

Career/Program Description

Addictions counselors help individuals and families to deal with alcoholism and other drug abuse problems through providing services such as in-taking, assessment, care-level to determination, case management, anti-drug information, crisis intervention, community resources referrals, individual and group counseling, stress management, and relapse prevention education.

Career/Program Information

Graduates of the program will be able to find employment opportunities in a variety of settings, including social work, drug treatment centers, halfway houses, nursing homes, group homes for juveniles, retirement communities, corrections, employee assistance, and the like. Graduates of this program will have a college degree (A.A.S.) as well as beginning competencies in the general field of human services and in the specialty field of alcoholism/ drug addictions counseling. Graduates of the program will have completed the educational requirements for the Certified Alcohol and Drug Counselor (CADC) credential of the Addictions Professional Certification Board of New Jersey, Inc.

Special Program Requirements

Students are encouraged to select Introduction to Ethics (PHL-131) to satisfy their history/philosophy requirements.

Those not transferring into a bachelor's program are recommended to take Introduction to Nutrition (BIO-105) to satisfy their math/science requirement.

Accreditation

The Addictions Counseling program is approved by:
The Addictions Professional Certification Board of New Jersey, Inc.
4 Cronwall Drive, Suite 103
East Brunswick, New Jersey 08816
Phone: 732-309-5900
E-mail info@certbd.com

Career Opportunities

Earn both Associate's and Bachelor's Degree (A.A.S. and B.S.H.S.) Students in this special program offered in partnership with Thomas Edison State College of New Jersey complete a maximum of 80 credits here in specified courses and the remaining 40 credits through Thomas Edison State College. The latter can be completed in different formats, such as at-home guided study courses, N.J. Public TV courses, on-line courses, and contract learning courses with individual faculty.

Contact Person

Dr. William Curtis, Chair
(856) 227-7200, Ext. 4480
E-mail: wcurtis@camdencc.edu

Addictions Counseling

Degree: **Associate in Applied Science**

College Code: **ADD.AAS**

Code	Course	Credits
First Year/First Semester		
ADD-101	Introduction to Addictions*	3
PSY-101	Basic Psychology	3
SOC-101	Introduction to Sociology	3
ENG-101	English Composition I	3
HSR-101	Introduction to Human Services*	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
ADD-102	Psychology of Stress & Time Management*	3
HSR-103	Introduction to Counseling*	3
SOC-201	Sociology of the Family	3
ENG-102	English Composition II	3
.....	Literature, Philosophy, and the Arts Elective	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Year/First Semester		
ADD-111	Psycho-Social Aspects of Alcoholism & Drug Addiction*	3
HSR-105	Group Dynamics	3
HSR-102	Social Work Processes*	3
PSY-104	Abnormal Psychology	3
.....	Math/Science Elective	3/4
		15/16
Second Semester		
ADD-112	Assessment & Treatment of Alcoholism & Drug Addiction*	3
PSY-106	Psychology of Adolescence*	3
HSR-107	Field Work I	3
SOC-102	Social Problems	3
HIS.....	History Elective or	
PHI.....	Philosophy Elective	3
		15

*These courses meet the educational requirements for the New Jersey Alcohol and Drug Abuse Counselor certificate.

Information

Certified Alcohol and Drug Counselors are critical members of both mental health and educational teams.

Animal Science Technology

Degree: **Associate in Applied Science**

College Code: **ASC.AAS**

Career/Program Description

Veterinary technicians work under the supervision of a veterinarian, performing clinical laboratory, diagnostic, and nursing procedures for animals. They may also assist in a variety of biological and medical research settings.

Career/Program Information

The Animal Science Program:

- Prepares graduates for employment as veterinary technicians in a variety of health settings
- Prepares students for the National Board Exam for veterinary technicians
- Provides students with the academic and practical skills necessary for entry level competence in veterinary technology, nursing, and other related animal health and laboratory fields
- Instills in students the ability and the motivation toward ethical practice in the care of animals.

Special Admission Requirement

An interview with the program coordinator prior to acceptance is required.

Special Program Requirement

Before graduation, students must complete a supervised summer co-op or internship program.

Accreditation

The Animal Science Technology program is accredited by:
The Committee on Veterinary Technician Education and
Activities of the American Veterinary Medical Association
1931 North Meacham Road, Suite 100
Shaumburg, IL 60173-4360
(708) 925-8070

Career Opportunities

- Animal hospitals
- Biomedical laboratories
- Private veterinary practice
- Retail sales in biomedical technology and animal care
- Research laboratories

Contact Persons

Michael Hennessy, Director
(856) 227-7200, Ext. 4225
Email: mhennessy@camdencc.edu
Peggy Dorsey, Assistant Director
(856) 227-7200, Ext. 4205
E-mail: pdorsey@camdencc.edu

Recommendations

Experience with animal care is desirable but not necessary.

If students have not had high school biology or chemistry, they must complete the Preparation for Biology and Preparation for Chemistry courses prior to starting the curriculum.

Code	Course	Credits
First Year/First Semester		
ASC-101	Animal Science Seminar I	1
BIO-111	Biology I - Science	4
CHM-101	General Chemistry I	4
ENG-101	English Composition I	3
.....	Social Science Elective	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
MTH-104	Mathematics for Animal Science	2
ASC-102	Animal Science Seminar II	1
ASC-111	Animal Biology	4
ENG-102	English Composition II	3
MTH-111	Elements of Statistics	3
.....	Humanities Elective	3
HPE.....	Health & Exercise Science Elective	1
		17
Summer Semester		
ASC-300	Dental Techniques for Vet Tech	1
		1
Second Year/First Semester		
ASC-231	Clinic & Hospital Procedures I	3
ASC-250	Principles of Animal Husbandry	2
ASC-210	Histology & Cytology	3
ASC-221	Clinical Laboratory Procedures I	4
BIO-221	Microbiology I	4
ASC-213	Laboratory Animal Science	3
		19
Second Semester		
ASC-270	Veterinary Pharmacology	2
ASC-240	Parasitology	3
ASC-222	Clinical Laboratory Procedures II	3
BIO-222	Microbiology II	4
ASC-232	Clinic & Hospital Procedures II	2
ASC-260	Animal Pathology	1
		15

Dental Assisting

Degree: **Associate in Applied Science**

College Code: **DAS.AAS**

Career/Program Description

A dental assistant works at chairside while the dentist examines and treats patients. The dental assistant makes the patient comfortable in the chair, prepares the patient for treatment, obtains dental records, prepares impression and restorative materials, exposes and processes dental radiographs, and hands the dentist the proper instruments and materials. The assistant also sterilizes and disinfects instruments, prepares dental tray setups, and instructs the patient in postoperative and general oral health care.

Career/Program Information

Students who complete the dental assisting certificate program and who earn an additional 32/34 credits in general education are eligible for the Associate in Applied Science degree.

Special Program Requirements

- Completion of the dental assisting certificate program at Camden County College or Completion of an accredited dental assisting program that has an articulation agreement with the dental assisting program at Camden County College.
- Assessment of credentials with the program coordinator
- Placement into college level English and mathematics courses based on the results of the College Placement Test or other approved test

Accreditation

The program in Dental Assisting is accredited by the Commission on Dental Accreditation, a specialized accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and by the United States Department of Education. The Commission on Dental Accreditation can be contacted at (312) 440-2719 or at 211 East Chicago Avenue, Chicago, IL 60611.

Career Opportunities

- Chairside assistant or office manager in general and specialty practices
- Chairside assistant or office manager in hospital and institutional settings
- Dental assisting education
- Positions dealing with dental insurance, dental laboratories, dental suppliers, dental placement agency

Contact Person

Sandy Rodier, Coordinator
 (856) 227-7200, Ext. 4471
 E-mail: srodier@camdencc.edu

Code	Course	Credits
First Year		
Certificate Program Courses		33
Second Year/First Semester		
ENG-101	English Composition I	3
PSY-101	Basic Psychology	3
.....	Humanities Elective	3
MTH.....	Mathematics Elective	3/4
.....	General Education Elective	3
HPE.....	Health & Exercise Science Elective	1
		16/17
Second Semester		
ENG-102	English Composition II	3
.....	Humanities Elective	3
.....	General Education Elective	3
.....	Science Elective	3/4
HPE.....	Health & Exercise Science Elective	1
.....	Social Science Elective	3
		16/17

Information

The Associate in Applied Science degree in Dental Assisting is for those who may wish to transfer to a four-year institution and pursue a career in health care administration or education.

Career/Program Description

A licensed dental hygienist is a health care professional, oral health educator and clinician who utilizes scientific knowledge and methods to provide preventative, educational and therapeutic services to support the control of oral diseases and the promotion of oral health. Under the supervision of a dentist, the hygienist records the patient's dental history, charts the mouth for evaluation and diagnosis by the dentist, scales and polishes teeth, and functions as a dental health educator.

Career/Program Information

- The Dental Hygiene Program at Camden County College is a two-year, full-time, daytime associate degree program that prepares students to take national, regional and state licensure exams in dental hygiene.
- Successful completion of the program and the licensure exams allow the candidate to be employed as a dental hygienist in dental offices, institutions, clinics, and other health care facilities.

Special Program Requirements

To be considered eligible to apply, applicants must satisfy the following prerequisites:

- high school college preparatory course diploma or equivalent
- biology course with lab (high school) - Grade "C" or better
- chemistry course with lab (high school) - Grade "C" or better
- placement into college level English and mathematics courses based on the results of the College Placement Test (or other approved test)
- minimum cumulative grade point average of 2.8 for college transfer applicants
- SAT scores of Math 450, Verbal 450 (minimum), or ACT scores of 18 (minimum). Applicants who have college experience do not have to submit SAT scores.

After completion of the above prerequisites, an application for admission to the Dental Hygiene program should be submitted to the Office of Records and Registration. The following will then occur:

- There will be an academic review of transcripts by the director of dental programs.
- Competitive candidates will meet with the director of dental programs.
- Candidates will receive written notification of the Admissions Committee decision.
- If accepted, the candidate must obtain current Basic Life Support certification. Approved courses include American Heart Association, Health Care Provider, or American Red Cross, Basic Life Support for the Professional Rescuer.
- A physical exam, various immunizations, and proof of health insurance will be required prior to the beginning of class. The dental department has an extensive exposure control/infectious disease policy, which is available upon request.

- If the candidate is not accepted but wishes to be considered for the following year, he/she must reapply by contacting the Office of Records and Registration. THERE IS NO WAITING LIST.

All applications must be received in the Office of Records and Registration NO LATER THAN FEBRUARY 1. All prerequisite courses and all documentation must be completed PRIOR TO MARCH 15. A class is accepted once a year for the fall semester.

Accreditation

The program in Dental Hygiene is accredited by the Commission on Dental Accreditation, a specialized accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and by the United States Department of Education. The Commission on Dental Accreditation can be contacted at (312) 440-2719 or at 211 East Chicago Avenue, Chicago, IL 60611.

Career Opportunities

- Clinical hygienist
- Dental office manager

Advanced Education Opportunities

- Dental researcher
- Public health dental hygienist
- Dental hygiene educator

Contact Persons

Dr. Catherine A. Boos, Director
(856) 227-7200, Ext. 4472
E-mail: cboos@camdencc.edu

Admission to the Dental Hygiene Program is on a competitive basis and completion of all prerequisites and core curriculum courses **does not guarantee admission to the program.** Since there are more applicants than there are positions, admission points will be assigned according to the applicant's documented record. Criteria for selection are based on past academic performance. Preference will be given to students who have completed their core curriculum requirements at Camden County College.

¹ Completion of General Chemistry I (CHM-101), and General Chemistry II (CHM-102), will satisfy this requirement.

² Completion of Anatomy & Physiology I (BIO-211), and Anatomy & Physiology II (BIO-212), will satisfy this requirement.

Dental Hygiene

Degree: **Associate in Applied Science**

College Code: **DHY.AAS**

Code	Course	Credits
First Year/Summer Semester		
ENG-101	English Composition I	3
PHL-232	Biomedical Ethics	3
		6
Fall Semester		
DHY-111	Dental Hygiene I Seminar	2
DHY-120	Dental Radiology	4
DHY-130	Dental Anatomy	2
DHY-151	Dental Hygiene I Pre-clinic	2
DHY-170	Medical Emergencies in the Dental Office	1
CHM-130	General/Organic/Biochemistry or	
CHM-111	Chemistry I Science ¹	4
BIO-210	Human Anatomy and Physiology ²	4
		19
Spring Semester		
DHY-122	Dental Hygiene II Seminar	2
DHY-132	Head and Neck Sciences	3
DHY-142	Periodontics I	2
DHY-152	Dental Hygiene II Clinic	3
DHY-162	Dental Lab Procedures	2
BIO-220	Elements of Microbiology or	
BIO-221	Microbiology I	3/4
BIO-105	Introduction to Nutrition	3
		18/19
Second Year/Summer Semester		
ENG-102	English Composition II	3
SOC-101	Introduction to Sociology	3
		6
Fall Semester		
DHY-261	Pathology	2
DHY-271	Pharmacology and Anesthesiology	2
DHY-243	Periodontics II	2
DHY-223	Dental Hygiene III Seminar	2
DHY-253	Dental Hygiene III Clinic	6
HPE.....	Health & Exercise Science Elective	1
		15
Spring Semester		
DHY-212	Community Dentistry	2
DHY-222	Dental Office Administration	1
DHY-224	Dental Hygiene IV Seminar	2
DHY-254	Dental Hygiene IV Clinic	4
PSY-101	Basic Psychology	3
SPE-101	Fundamentals of Speech or	
SPE-102	Public Speaking	3
HPE.....	Health & Exercise Science Elective	1
		16

Dietetic Technology

Degree: **Associate in Applied Science**

College Code: **DTT.AAS**

Career/Program Description

Dietetic Technicians work in many interesting places, such as hospitals, long-term care/assisted living facilities, health clubs, community programs, food companies, research labs, and restaurants. They assist dietitians/nutritionists and other health professionals in a variety of ways, such as teaching and counseling people about proper nutrition, planning menus, preparing budgets, purchasing foods and supplies, and maintaining food safety and sanitation.

