

#### **D. Courses required for the Cognate (27 credits)**

|  |   |
|--|---|
| CHEM 131 General Chemistry I             | 4 |
| CHEM 132 General Chemistry II            | 4 |
| CHEM 231 Organic Chemistry I             | 3 |
| CHEM 232 Organic Chemistry II            | 3 |
| CHEM 241 Organic Chemistry Laboratory I  | 1 |
| CHEM 242 Organic Chemistry Laboratory II | 1 |
| PHYS 141 General Physics I               | 4 |
| PHYS 142 General Physics II              | 4 |
| MATH 167 Pre-calculus Trigonometry       | 3 |

### 2. BACHELOR OF SCIENCE IN BIOLOGY (ZOOLOGY EMPHASIS)

#### General Degree Requirements

|   |                   |
|---|-------------------|
| A. General Education Requirements               | 45                |
| B. Courses required for the Biology Core        | 22                |
| C. Courses required for the Emphasis in Zoology | 33                |
| D. Courses required for the Cognate             | <u>27</u>         |
| <b>TOTAL</b>                                    | <b><u>127</u></b> |

#### **A. General Education Requirements (45 credits)**

#### **B. Courses required for the Biology Core (22 credits)**

|  |   |
|--|---|
| BIOL165 Foundations of Biology I       | 4 |
| BIOL166 Foundations of Biology II      | 4 |
| BIOL348 General Ecology                | 3 |
| BIOL373 Cellular and Molecular Biology | 3 |

|  |   |
|--|---|
| BIOL374 Genetics                             | 3 |
| BIOL449 Historical and Philosophical Biology | 3 |
| BIOL453 Research Methods I                   | 1 |
| BIOL454 Research Methods II                  | 1 |

**C. Courses required for the Emphasis(33 credits)**

*Select 33 credits from the list of courses below*

*Choose one course from the following:*

|                             |   |
|-----------------------------|---|
| BIOL475 Biology of Bacteria | 3 |
| BIOL375 Microbiology        | 3 |

*Choose one course from the following:*

|                          |   |
|--------------------------|---|
| BIOL487 Biogeography     | 3 |
| ZOOL484 Animal Behaviour | 3 |

*Choose one course from the following:*

|                            |   |
|----------------------------|---|
| ZOOL315 Animal Development | 3 |
| ZOOL459 Entomology         | 3 |

*Choose one course from the following:*

|                      |   |
|----------------------|---|
| ZOOL425 Parasitology | 3 |
| ZOOL465 Histology    | 3 |

*Complete all courses listed below:*

|  |   |
|--|---|
| BIOL460 Human Anatomy                  | 3 |
| BIOL495 Independent Reading /Research  | 2 |
| BIOL499 Internship                     | 2 |
| BOT470 Plant Physiology                | 4 |
| BOT475 Biodiversity of Vascular Plants | 4 |
| ZOOL316 Human Embryology               | 2 |
| ZOOL464 Systems Physiology             | 4 |

**D. Courses required for the Cognate (27 credits)**

|   |   |
|---|---|
| CHEM131 General Chemistry I             | 4 |
| CHEM132 General Chemistry II            | 4 |
| CHEM231 Organic Chemistry I             | 3 |
| CHEM232 Organic Chemistry II            | 3 |
| CHEM241 Organic Chemistry Laboratory I  | 1 |
| CHEM242 Organic Chemistry Laboratory II | 1 |
| PHYS141 General Physics I               | 4 |
| PHYS142 General Physics II              | 4 |
| MATH167 Pre-Calculus Trigonometry       | 3 |

**3. MINOR IN BIOLOGY (22 credits)**

Students who have completed the set of twenty-two (22) credits of Biology courses outlined below will be eligible for a Minor in Biology.

|  |   |
|--|---|
| BIOL165 Foundations of Biology I             | 4 |
| BIOL166 Foundations of Biology II            | 4 |
| BIOL449 Historical and Philosophical Biology | 3 |
| ZOOL316 Human Embryology                     | 2 |

*Select nine (9) credits from the list of courses below (9 credits)*

*Choose one course from the following:*

|                             |   |
|-----------------------------|---|
| BIOL475 Biology of Bacteria | 3 |
| BOT468 Marine Botany        | 3 |

*Choose one course from the following:*

|                            |   |
|----------------------------|---|
| ZOOL315 Animal Development | 3 |
| ZOOL459 Entomology         | 3 |

*Choose one course from the following:*

|                          |   |
|--------------------------|---|
| BIOL487 Biogeography     | 3 |
| ZOOL484 Animal Behaviour | 3 |

**Note: Students intending to teach biology in secondary schools within Trinidad and Tobago are required to include the following courses within their programme: BIOL375, ZOOL464, BOT470 and BCHM421.**

Zoology Students intending to graduate with minor in Chemistry must take

|                      |   |
|----------------------|---|
| BCHM421 Biochemistry | 1 |
|----------------------|---|

Biomedical students intending to graduate with minor in Chemistry must take

BCHM421 or BCHM422

**GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE OF SCIENCE DEGREE IN PREMEDICAL STUDIES**

**a. Religion (06credits)**

|   |   |
|---|---|
| RELT100 God and Human Life                    | 3 |
| RELT340 Religion and Ethics in Modern Society | 3 |

**c. Social Sciences (09 credits)**

PSYC101 Introduction to Psychology 3

**Note: This requirement must be completed within the first year of study.**

BHSC220 An Interdis. Approach to Contemp. Social Issues 3

PSYC460 Psychology of Abnormal Behaviour 3

**d. Language and Communication (06 credits)**

ENGL125 Academic Writing I 3

ENGL225 Academic Writing II 3

**e. Science (00 credits)**

Note: Students will fulfil this requirement within their Core.

**f. Mathematics (03 credits)**

STAT120 Introduction to Statistics for Social Sciences 3

**TOTAL (24 Credits)**

**ASSOCIATE OF SCIENCE DEGREE IN  
PREMEDICAL STUDIES**

**General Degree Requirements**

A. General Education Requirements 24

B. Courses required for the Pre-Medical 35

C. Biological Courses 22

**TOTAL 81**

**B. Courses required for the Pre-Medical  
(35 credits)**

BIOL165 Foundations of Biology I 4

BIOL166 Foundations of Biology II 4

CHEM131 General Chemistry I 4

CHEM132 General Chemistry II 4

CHEM231 Organic Chemistry I 3

CHEM232 Organic Chemistry II 3

CHEM241 Organic Chemistry Lab I 1

CHEM242 Organic Chemistry Lab II 1

PHYS141 General Physics I 4

PHYS142 General Physics II 4

PSYC212 Methods of Social Research I 3

**Biology Course (22 credits)**

BIOL302 Biostatistics 2

BIOL373 Cellular and Molecular Biology 3

BIOL374 Genetics 3

BIOL375 Microbiology 3

BIOL460 Human Anatomy 3

ZOOL464 Systems Physiology 4

BCHM423 Clinical Biochemistry 4

**COURSES CREDITS**

Students must earn a minimum grade of C in all prerequisites.

**BIOLOGY**

**BIOL091 Preliminary Biology I N/C**

BIOL091 is the first part of a two-semester course and provides basic preparation towards Zoology and Botany content so as to give students some background in biological principles. This first part consists of four units: The Principles of Cellular Life (Chemical and Cellular Biology), Genetics, The Principles of Evolution, and The Diversity of Life. This course cannot be taken for credit by Biology Majors but can be used as a pre-requisite for BIOL092 in the absence of the external requirement.

Weekly: three lectures and one 2-hour lab.

**BIOL092 Preliminary Biology II N/C**

Prerequisite: BIOL091

BIOL092 is the second part of a two-semester course that provides basic preparation towards Zoology and Botany content so as to give students some background in biological principles. This second part consists of three units: Plant Anatomy and Physiology, Animal Anatomy and Physiology, and Ecology. This course cannot be taken for credit by Biology Majors but can be used along with BIOL091, as a pre-requisite for BIOL165 in the absence of the external requirement.

Weekly: three lectures and one 2-hour lab.

**BIOL107 Concepts of Environmental Science 3**

Concepts of Environmental Science is an online class designed for students that do not have a prior knowledge of science. It provides them with the

scientific knowledge and understanding that is needed to review environmental issues more objectively. Basic ecological principle, the interrelationships of the natural world, and the application of ecological principles to human activities from a global perspective are covered. Class assignments deal with contemporary environmental issues, maintaining a sustainable environment, and developing positive environmental ethics and Christian stewardship. There is no lab component for this class.

**BIOL111 Anatomy and Physiology I 4**

This course deals with the study of cell biology, functional anatomy and control of each organ system of the human being. This course is required for Nursing and Allied Health Majors but can also be taken to satisfy the general education science requirement for non-science majors. Weekly: three lectures and one 3-hour lab.

**BIOL112 Anatomy and Physiology II 3**

Prerequisite: BIOL111

This is the second of a two-part course on cell biology, functional anatomy and organ system control in human beings.

This course is required for Nursing and Allied Health Majors. Weekly: two lectures and one 3-hour lab.

**BIOL165 Foundations of Biology I 4**

Prerequisite: BIOL092 or CSEC Biology Grade I-II or its equivalent

BIOL165 is the first part of the two-semester foundation course, which provides students with general content in Zoology and Botany, and is designed to form the platform for students majoring in Biology. The course consists of six units: Introduction to Biology, Biochemistry, Cell Biology, Bioenergetics, Genetics, and Evolution. The course is a core requirement for Freshman Biology Majors. Weekly: four lectures and one 3-hour lab.

**BIOL166 Foundations of Biology II 4**

Prerequisite: BIOL165

BIOL166 is the second part of the two-semester foundation course, which provides students with general content in Zoology and Botany, and is designed to form the platform for students majoring in Biology. The course introduces students to classroom

and laboratory studies of The Structure and Life Processes of Plants and Animals, The Diversity of the Plant and Animal Kingdom, and The Concepts of Ecology and Animal Behaviour. This course is also a core requirement for Freshman Biology Majors.

Weekly: four lectures and one 3-hour lab.

**BIOL208 Principles of Environmental Science 4**

BIOL208 is 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. Laboratory exercises include a mix of field trips and experiments. This course may be used to fulfil the general education science requirement for non-science majors. Weekly: three lectures and one 3-hour lab.

**BIOL245 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. This course may be used to fulfil the general education science requirement for non-science majors. Weekly: two lectures and one 3-hour lab.

**BIOL260 General Microbiology 4**

This course includes the study of the history, morphology, classification, control, growth, transmission, and pathogenicity of selected bacteria, viruses, rickettsia, fungi, and parasites. It covers the nature of host defences against pathogens, including the acquisition of specific immunity and immune disorders. This course cannot be taken for credit by Biology Majors. Weekly: three lectures and one 3-hour lab.

**BIOL302 Biostatistics 2**

This course introduces statistical concepts and analytical methods as applied to data encountered in biomedical sciences. It emphasizes the basic concepts of experimental design, quantitative analysis of data, and statistical inferences. Topics include probability theory and distributions; population parameters and their sample estimates; descriptive statistics for central tendency and dispersion; hypothesis testing and confidence intervals for means, variances, and proportions;

the chi-square statistic; categorical data analysis; linear correlation and regression model; analysis of variance; and nonparametric methods. The course provides students a foundation to evaluate information critically to support research objectives and product claims and a better understanding of statistical design of experimental trials for biological products/devices. Weekly: two lectures.

**BIOL348 General Ecology 3**

Prerequisite: BIOL166

BIOL348 is a study of the ecology principles as applied to individuals, populations, communities, and ecosystems' levels of organisation. Labs feature the characterization of ecological systems using standard field and lab techniques. Weekly: two lectures and one 3-hour lab.

**BIOL373 Cellular and Molecular Biology 3**

Prerequisites: BIOL166, CHEM132

BIOL371 covers the basic properties of cells and cell organelles. This course examines properties of differentiated cell systems and tissues and how cells produce energy and photosynthesize. Cell organelles are studied to determine how cells function in harmonious ways while molecular biology examines how genetic information is passed on and how genes create and control the structure of living cells. Weekly: two lectures and one 3-hour lab.

**BIOL374 Genetics 3**

Prerequisite: BIOL371

BIOL372 provides an in-depth, background in all areas of classic Mendelian genetics, population and evolutionary genetics and molecular genetics. The final goal for the student who successfully completes this course is to be conversant in all areas of genetics. Weekly: two lectures and one 3-hour lab.

**BIOL375 Microbiology 3**

Prerequisite: BIOL166

BIOL375 is designed to convey general concepts, methods, as well as applications of microbiology and the role of microorganisms in the environment and in human disease. Topics include: immunology, bacteriology, virology, and mycology; the morphology, biochemistry, and physiology of microorganisms including bacteria, viruses, and fungi; the diseases

caused by these microorganisms and their treatments, and the immunologic, pathologic, and epidemiological factors associated with diseases. The laboratory component of the course provides first hand experiences that informs, illustrates, expands, and reinforces major concepts discussed in lecture. Weekly: two lectures and one 3-hour lab.

**BIOL380 Hematology 3**

Prerequisite: BIOL166

The structure and function of blood cells, mechanisms and disorders of blood clotting, the use of blood typing and transfusion, detection and the treatment of hematological disorders. Discussion of all major blood group systems, antibody characteristics and problems, accepted use of blood components, donor screening, evaluation of transfusion reactions, and prenatal testing. Weekly: 2 lectures and one 3-hour lab.

**BIOL392 Epidemiology 3**

Prerequisite: BIOL166

The course introduces students to the field of epidemiology, emphasizing methods for assessing factors associated with the distribution and etiology of health and disease, with emphasis on current, real-world health issue. Weekly: 2 lectures and one 3-hour lab.

**BIOL417 Immunology 3**

Prerequisite: BIOL166

An introduction to the organisation and function of the immune system including the basic properties of hormonal and cell-mediated immune responses, the reactions or antigens and antibodies, the cellular and molecular basis of immunity and changes in the immune system in response to selected diseases. Weekly: 2 lectures and one 3-hour lab.

**BIOL420 Pharmacology 3**

Prerequisite: BIOL166

General principles of drug action, drugs acting on the autonomic nervous system, and drugs used in treating infectious diseases and cancer. The mode of action, pharmacogenetics, physiologic effects, therapeutic indications, and adverse reactions to these drugs. Weekly: 2 lectures and one 3-hour lab.

**BIOL449 Historical and Philosophical Biology 3**

BIOL449 involves the examination of biological, paleontological, and geological concepts central to the study of historical events in biological systems. The course considers the interactions of data, theories, and extra scientific concepts in historical biology, within the particular context of a biblical world-view. Weekly: three lectures.

**BIOL453 Research Methods I 1**

This course draws together all the processes involved in biological research: hypothesis development, hypothesis testing, and communication of results. Students learn quantitative and qualitative methods of analysis using proprietary (e.g., Microsoft Excel).

**BIOL454 Research Methods II 1**

Prerequisite: BIOL453

An introduction to scientific research with a focus on data analysis. Topics include scientific epistemology, hypothesis formation, probability, normal distributions, sampling, descriptive statistics, graphing, statistical inference, t-tests, analysis of variance, correlation, linear regression, and chi-square.

**BIOL460 Human Anatomy 3**

Prerequisite: BIOL166

Human Anatomy is designed for the development of an understanding of the human body. Students will learn the anatomical position, terms, planes, and region pertaining to the human body. A regional approach will be used to cover the following seven topics: general concepts, upper extremity, head and neck, back, thorax, abdomen and pelvis, and lower extremity. Weekly: 2 lectures and one 3-hour lab.

**BIOL475 Biology of Bacteria 3**

Prerequisite: BIOL166

BIOL475 is the study of the properties of bacteria and illustrates their functions and relationships with other living systems. Topics include Structure and Function, Classification, and Interaction with the Environment. Weekly: three lectures and one 3-hour lab.

**BIOL487 Biogeography 3**

Prerequisite: BIOL166

BIOL487 is a study of the distribution of plants and animals in relation to their environment, and includes

consideration of major biogeography regions of the world, as well as the role of distribution in adaptive change and diversification of life in the past and present. Weekly: three lectures and one "Conference Period"

**BIOL495 Independent Readings/Research 2**

Prerequisite: Approval by Chair

Independent readings or research in biology is done through selection of a topic for literature or laboratory research, which is approved by the Chair and carried out under the direction of a member of faculty. Weekly: As agreed with faculty supervisor.

**BIOL499 Internship 2**

Prerequisites: BIOL372, Junior standing or above, approval by Chair

Internships with participating organisations provide students with the opportunity to gain valuable work experience and/or research exposure in their field of study. This practicum course is designed to encourage students to utilize the acquired knowledge and skills toward real life situations, and are approved by the Chair and carried out under the direction of a member of faculty. The internships provide learning opportunities and additional skills that may not be readily available in the normal courses. Weekly: As agreed with faculty supervisor.

**BOT349 Medical Botany 3**

Prerequisite: BIOL166

An integrated study of medicinal plants, exploring botanical structure, products, taxonomical identification of medicinal plants, the historical and cultural uses in relation to therapeutic applications, pharmaceutical products, psycho-activity and toxicity of plants products; human anatomy, health and impacts of medicinal plants. Weekly: 2 Lecture and one 3-hour lab.

**BOT468 Marine Botany 4**

Prerequisite: BIOL166

BOT468 is a systematic study and survey of marine plants, with emphasis on tropical marine species. This course includes a special project, the details of which are determined through consultation with the Course Lecturer. Weekly: three lectures and one 3-hour lab.

**BOT470 Plant Physiology** 3

Prerequisite: BIOL166

BOT470 is a study of plant functions and includes Water Relations, Metabolic Pathways, Growth Regulators, and Photo-morphogenesis. Weekly: three lectures and one 3-hour lab.

**BOT475 Biodiversity of Vascular Plants** 3

Prerequisite: BIOL166

BOT475 is the taxonomic and morphological study of vascular plants, with particular emphasis on plants that are found within Trinidad and Tobago. Weekly: three lectures and one 3-hour lab, and may include field trips.

**ZOOL315 Animal Development** 3

Prerequisite: BIOL166

ZOOL315 is a study of the cellular and tissue-level events that result in the development of integrated organisms. Vertebrate development is emphasized in using frog and chicken models. Weekly: two lectures and one 3-hour lab.

**ZOOL316 Human Embryology** 2

Prerequisite: BIOL166

Acquaints students with the process of human development and embryology. Weekly: two lectures.

**ZOOL425 Parasitology** 3

Prerequisite: BIOL166

ZOOL425 focuses on "common parasites" that affect humans and animals, with particular attention given to the ecological factors that are related to host-parasite contact, pathogenicity and pathology, as well as treatment and effect on parasitized populations. Weekly: two lectures and one 3-hour lab.

**ZOOL454 Vertebrate Zoology** 3

Prerequisite: BIOL166

ZOOL454 covers the various specialties of Vertebrate Biology, to include Herpetology, Ornithology, and Mammalogy. Weekly: two lectures and one lab.

**ZOOL459 Entomology** 3

Prerequisite: BIOL166

ZOOL459 is the study of the fundamental aspects of insect biology, with emphasis on the anatomy, physiology, behaviour, life cycles, ecology and the

impact of insects on other organisms. Weekly: two lectures and one lab.

**ZOOL464 Systems Physiology** 4

Prerequisite: BIOL373

Co-requisite: CHEM132

ZOOL464 is the study of functional processes used by animals in adjusting to their external environment and controlling their internal environment. Labs involve first-hand analysis of selected aspects of major functional systems. Weekly: three lectures and one lab.

**ZOOL465 Histology** 3

Prerequisites: BIOL166, BIOL373

ZOOL465 is the study of the microscopic anatomy, cytology, and the ultrastructure of tissues and organ systems, to include their correlation with functionalities. Emphasis is placed on the "normal" tissues of vertebrates. Weekly: two lectures and one 3-hour lab.

**ZOOL484 Animal Behaviour** 3

Prerequisite: BIOL166

ZOOL484 is the study of the behaviour of animals, to include considerations of social interactions, learning processes, instinct and motivation. Experimental methods examine the behaviour patterns that are characteristic of various species. Weekly: two lectures and one 3-hour lab.

## **DEPARTMENT OF CHEMICAL AND PHYSICAL SCIENCES**

### **MISSION STATEMENT**

The mission of the Department of Chemical and Physical Sciences is to lead students to an ever deeper understanding and appreciation for Chemistry and Physics; 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 their chosen vocation.

### **MOTTO**

Changing the World – One Atom at a Time

## DEPARTMENT OBJECTIVES

The Department Chemical and Physical Sciences 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.
- lead students to develop a lifestyle of high moral and ethical standards.
- lead students to make informed decisions where chemical principles impinge on their personal quality of life or that of their community.
- equip students to embark on training/studies which require a base of chemical knowledge.
- broaden students' options by offering a minor in Chemistry.

The Department primarily offers courses in support of the B.S. Degree in Biology, Nursing, and Nutrition, as well as the General Education Science Requirements for non-science Majors.

## PROGRAMME

- Minor in Chemistry

**Note: Students who have completed the set of twenty (20) credits of Chemistry courses outlined below will be eligible for a Minor in Chemistry.**

| <b>Chemistry Minor</b>                  | <b>(20 credits)</b> |
|---|---------------------|
| CHEM131 General Chemistry I             | 4                   |
| CHEM132 General Chemistry II            | 4                   |
| CHEM231 Organic Chemistry I             | 3                   |
| CHEM232 Organic Chemistry II            | 3                   |
| CHEM241 Organic Chemistry Laboratory I  | 1                   |
| CHEM242 Organic Chemistry Laboratory II | 1                   |

**Choose one course from the following:**

|                               |   |
|-------------------------------|---|
| BCHM421 Biochemistry I        | 4 |
| BCHM423 Clinical Biochemistry | 4 |
| CHEM200 Quantitative Analysis | 4 |

## COURSES

## CREDITS

**Students must earn a minimum grade of C- in all prerequisites.**

## CHEMISTRY

### **BCHM120 Introduction to Biological Chemistry 4**

Prerequisite: CHEM110 or CSEC Chemistry Grade I-III or equivalent

BCHM120 is the study of basic concepts in biochemistry such as the structures of biological molecules, their functions, metabolic and biochemical pathways, to include their roles in energy generation and regulation. This course is primarily intended for Nursing, Dietetics, and Allied Health students and cannot be taken for credit by Biology Majors.

Weekly: three lectures and one 4-hour lab.

### **BCHM421 Biochemistry I 4**

Prerequisite: CHEM232

BCHM421 is the study of fundamental principles for enzyme kinetics and mechanisms, based on the structure and chemistry of biomolecules, to include: amino acids, carbohydrates, lipids, proteins, nucleotides, nucleic acids, and biological membranes.

Weekly: four lectures.

### **BCHM423 Clinical Biochemistry 4**

Prerequisites: BIOL165, CHEM232, CHEM242

Broad survey of the chemical classes and metabolic processes that is consistent with the normal functions of these processes in human metabolism to provide a foundation for understanding the chemistry of disease states when discussed in the second-year programme.

Weekly: 3 lectures and one 3-hour lab.

### **CHEM091 Preliminary Chemistry I N/C**

CHEM091 is the first part of a two semester College Chemistry preparatory course that provides a basic understanding of chemistry, emphasizing stoichiometric calculations and select main group chemistry. Laboratory exercises consist of simple qualitative determinations of ionic compounds and some amount of quantitative analysis. This course cannot be taken for credit by Biology Majors but can be used as a pre-requisite for CHEM131 in the

absence of the external requirement and cannot be taken to satisfy the general education science requirement for non-science majors.

Weekly: two lectures and one lab.

**CHEM092 Preliminary Chemistry II** **N/C**

CHEM092 is the second part of a two semester College Chemistry preparatory course that provides a basic understanding of chemistry. This second part deals with physical and inorganic concepts and trends in chemistry. Laboratory exercises consist of more qualitative determinations of ionic compounds and quantitative analysis. This course cannot be taken for credit by Biology Majors but can be used along with CHEM091 as a pre-requisite for CHEM131 in the absence of the external requirement and cannot be taken to satisfy the general education science requirement for non-science major. Weekly: two lectures and one lab.

**CHEM107 Chemistry in Society** **3**

CHEM107 is an introduction to the chemical processes occurring throughout the course of daily living. The emphasis of the course is on pragmatic understanding of the chemical principles related to man and his surroundings, with "hands-on" demonstrations through in-class practical exercises. This course is primarily taken to satisfy the general education science requirement for non-science majors.

Weekly: three lectures involving in-class, small group practical activities.

**CHEM110 Introduction to Inorganic and Organic Chemistry** **4**

Prerequisite: MPE Score of 2.0 or CSEC Mathematics Grade I-II or equivalent

CHEM110 is an introduction to the basic theories, principles and applications of inorganic and organic chemistry. This course is primarily intended for Nursing, Dietetics, and Allied Health students and can also be taken to satisfy the general education science requirement for non-science majors. Weekly: three lectures and one 3-hour lab.

**CHEM131 General Chemistry I** **4**

Prerequisites: CHEM091, CHEM092 or CSEC Chemistry Grade I-II

Co-requisite: MATH167

CHEM131 is the first in a two-semester fundamental course in chemistry and its related areas for Science Majors. Topics include Stoichiometry, Atomic and Molecular Structure, Bonding, States of Matter, Solutions, Chemical Kinetics, and Chemical Equilibrium.

Weekly: three lectures and one 3-hour lab.

**CHEM132 General Chemistry II** **4**

Prerequisite: CHEM131

CHEM132 is the second in a two-semester fundamental course in chemistry and its related areas for Science Majors, with topics including Thermochemistry, Acid and Base Chemistry, Descriptive and Nuclear Chemistry.

Weekly: three lectures and one 3-hour lab.

**CHEM200 Quantitative Analysis** **4**

Prerequisites: CHEM132, MATH167

CHEM200 is a course that provides students with advanced quantitative chemistry principles, techniques and skills. The course will cover topics such as Statistics, Chemical Equilibrium, Titrimetric Procedures, Gravimetric Procedures and Electrochemistry. Laboratory experiments include Gravimetric and Titrimetric Procedures for acid-base and redox systems, electrochemistry, as well as introduction to select instrumentation methods.

Weekly: two lectures and two 4-hour labs.

**CHEM231 Organic Chemistry I** **3**

Prerequisite: CHEM132

Co-requisite: CHEM241

CHEM231 is the first in a two-semester course which deals with the fundamental study of the chemistry of carbon-containing (organic) compounds with emphasis on Nomenclature, Molecular structure and Spectrochemical relationships.

Weekly: three lectures.

**CHEM232 Organic Chemistry II** **3**

Prerequisite: CHEM231

Co-requisite: CHEM242

CHEM232 is the first in a two-semester course which deals with the fundamental study of the chemistry of carbon-containing (organic) compounds and provides students with an understanding of the mechanistic approach to organic reactions.

Weekly: three lectures.

**CHEM241 Organic Chemistry Laboratory I** **1**

Prerequisite: CHEM132

Co-requisite: CHEM231

CHEM241 is the laboratory component of the course CHEM231 and involves experiments related to the course contents thereof; consequently, it is a requirement that both courses be taken simultaneously.

Weekly: one 4-hour lab.

**CHEM242 Organic Chemistry Laboratory II** **1**

Prerequisite: CHEM241

Co-requisite: CHEM232

CHEM242 is the laboratory component of the course CHEM232 and involves experiments related to the course contents thereof; consequently, it is a requirement that both courses be taken simultaneously. Weekly: one 4-hour lab.

