

# CENTENARY COLLEGE CATALOG

## UNDERGRADUATE STUDIES

Every effort has been made to ensure that the information contained in the Program & Policy section of the Centenary College Catalog is accurate.

Nevertheless, it is the students' responsibility to independently verify the accuracy and completeness of the information contained in this catalog, and to remain current with changes that occur. Since expected changes may occur during the academic year, the listings, descriptions, course offerings and information on costs in this catalog do not constitute a guarantee on behalf of the College. The College reserves the right to correct clerical and /or typographical errors.

**Centenary College admits students without regard to race, color, handicap and national or ethnic origin.**



2011 – 2012

Student-Centered Learning...Unparalleled Service

Please check the College Website ([www.centenarycollege.edu](http://www.centenarycollege.edu)) for the most up-to-date Catalog information.

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## 2011 – 2012 Academic Calendar

### **Fall 2011 Semester**

August	27	Sat	New students arrive; orientation begins
	28	Sun	Fall OL-1 and OL online classes begin
	29	Mon	Returning students arrive
	30	Tues	Morning Faculty workshops; Department meetings; student advising day
	31	Wed	Day and evening classes begin; add/drop and late registration period begins; tuition refund policy in effect
September	5	Mon	Labor Day – no classes; offices closed
	13	Thu	Last day for add/drop and late registration
	13	Tue	Fall 2010 Convocation – Founders' Day
	16	Fri	*Last day for incomplete grades from the Spring and Summer 2010 sessions to be posted in the Registrar's Office
October	7	Thu	Last day to file an application with the Registrar's Office for January 2012 graduation
	18	Tue	Mid-semester progress reports due in the Academic Success Center
	18	Tue	*Last day to withdraw from a traditional semester-based class without incurring an automatic "F"
October-November	10/31	Mon-Fri	Early registration for the Spring 2012 Semester
	11/11		
November	23-26	Wed-Sat	Thanksgiving Day Break – no classes; offices closed
December	19	Mon	Last day of classes – Fall 2011 Semester ends
	21	Wed	Final grades must be posted by the faculty in the Registrar's Office on or before but no later than 11:00 A.M.
	23-30	Fri-Fri	Holiday Break – offices closed
January	2-3	Mon-Tue	Holiday Break – offices closed

***\*The last day to withdraw from any other class-delivery format without incurring an automatic "F" is 50% into the course duration.***

### **Spring 2012 Semester**

January	4	Wed	College reopens
	12	Thu	A.M. Faculty workshops; P.M. Department meetings/advising
	14	Sat	January Commencement (Snow date is January 15, 2012)
	15	Sun	New and returning students arrive; Spring OL-1 and OL online classes begin
	16	Mon	Orientation and advising of new students
	17	Tue	Day and evening classes begin; add/drop and late registration period begins; tuition refund policy in effect

	21	Sat	Saturday classes begin
	25	Wed	Last day for add/drop and late registration
February	3	Fri	Last day for incomplete grades from the Fall 2010 Semester to be posted in the Registrar's Office
March	2	Fri	Last day to file an application with the Registrar's Office for May 2012 graduation
	7	Wed	Mid-semester progress reports due in the Academic Success Center
	7	Wed	*Last day to withdraw from a traditional semester-based class without incurring an automatic "F"
April	12-17	Mon-Sat	Spring Break – no classes; offices open
	2-13	Mon-Fri	Early registration for the Fall 2013 Semester
	6-7	Fri-Sat	Good Friday/Easter Weekend – no classes; offices closed
May	7	Mon	Last day of classes – Spring 2012 Semester ends
	8	Tues	Rehearsal for Commencement 5:30-7:00 P.M.
	9	Wed	Final grades must be posted by the faculty in the Registrar's Office on or before but no later than 11:00 A.M.
	12	Sat	Commencement Ceremony
<b><u>Summer I, 2012</u></b>			
May	14	Mon	Summer I classes begin; tuition refund policy in effect
	16	Wed	Last day for add/drop and late registration for Summer I classes
	25-28	Fri-Mon	Memorial Day weekend – no classes; offices closed
June	1	Fri	*Last day to withdraw from a traditional Summer I class without incurring an automatic "F"
	30	Sat	Last day of Summer I classes
<b><u>Summer II, 2012</u></b>			
July	2	Mon	Summer II classes begin; tuition refund policy in effect
	4	Wed	Fourth of July Holiday – no classes; offices closed
	5	Thu	Last day for add/drop and late registration for Summer II classes
July	7	Sat	Classes will meet as scheduled
	17	Fri	*Last day to withdraw from a traditional Summer II class without incurring an automatic "F"
August	3	Fri	Last day to file an application with the Registrar's Office for September 2011 graduation
August	18	Sat	Last day of Summer II classes
<b><u>Summer 2012 Online Calendar</u></b>			
June	3	Sun	Online classes begin
	30	Sat	Last day to withdraw from an online class without incurring an automatic "F"
July	28	Sat	Online courses end

***\*The last day to withdraw from any other class-delivery format without incurring an automatic "F" is 50% into the course duration.***

# CENTENARY COLLEGE

## **Centenary College Today**

Centenary is a true college in the sense that liberal learning is an integral part of its academic philosophy for both its undergraduate and graduate programs. Centenary's programs, especially at the undergraduate level, are designed to provide students with an ideal blend of career preparation options and a solid liberal arts foundation. Centenary is an independent college offering bachelor degree programs and associate degree programs in the liberal arts and career areas; and master degree programs in business administration, counseling, counseling psychology, school counseling, education, leadership and public administration, and special education. Complementing the academic program at the undergraduate level is an advising program that matches students with faculty members on a one-on-one basis, career planning and placement, and internship opportunities related to a student's major. The total growth of the student, both undergraduate and graduate, is taken into account in planning the Centenary College experience. Specifically, for the undergraduate, the offerings of WNTI, Centenary TV, and the Centenary Performing Arts Guild and other arts organizations add an important cultural dimension to student life. Centenary College offers a variety of extracurricular activities including intercollegiate and intramural sports, clubs and organizations to meet many interests, and social activities round out the undergraduate student life. Centenary College adheres to the values of Student-Centered Learning and Unparalleled Service.

## **An Historical Note**

Centenary College has been related since its founding to the Methodist Church. The name chosen for the College in 1867 commemorated the centennial of the beginning of Methodism in the United States. Today, Centenary, as an independent, baccalaureate and masters level institution, proudly continues its relationship with the United Methodist Church and enjoys a student body rich in diversity in religious and ethnic backgrounds.