Career/Program Information

- Graduates are prepared to take the Registration Examination for Dietetic Technicians of the Commission on Accreditation for Dietetic Education of the American Dietetic Association and the Certified Dietary Managers examination.
- Students are provided academic and supervised clinical experiences necessary for entry level competence in dietetic technology.
- Students are provided a foundation for transfer to four-year colleges/universities dietetics/nutrition programs.

Special Program Requirements

- An interview with the Program Coordinator, or Clinical Director is highly recommended.
- 450 hours of supervised field experience is required prior to graduation.
- Students are required to purchase lab coats for field experiences, maintain student health insurance, provide reliable transportation to field sites. Some field sites may require a criminal background check.
- High School Preparatory Diploma or equivalent
- Placement into college level English and math

Accreditation

The Dietetic Technology program is accredited by:
The Commission on Accreditation for Dietetics Association
216 West Jackson Boulevard
Chicago, Ill 60606-6995
Phone: 1-800-877-1600

Career Opportunities

- Dietetic Technician Registered
- Certified Dietary Manager
- Food Production Manager
- Public Health Educator
- Dietetic/Nutrition Counselor
- Food Service Director
- Dietary Supervisor

Contact Persons

Professor Betty Joynes, MA, RD, Coordinator
(856) 227-7200, Ext. 4324
E-mail: bjoynes@camdencc.edu
Maureen A. Reidenauer, RD, Clinical Director
(856) 227-7200, Ext. 4341
E-mail: mreidenauer@camdencc.edu

Code	Course	Credits
First Year/First Semester		
BIO-105	Introduction to Nutrition	3
DTT-120	Food Science	3
DTT-110	Principles of Food Service Management	3
DTT-100	Health Field Orientation	2
ENG-101	English Composition I	3
.....	Computer Information Systems Elective	3
		17
Second Semester		
DTT-130	Life Cycle Nutrition	3
DTT-141	Supervised Field Experience I	3
DTT-150	Techniques of Teaching Nutrition	3
DTT-160	Food Systems Management	3
ENG-102	English Composition II	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Year/First Semester		
DTT-211	Therapeutic Nutrition I	3
DTT-242	Supervised Field Experience II	3
DTT-220	Quantity Food Production	3
HPE-180	Community CPR/American Red Cross	1
MTH.....	Mathematics Elective	3
.....	Laboratory Science Elective	4
		17
Second Semester		
DTT-212	Therapeutic Nutrition II	3
DTT-243	Supervised Field Experience III	4
PSY-101	Basic Psychology	3
SOC-101	Introduction to Sociology	3
.....	Humanities Elective	3
		16

Recommendations

High school biology and/or chemistry is highly recommended.

Health Science

Degree: **Associate in Applied Science**

College Code: **HSC.AAS**

Career/Program Description

Allied Health paraprofessionals who are graduates of an allied health program may be eligible to receive college credit for their postsecondary education. Students may transfer college credit to four-year institutions or use the degree for career advancement.

Career/Program Information

- Graduates of the program will earn a minimum of 12 to a maximum of 22 credits for completing a postsecondary allied health program.
- To earn the Associate in Applied Science degree, students must complete the Camden County College credits as listed in the Health Science curriculum.
- Graduates will demonstrate competencies in communication skills, critical thinking, mathematics, science and technology, individual and societal behavior, aesthetic perspective, ethical awareness, health and wellness, and computer skills.

Special Program Requirements

- Submission of diploma or certificate and transcript from an allied health program for evaluation
- An interview with the Nursing/Allied Health Coordinator

Career Opportunities

- Administration
- Education
- Management

Contact Person

Michelle Von Nieda, MSN, RNC, Coordinator
 (856) 227-7200, Ext. 4566
 E-mail: mvonnieda@camdencc.edu

Code	Course	Credits
First Year/First Semester		
ENG-101	English Composition I	3
BIO-105	Introduction to Nutrition	3
PSY-101	Basic Psychology	3
.....	Laboratory Science Elective	4
.....	Humanities Elective	3
		16
Second Semester		
ENG-102	English Composition II	3
PHL-232	Biomedical Ethics	3
SOC-101	Introduction to Sociology	3
.....	Laboratory Science Elective	4
MTH.....	Mathematics Elective	3/4
		16/17
Third Semester		
.....	Elective ¹	3/4
.....	Laboratory Science Elective	4
.....	Computer Information Systems Elective	3
HPE.....	Health & Exercise Science Elective	2/3
		12/13/14

¹Suggested Electives:
 Math, Science, Computer Electives
 Basic Pharmacology, Phlebotomy
 Basic Pathophysiology, Medical Coding, Massage Therapy

Highlights

Postsecondary allied health programs consisting of a minimum of 500 hours will earn 22 college credits. Allied health programs with no less than 300 and up to 499 hours will earn a minimum of 12 college credits. Postsecondary credits will be granted after completion of the required Camden County College courses.

Career/Program Description

The "1999 Guide to Labor Demand and Occupations in New Jersey" includes Massage Therapy as a "DEMAND" occupation. Massage therapists have a tremendous variety of employment opportunities to choose from: self-employment, salons, day spas, athletic clubs, cruise ships, chiropractor and physician offices, fitness clubs, country clubs, assisted living facilities, casino hotels, professional sports teams, corporate wellness programs, etc. This is an exciting and dynamic field!

Career/Program Information

- Graduates will meet the qualifications necessary to sit for the National Certification exam as set forth by the National Certification Board for Therapeutic Massage and Bodywork.
- Graduates will meet all requirements as set forth by the State of New Jersey.
- Students are provided with general education courses and skills as well as technical, hands-on, massage instruction.
- The program instills in students the ability and motivation towards a highly ethical practice in the application of massage therapy.

Special Admission Requirement

An interview with Erika MacWilliams, director of Lourdes Institute for Wholistic Studies, (856) 869-3134

Special Program Requirements

- Special lab fees for all MAS courses
- Special equipment and materials for all MAS courses

Career Opportunities

- Chiropractor and physician offices
- Fitness Centers
- Health Clubs
- Sports Medicine Centers
- Health Spas

Contact Persons

College contact: Nicholas DiCicco, Director
(856) 227-7200, Ext. 4264
E-mail: ndicicco@camdenc.edu
Lourdes Institute of Wholistic Health contact:
Erika MacWilliams, Director
(856) 869-3134

Program Information

This program is a joint venture between Camden County College and Lourdes Institute of Wholistic Studies in Collingswood. All MAS courses will be taught in Collingswood.

Massage Therapy

Degree: **Associate in Applied Science**

College Code: **MAS.AAS**

Code	Course	Credits
First Year/First Semester		
ENG-101	English Composition I	3
BIO-103	Human Biology	3
BIO-105	Introduction to Nutrition	3
MTH-103	Topics in Mathematics ¹ or	
MTH-101	Concepts of Mathematics ¹	3
.....	Humanities Elective	3
HPE.....	Health & Exercise Science Electives	2
		17

Second Semester

ENG-102	English Composition II	3
PSY-101	Basic Psychology	3
MGT-221	Small Business Management I	3
HPE-170	First Aid, Safety & Prevention of Injury	3
SPE-102	Public Speaking	3
HPE-106	Stress Management	3
		18

Second Year/First Semester

MAS-200	Therapeutic Massage ²	6
MAS-205	Environmental Massage	1
MAS-210	Structures and Functions for the Bodyworker I	2
MAS-211	Structures and Functions for the Bodyworker II	2
MAS-215	Therapeutic Sensory Applications I or	
MAS-220	Eastern Therapeutic Techniques	1
MAS-225	Therapeutic Sensory Applications II or	
MAS-230	Therapeutic Herbal Applications	2
		14

Second Semester

MAS-240	Specialized Massage Techniques ²	3
MAS-245	Pathology and Kinesiology for Massage Therapy ²	7
MAS-250	Shiatsu Therapy-Level I ²	4
HPE-145	Wellspring Fitness Lab I	1
		15

¹Students transferring to Rutgers should take MTH-101

²These courses only are restricted to students formally admitted into the Massage Therapy major. Formal admission includes an interview with Erika MacWilliams (856-869-3134).

All other courses may be taken without formal acceptance into the Massage Therapy Program. MAS-200, MAS-240, and MAS-245 require additional materials including oils/lotions/massage table/face cradle and bolster.

Medical Laboratory Technology

Degree: **Associate in Applied Science**

College Code: **MLT.AAS**

Career/Program Description

A Medical Laboratory Technician (MLT) performs analytical and diagnostic tests on various body fluids. Physicians depend on these accurate findings along with patient history for diagnosis, prognosis, and proper treatment of patients and their illnesses. Therefore, the Medical Laboratory Technician is an important professional on the medical team

Career/Program Information

- The Medical Laboratory Technology program is offered in cooperation with several area hospital laboratories.
- During the final semester of the program, the student is assigned to a hospital laboratory, where students receive supervised instruction and practice on state-of-the-art equipment in clinical laboratory procedures.
- Medical laboratory technicians work in an environment that requires a variety of physical, visual, auditory, and mental skills for the practice of medical laboratory technology.
- A list of Essential Functions is available through the program director.
- Program objectives and goals are published and available through the program director.

Special Program Requirements

Admission into the Medical Laboratory Technology program is based on the following criteria:

- 18 years or older
- High school diploma or equivalent
- Minimum GPA of 2.0 or better in all science and math courses
- Application for admission submitted to the Admission Office
- Interview with Director of Clinical Laboratory Sciences
- TOEFL score of 550 (international students only)
- Demonstration of proficiency in written and verbal communications
- High school courses in biology and chemistry with a grade of "C" or better

After completion of the above prerequisites, the following will then occur:

- Selected candidates will be notified of preliminary acceptance into the Medical Laboratory Science Course MLT-105.
- Official acceptance into the program will be by letter prior to the beginning of the fall semester upon acceptable academic performance and completion of required curriculum courses.
- A physical exam, various immunizations, and proof of health insurance will be required prior to the clinical practicum experience at the affiliated laboratory.

Accreditation

National Accrediting Agency for Clinical Laboratory Sciences
8410 West Bryn Mawr, Suite 670
Chicago, IL 60631
(773) 714-8880

Career Opportunities

- Biomedical laboratories
- Clinical, hospital and reference laboratories
- Federal, state and county health departments
- Pharmaceutical industry

Contact Person

Patricia A. Chappell, Director
(856) 227-7200, Ext. 4330
E-mail: pchappell@camdencc.edu

Program Information

Students receive semester by semester advisement for course selections and assessment of their progress in the program. Graduates are eligible to take a national certification examination for medical laboratory technicians. A student may take classes part time while completing prerequisites to the MLT courses. The student is expected to be full time for the final spring and summer semesters of the program.

Code	Course	Credits
First Year/First Semester		
BIO-111	Biology I - Science	4
CHM-111	Chemistry I - Science OR	
CHM-101	General Chemistry I	4
MTH-110	Intermediate Algebra OR	
MTH-111	Elements of Statistics	3
ENG-101	English Composition I	3
MLT-101	Medical Lab Tech Seminar	1
ALH-115	Basic Phlebotomy Techniques	1
HPE.....	Health & Exercise Science Elective	1
		17
Second Semester		
BIO-221	Microbiology I	4
CHM-112	Chemistry II - Science OR	
CHM-102	General Chemistry II	4
BIO-210	Human Anatomy & Physiology	4
MLT-105	Medical Laboratory Science	3
ENG-102	English Composition II	3
		18
Second Year/First Semester		
MLT-210	Clinical Hematology	4
MLT-212	Immunology/Serology	2
CSC-101	Computer Literacy	3
.....	Social Science Elective	3
.....	Humanities Elective	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Year/Second Semester		
MLT-211	Clinical Immunohematology	4
MLT-200	Clinical Chemistry	4
BIO-222	Microbiology II	4
MLT-215	Applied Laboratory Techniques	1
		13
Third Semester		
(Spring 10-Weeks At Clinical Affiliate)		
MLT-220	Applied Clinical Microbiology	1
MLT-230	Applied Clinical Hematology	1
MLT-240	Applied Blood Bank and Serology	1
MLT-250	Applied Urinalysis	1
MLT-260	Applied Clinical Chemistry	1
		5

Career/Program Description

Opticians dispense corrective lenses to aid patients in their visual needs. This is accomplished by using scientific and clinical procedures and applying learned skills needed to successfully produce and fit top quality eyewear.