**COURSES**

**CREDITS**

**Students must earn a minimum grade of C- in all prerequisites.**

**PHYSICS**

**PHYS090 Preliminary Physics** **N/C**

Prerequisite: MPE score of 2.0 or CSEC Mathematics or equivalent

Co-requisite: MATH167 for biology majors

PHYS090 is a General Physics preparatory course that provides a basic understanding of the physical world and its governing. The topics covered include Mechanics, Thermal Physics, Kinetic Theory, Waves, Light, Electricity, Magnetism, as well as the Physics of the Atom. This course cannot be taken for credit by Science Majors but can be used as a pre-requisite for PHYS141 in the absence of the external requirement

and can also be taken to satisfy the general education science requirement for non-science majors. Weekly: three lectures and one three hour lab.

**PHYS115 Concepts of Physics** **3**

Prerequisite: MPE score of 2.0 or CSEC Mathematics or equivalent

PHYS115 is a conceptual approach to physics for the non-science majors and explores Concepts of Matter, Energy, Motion, Waves, Electricity, Magnetism and Quantum Physics. This course is primarily taken to satisfy the general education science requirement for non-science majors.

**PHYS141 General Physics I** **4**

Prerequisite: PHYS090 or CSEC Physics Grade I- II or equivalent, MATH167

PHYS141 is the first in a two-semester fundamental course in physics and its related areas for science majors and provides an algebra-based introduction to force and motions; conservation laws, properties of matter and oscillations of waves. Weekly: three lectures and one three hour lab.

**PHYS142 General Physics II** **4**

Prerequisite: PHYS141

PHYS142 is the second part in a two-semester fundamental course in physics and its related areas for Science Majors and provides an algebra-based introduction to Physical and Geometrical Optics, Modern Physics, Electricity and Magnetism. Weekly: three lectures and one three hour lab.

**DEPARTMENT OF COMPUTING, MATHEMATICS AND TECHNOLOGY**

**MISSION STATEMENT**

The mission of the Department of Computing, Mathematics and Technology is to prepare computing technology professionals for service through quality instruction and training.

**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 Department seeks to achieve the following:

- To instill in and provide our students with examples of Christian principles - superior 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 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.
- Provide students with practical experience in the methods and concepts involved in scientific research.
- Provide students with experiences that will lead to the development of skills, knowledge and attitudes which will enable them to make informed career decisions.
- To provide a firm foundation for further study.

The Mathematics and Technology courses primarily offers support of the B.S. in Biology, Bachelor of Arts Degree in Marketing, Management, Human Resource Management, Hospitality and Tourism, Accounting, Economic, Finance and as well as the general education science requirements for non-science majors.

## PROGRAMMES

**Bachelor of Science in Computing Emphasis:  
Software Systems**

**Associate of Science in Computer Information  
Systems**

**Minors:**

**Computing  
Mathematics**

## GENERAL EDUCATION REQUIREMENTS FOR BACCALAUREATE DEGREE – COMPUTING SCIENCES - SOFTWARE SYSTEMS EMPHASIS

**a. Religion (12 credits)**  
REL100 God and Human Life 3

Select three of the following:

RELB210 Jesus in His Time and Ours 3  
REL250 Personal Spirituality and Faith 3  
RELG360 Topics: World Religions 3

OR

REL340 Religion and Ethics in Modern Society 3

Note: Students must take one religion course each school year or school year equivalent. A transfer student must take one course per year of residency, or full-time equivalent at USC or other Seventh-day Adventist College or University. A part-time student must take one religion course for every 30 hours completed on a part-time basis.

**b. Arts/Humanities/Philosophy (07 credits)**  
HIST104 OR HIST105 World Civilizations I, II 3, 3

OR

HIST147 West Indian History 3

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

IDSC205 Introduction to Fine Arts 2  
OR

MUHL220 Music Appreciation 2  
OR

Select two credits from Ensemble or Applied Music

MUPF225 University Concert Band 1  
MUPF230 University Choir and Orchestra 1  
MUPF235 University Singers 1  
MUPF240 University Steel Orchestra 1  
MUPF285 Women's Choir 1  
MUPF290 Male Chorale 1  
MUPF100 Applied Music 1

**Note// Students MUST select two (2) credits using the same course acronym in order to fulfill the requirement for this area.**

EDTE354 Philosophy for Education 2

**c. Social Sciences (03 credits)**

PSYC101 Introduction to Psychology 3

**d. Language and Communication (12 credits)**

COMM104 Communication Skills 3

(Must be completed in the first or second year)

ENGL125 Academic Writing I 3

ENGL225 Academic Writing I 3

Foreign Language 3

**Select one course from:**

SPAN101 Conversational Spanish 3

FREN101 Conversational French 3

**e. Science (03 credits)**

PHYS115 Concepts of Physics 3

**f. Technology (00 credits)**

CPTR100 Introduction to Computer Tools

Computer Science requirement fulfilled in Core

**g. Mathematics (00 credits)**

Note: Mathematics requirement fulfilled in Core

**h. Health and Wellness (04 credits)**

HLED220 Community and Environmental Health 3

**Select one course from:**

PEAC110 Personal Physical Fitness 1

PEAC130 Special Activities: \_\_\_\_\_ 1

**i. Service (02 credits)**

BHSC100 Philosophy of Service 2

**j. Vocational/Career Planning (02 credits)**

IDSC110 College Success and Career Planning 1

**Select one course from:**

TCED285 Upholstery 1

HMEC129 Social and Professional Ethics 1

**TOTAL (45 Credits)**

**BACHELOR OF SCIENCE IN COMPUTING**

**Emphasis: Software Systems**

**Degree Requirements**

A. General Education Requirements 45

B. Courses required for the Computing Core 21

C. Courses required for the Emphasis in Software Systems 26

D. Courses required for the Cognate 32

**TOTAL 124**

**A. General Education Requirements (45 credits)**

**B. Courses required for the Computing Core (21 credits)**

CPTR120 Introduction to Computer Programming 3

CPTR150 Computer Science I 3

CPTR170 Microcomputer Hardware 3

CPTR251 Computer Science II 3

CPTR270 Computer Organisation and Assembler 3

CPTR282 Operating Systems I 3

CPTR331 Web Development 3

**C. Courses required for the Emphasis (26 credits)**

CPTR311 Systems Analysis and Design 3

CPTR312 Networks and Telecommunications 3

CPTR321 Database Systems Design and Development 3

CPTR352 Business Programming 3

CPTR382 Information Management 3

CPTR371 Internet Structure and Organisation 3

CPTR411 Information Assurance and Security 3

CPTR450 ICT Change and Documentation

3 CPTR492 Special Projects 2

**D. Courses required for the Cognate (31 credits)**

MATH182 Calculus with Applications 3

MATH215 Introduction to Linear Algebra 3

MATH355 Discrete Mathematics 3

STAT340 Probability Theory with Statistical Applications 3

ECON226 Principles of Microeconomics 3

ECON227 Principles of Macroeconomics 3

ACCT121 Fundamental of Accounting I 3

ACCT122 Fundamentals of Accounting II 3

MATH141 Calculus I 4

MATH142 Calculus II 4

**GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE OF SCIENCE DEGREE IN COMPUTER INFORMATION SYSTEMS**

**a. Religion (06 credits)**

|  |          |
|--|----------|
| RELT100 God and Human Life               | 3        |
| <b>Select one course from:</b>           | <b>3</b> |
| RELB210 Jesus in His Time and Ours       | 3        |
| RELT225 Doctrines of the Adventist Faith | 3        |

**b. Arts/Humanities/Philosophy (03 credits)**

|                                |   |
|--------------------------------|---|
| Select one course from:        | 3 |
| HIST104 World Civilizations I  | 3 |
| HIST105 World Civilizations II | 3 |
| HIST147 West Indian History    | 3 |

**Note: If Caribbean History was not passed at the GCE/CSEC or CXC level, HIST 147 must be taken.**

|                                  |   |
|----------------------------------|---|
| EDTE354 Philosophy for Education | 2 |
|----------------------------------|---|

**c. Social Sciences (03 credits)**

|                                    |   |
|------------------------------------|---|
| Select one course from:            | 3 |
| PSYC101 Introduction to Psychology | 3 |

**Note: This requirement must be completed within the first year of study.**

**d. Language and Communication (09 credits)**

|                              |   |
|------------------------------|---|
| COMM104 Communication Skills | 3 |
| ENGL125 Academic Writing I   | 3 |
| ENGL225 Academic Writing II  | 3 |

**e. Science (03 credits)**

|                              |   |
|------------------------------|---|
| PHYS 115 Concepts of Physics | 3 |
|------------------------------|---|

**f. Technology (00 credits)**

Note: Computer Science requirement is fulfilled within the BS Computing Core.

**g. Mathematics (03 credits)**

|                                    |   |
|------------------------------------|---|
| MATH182 Calculus with Applications | 3 |
|------------------------------------|---|

**h. Health and Wellness (03 credit)**

|  |   |
|--|---|
| HLED220 Community and Environmental Health | 3 |
|--|---|

**i. Service (02 credits)**

|                               |   |
|-------------------------------|---|
| BHSC100 Philosophy of Service | 2 |
|-------------------------------|---|

**j. Vocational/Career Planning (01 Credit)**

|   |   |
|---|---|
| IDSC110 College Success and Career Planning | 1 |
|---|---|

**TOTAL (33 Credits)**

**ASSOCIATE OF SCIENCE IN COMPUTER INFORMATION SYSTEMS**

**General Degree Requirements**

|  |                  |
|--|------------------|
| A. General Education Requirements                                    | 33               |
| B. Courses required for the Emphasis in Computer Information Systems | 27               |
| C. Courses required for the Cognate                                  | <u>03</u>        |
| <b>TOTAL</b>   | <b><u>63</u></b> |

**A. General Education Requirements (33 Credits)**

**B. Courses required for the Emphasis (27 credits)**

|  |   |
|--|---|
| CPTR120 Introduction to Computer Programming | 3 |
| CPTR150 Computer Science I                   | 3 |
| CPTR251 Computer Science II                  | 3 |
| CPTR270 Computer Organisation and Assembler  | 3 |
| CPTR282 Operating Systems I                  | 3 |
| CPTR352 Business Programming                 | 3 |
| CPTR331 Web Development                      | 3 |
| CPTR332 Internet Technologies                | 3 |

**Select ONE course from: (3 credits)**

|                                |   |
|--------------------------------|---|
| CPTR382 Information Management | 3 |
| CPTR431 Web Multimedia         | 3 |
| CPTR472 Topics in _____        | 3 |

**C. Courses required for the Cognate (03 credits)**

|                                      |   |
|--------------------------------------|---|
| ACCT121 Fundamentals of Accounting I | 3 |
|--------------------------------------|---|

**5. MINOR IN COMPUTING (21 credits)**

Note: Students who have complete the set of twenty-one (21) credits of Computer Science courses outlined below will be eligible for a Minor in Computing.

|   |   |
|---|---|
| CPTR120 Introduction to Computer Programmin | 3 |
| CPTR150 Computer Science I                  | 3 |
| CPTR251 Computer Science II                 | 3 |
| CPTR270 Computer Organisation and Assembler | 3 |
| CPTR311 Systems Analysis and Design         | 3 |

|                              |   |
|------------------------------|---|
| CPTR331 Web Development      | 3 |
| CPTR352 Business Programming | 3 |

**MINOR IN MATHEMATICS (20 credits)**

**Note: Students who have completed the set of twenty (20) credits of Mathematics courses outlined below will be eligible for a Minor in Mathematics.**

|  |   |
|--|---|
| MATH141 Calculus I                     | 4 |
| MATH142 Calculus II                    | 4 |
| MATH215 Introduction to Linear Algebra | 3 |

Select three courses from:

|  |   |
|--|---|
| MATH280 Calculus III                                     | 4 |
| MATH286 Differential Equations`                          | 3 |
| MATH315 Linear Algebra                                   | 3 |
| MATH355 Discrete Mathematics                             | 3 |
| MATH405 Applied Mathematics                              | 3 |
| STAT340 Probability Theory with Statistical Applications | 3 |

**COURSES CREDITS**

**Students must earn a minimum grade of C- in all prerequisites.**

**COMPUTING**

**CPTR100 Introductory Computer Tools 3**  
Prerequisite: MPE score of 2.0

CPTR100 is designed to develop within each student, a fundamental understanding of, and an appreciation for the various aspects of computer usage and support technology. These include usage of application software, operating systems, the Internet, networking concepts, and ethics. The practical aspect of the course covers word processing, spreadsheets, presentation graphics and operating system software.

**CPTR110 Introduction to Computer Science 3**  
Prerequisite: CSEC Mathematics or equivalent  
Corequisite: MATH1682

CPTR110 provides a broad introduction to computer science. It discusses the history, architecture and function of computer hardware and software including networks, data and instruction representation and

data organisation. The course introduces problem-solving methods and algorithm design using the logic control structures of sequence, selection and iteration. It also includes an overview of computer-related social and ethical issues. This course is primarily taken to satisfy the general education computer science requirement for Computing Majors.

**CPTR120 Introduction to Computer Programming 3**

Corequisite: MATH182

CPTR120 discusses the history, architecture and function of computer hardware and software including networks, data and instruction representation and data organisation. The course introduces problem solving methods and algorithm design using the logic control structures of sequence, selection and iteration and is also an introduction to application development using a selected programming language. It also introduces the student to problem solving, algorithm development and documentation techniques, the concepts of structured programming and design correctness, data types, control structures, arrays and functions.

**CPTR150 Computer Science I 3**

Prerequisites: CPTR120, MATH182

CPTR150 expands on the concepts of CPTR120 and introduces the student to exception handling and object oriented design and programming using C++.

**CPTR170 Microcomputer Hardware 3**

CPTR170 focuses on the study of modern microcomputer hardware systems including configuration, installation, upgrades, diagnosis, repair, preventive maintenance and safety of vendor-neutral PC hardware. The course prepares the student for A+ certification.

**CPTR210 Information Systems Theory and Application 3**

Prerequisite: CPTR120

CPTR210 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 gain an understanding of organisational systems, the

organisational planning and decision-making process and decision support technologies.

**CPTR251 Computer Science II 3**

Prerequisite: CPTR150

Co-requisite: MATH355

CPTR251 is a continuation of CPTR150/CPTR157. This course further examines the concept of object-oriented design and programming and its application to the development of data structures such as linked lists, stacks, queues, trees and graphs. Other concepts covered include recursion, searching and sorting algorithms.

**CPTR270 Computer Organisation and Assembler 3**

Prerequisites: CPTR150, CPTR170

CPTR270 is an introduction to the study of computer architecture, interrupt schemes, system software and operating systems. Students learn assembly language programming using a macro-assembler.

**CPTR282 Operating Systems I 3**

Prerequisites: CPTR251, CPTR270

CPTR282 provides a broad introduction to operating systems and describes the fundamental concepts behind their structure, operation, design and interactions with various classes of users.

**CPTR290 Data Structures and Algorithms 3**

Prerequisites: CPTR251, MATH355

CPTR290 is the study of techniques for the design and analysis of algorithms and advanced data structures. Topics include asymptotic complexity bounds, algorithmic strategies (such as greedy, divide-and-conquer, backtracking, branch-and-bound, heuristics, pattern-matching and string/text algorithms) and dynamic programming.

**CPTR311 Systems Analysis and Design 3**

Prerequisite: CPTR251

CPTR311 is an introduction to information systems analysis and design. It discusses the behavioural, managerial and technical issues associated with systems development. It also strengthens the student's analytical and problem-solving skills and helps them appreciate that modern SAD provides for reduced workflow in software systems development.

**CPTR312 Networks and Telecommunications 3**

Prerequisite: CPTR251

CPTR312 provides students with an introduction to the history and principles of data communications and networks. This course also explores the future developments in the field of computer networking and telecommunications with a focus on the relationship with e-business and the digital global economy.

**CPTR321 Database Systems Design and Development 3**

Prerequisite: CPTR251

CPTR321 provides a study of database systems, data models and an examination of issues such as database design, setup and manipulation; data integrity; data security; backup and recovery procedures and database administration. Students learn SQL and XML and explore the use of enterprise database systems common to modern business.

**CPTR331 Web Development 3**

Prerequisite: CPTR150

CPTR331 is an introduction to web technology, including the design, construction and management of websites. Students learn to use modern techniques such as XHTML, XML, CSS and JavaScript and master web development software applications such as Macromedia and Corel suites.

**CPTR332 Internet Technologies 3**

Prerequisite: CPTR251

CPTR332 is a study of current Internet technologies and their effects. This course exposes the student to web server software, e-commerce, scripting languages, human-computer interfacing issues and perception. It provides an understanding of modern Internet design methodologies and an introduction to future developments.

**CPTR352 Business Programming 3**

Prerequisite: CPTR321

CPTR352 explores the concepts used in the design and programming of applications for business. This course examines topics such as business modelling, data modelling and forecasting and provides students with a better understanding of how software systems can be used to achieve business

programming solutions. Students are exposed to the Windows coding environment and review legacy programming languages such as COBOL.

**CPTR361 Software Engineering 3**

Prerequisite: CPTR321

CPTR361/CPTR460 surveys the software engineering concepts associated with the processes, documents and products of the entire software life cycle and the role of the software engineer within the life cycle. The topics covered include software evolution, project organisation and management, feasibility studies, product definition, design, implementation and testing issues.

**CPTR362 Software Engineering Group Project 2**

Prerequisite: CPTR361

CPTR362 is a continuation of CPTR361/460. Students are required to implement a group project and attend sessions covering topics related to project implementation such as CASE tools, 4GL's and graphical user interfaces; they are also required to make an oral presentation of their project.

**CPTR371 Internet Structure and Organisation 3**

Prerequisites: CPTR282, CPTR290, CPTR312

CPTR371 introduces the student to the structure, implementation, and theoretical underpinnings of the Internet. The course examines the web as an example of client-server computing and discusses areas such as communication and networking, web applications, multimedia data technologies and wireless /mobile computing. Topics covered in earlier courses are tied together to promote an understanding of the modern internet architecture and performance.

**CPTR382 Information Management 3**

Prerequisite: CPTR321

CPTR382 focuses on the decisions that need to be made on how best to manage complex information, and its storage in a manner that ensures ease of retrieval, with a simple and natural conceptual framework. The course provides students with an understanding of Information Management from a business or commercial perspective in relation to the system life cycle.

**CPTR411 Information Assurance and Security 3**

Prerequisite: CPTR312

CPTR411 examine the scientific, technical, and management disciplines required to ensure the dependability and trustworthiness of information systems and their supporting networks.

**CPTR421 Object-oriented Design and Programming 3**

Prerequisite: CPTR361

CPTR421 provides an advanced exploration of the Object-oriented Design paradigm and the application to the development of complex and large-scale software projects. The course builds on the concepts of CPTR150/151 and CPTR251/152.

**CPTR431 Web Multimedia 3**

Prerequisite: CPTR331

CPTR431 covers the conceptual, technical and visual design skills required to create multimedia applications and environments for the web. Emphasis is also placed on concepts of basic Action-Scripting, video and sound editing principles, motion graphics production, and interface design. Students will develop multimedia skills using applications such as Adobe Photoshop, Macromedia Flash.

**CPTR441 Computer Graphics 3**

Prerequisite: CPTR290

CPTR441 is an introduction to computer graphics - an important foundation for rendering and animation. The course examines the multimedia aspects of the World-Wide Web, design of human-computer interfaces and investigates the principles, techniques and tools for multimedia, visual modelling and virtual reality. Students are exposed to the foundational mathematics involved in graphic rendering algorithms.

**CPTR450 ICT Change and Documentation 3**

Prerequisite: CPTR321

CPTR450 introduces students to the social and professional issues that arise in the context of computing. The course explores the social context of computing and its social implications, the risks and liabilities of computer-based systems, the philosophical and economic frameworks of computer-based systems and technological strategies for privacy protection.

**CPTR451 Artificial Intelligence 3**

Prerequisite: CPTR251

CPTR451 covers the conceptual basis for understanding current trends in artificial intelligence. The topics covered in the course include symbolic and numeric processing, intelligent search methods, machine learning, expert systems and a survey of the social implications of artificial intelligence.

**CPTR452 Survey and Analysis of Programming Languages 3**

Prerequisite: CPTR290

CPTR452 is a survey of programming languages including structure, runtime systems, the specification of syntax and semantics. Students learn techniques for scanning and parsing programming languages.

**CPTR471 Internet Servers 3**

Prerequisite: CPTR312

CPTR471 provides an analysis of server technologies and discusses advanced concepts related to Internet and Intranet networking.

**CPTR472 Topics in \_\_\_\_\_ 1-4**

Prerequisites: CPTR270 and other course(s), to be determined based on the topic selected. CPTR472/CPTR475 allows the student the opportunity to study selected topics of current interest in computer science such as robotics, advanced languages, or others. This course is repeatable with different subjects.

**CPTR472-01 Topics in Desktop Graphics 1-4**

Prerequisite: CPTR270

This topic introduces the student to the use of the computer as a design and development tool for digital graphics used in web and desktop applications. The student is exposed to software specifically designed for digital graphics.

**CPTR472-02 Topics in Multimedia Design 1-4**

Prerequisite: CPTR270

This topic introduces the various principles, theories and approaches associated with Multimedia Design. It covers areas such as the history and philosophy of multimedia, principles of human-computer

interaction, different media types - images, video, audio, graphics - and how they are used to create multimedia content. The student also learns how to compress and distribute content via CD/DVD or a networked system to a variety of end clients.

**CPTR472-03 Topics in Human Computer Interaction 1-4**

Prerequisites: CPTR251, CPTR270

This topic provides an introduction to theories of human-computer interaction and the principles and practices of information system interface design, evaluation, and integration. Students are required to undertake a project which requires programme development using event programming and varied user interface design techniques.

**CPTR472-04 Topics in Wireless Technologies 1-4**

Prerequisites: CPTR270, CPTR361

This topic is an examination of the standards and technologies behind wireless communication, in particular cellular communication, and the impact on business practices and communication. Students are required to develop applications for mobile devices.

**CPTR491 Independent Study 1-3**

Prerequisites: CPTR321, CPTR361 and Approval by Chair

CPTR491 provides the student with an opportunity to conduct research in an area of computer technology not covered by any other course in the programme. The research topic is chosen in consultation with a member of faculty. Students are required to prepare a research paper as well as a formal presentation of their findings at a department seminar.

**CPTR492 Special Project 1-3**

Prerequisites: CPTR321, CPTR361 and Approval by Chair

CPTR492 provides the student with an opportunity to design and implement a project chosen in consultation with and supervised by a member of faculty. The student may opt to do an internship in lieu of the requirements for CPTR492.

| <b>COURSES</b>  | <b>CREDITS</b>    |
|---|-------------------|
| <b>MATHEMATICS</b>  |                   |
| <b><i>MATH090 Preliminary Mathematics</i></b>   | <b><i>N/C</i></b> |
| Prerequisite: None  |                   |
| MATH090 is a remedial course in algebraic skills. At the end of this course, the Mathematics Placement Examination (MPE) will be taken or retaken by students; the outcome of which shall determines eligibility for progress to MATH165. This course cannot be taken for credit nor used to satisfy the general education mathematics requirement.                     |                   |
| <b><i>MATH091 Preliminary Mathematics</i></b>   | <b><i>N/C</i></b> |
| Prerequisite: MATH090   |                   |
| Math 091 is part two of a two-part course designed to partially fulfil the requirements necessary to regularize admission status. In addition to that, the Algebra done will lay a solid foundation for those university students who wish to pursue MATH165. This course cannot be taken for credit nor used to satisfy the general education mathematics requirement. |                   |
| <b><i>MATH141 Calculus I</i></b>  | <b><i>4</i></b>   |
| Prerequisite: CSEC Mathematics Grade I or GCE Additional Mathematics or equivalent. MATH141 is the study of functions, limits, continuity, derivatives and the applications of derivatives and integrals.   |                   |
| <b><i>MATH142 Calculus II</i></b>   | <b><i>4</i></b>   |
| Prerequisite: MATH141   |                   |
| MATH142 is the continuation of Calculus I. It examines the techniques of integration, improper integrals, the applications of integrals, sequences and series, error estimates, parametric curves and vectors.  |                   |
| <b><i>MATH165 College Algebra</i></b>   | <b><i>3</i></b>   |
| Prerequisite: CSEC Mathematics or MPE score of 2.0 or equivalent  |                   |
| MATH165 is a study of linear equations and inequalities; algebraic, logarithmic, and exponential functions, polynomials and complex numbers. These concepts are used to solve case studies drawn from the areas of business and science. This course is primarily taken to satisfy the general education mathematics requirement.                                       |                   |
| <b><i>MATH167 Pre-calculus Trigonometry</i></b>   | <b><i>3</i></b>   |
| Prerequisite: CSEC Mathematics or MPE score of 2.0 or equivalent  |                   |
| MATH167 is a study of trigonometric functions and identities, vectors, and other select topics.   |                   |
| <b><i>MATH182 Calculus with Applications</i></b>  | <b><i>3</i></b>   |
| Prerequisite: MATH165   |                   |
| MATH182 is an introduction to one variable calculus, to include techniques for finding maxima and minima, as well as partial derivatives. These concepts are used to solve case studies drawn from the areas of business and social sciences.   |                   |
| <b><i>MATH215 Introduction to Linear Algebra</i></b>  | <b><i>3</i></b>   |
| Prerequisite: MATH182 or MATH141  |                   |
| MATH215 is the study of vectors and matrices with emphasis on application theory.   |                   |
| <b><i>MATH280 Calculus III</i></b>  | <b><i>4</i></b>   |
| Prerequisite: MATH286   |                   |
| MATH280 focuses on curves and surfaces, directional derivatives, multiple integrals, line and surface integrals, integral theories.   |                   |
| <b><i>MATH286 Differential Equations</i></b>  | <b><i>3</i></b>   |
| Prerequisite: MATH142   |                   |
| MATH286 is a course in elementary differential equations, first order equations, higher order linear equations and systems.   |                   |
| <b><i>MATH315 Linear Algebra</i></b>  | <b><i>3</i></b>   |
| Prerequisite: MATH215   |                   |
| MATH315 is a study of vector spaces, linear transformations, bilinear and quadratic forms.  |                   |
| <b><i>MATH355 Discrete Mathematics</i></b>  | <b><i>3</i></b>   |
| Prerequisite: MATH182 or MATH142  |                   |
| MATH355 covers selected topics in discrete mathematics such as logic, set theory, relations, functions, algebraic structures and graph theory.  |                   |
| <b><i>MATH405 Applied Mathematics</i></b>   | <b><i>3</i></b>   |
| Prerequisites: MATH280 and MATH286  |                   |
| MATH405 is the study of solutions for first and second order partial differential equations and the applications thereof.   |                   |
| <b><i>STAT285 Elementary Statistics</i></b>   | <b><i>3</i></b>   |

Prerequisite: CSEC Mathematics or MPE score of 2.0 or equivalent

STAT285 is a study of basic descriptive and inferential statistics, to include Elementary Probability Distributions, Statistical Inference and Hypothesis Testing.

**STAT340 Probability Theory with Statistical Applications** **3**

Prerequisite: MATH141 or MATH182.

STAT340 deals with the basic concepts of probability theory and statistics. This course includes definitions of probability, random variables, probability distributions, estimators, and statistical decision theory. This course is tailored for students with a background in calculus and algebra who desire a deeper understanding of the applicable statistical methods.

**TECHNOLOGY**

**TCED285 Upholstery** **1**

TCED285 is practical course which incorporates the fundamentals of upholstery. Students will learn how to use the requisite tools and equipment, as well as fabrics and upholstering techniques to affect repair on a variety of items.

**DEPARTMENT OF FAMILY AND CONSUMER SCIENCES**

**MISSION STATEMENT**

The Family and Consumer Science and Nutrition and Dietetics programmes serve to provide didactic and practical training which enable students to develop skills, demonstrate professionalism, and apply knowledge and work effectively to promote nutrition and wellness, improve the quality of foods, garment construction, consumer education, family resource management, and family life for the populations they serve. These programmes integrate faith and learning, preparing students to serve God and man.