Centenary College throughout its history has always been ready to adapt to meet the changing needs of its students. Founded in 1867 as the Centenary Collegiate Institute, a coeducational preparatory school, in 1910 it became a preparatory school for girls. Later, junior college courses were offered and in 1940 Centenary Junior College was formed. Centenary College became a four-year institution for women, granting associate and baccalaureate degrees, in 1976. In the same year, Centenary's coeducational Continuing Studies Department was created, offering men the opportunity to pursue degrees at Centenary in the evening and significantly expanding the ability of the College to serve the citizens of Northwest New Jersey. This growth in adult education led to the College's creation of the Center for Adult and Professional Studies (CAPS), and accelerated degree program for the working adult whose schedule prevents him/her from attending a more traditional schedule.

In 1988 Centenary admitted men and women to all full-time and part-time programs, returning to its original role as a coeducational institution. Originally men were only admitted as commuter students. By the fall of 1989, residence facilities for men became available, allowing men to participate in the College's full residential programs. In 1992, the College established the Office of International Programs to coordinate recruitment of international students for study at Centenary, and to develop opportunities for our students to study abroad. These efforts have greatly enhanced diversity at the College.

By the fall of 1995, Centenary College introduced its first master degree program – Master of Arts (MA) in Education: Instructional Leadership. Since then Centenary has added a Master of Arts (MA) in Special Education, a Master of Arts (MA) in Counseling, Counseling Psychology, or School Counseling, a Master of Business Administration (MBA), a Master of Arts (MA) in English Literature (deactivated effective July 2011), a Master of Arts (MA) in Leadership and Public Administration, a Master of Arts (MA) in Education: Educational Leadership, and an online Master of Education (M.Ed.) in Educational Practice. All of the graduate programs are coeducational.

### **Centenary College's Faculty**

Students discover that Centenary professors are, above all, dedicated teachers. Full professors, department chairpersons, as well as newer faculty members, all teach classes and advise students on an individual basis. Classes are small (the average size is 17 students) and the student-to-faculty ratio is a very desirable 17:1. Although Centenary faculty members are accomplished professionals in their fields, it is their skill as teachers which is paramount and which plays an important role in the success of their students. They have come to Centenary because they want to teach, and they enjoy direct contact with students on a day-to-day basis.

### **Centenary College's Setting**

Centenary's attractive 42-acre campus is located in a pleasant, residential area of Hackettstown, a community of 16,000 people in Northwest New Jersey. The College's 65-acre equestrian center is located eight miles from the main campus on scenic Schooley's Mountain. Nearby, in town or at shopping malls, are most of the shops, services, and conveniences to meet students' personal needs. Hackettstown is also close to interstate highways, providing access to major metropolitan areas such as New York City, which is just an hour away. For recreation such as skiing or boating, the scenic Pocono Mountains are less than 30 minutes from campus, and the New Jersey Shore and its many beaches are within an easy drive.

### **Vision Statement**

Working with area businesses, institutions, and school systems, Centenary College and its graduates are, and will continue to be, key resources for regional economic and educational development, and for recreational and artistic initiatives to enrich the surrounding communities. Centenary College is committed to enlarging its presence in the immediate and expanded geographic region through its quality undergraduate and graduate programs, and by becoming:

1. A model for personalized, individually focused education;
2. An innovator in the integration of a quality liberal arts education with career preparation;
3. A standard-bearer in internationalizing its campus and its programs;
4. A pioneer in developing and implementing community service initiatives;
5. An acknowledged leader with its contemporary Career, Business, and Education technology centers and with an Equestrian Studies program second to none.

### **Mission Statement**

Centenary College is a community of learners distinguished by a diverse student body, a dedicated faculty and staff, and stimulating educational opportunities. Centenary College is committed to a quality liberal arts and career studies education with a substantial international dimension to engage students in learning and prepare them for satisfying careers, successful lives, community service and lifelong intellectual pursuits. As the primary educational and cultural resource for Northwest New Jersey, Centenary offers a range of undergraduate, graduate, and professional programs as well as non-degree courses for professional and personal development.

### **Library/Learning Resource Center**

The Taylor Memorial Learning Resource Center houses significant print and audiovisual collections which are searchable using the library's online catalog. A wide range of databases as well as e-books, audio books, and video material can be accessed on the library's website. The library also has a number of public access computers and provides loaner laptops for students. Materials not currently available from the college's library can be borrowed through inter-library loan. The library provides 24 hours/day, 7 days/week reference service via Q&ANJ. The library staff is trained in research techniques and is always available to assist students.

### **Career Center**

The goal of the Career Center is to assist students in connecting academic, co-curricular, and vocational experiences in a meaningful way, leading to successful career employment following graduation. Students should begin using the Career Center in their freshman year. Exploration of personal and work values, interests, skills and personality can be done through a variety of methods. This helps students confirm a major, select a career field, or develop employability skills throughout their time at Centenary. There are assessment tools and an extensive career library for investigation. Professional career counselors are available for individual appointments, to interpret career assessment results, assist with job search correspondence, and do mock interviews. The Center maintains a wide variety of job listings (full-time, part-time, summer positions) from throughout the local and regional area. Also campus Work-Study assignments are obtained here. There are numerous workshops during the academic year to help students fine tune their job search and on-the-job maintenance skills. The Career Center also helps students obtain Internship assignments. These semester-long work experiences are for academic credit. Sophomores, juniors and seniors with a minimum GPA of 2.5 who have completed a minimum of 40 college credits may explore a career field, gain valuable work experience, and often receive a salary. Students can build a valuable network of information and contacts to use in their first job search, a career change, or pursuing graduate school information. Career and life planning are a part of every student's experience at Centenary College.

### **Accreditation**

Centenary College is accredited by the Middle States Association of Colleges and Secondary Schools, the University Senate of the United Methodist Church, the International Assembly for Collegiate Business Education (IACBE), and the Teacher Education Accreditation Council (TEAC). Centenary College's Department of Business Administration has the following degree programs accredited by IACBE: Master of Business Administration, Bachelor of Science degree in Accounting, and the Bachelor of Science degree in Business Administration with concentrations in Finance, Management, Marketing, and Sports Management. Centenary College's Education Department has the following programs accredited by TEAC: the Undergraduate Teacher Certification Programs and the Master of Arts in Special Education. The Bachelor of Social Work Degree is accredited by the Council on Social Work Education (CSWE). To inquire about the accreditation status of Centenary College's programs, you may contact the above agencies as follows:

#### **Commission on Higher Education, Middle States Association of Colleges and Schools**

3462 Market Street  
Philadelphia, PA 19101-2680  
Telephone: (215) 662-5606

#### **The University Senate of the United Methodist Church**

P.O. Box 340007  
Nashville, TN 37203  
Telephone: (615)340-7399

#### **International Assembly for Collegiate Business Education**

PO Box 25217  
Overland Park, Kansas 66225  
Telephone: (913) 631-3009

#### **Teacher Education Accreditation Council**

Willard Hall Education Building, Suite 101  
Newark, DE 19716  
Telephone: (302) 831-0400

**Council on Social Work Education**  
1725 Duke Street, Suite 500  
Alexandria, VA 22314-3457

## ADMISSIONS INFORMATION

Centenary College seeks to provide students with the ability to demonstrate True Learning, Global Citizenship, Service Leadership & Team Building and a Values-Centered Life. Therefore, the College considers students for admission on the basis of their ability to successfully complete the academic curriculum while upholding the above core values and contributing positively to the broader academic community.