Career/Program Information

The program in Ophthalmic Science includes Liberal Arts and specialty courses, which combined with a four-month apprenticeship, qualifies the graduate to sit for the New Jersey State Board of Ophthalmic Dispensers Examination.

Special Program Requirements

The program has an open enrollment policy; however, any applicant who does not have college level mathematics or English must achieve satisfactory scores on the College Placement Test. All prospective students must schedule an interview with the Ophthalmic Science Program Director. Due to the sequential nature of the specialty courses, admission is usually limited to September.

Accreditation

The Ophthalmic Science program is accredited by the Commission on Opticianry Accreditation
10341 Democracy LN
Fairfax, Virginia 22030

Career Opportunities

- Private practice
- Clinical practice
- Optical sales
- Manufacturing
- Ophthalmic laboratory technician
- Contact lens technician

Contact Person

Thomas Hunter, Director
(856) 374-5058
E-mail: thunter@camdencc.edu

Career Highlights

Employment opportunities in this field are expected to increase. Over the next decade the number of the middle age and elderly will increase. Public awareness of the importance of good eyesight and vision screening programs in schools is likely to stimulate the demand for eyecare.

Ophthalmic Science Technology

Degree: **Associate in Applied Science**

College Code: **OPH.AAS**

Code	Course	Credits
First Year/First Semester		
OPH-111	Ophthalmic Materials Lecture I	3
OPH-101	Ophthalmic Materials Laboratory I	3
MTH-110	Intermediate Algebra	3
ENG-101	English Composition I	3
OPH-130	Anatomy of the Eye	3
HPE-102	Health and Wellness	3
		18
Second Semester		
OPH-112	Ophthalmic Materials Lecture II	3
OPH-102	Ophthalmic Materials Laboratory II	3
ENG-102	English Composition II	3
OPH-131	Introduction to Contact Lenses	3
OPH-180	Introduction to Ophthalmic Dispensing	1
MTH.....	Mathematics Elective or	
.....	Science Elective or	
.....	Business Elective	3/4
.....	Humanities Elective	3
		19/20
Second Year/First Semester		
OPH-240	Ophthalmic Dispensing I	4
OPH-250	Ophthalmic Clinic I	1
OPH-203	Ophthalmic Materials Laboratory III	3
OPH-220	Optic Principles	3
OPH-232	Contact Lens Fitting I	3
OPH-260	Coop I: Ophthalmic Science	1
		15
Second Semester		
OPH-241	Ophthalmic Dispensing II	4
OPH-251	Ophthalmic Clinic II	1
OPH-204	Ophthalmic Materials Laboratory IV	3
PSY-101	Basic Psychology	3
OPH-233	Contact Lens Fitting II	3
OPH-270	Ophthalmic Dispensing Office Procedures	3
OPH-261	Coop II: Ophthalmic Science	1
		18

Career/Program Description

A paramedic is a pre-hospital provider of advanced life support to the critically ill or injured patient under the direction of a licensed physician. Responsibilities include, but are not limited to, oxygen therapy, intravenous insertion, medication administration, airway management, cardiac monitoring, and defibrillation. The primary objective of the program is to prepare the student to function as an entry-level paramedic on a Mobile Intensive Care Unit (MICU).

Career/Program Information

Through a cooperative program, Camden County College and Virtua Health provide the required knowledge and skills that allow a student to take the National Registry of EMT's certification examination for paramedics. The program uses the three teaching/learning formats of the classroom, patient care areas in the hospital setting, and field internship on an MICU vehicle.

Special Admission Requirements

- High school diploma or equivalent
- New Jersey State EMT-B certification
- Sponsorship from a New Jersey MICU program hospital
- Current American Heart Association or American Red Cross CPR certification
- College Placement Test
- Interview with the Paramedic Science Program Acceptance Committee
- Official letter of acceptance into the program from the Acceptance Committee

Accreditation

This program utilizes the national standard curriculum for paramedic studies as developed by the US Department of Transportation, the National Highway Traffic Safety Administration, and the US Department of Health and Human Services.

Career Opportunities

- Certified paramedics are eligible for employment by designated New Jersey MICU hospitals to provide advanced life support in the prehospital setting.
- NJ certified paramedics may seek reciprocity from any state for employment in that state.

Contact Person

Regina Twisdale, Director
(856) 374-5078
E-mail: rtwisdale@camdencc.edu

Paramedic Sciences

Degree: **Associate in Applied Science**

College Code: **PRM.AAS**

Code	Course	Credits
First Year/Summer Semester		
BIO-111	Biology I - Science	4
Fall Semester		
PRM-101	Paramedic Theory I	3
PRM-102	Paramedic Theory II	6
BIO-210	Human Anatomy & Physiology	4
ENG-101	English Composition I	3
		16
Spring Semester		
PRM-110	Medical Emergencies I	8
PRM-121	Clinical Practice I	4
ENG-102	English Composition II	3
		15
Second Year/Summer Semester		
PRM-122	Clinical Practice II	3
PSY-101	Basic Psychology	3
		6
Fall Semester		
PRM-210	Medical Emergencies II	3
PRM-230	Trauma Emergencies	3
PRM-240	OB/GYN Emergencies	1
PRM-250	Psychiatric Emergencies	1
PRM-223	Clinical Practice III	4
		12
Spring Semester		
PRM-224	Clinical Practice IV	6
PSY-109	Developmental Psychology	3
PHL-232	Biomedical Ethics	3
		12

Recommendations

Prior experience with a 9-1-1 ambulance service is helpful but not necessary. Biology I is required for the AAS degree, and it is recommended that students take it prior to entering this program.

Career/Program Description

This is a degree completion program for the certified/licensed paramedic. The program will recognize prior technical training, and those credits will be applied at the end of the program. With the addition of 26 general education and 9 professional education credits, the student can earn an associate's degree.

Career/Program Information

An associate's degree enhances the certified/licensed paramedic's ability to enter into pre-hospital education or management positions with his/her service.

Special Program Requirement

State paramedic certification or licensure

Career Opportunities

- Emergency medical services instructor
- Emergency medical services manager, supervisor

Contact Person

Regina Twisdale, Director
(856) 374-5078
E-mail: rtwisdale@camdencc.edu

PARAMEDIC SCIENCES

Paramedic Educational Management Option

Degree: **Associate in Applied Science**

College Code: **PEM.AAS**

Code	Course	Credits
First Year		
.....	State Certification Program	33
Second Year/First Semester		
ENG-101	English Composition I	3
PSY-101	Basic Psychology	3
PEM-260	Topics in Paramedic Care	6
.....	Science Elective	3/4
		15/16
Second Semester		
ENG-102	English Composition II	3
PSY-109	Developmental Psychology	3
PHL-232	Biomedical Ethics	3
PEM-265	Emergency Medical Service Education or	
PEM-270	Emergency Medical Service Management	3
MTH.....	Mathematics Elective	3
.....	Science Elective	3/4
		18/19

Recommendations

The program is available to any certified/licensed paramedic in the nation. All required courses are offered on-line.

Career/Program Description

A respiratory therapist is an allied health specialist who performs therapeutic and diagnostic procedures in the care of patients with deficiencies and abnormalities associated with the cardiopulmonary system. Duties include mechanical ventilation, arterial blood gas analysis, pulmonary function studies, patient education, rehabilitation and home care.

Career/Program Information

- The College offers a respiratory therapy program in affiliation with the University of Medicine and Dentistry of New Jersey-School of Health Related Professions (UMDNJ-SHRP).
- For admission into the professional phase of the program, students will enroll for 35 credits at the College.
- Upon successful completion of the pre-professional phase, students will be selected by the College for entry into the professional phase of the program at UMDNJ-SHRP.
- Graduates are prepared to sit for examinations offered by the National Board for Respiratory Care and the N.J. State Board of Respiratory Care.

Special Program Requirements

- Applicants must have high school diploma or GED.
- Students must complete 35 pre-professional course credits with a minimum GPA of a 2.0 and a minimum grade of C in the biological science courses.
- GPAs will be calculated based on all pre-professional course work completed prior to spring application to the program.
- Students must notify the Records Office of the College that they are applying to the professional phase of the Respiratory Therapy program and must verify with Records Office the completion of all course work.
- Interviewing with respiratory therapy faculty is highly recommended.

Accreditation

The Respiratory Therapy program is accredited by the Committee on Allied Health Education and Accreditation (CAHEA)
35 E Wacker DR, Suite 1970
Chicago, IL 60601-2208

Career Opportunities

- Education
- Home Care
- Long Term Care Facilities-Adult and Pediatric
- Equipment marketing
- Hospitals

Contact Persons

College contact: Michelle Von Nieda, MSN, RNC, Coordinator
(856) 227-7200, Ext. 4566
E-mail: mvonnieda@camdencc.edu
UMDNJ contact: Mr. Woody Gross, Chair
(856) 566-2893
E-mail: gross@umdnj.edu

Admission Information

All requests for admission into the program should be submitted in the beginning of **each** new year in the College's Records and Registration Office.

Respiratory Therapy

Degree: **Associate in Applied Science**

College Code: **RST.AAS**

Code	Course	Credits	
First Year/Pre-Professional Phase			
Fall Semester			
BIO-211	Anatomy & Physiology I	4	
CHM-101	General Chemistry I	4	
ENG-101	English Composition I	3	
PSY-101	Basic Psychology	3	
HPE-181	Basic Life Support "C" - AHA	1	
MTH.....	Mathematics Elective	3/4	
		18/19	
Spring Semester			
BIO-212	Anatomy & Physiology II	4	
BIO-221	Microbiology I	4	
ENG-102	English Composition II	3	
CSC-101	Computer Literacy	3	
PHL-232	Biomedical Ethics	3	
		17	
Second Year/Professional Phase			
Summer Semester			
RST-211	Fundamentals of Respiratory Care	5	
		5	
Fall Semester			
RST-221	Clinical Practice I	2	
RST-222	Cardiopulmonary Pharmacology	2	
RST-223	Cardiopulmonary Physiology	3	
RST-224	Mechanical Ventilation	4	
RST-225	Dynamics of Health and Society	2	
		13	
Spring Semester			
RST-231	Clinical Practice II	2	
RST-232	Pediatric/Neonatal Respiratory Care	2	
RST-233	Interdisciplinary Studies Seminar	2	
RST-234	Cardiopulmonary Evaluation	3	
RST-235	Cardiopulmonary Diseases	2	
		11	
Summer Semester			
RST-241	Clinical Practice III	3	
		3	
		Total Provided by SHRP	32
		Total Provided by Community College	33
		Total Program Credits	65

**Students must meet Camden County College's prerequisite requirements for Anatomy & Physiology I, Anatomy & Physiology II, and Microbiology I.

Career/Program Description

This open enrollment curriculum is designed to prepare students for careers as service technicians in the automotive industry.

Career/Program Information

The program provides:

- Quality state-of-the-art education in the latest automotive technologies which are incorporating increasingly sophisticated computer-controlled and electronic systems to those wanting to enter the automotive service industry
- Quality state-of-the-art training to those wanting to update their technical skills in automotive service technology
- Safety education to promote safe work procedures
- Social and decision-making skills and work habits necessary to be productive employees in the automotive service industry

Program Requirements

Applicants must complete the required application form, submit official high school records and college transcripts, and, if applicable, arrange to take the College Placement Test. Applicants are advised to take a mechanical aptitude examination. After they apply for admission, applicants may contact Mr. Adams for more information about this test. Students should have good mechanical skills. Toward the end of the program, a 300-hour practicum is required.

Certification

The Automotive Technology program at Camden County College is fully certified as a master training program by the National Institute for Automotive Service Excellence.

Career Opportunities

The program prepares students to work at all automotive service facilities, whether independent service organizations or new car dealerships. Graduates of this program experience a very high job placement rate in the automotive industry.