**DEPARTMENT OBJECTIVES**

Family and Consumer Science 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. It provides the necessary knowledge for guiding and assisting each human being toward a more self-rewarding, fulfilled life, compatible with society.

Nutrition and Dietetics is a study comprising of the science of nutrition together with an in-depth understanding of medical nutrition therapy, community nutrition, and foodservice systems management. The focus is to train students to work effectively with patients, families, communities, and governments at the local, regional, and international levels. Also, to participate in providing the appropriate nutrition education and counselling to patients and community residents within the given cultural context; as well as, to design and/or provide guidance in the development of community nutrition programmes to prevent or lower the potential risk of chronic diseases within populations, promote food security, and alleviate nutrient deficiencies.

The aforementioned programmes are designed to prepare students for professional careers in such areas as nutrition and dietetics, food and nutrition, family life education, entrepreneurship, clothing and textiles, catering, hospitality industry, and child development education. Emphasis is being placed on the Seventh-day Adventist philosophy of education with respect to food and nutrition, vegetarianism and

family life.

## PROGRAMMES

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

**Bachelor of Science in Nutrition and Dietetics**

**Minor:**

- o Food and Nutrition
- o Family and Consumer Sciences
- o Family Studies

## GENERAL EDUCATION REQUIREMENTS FOR THE BACCALAUREATE DEGREE FAMILY AND CONSUMER SCIENCES

### **a. Religion (12 credits)**

RELT100 God and Human Life 3

**Select three of the following:**

RELB210 Jesus in His Time and Ours 3

RELT250 Personal Spirituality and Faith 3

RELG360 Topics: World Religions 3

OR

RELT340 Religion and Ethics in Modern Society 3

**Note: Students must take one religion course each school year or school year equivalent. A transfer student must take one course per year of residency, or full-time equivalent at USC or other Seventh-day Adventist College or University. A part-time student must take one religion course for every 30 hours completed on a part-time basis.**

### **b. Arts/Humanities/Philosophy (07 credits)**

HIST104 OR 105 World Civilizations I, II 3,3

OR

HIST147 West Indian History 3

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

IDSC205 Introduction to Fine Arts 2

OR

MUHL220 Music Appreciation 2

OR

**Select two credits from Ensemble or Applied Music**

MUPF225 University Concert Band 1

MUPF230 University Choir and Orchestra 1

MUPF235 University Singers 1

MUPF240 University Steel Orchestra 1

MUPF285 Women's Choir 1

MUPF290 Male Chorale 1

MUPF100 Applied Music 1

**Note// Students MUST select two (2) credits using the same course acronym in order to fulfill the requirement for this area.**

EDTE354 Philosophy for Education 2

### **c. Social Sciences (03 credits)**

Select one course:

PSYC101 Introduction to Psychology 3

SOCI119 Principles of Sociology 3

### **d. Language and Communication (12 credits)**

COMM104 Communication Skills 3

(Must be completed in the first or second year)

ENGL125 Academic Writing I 3

ENGL225 Academic Writing II 3

### **Foreign Language 3**

**Select one from the following:**

FREN101 Conversational French 3

SPAN101 Conversational Spanish 3

### **e. Science (00 credits)**

Natural Science requirements fulfilled in Cognate

### **f. Technology (03 credits)**

CPTR100 Introductory Computer Tools 3

### **g. Mathematics (03 credits)**

MATH165 College Algebra 3

**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/CSEC 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.**

***h. Health and Wellness (01 credits)***

HLED220 Community and Environmental Health  
(Fulfilled in Family and Consumer Sciences Core)

***Select one course from:***

PEAC110 Personal Physical Fitness 1  
PEAC130 Special Activities: \_\_\_\_\_ 1

***i. Service (00 credits)***

BHSC100 Philosophy of Service  
(Fulfilled in Family and Consumer Core )

***j. Vocational/Career Planning (02 credits)***

IDSC110 College Success and Career Planning 1  
FDNT118 The Profession of Dietetics 1

**TOTAL (44 credits)**

**BACHELOR OF SCIENCE IN FAMILY AND CONSUMER SCIENCES**

***General Degree Requirements***

A. General Education Requirements 44  
B. Courses required for the Emphasis in Family and Consumer 59  
C. Courses required for the Cognate 15  
D. Courses required for the Electives 06  
**TOTAL 124**

**A. General Education Requirements (44 credits)**

**B. Courses required for the Emphasis in Family and Consumer (59 credits)**

**Note: Students pursuing careers in secondary school teaching should include additional credits in the emphasis as recommended by the advisor.**

FDNT110 Basic Food Preparation 2  
FDNT114 Fundamentals of Food Production 4  
FDNT124 Food Science 3  
FDNT226 Meal Management and Catering 3  
FDNT230 Nutrition 4

FDNT310 Nutrition in the Life Cycle 3  
FDNT351 Food Service Management I 4  
FMST456 Marriage and the Family 3  
FMST460 Management and Decision Making in the Family 3  
HMEC129 Social and Professional Ethics 1  
HMEC254 Child Development 2  
HMEC255 Child Development Laboratory 1  
HMEC415 Professional Experience 3  
HMEC459 Practicum: Home Management 1  
HMEC459 Practicum: Textile Design 1  
TXTL110 Introduction to Sewing and Lab 3  
INTR261 Introduction to Interiors 3  
TXTL210 Pattern Drafting 2  
TXTL258 Clothing Construction 2  
TXTL259 Clothing Construction Laboratory 2  
TXTL414 Textiles 3

Six credits chosen from (Electives) (06 credits)

MGMT315 Entrepreneurship 3  
FMST310 Parent-Child Relationships 3  
FMST350 Family Cultural Perspectives 3  
FMST454 Family Violence across the Lifespan 3  
TXTL300 Pattern Alteration and Fit 3  
TXTL468 Clothing Design Interpretation 3

C. Courses required for the Cognate (15 credits)

Select any four courses from the list below:  
(For teaching purposes all 5 courses must be taken)

CHEM110 Introduction to Inorganic and Organic Chemistry 4  
OR 4  
BCHM120 Introduction to Biological Chemistry 4  
BIOL111 Anatomy and Physiology I 4  
BIOL112 Anatomy and Physiology II 3  
BIOL260 General Microbiology 4

**GENERAL EDUCATION REQUIREMENTS FOR THE BACCALAUREATE DEGREE NUTRITION AND DIETETICS**

**a. Religion (12 credits)**

RELT100 God and Human Life 3

**Select three of the following:**

RELB210 Jesus in His Time and Ours 3

RELT250 Personal Spirituality and Faith 3

RELT340 Religion and Ethics in Modern Society 3

OR

RELG360 Topics: World Religions 3

**Note: Students must take one religion course each school year or school year equivalent. A transfer student must take one course per year of residency, or full-time equivalent at USC or other Seventh-day Adventist College or University. A part-time student must take one religion course for every 30 hours completed on a part-time basis.**

**b. Arts/Humanities/Philosophy (07 credits)**

HIST104 OR 105 World Civilizations I, II 3,3

OR

HIST147 West Indian History 3

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

IDSC205 Introduction to Fine Arts 2

OR

MUHL220 Music Appreciation 2

OR

Select two credits from Ensemble or Applied Music

MUPF225 University Concert Band 1

MUPF230 University Choir and Orchestra 1

MUPF235 University Singers 1

MUPF240 University Steel Orchestra 1

MUPF285 Women's Choir 1

MUPF290 Male Chorale 1

MUPF100 Applied Music 1

**Note// Students MUST select two (2) credits using the same course acronym in order to fulfill the requirement for this area.**

EDTE354 Philosophy for Education 2

**c. Social Sciences (03 credits)**

**Select one course:**

PSYC101 Introduction to Psychology 3

SOCI119 Principles of Sociology 3

**d. Language and Communication (12 credits)**

COMM104 Communication Skills 3

(Must be completed in the first or second year)

ENGL125 Academic Writing I 3

ENGL225 Academic Writing II 3

Foreign Language

**Select one from the following:**

FREN101 Conversational French 3

SPAN101 Conversational Spanish 3

**e. Science (00 credits)**

Natural Science requirements fulfilled in Cognate

**f. Technology (03 credits)**

CPTR100 Introductory Computer Tools 3

**g. Mathematics (03 credits)**

MATH165 College Algebra 3

**h. Health and Wellness (01 credits)**

HLED220 Community and Environmental Health

(Fulfilled in Nutrition and Dietetics Core)

Select one course from: 1

PEAC110 Personal Physical Fitness 1

PEAC130 Special Activities: \_\_\_\_\_ 1

**i. Service (00 credits)**

BHSC100 Philosophy of Service

(Must include a service component)

**j. Vocational/Career Planning (02 credits)**

IDSC110 College Success and Career Planning 1

FDNT118 The Profession of Dietetics 1

**TOTAL (43 credits)**

## BACHELOR OF SCIENCE IN NUTRITION AND DIETETICS

### *Degree Requirements*

|   |            |
|---|------------|
| A. General Education Requirements                               | 43         |
| B. Courses required for the Nutrition and Dietetics Core        | 27         |
| C. Courses required for the Emphasis                            | 35         |
| D. Courses required for the Cognate                             | 22         |
| E. Courses required for the Nutrition and Dietetics (Practicum) | 12         |
| <b>TOTAL</b>  | <b>139</b> |

### **A. General Education Requirements (43 credits)**

### **B. Courses required for the Nutrition and Dietetics Core (27 credits)**

|  |   |
|--|---|
| ACCT121 Fundamentals of Accounting I                   | 3 |
| STAT120 Introduction to Statistics for Social Sciences | 3 |
| FDNT114 Fundamentals of Food Production                | 4 |
| FDNT118 The Profession of Dietetics                    | 1 |
| FDNT226 Meal Management and Catering                   | 3 |
| FDNT230 Nutrition                                      | 4 |
| FDNT310 Nutrition in the Life Cycle                    | 3 |
| FDNT321 Introduction to Clinical Nutrition             | 3 |
| FDNT491 Research Methods                               | 3 |

### **C. Courses required for the Emphasis (35 credits)**

|  |   |
|--|---|
| FDNT124 Food Science                         | 3 |
| FDNT322 Nutrition and Human Metabolism       | 3 |
| FDNT342 Medical Nutrition Therapy I          | 3 |
| FDNT343 Medical Nutrition Therapy II         | 4 |
| FDNT351 Food Service Management I            | 4 |
| FDNT352 Food Service Management II           | 3 |
| FDNT405 Senior Seminar                       | 1 |
| FDNT421 Community Nutrition I                | 2 |
| FDNT422 Community Nutrition II               | 2 |
| FDNT442 Nutrition Assessment and Counselling | 3 |
| FDNT445 Nutrition-Care Management            | 3 |
| FDNT487 Advanced Medical Nutrition Therapy   | 4 |

### **D. Courses required for the Cognate (22 credits)**

|  |   |
|--|---|
| BCHM120 Introduction to Biological Chemistry | 4 |
| BIOL111 Anatomy and Physiology I             | 4 |

|   |   |
|---|---|
| BIOL112 Anatomy and Physiology II                       | 3 |
| BIOL260 Microbiology and Lab                            | 4 |
| CHEM110 Introduction to Inorganic and Organic Chemistry | 4 |
| MGMT255 Principles of Management                        | 3 |

### **E. Courses required for the Nutrition and Dietetics**

|  |              |
|--|--------------|
| Practicum  | (12 credits) |
| FDNT395 Foodservice Systems Management Affiliation | 4            |
| FDNT396 Community Nutrition Affiliation            | 4            |
| FDNT473 Medical Nutrition-Therapy Affiliation      | 4            |

**Students enrolled in BS Nutrition and Dietetics Programme must obtained a grade "B" or better in all of the science, food and nutrition courses. Also, students who have successfully completed B.S. Family and Consumer Sciences, or another field from a recognized tertiary level institution can apply to the Nutrition and Dietetics Programme and obtain a second degree because they will be completing 30 credits and above.**

### **3. MINOR IN FOOD AND NUTRITION**

#### **Courses required for the Minor (24 credits)**

|  |   |
|--|---|
| FDNT110 Basic Food Preparation             | 2 |
| FDNT114 Fundamentals of Food Production    | 4 |
| FDNT226 Meal Management and Catering       | 3 |
| FDNT230 Nutrition                          | 4 |
| FDNT310 Nutrition in the Life Cycle        | 3 |
| FDNT321 Introduction to Clinical Nutrition | 3 |
| HMEC495 Independent Study/Readings         | 2 |
| MGMT315 Entrepreneurship                   | 3 |

### **4. MINOR IN FAMILY AND CONSUMER SCIENCES**

#### **Courses required for the Minor (24 credits)**

|   |   |
|---|---|
| FDNT114 Fundamentals of Food Production | 4 |
| FDNT230 Nutrition                       | 4 |
| FDNT226 Meal Management and Catering    | 3 |

|                                      |   |
|--------------------------------------|---|
| Choose one of the following:         | 3 |
| FMST350 Family Cultural Perspectives |   |
| OR                                   | 3 |
| FMST456 Marriage and the Family      | 3 |

|  |     |   |
|--|-----|---|
| HMEC254 Child Development                  | AND | 2 |
| HMEC255 Child Development Laboratory       |     | 1 |
|  | OR  | 3 |
| FMST310 Parent-Child Relationships         |     | 3 |
| TXTL258 Clothing Construction              |     | 2 |
| TXTL259 Clothing Construction Laboratory   |     | 2 |
| Three upper division credits chosen from   |     | 3 |
| FDNT, FMST, HMEC, INTR and TXTL acronyms . |     |   |

## 5. MINOR IN FAMILY STUDIES

**Courses required for the minor (24 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.**

|  |  |   |
|--|--|---|
| FDNT230 Nutrition                                    |  | 4 |
| FMST115 Introduction to Family Studies               |  | 3 |
| FMST310 Parent-Child Relationships                   |  | 3 |
| FMST350 Family Cultural Perspectives                 |  | 3 |
| FMST456 Marriage and the Family                      |  | 3 |
| FMST460 Management and Decision Making in the Family |  | 3 |

Select five credits from: (05 credits)

|   |  |     |
|---|--|-----|
| BHSC440 Topics in: Families in Crisis       |  | 2   |
| BHSC440 Topics in _____                     |  | 1-3 |
| FMST454 Family Violence across the Lifespan |  | 3   |

### COURSES

### CREDITS

Students must earn a minimum grade of C- in all prerequisites.

### FAMILY STUDIES

#### **FMST115 Introduction to Family Studies 3**

A study of the conceptual framework for the discipline and exploration of contemporary issues and trends in society as related to families.

#### **FMST310 Parent-Child Relationship 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.

#### **FMST350 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 in even years.

#### **FMST454 Family Violence Across the Lifespan 3**

A study of factors contributing to abuse in the family, with emphasis on prevention of domestic violence. Normally offered in even years.

#### **FMST456 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.

#### **FMST460 Management and Decision Making in the Family 3**

Corequisite: HMEC459  
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.

### FOOD AND NUTRITION

#### **FDNT110 Basic Food Preparation 2**

Basic principles of menu planning and techniques used in food preparation. Laboratory Fee.

#### **FDNT114 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.

**FDNT118 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.

**FDNT124 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.

**FDNT226 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

**FDNT230 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

**FDNT310 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 behaviour. Adult men and women's health issues. Geriatrics. Lecture 1 hour, practicum 3 hours per week.

**FDNT321 Introduction to Clinical Nutrition 3**

Prerequisite: FDNT310

Basic knowledge of the responsibilities of the clinical dietitian: review of the medical record, documentation in the medical record, medical terminology, and patient interviewing. Clinical management will include normal nutrition needs of individuals across the life span, with a focus on pregnancy and lactation, normal infant growth and development; childhood and adolescence, with an overview of school feeding

programmes. Introduces nutrition assessment, adult men and women's health issues, geriatrics, anemia, food allergies, vegetarian diets, nutrition quackery, obesity, eating disorders, and ethnic dietary patterns. Lecture 3 hours, practicum 6 per week.

**FDNT322 Nutrition and Human Metabolism 3**

Prerequisites: BIOL111, BIOL112, BCHM421 or equivalent

Nutritional requirements and metabolism of essential nutrients for the human organism at the cellular level. Focuses on macro- and micro-nutrients metabolism. Lecture 4 hours per week.

**FDNT342 Medical Nutrition Therapy I 3**

Prerequisites: FDNT230, FDNT310, FDNT321

Basic biochemical and physiological conditions that necessitate dietary modifications in the clinical management of the patient, including: cardiovascular disease and hypertension; diabetes; cancer; HIV/AIDS; and other disorders. Continues practice in interviewing and counselling the patient, nutrition assessment and documentation, and use of computer-assisted nutritional analysis. Ongoing study of medical terminology. Advanced topics: lipids, antioxidants, and phytochemicals. Lecture 3 hours, practicum 6 hours per week.

**FDNT343 Medical Nutrition Therapy II 4**

Basic biochemical and pathophysiological processes that necessitate dietary modifications in the clinical management of the patient with pulmonary disease-including cystic fibrosis; digestive disorders of the liver, biliary system, and pancreas; alcoholism; renal disease; solid-organ transplantation; sepsis/trauma; metabolic disorders; and neurologic disorders-including spinal cord injury and stroke. Continues nutrition assessment, patient interviewing, and counselling. Applies enteral and parental nutrition support when indicated in the clinical management of patients with these conditions. Introduces preparation of an in-depth case study. Lecture 2 hours, practicum 9 hours per week.

**FDNT351 Food Service Management I 4**

Prerequisites: FDNT114, FDNT226

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.

**FDNT352 Food Service Management II 3**

Prerequisite: FDNT351

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.

**FDNT395 Food Service Systems Management Affiliation (Practicum) 4**

Supervised practicum experience in public healthcare facilities, foodservice establishments, and other private health-care settings. Emphasis will be placed on the management of the foodservice operation, menu planning, recipe standardization, food production, purchasing, procurement, and distribution and service. Performance and review: Five weeks (200 hours) following the completion of the Foodservice Management I and II.

**FDNT396 Community Nutrition Affiliation (Practicum) 4**

Supervised experience in community dietetics in public health departments and other public health facilities. Performance and review: Five weeks (200 hours) during the third semester of the junior year (third year).

**FDNT405 Senior Seminar 1**

Develops professional skills, team efforts to market nutrition in the community, volunteer efforts in the community, professional networking, and special topics as determined by nutrition and dietetics faculty. Emphasizes professional portfolio and transition to entry-level nutrition educator/dietitian/food service director. Introduces preparation of an in-depth case study.

**FDNT421 Community Nutrition I 2**

Prerequisites: FDNT230, FDNT310

The course is geared toward identifying the needs of the community and learning the processes of planning, implementation and evaluation of community nutrition programmes. It assesses current

nutrition programmes 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

**FDNT422 Community Nutrition II 2**

Prerequisite: FDNT421

The course is geared toward learning how to plan, implement, and evaluate community nutrition programmes. It also analyses current nutrition programmes and services at the local and national level and involves the impact of nutrition policies and legislation on the health of a community.

**FDNT442 Nutrition Assessment and Counselling 3**

Prerequisites: FDNT342, FDNT343

Applies techniques of nutrition counselling, with emphasis on improving skills in verbal and non-verbal communication, assertiveness, dealing with cultural differences, dealing with death and dying. Skills in administration for the nutrition counselor. Ethical implications in health care. Lecture 2 hours, practicum 3 hours per week.

**FDNT445 Nutrition Care Management 3**

Prerequisite: FDNT342

Applies operations analysis, financial management, quantitative decision making, and productivity-management techniques to enhance the delivery of nutrition care, staff justification, continuous quality improvement, reimbursement for nutrition services, case management, and entrepreneurship.

**FDNT473 Medical Nutrition-Therapy Affiliation (Practicum) 4**

Applies knowledge and skills in clinical facilities as a staff dietitian. Regular conferences to aid in developing professional competence. Major applied project relating to clinical or community nutrition. Minimum of ten weeks (400 hours) clock during the third semester of the junior year (Third Year).

**FDNT487 Advanced Medical Nutrition Therapy 4**

Case-study approach to the theory and application of critical-care nutrition to complex medical conditions. Interprets and synthesizes the information: fluid and electrolyte balance, acid/base balance, vital signs,

ICU monitoring forms, interpretation of laboratory data and diagnostics tests, medical and surgical history, and drug/nutrient interactions. Focuses on a problem-list approach to nutrition assessment, documentation, intervention, and outcome evaluation. Clinical rotation in critical-care setting. Lecture 2 hours, practicum 3 hours per week.

**FDNT491 Research Methods 3**

Prerequisite: STAT120

Experience in nutrition and dietetics research, including hypothetical-formulation research methods, data collection, and presentation of findings.

**HOME ECONOMICS**

**HMEC129 Social and Professional Ethics 1**

A survey of the roles and functions of individuals and of the codes of behaviour governing various social, cultural, and professional situations. Opportunities are provided for students to practice the principles learned.

**HMEC150 Introduction to Child Care Environments (Alt.) 1**

The types of programmes, 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.

**HMEC235 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.

**HMEC240 Behaviour 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.

**HMEC254 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.

**HMEC255 Child Development Laboratory 1**

Observation of young children and participation in the laboratory programme.

Weekly: 2 hours laboratory and 1 hour lecture for 1 credit

**HMEC340 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.

**HMEC415 Professional Experience 3**

A supervised experience designed to introduce the student to the role of a professional. By permission of the department chair.

**HMEC459 Practicum: Home Management 1**

Co-requisite: FMST460

A supervised laboratory experience in Home Management. Laboratory fee

**HMEC459 Practicum: Textile Design 1**

The practical application of textile science to structural and surface design techniques. Weekly: One 2-hour Laboratory. Laboratory fee

**HMEC495 Independent Studies//Readings 1-3**

Individual study and/or readings in home economics related areas with consent of instructor.

**INTR261 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.

## TEXTILES

### ***TXTL110 Introduction to Sewing and lab*** 3

This course is an introduction to basic techniques and principles of garment construction. It provides the prerequisite knowledge for the TXTL258 Clothing Construction. It enables the students to develop fundamental skills and understand terminologies of clothing construction. The course emphasizes the interrelationship between fabric and construction techniques, and is intended for Family and Consumer Science majors who have little or no knowledge of sewing skills.

### ***TXTL210 Pattern Drafting*** 2

Prerequisites: TXTL258 and TXTL259  
Techniques and principles applied to pattern drafting. Laboratory Fee.

### ***TXTL255 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.

### ***TXTL258 Clothing Construction*** 2

Prerequisite: TXTL210  
Co-requisite: TXTL259  
Pattern drafting principles of garment construction at the intermediate level.

### ***TXTL259 Clothing Construction Laboratory*** 2

Co-requisite: TXTL258  
Application of intermediate – level techniques of garment construction. Laboratory Fee.

### ***TXTL300 Pattern Alteration and Fit*** 3

Prerequisites: TXTL258, TXTL259 and TXTL210  
This course enables students to acquire proper fit, by altering and adapting commercial and drafted patterns to suit personalized figure type and size. The purpose of this course is to present the basic principles of pattern alteration and fit as they apply to the consumer and to the secondary Home Economics teacher. It is also intended to enable students to construct garments that are tailored to their individual figure type, so as to give a sense of pride as perfect

fit is accomplished.

### ***TXTL414 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.

### ***TXTL468 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.

## DEPARTMENT OF NURSING EDUCATION

### MISSION STATEMENT

The mission of the Nurse Education Programme 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.

### VISION STATEMENT

USC-produced, professionally educated, outstanding nurses, providing a full spectrum of care from prevention through to disease management, and playing a central role in the patient's journey across health to illness in any care setting.

### AIM

To prepare the student to function as a knowledgeable, competent, accountable professional nurse, one who is able to adapt to the changing needs of health care provisions and who is also capable of responding proactively to the changing needs of that patient/client.

### MOTTO

We Care, We Educate, We Empower!

### DEPARTMENT OBJECTIVES

To enable the student to:

- Demonstrate professional values through behaviours which 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 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, 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.

## PROGRAMMES

### Bachelor of Science in Nursing

- Four Year Programme

This programme is designed for University freshmen who meet the normal matriculation requirement for the B.S. Degree in Nursing.

- Two Year Programme

This programme is designed for students who meet the advanced matriculation requirement for the B.S. Degree in Nursing, that is licensed nurses who possess an A.S. Degree in Nursing, and is scheduled so as to allow the completion of B.S. in Nursing within two (2) years. This option typically requires students to complete third and fourth year courses from the B.S. degree programme.

## GENERAL EDUCATION REQUIREMENTS FOR THE BACHELOR OF SCIENCE IN NURSING (4 YEARS)

Please note that each academic year is a prerequisite for the next academic year.

### **a. Religion (09 credits)**

|   |   |
|---|---|
| RELB100 God and Human Life                    | 3 |
| RELT340 Religion and Ethics in Modern Society | 3 |
| RELG360 Topics: World Religions               | 3 |

### **b. Humanities (08 credits)**

|                                     |   |
|-------------------------------------|---|
| CPTR100 Introductory Computer Tools | 3 |
| HIST147 West Indian History         | 3 |
| OR                                  |   |
| HIST104 World Civilization I        | 3 |
| OR                                  | 3 |
| HIST105 World Civilization II       | 3 |

**Note: If Caribbean History was not passed at the GCE/ CXC or CSEC level, HIST 147 must be taken.**

|                                   |   |
|-----------------------------------|---|
| IDSC205 Introduction to Fine Arts | 2 |
|-----------------------------------|---|

### **c. First Aid (0.5 credit)**

|                                |     |
|--------------------------------|-----|
| NFAC100 Nursing: First Aid/CPR | 0.5 |
|--------------------------------|-----|

Students who have a current First Aid Certificate may petition to waive this requirement.

