

# **Certificates of Achievement (CA)**

## Program Description

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

## Program Goals

- To provide quality, state-of-the-art training to those who wish to enter the automotive service industry as a technician.
- To provide quality, state-of-the-art training to those people who are currently employed in the automotive service industry and wish to upgrade their technical skills in any of the five areas of specialization.
- To prepare students to enter the automotive service field and serve as general automotive technicians.
- To encourage students to embrace lifelong learning by applying their credits toward the associate's degree in automotive technology.

## Special Program Requirement

At the end of the program, a 300-hour practicum or work experience is required, where students work in automotive service facilities where they can put theory into practice in actual work situations.

## Employment Opportunities

Students completing this program have experienced a very high job placement rate.

## Contact Person

Tony Marchetti, Coordinator  
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Internet Address: [www.camdencc.edu/departments/auto-tech](http://www.camdencc.edu/departments/auto-tech)

# Automotive General Technician

Degree: Certificate of Achievement  
College Code: GAT.CA

Code	Course	Credits
AUT-101	Automotive Fundamentals	3
AUT-111	Automotive Brake Systems	3
AUT-121	Automotive Steering and Suspension Systems	4
AUT-131	Automotive Heating and Air Conditioning	3
AUT-141	Automotive Electrical/Electronic Principles	4
AUT-242	Automotive Electrical/Electronic Systems	4
AUT-253	Automotive Engines	4
AUT-261	Manual Drive Trains and Axles	4
AUT-262	Automatic Transmissions and Transaxles	4
AUT-271	Advanced Automotive Systems I	4
AUT-272	Advanced Automotive Systems II	4
AUT-283	Automotive Practicum III (300 hours)	3
<b>Total Minimum Credits</b>		<b>44</b>

### Highlights

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

## Program Description

The CADD certificate of achievement is a lab-intensive, hands-on approach to training in the fields of engineering graphics and computer based drafting and design. This career-oriented certificate includes instruction on the use of a number of the most popular industry-standard graphics and drafting software applications.

## Program Goals

- To provide updated CAD skills using the latest versions of CAD software for those students who are currently employed.
- To provide holders of other degrees with skills which enable them to augment or redirect their career paths to CAD.
- To instruct students in how to propose, develop, complete, and articulate professional CAD presentations based on their designs.
- To prepare students to demonstrate a working knowledge of the modern computer hardware and platforms upon which CAD software is mounted.
- To qualify students for entry-level to intermediate level employment in any of the disciplines of Computer Aided Drafting such as architectural, mechanical, and electrical design or any related field such as space planning, solids modeling, and civil site preparation.
- To prepare students to apply their credits toward the CAD.AAS degree.

## Program Student Learning Outcomes

At the end of the program the graduate will be able to:

1. Solve basic and complex drafting and design application problems using industry standard 2-dimensional and 3-dimensional software and feature-based parametric design software.
2. Apply the fundamentals of computer aided drafting and design disciplines such as architectural, mechanical and electrical engineering.
3. Utilize industry standard microcomputer CADD software and the hardware, operating systems and peripherals used to facilitate them.
4. Create free-hand sketches, engineering notes and scaled drawings using American National Standards (ANSI) and/or International Standards Organization (ISO) specifications

## Employment Opportunities

- CADD operator
- CADD technician
- Computer drafts person
- Electronics design technician
- Engineering specifications technician

## Contact Person

Professor Domenic Priolo  
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# CADD: Computer Aided Drafting & Design

Degree: Certificate of Achievement  
College Code: CAD.CA

Code	Course	Credits
<b>First Semester</b>		
CAD-101	Computer Aided Engineering Graphics	4
CIM-101	Introduction to Manufacturing	3
CST-102	Introduction to Networking	3
EGR-103	Technical Drawing	3
		<b>13</b>
<b>Second Semester</b>		
CAD-102	Advanced Computer Aided Engineering Graphics	3
CAD-201	CADD Applications: MicroStation	3
CAD-206	Solids Modeling: SolidWorks	3
CST-103	Microcomputer Operating Systems I: Workstations	3
		<b>12</b>
<b>Second Year/First Semester</b>		
CAD-107	Parametric Design: AutoDesk Inventor	3
CAD-202	Advanced CADD Project or	
EGR-208	Co-op I: Engineering	3
CAD-205	Architectural CADD Using Revit	3
		<b>12</b>
<b>Total Minimum Credits</b>		<b>34</b>

## Highlights

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

# Computer Aided Manufacturing Technician

Degree: Certificate of Achievement  
College Code: CAM.CA

## Program Description

The Computer Aided Manufacturing (CAM) Certificate of Achievement consists of a grouping of technical courses geared toward the rapid completion of a core set of Computer Numerical Control (CNC) and CAM skills. The student will acquire the CNC set-up and programming competencies that are required to support the advanced metalworking industry. The student will complete several hands-on, manual data input and automatic RS-274D programming exercises using our authentic, industrial-sized CNC mills and lathes. Current laboratory equipment includes Bridgeport VMCs and HAAS slant bed lathes in addition to our Rhino and EMCO small capacity CNC prototyping machines. The current programming environment includes the latest versions of the MasterCAM and SolidWorks CAM applications running on the Microsoft Windows platform.

## Program Goals

- Qualify for entry-level employment in a computer numerical control and computer aided manufacturing facility.
- Diagnose project situations requiring special machine considerations.
- Perform quality control functions to ensure part compliance with required specifications.
- Develop solid models and computer graphics files from blueprints for machine programming.

## Program Student Learning Outcomes

At the end of the program the graduate will be able to:

1. Operate various machine tools both manually and computer controlled.
2. Create computer aided graphics files that represent the part being manufactured.
3. Set up the CNC machines for automatic operation.
4. Manually program machine tool path without the help of a CAM system.

## Employment Opportunities

- Machinist
- CAM Operator
- MasterCAM Programmer
- MasterCAM Operator
- Machine Operator
- Machine Setup Person
- Mill Operator
- Lathe Operator
- CNC Programmer
- CNC Operator
- CNC Setup Person
- SolidWorks Programmer
- SolidWorks Operator

## Contact Person

Kevin Schmidt, Coordinator  
(856) 227-7200, ext. 4517  
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Code	Course	Credits
<b>First Year/First Semester</b>		
CIM-101	Introduction to Manufacturing <sup>1,2</sup> or ..... Technical Studies Credit <sup>3</sup>	3
CIM-221	CNC Programming and CAM	4
CIM-222	Advanced CNC Programming and CAM	3
CAD-206	Solid Modeling: SolidWorks	3
<b>Total Minimum Credits</b>		<b>13</b>

<sup>1</sup> This course must be taken before all others.

<sup>2</sup> Contact program coordinator to determine technical experience.

<sup>3</sup> Technical Studies credits may be earned for corporate, industrial, or military training programs after review by faculty assessor.

## Program Description

The rapid rise in computer usage has led to a corresponding increase in the need for people to work in computer-related positions. This certificate is intended to attract schoolteachers, or those persons in business or industry that wish to build a beginning foundation in the area of computer science. The courses offered in this certificate program are consistent with those offered by area four-year institutions for those students choosing to "minor" in computer science. Some students might take these courses as a bridge between an undergraduate degree in some field other than computer science and a master's degree program in computer science. It will help students prepare to make effective use of computers in their careers.

## Program Goals

- To assure students gain a firm understanding of the foundations of computer science and an appreciation for the ethical implications of computing.
- To provide the students with a fundamental understanding of the syntax and semantics of several programming languages.
- To provide the students with a working level of proficiency in instruction in algorithm design, data structures, and the mathematical fundamentals that are relevant to computer science.
- To familiarize and drill students in the methodologies and techniques associated with the software development cycle.
- To provide students with the skills required to analyze, design, develop and test computer based applications using problem solving and analytical skills developed throughout the program.

## Employment Opportunities

- Entry-level positions in computer departments
- Help desk entry level positions

## Contact Person

Professor Rosemary Boiano, Coordinator  
(856) 227-7200, ext. 4761  
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# Computer Science

Degree: Certificate of Achievement  
College Code: CSC.CA

Code	Course	Credits
<b>First Year/First Semester</b>		
CSC-105	Fundamentals of Programming	4
CSC-121	Structured Programming C++	4
		<b>8</b>
<b>Second Semester</b>		
CSC-122	Computer Science I	4
.....	Computer Programming Elective <sup>1</sup>	3
MTH 129	Discrete Mathematics	4
		<b>11</b>
<b>Third Semester</b>		
CSC 223	Computer Science II	4
CSC 240	Computer Organization	3
.....	Computer Programming Elective <sup>1</sup>	3
		<b>10</b>
<b>Total Minimum Credits</b>		<b>29</b>

<sup>1</sup>Choose 2 courses from the following list to meet the Computer Programming Electives:  
(Providing required prerequisites are met.)