Contact Person

Jim Adams, Director

(856) 227-7200, Ext. 4439 or 4382

E-mail: jadams@camdencc.edu

Internet address: www.camdencc.edu/departments/auto-tech

Automotive Technology (Apprentice)

Degree: **Associate in Applied Science**

College Code: **AUT.AAS**

Code	Course	Credits
First Year/First Semester		
HPE-170	First Aid, Safety & Prevention of Injury	3
AUT-101	Automotive Fundamentals	3
AUT-111	Automotive Brake Systems	3
AUT-121	Automotive Steering and Suspension Systems	4
.....	Computer Information Systems Elective	3
.....	Humanities Elective	3
		19
Second Semester		
ENG-101	English Composition I	3
AUT-131	Automotive Heating and Air Conditioning	3
AUT-141	Automotive Electrical/Electronic Principles	4
AUT-151	Automotive Engine Fundamentals	3
MTH.....	Mathematics Elective	3
.....	Social Science Elective	3
		19
Second Year/First Semester		
ENG-102	English Composition II	3
AUT-242	Automotive Electrical/Electronic Systems	4
AUT-252	Advanced Automotive Engines	3
AUT-261	Manual Drive Trains and Axles	4
.....	Elective	3
		17
Second Semester		
AUT-262	Automatic Transmissions & Transaxles	4
AUT-271	Advanced Automotive Systems I	4
AUT-272	Advanced Automotive Systems II	4
AUT-283	Automotive Practicum III (300 hours)	3
.....	Elective	3
		18

Note

The program accepts students each semester.

Highlights

The automotive instructors have won many awards and are recognized nationally for their teaching and automotive expertise.

Career/Program Description

Camden County College, General Motors Corporation, and General Motors dealerships jointly sponsor this selective admission program. It is designed specifically for automotive technicians mutually selected for the program by Camden County College and area General Motors dealerships.

Career/Program Information

The program provides:

- Quality state-of-the-art education in the latest automotive technologies which are incorporating increasingly sophisticated computer-controlled and electronic systems to those wanting to enter the automotive service industry
- Quality state-of-the-art training to those wanting to update their technical skills in automotive service technology
- Safety education to promote safe work procedures
- Social and decision-making skills and work habits necessary to be productive employees in the automotive service industry

Special Admissions Requirements

- Applicants must complete the required application form, submit official high school records and college transcripts, and, if applicable, arrange to take the College Placement Test.
- Applicants are required to take a mechanical aptitude test.
- After applying for admission, students will receive test information from the ASEP coordinator.
- After being accepted by the College, students must be sponsored by a General Motors dealer before beginning the program.
- Students must purchase a basic tool set before beginning their first college practicum at the sponsoring dealerships. (The College provides a list of the required tools.)

Certification

The Automotive Technology program at CCC is fully certified as a master training program by the National Institute for Automotive Service Excellence.

Career Opportunities

The GM sponsor provides a uniform, an hourly wage, and a workplace where students obtain on-the-job training. ASEP graduates experience a very high job placement rate with their sponsoring dealerships.

Contact Person

Jim Adams, Director
 (856) 227-7200, Ext. 4439 or 4382
 E-mail: jadams@camdencc.edu
 Internet address: www.camdencc.edu/departments/auto-tech

AUTOMOTIVE TECHNOLOGY (APPRENTICE)

GM/ASEP

Degree: **Associate in Applied Science**

College Code: **GMA.AAS**

Code	Course	Credits
First Semester 9 Weeks		
AUT-101	Automotive Fundamentals	3
AUT-111	Automotive Brake Systems	3
AUT-141	Automotive Electrical/Electronic Principles	4
HPE-170	First Aid, Safety & Prevention of Injury	3
AUT-181	Automotive Practicum I*	3
		16
Second Semester 9 Weeks		
AUT-131	Automotive Heating & Air Conditioning	3
AUT-121	Automotive Steering & Suspension Systems	4
AUT-151	Automotive Engine Fundamentals	3
.....	Computer Information Systems Elective	3
AUT-182	Automotive Practicum II*	3
		16
Third Semester 9 Weeks		
AUT-242	Automotive Electrical/Electronic Systems	4
AUT-252	Advanced Automotive Engines	3
ENG-101	English Composition I	3
.....	Humanities Elective	3
AUT-283	Automotive Practicum III*	3
		16
Fourth Semester 9 Weeks		
AUT-271	Advanced Automotive Systems I	4
AUT-272	Advanced Automotive Systems II	4
ENG-102	English Composition II	3
MTH.....	Mathematics Elective	3
AUT-284	Automotive Practicum IV*	3
		17
Fifth Semester 9 Weeks		
AUT-261	Manual Drive Trains and Axles	4
AUT-262	Automatic Transmissions and Transaxles	4
.....	Social Science Elective	3
.....	Elective	3
AUT-285	Automotive Practicum V*	3
		17

*Dealership Experience – 9 weeks

Highlights

The automotive instructors have won many awards and are recognized nationally for their teaching and automotive expertise.

Career/Program Description

Camden County College, Toyota Motor Sales USA, and Toyota dealerships jointly sponsor this selective admission program. It is designed specifically for automotive technicians mutually selected for the program by Camden County College and area Toyota dealerships.

Career/Program Information

The program provides:

- Quality state-of-the-art education in the latest automotive technologies which are incorporating increasingly sophisticated computer-controlled and electronic systems to those wanting to enter the automotive service industry
- Quality state-of-the-art training to those wanting to update their technical skills in automotive service technology
- Safety education to promote safe work procedures
- The social and decision-making skills and work habits necessary to be productive employees in the automotive service industry

Special Admissions Requirements

- Applicants must complete the required application form, submit official high school records and college transcripts, and, if applicable, arrange to take the College Placement Test.
- Applicants are required to take a mechanical aptitude test.
- After applying for admission, students will receive test information from the T-TEN coordinator.
- After being accepted by the College, students must be sponsored by a Toyota dealer before beginning the first practical work experience.
- Certification
- The Automotive Technology program at Camden County College is fully certified as a master training program by the National Institute for Automotive Service Excellence.

Career Opportunities

The T-Ten dealer provides a uniform, an hourly wage, and a workplace where students obtain on-the-job training. T-Ten graduates experience a very high job placement rate with their sponsoring dealerships.

Contact Person

Jim Adams, Director
(856) 227-7200, Ext. 4439 or 4382
E-mail: jadams@camdencc.edu

AUTOMOTIVE TECHNOLOGY (APPRENTICE)

Toyota T-Ten

Degree: **Associate in Applied Science**

College Code: **TOY.AAS**

Code	Course	Credits
First Semester		
HPE-170	First Aid, Safety & Prevention of Injury	3
AUT-101	Automotive Fundamentals	3
AUT-111	Automotive Brake Systems	3
AUT-121	Steering & Suspension Systems	4
.....	Computer Information Systems Elective	3
		16
Second Semester		
ENG-101	English Composition I	3
AUT-131	Automotive Heating & Air Conditioning	3
AUT-141	Automotive Electrical/Electronic Principles	4
AUT-151	Automotive Engine Fundamentals	3
MTH.....	Mathematics Elective	3
		16
Summer		
AUT-182	Automotive Practicum II (400 hours minimum)*	3
		3
Second Year/First Semester		
ENG-102	English Composition II	3
AUT-242	Automotive Electrical/Electronic Systems	4
AUT-252	Advanced Automotive Engines	3
AUT-261	Manual Drive Trains & Axles	4
.....	Humanities Elective	3
		17
Second Semester		
AUT-262	Automatic Transmissions & Transaxles	4
AUT-271	Advanced Automotive Systems I	4
AUT-272	Advanced Automotive Systems II	4
.....	Social Science Elective	3
.....	Elective	3
		18
Summer		
AUT-283	Automotive Practicum III (400 hours minimum)*	3
		3

*Dealership Worksite Learning Experience

Highlights

The automotive instructors have won many awards and are recognized nationally for their teaching and automotive expertise.

Career/Program Description

Accounting clerks maintain systematic and up-to-date records of accounts and business transactions. They also prepare periodic financial statements.

Career/Program Information

This program:

- Provides training for facilitating entry level employment
- Promotes relationships with employers in the college's service areas
- Teaches the use of computers in solving accounting problems
- Upgrades marketable skills of students in accounting fields.

Career Opportunities

- Accountant
- Appraiser
- Bank teller
- Loan officer
- Revenue agent
- Tax collector

Contact Persons

Professor Jill Russell
 (856) 227-7200, Ext. 4546
 E-mail: jrussell@camdencc.edu
 Professor Bill Allen, Ext. 4455
 E-mail: ballen@camdencc.edu
 Professor Richard Sarkisian, Ext. 4492
 E-mail: rsarkisian@camdencc.edu

Accounting

Degree: **Associate in Applied Science**

College Code: **ACC.AAS**

Code	Course	Credits
First Year/First Semester		
ACC-101	Accounting I	3
MGT-101	Introduction to Business	3
LAW-101	Legal Environment/Business Law I	3
ENG-101	English Composition I	3
OST-110	Microcomputer Keyboarding	1
BMT-101	Business Mathematics or	
MTH.....	Mathematics Elective	3/4
		16/17
Second Semester		
ACC-102	Accounting II	3
ACC-213	Computerized Accounting	3
LAW-102	Business Law II	3
ENG-102	English Composition II	3
BMT-102	Business Mathematics II or	
MTH.....	Mathematics Elective	3/4
HPE.....	Health & Exercise Science Elective	1
		16/17
Second Year/First Semester		
ACC-214	Intermediate Accounting I	3
ACC-223	Income Tax Accounting I	3
CIS-102	Spreadsheets	3
ECO-101	Macroeconomics	3
ACC-215	Cost Accounting	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
ACC-216	Intermediate Accounting II	3
MGT-102	Introduction to Management	3
ECO-102	Microeconomics	3
ACC-225	Auditing or	
BUS-201	Coop I: Business	3
ACC-224	Income Tax Accounting II	3
.....	Humanities Elective	3
		18

Highlight

This program prepares students for a variety of entry-level accounting positions.

Career/Program Description

The primary focus of this program is applications software development in a business environment. Computer programmers are able to:

- analyze existing information systems (either computer or non-computer systems)
- to write detailed computer programs using several different languages
- debug and implement computer software applications
- write detailed documentation for new or existing computer information systems

Career/Program Information

The program:

- Provides state-of-the-art computer-based education
- Develops state-of-the-art programming techniques
- Develops critical and analytical thinking abilities
- Upgrades computer skills as they relate to employment
- Provides a systematic team approach to problem solving
- Heightens student awareness of the impact of computer technology on our society.

Career Opportunities

- Computer marketing representative
- Computer programmer
- Database administrator
- Systems analyst
- Technical assistant
- Technical support
- Technical writer

Contact Persons

Dr. Richard Carney, Coordinator
(856) 227-7200, Ext. 4649

E-mail: rcarney@camdencc.edu

Professor Bernadette Carlin, SSJ, Ext. 4423

E-mail: bcarlin@camdencc.edu

Professor Lawrence Jadico, Ext. 4520

E-mail: ljadico@camdencc.edu

Dr. Thali Rajashekara, Ext. 4429

E-mail: trajashekara@camdencc.edu

Computer Information Systems

Degree: **Associate in Applied Science**

College Code: **CIS.AAS**

Code	Course	Credits
First Year/First Semester		
CSC-111	Introduction to Computer Programming/QBASIC or	
CSC-121	Structured Programming (C++) ¹	3
CIS-110	Info Systems: Principles & Applications	4
MGT-101	Introduction to Business	3
ENG-101	English Composition I	3
MTH.....	Mathematics Elective ²	3/4
		16/17
Second Semester		
CSC-112	Intermediate QBASIC/Intro Visual BASIC ³ or	
CSC-122	Computer Science I (C++) ³ or	
CSC-161	Introduction to Java ³	3/4
CST-108	Advanced Operating Systems: Windows NT or	
CIS-181	UNIX Introduction and Usage	3
ACC-101	Accounting I	3
ENG-102	English Composition II	3
MTH.....	Mathematics Elective	3/4
HPE.....	Health & Exercise Science Elective	1
		16/17/18
Second Year/First Semester		
CSC-213	Visual Basic I ³ or	
CSC-223	Computer Science II (C++) ³ or	
CSC-262	Advanced Java ³	3
ACC-102	Accounting II	3
CIS-231	System Analysis And Design	3
CIS-241	Relational Database Management System I	3
ECO-101	Macroeconomics	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
MGT-102	Introduction to Management or	
FIN-212	Principles of Finance	3
CIS-242	Relational Database Management System II	3
ECO-102	Microeconomics	3
CST-102	Introduction to Networking	3
.....	Humanities Elective	3
.....	Computer Information Systems Elective	3/4
		18/19

¹ Students with structured programming knowledge may select Structured Programming (C++).

² Choose from the following math electives:

MTH-110 - Intermediate Algebra

MTH-125 - College Algebra and Trigonometry

MTH-129 - Discrete Mathematics Co-requisite for
Computer Science II (CSC-223)

MTH-122 - Applied Calculus

MTH-111 - Elements of Statistics I

MTH-112 - Elements of Statistics II

MTH-121 - Applied Finite Math

³ Prerequisites listed with the course descriptions must be met for all programming languages.

Career/Program Description

Personal computer specialists use microcomputers to solve problems in business situations. They use software applications for financial analysis, file handling and databases, and word processing. These specialists are knowledgeable of microcomputer operating systems and computer networking.

Career/Program Information

The program:

- Provides quality state-of-the-art training to students who wish to enter the computer field as information specialists
- Provides an option that emphasizes software applications instead of software development to solve business problems
- Provides a broad range of computer skills and their applications within functional areas of organizations
- Focuses on the rate of change in the information processing and application software field.