### Admission Requirements

Students seeking admission to Centenary College must be graduates of an accredited high school or preparatory secondary school, or the equivalent. They must have their SAT or ACT scores submitted to the College. A personal interview is strongly recommended. Centenary College admits students without regard to race, color, sex, handicap, age, and national or ethnic origin. To complete the application process, Centenary College requires the following:

1. An application form completed by the student and sent to the Admissions Office with a nonrefundable application fee. Visit [www.centenarycollege.edu](http://www.centenarycollege.edu) for current fees. This fee is not credited to the annual charge. It is used to offset the cost of processing the application to Centenary College.
2. Official transcript of school records
3. SAT or ACT scores.
4. An application essay.
5. Letter of recommendation.

(Note: International students must submit TOEFL, IELTS, or PTE examination results and a completed Certification of Finances Form. An application fee (visit [www.centenarycollege.edu](http://www.centenarycollege.edu)) should also be included. For more complete information, international students should contact the Office of International Programs.

For students seeking admission into either the Art and Design program or the Graphic Design and Multi-Media Arts program, a portfolio of artwork is also required. The student's portfolio should contain 15-25 pieces of original artwork. The portfolio may be in slide format or actual work may be presented at the time of the review. The faculty of those disciplines determines final decision of the student's admission to the Art and Design program or the Graphic Design and Multi-Media Arts program.

For students seeking admission into the Equine Studies major, a riding video is required showing yourself riding a horse to the best of your ability. The Equine Studies faculty determines final entrance into the program.

### Centenary's Scholarship Programs

Centenary's innovative scholarship program is merit based, streamlined, and easy to understand. Scholarships are available to both freshmen and transfers who are classified as full-time. Students moving from part-time status to full-time status for the first time may also be eligible for an award. Students who have been out of school for an extended number of years will be reviewed on a case-by-case basis. Students must have a minimum of thirty-two (32) credits left towards completion of the undergraduate degree to qualify for a scholarship.

### Academic Awards (limited awards available)

Qualifications for freshmen are based on the high school GPA and SAT or ACT score. Transfers qualify based on the cumulative college GPA. Transfers with less than twenty-four (24) transferable credits will be reviewed based on the high school record, standardized test scores, and satisfactory academic progress.

Academic awards are renewable, providing the student maintains satisfactory academic progress each year.

### **Leadership Awards (limited awards available)**

Students who show outstanding extracurricular ability or promise and/or service to the Centenary Community may be eligible for a leadership award. Eligible students must be in good academic standing and must reside on campus.

### **Alumni Grant**

An Alumni Grant is available to the child or grandchild of Centenary graduates. Eligible students must be in good academic standing.

### **Other Opportunities (limited awards available)**

Transfer students who are members of Phi Theta Kappa and have a minimum 3.5 GPA may be eligible for a Phi Theta Kappa Scholarship. Transfer students with a minimum 2.5 transfer GPA may be eligible for a Transfer Award. Centenary College also offers a scholarship for students who are active members of the United Methodist church. A comprehensive program of need-based grants is also available to freshmen and transfer students who demonstrate financial need as evidenced through completion of the Free Application for Federal Student Aid (FAFSA). For more information on Centenary's scholarship programs, contact the Admissions Office directly at 1-800-236-8679.

### **Freshman Admission**

Admission decisions are made on a rolling basis. Students are encouraged to apply as early as possible to take full advantage of financial assistance opportunities, as well as housing and other student services.

### **Home Schooling**

Applicants who have completed high school through home schooling must self-certify that they were home schooled and provide a transcript of coursework completed. SAT or ACT scores are also required.

Centenary College welcomes applications from home schooled students. Home schooled applicants should submit, to the extent possible, credentials similar to traditionally schooled students. These include:

1. A statement describing the home school structure and mission.
2. A transcript or record of courses successfully completed, that demonstrates completion of high school, with grades if awarded. If you did not receive grades, an explanation of the methods of assessment for course performance should be provided.
3. Official SAT or ACT scores.
4. Application essay.

Home schooled applicants are encouraged to visit campus for a personal interview to explore their specific educational goals and objectives and co-curricular experiences.

### **Admissions Guidelines for Entry Requirements**

Distribution of high school course units:

Biological Science	1 (lab)
English	4
Mathematics	3
Physical Science	2

### **Considered for Regular Admission**

To be considered for regular admission to the College, a student is expected to have a minimum High School GPA of 2.3 or above, SAT composite 850 or above, or ACT composite of 18 and a College-prep curriculum.

### **Provisional Admission**

There are occasions when students whose credentials are insufficient for admission by the usual college standard may be given the opportunity to study at Centenary College. Students admitted under this stipulation may register for the normal course load of 16 credits and must prove their commitment to success.

### **Considered for Provisional Admission**

HS GPA of 2.2 to 2.0

SAT composite 840 to 740

College-prep curriculum preferred

### **Other Admission Opportunities: Educational Opportunity Fund Program**

The Educational Opportunity Fund Program (EOF) provides educational counseling and financial assistance to students whose academic records may or may not meet the standard entrance requirements; and who are economically disadvantaged. These students demonstrate the potential to contribute to the quality and diversity of the student body, and to succeed in college with the assistance of the supportive services offered by the EOF Program. Once accepted, initial freshmen students are required to participate in a six-week residential summer program. The summer program assists the students with their transition from high school to college, in addition to preparing them to meet the academic rigors at Centenary. EOF students are required to fulfill all requirements as stipulated in the college catalog and the EOF Program. Additional information on the EOF Program appears under Special Programs.

### **Step Ahead Program**

The Step Ahead Program is a residential, pre-college transitional, summer program designed to provide students planning to attend Centenary College in the fall with the opportunity to acquire a firm foundation in reading, writing, and/or math skills as well as developing appropriate learning strategies. The primary goal of the Step Ahead Program is a student-centered learning environment to strengthen college readiness skills for students with mild to moderate learning disabilities whose educational background and SAT/ACT scores indicate a need for remedial course work as determined, in part, by the college placement test. In addition, students may be recommended for the summer program for the purpose of addressing social/emotional concerns and personal adjustment to college life. Participants must be admitted as full-time freshmen for the fall prior to registering for the Step Ahead program for the summer before their first fall semester. Students are recommended for the program based upon their need for remedial course work. There is an additional fee for this program. Please visit [www.centenarycollege.edu](http://www.centenarycollege.edu) for current charges. Students who successfully complete the program and their required course work taken during the program will begin the freshman year on a provisional status. For more information, contact the Disability Services Office located in the Harris and Betts Smith Learning Center.