### **d. Language and Communication (06 credits)**

|                              |   |
|------------------------------|---|
| ENGL125 Academic Writing I   | 3 |
| ENGL225 Academic Writing II  | 3 |
| COMM104 Communication Skills | 3 |

### **e. Foreign Language (03 credits)**

|                                |   |
|--------------------------------|---|
| Select one course from:        | 3 |
| SPAN101 Conversational Spanish | 3 |
| FREN101 Conversational French  | 3 |

### **f. Health and Wellness (01 credit)**

|                                   |   |
|-----------------------------------|---|
| PEAC110 Personal Physical Fitness | 1 |
|-----------------------------------|---|

### **g. Vocational (02 credits)**

|                               |   |
|-------------------------------|---|
| BHSC100 Philosophy of Service | 2 |
|-------------------------------|---|

### **h. Clinical Rotation (Placement) (06 weeks)**

**Note: All Clinical Labs/Placements hours are not counted in the credits requirements for graduation but MUST be completed for both the degree requirements**

**and access to the Trinidad and Tobago Licensure Examination.**

**TOTAL (29.5 credits)**

**BACHELOR OF SCIENCE IN NURSING (4 YEARS)**

**Degree Requirements**

|  |                     |
|--|---------------------|
| A. General Education Requirements        | 29.5                |
| B. Courses required for the Nursing Core | 75                  |
| C. Courses required for the Cognate      | 33                  |
| D. Clinical Placements                   | <u>N/C</u>          |
| <b>TOTAL</b>                             | <b><u>137.5</u></b> |

**A. General Education Requirements (29.5 credits)**

**B. Courses required for the Nursing Core (75 credits)**

Please note that successful completion of the core courses for Nursing in each academic year is required for progress into the following academic year.

|  |   |
|--|---|
| NURS101 Foundations of Nursing I                                 | 2 |
| NURS165 Math for Medicines                                       | 3 |
| NURS100 Nursing Informatics                                      | 3 |
| NURS102 Introduction to Primary Health Care/<br>Health Promotion | 2 |
| NURS103 Foundations of Nursing II                                | 3 |
| NURS104 Introduction to Nursing Research                         | 3 |
| NURS111 Introduction to Clinical Lab work                        | 0 |
| NURS223 Pathophysiology and<br>Psychopathology I                 | 3 |
| NURS234 Growth and Development II – Young<br>Adult/Adolescent    | 3 |
| NURS235 Conceptual Frameworks of Nursing I                       | 2 |
| NURS242 Growth and Development I –<br>Child Bearing Family       | 3 |
| NURS247 Pharmacology and Administration<br>of Medicines          | 3 |
| NURS310 Public Health and Epidemiology                           | 2 |
| NURS312 Concepts of Evidence-based<br>Practice                   | 2 |
| NURS313 Management of Neurological Patients                      | 2 |
| NURS321 Conceptual Frameworks of Nursing II                      | 2 |
| NURS322 Therapeutic Interventions and<br>Relationships           | 2 |
| NURS330 Pathophysiology and                                      |   |

|   |   |
|---|---|
| Psychopathology II  | 3 |
| NURS331 Management of Surgical Patients                           | 3 |
| NURS332 Management of Patients: Sexually<br>Transmitted Diseases  | 3 |
| NURS333 Management of Patients: Cancers and the<br>Terminally III |   |
| NURS322 Nursing Research 2  | 3 |
| NURS334 Psychiatric Nursing                                       | 3 |
| NURS341 Growth and Development IV (Adult)                         | 3 |
| NURS411 Clinical Governance                                       | 2 |
| NURS412 Disaster Preparedness:<br>The Nurse's Role                | 2 |
| NURS421 Nursing Leadership and Management                         | 3 |
| NURS422 Teaching in the Clinical Setting                          | 3 |
| NURS431 Growth and Development V<br>(The Older Adult)             | 3 |
| NURS441 Concepts of Critical Care                                 | 2 |

C. Courses required for the Cognate (33credits)

|  |   |
|--|---|
| BCHM120 Introduction to Biological Chemistry                           | 4 |
| BHSC220 An Interdisciplinary Approach to<br>Contemporary Social Issues | 3 |
| BIOL111 Anatomy and Physiology I                                       | 4 |
| BIOL112 Anatomy and Physiology II                                      | 3 |
| CHEM110 Introduction to Inorganic and<br>Organic Chemistry             | 4 |
| FDNT230 Nutrition  | 3 |
| NUGM260 General Microbiology – Nursing<br>Application                  | 3 |
| PSYC101 Introduction to Psychology                                     | 3 |
| SOCI119 Introduction to Sociology                                      | 3 |
| STAT285 Elementary Statistics  | 3 |

D. Courses required for Clinical Placements  
These courses do not carry any credit value (N/C – No Credits) but MUST be completed as part of the degree requirements.

|                             |     |
|-----------------------------|-----|
| <b>Year I</b>               |     |
| NUCP104 Clinical Placements | N/C |
| <b>Year II</b>              |     |
| NUCP201 Clinical Placements | N/C |
| NUCP202 Clinical Placements | N/C |
| NUCP203 Clinical Placements | N/C |
| <b>Year III</b>             |     |
| NUCP301 Clinical Placements | N/C |

|                             |     |
|-----------------------------|-----|
| NUCP302 Clinical Placements | N/C |
| NUCP303 Clinical Placements | N/C |
| <b>Year IV</b>              |     |
| NUCP401 Clinical Placements | N/C |
| NUCP402 Clinical Placements | N/C |
| NUCP403 Clinical Placements | N/C |

**GENERAL EDUCATION REQUIREMENTS FOR THE BACHELOR OF SCIENCE IN NURSING (3 YEARS)**

(These courses are fulfilled in the Cognate)

**a. Religion (06 credits)**

|   |   |
|---|---|
| RELB210 Jesus In His Time and Ours            | 3 |
| RELT340 Religion and Ethics in Modern Society | 3 |

**b. Foreign Language (03 credits)**

**Select one from the following:**

|                                |   |
|--------------------------------|---|
| SPAN101 Conversational Spanish | 3 |
| OR                             | 3 |
| FREN101 Conversational French  | 3 |

**c. Vocational (02credits)**

|                               |   |
|-------------------------------|---|
| BHSC100 Philosophy of Service | 2 |
|-------------------------------|---|

**TOTAL (11Credits)**

**RN - BACHELOR OF SCIENCE IN NURSING (3 YEARS)**

**General Degree Requirements**

|  |    |
|--|----|
| A. General Education Requirements        | 11 |
| B. Courses required for the Nursing Core | 31 |
| C. Courses required for the Cognate      | 16 |
| D. Emphases:                             | 12 |

|  |  |
|--|--|
| Teaching in Clinical Settings Emphasis |  |
| OR                                     |  |
| Leadership and Management Emphasis     |  |
| <b>TOTAL (70 credits)</b>              |  |

**A. General Education Requirements**

**B. Courses required for the Nursing Core (31 credits)**

**Please note that successful completion of the core courses for Nursing in each academic year is required for progress into the following academic year.**

|   |   |
|---|---|
| NAAS323 Advanced Health Assessment Skills in Nursing Practice | 2 |
| NCTD324 Critical Thinking and Decision Making                 | 2 |
| NRES322 Nursing Research II                                   | 3 |
| NURS102 Introduction to Primary Health Care/ Health Promotion | 2 |
| NURS103 Foundations of Nursing II                             | 3 |
| NURS247 Pharmacology and Administration of Medicines          | 3 |
| NURS310 Public Health and Epidemiology                        | 2 |
| NURS312 Concepts of Evidence Based Practice                   | 2 |
| NURS321 Conceptual Frameworks of Nursing II                   | 2 |
| NURS322 Therapeutic Interventions and Relationships           | 2 |
| NURS330 Pathophysiology and Psychopathology II                | 3 |
| NHLP334 Health Policy Development                             | 2 |

**C. Courses required for the Cognate (16credits)**

|   |   |
|---|---|
| BCHM120 Introduction to Biological Chemistry                        | 4 |
| BHSC220 An Interdisciplinary Approach to Contemporary Social Issues | 3 |
| NURS100 Nursing Informatics   | 3 |
| NUGM260 General Microbiology - Nursing Application                  | 3 |
| STAT285 Elementary Statistics                                       | 3 |

**D. Emphases: (12 credits)**  
***Teaching in Clinical Settings Emphasis***

|   |   |
|---|---|
| NURS422 Teaching in the Clinical Setting                | 3 |
| NURS432 Techniques & Strategies for Teaching & Learning | 3 |
| NURS433 Learning Theories in Education                  | 3 |
| NUCP402 Clinical Placements: Practicum                  | 3 |
| OR  |   |
| Leadership and Management Emphasis                      |   |
| NURS411 Clinical Governance (OSHA Requirements)         | 3 |
| NURS421 Nursing Leadership and Management               | 3 |

|  |   |
|--|---|
| NURS434 Theoretical Approach to<br>Problem Solving | 3 |
| NUCP402 Clinical Placements: Practicum             | 3 |

## **COURSES**

## **CREDITS**

Students must earn a minimum grade of C in all Core and Cognate Courses.

## **NURSING**

### ***NURS433 Learning Theories in Education* 3**

This course seeks to build on the content learnt in this undergraduate AS-BS nursing program in the development of the nurse as an educator in both the classroom and clinical settings. By preparing the student for the role of nurse educator, complex theories and concepts in nursing education will be explored. It will look at the history of education in nursing, curriculum design, learning theories, resources, and a look at how nursing education programs can be taught within an accredited environment.

### ***NURS434 Theoretical approach to problem solving* 3**

During this course, the student will be able to recognize and be exposed to varying strategies that can be employed in the clinical setting aimed at problem solving. How to apply these strategies and develop the necessary analytical skills will be central to this course.

### ***NURS432 Techniques & Strategies for Teaching & Learning* 3**

In this course, the tenets of nurse education that will allow the student to become proficient in teaching others, will be fully discussed. This will be accomplished by highlighting the elements of the education process, needs of the learner and the role of techniques and strategies for teaching and learning. At the completion of this course, the student will be equipped for the role of nurse educator by fully understanding the concepts of teaching and learning.

### ***NURS165 Math for Medicines* 3**

In this course, after a review of relevant basic arithmetic, the student will use concepts of higher mathematics to gain knowledge of measurement systems, including apothecary and metric, and techniques, including solving for an unknown, for computing medication dosages, I.V. flow rates, and weight related dosages for children and adults.

### ***NURS100 Nursing Informatics* 3**

This course introduces the knowledge and skills necessary for the use of information technology by nurses in relation to patient care, health care facility administration, and the education of nurses and clients. It is designed to make students aware of legal and ethical issues associated with the use of nursing informatics. The course explores information technology related to clinical bedside practice, inpatient and outpatient monitoring, documentation, accessing research findings, education, health promotion, patient teaching and ergonomics.

### ***NAAS323 Advanced Health Assessment Skills in Nursing Practice* 2**

NAAS323 is designed for registered licensed Nurses who will have the opportunity to examine advanced assessment skills which are used in clinical practice. The course will take the place of aspects of skills nursing practice in the clinical area.

### ***NCTD324 Critical Thinking and Decision Making* 2**

This course is designed to expose Registered Nurses doing the Accelerated (upgrade) Bachelor's programme to the interesting world of Critical Thinking and Decision Making (CTDM). CTDM, as it relates to nursing, enables the nurse to employ "deliberate, informed thought" in all facets of nursing, whether it is to "resolve a conflict, gain new skills, or streamline a plan of care". The core elements that are required to enable you to think critically and make sound decisions will be discussed.

### ***NFAC100 Nursing First Aid* 0.5**

NFAC100 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 practice relevant techniques and skills.

**NHLP334 Health Policy Development 2**

NHLP334 is designed for registered licensed Nurses. The course is part two (2) of NURS421 Nursing Leadership and Management in the Health Service. As registered nurses who are in middle Management positions, part of their role includes policy making and the course will enhance their work in this area.

**NRES322 Nursing Research II 3**

NRES322 is an advanced course to NURS104 Introduction to Nursing Research. This course is designed specific to registered licensed nurses. It will explore and integrate research into nursing practice. It covers Analysis of data and submission of findings in a research study.

**NUGM260 General Microbiology – Nursing Application 3**

NUGM260 is designed to provide nurses with the fundamental concepts of general microbiology. The course focuses on the acquisition of specific immunity and immune disorders, infection control and methods of transmission.

**NURS101, NURS103 Foundations of Nursing I, II 2, 3**

NURS101, NURS103 is designed to examine what nursing is and gives consideration to nursing as an art and a science. It examines the relationship between health and health nursing. It addresses the issues of professionalism, ethics and their relationship to health care. The course recognizes and values that individuals come from a variety of backgrounds and bring with them a wealth of experiences. This course aims to explore and develop these attributes, which will form a basis for future development as professional practitioners in all areas of Nursing.

**NURS102 Introduction to Primary Health Care/ Health Promotion 2**

NURS102 examines the history and philosophy of health promotion. It will explore the concepts of health promotion and examine and define the relationships between health promotion, health education and public health. Theories, models and approaches to promoting health will also be explored.

**NURS104 Introduction to Nursing Research 3**

NURS104 introduces and aids nursing students to appreciate the use of scientific methodologies in the management of health care. It covers literature review and data collection, presentation and analysis.

**NURS111 Introduction to Clinical Lab Work NC**

NURS111 introduces 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. It will therefore, build on the nursing theory which was covered in the previous semesters. The grade given for this course is Satisfactory (S) or Unsatisfactory (U).

**NURS223, NURS330 Pathophysiology and Psychopathology I, II 3, 3**

NURS223, NURS330 are designed to introduce the student to disease 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 and psychopathology of illness will be examined.

**NURS226 Nursing Assessment of Clients 2**

NURS226 will be introduced in conjunction with the nursing process. Varied client needs' assessment models and frameworks will be used. A problem-solving approach will also be utilized.

**NURS234 Growth and Development II – Young Adult/Adolescent 3**

NURS234 will explore the biological and psychological social changes in aging, life events, health and well-being.

**NURS235, NURS321 Conceptual Frameworks of Nursing I, II 2, 2**

NURS235, NURS321 is designed to further develop principles and concepts of Nursing. It will explore the nursing process, models of nursing, problem solving methodology and analytical skills in the provision of health care. The interpersonal skills needed for interpersonal relationships will be studied.

- NURS242 Growth and Development I – Child Bearing Family 3**  
 NURS242 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. Bowlby's work about attainment will be examined.
- NURS247 Pharmacology and Administration of Medicines 3**  
 NURS247 is designed to enable the understanding of the principles of pharmacology and develop an appreciation of the relationship of pharmacology to health care. They will focus on the following: names and sources of drugs; pharmaceutical preparations; weights and measures; regulations relating to the use, sale and safe-keeping of drugs. The major categories of pharmaceutical agents, their actions, uses and side effects will be examined.
- NURS310 Public Health and Epidemiology 2**  
 NURS310 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.
- NURS312 Concepts of Evidence-based Practice 2**  
 NURS312 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.
- NURS313 Management of Neurological Patients 2**  
 NURS313 provides the knowledge base required for nursing patients with neurological conditions.
- NURS322 Therapeutic Interventions and Relationships 2**  
 NURS322 equips students with the necessary knowledge and skills in order to provide care for patients. It builds on the core concepts of caring, holism, health and professionalism within a framework of ethical nursing practice.
- NURS331 Management of Surgical Patients 3**  
 NURS331 is designed to introduce the student to the process of nursing pre- and post-operation patients who have undergone surgical interventions.
- NURS332 Management of Patients: Sexually Transmitted Disease 3**  
 NURS332 provides students with the appropriate knowledge and skills to meet the needs of these patients in clinical practice.
- NURS333 Management of Patients: Cancers and the Terminally Ill 2**  
 NURS333 is designed to provide students with the appropriate knowledge and skills to meet the challenges and needs when working with these patients in clinical practice.
- NURS334 Psychiatric Nursing 3**  
 NURS334 is designed to enable students to recognize patients who suffer emotional and behavioural 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.
- NURS341 Growth and Development (Adult) 3**  
 NURS341 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.
- NURS411 Clinical Governance (OSHA Requirements) 2**  
 NURS411 is designed to identify, establish and measure effective clinical governance within the healthcare system.
- NURS412 Disaster Preparedness: The Nurse's Role 2**  
 NURS412 will introduce students to the measures to be taken when disasters occur. It will consist of plans and actions programmes 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.

**NURS421 Nursing Leadership and Management 3**

NURS421 prepares students for their role as registered nurses. The course exposes students to the following: planning, designing and manage an individual care plan; evaluation of patients' care; management of a team of nurses. It will also prepare students to be educators involved in patient education and in teaching, assessing and supervising students and other staff members.

**NURS422 Teaching in the Clinical Setting 3**

NURS422 introduces the student to the principles of teaching, supervising and assessing in the clinical setting. It will enhance knowledge and improve skills in the fundamental aspects of teaching and assessing.

**NURS431 Growth and Development V – (The Older Adult) 3**

NURS431 is designed to enable the nursing student to recognise the psychosocial, environmental and lifestyle 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 concept to the care of the contracting family.

**NURS441 Concepts of Critical Care 2**

NURS441 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 a 6-week placement within a clinical area or specialty of their choice. Students are expected to organize their elective placements, making all necessary arrangements to execute and negotiate the hours to be worked in liaison with their identified clinical area. They also need to identify and set up their 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 Trinidad

and Tobago, other islands of the Caribbean or internationally. Students are advised to make their choice in consultation with the Director of Nurse Education in order to have any potential difficulties clarified. These arrangements need to be completed at least one (1) month before the commencement date.

- NUCP104 Clinical Placements N/C
- NUCP201, NUCP202, NUCP203 Clinical Placements N/C
- NUCP301, NUCP302, NUCP303 Clinical Placements N/C
- NUCP401, NUCP402, NUCP403 Clinical Placements N/C



# School of Social Sciences

## SCHOOL OF SOCIAL SCIENCES

DEAN (Ag): Letroy Cummings Ph.D.

### CHAIRPERSON:

Letroy O. Cummings, Ph.D.  
Department of Sociology and Psychology

### CHAIRPERSON (Ag):

Kernita-Rose N. Bailey, M.Sc.  
Department of Social Work

### COORDINATORS:

Clyde Best, M.Ed. Behavioural Sciences

Carla Copeland, M.A., M.Sc, Ed.S.  
Psychology

### MISSION STATEMENT

The School of Social Sciences is dedicated to providing students with a holistic academic experience, in a Christo-centric environment that generates prestigious standards which include: quality research skills; superior knowledge; and excellent content delivery.

### VISION STATEMENT

The School of Social Sciences will surpass the requirements of excellence while producing exceptional professionals who will rank above competitors locally, regionally and internationally.

### GOALS

This School's goal is to:

- Introduce students to the salient discoveries and procedures accumulated from research in Social Sciences disciplines through the assistance of Christian Instructors
- Translate our Mission Statement into daily behaviour
- Encourage creativity and initiative
- Encourage teamwork and team spirit
- Nurture excellence and productivity
- Nurture an environment of moral values and spiritual growth
- 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 fulfils 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.

## PROGRAMMES

**Bachelor of Science in Behavioural Sciences**

**Bachelor of Science in Psychology**

**Bachelor of Science in Social Work**

**Bachelor of Science in Criminology and Criminal Justice**

**Bachelor of Science in Sociology**

**Minors:**

○ **Behavioural Sciences**

○ **Psychology**

**Certificate in Paralegal Studies**

## 1. BACHELOR OF SCIENCE IN BEHAVIOURAL SCIENCES

### Degree Requirements

|  |            |
|--|------------|
| A. General Education Requirements                    | 50         |
| B. Courses required for the Behavioural Science Core | 39         |
| C. Courses required for the Emphasis                 | 21         |
| D. Courses required for the Cognate                  | 06         |
| E. Courses required for the Major Electives          | 12         |
| <b>TOTAL</b>   | <b>128</b> |

### **A. General Education Requirements (50 credits)**

### **GENERAL EDUCATION REQUIREMENTS FOR BACCALAUREATE DEGREE PROGRAMMES**

|   |                     |
|---|---------------------|
| <b>a. Religion</b>                            | <b>(12 credits)</b> |
| RELT100 God and Human Life                    | 3                   |
| RELB210 Jesus in His Time and Ours            | 3                   |
| RELT250 Personal Spirituality and Faith       | 3                   |
| RELT340 Religion and Ethics in Modern Society | 3                   |

**Note: Students must take one religion course each school year or school year equivalent. A transfer**

**student must take one course per year of residency, or full-time equivalent at USC or other Seventh-day Adventist College or University. A part-time student must take one religion course for every 30 hours completed on a part-time basis.**

**b. Social Sciences (03 credits)**

PSYC101 Introduction to Psychology 3

**c. Science (03 credits)**

Select one course from the following:

BIOL107 Concepts of Environmental Science 3

BIOL245 Natural History of Trinidad and Tobago 3

CHEM107 Chemistry in Society 3

PHYS115 Concepts of Physics 3

FDNT230 Nutrition 3

**d. Technology (03 credits)**

CPTR100 Introductory Computer Tools 3

**e. Mathematics (03 credits)**

STAT120 Introduction to Statistics for Social Sciences 3

**f. Language and Communication (12 credits)**

COMM104 Communication Skills 3

ENGL125 Academic Writing I 3

ENGL225 Academic Writing II 3

(Must be completed in the first or second year)

Foreign Language 3

Select one course from:

SPAN101 Conversational Spanish 3

OR

FREN101 Conversational French 3

**g. Health and Wellness (04 credits)**

HLED220 Community and Environmental Health 3

Select One of:

PEAC110 Personal Physical Fitness 1

PEAC130 Special Activities: \_\_\_\_\_ 1

**h. Arts/Humanities/Philosophy (07 credits)**

HIST104 OR HIST105 World Civilizations I, II 3, 3  
OR

HIST147 West Indian History 3

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

IDSC205 Introduction to Fine Arts 2

OR

MUHL220 Music Appreciation 2

OR

Select two credits from Ensemble or Applied Music

MUPF225 University Concert Band 1

MUPF230 University Choir and Orchestra 1

MUPF235 University Singers 1

MUPF240 University Steel Orchestra 1

MUPF285 Women's Choir 1

MUPF290 Male Chorale 1

MUPF100 Applied Music 1

**Note// Students MUST select two (2) credits using the same course acronym in order to fulfill the requirement for this area.**

EDTE354 Philosophy for Education 2

**i. Vocational/Career Planning (03 credits)**

IDSC110 College Success and Career Planning 1

FDNT110 Basic Food Preparation 2

**TOTAL (50 Credits)**

**B. Courses required for the Behavioural Sciences Core (42 credits)**

ANTH200 Cultural Anthropology 3

BHSC220 An Interdisciplinary Approach to Contemporary Issues 3

FMST456 Marriage and the Family 3

SOCI315 Criminology 3

PSYC210 Introduction to Health Psychology 3

PSYC220 Human Development: Lifespan 3

PSYC269 History and Systems of Psychology 3

PSYC450 Social Psychology 3

PSYC454 Theories of Personality 3

PSYC471 Behaviour Modification 3

SOCI212 or PSYC212 Methods of Social Research I 3

SOCI119 Principles of Sociology 3

SOCI345 Juvenile Delinquency 3

**Note: To complete the emphasis requirements, a student must select one of the following two options:**

**C. Courses required for Psychology Emphasis**

**(21 credits)**

**Courses Required for the Psychology Emphasis**

**(15 credits)**

|  |   |
|--|---|
| PSYC312 Methods of Social Research II    | 3 |
| PSYC411 Methods of Social Research III   | 3 |
| PSYC445 Cognitive Psychology             | 3 |
| PSYC460 Psychology of Abnormal Behaviour | 3 |
| PSYC480 Field Experience                 | 3 |

**Choose one of the following:**

|   |   |
|---|---|
| PSYC466 Psychology of the Exceptional Child | 3 |
| EDPC302 Educational Psychology              | 3 |

**Choose one of the following:**

|   |   |
|---|---|
| PSYC319 Stress Management                             | 3 |
| PSYC410 Introduction to Counselling and Psychotherapy | 3 |

**Courses required for Sociology Emphasis**

**(21 Credits)**

|  |   |
|--|---|
| SOCI312 Methods of Social Research II  | 3 |
| 3SOCI325 Caribbean Sociology           | 3 |
| SOCI411 Methods of Social Research III | 3 |
| SOCI425 Race and Ethnic Relations      | 3 |
| SOCI480 Field Experience               | 3 |
| SOCI211 Sociology of Families          | 3 |

**Choose one of the following:**

|  |   |
|--|---|
| SOCI430 Gender Roles in Contemporary Society | 3 |
| SOCI474 Social Thought and Theory            | 3 |

**Courses required for the Cognate (06 credits)**

|  |   |
|--|---|
| BHSC100 Philosophy of Service                    | 2 |
| BHSC490 Seminar: Introduction to Work Experience | 2 |
| SOCI or PSYC131 Professional Writing Seminar     | 2 |

**Behavioural Sciences Electives (12 credits)**

**Select one course from each group:**

|                                    |   |
|------------------------------------|---|
| Group 1                            |   |
| FMST310 Parent Child Relationships | 3 |
| FMST495 Family Law                 | 3 |

|  |   |
|--|---|
| Group 2                                      |   |
| FMST454 Family Violence across the Life Span | 3 |
| PSYC422 Human Sexuality                      | 3 |

|                                  |   |
|----------------------------------|---|
| Group 3                          |   |
| PSYC465 Physiological Psychology | 3 |
| PSYC490 Forensic Psychology      | 3 |

|  |   |
|--|---|
| Group 4                                  |   |
| PSYC350 Emotional Intelligence           | 3 |
| BHSC295 Principles of Career Development | 3 |
| BHSC325 Foundations of Guidance Services | 3 |

**Psychology Electives (12 credits)**

|   |   |
|---|---|
| PSYC252 Psychology of the Adolescent, Youth and Aging | 3 |
| PSYC490 Forensic Psychology                           | 3 |

**Choose one of the following:**

|   |          |
|---|----------|
| <b>BHSC295 Principles of Career Development</b> | <b>3</b> |
| PSYC350 Emotional Intelligence                  | 3        |

**Choose one of the following:**

|                                  |   |
|----------------------------------|---|
| PSYC442 Human Sexuality OR       | 3 |
| PSYC465 Physiological Psychology | 3 |

**BACHELOR OF SCIENCE IN PSYCHOLOGY**

**Degree Requirements**

|   |    |
|---|----|
| A. General Education Requirements           | 50 |
| B. Courses required for the Psychology Core | 39 |
| C. Courses required for the Emphasis        | 21 |
| D. Courses required for Electives           | 12 |
| E. Courses required for the Cognate         | 06 |

**TOTAL 128**

**A. General Education Requirements (50 credits)**

**GENERAL EDUCATION REQUIREMENTS FOR BACCALAUREATE DEGREE - PSYCHOLOGY**

**a. Religion (12 credits)**

|   |   |
|---|---|
| RELT100 God and Human Life                    | 3 |
| RELB210 Jesus in His Time and Ours            | 3 |
| RELT250 Personal Spirituality and Faith       | 3 |
| RELT340 Religion and Ethics in Modern Society | 3 |

**Note: Students must take one religion course each school year or school year equivalent. A transfer student must take one course per year of residency, or full-time equivalent at USC or other Seventh-day Adventist College or University. A part-time student must take one religion course for every 30 hours completed on a part-time basis.**

**b. Social Sciences (03 credits)**

PSYC101 Introduction to Psychology 3

**c. Science (03 credits)**

Select one course from the following:

CHEM107 Chemistry in Society 3

PHYS115 Concepts of Physics 3

FDNT230 Nutrition 3

**d. Technology (03 credits)**

CPTR100 Introduction to Computer Tools 3

**e. Mathematics (03 credits)**

STAT120 Introduction to Statistics for Social Sciences 3

**f. Language and Communication (12 credits)**

COMM104 Communication Skills 3

ENGL125 Academic Writing I 3

ENGL225 Academic Writing II 3

(Must be completed in the first or second year)

Foreign Language 3

**Select one course from:**

SPAN101 Conversational Spanish 3

OR

FREN101 Conversational French 3

**g. Health and Wellness (04 credits)**

HELD220 Community and Environmental Health 3

**Select One of:**

PEAC110 Personal Physical Fitness 1

PEAC130 Special Activities: \_\_\_\_\_ 1

**h. Arts/Humanities/Philosophy (07 credits)**

HIST104 OR HIST105 World Civilizations I, II 3, 3  
OR 3

HIST147 West Indian History 3

Note: If Caribbean History was not passed at the

GCE/ CXC/CSEC level, HIST147 must be taken.