Career Opportunities

- Administrative assistant
- Computer salesperson
- End-user support specialist
- Help desk
- Information specialist
- Trainer

Contact Persons

Dr. Richard Carney, Coordinator
(856) 227-7200, Ext. 4649

E-mail: rcarney@camdencc.edu

Professor Bernadette Carlin, SSJ, Ext. 4423

E-mail: bcarlin@camdencc.edu

Professor Lawrence Jadico, Ext. 4520

E-mail: ljadico@camdencc.edu

Dr. Thali Rajashekhara, Ext. 4429

E-mail: trajashekhara@camdencc.edu

COMPUTER INFORMATION SYSTEMS

Personal Computer Track

Degree: **Associate in Applied Science**

College Code: **PCM.AAS**

Code	Course	Credits
First Year/First Semester		
CSC-101	Computer Literacy	3
CST-101	Microcomputer Operating Systems	3
MGT-101	Introduction to Business	3
ENG-101	English Composition I	3
OST-110	Microcomputer Keyboarding	1
MTH.....	Mathematics Elective ¹	3/4
		16/17
Second Semester		
CSC-111	Introduction to Computer Programming/QBASIC	3
CST-108	Advanced Operating Systems: Windows NT	3
CIS-102	Spreadsheets	3
OST-123	Intro to Microsoft Word	3
ENG-102	English Composition II	3
MTH.....	Mathematics Elective ¹	3/4
		18/19
Second Year/First Semester		
CSC-112	Intermediate QBASIC/Intro Visual BASIC	3
CST-102	Introduction to Networking	3
CIS-103	Database Management	3
ACC-101	Accounting I	3
ECO-101	Macroeconomics or	
ECO-102	Microeconomics	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
CIS-231	Systems Analysis and Design	3
CST-201	Advanced Networking or	
CSC-213	Visual Basic I or	
CIS-181.	UNIX Introduction and Usage	3
ACC-213	Computerized Accounting	3
MGT-102	Introduction to Management	3
.....	Humanities Elective	3
HPE.....	Health & Exercise Science Elective	1
		16

¹Choose from the following math electives: MTH-110 - Intermediate Algebra, MTH-125 - College Algebra and Trigonometry, MTH-129 - Discrete Mathematics, MTH-122 - Applied Calculus, MTH-111 - Elements of Statistics I, MTH-112 - Elements of Statistics II, MTH-121 - Applied Finite Math

Finance

Degree: **Associate in Applied Science**

College Code: **FIN.AAS**

Career/Program Description

Financial managers and staff prepare the financial reports necessary for conducting operations and for satisfying tax and regulatory requirements. A cash manager, for example, oversees the cash flow of an organization, develops information to assess its financial status; oversees its accounting, audit, and budget departments; and researches, recommends, and secures loans for the organization.

Career/Program Information

The program:

- Develops the specialized knowledge necessary for work in the financial field
- Enables graduates to become immediately effective in entry-level positions

Employment Opportunities

Upon graduation, students will be prepared to enter the business world of banking, brokerage, corporate finance, and general business. Employment opportunities for financial managers and staff are expected to increase greatly throughout the century.

- Budget officer
- Credit analyst
- Financial consultant
- Insurance agent
- Pension consultant
- Real estate advisor

Contact Persons

Professor Richard Sarkisian,
(856) 227-7200, Ext. 4492
E-mail: rsarkisian@camdencc.edu
Professor Paul Harris, Ext. 4437
E-mail: pharris@camdencc.edu

Code	Course	Credits
First Year/First Semester		
ACC-101	Accounting I	3
MGT-101	Introduction to Business	3
CIS-101	Personal Computer Applications or	
CSC-101	Computer Literacy	3
ENG-101	English Composition I	3
OST-110	Microcomputer Keyboarding	1
BMT-101	Business Mathematics I or	
MTH.....	Mathematics Elective	3/4
		16/17
Second Semester		
FIN-212	Principles of Finance	3
ACC-102	Accounting II	3
MGT-102	Introduction to Management	3
LAW-101	Legal Environment/Business Law I	3
ENG-102	English Composition II	3
BMT-102	Business Mathematics II or	
MTH.....	Mathematics Elective	3/4
		18/19
Second Year/First Semester		
ECO-121	Money and Banking	3
FIN-201	Investment Principles	3
ECO-101	Macroeconomics	3
LAW-102	Business Law II	3
.....	Humanities Elective	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
FIN-202	Investment Analysis	3
FIN-213	Corporate Finance	3
BMT-103	Business Statistics	3
ECO-102	Microeconomics	3
BUS-201	Coop I: Business or	
.....	Elective	3
HPE.....	Health & Exercise Science Elective	1
		16

Highlight

Program provides specialized knowledge in the dynamic financial field.

Career/Program Description

Managers direct the activities of their individual departments within the framework of the overall plans of the organizations.

Career/Program Information

The program:

- Prepares students to become managers in the business environment
- Enables students to become computer literate
- Provides exposure to the general business environment
- Develops working relations with employers in the college's service areas.

Career Opportunities

Projected employment growth varies by industry, yet most industries will continue to expand rapidly. There is a great demand for entry-level and middle-level managers in miscellaneous business services. Listed below are some of the possible career opportunities.

- Assistant manager
- Employment interviewer
- Management trainee
- Manager
- Office manager

Contact Person

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Management

Degree: **Associate in Applied Science**

College Code: **MGT.AAS**

Code	Course	Credits
First Year/First Semester		
ACC-101	Accounting I	3
MGT-101	Introduction to Business	3
ENG-101	English Composition I	3
OST-110	Microcomputer Keyboarding	1
CIS-101	Personal Computer Applications OR	
CSC-101	Computer Literacy	3
BMT-101	Business Mathematics I OR	
MTH.....	Mathematics Elective	3/4
		16/17
Second Semester		
ACC-102	Accounting II	3
MGT-102	Introduction to Management	3
LAW-101	Legal Environment/Business Law I	3
ENG-102	English Composition II	3
BMT-102	Business Mathematics II OR	
MTH.....	Mathematics Elective	3/4
.....	Humanities Elective	3
		18/19
Second Year/First Semester		
MGT-212	Human Resource Management	3
MKT-101	Principles of Marketing	3
BMT-103	Business Statistics	3
ECO-101	Macroeconomics	3
LAW-102	Business Law II	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
MGT-213	Operations Management	3
FIN-212	Principles of Finance	3
ECO-102	Microeconomics	3
MGT-214	Office Management	3
BUS-201	Coop I: Business OR	
.....	Elective	3/4
HPE.....	Health & Exercise Science Elective	1
		16/17

Highlight

There is projected employment growth in many industries.

Course/Program Description

This option combines general education courses with a core of business courses designed to prepare students for independently owning and operating small businesses. The specialized courses in small business review the role of entrepreneurs in starting and managing small commercial operations. The courses also develop techniques for conducting market research studies.

Career/Program Information

This program:

- Provides basic knowledge of the environment in which small businesses operate
- Provides experimental learning experiences through cooperative internship with local employers
- Develops understanding of the functional areas of business necessary for success

Career Opportunities

- Accounting manager for small business
- Data processing manager for small businesses
- Operations manager
- Manager
- Proprietor

Contact Person

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MANAGEMENT

Small Business Management Option

Degree: **Associate in Applied Science**

College Code: **SBM.AAS**

Code	Course	Credits
First Year/First Semester		
ACC-101	Accounting I	3
MGT-101	Introduction to Business	3
ENG-101	English Composition I	3
OST-110	Microcomputer Keyboarding	1
CIS-101	Personal Computer Applications or	
CSC-101	Computer Literacy	3
BMT-101	Business Mathematics I or	
MTH.....	Mathematics Elective	3
		16
Second Semester		
ACC-102	Accounting II	3
MGT-102	Introduction to Management	3
LAW-101	Legal Environment/Business Law I	3
ENG-102	English Composition II	3
BMT-102	Business Mathematics II or	
MTH.....	Mathematics Elective	3
.....	Humanities Elective	3
		18
Second Year/First Semester		
MGT-221	Small Business Management I	3
MGT-212	Human Resource Management	3
MKT-101	Principles of Marketing	3
ECO-101	Macroeconomics	3
LAW-102	Business Law II	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
MGT-222	Small Business Management II	3
FIN-212	Principles of Finance	3
MKT-102	Retail Management	3
MKT-124	Fundamentals of Selling	3
ECO-102	Microeconomics	3
HPE.....	Health & Exercise Science Elective	1
		16

Highlight

This program provides students with the knowledge to be successful entrepreneurs.

Marketing

Degree: **Associate in Applied Science**

College Code: **MKT.AAS**

Career/Program Description

Marketing managers develop detailed marketing strategies of firms. With product and market research personnel, marketing managers determine the demand for the products or services of firms, the potential users, and the prices. Marketing managers monitor trends indicating the need for new products or services. Marketing managers and personnel work with advertising and sales promotion people.

Career/Program Description

This program provides:

- General education and fundamental business knowledge
- Continuing education for students currently employed in the marketing and distribution process
- Understanding of the importance and scope of the distribution function in the economy

Career Opportunities

As domestic and foreign competition increases, so will marketing and promotional activities. Careers in marketing are expected to increase significantly throughout this century. Listed below are some of the possible career opportunities.

- Account executive
- Advertising representative
- Marketing representative
- Marketing research manager
- Product marketing specialist
- Product research manager

Contact Persons

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Highlight
 Careers in marketing are expected
 to increase due to domestic and
 foreign competition.

Code	Course	Credits
First Year/First Semester		
ACC-101	Accounting I	3
MGT-101	Introduction to Business	3
ENG-101	English Composition I	3
OST-110	Microcomputer Keyboarding	1
CIS-101	Personal Computer Applications or	
CSC-101	Computer Literacy	3
BMT-101	Business Mathematics I or	
MTH.....	Mathematics Elective	3/4
		16/17
Second Semester		
ACC-102	Accounting II	3
MGT-102	Introduction to Management	3
LAW-101	Legal Environment/Business Law I	3
ENG-102	English Composition II	3
BMT-102	Business Mathematics II or	
MTH.....	Mathematics Elective	3/4
HPE.....	Health & Exercise Science Elective	1
		16/17
Second Year/First Semester		
MKT-101	Principles of Marketing	3
MKT-102	Retail Management	3
ECO-101	Macroeconomics	3
PSY-101	Basic Psychology	3
LAW-102	Business Law II	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
MKT-212	Strategies in Marketing	3
MKT-124	Fundamentals of Selling	3
BMT-103	Business Statistics	3
ECO-102	Microeconomics	3
BUS-201	Coop I: Business or	
.....	Elective	3/4
.....	Humanities Elective	3
		18/19

Career/Program Description

The efficiency of any business or organization relies on its office support staff, which forms the internal and external communication core. Administrative assistants handle such assignments as composing correspondence, researching information, preparing statistical reports, and supervising other office workers. Administrative assistants also resolve problems, make decisions, and display skill in communication, organization, and time management.

Career/Program Information

The program:

- Emphasizes oral and written communication and management skills
- Encourages students to develop independence and leadership in the office environment
- Enables students to develop proficiency with personal computers
- Prepares students for the Microsoft Office User Specialist (MOUS) Certification.

Career Opportunities

- Administrative assistant/secretary
- Executive assistant
- Help desk assistant
- Legal assistant
- Medical assistant
- Office administrator/manager
- Word processing specialist

Contact Persons

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 Professor Rosalie Duren
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OFFICE SYSTEMS TECHNOLOGY

Administrative Assistant Option

Degree: **Associate in Applied Science**

College Code: **ADA.AAS**

Code	Course	Credits
First Year/First Semester		
OST-131	Shorthand I ¹	3
OST-213	Keyboarding III ¹	3
OST-121	Intro Word Processing-Word Perfect	3
ACC-101	Accounting I	3
CSC-101	Computer Literacy	3
ENG-101	English Composition I	3
		18
Second Semester		
OST-232	Shorthand II ²	3
OST-123	Intro Microsoft Word	3
ACC-102	Accounting II	3
ENG-102	English Composition II	3
MTH.....	Mathematics Elective	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Year/First Semester		
OST-222	Advanced Word Processing-WordPerfect or	
OST-224	Advanced Microsoft Word	3
LAW-101	Legal Environment/Business Law I	3
ECO-101	Macroeconomics	3
MGT-101	Introduction to Business or	
MGT-102	Introduction to Management	3
.....	Humanities Elective	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
OST-241	Administrative Office Procedures ^{2,3}	3
BUS-201	Coop I: Business or	
CST-101	Microcomputer Operating Systems or	
CIS-103	Database Management	3
MGT-212	Human Resource Management	3
COM-112	Communication Skills	3
CIS-102	Spreadsheets	3
		15

Highlights
 Hands-on training
 Tutorial labs
 Credit for Life Experience Opportunities

¹ Offered in fall semester only.

² Offered in spring semester only.