### **Transfer Admission**

A student wishing to transfer to Centenary College should have a cumulative GPA of 2.000 or better. In addition to following the regular admissions procedure, the transfer applicant must arrange to have official transcript(s) of college grades and course descriptions forwarded to the Admissions Office for evaluation of transfer credit. Students wishing to transfer to Centenary College on a part-time basis also should arrange to have their official transcript(s) sent directly to the Admissions Office. Centenary College evaluates a student's prior learning within the context of the College's own degree programs.

1. As a signee of the State's transfer credit policy guide, Centenary adheres to a course-to-course transfer policy that guarantees students who transfer into Centenary College from

- a State of New Jersey public two-year college with an AA or AS degree. The evaluation of transfer credits is conducted unofficially through the Office of Admissions.
2. Official transfer credit is awarded by the Transcript Evaluator upon receipt of final transcripts after the student submits an enrollment deposit.

### **Transfer Credit Guidelines**

The following criteria are used in the evaluation of transcripts presented to Centenary College by students seeking transfer admission:

1. Residency Requirement: A minimum of thirty-two (32) credits (the sophomore year for an Associate degree and the senior year for the Bachelor degree) must be completed at Centenary College in order for a student to earn a Centenary degree. The residency requirement must be Centenary classroom course credits (credits based on Prior Learning Assessment and/or CLEP examinations cannot be applied to the residency requirement).
2. The evaluation of transfer credits is conducted through the Office of Admissions and/or the Registrar's Office from official documents received through the Office of Admissions or the Registrar's Office.
3. A course may be transferred to a Centenary College degree program if (a) the student has earned a grade of "C-" or above for the course; (b) the course was taken in a degree granting, regionally or nationally accredited institution, or any school/college which is an active candidate for such accreditation as determined by the *Accredited Institutions of Postsecondary Education and Programs*, Harris and Shelly, American Council on Education, published annually; (c) the content of the course is the equivalent of a course offered at Centenary and/or consistent with the goals and objectives of the College's curriculum.
4. Advanced Placement (AP courses) and credits earned through examination (e.g., College Level Examination Program or CLEP) may be applied towards a student's degree program. However, AP courses and/or CLEP credits are usually applicable only for transfer into the College's core, as elective credits, or in lieu of entry-level courses in a student's major field. AP and CLEP credits are not applicable for transfer in lieu of upper level courses (300 or 400 level) in one's major field without approval from the respective departments. AP and CLEP credits cannot be applied toward the College's final 32 credits residency requirement.
5. Students with advanced standing, depending on their status upon entering the College, will be required to complete all of the College's core requirements for which they have not received comparable transfer credit.
6. A maximum of 50% of the courses (credits) of a specified major program may be transferred toward the requirements of that major. Courses in excess of that percentage may be counted toward the elective portion of the degree program. Exceptions will be made for institutions with which Centenary has completed a formal articulation agreement.
7. The exact amount of semester credit hours is transferred. Quarter hour course credit is transferred after multiplying that credit by two-thirds ( $2/3$ ). One unit equals four (4) semester credit hours unless a different conversion is indicated on the transcript.
8. College preparatory and remedial courses are not transferable.
9. Pass (P) credit courses are not generally transferable. Exceptions are made for credit awarded by institutions whose standard of grading is the Pass/Fail system and/or the transcript denotes that a "P" grade is the equivalent of a grade of "C" in a graded course.
10. Credit cannot be granted for courses for which the student has already received credit by examination or has received a passing grade in a comparable course.
11. The cumulative grade point average does not transfer. A student's grade point average at Centenary is determined by the work completed at Centenary.

12. Students from community (junior) colleges and/or proprietary schools are allowed a maximum of 72 semester credit hours which may be transferable to any Centenary baccalaureate degree program, to the extent that they are applicable to a particular program. A maximum of 96 credits from a four-year institution or combination of two and four-year institutions may be transferred.
13. The result of the evaluation is given to the student and placed in the student's file on a form designated for that purpose. The student receives a copy of the evaluation form, upon which the credit hours received in transfer and their Centenary equivalencies are stated.
14. Once the transcript evaluations are completed and the determination of which the College has accepted courses and credits is made, and the student has been informed of the evaluation, the student is advised to see his/her advisor or the appropriate Department Chairperson so that those credits and courses can be properly applied to their specific degree program.
15. The student's designated academic advisor and/or appropriate Department Chairperson, following the initial transfer credit evaluation, is responsible for determining which of the credits received in transfer are directly applicable to the student's degree program and the distribution of specific transfer credits to the student's major. The actual number of courses/credits needed to complete a prescribed degree program, regardless of the total number of credits received in transfer, is directly related to this determination.
16. International transfer students should discuss their options with the Director of International Studies.

### **Enrollment Deposit**

Upon acceptance as a full-time student, the College requests an enrollment deposit within 30 days from date of a student's acceptance. The deposit (visit [www.centenarycollege.edu](http://www.centenarycollege.edu) for current charges), which is deducted from the student's first semester tuition charges, is required of all newly admitted students. Students accepted into the EOF Program should visit [www.centenarycollege.edu](http://www.centenarycollege.edu) for their deposit amount. For students seeking campus housing, an additional deposit (visit [www.centenarycollege.edu](http://www.centenarycollege.edu) for current charges), which is deducted from the first semester residence charges for housing, also is required. If the student decides to withdraw his/her enrollment, the deposit(s) will be refunded in full if the College is notified in writing by May 1. Notification of cancellation after May 1 will result in forfeiture of the deposit(s). Students planning to enter Centenary College as freshmen or transfers for the spring term are entitled to a full refund of their enrollment deposit provided the Admissions Office is notified of their cancellation in writing prior to December 31. Notification of cancellation after December 31 will result in forfeiture of the required deposits.

### **Readmission**

Procedures for readmission apply to those students who have previously attended Centenary, left the College for a period of at least one semester, and have not attended college elsewhere during the interim. Students who have attended college elsewhere during their absence from Centenary are reviewed under both the transfer admission procedures and specific readmission procedures. Students seeking readmission after dismissal for academic reasons may petition for readmission after one academic year. The student is encouraged to have earned at least twelve to fifteen credits at an accredited institution of higher education with a 2.3 cumulative grade point average and must follow the readmission policies of the College. Readmission is not automatic. Students seeking readmission to Centenary should contact the Admissions Office to initiate the process which includes clearance from the Business Office, Registrar's Office, Student Services, and Financial Aid Office. Official transcripts from all institutions attended in the interim must be forwarded to the Admissions Office. No additional application fees are charged for readmission students.