CSC 161	Introduction to Java	(3 credits)
CSC 262	Advanced Java	(3 credits)
CSC 263	Web Component Development in Java	(3 credits)
CSC 213	Visual BASIC I	(3 credits)
CSC 214	Visual BASIC II	(3 credits)
CSC 215	Visual BASIC III	(3 credits)
CSC 226	Programming Languages	(3 credits)
CSC 252	XML and Related Technologies I	(3 credits)

## Highlights

Among all occupations in the economy, computer and healthcare occupations are expected to grow the fastest over the next 10 years. High growth rates in the computer occupations reflect projected rapid growth in the computer and data processing industry. (Source: Dept. Of Labor Web site: [www.bls.gov/oco](http://www.bls.gov/oco)).

## Program Description

This program is designed for students who want to enter the job market quickly with skills in both accounting and computer technology. Students will learn basic accounting skills and will apply these skills using a general ledger software package.

## Program Goals

- To provide students with training in up-to-date computer and accounting technology.
- To provide students with the experience on numerous software packages including, Quickbooks, Peachtree Accounting, Excel, Access and Turbo-Tax.
- To prepare students to qualify for entry-level employment as a junior accountant specializing in accounts receivable, accounts payable and inventory control.
- To encourage students to embrace lifelong learning by applying their credits toward the ACC.AAS degree.

## Employment Opportunities

Students completing this program will be able to work as:

- Junior accountant specializing in accounts receivable
- Accounts payable
- Inventory control

## Contact Person

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# Computerized Accounting Specialist

Degree: Certificate of Achievement  
College Code: ACC.CA

Code	Course	Credits
<b>First Semester</b>		
ACC-104	Financial Accounting	3
CSC-101	Computer Literacy <b>or</b>	
CIS-101	Personal Computer Applications	3
		<b>6</b>
<b>Second Semester</b>		
ACC-213	Computerized Accounting	3
CIS-102	Spreadsheets	3
		<b>6</b>
<b>Third Semester</b>		
ACC-223	Income Tax Accounting I	3
CIS-103	Database Management	3
CIS-191	Internet Tools and Technique	3
		<b>9</b>
<b>Total Minimum Credits</b>		<b>21</b>

## Program Description

Law enforcement and intelligence agencies collect massive amounts of data on a regular and continuous basis. Analysts take this raw data and utilize quantitative and qualitative techniques to transform the raw data into useful information and intelligence. Crime Analysts can be found working at all levels of government. Intelligence Analysts most likely can be found working for federal and state agencies, as well as in the banking and finance field.

## Program Goals

- To prepare students to use critical thinking skills to resolve criminal justice practitioner problems.
- To prepare students to acquire a perspective that views local criminal justice issues as a part of, and inextricably linked with, global justice and security issues.
- To prepare student to demonstrate a knowledge and understanding of basic analytic skills including, but not restricted to the use of matrices, association links, and target profile analysis in solving of crime or intelligence analysis problems.
- To prepare students to employ the statistical techniques of central tendency, standard deviation, simple regression analysis, and standard error of the estimate in analyzing crime series
- To prepare students to demonstrate a working knowledge of the various types of agencies involved in the analysis of crime and intelligence data, and the analytic process utilized by government analytic agencies .
- To prepare students to utilize writing skills and techniques appropriate for the various written products of a crime or intelligence analysis unit.

## Special Program Requirements

All incoming students must complete the following college level courses or demonstrate competency in:

- Administration of justice
- Criminal law
- Criminal investigation
- Personal computer applications

Students must obtain a minimum grade of "B" in three of the four courses comprising the Crime and Intelligence program core. A minimum grade of "C" will be required in the remaining core courses.

Practicing law enforcement analysts without a two-year degree may be accepted upon meeting additional requirements of demonstrated competence in:

- Written and oral communication
- Basic mathematical understanding
- Fundamentals of sociology and psychology
- Basic management principles
- Policing as a basic government function

## Employment Opportunities

- Crime analyst
- Intelligence analyst
- Fraud analyst
- Public safety analyst
- Financial crime analyst

## Contact Person

Professor Gene Evans, Coordinator  
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# Crime & Intelligence Analysis

Degree: Certificate of Achievement  
College Code: CIA.CA

Code	Course	Credits
<b>First Year / First Semester</b>		
CRJ-251	Crime Analysis <sup>2</sup>	3
CRJ-252	Criminal Intelligence Analysis <sup>2</sup>	3
CRJ-253	Criminal Investigative Analysis <sup>2</sup>	3
MTH-111	Elements of Statistics I	3
		<b>12</b>
<b>Second Semester</b>		
CRJ-254	Crime Mapping <sup>2</sup>	3
CRJ-256	Quant. Research/Criminal Justice <sup>2</sup>	3
PHL-121	Logic and Reasoning	3
.....	Free Elective <sup>1</sup>	3
		<b>12</b>
	<b>Total Minimum Credits</b>	<b>24</b>

<sup>1</sup>The student, in consultation with the program coordinator, selects this course from a list of criminal justice, social science, writing, visual arts, and computer courses that will enhance his/her ability as an analyst.

<sup>2</sup>Students must obtain a minimum grade of "B" in three of the four courses comprising the Crime and Intelligence Program core. A minimum grade of "C" will be required in the remaining core courses.

## Program Description

This certificate of achievement prepares students for entry-level positions in the food service industry, which includes restaurants, long-term care facilities, child care centers, community centers, hotels and casinos.

## Program Goals

- To prepare students to seek entry-level employment in the food service industry.
- To prepare students to pursue an associate degree for those who wish to further their education.

## Program Student Learning Outcomes

At the end of the program, the graduate will be able to:

1. Analyze the needs of clients via use of pertinent information such as demographics and health concerns.
2. Identify and apply appropriate and reliable sources of information in regards to food safety and sanitation.
3. Describe skills needed to be an effective manager and culinary professional.
4. Demonstrate the leadership skills that are necessary to supervise employees in the culinary industry.
5. Apply basic core knowledge of hospitality industry including terminology and techniques used by culinary professionals.

## Special Program Information

Schedule an appointment with program coordinator for course selection.

## Contact Person

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# Culinary Certificate

Degree: Certificate of Achievement  
College Code: CUL.CA

Code	Course	Credits
<b>First Semester</b>		
CSC-101	Computer Literacy	3
FNS-105	Introduction to Nutrition	3
FNS-115	Food Safety Training	1
HTS-101	Introduction to Hospitality	3
		<b>10</b>
<b>Second Semester</b>		
FNS-110	Food Service Management	3
FNS-230	Culinary Technology Rotation	3
HTS-205	Meeting & Special Event Planning	3
		<b>9</b>
Approved Culinary Credits <sup>1,2</sup>		<b>12</b>
<b>Total Minimum Credits</b>		<b>31</b>

<sup>1</sup> Students must receive prior approval from the Hospitality Technology advisor to transfer culinary credits.

<sup>2</sup> Students will receive 12 culinary credits after completing the 19 credits in this certificate.

Note: Students need to be prepared for college level math, reading and writing.

## Highlights

According to the Occupational Outlook Handbook, occupations in culinary areas will have the largest new job growth through 2016. The median annual salary for a professional in the culinary field was 34,347.

## Program Description

According to State Code N.J.A.C. 6A:9-13.18, all individuals in the state of New Jersey that provide educational interpreting related services to children who are deaf, hard of hearing, or deaf/blind in pre-school through twelfth grade, must meet certain requirements. In addition to passing the Educational Interpreter Performance Assessment (EIPA) with a score of at least a 3.0, educational interpreters must complete 15 semester hours of specific coursework. The Educational Interpreter Training certificate program at Camden County College will assist interpreters in meeting these requirements. An added component of the EIT certificate program is an Interpreting Lab course in which students will work on self-assessment skills, EIPA test preparation skills, and the development of a professional portfolio.

## Program Goals

- To prepare students to understand the language development of deaf/hard of hearing students.
- To prepare students to understand the stages of child development of students who are deaf/hard of hearing.
- To provide students with the knowledge of the legal and ethical issues as they apply to educational interpreters.
- To provide students with the basic knowledge of curriculum strategies and methods of instruction used with deaf/hard of hearing students.
- To prepare students to understand the interpreting techniques used with deaf/blind students.