³ MGT-214 - Office Management: This course is recommended in place of Administrative Office Procedures for those students who are currently employed full-time in job-related fields.

Career/Program Description

Secretaries perform a variety of administrative and office duties for executives. They schedule appointments, maintain calendars, organize files, record and transcribe dictation, and coordinate travel arrangements.

Career/Program Information

The program:

- Emphasizes both oral and written communication skills
- Provides graduates with the academic and vocational skills necessary for entry-level competence in business and technical fields
- Prepares students for work as generalists in offices
- Prepares students for the Microsoft Office User Specialist (MOUS) Certification.

Career Opportunities

- Administrative assistant
- Executive assistant
- Help desk assistant
- Legal assistant
- Medical assistant
- Word processing specialist

Contact Persons

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OFFICE SYSTEMS TECHNOLOGY

Executive Secretary Option

Degree: **Associate in Applied Science**

College Code: **EXS.AAS**

Code	Course	Credits
First Year/First Semester		
OST-131	Shorthand I ¹	3
OST-111	Keyboarding I	3
ACC-101	Accounting I	3
MGT-101	Introduction to Business	3
ENG-101	English Composition I	3
CSC-101	Computer Literacy	3
		18
Second Semester		
OST-232	Shorthand II ²	3
OST-112	Keyboarding II ²	3
OST-121	Intro Word Processing-Word Perfect	3
ACC-102	Accounting II	3
ENG-102	English Composition II	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Year/First Semester		
OST-213	Keyboarding III ¹	3
OST-123	Intro to Microsoft Word	3
ECO-101	Macroeconomics	3
COM-112	Communication Skills	3
MTH.....	Mathematics Elective	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
OST-241	Administrative Office Procedures ^{2,3}	3
OST-222	Advanced Word Processing-Word Perfect	
OST-224	Advanced Microsoft Word	3
BUS-201	Coop I: Business or	
CST-101	Microcomputer Operating Systems	3
.....	Humanities Elective	3
.....	Social Science Elective	3
		15

Highlights
 Hands-on training
 Tutorial labs
 Credit for Life Experience Opportunities

¹ Offered in fall semester only.
² Offered in spring semester only.
³ MGT-214 - Office Management: This course is recommended in place of Administrative Office Procedures for those students who are currently employed full-time in job-related fields.

Career/Program Description

This option offers beginning and advanced instruction in the use of word processing spreadsheets, database management, graphics, presentation software, and other software applications for business.

Career/Program Information

The program:

- Enables students to develop the ability to integrate the traditional and the electronic offices
- Enables students to develop proficiency with personal computers
- Prepares students for the Microsoft Office User Specialist (MOUS) Certification

Career Opportunities

- Administrative assistant/secretary
- Help desk assistant/manager
- Information/word processing specialist
- Legal assistant
- Medical assistant
- Office administrator/manager

Contact Persons

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OFFICE SYSTEMS TECHNOLOGY

Information Processing Option

Degree: **Associate in Applied Science**

College Code: **IFP.AAS**

Code	Course	Credits
First Year/First Semester		
OST-213	Keyboarding III ¹	3
OST-121	Intro Word Processing-Word Perfect	3
ACC-101	Accounting I	3
CSC-101	Computer Literacy	3
ENG-101	English Composition I	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
OST-123	Intro to Microsoft Word	3
CST-101	Microcomputer Operating Systems	3
ACC-102	Accounting II	3
MGT-101	Introduction to Business or	
MGT-102	Introduction to Management	3
ENG-102	English Composition II	3
MTH.....	Mathematics Elective	3
		18
Second Year/First Semester		
OST-222	Advanced Word Processing-Word Perfect or	
OST-224	Advanced Microsoft Word	3
LAW-101	Legal Environment/Business Law I	3
ECO-101	Macroeconomics	3
CIS-102	Spreadsheets	3
COM-112	Communication Skills	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
OST-241	Administrative Office Procedures ^{2,3}	3
BUS-201	Coop I: Business OR	
CIS-103	Database Management	3
.....	Elective	3
.....	Humanities Elective	3
.....	Social Science Elective	3
		15

Highlights
 Hands-on training
 Tutorial labs
 Credit for Life Experience Opportunities

¹ Offered in fall semester only
² Offered in spring semester only
³ MGT-214 - Office Management: This course is recommended in place of Administrative Office Procedures for those students who are currently employed full time in job-related fields.

OFFICE SYSTEMS TECHNOLOGY

Legal Secretary Option

Degree: **Associate in Applied Science**

College Code: **LES.AAS**

Career/Program Description

Legal secretaries prepare legal correspondence and documents under the supervision of an attorney. They may assist with legal research and are responsible for the organization and maintenance of legal documents. In addition to advanced proficiency and traditional office skills, the secretaries gain essential office skills specific to the legal office.

Career/Program Information

The program:

- Enables students to develop knowledge of the law, the legal environment, and the litigation process
- Enables students to develop proficiency with personal computers
- Prepares students for the Microsoft Office User Specialist (MOUS) Certification

Career Opportunities

- Assistant/secretary in any generalized office
- Law office administrator/manager
- Law office receptionist
- Legal assistant
- Legal secretary

Contact Persons

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Code	Course	Credits
First Year/First Semester		
OST-131	Shorthand I ¹	3
OST-213	Keyboarding III ¹	3
OST-121	Introduction to Word Processing-WordPerfect	3
ACC-101	Accounting I	3
CSC-101	Computer Literacy	3
ENG-101	English Composition I	3
		18
Second Semester		
OST-123	Introduction to Microsoft Word	3
OST-232	Shorthand II ²	3
MGT-101	Introduction to Business or	
MGT-102	Introduction to Management	3
ENG-102	English Composition II	3
POL.....	Political Science Elective	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Year/First Semester		
OST-125	Legal Terminology I ¹	3
CRJ-103	Legal Systems	3
OST-222	Advanced Word Processing-WordPerfect or	
OST-224	Advanced Microsoft Word	3
LAW-101	Legal Environment/Business Law I	3
CIS-102	Spreadsheets	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
OST-124	Legal Office Procedures ²	3
BUS-201	Coop I: Business or	
CIS-103	Database Management	3
LAW-102	Business Law II	3
COM-112	Communication Skills	3
	Mathematics Elective	3
	Humanities Elective	3
		18

¹ Offered in fall semester only.

² Offered in spring semester only.

Highlights

Hands-on training
Tutorial labs

Credit for Life Experience Opportunities

Career/Program Description

The paralegal field is a rapidly growing and diverse profession offering a career of opportunity and service to the legal community. Paralegals work under the supervision of an attorney and offer legal support. Paralegals conduct some factual investigation, assist in the preparation of various documents, conduct legal research utilizing computer-assisted software programs such as Westlaw and Lexis-Nexis and prepare legal briefs, memoranda and other correspondence.

Career/Program Information

The program:

- Prepares the student for work as a Paralegal in the legal community
- Enables the student to develop knowledge of the law and the legal environment
- Emphasizes legal writing and research
- Emphasizes the theory and practical aspects of basic civil litigation

Career Opportunities

- Law Offices
- State Agencies
- Federal Agencies
- Corporations

Contact Person

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Paralegal Studies

Degree: **Associate in Applied Science**

College Code: **PAR.AAS**

Code	Course	Credits
First Year/First Semester		
PAR-101	Introduction to Paralegal Studies	3
ENG-101	English Composition I	3
CSC-101	Computer Literacy	3
PAR-102	Litigation/Civil Procedures	3
MTH.....	Mathematics Elective	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
OST-123	Introduction to Microsoft Word	3
OST-124	Legal Office Procedures	3
ENG-102	English Composition II	3
POL-101	Introduction to Political Science	3
CRJ-105	Criminal Law	3
PAR-201	Legal Research and Writing I	3
		18
Second Year/First Semester		
PAR-202	Legal Research and Writing II	3
LAW-101	Legal Environment/Business Law I	3
CRJ-103	Legal Systems	3
SPE-102	Public Speaking	3
.....	Social Science Elective	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
PAR-203	Family Law	3
PAR-204	Real Estate Law	3
PAR-205	Estate and Probate	3
PAR-206	Paralegal Internship	3
.....	Humanities Elective	3
		15

Retailing

Degree: **Associate in Applied Science**

College Code: **RET.AAS**

Career/Program Description

Retailing is an ever-changing field that will continue to provide much opportunity for innovation. Retail buyers analyze market research reports and monitor sales transactions to determine which products are in demand. They assess the resale value of goods and make purchase decisions.

Career/Program Information

The program:

- Explains the significance of the retailing function in the overall economic environment
- Reveals the traditional and non-traditional diversity of retailing today
- Aids students in becoming productive supervisors/managers in general retailing

Career Opportunities

- Advertising manager
- Buyer
- Display manager
- Distribution coordinator
- Retail Promotion manager
- Store manager

Contact Persons

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Highlights

Graduates may consider running their own retail establishments as well as working for larger organizations. Numerous management opportunities exist in this field. Because of an anticipated growth in retail sales, employment of retail sales workers is expected to increase significantly throughout this century. Graduates of the program transfer to equivalent programs at New Jersey state colleges.

Code	Course	Credits
First Year/First Semester		
ACC-101	Accounting I	3
MGT-101	Introduction to Business	3
ENG-101	English Composition I	3
OST-110	Microcomputer Keyboarding	1
CIS-101	Personal Computer Applications or	
CSC-101	Computer Literacy	3
BMT-101	Business Mathematics I or	
MTH.....	Mathematics Elective	3/4
		16/17
Second Semester		
ACC-102	Accounting II	3
MGT-102	Introduction to Management	3
LAW-101	Legal Environment/Business Law I	3
ENG-102	English Composition II	3
BMT-102	Business Mathematics II or	
MTH.....	Mathematics Elective	3/4
.....	Humanities Elective	3
		18/19
Second Year/First Semester		
MKT-101	Principles of Marketing	3
MKT-102	Retail Management	3
MKT-124	Fundamentals of Selling	3
ECO-101	Macroeconomics	3
LAW-102	Business Law II	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
MKT-123	Introduction to Promotion	3
MKT-125	Principles of E-Commerce	3
ECO-102	Microeconomics	3
PSY-101	Basic Psychology	3
BUS-201	Coop I: Business or	
.....	Elective	3/4
HPE.....	Health & Exercise Science Elective	1
		16/17

Career/Program Description

The program integrates design skills with computerized skills and uses state-of-the-art hardware and software. This career-oriented program consists of a core of computer graphic courses, general education components, and a cooperative education option.

Career/Program Information

The program:

- Prepares graduates for intermediate-level employment in the graphics industry
- Provides the most advanced equipment available
- Enables graduates to demonstrate knowledge of the changing industry standards and technical development in computer graphics

Career Opportunities

- Computer animation
- Computer graphics
- Electronic publishing
- Multimedia

Contact Person

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Computer Graphics

Degree: **Associate in Applied Science**

College Code: **CGR.AAS**

Code	Course	Credits
First Year/First Semester		
ENG-101	English Composition I	3
CGR-111	Computer Graphic Design I	3
CGR-101	Electronic Layout & Design	3
ART-162	Advertising Layout I	3
.....	Social Science Elective	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
ENG-102	English Composition II	3
CGR-112	Computer Graphic Design II	3
CGR-102	Electronic Publishing & Prepress	3
CGR-121	Multimedia Technology I	3
.....	Humanities Elective ¹	3
.....	General Education Elective	3
		18
Second Year/First Semester		
MGT-221	Small Business Management I	3
CGR-231	Video Imaging Technology I	3
CGR-241	Computer Animation I	3
CGR-122	Multimedia Technology II	3
MTH.....	Mathematics Elective	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
CGR-232	Video Imaging Technology II	3
CGR-242	Computer Animation II	3
CGR-252	Portfolio Design	3
ART-298	Coop I: Fine/Applied Arts	3
.....	Humanities Elective	3
		15

¹Recommended Courses:

ART-160	Design I: Two Dimensional
ART-121	Basic Drawing I
ART-163	Advertising Layout II
CGR-251	Presentation Graphics
PHO-101	Photography I

Highlights

There are cooperative education opportunities with local employers.

This program transfers to such baccalaureate programs as computer graphics, advertising and design, animation, multimedia, and other related fields.

Career/Program Description

The program combines such traditional video concepts as script writing and cinematography with today's technology of digital graphics and computer animation. The program uses state-of-the-art hardware and software.