### **Deferral of Application**

A student wishing to defer an application must notify the Admissions Office in writing of this intent on enrollment. Deferrals are permitted for one semester, with the approval of the Dean of Admissions and the Financial Aid Office. A student wishing to be considered for admission after a file has been closed must reapply by submitting a new application with a new application fee. All records will be kept on file for two academic years following the original application date.

### **Final Transcripts**

Our offer of admissions does not become final until you complete your senior year in high school. Your status as an admitted applicant is contingent on your continued excellence in academic achievement and personal character during the remainder of your secondary school career. A final transcript of your academic record must be sent to the Centenary Admissions Office as soon as possible after you graduate. Transfer students must complete the semester in good academic standing. Please be sure to have final, official transcripts forwarded to the Admissions Office to ensure credit evaluation and posting for all work successfully completed. All students must submit proof of high school graduation or the equivalent.

### **Credit by Examination**

Centenary College participates in the Advanced Placement Examination Program (AP), the College Level Examination Program (CLEP), the DANTES Subject Standardized Tests (DSST), and the American College Testing Program (ACT). Students interested in receiving credit for advanced placement courses should take the specific examination sponsored by the College Entrance Examination Board. Examinations administered by the College Entrance Examination Board and the American College Testing Program of the American College Testing Service are given in general and subject areas. Centenary will grant credit for scores at or above the "C" level as set forth in the equivalency tables prepared and published by these testing agencies.

Centenary also recognizes the strength of the International Baccalaureate (IB) Diploma and will award credits in transfer for students who have completed the Higher level exam scores of 5, 6, or 7. A maximum of eight credits may be awarded for each higher level exam. Official exam scores must be received by the College in order for credit to be awarded.

A maximum of 16 semester hours of CLEP, DSST, ACT, or IB credit, cumulative, may be applied toward an Associate's and 32 semester hours toward a Bachelor's degree.

### **Part-Time Studies Admissions Procedures**

Every student wishing to take courses at Centenary College on a part-time basis (less than 12 credits per semester) must submit an "Application for Part-Time Studies" with a nonrefundable application fee (visit [www.centenarycollege.edu](http://www.centenarycollege.edu) for current fees). Additionally, the following documentation must follow depending on whether you are a degree-seeking student (matriculated) or a non-degree seeking student (non-matriculated).

### **Matriculation Requirements**

#### **Under 24 years of age - High School graduates only (first-time college students):**

1. Official high school transcripts or GED;
2. SAT or ACT scores
3. Complete immunization records.

#### **Under 24 years of age - Transfer students:**

1. Official transcripts from all colleges and post-secondary institutions attended;
2. Official high school transcripts or GED;
3. Complete immunization records

**Over 24 years of age - High School graduates only (first-time college students):**

1. Official high school transcripts or GED;
2. Complete immunization records.

**Over 24 years of age - Transfer students:**

1. Official transcripts from all colleges and post-secondary institutions attended;
2. Official high school transcript or GED;
3. Complete immunization records.

**Post-Baccalaureate Students**

1. Official transcripts from all colleges and post-secondary institutions attended;
2. Verification of high school graduation or the equivalent;
3. Complete immunization records.

**Non-Matriculation Requirements** (not degree seeking)

1. Verification of high school graduation or the equivalent;
2. Complete immunization records.

If extenuating circumstances exist which may affect the student's ability to complete this admissions file or obtain the pertinent documents in a timely fashion, a personal interview must be arranged with an admissions counselor prior to acceptance into Centenary College. Once a student's admissions file is complete, an admissions decision will be rendered and the student will then be notified of that decision. Once a student has been accepted, he/she is then eligible to register for classes. If a student applies for admission as a part-time student but chooses not to attend classes at that time, the application is valid for one calendar year. After that time, the student must reapply and pay another application fee.

## FINANCIAL INFORMATION

### Financial Aid

Centenary College provides information and confidential counseling related to Federal, State, and institutional financial aid programs. All federal, state, and private assistance programs, including eligibility for campus employment are handled through the Financial Aid Office. Anyone seeking financial assistance should submit the **"Free Application for Federal Student Tuition Aid" (FAFSA)**. Since resources are limited, priority is given to students who are full-time and who have filed by the priority deadline of April 15th. By appointment, the staff of the Financial Aid Office will assist students and provide counseling to students and families. When completing the FAFSA, enter the Centenary College Title IV number, 002599. Centenary College administers Federal, State, and institutional financial aid to all eligible students without regard to gender, race, color, handicap, age, and national or ethnic origin.

Students who qualify for financial assistance will not be awarded institutional aid over the cost of tuition, school room and board charges, and mandatory fees.

### Application Deadlines

Deadline dates are different for Federal, State and college aid:

- Centenary College aid deadline is April 15.
- New Jersey Tuition Aid Grant (TAG) deadline for returning students who reside permanently in the State of New Jersey is June 1.
- Federal, State, and private grants are available to qualified students based on regulations as set forth by the agency administering the individual grant.

### Federal grants include:

- Federal Pell
- Federal Supplemental Education Opportunity Grant (SEOG).

### State grants include:

- Tuition Assistance Grant (TAG)
- Educational Opportunity Fund (EOF).

### Student loan opportunities include:

- Subsidized Stafford Loans
- Unsubsidized Stafford Loans
- Perkins Loans, parent PLUS loan
- NJ Class Loan.

### Workstudy Program:

- Centenary offers need-based Federal Work Study and institutionally based College Work-study funds to eligible students. Opportunities exist for students to work at various locations on campus including designated Community Service locations under the Federal Work Study program.
- Students may work up to 8 - 10 hours per week and earn up to \$1,200 per academic year.
- Students are paid on a monthly basis for hours worked.
- In order to remain eligible for financial aid, students must carry and maintain minimally 6 credits per semester and maintain satisfactory academic progress according to the Centenary Catalog.

### Financial Aid Eligibility Review

The Financial Aid Office measures academic progress at the end of each academic year for aid eligibility the following academic year. Students who are denied eligibility for financial aid based on their failure to

maintain satisfactory academic progress have the right to an appeal. All appeals must be submitted in writing to the Director for Financial Aid.

Should a student withdraw from all courses (officially or unofficially) in a semester, their aid will be adjusted according to Federal and State regulations. Tuition and charges will be adjusted according to the institution's refund policy posted in the Centenary College Catalog. Withdrawal could impact aid that has been awarded for tuition and living expenses. To initiate a withdrawal, a "Withdrawal Form" must be completed in the Office of Student Engagement.