## Special Program Requirements

Prior to entering the Educational Interpreter Training certificate program, students must demonstrate competency in interpreting. Upon completion of the final course (Interpreting Lab), students will be required to take the written portion of the EIPA test.

## Contact Person

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# Educational Interpreter Training

Degree: Certificate of Achievement  
College Code: EIT.CA

Code	Course	Credits
<b>First Year/First Semester</b>		
IEP-213	Curriculum Development and Methods of Instruction	3
PSY-114	Child Development for Educational Interpreters	3
<b>Second Semester</b>		
IEP-212	Legal & Ethical Issues for Educational Interpreters	3
IEP-211	Language Development for Educational Interpreters	3
<b>Third Semester (Summer)</b>		
IEP-214	Deaf/Blind Interpreting Strategies	3
<b>Second Year/First Semester</b>		
IEP-206	Interpreting Lab	3
<b>Total Minimum Credits</b>		<b>18</b>

NOTE: Students are required to possess interpreting skill prior to being admitted to the certificate program. Program Coordinator will be responsible for assessing interpreting skill.

## Program Description

The Emergency and Disaster Management program's primary mission is to educate first responders, those managing first responders, and other interested individuals in basic emergency management practice and theory.

## Program Goals

- To provide students with an overview of how the fire, law enforcement and emergency medical services operate during a disaster.
- To provide students with an understanding of interagency cooperation.

## Employment Opportunities

The study of emergency and disaster management is emerging rapidly as the threat of major emergencies and disasters becomes part of America's post 9/11 way of life. The demands made on local emergency management service require more frequent, complex, and timely responses to the unique and complex problems that occur when disaster strikes a community. The individuals in the following career areas will enhance their knowledge and skills by successfully completing the Emergency and Disaster Management certificate:

- Fire fighter
- Fire line officer
- Fire administrator
- Fire official
- Police officer
- Police supervisor
- Police administrator
- Paramedic
- Emergency medical technician
- EMS supervisor
- Local emergency management coordinator
- Security officer
- Security administrator

## Contact Persons

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Matthew Scott, Director, Paramedic Science Program  
(856)227-7200, ext. 4488

Email: [mScott@camdencc.edu](mailto:mScott@camdencc.edu)

# Emergency & Disaster Management

Degree: Certificate of Achievement  
College Code: EDM.CA

Code	Course	Credits
<b>First Year / First Semester</b>		
EDM-110	Introduction to Public Safety	3
EDM-240	Introduction to Emergency and Disaster Management	3
EDM-241	Operational Security	3
CRJ-207	Terrorism	3
		<b>12</b>
<b>Second Semester</b>		
EMT-100	Emergency Medical Technician	5
.....	Free Elective <sup>1</sup>	3
		<b>8</b>
	<b>Total Minimum Credits</b>	<b>20</b>

<sup>1</sup> An elective selected by the student that permits the student to focus on a specialty of their choosing. This is done with the advice of a program faculty member and must be approved by a program coordinator or their designee.

## Program Description

The Fine Art Techniques Certificate of Achievement offers an introduction to visual studies, creative processes, concept development, and the materials, techniques, and skills fundamental to the fine art practice. This certificate of achievement in art is designed for those students who already have a degree or do not intend to transfer to a four-year art program. Participants will develop confidence and competency with diverse techniques and develop one's own personal visual language. Art electives can be chosen according to the student's interests and needs.

## Program Goals

- To provide students with an introduction to visual studies
- To provide students with an introduction to the creative process
- To provide students with the skills for concept development
- To introduce the students to the materials, techniques and skills of art fundamentals.

## Employment Opportunities

- Artist
- Work in art galleries
- Assist art faculty at art camps

## Contact Person

Professor Kay Klotzbach  
 (856)227-7200, ext.4342  
 E-mail: kklotzbach@camdencc.edu

# Fine Art Techniques

Degree: Certificate of Achievement  
 College Code: FNA.CA

Code	Course	Credits
<b>First Year/First Semester</b>		
ART-123	Basic Drawing I - AFA	3
ART-166	Two Dimensional Design - AFA	3
.....	ART Course <sup>1</sup>	3
.....	ART Course <sup>1</sup> or	
.....	PHO Course <sup>2</sup>	3
		<b>12</b>
<b>Second Semester</b>		
ART-134	Life Drawing I	3
ART-167	Three Dimensional Design - AFA	3
.....	ART Course <sup>3</sup>	3
.....	ART Course <sup>3</sup>	3
		<b>12</b>
<b>Second Year/First Semester</b>		
ART-124	Basic Drawing II –AFA	3
.....	ART Course <sup>3</sup>	3
		<b>6</b>
<b>Total Minimum Credits</b>		<b>30</b>

<sup>1</sup> ART-101 Art Appreciation; ART-103 Visual Culture; ART-111 Art History I or ART-112 Art History II suggested

<sup>2</sup> PHO-226 Digital Photography or PHO-230 Digital Photography-AFA suggested

<sup>3</sup> ART-136 Watercolor; ART-139 Mural Painting; ART-143 Sculpture I – AFA; ART-144 Sculpture II – AFA; ART-145 Painting I – AFA; ART-146 Painting II – AFA; ART-153 Ceramics I – AFA; ART-154 Ceramics II – AFA; ART-165 Color Theory & Practice; ART-168 Arts & the Community; PHO-103 Photography I – AFA; or PHO-101 Photography I

## Program Description

This program will provide the firefighter and fire officer with the latest technology, new and current fire codes, and management theories as it applies to the fire ground.

## Program Goals

- To prepare students for entry-level employment in the fire service.
- To prepare students for advancement as a company fire officer.
- To prepare students for perform his or her tasks on the fire scene in a safe and knowledgeable matter.
- To prepare student to apply the principles of professional conduct needed in fire service occupations.
- To prepare volunteer fire persons an opportunity to be continuous learners and stay current with fire science technology.

## Employment Opportunities

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

## Contact Person

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# FIRE SCIENCE TECHNOLOGY Fire Administration

Degree: Certificate of Achievement  
College Code: FRA.CA

Code	Course	Credits
FIR-101	Fundamentals of Fire Protection	3
FIR-102	Fundamentals of Fire Prevention/Fire Inspector I	3
FIR-201	Fire Protection Systems	3
FIR-202	Fire Investigation	3
FIR-111	Building Codes and Standards	3
FIR-222	Fire Inspector II	3
FIR-231	Organization & Management of Fire Departments	3
FIR-251	Fire Service Instructional Tech/Methods	3
FIR-252	Arson/Law & Court Procedures	3
CHM-120	Chemistry for Fire Protection	4
<b>Total Minimum Credits</b>		<b>31</b>

## Highlights

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.

## Program Description

This program will provide the firefighter and fire officer with the latest technology in the field of firefighting and will assist in meeting the changing requirements for employment and advancement in the fire service.

## Program Goals

- To prepare students for entry-level employment in the fire service.
- To prepare students for advancement as a company fire officer
- To prepare students to perform his or her tasks on the fire scene in a safe and knowledgeable manner.
- To prepare student to apply the principles of professional conduct needed in fire service occupations.
- To prepare volunteer fire persons an opportunity to be continuous learners and stay current with fire science technology.

## Employment Opportunities

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

## Contact Person

Professor Patrick Bigoss, Director  
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# FIRE SCIENCE TECHNOLOGY Fire Suppression

Degree: Certificate of Achievement  
College Code: FIR.CA

Code	Course	Credits
FIR-101	Fundamentals of Fire Protection	3
FIR-102	Fundamentals of Fire Prevention/Fire Inspector I	3
FIR-121	Fire Fighting Tactics	3
FIR-211	Building Construction for Fire Service	3
FIR-221	Hydraulic Technology	4
FIR-231	Organization & Management of Fire Departments	3
FIR-241	Hazardous Materials	3
FIR-251	Fire Service Instructional Tech/Methods	3
CHM-120	Chemistry for Fire Protection	4
<b>Total Minimum Credits</b>		<b>29</b>

## Highlights

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.

## Program Description

This certificate prepares students for entry-level management positions in the food service industry. Food service managers are responsible for the daily operations of restaurants and other establishments that prepare and serve meals and beverages to customers. Managers generally are responsible for all of the administrative and human-resource functions of running the business, including recruiting new employees and monitoring employee performance and training.