Career/Program Information

The program:

- Provides training in traditional video concepts
- Prepares graduates for entry- and intermediate-level employment in the video industry

Career Opportunities

- Computer animation
- Video directing
- Video producing
- Video editing
- Digital video (web multimedia or broadcast)

Contact Person

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Video Imaging

Degree: **Associate in Applied Science**

College Code: **VIT.AAS**

Code	Course	Credits
First Year/First Semester		
ENG-101	English Composition I	3
CGR-111	Computer Graphic Design I	3
CGR-235	Video Production	3
PHO-101	Photography I	3
.....	Social Science Elective	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
ENG-102	English Composition II	3
CGR-112	Computer Graphic Design II	3
CGR-231	Video Imaging Technology I	3
CGR-121	Multimedia Technology I	3
.....	Math/Science Elective	3/4
.....	Humanities Elective ¹	3
		18/19
Second Year/First Semester		
CGR-232	Video Imaging Technology II	3
CGR-241	Computer Animation I	3
CGR-122	Multimedia Technology II	3
ENG-221	Creative Writing	3
MGT-221	Small Business Management	3
HPE.....	Health & Exercise Science Elective	1
		16/17
Second Semester		
CGR-233	Video Imaging Technology III	3
CGR-242	Computer Animation II	3
CGR-252	Portfolio Design	3
ART-298	Coop I: Fine/Applied Arts	3
.....	Humanities Elective ¹	3
		15

¹Recommended courses: Introduction to Theatre (THE-121), Acting I (THE-141), Stagecraft I (THE-253)

Highlight

There are cooperative education opportunities with local employers.

Career/Program Description

The CADD program is a lab-intensive, hands-on approach to training in computer graphics. This career-oriented major consists of both basic general education courses and technical electives in the students' specialty. This comprehensive program provides hands-on training in preparation for a variety of employment opportunities.

Career/Program Information

The program:

- Prepares students for careers in high technology
- Provides instruction using modern, state-of-the-art equipment

Career Opportunities

- CADD operator
- CADD technician
- Computer drafts person
- Design drafter
- Drafting detailer

Contact Person

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CADD: Computer Aided Drafting and Design

Degree: **Associate in Applied Science**

College Code: **CAD.AAS**

Code	Course	Credits
First Year/First Semester		
CAD-106	Engineering Graphics	4
CAD-101	Computer Aided Engineering Graphics	4
ENG-101	English Composition I	3
CIM-101	Introduction to Manufacturing	3
CST-101	Microcomputer Operating Systems	3
		17
Second Semester		
CAD-102	Advanced Computer Aided Engineering Graphics	3
CST-102	Introduction to Networking	3
ENG-102	English Composition II	3
.....	Social Science Elective	3
.....	Humanities Elective	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Year/First Semester		
CAD-201	CADD Applications: MicroStation	3
MTH-125	College Algebra and Trigonometry or	
MTH-140	Calculus I	4
PHY-101	Physics I or	
PHY-201	Physics III	4
EGR-208	Coop I: Engineering or	
.....	General Education Elective	3
HPE.....	Health & Exercise Science Elective	1
		15
Second Semester		
CAD-202	Advanced CADD Project or	
CST-202	Computer Laboratory Internship or	
EGR-208	Coop I: Engineering	3
PHY-102	Physics II or	
PHY-202	Physics IV	4
MTH-126	Linear Systems and Analytical Geometry or	
MTH-150	Calculus II	3/4
CST-108	Advanced Operating Systems: Windows NT	3
CST-201	Advanced Networking	3
		16/17

Highlight
 This program prepares students for a variety of high-paying careers

Computer Integrated Manufacturing Engineering Technology

Degree: **Associate in Applied Science**

College Code: **CIM.AAS**

Career/Program Description

CIM technicians program, control, and maintain robots, production machines, and control systems to manufacture many of the world's goods. CIM graduates are currently employed in diverse industries, including pharmaceuticals and chemicals, automotive, packaging, metalworking, aluminum extrusions, mechanical aerospace componentry, bottling, and even private consulting. The CIM program uses a practical, lab-intensive, project-oriented approach to teach the basics of various manufacturing subjects and then permits the students to specialize.

Career/Program Information

The program serves two types of students: those who have no experience in manufacturing but are seeking training for entry level positions; and those who are already employed but are seeking to upgrade their skills for advancement purposes.

Accreditation

Currently pursuing National Institute for Manufacturing Skills (NIMS) certification.

Career Opportunities

- CNC programmer
- Factory automation specialist
- Manufacturing engineering technician
- PLC programmer
- Robot technician
- Technical salesperson

Contact Persons

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 Kevin Schmidt, Ext. 4517
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Code	Course	Credits
First Year/First Semester		
CIM-101	Introduction to Manufacturing	3
CAD-101	Computer Aided Engineering Graphics	4
PHY-101	Physics I	4
MTH-125	College Algebra & Trigonometry ¹	4
ENG-101	English Composition I	3
		18
Second Semester		
EET-241	Robotics	3
EET-101	Electrical/Electronic Principles	4
PHY-102	Physics II	4
MTH-126	Linear Systems & Analytical Geometry	3
ENG-102	English Composition II	3
		17
Second Year/First Semester		
CST-101	Microcomputer Operating Systems	3
CIM-211	PLC Programming	3
MET-221	Quality Control	2
CIM-221	CNC Programming & CAM	3
.....	Social Science Elective	3
		14
Second Semester		
CIM-231	Motors, Controllers, and Sensors	3
CIM-251	CIM Integration Project	3
CIM-212	Advanced PLC Programming or	
CIM-222	Advanced CNC & CAM	3
MGT-213	Operations Management	3
.....	Humanities Elective	3
		15

¹The Pre-Calculus I (MTH-120) & Pre-Calculus II (MTH-130) series of courses may be substituted for College Algebra & Trigonometry (MTH-125).

Highlight
 CIM graduates are in demand at
 all high-volume manufacturing
 enterprises.

Career/Program Description

The program integrates programming and software creation with the design, repair, maintenance, and implementation of computer hardware. This career-oriented program combines electrical engineering technology and computer science courses with a basic general education core. There is also a cooperative education option.

Career/Program Information

This program imparts knowledge and skills of both the hardware and software aspects of the computer industry.

Career Opportunities

- Computer service engineering technician
- Computer systems technician
- Lead computer operator
- Network manager
- Systems programmer
- Technical control specialist

Contact Person

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Computer Systems Technology

Degree: **Associate In Applied Science**

College Code: **CST.AAS**

Code	Course	Credits
First Year/First Semester		
ENG-101	English Composition I	3
MTH-125	College Algebra and Trigonometry or	
MTH-140	Calculus I	4
CST-101	Microcomputer Operating Systems	3
CSC-112	Intermediate QBASIC/Intro Visual BASIC or	
CSC-161	Introduction to Java or	
CSC-122	Computer Science I (C++)	3/4
.....	Humanities Elective	3
HPE.....	Health & Exercise Science Elective	1
		17/18
Second Semester		
ENG-102	English Composition II	3
MTH-126	Linear Systems and Analytical Geometry or	
MTH-150	Calculus II	3/4
EET-101	Electrical/Electronic Principles	3
CIS-181	UNIX Introduction and Usage	3
CST-102	Introduction to Networking	3
HPE.....	Health & Exercise Science Elective	1
		17/18
Second Year/First Semester		
EET-221	Digital Circuits	3
CST-108	Advanced Operating Systems: Windows NT	3
CIS-282	UNIX OSD: Disk Subsystem or	
EGR-208	Coop I: Engineering	3
CSC-213	Visual Basic I or	
CSC-262	Advanced JAVA or	
CSC-223	Computer Science II (C++)	3/4
PHY-101	Physics I or	
PHY-201	Physics III	4
		16
Second Semester		
CST-201	Advanced Networking	3
CST-202	Computer Laboratory Internship	3
PHY-102	Physics II or	
PHY-202	Physics IV	4
CIS-283	UNIX OSD: Memory & Processes or	
EGR-209	Coop II: Engineering	3
.....	Social Science Elective	3
		16

Note

Transferability of credit depends on the decision of the evaluating institution.

Career/Program Description

The program is designed to prepare students to work in engineering environments to construct, test, and maintain electronic devices and systems. The program uses current state-of-the-art electronic industrial test equipment and procedures.

Career/Program Information

The program:

- provides training applicable to current industrial and commercial electrical/electronic systems and practices
- encourages cooperative education opportunities between students and local employers

Special Program Requirement

Students should have an adequate background in algebra and trigonometry.

Career Opportunities

- Engineer's assistant
- Field service engineer
- Lab technician
- Quality control specialist
- Production technician
- Technical salesperson

Contact Person

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ENGINEERING TECHNOLOGY

Electrical-Electronic Engineering

Degree: **Associate in Applied Science**

College Code: **EET.AAS**

Code	Course	Credits
First Year/First Semester		
ENG-101	English Composition I	3
CAD-101	Computer Aided Engineering Graphics	4
CIM-101	Introduction to Manufacturing	3
MTH-125	College Algebra & Trigonometry	4
.....	Social Science Elective ¹	3
HPE.....	Health & Exercise Science Elective	1
		18
Second Semester		
ENG-102	English Composition II	3
EET-101	Electrical/Electronic Principles	4
MTH-126	Linear Systems & Analytical Geometry or	
MTH-140	Calculus I ²	3/4
PHY-101	Physics I or	
PHY-201	Physics III	4
.....	Humanities Elective	3
		17/18
Second Year/First Semester		
CSC-111	Introduction to Computer Prog/QBASIC or	
CSC-121	Structured Programming (C++)	3
EET-211	Electronics I	3
EET-201	Electrical Circuits	3
MTH-127	Unified Calculus or	
MTH-150	Calculus II ²	4
PHY-102	Physics II or	
PHY-202	Physics IV	4
		17
Second Semester		
EET-212	Electronics II	3
EET-221	Digital Circuits	3
EET-251	Electronic Project or	
EGR-208	Coop I: Engineering	3
.....	Technical Elective ³	3
HPE.....	Health & Exercise Science Elective	1
		13

Highlight

This program maintains articulation with the following baccalaureate institutions offering degrees in engineering technology:
 New Jersey Institute of Technology,
 Temple University, and
 Thomas Edison College.

¹ Microeconomics (ECO-102) is recommended.

² All students transferring to NJIT, Temple or Thomas Edison must take the Calculus I, II track.

³ Electronic Communications (EET-213) is recommended. Courses in physical sciences, high technology curricula (CADD, CIM, CST), mathematics, and computer programming can be chosen for this course.

Career/Program Description

The program prepares graduates to work in an engineering environment and to assist with the design, development, testing, programming installation, and maintenance of electro-mechanical systems.

Career/Program Information

The program: provides training applicable to current industrial and commercial electro-mechanical systems and practices; provides training current industrial test equipment using accepted engineering test procedures; and encourages cooperative education opportunities between students and local employers.

Special Program Requirement

Students should have an adequate background in algebra and trigonometry.

Employment Opportunities

- Engineer's assistant
- Field service engineer
- Lab technician
- Quality control specialist
- Production technician
- Technical salesperson

Contact Persons

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ENGINEERING TECHNOLOGY

Electromechanical Engineering

Degree: **Associate in Applied Science**

College Code: **EME.AAS**

Code	Course	Credits
First Year/First Semester		
ENG-101	English Composition I	3
CAD-101	Computer Aided Engineering Graphics	4
CIM-101	Introduction to Manufacturing	3
MTH-125	College Algebra & Trigonometry or	
MTH-140	Calculus I ¹	4
.....	Social Science Elective ²	3
HPE.....	Health & Exercise Science Elective	1
		18
Second Semester		
ENG-102	English Composition II	3
EET-101	Electrical/Electronic Principles	4
MTH-126	Linear Systems & Analytical Geometry or	
MTH-150	Calculus II	3/4
PHY-101	Physics I or	
PHY-201	Physics III	4
.....	Humanities Elective	3
		17/18
Second Year/First Semester		
EET-211	Electronics I	3
EET-241	Robotics	3
CIM-211	PLC Programming	3
PHY-102	Physics II or	
PHY-202	Physics IV	4
CSC-111	Intro to Computer Prog/QBASIC or	
CSC-121	Structured Programming (C++)	3
		16
Second Semester		
MET-233	Project Design or	
EGR-208	Coop I: Engineering	3
EET-221	Digital Circuits	3
CIM-231	Motors, Controllers and Sensors	3
.....	Technical Elective ³	3
HPE.....	Health & Exercise Science Elective	1
		13

Highlight

This program transfers to
 New Jersey Institute
 of Technology, Temple University,
 and Thomas Edison College.

¹ Students transferring to NJIT or Temple University or Thomas Edison must take the Calculus I & II track for math and physics.

² Microeconomics (ECO-102) is recommended.

³ Electronic Communications (EET-213) or Introduction to Networking (CST-102) is recommended.

Career/Program Description

The program consists of technical courses of study in mechanical systems and a core of general education courses. The program establishes and maintains relationships with businesses involved in the design and/or manufacture of mechanical systems. It uses prevailing procedures to test current mechanical equipment used in industry.

Career/Program Information

The program: prepares graduates to construct, test, install, and maintain mechanical equipment and systems; and encourages cooperative education opportunities between students and local employers.

Special Program Requirement

Students should have an adequate background in algebra and trigonometry.