IDSC205 Introduction to Fine Arts 2

OR

MUHL220 Music Appreciation 2

OR

Select two credits from Ensemble or Applied Music

MUPF225 University Concert Band 1

MUPF230 University Choir and Orchestra 1

MUPF235 University Singers 1

MUPF240 University Steel Orchestra 1

MUPF285 Women's Choir 1

MUPF290 Male Chorale 1

MUPF100 Applied Music 1

**Note// Students MUST select two (2) credits using the same course acronym in order to fulfill the requirement for this area.**

EDTE354 Philosophy for Education 2

**i. Vocational/Career Planning (03 credits)**

IDSC110 College Success and Career Planning 1

FDNT110 Basic Food Preparation 2

**TOTAL (50 Credits)**

**B. Courses required for the Psychology Core (39 credits)**

PSYC101 Introduction to Psychology 3

ANTH200 Cultural Anthropology 3

BHSC220 An Interdisciplinary Approach to Contemporary Social Issues 3

PSYC212 Methods of Social Research I 3

PSYC210 Introduction to Health Psychology 3

PSYC220 Human Development: Lifespan 3

PSYC269 History and Systems of Psychology 3

PSYC312 Methods of Social Research II 3

PSYC450 Social Psychology 3

PSYC460 Psychology of Abnormal Behaviour 3

FMST456 Marriage and the Family 3

PSYC411 Methods of Social Research III 3

PSYC480 Field Experience 3

**C. Courses required for Major (21 credits)**

To complete the Major requirements, a student must select one of the following three options:

**a. Courses required for Major in General Psychology**

|   |   |
|---|---|
| PSYC252 Psychology of the Adolescent, Youth and Aging | 3 |
| BHSC295 Principles of Career Development              | 3 |
| PSYC350 Emotional Intelligence                        | 3 |
| PSYC490 Forensic Psychology                           | 3 |
| PSYC410 Introduction to Counselling and Psychotherapy | 3 |
| PSYC454 Theories of Personality                       | 3 |
| PSYC445 Cognitive Psychology                          | 3 |

**b. Courses required for Major in Health Psychology**

|   |   |
|---|---|
| PSYC319 Stress Management                       | 3 |
| PSYC465 Physiological Psychology                | 3 |
| PSYC449 Psychopharmacology                      | 3 |
| PSYC442 Human Sexuality                         | 3 |
| BHSC440 Topics In: Health Psychology            | 1 |
| SOWK460 Death and Grief in Contemporary Society | 3 |
| NURS310 Public Health and Epidemiology          | 2 |
| NURS332 Management of Patients: S.T.D.          | 3 |

**c. Courses required for Major in Development Psychology**

|   |   |
|---|---|
| PSYC252 Psychology of the Adolescent, Youth and Aging | 3 |
| PSYC445 Cognitive Psychology                          | 3 |
| PSYC466 Psychology of the Exceptional Child           | 3 |
| PSYC454 Theories of Personality                       | 3 |
| PSYC471 Behaviour Modification                        | 3 |
| NURS234 Growth and Development II: Young Ad./Adol.    | 3 |
| NURS431 Growth and Development V: Older Adults        | 3 |

**D. Courses required for the Electives (12 credits)**

To complete the elective requirements, a student must select one of the following three options:

**a. Elective Courses required for General Psychology Major**

Select one course from each group (total 12 credits):

**Group 1**

|  |   |
|--|---|
| BHSC325 Foundations of Guidance Services | 3 |
| PSYC319 Stress Management                | 3 |
| SOWK412 Children and Families at Risk    | 3 |

**Group 2**

|   |   |
|---|---|
| SOCI315 Criminology                         | 3 |
| PSYC449 Psychopharmacology                  | 3 |
| PSYC466 Psychology of the Exceptional Child | 3 |

**Group 3**

|                                  |   |
|----------------------------------|---|
| FMST495 Family Law               | 3 |
| PSYC465 Physiological Psychology | 3 |
| PSYC471 Behaviour Modification   | 3 |

**Group 4**

|                                      |   |
|--------------------------------------|---|
| SOWK455 Treatment of Substance Abuse | 3 |
| PSYC442 Human Sexuality              | 3 |
| SOCI345 Juvenile Delinquency         | 3 |

**b. Courses required for Emphasis in Health Psychology**

Select one course from each group (total 12 credits)

**Group 1**

|   |   |
|---|---|
| PSYC252 Psychology of the Adolescent, Youth and Aging | 3 |
| PSYC350 Emotional Intelligence                        | 3 |

**Group 2**

|                                      |   |
|--------------------------------------|---|
| SOWK455 Treatment of Substance Abuse | 3 |
| PSYC445 Cognitive Psychology         | 3 |

**Group 3**

|   |   |
|---|---|
| PSYC471 Behaviour Modification                        | 3 |
| PSYC410 Introduction to Counselling and Psychotherapy | 3 |

**Group 4**

|   |   |
|---|---|
| PSYC454 Theories of Personality             | 3 |
| PSYC466 Psychology of the Exceptional Child | 3 |

**c. Courses required for the Emphasis and Major in Development Psychology**

Select one course from each group (total 12 credits)

**Group 1**

|  |   |
|--|---|
| BHSC325 Foundations of Guidance Services | 3 |
| PSYC465 Physiological Psychology         | 3 |
| SOCI315 Criminology                      | 3 |

**Group 2**

|  |   |
|--|---|
| FMST310 Parent Child Relationships       | 3 |
| PSYC319 Stress Management                | 3 |
| BHSC295 Principles of Career Development | 3 |

**Group 3**

|   |   |
|---|---|
| PSYC410 Introduction to Counselling and Psychotherapy | 3 |
| SOCI345 Juvenile Delinquency                          | 3 |
| PSYC422 Human Sexuality                               | 3 |

**Group 4**

|   |   |
|---|---|
| PSYC449 Psychopharmacology                      | 3 |
| SOWK460 Death and Grief in Contemporary Society | 3 |
| SOWK412 Children and Families at Risk           | 3 |

**E. Courses required for the Cognate (06 credits)**

|  |   |
|--|---|
| PSYC or SOCI131 Professional Writing Seminar     | 2 |
| BHSC100 Philosophy of Service                    | 2 |
| BHSC490 Seminar: Introduction to Work Experience | 2 |

**MINOR IN PSYCHOLOGY (27 credits)**

(Please do the ALL of the following courses)

|   |   |
|---|---|
| PSYC101 Introduction to Psychology                    | 3 |
| PSYC210 Introduction to Health Psychology             | 3 |
| PSYC212 Methods of Social Research I                  | 3 |
| PSYC312 Methods of Social Research II                 | 3 |
| PSYC319 Stress Management                             | 3 |
| PSYC350 Emotional Intelligence                        | 3 |
| PSYC450 Social Psychology                             | 3 |
| PSYC454 Theories of Personality                       | 3 |
| PSYC410 Introduction to Counselling and Psychotherapy | 3 |

**COURSES ANTHROPOLOGY**

**CREDITS**

**ANTH 200 Cultural Anthropology 3**

Prerequisite: SOCI119

This course is a comparative study of human behaviour and societal organisation. Cultural perspective studied will be worldwide, exploring living peoples and their culture, with an emphasis on how we can apply this knowledge to situations in the real world taking advantage of the data provided by ethnographies of vastly different societies. Important concepts of culture, scope and different aspects of culture like social, economic, political, educational, religious organisations; language and communication; health beliefs and practices aesthetics; material culture; will be examined.

**BEHAVIOURAL SCIENCES**

**BHSC100 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 specific major or a minor.

**BHSC220 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.

**BHSC295 Principles of Career Development 3**

This course is an introduction to career development and career counselling with an emphasis in special needs, career decision-making, career adjustment, and changing careers.

**BHSC325 Foundations of Guidance Services 3**

This course introduces students to guidance and counselling and allows them to plan, deliver and manage a comprehensive programme of guidance

and counselling within the context of the culture and needs of the school or institution.

**BHSC440 Topics in \_\_\_\_ 001-Families in Crisis 1-3**  
Examines emerging issues in the behavioural sciences. Repeatable in different specialized areas.

**BHSC490 Seminar: Introduction to Work Experience 2**  
Course introduces students to the world of work, expectations and norms followed in the work place, preparation of portfolios and for job interviews are also included.

## **PSYCHOLOGY**

**PSYC101 Introduction to Psychology 3**  
Covers principles of psychology including the study of growth, perception, learning, thinking, motivation, emotion, personality, and mental health.

**PSYC210 Introduction to Health Psychology 3**  
Prerequisite: PSYC101  
Study of causes of 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 behaviour, psychology of addictive behavioural health.

**PSYC212/SOCI212 Methods of Social Research 1 3**  
Prerequisite: STAT120  
This course has two parts, quantitative approach to research in social science and writing of a good research proposal and questionnaire design. This course will deal in-depth with the different quantitative approaches to research, like survey research design, correlational research design, and experimental research design, etc. The second part of the course will guide students through the practical aspects of research by teaching them how to write a good research proposal and the construction of a questionnaire as a research tool for data collection.

**PSYC220 Human Development: Lifespan 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.

**PSYC252 Psychology of the Adolescent, Youth and Aging 3**

Prerequisite: PSYC101  
Current psychological theories relating to psychological development, maturity and decline as evidenced during adolescent, youth, middle age and retirement years.

**PSYC269 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 behaviour.

**PSYC312/SOCI312 Methods of Social Research II 3**  
Prerequisite: PSYC212  
This is a course on research methods, which exposes students to a basic understanding of the research process, the methods available in the social sciences, and the interpretation of research findings. The issues relating to the validity of research, reliability of measures and ethical considerations are covered. The course focuses on qualitative methodologies and raises some interesting and sensitive issues for discussion. Some persons may have personal experience with some of the issues but students are advised to approach this course with an open mind so that they can engage in critical and objective thinking.

**PSYC319 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.

**PSYC350 Emotional Intelligence 3**  
Emotional intelligence consists of specific skills, behaviours and attitudes that can be learned, applied and modeled to improve personal satisfaction,

achievement and career effectiveness.

**PSYC410 Introduction to Counselling and Psychotherapy 3**

Prerequisites: PSYC101 and one of the following: PSYC454, 460 or 269. (Offered in Alt. Years)

An introduction to the major theoretical models and concepts for counselling and psychotherapy. Concepts such as the philosophical assumptions, the therapeutic process, and the client/therapist relationship are discussed.

**PSYC411/SOCI411 Methods of Social Research III 3**

Prerequisite: PSYC312

In this course, students implement the proposal and gain field experience via data collection. The course also addresses questionnaire construction, coding, analyzing, and interpreting of data as well as report writing.

**PSYC434/SOCI434 Research Methods IV: Advanced Statistical Analysis and SPSS 3**

Prerequisites: STAT120, or PSYC212, PSYC312, PSYC411

A study on advanced parametric and non-parametric techniques such as two-way ANOVA, regression and power. The utilization of SPSS in the analysis and interpretation of statistical data. An analysis of professional journal and reports with an emphasis on the statistical reasoning.

**PSYC442 Human Sexuality 3**

A study of the multiple aspects of sexuality within a framework of Christian values.

**PSYC445 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.

**PSYC449 Psychopharmacology 3**

Prerequisites: PSYC101 or BIOL111, 112 or BIOL165, 166

Examination of current psychotropic drugs, how they affect human perception and behaviour, and how

they are used in clinical evaluation.

**PSYC450 Social Psychology 3**

Prerequisites: PSYC101 and SOCI119 or permission of instructor.

A study of human behaviour within a group context. Included are attitudes, social roles, collective behaviour, and the dynamic aspects of human interaction. Lab fee may be required.

**PSYC454 Theories of Personality 3**

Prerequisite: PSYC101

Integrates subfields of psychology to enhance understanding of the individual personality.

**PSYC460 Psychology of Abnormal Behaviour 3**

A study of deviant human behaviour and theories of causation and remediation.

**PSYC465 Physiological Psychology 3**

Prerequisite: PSYC101

Introduces the biological bases of behaviour. Examination of the neuroanatomical and physiological foundations of such topics as the mind/body problem, the development of language and learning, sexual behaviour, recovery from brain damage, and psychopathology.

**PSYC466 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 behavioural disorders, giftedness, and disorders of communication and impairment of hearing or sight.

**PSYC480 Field Experience 1-8**

Prerequisites: IDSC110, BHSC100, PSYC101, PSYC269, PSYC210, PSYC410, PSYC454, PSYC450, PSYC 460

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.

**PSYC490 Forensic Psychology** 3  
 The application of psychological knowledge to the study of crime and criminal justice.

**PSYC495 Independent Study/Reading/Research/Project** 1-3  
 Individual assignments and/or reports and/or individualized research in behavioural 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 your advisor before registering.

**BACHELOR OF SCIENCE IN CRIMINOLOGY AND CRIMINAL JUSTICE**

The Bachelor of Science in Criminology and Criminal Justice introduces students to the complex and interdisciplinary nature of criminology, its core theories of positivism and methodologies. Criminology as a science discipline concerns itself with the causes, nature and treatment of crime and delinquency with a view to reducing and preventing crime in society. It prepares students for employment in a wide variety of criminal justice agencies. It also provides a foundation (lockstep) for Post Graduate Diploma and Master's programme in criminology and other related social sciences. With the skills acquired, graduates of criminology from USC can also take up teaching and research positions in colleges and universities.

**Degree Requirements**

|   |                   |
|---|-------------------|
| A. General Education Requirements                                 | 50                |
| B. Courses required for the Criminology and Criminal Justice Core | 39                |
| C. Courses required for emphasis                                  | 24                |
| D. Courses required for the Cognate                               | 05                |
| E. Courses required for electives                                 | <u>09</u>         |
| <b>TOTAL</b>  | <b><u>127</u></b> |

**A. General Education Requirements (50credits)**

**a. Religion (12 credits)**

|                                    |   |
|------------------------------------|---|
| RELT100 God and Human Life         | 3 |
| RELB210 Jesus in His Time and Ours | 3 |

|   |   |
|---|---|
| RELT250 Personal Spirituality and Faith       | 3 |
| RELT340 Religion and Ethics in Modern Society | 3 |

**Note: Students must take one religion course each school year or school year equivalent. A transfer student must take one course per year of residency, or full-time equivalent at USC or other Seventh-day Adventist College or University. A part-time student must take one religion course for every 30 hours completed on a part-time basis.**

**b. Social Sciences (03 credits)**

|                                    |   |
|------------------------------------|---|
| PSYC101 Introduction to Psychology | 3 |
|------------------------------------|---|

**c. Science (03 credits)**

Select one course from the following:

|                              |   |
|------------------------------|---|
| CHEM107 Chemistry in Society | 3 |
| PHYS115 Concepts of Physics  | 3 |
| FDNT230 Nutrition            | 3 |

**d. Technology (03 credits)**

|  |   |
|--|---|
| CPTR100 Introductory to Computer Tools | 3 |
|--|---|

**e. Mathematics (03 credits)**

|  |   |
|--|---|
| STAT120 Introduction to Statistics for Social Sciences | 3 |
|--|---|

**f. Language and Communication (12 credits)**

|                              |   |
|------------------------------|---|
| COMM104 Communication Skills | 3 |
| ENGL125 Academic Writing I   | 3 |
| ENGL225 Academic Writing II  | 3 |

(Must be completed in the first or second year)

|                                |   |
|--------------------------------|---|
| Foreign Language               | 3 |
| <b>Select one course from:</b> |   |
| SPAN101 Conversational Spanish | 3 |
| OR                             |   |
| FREN101 Conversational French  | 3 |

**g. Health and Wellness (04 credits)**

|  |   |
|--|---|
| HELD220 Community and Environmental Health | 3 |
|--|---|

**Select One of:**

|                                   |   |
|-----------------------------------|---|
| PEAC110 Personal Physical Fitness | 1 |
| PEAC130 Special Activities: _____ | 1 |

**h. Arts/Humanities/Philosophy (07 credits)**

HIST104 OR HIST105 World Civilizations I, II 3, 3  
OR 3

HIST147 West Indian History 3

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

IDSC205 Introduction to Fine Arts 2  
OR

MUHL220 Music Appreciation 2  
OR

**Select two credits from Ensemble or Applied Music**

**MUPF225 University Concert Band 1**

MUPF230 University Choir and Orchestra 1

MUPF235 University Singers 1

MUPF240 University Steel Orchestra 1

MUPF285 Women's Choir 1

MUPF290 Male Chorale 1

MUPF100 Applied Music 1

**Note// Students MUST select two (2) credits using the same course acronym in order to fulfill the requirement for this area.**

EDTE354 Philosophy for Education 2

**i. Vocational/Career Planning (03 credits)**

IDSC110 College Success and Career Planning 1

FDNT110 Basic Food Preparation 2

**TOTAL (50 Credits)**

**B. Courses required for the Criminology and Criminal Justice Core (39 credits)**

CRMB101 Introduction to Criminology 3

CRMB201 Theories of Criminology 3

CRMB204 General Characteristics of Crime and Criminology 3

CRMB208 Political Crimes/White Collar Crimes 3

CRMB301 Criminal Justice Systems 3

CRMB303 Methods of Social Research I 3

CRMB306 Policing and Security 3

CRMB307 Crime, Culture and Conflict 3

CRMB311 Methods of Social Research II 3

CRMB401 Victimology 3

CRMB407 Field Experience/Practicum 3

CRMB408 Methods of Social Research III 3

CRMB312 Restorative Justice 3

**C. Courses required for Major (24 credits)**

CRMB206 Mental Health and Criminal Behaviour 3

CRMB403 Criminal Law 3

CRMB207 Caribbean Criminology 3

CRMB304 Mental Disorders and Criminality 3

CRMB205 Gang Warfare and Violence 3

CRMB402 Penology 3

CRMB302 Crime and Media 3

CRMB313 Human Rights and Ethics 3

**D. Courses required for the Cognate (05 credits)**

SOCI119 Principles of Sociology 3

SOCI131 Professional Writing Seminar 2

**E. Courses required for electives (09 credits)**

CRMB308 War Crime and Genocide 3

CRMB309 An Introduction to Offender Profiling- 3

CRMB305 or SOCI345 Juvenile Delinquency 3

**COURSES CREDITS**

**CRIMINOLOGY AND CRIMINAL JUSTICE**

**CRMB101 Introduction to Criminology 3**

It provides a basic understanding of criminological concepts and theories and a solid foundation for future criminology courses. Topics include criminal event theory, crime research, biological, psychological, and sociological explanations of crime, social control theory, rational choice theory, opportunities theory, lifestyle exposure theory, the aftermath of crime, family and household crime, the relationship of crime to leisure activities and to employment, public policy, and crime prevention. The course will help develop your academic writing skills and familiarize you with contemporary educational tools.

**CRMB201 Theories of Criminology 3**

Prerequisite: CRMB101

This course will provide an overview of selected theoretical perspectives on crime/deviance, including historical influences. The Study Guide will focus on the definition of key concepts (e.g., theory), the basic tenets and critiques of each theory, and the commonalities and differences between and within perspectives.

**CRMB204 General Characteristics of Crime and Criminology 3**

Prerequisite: CRMB201

This course is designed to provide the student with a better understanding of the relationship between crime and a number of important social problems. Legal, sociological, and psychological perspectives with respect to the subjects of sexuality, drugs, violence, and euthanasia will be studied. In the Study Guide, textbooks, and course readings the tensions and dilemmas that underlie current criminal law and policy are explored and avenues for reform suggested.

**CRMB205 Gang Warfare and Violence 3**

Prerequisite: CRMB201

This course offers students the opportunity to critically examine the problem of gang warfare and gang violence in the Caribbean. Students will also discuss the gang phenomenon from a global context as well. Topics that will be covered in this class may include, among other things: theories of gang formation, the social construction of the gang problem, the cultural diffusion of gang activities, the phenomenon of gangs from a historical context, gang typologies and subculture, and/or the policing of gang warfare and violence.

**CRMB206 Mental Health and Criminal Behaviour 3**

This course provides an overview of how the criminal justice and mental health systems respond to mentally disordered offenders. It examines the nature of mental health professionals' involvement in decision-making processes that affect mentally disordered offenders, as well as critical legal issues that arise in the course of these processes.

**CRMB207 Caribbean Criminology 3**

Prerequisites: SOCI119, CRMB 201

Caribbean criminology deals with the study of criminal behaviour in the Caribbean. In this course, the geographical, social, economic, historical and political contexts of the region will be explored. The course, therefore employs an interdisciplinary and integrated approach. The emphasis is on the fact that an explanation/understanding of criminal behaviour in the Caribbean must take cognizance of the unique

and cosmopolitan nature of the region and its history.

**CRMB208 Political Crimes/White Collar Crimes 3**

Prerequisite: CRMB204

In examining crimes committed by corporations and organisations, as well as individuals in the course of their occupation, this course explores: how such crimes are socially defined, who commits them, who is victimized by them, which social contexts promote them and how society responds to them. The economic, social and political costs of corporate and white-collar crime are compared to street crime.

**CRMB301 Criminal Justice Systems 3**

Prerequisite: CRMB204

This course will provide students with an introduction to the criminal justice system and processes in the Caribbean. It will examine how the criminal justice system operates, its key agencies and processes, as well as their relationship with the wider institutions, structures and issues in modern society. It will also look critically at how theories of and debates concerning crime and criminal justice have influenced the history and development of the criminal justice system.

**CRMB 302 Crime and Media 3**

Prerequisite: CRMB201

The focus of this course is on the depiction of crime in various media of mass communication. Area of study includes corporate crime, violent crime, gangs, organized crime and terrorism. This course also examines how gender, race and class are related to the way crime is depicted in the mass media.

**CRMB303 Methods of Social Research I 3**

Prerequisite: STAT120

An introduction to criminological research that is intended to develop the student's research and analytical skills. Specifically, the course will focus on the theory of inquiry, the logic, and structure of criminological inquiry, research design, data gathering, analysis and reporting.

**CRMB304 Mental Disorders and Criminality 3**

Prerequisite: CRMB204

It provides an overview of how the criminal justice and mental health systems respond to mentally disordered offenders. Students will examine the

nature of mental health professionals' involvement in decision-making processes that affect mentally disordered offenders, as well as critical legal issues that arise in the course of these processes.

**CRMB305 Juvenile Delinquency 3**

Prerequisite: SOCI315

This course provides an understanding of juvenile delinquency in society and critically examines how society views children as delinquents, the theoretical perspectives of delinquency, the social and institutional context of delinquency, and the juvenile justice system. This course will assess the nature and extent and the present status of juvenile delinquency in the context of the Caribbean in particular and global perspective in general.

**CRMB306 Policing and Security 3**

Prerequisite: CRMB301

An examination of the organisation and operation of contemporary Caribbean policing. Consideration of the history and development of policing in the Caribbean, the role of the police in Caribbean society and the police occupation, including recruitment and training. Discussion of police decision making and the exercise of discretion, police powers, and structures of accountability. Management of the police organisation. Examination of police-community relations and crime prevention initiatives.

**CRMB307 Crime, Culture and Conflict 3**

Prerequisites: CRMB204

This course zeroes in on the relationship between culture, conflict and crime and examines the role of culture conflict in the causation of crime in modern day culturally diversified societies. In such societies, the dominant group criminalizes behaviour and enforces the law. Criminal behaviour is sub-cultural behaviour of the subject group.

**CRMB308 War Crime and Genocide 3**

Prerequisite: CRMB204

The focus of this course, also known as crime against humanity, is on hate crimes committed against a group, in whole or part. It is aimed at killing or destruction of a group by various means. This group could be national, ethnic/racial, religious or political. Whether it is by actual killing, having the intention

to kill or creating an environment that leads to such result, the outcome is to cause physical and or mental harm/destruction.

**CRMB309 An Introduction to Offender Profiling 3**

Prerequisite: CRMB204

The objective of this course is to give students an awareness level of understanding of the core tenets of criminal profiling as they relate specifically to the subject of psychopathic behaviour. It will also serve the secondary objective of assisting students who wish to further learn and use criminal profiling techniques in their current or developing careers, by informing them to the point where they can make decisions on how to pursue more advanced levels of education to fulfil these goals.

**CRMB311 Methods of Social Research II 3**

Prerequisite: STAT120

This is a course on Research Methods, which exposes students to a basic understanding of the research process, the methods available in the social sciences, and the interpretation of research findings. The issues relating to the validity of research, reliability of measures and ethical considerations are covered. The course focuses on qualitative methodologies and raises some interesting and sensitive issues for discussion. Some persons may have personal experience with some of the issues but students are advised to approach this course with an open mind so that they can engage in critical and objective thinking.

**CRMB312 Restorative Justice 3**

This course exposes the student to a criminal justice system which focuses on the rehabilitation of offenders. It places emphasis on reconciliation with victims and the community with the aim of reintegrating the offender. It emphasizes accountability and taking responsibility for one's action that would have brought harm.

**CRMB313 Human Rights and Ethics**

This course is on human rights and ethics. It focuses on the rights and wrongs of justice recognizing that people have rights and are to be treated as human beings even if they are offenders. This course will provide the theoretical insights and practices of

human rights. It stresses the importance of advocacy and provide the tools for such. Participants will be exposed to various strategies of advocacy that can be employed in constructing a human rights problem.

**CRMB401 Victimology 3**

Prerequisite: CRMB204

This is a survey course covering contemporary developments in the field of victimology, its conceptual boundaries, its basic concepts and literature, its subfields and role as a field of study within criminology and criminal justice. The historical and emerging roles of victimology as a field of study are examined and discussed in depth. Special attention is paid to applied learning objectives with respect to each student's personal experiences with the human dimensions of victimization.

**CRMB402 Penology 3**

Prerequisite: CRMB301

This course will examine correctional practices, reforms, and their consequences as well as various theories of social control. Included in the course examination will be the cultural, social, and theoretical context from which various corrections reforms have emerged over the past several centuries. Additionally, research that has been conducted on various punishment and correctional strategies will be discussed.

**CRMB403 Criminal Law 3**

Prerequisite: CRMB301

This course examines the nature, purpose, scope, sources, and basic principles of criminal law. It addresses the history and evolution of criminal law and the Criminal Code, including the aims and limits of criminal law and the relationship between law and morality. Topics include basic elements of a criminal offence, defences against a criminal charge (e.g., provocation, self-defense, consent, and intoxication), historic and contemporary legal concepts (e.g., mens rea, actus reus, and criminal responsibility), the relationship between mental disorder and criminal process, and reform of criminal law.

**CRMB407 Field Experience/Practicum 3**

It will give students an opportunity to learn through active participation with an appropriate agency.

The course is designed to provide students an opportunity to demonstrative significant learning through their participation in the work of their chosen agency. In effect, the agency replaces the classroom as the focus of learning.

**CRMB408 Methods of Social Research III 3**

Prerequisite: SOCI312

In this course, students will implement the proposal and gain field experience via data collection. The course also addresses questionnaire construction, coding, analyzing, and interpreting of data as well as report writing.

**STAT120 Introduction to Statistics for Social Sciences 3**

This is an introductory course in Behavioural Statistics. It focuses on basic statistical procedures. It covers a range of concepts associated with research methods and statistical analysis.

Students are expected to approach this course with an open mind so that they can be objective in their analysis. The course will provide students with an understanding and use of concepts and models associated with statistical analysis and testing. Students will be exposed to probability, frequency distributions, measure of central tendency, measures of variation, using frequency distributions, confidence intervals, sampling distribution, levels of significance in hypothesis testing, t and z tests, correlation, regression, chi-square, and ANOVA.

**DEPARTMENT OF SOCIAL WORK**

**MISSION STATEMENT**

Promoting social justice and well-being, to diverse populations through innovative teaching methods, research and service to humanity at all levels of society in the Caribbean 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 128 credit

hours will be done towards fulfilling the requirements of the Social Work programme.

### **CONTINUED ENROLLMENT CRITERIA**

Students should demonstrate the following to ensure their continued enrollment in the programme:

1. Ethical conduct in compliance with the National Association of Social Work Code of Ethics.
2. Adequate knowledge and practice performance in practicum setting.
3. Successful completion of departmental assessments/evaluations.

### **CURRICULUM**

The curriculum for Bachelor of Science in Social Work programme consists of seven content areas:

1. Values and Ethics
2. Diversity
3. Populations-at-Risk and Social and Economic Justice
4. Human Behaviour and the Social Environment
5. Social Welfare Policy and Services
6. Social Work Practice
7. Research

Additionally, the Bachelor of Science in Social Work programme offers three areas of emphases from which students select one area:

1. Medical
2. Community
3. Combined

These areas of emphases will prepare the students for the world of work in the specialized areas of social work as well as aid them to pursue graduate studies in social work or any related fields of study.