## Program Goals

- To provide students with the basic core of knowledge, including terminology, used in the food service business.
- To prepare students for entry-level employment as a food service manager in such facilities as restaurants, casinos, health care facilities, etc.

## Program Student Learning Outcomes

At the end of the program, the graduate will be able to:

1. Identify and interpret appropriate and reliable sources of information in regards to food safety and sanitation.
2. Define the leadership abilities that are necessary to effectively supervise employees in the food service industry.
3. Demonstrate the leadership skills that are necessary to effectively supervise hourly employees in the food service industry.
4. Apply basic core knowledge of food service management responsibilities including planning and food service delivery.

## Special Program Information

Schedule an appointment with program coordinator for course selection.

## Employment Opportunities

- Restaurants
- Casinos
- Health care facilities
- Childcare centers
- Community feeding centers

## Contact Person

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# Food Services Management

Degree: Certificate of Achievement  
College Code: FSM.CA

Code	Course	Credits
<b>First Semester</b>		
ACC-104	Financial Accounting	3
CIS-101	Personal Computer Applications	3
FNS-110	Food Service Management	3
FNS-115	Food Safety Training	1
HTS-101	Introduction to Hospitality Technology	3
LAW-104	Hospitality Law	3
		<b>16</b>
<b>Second Semester</b>		
ACC-105	Managerial Accounting	3
FNS-210	Food Service Operations	3
FNS-220	Quantity Food Production <sup>1</sup>	3
FNS-240	Food Service Rotation <sup>1</sup>	3
HTS-205	Meeting & Special Event Planning	3
		<b>15</b>
	<b>Total Minimum Credits</b>	<b>31</b>

<sup>1</sup> Students must see Program Director before registering for these courses.

Note: Students need to be prepared for college level math, reading and writing.

## Highlights

According to the *Occupational Outlook Handbook*, median annual earnings of salaried food service managers were \$35,790.

## Program Description

The New Jersey Police Training Commission has granted approval to the Camden County Police Academy to conduct the Alternate Route Basic Course for police officers. This program permits qualified applicants to apply for admission to an approved academy for the purpose of participating in the Basic Course for Police Officers.

## Special Admission Requirements

In order to qualify for entrance into the Camden County Police Academy Alternate Route program, applicants must have at least 60 college credits, be between the age of 18 and 35, and successfully pass all entrance examinations, tests, evaluations, investigations and interviews. Tests include written examination, physical ability test, background check, oral interview, psychological evaluation and medical screening. Applicants successfully passing all phases of the entry process will be placed on a list to be included in the Basic Police Training Course. The academy is limited to no more than 25 Alternate Route Trainees in each basic class. The academy has the right to deny admittance for any reason and successful completion of all phases of testing does not guarantee any applicant admittance into the academy. The academy does not guarantee employment to any trainee upon graduation.

## Applications

Applications are available at the Camden County Police Academy, Thomas J. McDonnell Criminal Justice Center, Camden County College, College Drive, Blackwood, New Jersey or by calling (856) 374-4950. Those applicants who have medical coverage may not incur the medical expenses. A non-refundable \$10.00 application fee is due with the submission of the application. Information on financial aid and grants will be available to the applicants on the day of testing.

## Career Program Information

The basic course is conducted from 7:00 a.m. to 4:00 p.m., Monday through Friday for 23 weeks. Trainees are required to undergo rigorous physical fitness activity and military discipline as well as extensive academic courses related to the position of municipal police officer. All books required for training will be provided by the academy.

## Costs

\$500 – Tuition  
\$250 – Ammunition  
\$250 – Medical evaluations  
\$360 – Psychological examination  
\$450 – Equipment/uniforms

## Contact Person

Police Academy  
(856) 374-4950

# Fundamentals of Policing

Degree: Certificate of Achievement  
College Code: FOP.CA

Code	Course	Credits
CIS-101	Personal Computer Applications	3
CRJ-101	Administration of Justice	3
CRJ-105	Criminal Law	3
HPE-109	Physical Conditioning/Police Recruits	3
HPE-171	Emergency Response	6
<b>Total Minimum Credits</b>		<b>18</b>

## Program Description

The hospitality industry is the largest job market today. This worldwide industry employs more people than any other. The certificate program in hotel & resort management prepares students for entry-level management positions in the hospitality industry, which includes the lodging industry, resorts, and convention centers. Through this program, students become familiar with every aspect of the hospitality industry.

## Program Goals

- To provide a concentration of course work appropriate for the hospitality industry.
- To prepare students for entry-level employment in the hospitality field or industry.

## Program Student Learning Outcomes

At the end of the program the graduate will be able to:

1. Analyze the needs of customers via tracking of industry trends and consumer demographics.
2. Describe skills needed to be an effective manager in the hospitality industry.
3. Demonstrate the leadership skills that are necessary to effectively manage a hospitality facility.
4. Apply basic core knowledge of hospitality industry including terminologies and applicable laws.

## Special Program Information

Schedule an appointment with program coordinator for course selection.

## Employment Opportunities

Positions at hotels, restaurants, resorts, casinos, and assisted living facilities:

- Event planners
- Front desk management
- Housekeeping management
- Reservations
- Concierge
- Convention planning

## Contact Persons

Maureen Reidenauer, RD, Coordinator  
(856)227-7200 ext. 4341  
E-mail: mreidenauer@camdencc.edu

# Hotel & Resort Management

Degree: Certificate of Achievement  
College Code: HRM.CA

Code	Course	Credits
<b>First Semester</b>		
HTS-101	Introduction to Hospitality Technology	3
LAW-104	Hospitality Law	3
ACC-104	Financial Accounting	3
CIS-101	Personal Computer Applications	3
MGT-102	Introduction to Management	3
		<b>15</b>
<b>Second Semester</b>		
HTS-205	Meeting & Special Event Planning	3
ACC-215	Cost Accounting <sup>1</sup>	3
HTS-105	Housekeeping Management	3
HTS-201	Front Desk Management	3
BUS-201	Business Co-op I	3
FNS-115	Food Safety Training	1
		<b>16</b>
	<b>Total Minimum Credits</b>	<b>31</b>

<sup>1</sup>Prior approval required by Program Coordinator.

Note: Students need to be prepared for college level math, reading and writing.

## Highlights

Median Earnings for all lodging managers was \$12,320. Employment of lodging managers is expected to grow 12% through 2016.

## Program Description

This program prepares students for entry-level positions as an instructional aide in a school setting. Individuals currently holding instructional aide positions may use this program to enhance classroom and related skills, and to satisfy the current New Jersey state requirements.

## Program Goals

- To prepare students to assist teachers in a classroom.
- To prepare students to assist special needs students.
- To prepare students to correct papers under the supervision of a teacher.
- To prepare students to follow directives to tutor individual students or small groups of students.
- To prepare students to operate standard audio visual, computer and office machinery.

## Special Program Information

- All credits earned in the certificate program will satisfy the 48 credits mandated by the current New Jersey state requirements for instructional classroom aides.
- All credits earned in this certificate program will apply to the EDU.AS degree program in Elementary/Secondary Education at Camden County College.
- This certificate is not designed for transfer; however, students who wish to pursue a baccalaureate program and teacher certification should be able to transfer most of the credits.

## Special Admission Requirements

Admission to the program requires a high school diploma or equivalent and competency in English and math as demonstrated through the required College placement testing.

## Contact Person

Dr. Jane Weber, Coordinator  
 (856) 227-7200, ext. 4766  
 E-mail: [jweber@camdencc.edu](mailto:jweber@camdencc.edu)

# Instructional Aide Paraprofessional Core

Degree: Certificate of Achievement  
 College Code: IAP.CA

Code	Course	Credits
ENG-101	English Composition <sup>1</sup>	3
CSC-101	Computer Literacy	3
SPE-102	Public Speaking	3
PSY-101	Basic Psychology <sup>2</sup>	3
EDU-101	Historical Trends in American Education	3
PSY-103	Educational Psychology	3
PSY-105	Child Psychology	3
MTH-105	Math Systems I: Structures	3
ART-101	Art Appreciation or	
ART-111	Art History I or	
MUS-101	Music Appreciation I or	
THE-121	Theatre Appreciation	3
HIS-121	U.S. History I	3
GEO-101	Cultural Geography	3
HPE-102	Health and Wellness	3
SOC-101	Introduction to Sociology	3
ENG-121	Introduction to Literature or	
ENG-271	World Literature I or	
ENG-281	American Literature I	3
.....	General Education Science Elective	3/4
.....	Free Elective <sup>3</sup>	3
<b>Total Minimum Credits</b>		<b>48</b>

<sup>1</sup> English Composition is a prerequisite for ENG-271 and ENG-281

<sup>2</sup> Basic Psychology is a prerequisite for both Child Psychology and Educational Psychology

<sup>3</sup> Students are encouraged to take an elective related to their content area of study

## Program Description

This certificate is designed for those students who need limited coursework before transferring into a bachelor of science program. The Math, Science & Health Careers division offers this 26/28 credit certificate for students seeking a short-term program to meet personal and professional goals. Matriculated students may be eligible for financial aid.