Career Opportunities

- Engineer
- Engineer's assistant
- Machine and equipment tester
- Production estimator
- Production technician
- System planner

Contact Persons

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ENGINEERING TECHNOLOGY

Mechanical Engineering

Degree: **Associate in Applied Science**

College Code: **MET.AAS**

Code	Course	Credits
First Year/First Semester		
ENG-101	English Composition I	3
CAD-101	Computer Aided Engineering Graphics	4
CIM-101	Introduction to Manufacturing	3
MTH-125	College Algebra & Trigonometry	4
.....	Social Science Elective ¹	3
HPE.....	Health & Exercise Science Elective	1
		18
Second Semester		
ENG-102	English Composition II	3
EET-101	Electrical/Electronic Principles	4
MTH-126	Linear Systems & Analytical Geometry or	
MTH-140	Calculus I ²	3/4
PHY-101	Physics I or	
PHY-201	Physics III	4
.....	Humanities Elective	3
		17/18
Second Year/First Semester		
CSC-111	Introduction to Computer Prog/QBASIC or	
CSC-121	Structured Programming (C++)	3
MET-221	Quality Control	2
MET-231	Strength of Materials	4
MTH-127	Unified Calculus or	
MTH-150	Calculus II	4
PHY-102	Physics II or	
PHY-202	Physics IV	4
		17
Second Semester		
MET-232	Manufacturing Processes	4
MET-233	Project Design or	
EGR-208	Coop I: Engineering I	3
MET-241	Machine Design	4
.....	Technical Elective ³	3
HPE.....	Health & Exercise Science Elective	1
		15

Highlight

This program transfers to baccalaureate programs in engineering technology at New Jersey Institute of Technology, Temple University, and Thomas Edison College.

¹Microeconomics (ECO-102) is recommended

²NOTE: Students transferring to Temple, NJIT or Thomas Edison State College must take the Calculus I, II track.

³Courses in CIM, Electronics, Advanced Math, Computer Programming or Laboratory Sciences will fulfill this elective. For other engineering programs, see CADD, CIM, Computer Systems Technology, Electrical-Electronic Engineering, and Electro-Mechanical Engineering.

Career/Program Description

Graduates of this program work in a technical environment in the communications, optical, medical, research and development, and national defense fields. The work will concentrate on the design and installation of fiber-optic systems and their maintenance, research, and development.

Career/Program Information

The program: provides a working knowledge of the fiber optic industry, including various markets, manufacturer specifications, and product vendors; presents hands-on training in testing and trouble-shooting; and provides technical theory covering all aspects of optical waveguides.

Special Program Requirement

Two years of high school mathematics, including Intermediate Algebra.

Career Opportunities

- Fiber optic design/installation/servicing practice
- Medical equipment testing/repairing
- Optical, video manufacturing
- Research/government laboratories
- Technical sales and customer relations
- Telecommunications

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PHOTONICS

Fiber Optics Option

Degree: **Associate in Applied Science**

College Code: **FBR.AAS**

Code	Course	Credits
First Year/First Semester		
LFO-101	Introduction to Photonics & Photonic Safety	4
MTH-125	College Algebra & Trigonometry	4
ENG-101	English Composition I	3
PHY-101	Physics I	4
.....	Humanities Elective	3
		18
Second Semester		
EET-101	Electrical/Electronic Principles	4
MTH-126	Linear Systems & Analytical Geometry	3
ENG-102	English Composition II	3
LFO-201	Photonics Materials	3
PHY-102	Physics II	4
		17
Second Year/First Semester		
LFO-211	Photonic Optic Principles & Components	4
LFO-241	Introduction to Fiber Optics	3
LFO-231	Photonic Measurements	3
EET-211	Electronics I	3
.....	Social Science Elective	3
HPE.....	Health & Exercise Science Elective	1
		17
Second Semester		
LFO-292	Photonics Seminar	1
EET-221	Digital Circuits	3
LFO-294	Fiber Optic Project	3
LFO-242	Advanced Fiber Optics	3
.....	Computer Programming Elective	3
HPE.....	Health & Exercise Science Elective	1
		14

Highlight

“Demand for ever faster data transmission is fueling rapid advances in fiber optic communications and a frenzied search for personnel trained in optics.”

(Physics Today, May 2000, p.25)

PHOTONICS

Laser/Electro-Optic Technology

Degree: **Associate in Applied Science**

College Code: **PHT.AAS**

Code	Course	Credits
First Year/First Semester		
LFO-101	Introduction to Photonics & Photonic Safety	4
MTH-125	College Algebra & Trigonometry	4
ENG-101	English Composition I	3
PHY-101	Physics I	4
.....	Humanities Elective	3
		18
Second Semester		
EET-101	Electrical/Electronic Principles	4
MTH-126	Linear Systems & Analytical Geometry	3
ENG-102	English Composition II	3
LFO-201	Photonics Materials	3
PHY-102	Physics II	4
		17
Second Year/First Semester		
LFO-211	Photonic-Optic Principles & Components	4
LFO-212	Pulsed & CW Lasers	3
LFO-241	Introduction to Fiber Optics	3
EET-211	Electronics I	3
LFO-231	Photonics Measurements	3
HPE.....	Health & Exercise Science Elective	1
		17
Second Semester		
LFO-292	Photonics Seminar	1
LFO-221	Photonic & Electro-Optic Devices	3
LFO-251	Laser Electronics or	
EET-212	Electronics II	3
.....	Social Science Elective	3
.....	Computer Programming Elective	3
HPE.....	Health & Exercise Science Elective	1
		14

Career/Program Description

Photonic: laser/electro-optic technicians work in companies that manufacture, service, and use optical and laser equipment. Such companies span almost every type of business, from industrial applications to military defense, from telecommunication to health and medicine. Responsibilities of laser/electro-optic technicians include design, production, marketing, testing, maintenance, service, calibration, and troubleshooting of systems that rely on optical and laser components.

Career/Program Information

This program: provides the technical theory and state-of-the-art training in optics and laser technology; emphasizes scientific methods of research and experimentation; and provides knowledge of the safety regulations and procedures required in laser technology.

Special Program Requirement

Two years of high school math, including Intermediate Algebra

Career Opportunities

- Industrial lasers and telecommunications
- Laser medical offices
- Laser, optical, video manufacturing
- Private laser/optics servicing practice
- Research/government laboratories
- Technical sales and customer relations

Contact Persons

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Special Information

Information technology and telecommunications, health care and life services, optics manufacturing, National Defense, and other areas relying heavily on laser/ electro-optics are currently experiencing tremendous growth in research, development, and career and job opportunities.

Career/Program Description

The program provides professional training and education for people seeking careers in the fire service and related fields.

Career/Program Information

The program:

- Provides information about building and fire codes
- Examines fire department operations and management
- Discusses the logical reasoning and procedures needed in fire investigation.

Program Requirement

Students should see course descriptions for prerequisites.

Career Opportunities

- Alarm and sprinkler industry
- Forest fire service
- Industrial fire protection
- Insurance industry
- Public fire departments

Contact Persons

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Fire Science Technology

Degree: **Associate in Applied Science**

College Code: **FIR.AAS**

Code	Course	Credits
First Year/First Semester		
FIR-101	Introduction to Fire Technology	3
FIR-111	Building Codes & Standards	3
MTH-125	College Algebra & Trigonometry	4
PSY-101	Basic Psychology or	
SOC-101	Introduction to Sociology	3
ENG-101	English Composition I	3
HPE.....	Health & Exercise Science Elective	1
		17
Second Semester		
FIR-121	Fire Fighting Tactics	3
FIR-102	Fundamentals of Fire Prevention & Inspection	3
CHM-120	Chemistry-Fire Science	4
PHY-101	Physics I	4
ENG-102	English Composition II	3
		17
Second Year/First Semester		
FIR-201	Fire Protection Systems	3
FIR-211	Building Construction for the Fire Service	3
FIR-221	Hydraulic Technology	4
FIR-231	Organization & Management of Fire Departments	3
FIR-254	Coop: I Fire Science or	
.....	Elective	3/4
		16/17
Second Semester		
FIR-202	Fire Investigation	3
FIR-241	Hazardous Materials	3
FIR-251	Fire Service Instructional Tech/Methods	3
ENG-241	Technical Writing	3
FIR-255	Coop II: Fire Science or	
FIR-252	Arson/Law & Court Procedures	3
.....	Humanities Elective	3
HPE.....	Health & Exercise Science Elective	1
		19

Highlight

A certificate is given for the completion of each professional course that meets uniform fire code requirements. A program certificate is given for the completion of 34 fire science credits with at least 16 credits from either Fire Suppression or Fire Prevention track.

Students transfer successfully to various colleges offering baccalaureate degrees in fire science and administration.

Career/Program Description

This program option prepares individuals in the fire service to become administrators in fire departments or managers in a fire-related industry. This option will allow students to develop business administration and computer-related skills so that they may better serve in an administrative capacity.

Career/Program Information

- Graduates are eligible to take certain State of New Jersey fire certification tests
- Students acquire the knowledge and understanding of managing a fire department or fire-related industry
- Students demonstrate knowledge of building and fire codes
- Graduates will be able to transfer to various colleges offering baccalaureate degrees in fire science and administration.

Career Opportunities

- Alarm and sprinkler industry
- Forest fire service
- Industrial fire protection
- Insurance industry
- Public fire departments

Contact Persons

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FIRE SCIENCE TECHNOLOGY

Administration Option

Degree: **Associate in Applied Science**

College Code: **FRA.AAS**

Code	Course	Credits
First Year/First Semester		
FIR-101	Introduction to Fire Technology	3
FIR-102	Fundamentals Fire Prevention/Inspection	3
PSY-101	Basic Psychology or	
SOC-101	Introduction to Sociology	3
ENG-101	English Composition I	3
MTH.....	Mathematics Elective	3/4
HPE.....	Health & Exercise Science Elective	1
		16/17
Second Semester		
ACC-101	Accounting I	3
ENG-102	English Composition II	3
FIR-202	Fire Investigation	3
CHM-120	Chemistry- Fire Science	4
FIR-222	Fire Inspector II or	
FIR-254	Coop I: Fire Science or	
.....	Elective	3/4
		16/17
Second Year/First Semester		
FIR-201	Fire Protection Systems	3
FIR-212	Fire Official	3
FIR-252	Arson/Law & Court Procedures	3
FIR-251	Fire Service Instruction Tech/Method	3
FIR-221	Hydraulic Technology	4
CSC-101	Computer Literacy	3
		19
Second Semester		
FIR-111	Building Codes & Standards	3
FIR-231	Organization & Management of Fire Depts	3
FIR-241	Hazardous Materials	3
ENG-241	Technical Writing	3
.....	Humanities Elective	3
HPE.....	Health & Exercise Science Elective	1
		16

Career/Program Description

Interpreters for the deaf serve as valuable communication links between deaf and hearing people. Interpreter services allow members of the deaf community to interact fully within society. The program provides a base of general education courses together with specialized skill courses that qualify graduates for entry level interpreting positions. In addition to lecture and lab courses, this program includes an Interpreting Seminar, Interpreting Lab, and Interpreting Practicum, which provide students with practical experience in interpreting while enrolled. The program also provides closely supervised internship opportunities.

Career/Program Information

The program enables students to demonstrate knowledge of the Code of Ethics set forth by the Registry of Interpreters for the Deaf; to convey spoken messages into American Sign Language or Signed English; and to voice signed messages from American Sign Language or Signed English into spoken English.

Special Program Requirements

Before beginning the Interpreter Education program, students must complete a series of sign language courses and pass the proficiency test. Students with extensive signing experience may request permission to take the Proficiency Test.

Career Opportunities

- Educational institutions
- Government offices
- Hospitals and medical offices
- Legal situations
- Social service agencies

Contact Person

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Sign Language Interpreter Education

Degree: **Associate in Applied Science**

College Code: **SLA.AAS**

Code	Course	Credits
First Semester		
ASL-101	Basic American Sign Language	3
Second Semester		
ASL-102	Intermediate. American Sign Language	3
ASL-103	Fingerspelling	3
		6
Third Semester		
ASL-201	Advanced. American Sign Language	3
First Year/First Semester		
SLS-201	ASL Syntax and Grammar ¹	3
SLS-202	American Deaf Culture ¹	3
IEP-201	ASL for Interpreters ²	3
ENG-101	English Composition I	3
SPE-102	Public Speaking	3
HPE.....	Health & Exercise Science Elective	1
		16
Second Semester		
IEP-202	Consecutive Interpreting ²	3
SLS-203	Introduction to Interpretation ¹	3
ENG-102	English Composition II	3
PHL-131	Introduction to Ethics	3
HSR-101	Introduction to Human Services	3
		15
Second Year/First Semester		
IEP-204	Interpreting Seminar ²	3
IEP-205	Voicing ²	3
IEP-203	Simultaneous Interpreting ²	3
SOC-101	Introduction to Sociology	3
MTH.....	Mathematics/Science Elective	3/4
HPE.....	Health & Exercise Science Elective	1
		16/17
Second Semester		
PSY-101	Basic Psychology	3
IEP-207	Interpreting Practicum ²	4
IEP-206	Interpreting Lab ²	3
.....	Elective	3
.....	Elective	3
		16

¹ Must have completed Intermediate American Sign Language or have permission of department.

² Must have passed proficiency test.