There is no minor in Social Work. However, a student can choose to take a minor from the following areas: Behavioural Sciences, Psychology, Sociology, Special Education, Family Studies, Family and Consumer Sciences, Health, Business Administration, Human Resource Management, Non-Profit Management, Finance, Communication, and Music. Students desiring to do a minor on any fields other than those listed above will need to seek permission from the

Dean of the School of Social Sciences.

### **PROGRAMME OBJECTIVES**

By the end of the social work programme, students are expected to be able to

1. Critically analyse and apply relevant theories to social work intervention.
2. Prepare bio-psycho-social assessments that reflect their understanding of dynamic relationship of humans and their environments.
3. Integrate the values and ethics of social work in analysis and practice.
4. Demonstrate sensitivity to issues of diversity, oppression and marginalization.
5. Demonstrate competence in social work practice during field practicum.
6. Use their knowledge of the helping process to achieve change during social work intervention.
7. Demonstrate competence in self-knowledge and reflective practice.
8. Effectively engage in oral and written communication
9. Work effectively in teams.
10. Integrate, where necessary, indigenous knowledge into intervention methods.
11. Integrate their knowledge of Christian faith in social work practice.

### **DEPARTMENTAL ASSESSMENTS**

Students will be required to satisfactorily pass two Departmental Assessments. The first Assessment will be conducted for the students at the end of their sophomore year. The second Assessment will be conducted for students at the end of their junior year. The first Assessment will explore the student's readiness for practicum and will comprise of a written exercise and a formal interview. The second Assessment will explore the student's readiness for practice and will comprise of a formal presentation.

### **BACHELOR OF SCIENCE IN SOCIAL WORK**

#### ***Degree Requirements***

|  |    |
|--|----|
| A. General Education Requirements        | 50 |
| B. Courses required for Social Work Core | 52 |

|   |            |
|---|------------|
| C. Courses required for the Emphasis in Social Work | 18         |
| D. Courses required for the Cognate                 | 08         |
| <b>TOTAL</b>  | <b>128</b> |

**A. General Education Requirements (50 credits)**

**a. Religion (12 credits)**

|   |   |
|---|---|
| RELT100 God and Human Life                    | 3 |
| RELB210 Jesus in His Time and Ours            | 3 |
| RELT250 Personal Spirituality and Faith       | 3 |
| RELT340 Religion and Ethics in Modern Society | 3 |

**Note: Students must take one religion course each school year or school year equivalent. A transfer student must take one course per year of residency, or full-time equivalent at USC or other Seventh-day Adventist College or University. A part-time student must take one religion course for every 30 hours completed on a part-time basis.**

**b. Social Sciences (03 credits)**

|                                    |   |
|------------------------------------|---|
| PSYC101 Introduction to Psychology | 3 |
|------------------------------------|---|

**c. Science (03 credits)**

Select one course from the following:

|  |   |
|--|---|
| BIOL107 Concepts of Environmental Science      | 3 |
| BIOL245 Natural History of Trinidad and Tobago | 3 |
| CHEM107 Chemistry in Society                   | 3 |
| PHYS115 Concepts of Physics                    | 3 |
| FDNT230 Nutrition                              | 3 |

**d. Technology (03 credits)**

|  |   |
|--|---|
| CPTR100 Introductory to Computer Tools | 3 |
|--|---|

**e. Mathematics (03 credits)**

|  |   |
|--|---|
| STAT120 Introduction to Statistics for Social Sciences | 3 |
|--|---|

**f. Language and Communication (12 credits)**

|                                  |   |
|----------------------------------|---|
| (1) COMM104 Communication Skills | 3 |
| (2) ENGL125 Academic Writing I   | 3 |
| (3) ENGL225 Academic Writing II  | 3 |

Foreign Language 3

**Select one course from:**

|                                |   |
|--------------------------------|---|
| SPAN101 Conversational Spanish | 3 |
| OR                             |   |

|                               |   |
|-------------------------------|---|
| FREN101 Conversational French | 3 |
|-------------------------------|---|

**g. Health and Wellness (04 credits)**

|  |   |
|--|---|
| HLED220 Community and Environmental Health | 3 |
|--|---|

**Select One of:**

|                                   |   |
|-----------------------------------|---|
| PEAC110 Personal Physical Fitness | 1 |
| PEAC130 Special Activities: _____ | 1 |

**h. Arts/Humanities/Philosophy (07 credits)**

|  |      |
|--|------|
| HIST104 OR HIST105 World Civilizations I, II | 3, 3 |
| OR   |      |

|                             |   |
|-----------------------------|---|
| HIST147 West Indian History | 3 |
|-----------------------------|---|

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

|                                   |   |
|-----------------------------------|---|
| IDSC205 Introduction to Fine Arts | 2 |
| OR                                |   |

|                            |   |
|----------------------------|---|
| MUHL220 Music Appreciation | 2 |
| OR                         |   |

Select two credits from Ensemble or Applied Music

|  |   |
|--|---|
| MUPF225 University Concert Band        | 1 |
| MUPF230 University Choir and Orchestra | 1 |
| MUPF235 University Singers             | 1 |
| MUPF240 University Steel Orchestra     | 1 |
| MUPF285 Women's Choir                  | 1 |
| MUPF290 Male Chorale                   | 1 |
| MUPF100 Applied Music                  | 1 |

**Note// Students MUST select two (2) credits using the same course acronym in order to fulfill the requirement for this area.**

|                                  |   |
|----------------------------------|---|
| EDTE354 Philosophy for Education | 2 |
|----------------------------------|---|

**i. Vocational/Career Planning (03 credits)**

|   |   |
|---|---|
| IDSC110 College Success and Career planning | 1 |
| FDNT110 Basic Food Preparation              | 2 |

**TOTAL (50 Credits)**

**B. Courses required for the Core (52 credits)**

|   |   |
|---|---|
| ANTH200 Cultural Anthropology               | 3 |
| SOWK100 Introduction to Social Work         | 3 |
| SOWK211 Law for Social Work Practice        | 3 |
| SOWK231 Introduction to Macro Practice      | 3 |
| SOWK300 Social Work Issues in the Caribbean | 3 |
| SOWK315 Values, Ethics and Diversity        | 3 |
| SOWK320 Introduction to Counselling Skills  | 3 |

|   |   |
|---|---|
| SOWK340 Human Behaviour and the Social Environment      | 3 |
| SOWK350 Social Welfare Policy                           | 3 |
| SOWK401 Foundations of Practice I                       | 2 |
| SOWK402 Foundations of Practice II                      | 2 |
| SOWK411 Foundations of Practice III                     | 2 |
| SOWK435 Field Instruction I                             | 2 |
| SOWK436 Field Instruction II                            | 2 |
| SOWK437 International Environment of Social Welfare     | 3 |
| SOWK440 Assessment and Treatment of Victims of Violence | 2 |
| SOWK455 Treatment of Substance Abuse                    | 3 |
| SOWK460 Death and Grief in Contemporary Society         | 3 |
| SOWK 470 Social Work Research                           | 3 |
| SOWK489 BSW Professional Seminar                        | 1 |

**C. Courses required for the Emphasis (18 credits)**

**Note: Students are required to choose any ONE area of Emphasis**

**a. Health**

|  |   |
|--|---|
| PSYC460 Psychology of Abnormal Behaviour | 3 |
| SOWK467 Social Aspects on Long-Term Care | 3 |
| SOCI435 Medical Sociology                | 3 |

*(Choose any ONE of the following groups to complete the Health emphasis)*

**Group A**

|                                    |   |
|------------------------------------|---|
| PSYC220 Human Development Lifespan | 3 |
| SOWK310 Gerontology                | 3 |
| PSYC449 Psychopharmacology         | 3 |

**Group B**

|   |   |
|---|---|
| PSYC410 Introduction to Counselling and Psychotherapy | 3 |
| PSYC445 Cognitive Psychology                          | 3 |
| PSYC454 Theories of Personality                       | 3 |

**b. Community**

Students are required to take the following courses for the Community Major:

|  |   |
|--|---|
| SOWK412 Children and Families at Risk            | 3 |
| SOWK325 Social Welfare Institutions and Services | 3 |
| SOCI430 Gender Roles in Contemporary Society     | 3 |

**Choose any ONE of the following groups to complete the Community Emphasis:**

**Group A**

|                              |   |
|------------------------------|---|
| SOCI345 Juvenile Delinquency | 3 |
| FMST456 Marriage and Family  | 3 |
| PSYC420 Human Sexuality      | 3 |

**Group B**

|   |   |
|---|---|
| EDPC302 Educational Psychology                    | 3 |
| PSYC252 Psychology of Adolescent, Youth and Aging | 3 |
| PSYC454 Theories of Personality                   | 3 |

**c. Combined**

**Students are required to take the following courses for the Combined Emphasis:**

|  |   |
|--|---|
| SOWK412 Children and Families at Risk    | 3 |
| PSYC460 Psychology of Abnormal Behaviour | 3 |
| SOWK467 Social Aspects on Long-Term Care | 3 |

**Choose any ONE of the following groups to complete the Combined Emphasis:**

**Group A**

|                                    |   |
|------------------------------------|---|
| PSYC220 Human Development Lifespan | 3 |
| SOWK310 Gerontology                | 3 |
| PSYC449 Psychopharmacology         | 3 |

**Group B**

|   |   |
|---|---|
| PSYC410 Introduction to Counselling and Psychotherapy | 3 |
| PSYC445 Cognitive Psychology                          | 3 |
| PSYC454 Theories of Personality                       | 3 |

**Group C**

|                              |   |
|------------------------------|---|
| SOCI345 Juvenile Delinquency | 3 |
| FMST456 Marriage and Family  | 3 |
| PSYC420 Human Sexuality      | 3 |

**Group D**

|   |   |
|---|---|
| EDPC302 Educational Psychology                    | 3 |
| PSYC252 Psychology of Adolescent, Youth and Aging | 3 |
| PSYC454 Theories of Personality                   | 3 |

**D. Courses required for the Cognate (08 credits)**

|  |   |
|--|---|
| FMST115 Introduction to Family Studies | 3 |
| SOCI119 Principles of Sociology        | 3 |
| SOCI131 Professional Writing Seminar   | 2 |

**Note: Students can complete the cognate requirements within their first 30 credit hours taken in their first year of study.**

**Field Practicum**

Students are required to complete a 680-hour field placement in human service agencies. The practicum commences in the student’s junior year (3rd year). Students complete the first 340 hours over the 1st and 2nd semesters in their junior year and the remaining 340 hours in their senior year. The field practicum runs concurrently with the Foundation of Practice classes (SOWK401, SOWK402 and SOWK411).

Students may be dropped from the programme 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 be required to make a formal presentation before graduation. The areas of competencies included in the Portfolio are as follows:

1. Counselling
  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 promoting an appreciation of diversity through posters, literatures and /or short documentary productions.
  6. Grant-writing proposal for Community Development/Intervention Programme 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.

**BACHELOR OF SCIENCE IN SOCIOLOGY**

The Degree of Bachelor of Science in Sociology is offered to develop a cadre of professionals who would be able to employ sociological skills in analyzing and understanding the patterns of structure and dynamics of global societies in general and the Caribbean in particular; and the situations people or individuals encounter on a daily basis for the purpose of improvement and human progress.

**Degree Requirements**

|   |                   |
|---|-------------------|
| A. General Education Requirements         | 50                |
| B. Courses required for Sociology Core    | 39                |
| C. Course required for Cognate            | 06                |
| E. Courses required for General Electives | 12                |
| F. Courses required for Emphasis          | <u>21</u>         |
| <b>TOTAL</b>                              | <b><u>128</u></b> |

**A. General Education Requirements (50 Credits)**

**a. Religion (12 credits)**

|   |   |
|---|---|
| RELT100 God and Human Life                    | 3 |
| RELT210 Jesus in His Time and Ours            | 3 |
| RELT250 Personal Spirituality and Faith       | 3 |
| RELT340 Religion and Ethics in Modern Society | 3 |

Note: A student must take one religious course each school year or school year equivalent. A transfer student must take one course per year of residency or full time equivalent at USC or other Seventh-day Adventist College or University. A part-time student must take one religious course for every 30 hours completed on a part-time basis.

**b. Social Sciences (03 credits)**

|                                    |   |
|------------------------------------|---|
| PSYC101 Introduction to Psychology | 3 |
|------------------------------------|---|

**c. Science (03 credits)**

Select one course from the following

|   |   |
|---|---|
| BIOL107 Concepts of Environmental Science | 3 |
|---|---|

|  |   |
|--|---|
| BIOL245 Natural History of Trinidad and Tobago | 3 |
| CHEM107 Chemistry in Society                   | 3 |
| FDNT230 Nutrition                              | 3 |

**d. Technology (03 credits)**

|                                     |   |
|-------------------------------------|---|
| CPTR100 Introductory Computer Tools | 3 |
|-------------------------------------|---|

**e. Mathematics (03 credits)**

|  |   |
|--|---|
| STAT120 Introduction to Statistics for Social Sciences | 3 |
|--|---|

**f. Language and Communication (12 credits)**

|   |   |
|---|---|
| COMM104 Communication Skills                | 3 |
| ENGL125 Academic Writing I                  | 3 |
| ENGL225 Academic Writing II                 | 3 |
| (Must be completed in first or second year) |   |
| SPAN101 Conversational Spanish              | 3 |
| OR  |   |
| FREN101 Conversational French               | 3 |

**g. Health and Wellness (04 credits)**

|  |   |
|--|---|
| HLED220 Community and Environmental Health | 3 |
|--|---|

Select one of:

|                                   |   |
|-----------------------------------|---|
| PEAC110 Personal Physical Fitness | 1 |
| PEACE130 Special Activities _____ | 1 |

**h. Arts/Humanities/Philosophy (07 credits)**

|                              |   |
|------------------------------|---|
| HIST104 World Civilization 1 | 3 |
| OR                           |   |
| HIST147 West Indian History  | 3 |

**Note: If Caribbean history was not passed at the GCE/CXC/CSEC level, HIST147 must be taken**

|                                   |     |
|-----------------------------------|-----|
| IDSC205 Introduction to Fine Arts | 2   |
| OR                                |     |
| MUHL220 Music Appreciation        | (2) |
| OR                                |     |

Select two credits from Ensemble or Applied Music

|  |   |
|--|---|
| MUPF225 University Concert Band        | 1 |
| MUPF230 University Choir and Orchestra | 1 |
| MUPF235 University Singers             | 1 |
| MUPF240 University Steel Orchestra     | 1 |
| MUPF285 Women's Choir                  | 1 |
| MUPF290 Male Chorale                   | 1 |
| MUPF100 Applied Music                  | 1 |

**Note// Students MUST select two (2) credits using the same course acronym in order to fulfill the**

**requirement for this area.**

|                                 |   |
|---------------------------------|---|
| EDTE354 Philosophy of Education | 2 |
|---------------------------------|---|

**i. Vocational/Career Planning (03 credits)**

|   |   |
|---|---|
| IDCS110 College Success and Career Planning | 1 |
| FDNT110 Basic Food Preparation              | 2 |

**B. Courses required for Sociology Core (39 credits)**

|  |   |
|--|---|
| SOCI119 Principles of Sociology                            | 3 |
| ANTH200 Cultural Anthropology                              | 3 |
| SOCI 211 Sociology of Families                             | 3 |
| SOCI212 Methods of Social Research I                       | 3 |
| SOCI223 Caribbean Social Structure I                       | 3 |
| SOCI224 Social Theory I – The Founding Fathers             | 3 |
| SOCI312 Methods of Social Research II                      | 3 |
| SOCI317 Sociology of Education                             | 3 |
| SOCI324 Social Theory II – The Modern Period (1920 – 1980) | 3 |
| SOCI411 Methods of Social Research III                     | 3 |
| SOCI425 Race and Ethnic Relations                          | 3 |
| SOCI430 Gender Roles in Contemporary Society               | 3 |
| SOCI435 Medical Sociology                                  | 3 |

**C. Courses required for the Cognate (06 credits)**

|  |   |
|--|---|
| BHSC100 Philosophy of Service                    | 2 |
| BHSC490 Seminar: Introduction to Work Experience | 2 |
| SOCI131 Professional Writing Seminar             | 2 |

**D. Courses required for electives (12 credits)**

**Select one of the groups below:**

**Group 1**

|  |   |
|--|---|
| SOCI231 Social Change and Development            | 3 |
| SOCI319 Sociology of Religion                    | 3 |
| SOCI326 Youth, Crime, Identity and Cyberspace    | 3 |
| SOCI331 Developing Countries in the World System | 3 |

**Group 2**

|                                 |   |
|---------------------------------|---|
| SOCI450 Media Crime and Society | 3 |
| SOCI345 Juvenile Delinquency    | 3 |
| SOCI232 Social Demography       | 3 |
| SOCI315 Criminology             | 3 |

|  |                     |
|--|---------------------|
| <b>E. Emphasis</b>                     | <b>(21 credits)</b> |
| SOCI 323 Caribbean Social Structure II | 3                   |
| SOCI412 Industrial Sociology           | 3                   |
| SOCI225 Social Psychology              | 3                   |
| SOCI326 Social Stratification          | 3                   |
| CRMB207 Caribbean Criminology          | 3                   |
| CRMB201 Theories of Criminology        | 3                   |
| CRMB307 Crime Culture and Conflict     | 3                   |

|                |                |
|----------------|----------------|
| <b>COURSES</b> | <b>CREDITS</b> |
|----------------|----------------|

**SOCIAL WORK**

**SOWK100 Introduction to Social Work 3**

This Course introduces students to the profession of social work and focuses on its knowledge, values and skills base. Emphasis is placed on the response of the social work to varied populations and diverse cultures. Students are introduced to theories used in social work practice.

**SOWK211 Law for Social Work Practice 3**

Prerequisite: SOWK100

This is an introductory course that deals with legal principles and Social Legislation in the Caribbean. It looks at the court system and how this system addresses social issues with the individual, family and community. It also looks at the role of the social worker in the court system, the writing of social enquiry reports for the courts and the social worker's duty to the client. Laws relating to the family, children and juveniles are examined and explained.

**SOWK231 Introduction to Macro Practice 3**

Prerequisite: SOWK100

Required of all new and transfer students. Students are introduced to social work practice at the macro level. This course will equip students with the knowledge and skills to understand, plan and implement macro level interventions in the community. Students are required to conduct a community assessment and intervention project.

**SOWK300 Social Work Issues in the Caribbean 3**

Prerequisite: SOWK100

An exploration of the impact of the historical and socio-cultural context of the Caribbean frames this course. Students are exposed to a range of social

issues in the Caribbean context and relevant micro and macro interventions. Consideration is made of the issues of postcolonialism, indigenisation and authentication. Social work theories, which may be used to plan and analyse intervention in social issues, are presented.

**SOWK310 Gerontology 3**

Prerequisite: SOWK100

The course deals with comprehensive discussion of the macro and micro social work roles in the field of ageing and developing areas of practice, such as legal services and pre-retirement planning. It looks at a comprehensive assessment of older adults and designing interventions. It includes both the protocols for both traditional and non-traditional interventions. Content of diversity of gender, race, ethnicity and sexual orientation is integrated into the course as it is relevant to the topic. The approach of the course will help students to incorporate the importance of cultural diversity as an issue. It also helps students to better understand human behaviour in the social environment.

**SOWK315 Values, Ethics and Diversity 3**

Prerequisite: SOWK100

Special attention is given to core values and professional ethics expected of outstanding social workers. Emphasizing a Christian world view, students will develop an appreciation for diversity and sensitivity toward issues related to culture, race, gender, class, age, and sexual identity.

**SOWK320 Introduction to Counselling Skills 3**

Prerequisites: PSYC101 and SOWK100

Exposes students to basic engagement, listening, assessment, and interviewing skills. Students gain beginning skills to explore the problems of various client systems. Classes include both instruction and lab experience.

**SOWK325 Social Welfare Institutions and Services 3**

Prerequisites: SOWK100 and, HIST147 or HIST104 or HIST105

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 organisation of the social welfare system.

**SOWK340 Human Behaviour and the Social Environment** 3

Prerequisite: SOWK100

This course engages students in a study of the dynamic interaction of the individual with his/her environment across the lifespan. Ecological and psychosocial theories frame the course. Key events at each stage of development are explored in addition to structural issues of discrimination and oppression that shape the human experience.

**SOWK350 Social Welfare Policy** 3

Prerequisite: SOWK315

Students develop basic knowledge and skills for policy analysis, formulation and critical challenge within local and international context. This course examines the determining factors that affect public policy and provides a framework for analysis of social problems and policies as they impact development and social service practice.

**SOWK401, SOWK402, SOWK411 Foundations of Practice I, II, III** 2, 2, 2

Prerequisites for SOWK401: SOWK340

Co-requisite: SOWK435

Prerequisite for SOWK402: SOWK401

Prerequisite for SOWK411: SOWK402

Co-requisite for SOWK411: SOWK436

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.

**SOWK412 Children and Families at Risk** 3

Prerequisite: FMST115

This course focuses on the multiple systems (biological, socio-cultural and situational) that place families and children at risk. Theories that form the foundation for assessment and intervention are interrogated. Students gain an awareness of the fostering of resilience among children and families in adverse life situations. Development of programmes

for the well-being of children. Focus on current child-welfare programmes including juvenile courts, foster care, child-care centres, adoptions, protective services institutional care, and special-need services.

**SOWK435, 436 Field Instruction I, II** 2, 2

Prerequisites for SOWK435: SOWK211, SOWK231, SOWK300, SOWK315, SOWK320, SOWK340

Co-requisite for SOWK435: SOWK401

Co-requisite for SOWK436: SOWK402

A Lab course to give students experience and practice in a community agency under qualified supervision. A total of 680 clock hours is required.

**SOWK437 International Environment of Social Welfare** 3

Prerequisites: SOWK315, 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.

**SOWK440 Assessment and Treatment of Victims of Violence** 2

Prerequisites: SOCI119 and SOWK401

Examination of assessment issues, approaches, and barriers to effective treatment when working with victims of intimate partner 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.

**SOWK455 Treatment of Substance Abuse** 3

Prerequisites: SOWK401

An overview of classifications of drugs abused, its processes, primary, secondary and chronic stages of addictions, 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.

**SOCI/SOWK460 Death and Grief in Contemporary Society** 3

Prerequisites: SOCI119

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.

**SOWK470 Social Work Research** 3

Prerequisite: STAT120

Emphasises the role of research in the field of social work. Outlines research tools available to social workers to improve both the effectiveness and the efficiency of their practice. Research methodologies and the research process are presented. Students are required to complete a research proposal addressing a social problem in the Caribbean.

**SOWK467 Social Aspects on Long-Term Care** 2

Prerequisites: SOCI119 and SOWK402

Focuses on the health-care system's ability to provide for older persons and persons living with chronic conditions, who require long-term care facilities. Examines the attitudes and stereotypes associated with the older persons and persons living with chronic conditions, resources available to the social worker, and techniques to assist in providing appropriate care for persons requiring long-term care.

**SOWK489 BSW Professional Seminar** 1

Prerequisites: SOWK435, SOWK436

Monitors professionalism as evidenced in student's portfolio, scholarship skills and their ability to exhibit positive behaviours that will ensure success in social work practice. Portfolios presented and graded before graduation. Students are required to do an oral presentation.

**SOWK495 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.

**COURSES**

**CREDITS**

**SOCIOLOGY**

**SOCI119 Principles of Sociology** 3

This is an introductory course in sociology as a science of human behaviour. It exposes students to the basic concepts, theories, and methods involved in the study of society. It provides an opportunity for students to critically examine their social world so that they can derive a clearer understanding of human behaviour and society at large. The course helps students to understand and apply the sociological perspective to go beyond their personal experiences and view the social world in terms of new sociological insights. It brings students face-to-face with issues in the real world by raising some interesting and sensitive issues for discussion.

**SOCI131/PSYC131 Professional Writing Seminar** 1-3

Prerequisite: ENGL125

Provides a comprehensive guide to writing skills according to the Publication Manual of the American Sociological Association (ASA). It presents explicit style requirements based on the existing scientific literature in Social Sciences.

**SOCI211 Sociology of Families** 3

Prerequisite: SOCI119

This course deals with the study of the family using the different sociological perspectives methodologies. The family is seen as dynamic social units whose structures and functions develop, change, and vary from society to society and over time. There is therefore no one typical family type. Change in the family responds to change in the wider social system. As a dynamic subsystem. As a dynamic subsystem the family interacts with the other subsystems and experiences not only change but also some dominant issues and conflicts.

**SOCI212/CRMB303 Methods of Social Research I 3**

Prerequisite: CRMB202/STAT120

An introduction to criminological research that is intended to develop the student's research and analytical skills. Specifically, the course will focus on the theory of inquiry, the logic, and structure of criminological inquiry, research design, data gathering, analysis and reporting.

**SOCI223 Caribbean Social Structure I 3**

Prerequisite: SOCI211

This course will explore the unique social structure and culture that emerge from the history of the Caribbean under plantation slavery and indentureship. It will also examine the social changes which accompanied emancipation, the development of the Caribbean peasantry and the movement towards internal self-government which underlie current traditions.

**SOCI224 Social Theory I – the Founding Fathers 3**

Prerequisite: SOCI119

This is an introduction to the pioneering works of sociological thinkers who dominated sociological thought in the 19th and early 20th centuries. The theories of Comte, Spencer, Durkheim, Marx, Weber, and Dubois will be critically evaluated and assessed.

**SOCI225/PSYC450 Social Psychology 3**

Prerequisite: PSYC101 or SOCI119

Specialized course in sociology focusing on micro scale social action. It examines how individuals' perceptions, belief systems, identities, and behaviours are determined by their position in social space. It examines behaviour within defined social situations. The course is theoretical in nature and emphasizes the major perspectives, theories, methods, and concepts associated with the study of micro sociology.

**SOCI231 Social Change and Development 3**

Prerequisite: SOCI225

This course focuses on social processes and why and how societies and cultures around the world change and whether those changes promote justice, equity, democracy, and development of individuals and societies. It deals with historical, comparative,

and critical perspectives of social change and development at the local, regional, and global levels.

**SOCI232 Social Demography 3**

Prerequisite: SOCI225

This course provides a sociological focus on the theories, methods, patterns, and trends and areas of demography such as: population size, growth and migration; health and mortality; marriage, family, fertility, sexuality, reproduction and gender equality; socioeconomic context; salient population problems; and policy considerations. It examines the demographic, social and cultural variables and hierarchal interactions between individuals and community levels. It also deals with evaluation and interpretation of population matters as well as problem based approach to worldwide social, political, and economic change and current problems in demography including the aging population (on account of increased life-expectancies).

**SOCI312/CRMB311 Methods of Social Research II 3**

Prerequisite: SOCI212

This course has two parts, quantitative approach to research in social science and writing of a good research proposal and questionnaire design. This course will deal in-depth with the different quantitative approaches to research, like survey research design, correlational research design, experimental research design, etc. The second part of the course will guide students through the practical aspects of research by teaching them how to write a good research proposal and the construction of a questionnaire as a research tool for data collection.

**SOCI317 Sociology of Education 3**

Prerequisite: SOCI119

This course is the application of sociological perspectives to the study of education as a social institution. It is concerned with the acquisition of knowledge and skills in a defined time frame in a public institution of modern industrial societies. It is geared towards the development of individuals, their unique needs and potentials in achieving upward social mobility as well as maintaining greater equality and development in society. It will also address the interdependent relationship between education and other social institutions such as family, religion,

political, and economy.

**SOCI319 Sociology of Religion 3**

Prerequisite: SOCI119

The course examines the structure and functions of organized religion in traditional and modern societies, including the societal and cultural dimensions of religion, the role of religion in social change, and the status of religion in contemporary society. It will examine religion from different sociological perspectives, its historical and political impact and its relation to social stratification, the economy and social stability.