## Program Goals

- To provide students with course work in science to prepare them for transfer.
- To provide students with course work in mathematics to prepare them for transfer.

## Contact Person

Professor Rita Connolly  
(856) 227-7200, ext. 4462  
E-mail: rconnolly@camdencc.edu

# LIBERAL ARTS AND SCIENCE Science Certificate

Degree: Certificate of Achievement  
College Code: LAS.CA

Code	Course	Credits
<b>First Year/First Semester</b>		
.....	Laboratory Science General Education Elective <sup>1</sup>	4
.....	Laboratory Science General Education Elective <sup>2</sup> or	
MTH...	Mathematics General Education Elective <sup>3</sup>	3/4
SOC...	Social Science General Education Elective	3
.....	General Education Elective	3
		<b>13/14</b>
<b>Second Semester</b>		
.....	Laboratory Science General Education Elective <sup>1</sup>	4
.....	Laboratory Science General Education Elective <sup>2</sup> or	
MTH...	Mathematics General Education Elective <sup>3</sup>	3/4
.....	Humanities General Education Elective	3
.....	General Education Elective	3
		<b>13/14</b>
<b>Total Minimum Credits</b>		<b>26</b>

<sup>1,2</sup> Suggest two course sequence such as Biology I: Science (BIO-111) and Biology II: Science (BIO-112) or Chemistry I: Science (CHM-111) followed by Chemistry II: Science (CHM-112).

<sup>3</sup> Suggested for transfer: Elements of Statistics I (MTH-111) or Calculus I (MTH-140).

### Highlight

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

# Linux/UNIX

Degree: Certificate of Achievement  
College Code: UNX.CA

## Program Description

This one-year certificate program is career-oriented and consists of six core courses in AIX UNIX using the IBM RISC System 6000/platform and RedHat Linux that will provide the student with a general working knowledge of the Linux/UNIX Operating System and the skill to handle the software and software used by the system. The goal of this certificate program is to enhance the student's computer skills with a general, practical background in the areas of design, usage, and communication on the UNIX (AIX) Operating System and RedHat Linux.

## Program Goals

- To equip the students to seek employment in junior systems administration, end user trainer, help desk support, research assistance, commercial data processing, scientific and high function graphics, network security, information technology management and Linux/UNIX engineering.

## Employment Opportunities

- Commercial data processing
- Database servers
- Engineering, scientific, and high function graphics
- Help desk support
- Junior systems administration

## Contact Persons

Professor Charles Van Mater, Coordinator  
(856) 227-7200, ext. 4458

E-mail: [cvanmater@camdencc.edu](mailto:cvanmater@camdencc.edu)

Professor Bernadette Carlin, SSJ  
(856) 227-7200, ext. 4423

E-mail: [bcarlin@camdencc.edu](mailto:bcarlin@camdencc.edu)

Code	Course	Credits
CIS-181	Linux/UNIX Essentials <sup>1</sup>	3
CIS-282	UNIX Operating System Design: Disk Subsystem	3
CIS-283	UNIX Operating System Design: Memory & Processes	3
CIS-284	Shell Programming under UNIX	3
CIS-287	TCP/IP Communications under UNIX	3
CIS-288	Linux/UNIX Administration <sup>2</sup>	3

**Total Minimum Credits** **18**

<sup>1</sup> This course must be taken before all others.

Two courses may be taken in the same semester. The recommended groups are:

-UNIX Operating System Design: Disk Subsystem with Shell Programming under UNIX;

- UNIX Operating System Design: Memory and Process Subsystem with TCP/IP Communications under UNIX

<sup>2</sup> CIS-288 Linux/UNIX Administration may be taken last

## Recommendations

Entering students should have strong computer skills gained in a related field, in a degree program, in course work, or through work-related experience.

## Program Description

The Management: Business Paraprofessional Certificate program is a collaborative effort between the New Jersey Community College Consortium for Workforce and Economic Development (NJCCCWED) and New Jersey Community Colleges to deliver an education career ladder program for all New Jersey Education Association Education Support Professionals who desire career advancement in management positions.

## Program Goals

- To prepare students for entry-level positions as assistant managers or supervisors.
- To provide students with courses that will transfer to the Management: Business Paraprofessional Associate in Applied Science Degree, BPM.AAS.
- To prepare students for entry-level management positions in the New Jersey educational system.

## Special Program Requirements

- Candidates for acceptance into this program must have completed their applied studies and received a Certificate of Competency in Education Support Professional Services.
- This is a collaborative effort between the New Jersey Community College Consortium for Workplace and Economic Development (NJCCCWED) and Camden County College Business Programs.
- All candidates must take the College Placement Test prior to beginning course work.

## Contact Person

Professor Maria Aria, Coordinator  
(856) 968-1257  
E-mail: maria@camdencc.edu

# Management: Business Paraprofessional

Degree: Certificate of Achievement  
College Code: BPM.CA

Code	Course	Credits
Certificate of Competency		
	Educational Support Professional Services <sup>1,2,3</sup>	12
<b>First Year/First Semester</b>		
MGT-101	Introduction to Business	3
LAW-101	Legal Environment/Business Law I	3
CIS-101	Personal Computer Applications or	
CSC-101	Computer Literacy	3
		<b>9</b>
<b>First Year/Second Semester</b>		
MGT-102	Introduction to Management	3
.....	Humanities General Education Elective	3
		<b>6</b>
	<b>Total Minimum Credits</b>	<b>27</b>

<sup>1</sup> Candidates for acceptance into this program must have completed their applied studies and received a Certificate of Competency in Educational Support Professional Services.

<sup>2</sup> This is a collaborative effort between the New Jersey Community College Consortium for Workforce and Economic Development (NJCCCWED) and Camden County College.

<sup>3</sup> All Candidates must take the College Placement Test prior to beginning course work.

# Massage Therapy

Degree: Certificate of Achievement  
College Code: MAS.CA

## Program Description

Massage therapy is a profession in which the practitioner applies manual techniques with the intention of positively affecting the health and well-being of the client. An increasing body of research shows massage therapy reduces heart rate and can help lower blood pressure. The most common types of massage are Swedish massage, deep-tissue massage, Shiatsu-acupressure, neuromuscular, trigger point and sports massage.

## Program Goals

- To provide students with the skills and knowledge needed to take the National Certification exam as set forth by the National Certification Board for Therapeutic Massage and Bodywork.
- To provide students with bodywork techniques and skills needed to be employed as a massage therapist.
- To prepare students to be successfully employed in the field of massage therapy.

## Special Admission Requirement

Students must be interviewed by the director of Lourdes Institute for Wholistic Studies, for entry into the program (856) 869-3134.

## Special Program Requirements

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

## Employment Opportunities

- Hospitals
- Chiropractor and physician offices
- Fitness centers
- Health clubs and spas
- Sports medicine centers

## Contact Persons

College contact: Nicholas DiCicco, Director  
(856) 227-7200, ext. 4264  
E-mail: ndicicco@camdencc.edu

Lourdes Institute for Wholistic Studies contact:  
Dr. F. Pilleggi, Director  
(856) 869-3134

## Highlight

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. Please note special lab fees are required for all MAS courses. Special equipment and materials are required for this program of study.