### **Refund Policies**

The following is a summary of Centenary College's refund policies with regards to tuition, room and board, and fees. This policy is used to determine the adjusted costs the student is obligated to pay the College after the percentage to be refunded has been applied. This policy is not to be confused with Federal and State regulations regarding the return of Federal and state aid funds when a student receiving Federal and state financial aid withdraws. (Federal and State aid includes all aid identified on a student's financial aid award as a Federal or state scholarship, grant and/or loan.) A separate calculation, to determine the aid that must be returned, if any, is done according to Federal and state regulations. However, the percentage of funds that must be returned, as prescribed by the regulations, may not match the percentage used to determine costs. This may then create a balance owed by the student to the college above any prior unpaid balance or a balance due on federal grants that must be repaid directly to the federal government. For detailed information or examples of the application of these policies, please contact the Business Office.

Note: \*Due to new regulations regarding the return of Federal and State funds, any student receiving Federal/State grants or loans should contact the Financial Aid Office (extension 2350) before withdrawing or taking a leave of absence.

### **Institutional Refund Policy for Undergraduate Full-Time Students for the Fall and Spring Semesters\***

Refunds of the annual charges paid will be made in accordance with the following schedule:

Withdrawal prior to the 1st day of semester classes	...	100%
Withdrawal during the 1st and 2nd week of classes	...	80%
Withdrawal during the 3rd week of classes	...	60%
Withdrawal during the 4th week of classes	...	40%
Withdrawal during the 5th week of classes	...	20%
Withdrawal after the 5th week of classes	...	0%

The date used to calculate the specific period of enrollment shall be the date on which the student notifies the Office of Student Affairs, in writing, of his/her intent to withdraw from the College. The written notification date, **not** class attendance, is used to determine refund percentage. Refunds will be made in accordance with any federal and/or state loan or grant program regulations.

### **Institutional Refund Policy for Undergraduate Part-Time and Graduate Program Students for the Fall and Spring Semesters\***

Refunds of semester charges will be made in accordance with the following schedule:

Withdrawal prior to the 1st day of semester classes	...	100%
Withdrawal during the 1st week of classes	...	75%
Withdrawal during the 2nd week of classes	...	50%
Withdrawal during the 3rd week of classes	...	25%
Withdrawal after the 3rd week of classes	...	0%

The date used to calculate the specific period of enrollment shall be the date on which the student notifies the Registrar's Office, in writing on an Add/Drop Form, of his/her intent to withdraw or take a leave of absence from the College. The written notification date, **not** class attendance, is used to determine refund

percentage. Refunds will be made in accordance with any federal and/or state loan or grant program regulations.

### **Institutional Refund Policy - Summer Sessions - All Students\***

Refund of Summer Session charges will be made in accordance with the following schedule:

Withdrawal prior to the 1st day of summer session classes	...	100%
Withdrawal during the 1st week of classes	...	75%
Withdrawal during the 2nd week of classes	...	50%
Withdrawal after the 2nd week of classes	...	0%

The date used to calculate the specific period of enrollment shall be the date on which the student notifies the Registrar's Office, in writing on an Add/Drop Form, of his/her intent to withdraw or take a leave of absence from the College. The written notification date, **not** class attendance, is used to determine refund percentage. Refunds will be made in accordance with any federal and/or state loan or grant program regulations.

### **Institutional Refund Policy for On-ground and Online Accelerated Undergraduate and Graduate Programs**

Refund of a course's charges will be made in accordance with the following schedule:

Withdrawal prior to the start of the course/session	...	100%
Withdrawal during the first week of the course/section	...	75%
Withdrawal during the second week of the course/section	...	50%
Withdrawal after the end of the second week of the course/section	...	0%

The date used to calculate the specific period of enrollment shall be the date on which the student notifies the Online/Graduate Office, in writing on a Drop Form, of his/her intent to withdraw or take a leave of absence from the college or the course. Refunds will be made in accordance with any federal and/or state loan or grant program regulations as applicable.

### **Payment of Bills**

All financial obligations to the College must be paid at the beginning of each semester. Payment must be made in full, with monthly payments through Tuition Management Services (TMS), and/or Financial Aid sufficient to cover the cost of the semester. Any account not meeting the mentioned payment criteria will be considered Past Due and be charged a Late Payment Fee. Past due accounts will prevent a student from registering for the next semester. Also, no grade report or transcript will be issued to any student, and no person may participate in Commencement or receive a degree if all financial obligations owed the College have not been met. A student whose grade report is withheld due to an unmet financial obligation may view his/her grades, in person, in the Registrar's Office. The financial obligations include: tuition, room and board, and all other forms of indebtedness to the College such as special course fees, parking fines, library fines, and return of library books. Any financial obligations outstanding the semester after the one for which a student was billed may be submitted to an outside collection agency. The student will then be responsible for any collection costs and/or attorney's fees (30%-50% of the amount placed for collection). All checks should be made payable to Centenary College and not to any individual officer. Returned checks and ACH payments are subject to a service fee. For the latest and most up-to-date information on tuition and fees, please contact the Business Office or visit [www.centenarycollege.edu](http://www.centenarycollege.edu)

# **ACADEMIC POLICIES AND PROCEDURES**

## **Orientation**

Orientation programs for both new full-time and new part-time students are held at the beginning of the Fall and Spring Semesters. During the orientation process, the new student is introduced to Centenary College – its code of honor, geography, customs, traditions, ideals, academic code of conduct, and regulations, as well as other students, faculty, and administrators. Attendance at the appropriate orientation program is required of all new students. During the orientation program, new students meet with faculty advisors to discuss their first semester course of study and, if not already registered, to register for those courses. English and Mathematics placement is determined by SAT scores. Prior to taking an on-line course, students are required to take an on-line course orientation.

## **Catalog**

Students are governed by the catalog under which they were admitted. This applies to first-time students and readmitted students (the readmit date will determine the catalog). If a student feels that a subsequent catalog would provide them with an advantage, they may request of the Vice President for Academic Affairs to be moved under a more recent catalog. A student may not request to be governed by a previous, or older, catalog.

## **Academic Advising**

Although Centenary College believes that all students are responsible for their own education, academic programs, and successful completion of program degree requirements, the College provides an Academic Advising Program to assist students in making appropriate decisions about their academic programs and courses. Incoming students are assigned to faculty advisors, usually in their chosen major areas of study, whose guidance and assistance help to ease the transition to college life. New students initially meet their faculty advisors prior to the start of their first term at Centenary to discuss their career aspirations and their academic programs and to select their classes for the semester. Throughout their course of study, students are encouraged to meet often with their advisors, who monitor the student's academic progress, help the students clarify career goals and relate these to their academic goals, share and disseminate information, and advise students on college policies and degree requirements. In addition, students and advisors meet each semester to review the next semester's selection of courses and prepare for registration.

## **Registration**

Registration for new students and returning students who did not register at early registration takes place at the beginning of each semester on dates to be set forth in the Academic Calendar. Students will be provided with information and instructions concerning registration by the Registrar's Office. Early registration is held for continuing students during the semester in which they are presently enrolled. The Registrar's Office will notify students concerning the dates and procedures to be followed.