**SOCI323 Caribbean Social Structure II 3**

Prerequisite: SOCI223

Caribbean social development from the independent period to the present is examined, including the waves of migration and the impact of globalization, neo-liberalism, religion, race, class, and ethnicity on the Caribbean social structure in the contemporary period.

**SOCI324 Social Theory II – the Modern Period (1920-1980) 3**

Prerequisite: SOCI224

This course traces the development of new ideas and the creation of new sociological theory following the classical tradition. It also exposes new ideologies of the period such as in modernization, feminism, world systems theory, structuration, and post modernism.

**SOCI325 Caribbean Sociology 3**

Prerequisite: SOCI119

This course examines the Caribbean as a diverse socioeconomic and geopolitical space grounded in plantation culture. It traces the development of Caribbean societies from their plantation experience and locate them as independent nations carving their own destiny as they grapple with challenges emanating from race, ethnicity, class and political polarization. Linked to these are the cultural features that make Caribbean societies unique in their own way.

**SOCI326 Social Stratification 3**

Prerequisite: SOCI225

This course examines social stratification with a global perspective. It gives the history of global inequality using various theories. A comparative perspective on social class structure, age, gender, and racial inequalities will be studied. This course also focuses on the issues of stratification in nations that range from developing like Brazil, Africa, and India to near industrialized like Japan and why some of the world's nations remain poor while others have climbed to development.

**SOCI327 Youth, Culture, Identity and Cyberspace 3**

Prerequisite: SOCI225

This course examines the social implications of new digital and communications technologies, (especially the internet and the worldwide web), from a sociological perspective. The origins and development of the internet and the web, and their potential for transforming social life both positively and negatively will be explored.

**SOCI331 Developing Countries in the World System 3**

Prerequisite: PLSC235

This course examines the contemporary world system and the place of developing countries, such as Caribbean countries, within it. The impact of global, social, economic, technological systems and communications on developing countries is emphasized and analyzed.

**SOCI345/CRMB305 Juvenile Delinquency 3**

Prerequisite: SOCI315

This course provides an understanding of juvenile delinquency in society and critically examines how society views children as delinquents, the theoretical perspectives of delinquency, the social and institutional context of delinquency, and the juvenile justice system. This course will assess the nature and extent and the present status of juvenile delinquency in the context of the Caribbean in particular and global perspective in general.

**SOCI411/CRMB408 Methods of Social Research**  
**III** **3**

Prerequisite: SOCI312

In this course students implement the proposal and gain field experience via data collection. The course also addresses questionnaire construction, coding, analyzing, and interpreting of data as well as report writing.

**SOCI412 Industrial Sociology** **3**

Prerequisite: SOCI225

This is a specialized course focusing on the sociology of industries. It examines the impact of the work culture on human behaviour and seeks to understand it within this context. This course will explore key themes in the study of industrial society focusing on integration, anomie, alienation, class struggle, transition from feudalism to capitalism; impersonality, rationalization, technical rationality, bureaucratization.

**SOCI425 Racial and Ethnic Relations** **3**

Prerequisite: SOCI225

This course enhances students' awareness of major concepts, theories, and research pertaining to racial and ethnic relations in multi-ethnic societies. It examines the diverse experiences of various racial and ethnic groups from a historical and comparative perspective focusing on issues of representation, group cohesion, social exclusion, segregation, and economic exploitation. Sociological problems such as the nature and causes of racism, stereotypes, prejudice, and discrimination are critically assessed. Individual and institutional consequences of racial and ethnic inequality with specific emphasis on stratification, labour market, educational system, and government are also examined. Strategies for improving intergroup awareness and improving tolerance are explored.

**SOCI430 Gender Roles in Contemporary Society** **3**

Prerequisite: SOCI225

This course is interdisciplinary and cross cultural in scope and approach. The emphasis will be on how the knowledge of sociological orientations helps in understanding and explaining the issues of gender roles, both masculine and feminine, in contemporary

society. The course will critically examine sociological theories and methods and explanations about society and human behaviour in relations to gender roles. It will also assess how gender roles intersect with other social categories like social class, ethnicity, religion, age, and sexuality. The issues to be discussed are significantly related to the concerns of men and women as members of society (socialization in gender roles, stratification and mobility, power and poverty, women and substance abuse and crime, etc.). These issues will be discussed in the context of the Caribbean and international experiences.

**SOCI435 Medical Sociology** **3**

Prerequisite: SOCI225

This course deals with the social construction of health, disease and illness; social epidemiology; determinants of health and disease; health and disease as interactions of individuals (including different age-groups) and social world, and post-modern perspectives on health and illness. It delves into the sociological analysis of health care systems and its constituent parts; hospital as a social institution; practice and interaction of health care professionals; and social and cultural effects of health care practices. It also focuses on the roles of different medical systems in prevention and cure of disease and illness and promotion of health; and lifestyle practices and behaviours embedded in social environments and cultural contexts. Special emphasis is given to the Caribbean context.

**SOCI450 Media, Culture and Society** **3**

Prerequisite: SOCI326

This course focuses on sociological theory and method in relation to media, culture and society and examines social processes in communication. This course is designed to give an understanding of the social and cultural dimensions of the media and communications industries. It is broad-based and multi-disciplinary and is unusual in bringing together a wide variety of the Social Sciences and the study of communication. This course focuses on sociological theory and method in relation to media, culture and society and examines social processes in communication. This course is designed to give an understanding of the social and cultural dimensions of the media and communications industries. It is

broad-based and multi-disciplinary and is unusual in bringing together a wide variety of the Social Sciences and the study of communication.

**SOCI474 Social Thoughts Theory 3**

Examines the roots of self-conscious thought and the rise of sociology and anthropology as scientific disciplines in the 19th century. Major theoretical orientations in their field, proponents and their impact on present-day sociology and anthropology are reviewed and normally offered every other year.

**SOCI475 Topics in \_\_\_\_\_ 3**

Students are able to select offerings from various contemporary social-work topics. Repeatable with different topics.

**SOCI480 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 field work is required for each credit. Consult the lecturer before registering. Open only for department majors. Repeatable to 8 credits.

**SOCI495 Independent Study/Reading/Research 3**

This course allows students to do individual assignments and/or reports and/ or research paper based either on literature survey (secondary sources) or field work (primary sources) in sociology 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.

**CERTIFICATE IN PARALEGAL STUDIES (30 credits)**

- A. Paralegal Studies - General
- Paralegal Concentrations:
- B. Human Resource Management Concentration
- C. Labor Management Concentration
- D. Personal Injury Law Concentration
- E. Employment Relations Concentration
- F. Land and Conveyance Concentration

**TOTAL (30 Credits)**

**A. Paralegal Studies - General**

|   |   |
|---|---|
| RELT 100 God and Human Life                           | 3 |
| PLEG 200 Introduction to Caribbean Legal Studies      | 3 |
| PLEG 201 Introduction to Legal Research and Writing   | 3 |
| PLEG 202 Law Office Management and Technology         | 3 |
| PLEG 203 Professional Responsibility and Legal Ethics | 3 |
| PLEG 305 Contract Law                                 | 3 |

**Electives: choose any four courses**

|   |   |
|---|---|
| PLEG317 Business Law                        | 3 |
| PLEG318 Criminal Law                        | 3 |
| PLEG319 Family Law                          | 3 |
| PLEG320 Wills, Trust, and Probate           | 3 |
| PLEG321 Immigration Law                     | 3 |
| PLEG322 Administrative Law                  | 3 |
| PLEG323 Advanced Legal Research and Writing | 3 |
| PLEG324 Constitutional Law                  | 3 |
| PLEG325 Healthcare Law                      | 3 |
| PLEG326 Law of Evidence                     | 3 |

**B. Human Resource Management Concentration (30 credits)**

|   |   |
|---|---|
| RELT100 God and Human Life                              | 3 |
| PLEG200 Introduction to Law and Caribbean Legal Studies | 3 |
| PLEG201 Introduction to Legal Research and Writing      | 3 |
| PLEG202 Law Office Management and Technology            | 3 |
| PLEG203 Professional Responsibility and Legal Ethics    | 3 |
| PLEG305 Contract Law                                    | 3 |
| PLHR305 Employment Laws for the HR Professional         | 3 |
| PLHR200 Human Resource Leadership                       | 3 |
| PLHR306 Legal Interviewing and Selection                | 3 |
| PLHR307 Strategic Staffing                              | 3 |

**C. Labor Management Concentration (30 credits)**

|   |   |
|---|---|
| RELT100 God and Human Life                              | 3 |
| PLEG200 Introduction to Law and Caribbean Legal Studies | 3 |
| PLEG201 Introduction to Legal Research and Writing      | 3 |
| PLEG202 Law Office Management and Technology            | 3 |
| PLEG203 Professional Responsibility and Legal Ethics    | 3 |
| PLEG305 Contract Law                                    | 3 |
| PLHR305 Employment Laws for the HR Professional         | 3 |
| PLHR200 Human Resource Leadership                       | 3 |
| PLHR308 Labor Relations                                 | 3 |
| PLHR309 Conflict Management in Organisations            | 3 |

**D. Personal Injury Law Concentration (30 credits)**

|          |   |   |
|----------|---|---|
| RELT100  | God and Human Life                              | 3 |
| PLEG200  | Introduction to Law and Caribbean Legal Studies | 3 |
| PLEG201  | Introduction to Legal Research and Writing      | 3 |
| PLEG202  | Law Office Management and Technology            | 3 |
| PLEG203  | Professional Responsibility and Legal Ethics    | 3 |
| PLEG305  | Contract Law                                    | 3 |
| PLEG306  | Civil Litigation and Procedures I               | 3 |
| PLEG 304 | Tort Law and Personal Injury                    | 3 |
| PLEG 308 | Civil Litigation and Procedures II              | 3 |
| PLEG 307 | Law of Evidence                                 | 3 |

**E. Employment Relations Concentration (30 credits)**

|         |   |   |
|---------|---|---|
| RELT100 | God and Human Life                              | 3 |
| PLEG200 | Introduction to Law and Caribbean Legal Studies | 3 |
| PLEG201 | Introduction to Legal Research and Writing      | 3 |
| PLEG202 | Law Office Management and Technology            | 3 |
| PLEG203 | Professional Responsibility and Legal Ethics    | 3 |
| PLEG305 | Contract Law                                    | 3 |
| PLEG313 | Key Elements of Contracts of Employment         | 3 |
| PLEG314 | Employee Rights and Benefits                    | 3 |
| PLEG315 | Discharge of an Employment Contract             | 3 |
| PLEG316 | Alternative Dispute Resolution                  | 3 |

**A. Land and Conveyance Concentration (30 credits)**

|         |   |   |
|---------|---|---|
| RELT100 | God and Human Life                              | 3 |
| PLEG200 | Introduction to Law and Caribbean Legal Studies | 3 |
| PLEG201 | Introduction to Legal Research and Writing      | 3 |
| PLEG202 | Law Office Management and Technology            | 3 |
| PLEG203 | Professional Responsibility and Legal Ethics    | 3 |
| PLEG305 | Contract Law                                    | 3 |
| PLEG309 | Property and Interests in Land                  | 3 |
| PLEG310 | Registration of Deeds and Other Interest        | 3 |
| PLEG311 | Landlord and Tenant                             | 3 |
| PLEG312 | Mortgages                                       | 3 |

**COURSES CREDIT**

**PLEG200 Introduction to Law and Caribbean Legal Studies 3**

This course is intended to provide students with the knowledge and understanding of how the Caribbean legal system works. Students will be given the opportunity to compare and contrast the common law systems in the Caribbean and other legal systems. Students will gain an understanding of the different sources of law in the Caribbean legal practice, the structure and development of the Caribbean court system, and proposed reforms to the legal system within various Caribbean territories.

**PLEG201 Introduction to Legal Research and Writing 3**

This course will provide students with an introduction to the sources of law, legal reasoning, and interpretative methodology. Students will be introduced to the basics of legal research using print and computer-based research, legal citation and writing. Students will also develop and hone their ability to write about a variety of complex legal issues for a variety of practice areas and settings.

**PLEG202 Law Office Management and Technology 3**

This course is designed to provide students with an overview of the issues involved in managing a law office. Students will have an understanding of the various forms of practice, personnel issues, physical requirements, financial management, and ethical issues. Student will also cover bookkeeping and accounting, double entry bookkeeping, the interpretation of balance sheets, accounts with an emphasis on the separation of client accounts from personal accounts, the preparation of bills and expenses at the different stages of the legal proceeding, taxation and the duty to make tax returns. Student will understand how to record and safe-keep client documents. Also covered will be the various office systems: docket, tickler, timekeeping, etc.

**PLEG203 Professional Responsibility and Legal Ethics** 3

Prerequisite: PLEG 200

This course will present an in-depth study of the Codes of Professional Responsibility as well as the Code of Judicial Conduct. Students will examine and discuss the duties of legal officers and professionals to the Court, clients, the public, and other professionals. Students will discuss and demonstrate their understanding of the ethics of legal profession, and their obligation to the public and the court to promote the rule of law. At the end of the course students will have an understanding of their responsibility as members of the legal profession to aid members of the public secure legal adequate legal representation.

**PLEG304 Tort Law and Personal Injury** 3

This course will provide students with a general understanding of the laws dealing with civil wrongs and the remedies for those wrongs, including intentional torts, strict liability, products liability, nuisance, defamation, invasion of privacy and various factors that affect the right of a plaintiff to bring suit against a defendant. This course will also focus on personal injury litigation, its documentation and practices, assessing and evaluating claims of damages, losses and the formalities of adjudication and/or settlement.

**PLEG305 Contract Law** 3

Prerequisites: PLEG200, PLEG201, PLEG202

Contract Law is designed to provide students with an understanding of the nature and content of contractual agreements, and the legal requirements for enforcing and terminating contracts. Students will examine and explain the basic elements of a valid contract and the various types of contracts. Students will demonstrate an understanding of how Caribbean law governs contractual activity. The course will also examine who can enter into a contract, how contracts are negotiated, breach of contract, voiding contracts, among others. Students will be able to create and develop a written contract.

**PLEG306 Civil Litigation and Procedures I** 3

This foundational course will cover practice and procedure in Magistrate Court including

proceedings for enforcing judgments, orders, and appeals. Students will also gain an understanding of the practice and procedure in the Supreme Court, including Family Law Practice and Procedure, Criminal Law Practice and Procedure, Civil Law Practice and Procedure, including trial of undefended matters in the civil law system and status of children. Students will demonstrate an understanding of the initiation of proceedings, writs, petitions, motions, summonses, and other originating processes; pleadings, summary judgment and appeals.

**PLEG307 Law of Evidence** 3

This course will explore the general principles of the English common law of evidence. Students will be introduced to the basic concepts and problems of the law of evidence in the adversarial system. Topics will include, Res gestae, hearsay declarations, confessions, statutory variations of the common law in relation to the admissibility of evidence, competence and compellability, oaths and affirmations, proof of documents, judicial notice, primary and secondary evidence, unsworn testimony, among others.

**PLEG308 Civil Litigation and Procedures II** 3

Prerequisites: PLEG306

This course will explore the process that courts follow in deciding disputes in civil and criminal cases. Topics include: determination of proceedings without trial, preparation for trial, trial, judgment and orders of enforcement of judgment, restitution, hearing and judgment, appeals, among others. Students will examine issues relating to pleadings, discovery, motions for a new trial, post-trial motions.

**PLEG309 Property and Interests in Land** 3

This course will provide students with an introduction to personal property law and to real property law. Topics will include adverse possession, estates in land, co-tenancies, landlord-tenant law, easements, and real covenants, private and public land use controls, among other topics.

**PLEG310 Registration of Deeds and other Interest** 3

This course will explore the steps in registering deeds and other interests. Topics will include sellers draft, sales agreement, investigation of title,

seller's conveyance, land tax, transfer of ownership, recording of conveyances, problems involved in recording of deeds and other interests.

***PLEG311 Landlord and Tenant*** **3**

This course will focus on the general principles of the English Law of landlord and tenant, security of tenure, statutory regulation and control of leases and tenancies in the West Indies. Topics will include chattel houses, movable and immovable dwellings, assignments of leasehold interests and tenancies, and damage for wrongful or forceful ejection.

***PLEG312 Mortgages*** **3**

Students will explore the various monetary systems associated with mortgages, sources of mortgage loans, the various mortgage programmes, loan applications, processes and procedures, closing costs, alternative financial instruments, among other mortgage financing topics.

***PLEG313 Key Elements of Contracts of Employment*** **3**

Students will discuss the various elements of a contract of employment including employment conditions, rights, responsibilities and duties. Student will discuss employee and employer rights and responsibilities under a contract like giving notice or employee dismissal. When an employee contract has to be in writing will be explored. Addition topics will include terms to be included in a written contract, verbal agreements, the employee handbook, the offer letter from the employer, requirements of law, and implied terms, among others.

***PLEG314 Employee Rights and Benefits*** **3**

Students will discuss the various employee rights and benefits. Topics will include severance payments, severance fund, employment rights and duties, pay and employment, leave and holiday, health and safety, monitoring and employee surveillance at work, among other topics. The definition of an employee will be important.

***PLEG315 Discharge of an Employment Contract*** **3**

This course will explore the rights of the employer and employee to minimum notice, rights of employee to certificate of employment record, complaints to

tribunal with regard to notice and employee certificate of employment record, unfair dismissal, and effective date of termination, fairness, and remedies. Students will also discuss effective withdrawal by employer of notice to terminate employee contract of employment, strike during currency of employee termination contract, among others.

***PLEG316 Alternative Dispute Resolution*** **3**

This course exposes students to the many alternatives to trial, including negotiation, mediation, arbitration, fact-finding and hybrid combinations of these methods. Students will gain practical and theoretical knowledge with an emphasis on effective advocacy in alternative dispute resolution.

***PLEG317 Business Law*** **3**

During this course, students will explore the concepts and principles of agency and the essentials of partnership, limited partnership, and the limited liability company. Topics will include the legal framework for the governance of modern corporation, choice of organisation, distribution of powers, agency relationships, corporate governance, closely held corporations, securities transactions, and mergers, acquisitions and takeovers.

***PLEG318 Criminal Law*** **3**

Students will be introduced to substantive criminal law, including theories of punishment, basic stages of the criminal process, culpability, defenses, parties to crime, conspiracy, attempts, sentencing, homicide, and other selected offenses.

***PLEG319 Family Law*** **3**

Students will explore the legal issues relating to marriage, family and the termination of marriage. Students will discuss the jurisprudential and constitutional issues underpinning the institutions of marriage and family, as well as the major doctrinal developments. Topics will include laws of marital property, support and child custody, among others.

***PLEG320 Wills, Trust, and Probate*** **3**

This course is designed to provide students with an overview of estate planning with particular emphasis on the law of wills, trusts, and probate. Students will explore how the law of estate planning interrelates

with other areas of law and will gain an understanding of the responsibilities of the paralegal in this area of law. Students will also evaluate the many ethical issues that arise in this practice area and learn strategies to avoid the appearance of impropriety and unauthorized practice of law when dealing with the day-to-day operations of a legal practice setting.

**PLEG321 Immigration Law 3**

The course will examine both fundamental and advanced concepts of immigration law and West Indian immigration policy. The course will examine the history of West Indian immigration laws through the lens of current topics. It will also look at: the workings and structure of the West Indian immigration system; and various immigration benefits and defenses available to non-citizens wishing to enter or to remain in the West Indies and/or different islands.

**PLEG322 Administrative Law 3**

During this course, students will gain an understanding of the Federal and Maine Administrative Procedures Acts. Students will examine the procedural laws that regulate the activities of administrative agencies. Topics will include the function of civil laws, including agency rulemaking, adjudication, and enforcement.

**PLEG323 Advanced Legal Research and Writing 3**

This course is designed to prepare students to conduct effective legal research and writing in any setting. Students will demonstrate an understanding and working knowledge of the legal research tools. Students will become familiar with the various legal resources including computer based legal research tools. At the end of this course, students will be able to conduct legal research in any field, and write on any legal topic. Students will also be able to write appellate briefs, transactional drafting, among other legal documents.

**PLEG324 Constitutional Law 3**

This course requires students to develop an understanding of Commonwealth Caribbean Constitutions, the main principles that are enshrined in Westminster export model constitutions, and the case law that has developed in respect of these constitutions. Topics will include the structure of government, and fundamental rights and freedoms

of individuals.

**PLEG325 Healthcare Law 3**

This course examines the legal regulation of the provision of health care services. Emphasis will be on the relationship between law and health care policy.

**PLEG326 Law of Evidence 3**

Law of Evidence provides an analytical examination of the law and practice relating to evidence in civil and criminal proceedings in the Caribbean. The course seeks to develop students' knowledge of the law of evidence, and the ability to understand how it operates in practice.

**PLHR200 Human Resource Leadership 3**

This course will prepare students to become effective managers and HR executive leaders. Particular emphasis will be placed on leadership and change management. Students will develop a foundation in leadership that prepares them for the strategic role HR professionals play in leading and influencing organisational performance.

**PLHR305 Employment Laws for the HR Professional 3**

Employment Laws for the HR Professional is designed to provide students with an understanding of the legal issues that directly affect individual employees and their organisation. This course will introduce students to the National Insurance and Social Security Act, Domestic Employees Act, Employment of Women Act, Holiday with Pay Act, Trade Unions Act, labour laws, what they cover, how they apply, and how to recognize and handle issues pertaining to these laws in the workplace. Student will be able to apply these laws to daily operations in the workplace and special situations.

**PLHR306 Legal Interviewing and Selection 3**

This foundational course will cover practice and procedure in Magistrate Court including proceedings for enforcing judgments, orders, and appeals. Students will also gain an understanding of the practice and procedure in the Supreme Court, including Family Law Practice and Procedure, Criminal Law Practice and Procedure, Civil Law Practice and Procedure, including trial of undefended

matters in the civil law system and status of children. Students will demonstrate an understanding of the initiation of proceedings, writs, petitions, motions, summonses, and other originating processes; pleadings, summary judgment and appeals.

***PLHR307 Strategic Staffing*** **3**

This course will explore the general principles of the English common law of evidence. Students will be introduced to the basic concepts and problems of the law of evidence in the adversarial system. Topics will include, Res gestae, hearsay declarations, confessions, statutory variations of the common law in relation to the admissibility of evidence, competence and compellability, oaths and affirmations, proof of documents, judicial notice, primary and secondary evidence, unsworn testimony, among others.

***PLHR308 Labor Relations*** **3**

Prerequisites: PLHR305

This course will provide students with an introduction to the field of labour relations. Students will gain an understanding of labour laws and gain a perspective of the requirements and goals of both union and management as it relates to labour relations and issues in the workplace. Topics will include the collective bargaining process, typical contract clauses, and grievance procedures, responsibilities of the supervisor and current activities in the labour relations field, among others.

***PLHR309 Conflict Management in Organisations*** **3**

This course will provide students with an introduction to the sources and causes of conflict within business organisations. Students will understand how to assess workplace conflicts, and determine the most effective processes for applying dispute resolution support within the organisation.





# School of Theology and Religion

## SCHOOL OF THEOLOGY AND RELIGION

DEAN: Fazadudin Hosein, Ph.D.

CHAIRPERSON:

Cyril Marshall, M.A. Ph.D. (Cand.)

### MISSION STATEMENT

The mission of the School of Theology and Religion 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, the School fosters values for responsible Christian living among all students who come under its influence.

### VISION STATEMENT

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

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.

### PROGRAMMES

#### Bachelor of Arts in Theology

- Emphasis: Pastoral Ministry
- Emphasis: Youth Ministry
- Emphasis: Mission Ministry

#### Bachelor of Arts in Religion

##### Minors:

- Health
- Religion
- Biblical Languages

A. The Theology emphasis 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 at the end of each school year determines the student's continuance in the programme. A final exit interview at the end of the student's programme will be conducted to determine the student's fitness for employment into the gospel ministry.

B. The Religion programme 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 emphasis.

### REQUIREMENTS FOR GRADUATION

A minimum of 131-135 semester credits is required

for the B.A. in Theology and 130 semester credits for the B.A. in Religion. The courses required for the BA Programmes must include the general education requirements, core courses, courses required for the emphasis and minor.