Code	Course	Credits
<b>First Semester</b>		
MAS-200	Therapeutic Massage <sup>1</sup>	6
MAS-205	Environmental Management <sup>1</sup>	1
MAS-209	Structures & Functions I <sup>1</sup>	4
MAS-211	Structures & Functions II <sup>1</sup>	2
HPE-170	First Aid, Safety, Prevention of Injuries	3
		<b>16</b>
<b>Summer Session</b>		
MAS-201	Student Massage Clinic <sup>1</sup>	1
		<b>1</b>
<b>Second Semester</b>		
MAS-240	Specialized Massage Techniques <sup>1</sup>	3
MAS-241	Business Management for the Massage Professional <sup>1</sup>	2
MAS-255	Massage Therapy Integration & Application <sup>1</sup>	3
MAS-260	Palpation and Kinesiology for Massage Therapy <sup>1</sup>	3
MAS-261	Pathology for Massage Therapy <sup>1</sup>	4
HPE-102	Health & Wellness <sup>2</sup>	3
		<b>18</b>
<b>Total Minimum Credits</b>		<b>35</b>

<sup>1</sup> MAS courses are restricted to students formally admitted into the Massage Therapy Program.

<sup>2</sup> Students have the option to take HPE-102 during summer session or during winter intersession (Begins December and ends early January).

NOTICE: Clinical placements may be a required part of the curriculum and a requirement for graduation. Clinical placements may require a criminal background check, health clearance and/or drug testing before participation is allowed. Clinical sites may deny a student's participation in the event of a positive finding. Individuals who have been convicted of a felony or misdemeanor may be denied certification or licensure as a health professional. Information regarding eligibility may be obtained from the appropriate credentialing body.

## Program Description

An event planner is someone who organizes events. Any time people gather together for a purpose, someone is needed to oversee all the details to ensure the event is a success. The event planning industry is a newly emerging field and this program is offered in response to the needs of the students and the surrounding community. This certificate prepares students to work as event planners for private and public corporations, conferences, charity fundraisers, award events or to begin their own business. Students will learn the organizational abilities that are necessary to successfully plan large meetings and special events.

## Program Goals

- To provide a concentration of course work appropriate for a meeting and event planner.
- To prepare students for entry-level employment as an event planner in corporations, hotels, casinos, theme parks, cruise lines or to provide consulting services in the hospitality industry.

## Program Student Learning Outcomes

At the end of the program, the graduate will be able to:

1. Analyze the needs of clients via use of available information such as demographics and consumer health trends.
2. Demonstrate organizational abilities that are necessary to plan and execute meetings and special events.
3. Recognize the importance of effective planning and communication in the delivery services in hospitality industry.
4. Apply basic core knowledge of hospitality industry including terminologies and applicable laws

## Special Program Information

Schedule an appointment with program coordinator for course selection.

## Employment Opportunities

- Corporations
- Hotels
- Casinos
- Theme parks
- Cruise lines
- Self-employed

## Contact Persons

Maureen Reidenauer, RD Coordinator  
(856) 227-7200, ext. 4341  
mreidenauer@camdenc.edu

# Meeting and Event Planning

Degree: Certificate of Achievement  
College Code: MEP.CA

Code	Course	Credits
<b>First Year/First Semester</b>		
HTS-101	Introduction to Hospitality Technology	3
HTS-205	Meeting & Special Event Planning <sup>1</sup>	3
FNS-115	Food Safety Training <sup>1</sup>	1
FNS-220	Quantity Food Production <sup>1</sup>	3
MKT-101	Principles of Marketing	3
LAW-104	Hospitality Law	3
<b>Total Minimum Credits</b>		<b>16</b>

<sup>1</sup> Program Coordinator's approval/signature is required.

Note: Students need to be prepared for college level math, reading and writing.

## Highlight

According to the Occupational Outlook Handbook, median annual earnings of salaried MEP professionals was \$42,180. Employment growth of 20% is expected through 2016.

## Program Description

The Multi-Skilled Technician Certificate of Achievement program offers to expand the knowledge and skills of the Certified Nurse Assistant and increase marketability to work in acute, long term and home care settings. Additional skills in the art of Phlebotomy, EKG, CPR, and Homemaker Home Health Aide instruction are included. The entire Certificate can be completed in one semester.

## Program Goals

At the end of this program the student will be able to:

- Differentiate the practices of the licensed and unlicensed allied health personnel in health and home care settings
- Demonstrate the expanded roles of the Multi-Skilled Technician

## Program Student Learning Outcomes

At the end of the program the graduate will be able to:

1. Describe the various roles of the Multi-Skilled Technician
2. Demonstrate proficiency in the skills utilized in practice as a Multi-Skilled Technician
3. Demonstrate interpersonal behaviors supportive of the development and maintenance of safe, respectful, ethical and culturally sensitive peer & patient relationships.

## Special Program Requirements

- Official High School transcript or GED
- College Placement Tests
- Certified Nurse Aide (must show proof of continuous experience as a CNA throughout the last six months prior to starting the program, or current Camden County College Nurse Aide student.
- Program director's approval is required for registration

## Employment Opportunities

Program completion can lead to the following employment opportunities:

- Acute care
- Long-term care
- Residential care
- Private home care
- Rehabilitation care
- Doctor's offices

## Contact Person

Marlene Lazarus, Coordinator  
(856) 227-7200, ext. 4566  
E-mail: mlazarus@camdencc.edu

# Multi-Skilled Technician

Degree: Certificate of Achievement  
College Code: MST.CA

Code	Course	Credits
<b>First Semester</b>		
ALH-122	Certified Nurse Aide <sup>1</sup>	4
HPE-181	Basic Life Support "C" – AHA	1
ALH-105	Electrocardiography	1
ALH-115	Basic Phlebotomy Techniques	1
ALH-135	Homemaker Home Health Aide <sup>2</sup>	1
		<b>8</b>
	<b>Total Minimum Credits</b>	<b>8</b>

<sup>1</sup>Program is also open to students who are already CNA certified. Please check with program director for information.

<sup>2</sup>10 hour module

## Program Description

The Music Recording Certificate is designed to provide students with an opportunity to learn the skills involved with recording and editing music. Aimed at individuals interested in building their own home studios or seeking the skills required of entry-level interns in the field of music engineering this two semester program covers the nuts and bolts of multi-track recording, digital audio workstations and an overview of live sound. In addition, students learn basic piano skills for MIDI input/editing, fundamentals of music theory for more effective communication with recording artists and the essentials of the music business as needed for managing a career in the field of music engineering and/or performance.

## Program Goals

- To prepare students to demonstrate skills for entry-level employment in recording studios.
- To provide students the exposure to technology and software associated with the recording of music.
- To provide students with the skills for entry-level employment as audio engineers with live performance talent.

## Employment Opportunities

- Recording producer
- Audio engineer
- Sound mixer
- Music technician
- Music composer/arranger
- Professional musician

## Contact Person

Professor Michael Billingsley  
(856) 227-7200, ext. 4563  
E-mail: mbillingsley@camdencc.edu

# Music Recording

Degree: Certificate of Achievement  
College Code: MUS.CA

Code	Course	Credits
<b>First Year/First Semester</b>		
MUS-127	Fundamentals of Music for Sound Engineers	3
MUS-128	Keyboarding Techniques for Sound Engineers	1
MUS-129	Introduction to Audio Recording	3
MUS-133	Audio Recording Techniques I	3
MUS-135	MIDI/DAW (Digital Audio Workstation) I	3
		13
<b>Second Semester</b>		
MUS-134	Audio Recording Techniques II	3
MUS-136	MIDI/DAW (Digital Audio Workstation) II	3
MUS-227	Live Sound Recording	3
MUS-228	Business of Music	3
		12
	<b>Total Minimum Credits</b>	<b>25</b>

## Program Description

This certificate in dietary management will prepare students for career advancement in the food service industry, specifically in long-term care.

## Program Goals

- To provide a concentration of course work appropriate for a nutrition care manager.
- To prepare students for entry-level employment in the food service industry.
- To prepare students to advance their education and careers to enter the Dietetic Technology AAS degree program.

## Employment Opportunities

- Health care facilities
- Community feeding centers

## Contact Person

Professor Marsha Patrick, MS, RD, Coordinator  
(856) 227-7200, ext 4665  
E-mail: mpatrick@camdencc.edu

# Nutrition Care Manager

Degree: Certificate of Achievement  
College Code: NCM.CA

Code	Course	Credits
<b>First Semester</b>		
FNS-100	Dietetic Foundations	3
FNS-105	Intro to Nutrition	3
FNS-110	Food Service Management <sup>1</sup>	3
FNS-115	Food Safety Training	1
		<b>10</b>
<b>Second Semester</b>		
FNS-130	Life Cycle Nutrition	3
FNS-210	Food Service Operations	3
FNS-220	Quantity Food Production <sup>1</sup>	3
CIS-101	Personal Computer Applications	3
		<b>12</b>
<b>Third Semester</b>		
FNS-245	Nutrition Manager Rotation <sup>1</sup>	3
		3
		<b>25</b>

<sup>1</sup> Approval from Program Coordinator required

## Program Description

This certificate of achievement program prepares students for entry-level employment as ophthalmic medical technicians. The program is ten months long, running from September to July. All optical classes are held ONLY on Fridays and Saturdays in the Fall semester, and ONLY on Friday in the Spring. This allows students to continue working regular jobs while attending, as well as cutting down on travel and childcare. Clinical rotations are done in ophthalmology offices near you; 150 hours in the spring and 300 hours in the summer, finishing in mid-July.