## **Online Course Policy for the Full-Time Undergraduate Student**

Centenary College is dedicated to providing its students with a quality educational program that both challenges them and meets their individual needs. Having the flexibility of scheduling online classes as part of their semester course load is one element in meeting our students' expectations. Even though online classes may be more accessible to a student's schedule, the content and workload are as challenging, if not more challenging, than in a face-to-face class. In the online environment, students can review course materials and interact with other students and the instructor via e-mail, chat rooms or threaded discussions. Online courses are similarly structured as on-ground courses – e.g., they have a syllabus, required texts, weekly assignment, projects, papers, and/or tests. To be successful in an online environment, students are expected to possess basic computer skills – i.e., they should be able to send and receive e-mail; attach, send and open documents from e-mail or internet sites; participate in online chats or

threaded discussions; research topics using web-based resources, including the library's online databases; possess a working knowledge of Microsoft Office Word, PowerPoint, and/or EXCEL programs; and have access to the College's learning management system. In addition, the successful online student must have strong time management skills, be self-motivated and self-disciplined, and possess excellent writing skills.

The policy governing undergraduate student enrollment in online classes is outlined below:

1. Any undergraduate student who is planning on registering for an online class must be in good academic standing and, with the exception of second-term first-time full-time Freshmen, have a minimum cumulative grade point average of 2.5 or above.
2. First-time, full-time Freshmen, upon consultation with their advisor, may be allowed to register for no more than one online class in their second semester if their advisor is confident they have shown academic efficacy.
3. Sophomores and Juniors, upon consultation with their advisor, may be allowed to register for no more than two online classes during any given semester.
4. Seniors, upon consultation with their advisor, may be allowed to register for up to but no more than three online classes during any given semester.
5. Any transfer student who is planning on registering for an online class must have the minimum cumulative grade average of 2.5 or above from their transfer institution(s) and he/she is governed by his/her class standing according to this policy.
6. Students may not audit any online class nor are they allowed to register for an online class if they have failed the same class on-ground.
7. Under **no** circumstance may a student register for more than one eight-week online class during a given eight-week period. This applies only to the eight-week accelerated format, not the traditional fifteen-week format. For example, a student may be allowed to register for a fifteen-week online class and an eight-week online during the same semester.
8. Students with special circumstances may petition the Office of the Vice President for Academic Affairs for a waiver to the policies stated above in numbers three through seven.
9. Students, who register for an accelerated online class that begins in the second half of a given semester, and where the class credits put them at full-time status, will have all federal and state financial aid remain pending until attendance in the online class has been verified. Students in this circumstance who do not attend the online class will still be liable for all full-time costs, but will no longer be eligible for full-time federal, state, or institutional grants, awards, or scholarships. Further, in accordance with College policy, as only full-time students may reside on campus, if a student is a resident and does not attend the online class, that student will have lost their full-time standing and will be required to move off campus.
10. Before registering for an online class that begins in the second half of a given semester, student-athletes must check with their coaches and/or the College's Athletic Director's Office to confirm that their athletic eligibility will not be negatively affected.

All undergraduate students, whether full-time or part-time, must register for and take the College's tutorial class for online learning prior to the first Centenary online class they experience. This tutorial is made available to the student approximately two weeks prior to the start of the online classes and is offered at no added cost to the student. The online tutorial is approximately two to four hours long and is designed to explain the expectations of the College for its online students so that they better understand what is expected of them in the online learning environment. Once taken, the tutorial does not need to be repeated if the students choose to take a second online class.

Availability of online classes to students is dependent on the online course offering during any given semester or summer session. Nothing in the policy stated above replaces or alters the policies governing the Centenary Adult and Professional Programs.

### **Course Changes and Withdrawals from a Course(s)**

During the first week of the semester, full-time students may make course changes (add and drop). If the student just drops a course, Withdraws or takes a Leave of Absence for the semester, after the first day of the semester, the College's Official Refund Policy will be applied (the Official Refund Policy begins on page 20). After the first week, no course(s) may be added to a full-time student's schedule. Full-time students who withdraw from a course or courses after the first week of classes will have a grade of "W" (withdrew) posted on their transcripts. If a student withdraws from a class after the date posted on the Academic Calendar allowing for withdrawals, an automatic grade of "F" will be recorded. Part-time students may make course changes (add and drop) during the first two weeks of classes. Part-time students who withdraw from class (es) after that class has met for the first time will have a grade of "W" (withdrew) posted on their transcripts. When changing courses or withdrawing from a class(es): (1) obtain the Add/Drop Form from the Registrar's Office and have the form completed and signed by your advisor; (2) bring the completed and signed form to the Registrar's Office for processing.

**Remember:** Failure to attend any class or verbal notification to the instructor, faculty advisor, and/or the Student Services does not constitute an official withdrawal. Failure to withdraw officially by following the above procedures will result in a permanent grade of "F" for the course(s).

### **Semester Course Loads**

By definition, a student registered for 12 credit hours is considered a full-time student. The tuition for a full-time student entitles him/her to take up to and including 18 credit hours per semester (with the exception of special programs such as Prior Learning Assessment credits). Additional credit hours may be taken by students in good academic standing with the permission of the student's faculty advisor and Department Chairperson in the area of the student's major, at an additional cost for courses in excess of the 18 credits but not to exceed 22 credits. Visit [www.centenarycollege.edu](http://www.centenarycollege.edu) for current charges. If a student is charged for excess credits and drops classes after the first week add/drop period, the refund of the excess credit charged will be made in accordance with the full-time refund policy of the College. A student may carry no more than 16 credit hours a semester if on academic probation and no more than 16 credit hours a semester if admitted as a provisional student. All courses, day or evening, independent studies, internships, and practicum taken are included in the total number of credit hours a student is permitted to take. For Graduate Studies, 9 credit hours per semester are considered full-time. No more than 12 Graduate Studies credit hours may be taken in a semester.

### **Grading System**

The value of grades may generally be described as follows:

A	Excellent
B	Good
C	Average
D	Below Average
F	Failure
AU	Audit (No Credit)
I	Incomplete
MD	Medical Excuse
P	Pass (in a Pass/Failure option course)
W	Withdrawal

Pluses and minuses may be used in reporting grades and they are computed in the grade average. Their use is optional with the instructor.

### **Determination of Grades**

Each instructor is responsible for determining the grading and examination policy for his/her class. This policy includes how the instructor arrives at the semester grade for each student, the proportion of grade given for papers, tests, hourly exams, semester examinations, or other requirements of his/her course. The instructor must provide a written copy of his/her policy, along with a course syllabus, to his/her class and he/she must file a copy of the policy with his/her Department Chairperson, the Faculty Office, the Academic Affairs Office. Once grades are posted in the Registrar's Office, they are considered final and cannot be changed by the instructor unless there was an error in the posting or calculation of a specific grade.