## GENERAL EDUCATION REQUIREMENTS FOR THE BACCALAUREATE DEGREE

### a. Religion (00 credits)

*Note: Theology and Religion Majors fulfill this requirement within the core.*

### b. Arts/Humanities/Philosophy (11 credits)

HIST104 OR HIST105 World Civilizations I, II 3,3  
OR

HIST147 West Indian History 3

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

ENGL425 Literary Topic: Biblical Literature 3

MURE420 Church Music and Hymnology 3

PHIL200 Introduction to Western Philosophy 2

### c. Social Sciences (06 credits)

**Select Two courses from:**

PSYC101 Introduction to Psychology 3

OR 3

SOCI119 Principles of Sociology 3

FMST456 Marriage and the Family 3

### d. Language and Communication (12 credits)

COMM104 Communication Skills 3

(Must be completed in the first or second year)

ENGL125 Academic Writing I 3

ENGL225 Academic Writing II 3

Foreign Language 3

**Select one of the following:**

SPAN104 Spanish for Missionaries 3

OR

FREN101 Conversational French 3

### e. Science (03 credits)

Select one course from the following:

BIOL107 Concepts of Environmental Science 3

BIOL245 Natural History of Trinidad and Tobago 3

CHEM107 Chemistry in Society 3

FDNT230 Nutrition 3

### f. Technology (03 credits)

CPTR100 Introductory Computer Tools 3

MATH165 College Algebra 3

**Note: Students must have fulfilled ONE of the following to be allowed to register for MATH165:**

**(1) a pass with a 1,2, or 3 (from 1998) in CXC/CSEC 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. Health and Wellness (04 credits)

HLED220 Community and Environmental Health 3

One of:

PEAC110 Personal Physical Fitness 1

PEAC130 Special Activities: \_\_\_\_\_ 1

### h. Service (0 credits)

**Note: Theology/Religion Majors fulfill this requirement in the Core by completing Pastoral Practicum 401 and 402 (1cr.).**

### i. Vocational (02 credits)

HMEC129 Social and Professional Ethic 1

TCED285 Upholstery 1

**TOTAL (41 credits)**

## 1. BACHELOR OF ARTS IN THEOLOGY – (PASTORAL MINISTRY EMPHASIS)

### General Degree Requirements

A. General Education Requirements 41

B. Courses required for the Theology Core 78

C. Courses required for the Emphasis in

|                   |            |
|-------------------|------------|
| Pastoral Ministry | 11         |
| <b>TOTAL</b>      | <b>130</b> |

**A. General Education Requirements (41 credits)**

Courses required for the Theology Core (78 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)**

|   |   |
|---|---|
| RELB110 Biblical Backgrounds                  |   |
| 3RELB115 Hermeneutics                         | 3 |
| RELB210 Jesus in His Time and Ours            | 3 |
| RELB214 Law and Writings of the Old Testament | 3 |
| RELB335 Acts and Epistles                     | 3 |
| RELB406 Studies in Daniel and Revelation      | 3 |
| RELB476 Prophets of Israel                    | 3 |

**Theology (19 credits)**

|  |   |
|--|---|
| RELT100 God and Human Life                     | 3 |
| RELT225 Doctrines of the SDA Faith             | 3 |
| RELT250 Personal Spirituality and Faith        | 2 |
| RELT326 Advanced Theology                      | 3 |
| RELT340 Religion and Ethics in Modern Society  | 3 |
| RELT400 Theology Seminar                       | 3 |
| RELT426 Ministry and Message of Ellen G. White | 2 |

**Biblical Languages (18 credits)**

|                               |   |
|-------------------------------|---|
| BIBL211 Beginning Greek I     | 3 |
| BIBL212 Beginning Greek II    | 3 |
| BIBL311 Intermediate Greek I  | 2 |
| BIBL312 Intermediate Greek II | 2 |
| BIBL321 Hebrew I              | 3 |
| BIBL322 Hebrew II             | 3 |
| BIBL427 Hebrew Exegesis       | 2 |

**Professional (11 credits)**

|  |     |
|--|-----|
| RELP230 Christian Witnessing           | 2   |
| RELP331 Homiletics I                   | 1   |
| RELP332 Homiletics II                  | 1   |
| RELP333 Homiletics III                 | 1   |
| RELP334 Homiletics IV                  | 1   |
| RELP375 Church Finance and Stewardship | 2   |
| RELP 401 Pastoral Practicum I          | 0.5 |
| RELP 402 Pastoral Practicum II         | 0.5 |

|                           |   |
|---------------------------|---|
| RELP407 Public Evangelism | 2 |
|---------------------------|---|

**History (09 credits)**

|   |   |
|---|---|
| RELH316 History of the Christian Church I   | 3 |
| RELH317 History of the Christian Church III | 3 |
| HIST404 Adventist Heritage                  | 3 |

**C. Courses required for the Emphasis (11 credits)**

|  |   |
|--|---|
| PHIL200 Introduction to Western Philosophy<br>(Fulfilled under the General Education Requirements) |   |
| RELM370 World Religions  | 3 |
| RELP335 Foundation of Youth Ministry   | 3 |
| RELP435 Pastoral Counselling   | 2 |
| RELP440 Introduction to Pastoral Ministry and<br>Leadership  | 3 |

**2. BACHELOR OF ARTS IN THEOLOGY –  
(YOUTH MINISTRY EMPHASIS)**

**General Degree Requirements**

|   |            |
|---|------------|
| A. General Education Requirements                         | 41         |
| B. Courses required for the Theology Core                 | 80         |
| C. Courses required for the Emphasis in Youth<br>Ministry | 14         |
| <b>TOTAL</b>  | <b>135</b> |

**A. General Education Requirements (41 credits)**

**B. Courses required for the Theology Core (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 Emphasis requirements.**

**Biblical Studies (21 credits)**

|   |   |
|---|---|
| RELB110 Biblical Backgrounds                  | 3 |
| RELB115 Hermeneutics                          | 3 |
| RELB210 Jesus in His Time and Ours            | 3 |
| RELB214 Law and Writings of the Old Testament | 3 |
| RELB335 Acts and Epistles                     | 3 |
| RELB406 Studies in Daniel and Revelation      | 3 |
| RELB476 Prophets of Israel                    | 3 |

**Theology (19 credits)**

|                            |   |
|----------------------------|---|
| RELT100 God and Human Life | 3 |
|----------------------------|---|

|  |   |
|--|---|
| RELT225 Doctrines of the SDA Faith             | 3 |
| RELT250 Personal Spirituality and Faith        | 2 |
| RELT326 Advanced Theology                      | 3 |
| RELT340 Religion and Ethics in Modern Society  | 3 |
| RELT400 Theology Seminar                       | 3 |
| RELT426 Ministry and Message of Ellen G. White | 2 |

***Biblical Languages*** (18 credits)

|                               |   |
|-------------------------------|---|
| BIBL211 Beginning Greek I     | 3 |
| BIBL212 Beginning Greek II    | 3 |
| BIBL311 Intermediate Greek I  | 2 |
| BIBL312 Intermediate Greek II | 2 |
| BIBL321 Hebrew I              | 3 |
| BIBL322 Hebrew II             | 3 |
| BIBL427 Hebrew Exegesis       | 2 |

***Professional*** (16 credits)

|  |     |
|--|-----|
| RELP230 Christian Witnessing                             | 2   |
| RELP331 Homiletics I                                     | 1   |
| RELP332 Homiletics II                                    | 1   |
| RELP333 Homiletics III                                   | 1   |
| RELP334 Homiletics IV                                    | 1   |
| RELP375 Church Finance and Stewardship                   | 2   |
| RELP407 Public Evangelism                                | 2   |
| RELP435 Pastoral Counselling                             | 2   |
| RELP 401 Pastoral Practicum I                            | 0.5 |
| RELP 402 Pastoral Practicum II                           | 0.5 |
| RELP440 Introduction to Pastoral Ministry and Leadership | 3   |

***History*** (06 credits)

|  |   |
|--|---|
| HIST404 Adventist Heritage                 | 3 |
| Select one course from the following:      |   |
| RELH316 History of the Christian Church I  | 3 |
| RELH317 History of the Christian Church II | 3 |

***C. Courses required for the Emphasis*** (14credits)

|                                      |   |
|--------------------------------------|---|
| HLED460 Substance Abuse Education    | 2 |
| RELP335 Foundations of Youth Ministr | 3 |

**Select three courses from the following:**

|  |   |
|--|---|
| ANTH200 Cultural Anthropology                | 3 |
| PSYC319 Stress Management                    | 3 |
| PSYC454 Theories of Personality              | 3 |
| SOCI430 Gender Roles in Contemporary Society | 3 |

**3. BACHELOR OF ARTS IN THEOLOGY – (MISSION EMPHASIS)**

**General Degree Requirements**

|   |            |
|---|------------|
| A. General Education Requirements               | 41         |
| B. Courses required for the Theology Core       | 80         |
| C. Courses required for the Emphasis in Mission | 13         |
| <b>TOTAL</b>                                    | <b>134</b> |

**A. General Education Requirements (41 credits)**

**B. Courses required for the Theology Core (77 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 Emphasis requirements.**

***Biblical Studies*** (21 credits)

|   |   |
|---|---|
| RELB110 Biblical Backgrounds                  | 3 |
| RELB115 Hermeneutics                          | 3 |
| RELB210 Jesus in His Time and Ours            | 3 |
| RELB214 Law and Writings of the Old Testament | 3 |
| RELB335 Acts and Epistles                     | 3 |
| RELB406 Studies in Daniel and Revelation      | 3 |
| RELB476 Prophets of Israel                    | 3 |

***Theology*** (19 credits)

|  |   |
|--|---|
| RELT100 God and Human Life                     | 3 |
| RELT225 Doctrines of the SDA Faith             | 3 |
| RELT250 Personal Spirituality and Faith        | 2 |
| RELT326 Advanced Theology                      | 3 |
| RELT340 Religion and Ethics in Modern Society  | 3 |
| RELT400 Theology Seminar                       | 3 |
| RELT426 Ministry and Message of Ellen G. White | 2 |

***Biblical Languages*** (18 credits)

|                               |   |
|-------------------------------|---|
| BIBL211 Beginning Greek I     | 3 |
| BIBL212 Beginning Greek II    | 3 |
| BIBL311 Intermediate Greek I  | 2 |
| BIBL312 Intermediate Greek II | 2 |
| BIBL321 Hebrew I              | 3 |
| BIBL322 Hebrew II             | 3 |
| BIBL427 Hebrew Exegesis       | 2 |

***Professional*** (16 credits)

|                              |   |
|------------------------------|---|
| RELP230 Christian Witnessing | 2 |
|------------------------------|---|

|  |     |
|--|-----|
| RELP331 Homiletics I                                     | 1   |
| RELP332 Homiletics II                                    | 1   |
| RELP333 Homiletics III                                   | 1   |
| RELP334 Homiletics IV                                    | 1   |
| RELP375 Church Finance and Stewardship                   | 2   |
| RELP407 Public Evangelism                                | 2   |
| RELP435 Pastoral Counselling                             | 2   |
| RELP401 Pastoral Practicum I                             | 0.5 |
| RELP402 Pastoral Practicum II                            | 0.5 |
| RELP440 Introduction to Pastoral Ministry and Leadership | 3   |

**History (06 credits)**

|  |   |
|--|---|
| HIST404 Adventist Heritage                 | 3 |
| Three credits chosen from:                 | 3 |
| RELH316 History of the Christian Church I  | 3 |
| OR   |   |
| RELH317 History of the Christian Church II | 3 |

**C. Courses required for the Emphasis (13credits)**

|   |   |
|---|---|
| RELM116 Introduction to Mission Theology              | 3 |
| RELM227 Introduction to the History of Modern Mission | 3 |
| RELM370 World Religions                               | 3 |
| RELM361 Ministry to the Unreached                     | 2 |
| RELM422 Indigenous Church Growth                      | 2 |

**3. BACHELOR OF ARTS IN RELIGION**

**General Degree Requirements**

|   |                   |
|---|-------------------|
| A. General Education Requirements         | 41                |
| B. Courses required for the Religion Core | 57                |
| C. Courses required for the Electives     | 11                |
| D. Minor                                  | <u>21</u>         |
| <b>TOTAL</b>                              | <b><u>130</u></b> |

**Note: Those electing a Biblical language to meet the foreign language requirement must take Greek I and Greek II or Hebrew I and Hebrew II.**

**A. General Education Requirements (41 credits)**

**B. Courses required for the Religion Core (57 credits)**

**Biblical Studies (21 credits)**

|                              |   |
|------------------------------|---|
| RELB110 Biblical Backgrounds | 3 |
| RELB115 Hermeneutics         | 3 |

|   |   |
|---|---|
| RELB210 Jesus in His Time and Ours            | 3 |
| RELB214 Law and Writings of the Old Testament | 3 |
| RELB335 Acts and Epistles                     | 3 |
| RELB406 Studies in Daniel and Revelation      | 3 |
| RELB476 Prophets of Israel                    | 3 |

**Theology (23 credits)**

|  |   |
|--|---|
| RELT100 God and Human Life                     | 3 |
| RELT225 Doctrines of the SDA Faith             | 3 |
| RELT250 Personal Spirituality and Faith        | 3 |
| RELT326 Advanced Theology                      | 3 |
| RELT340 Religion and Ethics in Modern Society  | 3 |
| RELM 370 World Religions                       | 3 |
| RELT400 Theology Seminar                       | 3 |
| RELT426 Ministry and Message of Ellen G. White | 2 |

**Professional (13 credits)**

|  |   |
|--|---|
| RELP230 Christian Witnessing                             | 2 |
| RELP331 Homiletics I                                     | 1 |
| RELP332 Homiletics II                                    | 1 |
| RELP375 Church Finance and Stewardship                   | 2 |
| RELP407 Public Evangelism                                | 2 |
| RELP435 Pastoral Counselling                             | 2 |
| RELP440 Introduction to Pastoral Ministry and Leadership | 3 |

**Note: The Religion major may opt to take 6 credits of biblical languages (BIBL211 Beginning Greek I and BIBL212 Beginning Greek II or BIBL321 Hebrew I and BIBL322 Hebrew II), instead of 3 credits of a modern language.**

**C. Courses required for the Electives (11 credits)**

**Choose eleven (11) credits from the following:**

|  |   |
|--|---|
| PSYC319 Stress Management                    | 3 |
| ANTH200 Cultural Anthropology                | 3 |
| EDPC310 Adolescent Psychology                | 2 |
| SOWK100 Introduction to Social Work          | 3 |
| RELH316 History of the Christian Church I or | 3 |
| RELH317 History of the Christian Church II   | 3 |
| MUPF100 Applied Music                        | 1 |
| (Can be repeated)                            |   |
| IDSC205 Introduction of Fine Arts            | 2 |

**D. Minor (Any Minor outside of Theology)**

**(21 credits)**

**MINOR IN RELIGION (20 credits)**

Select 15 credits from Biblical Studies (RELB courses) and/or Theology (RELT courses).

The remaining six credits may be taken from applicable Theology/Religion core courses. At least, six credits in the minor must come from upper division courses.

**MINOR IN BIBLICAL LANGUAGES (21 credits)**

|         |                       |   |
|---------|-----------------------|---|
| BIBL211 | Beginning Greek I     | 3 |
| BIBL212 | Beginning Greek II    | 3 |
| BIBL311 | Intermediate Greek I  | 2 |
| BIBL312 | Intermediate Greek II | 2 |
| BIBL321 | Hebrew I              | 3 |
| BIBL322 | Hebrew II             | 3 |
| BIBL427 | Hebrew Exegesis       | 2 |
| BIBL495 | Independent Study     | 3 |

**MINOR IN HEALTH (21 credits)**

|         |                           |   |
|---------|---------------------------|---|
| BIOL111 | Anatomy and Physiology I  | 4 |
| BIOL112 | Anatomy and Physiology II | 3 |
| FDNT230 | Nutrition                 | 4 |
| HLED400 | SDA Theology of Health    | 2 |

**Eight credits chosen from: 8**

|         |  |   |
|---------|--|---|
| HLED175 | Emergency and Family Health Care         | 3 |
| HLED220 | Community and Environmental Health       | 3 |
| HLED385 | Health Education Principles and Planning | 3 |
| HLED435 | Human Disease                            | 3 |
| HLED460 | Substance Abuse Education                | 2 |
| PSYC319 | Stress Management                        | 3 |

**COURSES CREDITS**

**BIBLICAL LANGUAGES**

**BIBL211 Beginning Greek I 3**

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.

**BIBL212 Beginning Greek II 3**

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.

**BIBL311 Intermediate Greek I 2**

Prerequisites: BIBL100, BIBL212  
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.

**BIBL312 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.

**BIBL321 Hebrew I 3**

Covers fundamentals of Biblical Hebrew, including a practical vocabulary, an understanding of the grammatical structure of the language, and practice in translation. Provides ministers with a practical study tool.

**BIBL322 Hebrew II 3**

Prerequisite: BIBL321  
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.

**BIBL427 Hebrew Exegesis** 2  
Prerequisites: BIBL321, BIBL322  
Teaches application of the principles of Hebrew lexicography, grammar, syntax, and style, to the exegesis of selected passages of the Hebrew Old Testament. Emphasis is placed on practical and scholarly application of the text.

**BIBL495 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**

**RELB110 Biblical Backgrounds** 3  
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.

**RELB115 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.

**RELB210 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 Advent.

**RELB214 Law and Writings of the Old Testament** 3  
An introduction to the Pentateuch and the "Writings".

**RELB335 Acts and Epistles** 3  
Prerequisites: BIBL311, BIBL312  
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.

**RELB406 Studies in Daniel and Revelation** 3  
A study of the background, content, and construction of these biblical books, with emphasis on the interpretation of prophecy, apocalyptic imagery and symbols. Research paper may be required.

**RELB476 Prophets of Israel** 3  
Prerequisites: BIBL321, BIBL322, BIBL427  
Includes the history of prophecy, the pre-writing prophetic figures, and the books of the writing prophets. Research paper required.

**RELG496 Special Projects in Religion** 1-3  
To be done by special permission of the Department of Religion and Biblical Languages.

## **PROFESSIONAL**

**RELP230 Christian Witnessing** 2  
Provides an acquaintance with the dynamics of Christian Witnessing in the neighborhood, 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.

**RELP331 Homiletics I - Introduction to Preaching** 1  
Lays the foundation for biblical sermon construction and delivery.

**RELP332 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.

**RELP333 Homiletics III - Advanced Biblical Preaching** 1  
Prerequisite: RELP332  
Explores further methods of expository preaching such as narrative, inductive method, and examining great themes of the Scriptures.

**RELP334 Homiletics IV - Evangelistic and Special Events Preaching** 1  
Prerequisite: RELP333  
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 speaking at the Rotary Club.

**RELP335 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.

**RELP375 Church Finance and Stewardship 2**

Prerequisites: RELP331, RELP323

This course deals with the theological and practical implications of Christian 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.

**RELP401/402 Pastoral Practicum 1**

A weekly seminar giving instruction in the many aspects of ministering in small churches. Includes assignment to one of the area churches. Students register once for the entire year.

**RELP407 Public Evangelism 2**

Prerequisites: RELP331, RELP332, RELP333, RELP334

Offered off-campus in connection with evangelism programmes. Observation and participation in the practical setting for instruction in evangelistic methods and procedures. A proposal must be submitted prior to the field experience.

**RELP435 Pastoral Counselling 2**

A survey of current counselling 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 counselling in the various areas of human need and problems.

**RELP440 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.

**CHURCH HISTORY**

**RELH316 History of the Christian Church I 3**

Prerequisite: HIST104 or permission of instructor

Surveys the internal and external developments and conflicts that 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. It aims to enable the student to develop a broader historical perspective, and 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, an emphasis, or minor in Religion.

**RELH317 History of the Christian Church II 3**

Prerequisite: HIST105 or permission of instructor.

Surveys the history of the Church from the Protestant Reformation to the present. 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.

**THEOLOGY**

**RELT100 God and Human Life 3**

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.

**RELT225 Doctrines of the Adventist Faith 3**

Prerequisite: RELT100

Defines and clarifies the biblical doctrines of the Seventh-day Adventist faith, distinguishing them within the background of the Judeo-Christian tradition.

**RELT250 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 lifestyles and work settings. Personal spiritual growth is fostered through involvement in organized church activities and/or witnessing outreach.

**RELT308 The Gift of Prophecy 3**

The study of the prophetic manifestation in Bible and church. Not applicable to the theology concentration or a Religion emphasis. A student cannot earn credits in both RELT308 and RELT426.

**RELT326 Advanced Theology 3**

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.

**RELT340 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 cut across all cultural boundaries, or are all values relative? Designed to help students articulate what molded their value system, and what should help to shape it.

**RELT400 Theology Seminar 3**

Prerequisite: RELT326

Designed for the senior theology major as a means to address current issues and doctrines in the Seventh-day Adventist Church.

**RELT426 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**

**HLED120 Fit and Well 1**

Enhances understanding of individual and public-health issues such as disease prevention. Addresses

physical, mental, spiritual, and emotional health.

**HLED175 Emergency and Family Health Care 3**

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.

**HLED220 Community and Environmental  
Health 3**

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.

**HLED385 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 programme planning and evaluation in health education.

**HLED400 SDA Theology of Health 2**

Prerequisites: BIOL260, HLED120

An examination of the biblical basis and the theological rationale for personal health, healing and restoration, as major motifs in self-understanding and mission of the Seventh-day Adventist Church.

**HLED435 Human Disease 3**

Prerequisites: BIOL115, BIOL116 or equivalent; BIOL260 or BIOL475

The study of the origins of human disease, and what may be done to reduce the risk of and/or prevention of disease.

**HLED460 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.

**PEAC110 Personal Physical Fitness 1**

Focuses on the development of a personalized programme of cardiovascular endurance activity. Applies toward general education requirements for physical education.

**PEAC130 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.

**PETH450 Practicum in Health 3**

Requires supervised experience in area of health fitness and rehabilitation programmes.

**MISSION**

**RELM116 Introduction to Mission Theology 3**

This course includes a survey of the theology of mission in the Old Testament and in the New Testament. Theology of Mission of the Seventh-day Adventist church will also be a section in this course.

**RELM227 Introduction to the History of Modern Mission 3**

A brief history of modern mission, including the history of Seventh-day Adventist Church missionary work, will be a part of this course. Students will also be exposed to the biography of few selected missionaries.

**RELM370 World Religions 3**

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.

**RELM361 Ministry to the Unreached 2**

Pre-requisite: RELM 370  
Students will be exposed to different methodologies of mission to unreached people groups.

**RELM422 Indigenous Church Growth 2**

Pre-requisite: RELM 370  
Students will be exposed to church growth methods among unreached people. This will include developing indigenous leaders, worship style,

government etc.

**GENERAL**

**PHIL200 Introduction to Western Philosophy 2**

This course emphasizes modern philosophy both in its historical development and in philosophical problems. It is designed to include two notable approaches in exploring history of modern western philosophy, namely: historical approach and thematic one. Every philosophical idea or a problem is reflected in this course from a Christian perspective.

**RELG360 Topics in Religion 1-3**

A course designed to add flexibility to the department's offerings, and to meet diverse student needs. Repeatable as topics vary.



# The Language Centre



## **THE LANGUAGE CENTRE**

### **DESCRIPTION**

The Language Centre(TLC) carries the responsibility of modern language education at the University of the Southern Caribbean. Several programmes are offered to meet the needs of the student population and the wider community, including certificate and intensive courses. Undergraduate courses are designed to expose students to integrated communication skills development (listening, reading, speaking, and writing) and language skills development (grammar, pronunciation, and vocabulary). These courses focus on developing the learners' conversational skills, and follow a partial immersion format. Proficiency programmes integrate culture and the use of authentic activities and materials to deliver the curriculum. These courses are taught in full immersion to give students every opportunity to experience the language.

### **DEPARTMENT OBJECTIVES**

It is the intention of the Department to effectively promote an appreciation of intercultural communication through the study and use of languages, interaction with native speakers, and exploration of associated cultures and countries. This is accomplished by:

- offering learning and student-centred activities;
- utilizing the communicative approach that encourages 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);
- incorporating the use of technology in language and cultural exploration through the use of the internet and language proficiency software;
- integrating faith and learning to promote spiritual development;
- encouraging further expression, study and research in languages and language education.

### **COURSE STRUCTURE FOR PROFICIENCY PROGRAMMES**

Proficiency courses provide active immersion and

follow a unique four-quarter system that fast tracks students' completion of the program. Each level runs for approximately ten (10) weeks, and targets five skill areas—reading, writing, grammar, speaking and listening. Even though there is a separate courses for each skill area, instruction follows the task-based integrated-skills approach. Students are given projects and assignments which require them to utilize and develop all skill areas in each course.

### **Foreign Language Programmes**

Foreign language proficiency courses target individuals who are not registered for USC undergraduate or graduate degrees. USC students who wish to register for proficiency courses must apply to enter the desired programme at the Office of Admissions, and must also complete the necessary registration process. Proficiency courses do not count toward credit hours for degree programmes.

Foreign Language proficiency programs are offered in Spanish as a Foreign Language (SFL), and French as a Foreign Language (FFL). Other languages are available upon request. Foreign Language proficiency courses are usually offered in the evening to accommodate working students, but can be designed to fit the needs of the group requesting instruction. For more information on the availability of courses, contact the ILE Office.

### **English as a Second Language (ESL) Programmes**

English as a Second Language is the Department specialty. The ESL programmes are open to individuals whose native language is not English. Students are prepared for integration into English speaking societies, whether for academic, business, or personal development. Instruction is designed to expose students to the culture of English-speaking societies, particularly that of Trinidad and Tobago. In addition to class activities, students are taken on field trips around the islands. A student who can dedicate time to his/her language studies may enroll in the certificate programme, while others who are more pressed for time may enroll in the one-month Total Immersion Programme.

## **ESL Certificate Programme**

This programme has four levels--basic to advanced. A student may enter at any level, but must achieve an overall B grade (75%) or higher to move through levels and to exit the programme. Entry into a level is based on a combination of students' performance on a placement test and teachers' observations of their performance during the first week of interactions. A student enrolled in the advanced class, Level IV—ENGL 104, is allowed to register for the University's freshman-level courses. Interested students should consult with the Coordinator of the ESL Programme, who will make a recommendation based on the students' level of English. The recommendation is then forwarded from the Director of ILE to the Dean of the School of Humanities for confirmation.

Students graduate from the certificate programme when they complete Level IV, ENGL104, with at least a "B" grade overall. All levels meet for a total of 18 contact hour per week, plus 2 non-contact hours in the language laboratory, and more than 8 non-contact hours per week in extension activities.

At each level, students are facilitated in exploration of the four language skill-areas—reading, writing, listening, and speaking. A fifth class focuses on grammar rules and guidelines. The task-based integrated skills approach is taken for each section, and teachers collaborate to provide a seamless transition of topics and themes across classes and levels.

## **ESL Certificate Course Numbers and Levels**

**LEVEL I:** ENGL101 Introduction to the English Language (Basic)

This level introduces students to practical, everyday English and provides a foundation for learners who are completely new to the study of the English language. In addition to classroom instruction and the Rosetta Stone language program in the language laboratory, students engage in activities which provide experience in taking a taxi, going grocery shopping, writing personal letters, introducing and talking about themselves, as well as readings signs, filling out forms and following simple instructions in an environment where English is the primary language. There is no prerequisite to this course.

**LEVEL II:** ENGL102 Conversational English (Elementary)

This level is designed for individuals who are not new to the study of English. It reinforces familiar concepts and builds on these to increase students' ability to function confidently in English-speaking societies. Students are given opportunities to explore English through written projects, role play and oral presentations. Prerequisites: ENGL101 Introduction to the English Language, an appropriate score on the English Placement Test, demonstrated ability, or equivalent qualification as evidenced by documentation.

**LEVEL III:** ENGL103 Introduction to Academic English (Intermediate)

At this level, students are introduced to more formal English in order to increase their ability to function adequately in a university classroom or an office where English is the language of interaction. Students explore essay writing and oral presentations (individual and group) through projects and assignments.

**Prerequisites:** ENGL102 Conversational English, an appropriate score on the English Placement Test, demonstrated ability, or equivalent qualification as evidenced by documentation.

**LEVEL IV:** ENGL104 Academic English Proficiency (Advanced)

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. Focus is placed on accuracy of speech, interactive listening skills, writing efficiency and reading comprehension, and students are encouraged to develop tools and strategies to continue their development on their own. There is a strong emphasis on functioning within a University classroom, and students are allowed to register for one (1) University course at this level. Prerequisites: ENGL103 Introduction to Academic English, an appropriate score on the English Placement Test, demonstrated ability, or equivalent qualification as evidenced by documentation.

## **ESL Certificate Course Sections**

### **Section 01 Reading Skills Strategies**

In this class, students are exposed to a variety of level-appropriate written texts, including stories, articles, poems, and essays. Special emphasis is placed on improving vocabulary and reading comprehension.

### **Section 02 Standard Writing Formats**

This class exposes students to the various skills required to produce coherent and purposeful written messages. Special emphasis is placed on sentence construction, use of punctuation, expression of ideas and opinions, and conveying meaning.

### **Section 03 Approaches to Grammar and Usage**

The focus in this class is on the grammatical structure of the English language. Students are taught a variety of structural rules and guidelines which govern the composition of clauses, phrases, and words in English.

### **Section 04 Oral Communicative Activities**

In this class, students are given opportunities to express themselves through speaking while they learn about the various conventions which govern oral presentations and conversation. Special emphasis is placed on pronunciation, articulation, and coherence.

### **Section 05 Interactive Listening Strategies**

Students are given many opportunities to improve their understanding of spoken English in this class. Particular attention is placed on awareness of the linguistic and organizational features of spoken discourse.

## **ESL Immersion Courses**

In addition to our ESL Certificate course, we offer a one-month Total Immersion Program (TIP). This programme is available to groups of 12 to 20 people whose native language is not English. It is designed for various proficiency levels, and accommodates groups from basic proficiency to advanced, including those interested in TOEFL and IELTS preparation. Programmes run four to five weeks and are available three times for the year: January/February, June/July,

and October/November. Tutors provide classroom instruction, and tours and activities are designed to give a variety of opportunities to practice English while learning more about Trinidad and Tobago. Each group is assigned chaperones to help make students' experience comfortable and pleasant. All meals, accommodation and transportation are included in the package. There are no prerequisites to this programme, although students will be given a placement test to determine their proficiency level upon entry.

## **Advanced Performance in Academic English**

This course is open to non-native speakers of English who want to improve their skills in reading, writing, and conversation. Students entering this level are expected to have a high-intermediate or advanced command of the English language. This course is designed for individuals who are already enrolled (or plan to enrol) in university or who are employed in environments where English is the language of interaction. Focus is placed on identifying students' challenges and providing tools and strategies to improve their performance. Preparation for the Test of English as a Foreign Language (TOEFL) is included in this course. TOEFL is an internationally recognized, standardized test that measures a student's ability to use and understand English at the university level. Prerequisite: ENGL104 Academic English Proficiency, an appropriate score on the English Placement Test, demonstrated ability, or equivalent qualification as evidenced by documentation.