Upon Completion, graduates are eligible to sit for the national certification by the Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO) at the Certified Ophthalmic Technician (COT) level.

The OMT program is nationally accredited by the Committee on Accreditation for Ophthalmic Medical Personnel (CoA-OMP).

Ophthalmic medical technicians are optical professionals that assist ophthalmologists in medical offices and/or hospitals. They perform many skilled testing procedures that are part of a complete eye exam, including history taking, refractometry (for vision correction) tonometry (for glaucoma detection) and visual field testing. Sometimes they have more specialized duties, such as contact lens fitting, or assisting in surgery.

## Program Goals

- Relate eye disorders to relevant ocular anatomy and physiology
- Demonstrate proficiency in medical history taking
- Display competency in testing procedures and instrument use
- Apply principles of optics to clinical situations
- Design contact lenses for patients

## Employment Opportunities

- Ophthalmologists offices
- Eye clinics
- Hospital ophthalmic clinics/offices
- Universities
- Contact lens practices

## Contact Persons

Professor Ray DiDonato  
(856) 374-5058  
E-mail: rdidonato@camdenc.edu  
Professor Patrick Goughary  
(856) 374-5058  
E-mail: pgoughary@camdenc.edu

# Ophthalmic Medical Technician

Degree: Certificate of Achievement  
College Code: OMT.CA

Code	Course	Credits
<b>First Year/First Semester</b>		
OMT-101	Medical History Taking	1
OMT-103	Ophthalmic Optics	4
OMT-104	Clinical Procedures I	3
OPH-130	Anatomy of the Eye	3
PSY-101	Basic Psychology	3
HPE-181	Basic Life Support "C" - AHA	1
		<b>15</b>
<b>Second Semester</b>		
OMT-201	Ocular Pharmacology	1
OMT-203	Clinical Rotation I	3
OMT-204	Clinical Procedures II	3
OPH-131	Introduction to Contact Lenses	3
BIO-103	Human Biology	3
		<b>13</b>
<b>Third Semester</b>		
OMT-213	Clinical Rotation II	4
		<b>4</b>
	<b>Total Minimum Credits</b>	<b>32</b>

NOTICE: Clinical placements may be a required part of the curriculum and a requirement for graduation. Clinical placements may require a criminal background check, health clearance and/or drug testing before participation is allowed. Clinical sites may deny a student's participation in the event of a positive finding. Individuals who have been convicted of a felony or misdemeanor may be denied certification or licensure as a health professional. Information regarding eligibility may be obtained from the appropriate credentialing body.

## Highlight

Ophthalmic Medical personnel are in high demand. There are currently more opportunities for qualified individuals than there are people to fill them. Technological advances and the aging population have combined to create a steadily increasing demand for certified technicians.

## 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 produce and fit top quality eyewear successfully.

## Program Goals

- To prepare students to take the New Jersey State Ophthalmic Dispensing Examination, Joint Commission on Allied Health Personnel in Ophthalmology Examination, the American Board of Opticianry Examination and the National Contact Lens Examination.
- To fabricate a complete pair of eyeglasses conforming to state and ANSI standards
- To interpret doctor's prescriptions
- To dispense a complete pair of eyeglasses
- To dispense contact lenses from a doctor's prescription

## Special Program Requirements

- The program has an open enrollment policy; however, any applicant who does not have college-level mathematics must achieve satisfactory scores in 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  
P.O. Box 142, Florence, IN 47020

## Employment Opportunities

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

## Contact Persons

Professor Ray DiDonato  
(856) 374-5058  
E-mail: rddonato@camdencc.edu  
Professor Patrick Goughary  
(856) 374-5058  
E-mail: pgoughary@camdencc.edu

# Ophthalmic Science Apprenticeship

Degree: Certificate of Achievement  
College Code: OPH.CA

Code	Course	Credits
<b>First Year/First Semester</b>		
OPH-104	Ophthalmic Lab I <sup>1</sup>	2
OPH-111	Ophthalmic Materials Lecture I <sup>1</sup>	3
		5
<b>Second Semester</b>		
OPH-105	Ophthalmic Lab II <sup>1</sup>	2
OPH-112	Ophthalmic Materials Lecture II <sup>1</sup>	3
		6
<b>Second Year/First Semester</b>		
OPH-130	Anatomy of the Eye	3
OPH-220	Optic Principles	3
		6
<b>Second Semester</b>		
OPH-131	Introduction to Contact Lenses	3
		3
<b>Third Year/First Semester</b>		
OPH-240	Ophthalmic Dispensing I	4
		4
<b>Second Semester</b>		
OPH-241	Ophthalmic Dispensing II	4
		4
	<b>Total Minimum Credits</b>	<b>27</b>

<sup>1</sup> Must be taken within the first 12 months of apprenticeship

Please Note: All candidates must take the College Placement Test and complete the required courses prior to beginning course work.

NOTICE: Clinical placements may be a required part of the curriculum and a requirement for graduation. Clinical placements may require a criminal background check, health clearance and/or drug testing before participation is allowed. Clinical sites may deny a student's participation in the event of a positive finding. Individuals who have been convicted of a felony or misdemeanor may be denied certification or licensure as a health professional. Information regarding eligibility may be obtained from the appropriate credentialing body.

## Highlights

Employment opportunities in this field are expected to increase. Over the next decade the number of the middle-aged and the 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.

## Program Description

This certificate program is designed to provide students with a foundation of skills and knowledge in painting techniques used to ornament furniture, walls, ceilings, floors and decorative objects.

## Program Goals

- To prepare students to explore issues in drawing, painting, design, color and application techniques.
- To prepare students to explore issues in business management
- To prepare students to participate in internships, cooperative, and service-learning experiences.
- To prepare students to develop portfolios and presentations of their work.

## Employment Opportunities

Students who complete the program are equipped with professional, marketable skills demonstrated through their portfolio of samples and photographs of completed projects.

- Decorative painting
- Interior designer
- Set designer
- Faux painter

## Contact Person

Professor Kay A. Klotzbach  
(856) 227-7200, ext. 4342  
E-mail: [kklotzbach@camdencc.edu](mailto:kklotzbach@camdencc.edu)

# PAINTING Decorative Painting

Degree: Certificate of Achievement  
College Code: PND.CA

Code	Course	Credits
<b>First Semester</b>		
ART 123	Basic Drawing I - AFA	3
ART-145	Painting I - AFA	3
ART 137	Faux Finish I	3
ART 165	Color: Theory & Practice	3
		<b>12</b>
<b>Second Semester</b>		
ART-134	Life Drawing I	3
ART-138	Faux Finish II	3
ART-160	Two Dimensional Design	3
ART-298	Co-op I: Fine/Applied Arts	3
		<b>12</b>
<b>Third Semester</b>		
ART-124	Basic Drawing II - AFA	3
ART-146	Painting II - AFA	3
ART-139	Mural Painting	3
ART-140	Painted Finishes for Wood Surfaces	3
MGT-221	Small Business Management I	3
		<b>15</b>
	<b>Total Minimum Credits</b>	<b>39</b>

## Program Description

This certificate program is designed to provide students with a foundation of painting techniques used to ornament furniture, walls, ceilings, floors and decorative objects.

## Program Goals

- To provide students with skills for entry-level work in the faux finish trade.
- To prepares students to acquire numerous sample boards for the student's portfolio.

## Employment Opportunities

- Faux painter
- Decorative painter
- Furniture refinisher
- Interior decorator

## Contact Person

Professor Kay A. Klotzbach  
(856) 227-7200, ext. 4342  
E-mail: [kklotzbach@camdencc.edu](mailto:kklotzbach@camdencc.edu)

# PAINTING Faux Painting

Degree: Certificate of Achievement  
College Code: PNF.CA

Code	Course	Credits
<b>First Semester</b>		
ART-137	Faux Finish I	3
ART-165	Color: Theory & Practice	3
MGT-221	Small Business Management I	3
		<b>9</b>
<b>Second Semester</b>		
ART-138	Faux Finish II	3
ART-140	Painted Finishes for Wood Surfaces	3
ART-298	Co-op I: Fine/Applied Arts	3
		<b>9</b>
	<b>Total Minimum Credits</b>	<b>18</b>

## 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. This is a cooperative program between Camden County College and Virtua Health.

## Program Goals

- To provide a concentration of course work appropriate for paramedic science.
- To prepare students for employment as an entry-level paramedic.
- To prepare students to take the New Jersey certification exam as offered by the National Registry of EMTs.

## Special Program 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.

## Employment Opportunities

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

## Contact Person

Matthew Scott, Director  
(856) 374-5078  
E-mail: mscott@camdencc.edu

# Paramedic Sciences

Degree: Certificate of Achievement  
College Code: PRM.CA

Code	Course	Credits
<b>First Year/Fall Semester</b>		
PRM-103	Theory of Paramedic Care	3
PRM-104	Paramedic Pharmacology	3
BIO-103	Human Biology	3
		<b>9</b>
<b>Second Semester</b>		
PRM-105	Principles of Paramedic Care I	6
PRM-106	Paramedic Electrocardiography	3
PRM-107	Paramedic Clinical Practice I	2
		<b>11</b>
<b>Third Semester</b>		
PRM-108	Paramedic Clinical Practice II	5
<b>Second Year/First Semester</b>		
PRM-203	Principles of Paramedic Care II	5
PRM-204	Principles of Paramedic Trauma Care	3
PRM-205	Paramedic Clinical Practice III	3
		<b>11</b>
<b>Second Semester</b>		
PRM-206	Paramedic Field Internship	7
<b>Third Semester</b>		
PRM-207	Paramedic Field Residency	4
<b>Total Minimum Credits</b>		<b>47</b>

NOTICE: Clinical placements may be a required part of the curriculum and a requirement for graduation. Clinical placements may require a criminal background check, health clearance and/or drug testing before participation is allowed. Clinical sites may deny a student's participation in the event of a positive finding. Individuals who have been convicted of a felony or misdemeanor may be denied certification or licensure as a health professional. Information regarding eligibility may be obtained from the appropriate credentialing body.

## Highlights

Prior experience with a 9-1-1 ambulance service is helpful but not necessary.

# Personal Trainer

Degree: Certificate of Achievement  
College Code: PT.CA

## Program Description

Personal fitness trainers help clients to assess their level of physical fitness and help them to set and reach fitness goals. They demonstrate various exercises and help clients to improve their exercise techniques. They may keep records of their clients' exercise sessions in order to assess their progress towards physical fitness. Personal trainers may work with clients on a one-on-one basis in a gym or the client's home.

## Program Goals

- To prepare students to earn American Council on Exercise (ACE) certification.
- To prepare students to utilize common testing and exercise equipment found at health and fitness centers.
- To prepare students to conduct health screening and fitness evaluations.
- To prepare students to develop personalized exercise prescriptions for healthy individuals.
- To provide students with real world experience in personal training.
- To prepare students to be certified in basic life-saving skills.

## Special Program Requirements

- Completion of an internship at a local fitness center or the College's Wellspring Fitness Center for 10-15 hours per week.
- Students entering college for the first time must take the College Placement Test before entering the program.

## Employment Opportunities

- Corporate fitness programs
- Fitness centers
- Health clubs
- Nutrition and weight control centers
- Sports medicine centers
- YMCA's

## Contact Person

Dr. Nicholas DiCicco, Director  
(856) 227-7200, ext. 4264  
E-mail: [ndicicco@camdencc.edu](mailto:ndicicco@camdencc.edu)

Code	Course	Credits
<b>First Semester</b>		
CSC-101	Computer Literacy or	
CIS-101	Personal Computer Applications	3
FNS-105	Introduction to Nutrition or	
HPE-129	Sport Nutrition	3/2
HPE-100	Personal Fitness	1
HPE-127	Exercise Techniques and Prescription <sup>1</sup>	1
HPE-161	Weight Training	1
HPE-211	Theories and Applications of Physical Training I <sup>2</sup>	4
HPE-170	First Aid, Safety and Prevention of Injuries	3
		<b>15/16</b>

<b>Second Semester</b>		
HPE-210	Internship: Personal Trainer Certificate <sup>3</sup>	3
		<b>3</b>

**Total Minimum Credits 18**

<sup>1</sup> Spring semester/evning only.

<sup>2</sup> Offered in fall semester/day only. Spring semester/evening only.

<sup>3</sup> Prerequisite for the Internship is completion of all 15/16 credits as listed above.

All courses except HPE-211 and HPE-127 are offered during summer sessions.

NOTICE: Internship placement is a required part of the curriculum and a requirement for graduation. Internship placements may require a criminal background check, health clearance and/or drug testing before participation is allowed. Internship sites may deny a student's participation in the event of a positive finding. Individuals who have been convicted of a felony or misdemeanor may be denied certification or licensure as a health professional. Information regarding eligibility may be obtained from the appropriate credentialing body.

### Highlights

Camden County College hosts the ACE personal trainer national certification exam at the Blackwood campus. Visit the ACE Web site for additional information: [www.acefitness.org](http://www.acefitness.org).

# Real Estate Sales

Degree: Certificate of Achievement  
College Code: RES.CA

## Program Description

The purpose of this certificate is to provide a broad range of business skills to students interested in pursuing a career in real estate sales.

## Program Goals

- To prepare students to sit for the New Jersey Licensing Exam for sales associates.
- To assure the students are able to effectively communicate in real estate transactions.
- To provide students with the skills and knowledge required to effectively market and sell residential and commercial properties.
- To prepare students for entry-level employment in the real estate field in both residential and commercial offices.

## Employment Opportunities

This program prepares students to work in the real estate field in both residential and commercial offices.

## Contact Persons

Professor Larry Danks  
(856) 227-7200 ext. 4481  
E-mail: ldanks@camdenc.edu

Code	Course	Credits
<b>First Year/First Semester</b>		
FIN-215	Real Estate Sales	5
<b>First Year/Second Semester</b>		
BMT-101	Business Math I	3
MKT-101	Principles of Marketing	3
<b>Second Year/First Semester</b>		
LAW-101	Legal Environment/Business Law I	3
MKT-124	Fundamentals of Selling	3
<b>Second Year/Second Semester</b>		
BMT-102	Business Math II	3
SPE-102	Public Speaking	3
<b>Total Minimum Credits</b>		<b>23</b>

## Highlights

Real Estate has been a dynamic field in the last few years as more individuals have purchased homes and or traded-up.

## Program Description

This certificate program is established for professionals who have decided to change or upgrade their skills or to enter for the first time the rapidly expanding employment opportunities within the Relational Database and Oracle environments.

## Program Goals

- To provide students with a path to upgrade their job skills and position the to RDMS and Oracle environment.
- To prepare students for entry-level employment as a SQL programmer, PL/SQL programmer, database administrator, database designer and application developer.

## Employment Opportunities

- SQL programmer
- PL/SQL programmer
- Database administrator
- Database designer
- Application developer

## Contact Persons

Professor Charles Van Mater, Coordinator  
(856) 227-7200, ext. 4458

E-mail: [cvanmater@camdencc.edu](mailto:cvanmater@camdencc.edu)

Professor Lawrence Jadico, ext. 4520

E-mail: [ljadico@camdencc.edu](mailto:ljadico@camdencc.edu)

# Relational Database Management System Using ORACLE

Degree: Certificate of Achievement  
College Code: RDB.CA

Code	Course	Credits
<b>First Semester</b>		
CIS-241	Relational Database Management System I	3
CSC-161	Introduction to Java <sup>1</sup> or	
CSC-213	Visual Basic I or	3
CSC-214	Visual Basic II	6
<b>Second Semester</b>		
CIS-242	Relational Database Management System II	3
CIS-245	Database Administration using Oracle	3
CSC-262	Advanced Java <sup>2</sup> or	
CSC-214	Visual Basic II or	3
CSC-215	Visual Basic III	9
<b>Third Semester</b>		
CIS-243	Relational Database Management System III	3
CIS-246	Database Administration using Oracle II	3
		6
<b>Total Minimum Credits</b>		<b>21</b>

<sup>1</sup> Java is the recommended programming language for this certificate.  
However, students have the option of taking Visual Basic.

<sup>2</sup> Students are required to take the next level of the same programming language they selected in the first semester.