### **Calculation of Grade Point Average**

Averages for all students are determined by the point scale as follows:

A	=	4.0	C	=	2.0
A-	=	3.7	C-	=	1.7
B+	=	3.3	D+	=	1.3
B	=	3.0	D	=	1.0
B-	=	2.7	D-	=	0.7
C+	=	2.3	F	=	0.0

The average is computed by dividing the total number of credit hours attempted into the total number of quality points earned. Pass/Fail grades are not used in determining grade point averages.

### **Incomplete**

An incomplete is not computed in the grade point average. When the course is completed, the cumulative average will be recalculated, replacing the "I" with the value for the grade received. A grade of "I" must be completed within two weeks of the start of the next semester; otherwise a permanent grade of "F" will be recorded for the course(s).

### **Removal of a Grade of "F" from Computations**

When a course in which an undergraduate student has received a grade of "F" is repeated at Centenary, both the original grade of "F" and the grade for the repeated course will appear on the student's transcript. However, the computations of the student's cumulative grade point average will be based on the grade received for the repeated course. If a student finds it necessary to take a course for the third time, the first "F" will not be calculated in the cumulative grade point average but the second and third grades will be included in the average, and all grades received for that course will appear on the transcript. If a student who repeats a course receives a "W" the original grade of "F" will prevail. If the student retakes the course at another institution, the original grade of "F" in the course taken at Centenary remains in the cumulative grade point average. Exceptions to this policy are Internships, Independent Studies, and Practicum courses.

### **Audits**

A student may audit a course with the consent of the instructor. A student must declare he/she is taking a course for audit at the time of registration, or during the one week Add/Drop period. Otherwise, all courses for which a student registers will be for credit. The charge for auditing a course is one-half of the for-credit charge. Visit [www.centenarycollege.edu](http://www.centenarycollege.edu) for current charges.

### **Dean's List**

The Dean's List is Centenary College's recognition of excellent academic performance on behalf of its students, and is noted on the student's transcript immediately following the semester in which the honor is earned. Full-time, three-quarter-time, and half-time students are eligible for the Dean's List as noted below:

Full-time and three-quarter-time students are eligible for the Dean's List if they comply with the following criteria: (1) a student must have a semester grade point average of 3.75 or above; (2) a full-time student must have completed a minimum of 12 semester credits, 9 semester credits for the three-quarter-time student, in a given semester, and (3) a student may have no grade below "B-".

Half-time students are eligible for the Dean's List on a yearly basis if they comply with the following criteria: (1) a student must be enrolled for both the fall and spring semesters in a given academic year as a half-time student; (2) a student must have a yearly cumulative grade point average of 3.75 or above; (3) a student must have completed a minimum of 6 semester credits in each of the two semesters in a given academic year; (4) a student may have no grade below a "B-". For the half-time student, the Dean's List honor is noted only following the spring semester.

In addition, students receiving an incomplete in a course will not be eligible for the Dean's List. A student who has a "W" is eligible for the Dean's List provided his/her grade point average and semester hour requirements (12 completed semester credits for full-time, 9 completed semester credits for three-quarter-time, and 6 fall semester and 6 spring semester completed credits for half-time students) are met.

### **Attendance Policy**

Students are expected to attend all scheduled classes. It is especially important for students to attend classes during the first week of each semester and to attend the scheduled class preceding or following a holiday (Thanksgiving, Christmas, Spring Holiday, etc.). A student who finds it necessary to be absent from class should, as a matter of courtesy, inform the instructor in advance of the absence. If absences occur, it is the student's responsibility to make up the work missed and to contact the instructor in regard to the missed work. Permission to make up any type of course assignments may be granted at the discretion of the instructor. Each faculty member is required to establish and monitor the attendance policy for each of the assigned courses he or she teaches. The attendance policy must be stated in the syllabus and distributed the first day of class, or stated on a separate attendance policy sheet and distributed the first day of class. An instructor may lower a student's grade due to excessive absences, because in many classes the student's presence and participation are important in completing the work of the class and achieving success in the course. In many instances, excessive absences will result in poor grades or failure.

Before withdrawing a student from a class due to absences, it is advisable for the instructor to notify the student. However, attending classes and monitoring the number of absences accumulated are the responsibility of the student.

Note: Online – In order to be considered present in an online classroom, students must log into and participate in the Learning Management System classroom a minimum of three days per week.

### **Undergraduate Course Listing and GPA**

All undergraduate courses for which a student registers (including repeated courses) are listed on the undergraduate transcript and are used to calculate the student's grade point average whether or not they are taken to fulfill degree requirements.

### **Grievance of a Grade**

If a student has a grievance in regard to the misapplication of an instructor's grading policy for a course, he/she must comply with the following procedures: (1) the student first must make an appointment with the instructor in question to discuss the manner in which the grading policy was administered; (2) if still dissatisfied, the student must then make an appointment with the Department Chair to discuss the issue in an attempt to resolve the conflict; if the instructor in question is the Department Chairperson, then the student must make an appointment with the Vice President for Academic Affairs to discuss his/her

concerns. 3) If still dissatisfied, the student then must file an appeal in writing with the Academic Review Board (ARB). The student must send a written explanation of his/her situation to the Dean of Students for Academic Support and request a hearing with the ARB, clearly stating the reason for the request, and provide, when appropriate, supporting documentation. Grade appeals will not be heard by the ARB unless they are based on misapplication or arbitrary application of an instructor's grading policy or unusual extenuating circumstances. All appeals must be filed no later than the last day of the tenth week of the semester immediately following the one in which the grievance occurred. Both the student and the instructor are required to attend the grievance hearing, if one is called. If the instructor is unable to attend, the department chair at his/her discretion may choose to attend instead. The department chair may also attend with the instructor if he/she chooses to do so.

### **Eligibility Policy for Athletics/Student Activities**

Students involved in Student Life activities (e.g., student government; fraternities; sororities; clubs, etc.) and/or intercollegiate athletics at Centenary College must meet the following rule of eligibility: To participate in Student Life activities and/or intercollegiate activities, a student must meet the College's "Academic Progress" standards which are published in the College's catalog under "Academic Policies and Procedure." Individual clubs or organizations may establish eligibility regulations requiring higher grade point averages. Students participating in intercollegiate athletics must be matriculated and enrolled in a minimum of 12 semester credit hours at the time of participation. The student athlete also must meet the rules of eligibility of any conference and/or athletic association of which the College may be a member. The Athletic Director will then notify the team members of their eligibility. The analysis of player eligibility must be completed prior to the start of the regular season for each sport sponsored by Centenary College.

### **Academic Probation**

A student's academic standing at Centenary is determined by his/her academic performance. Normally, a student is either in good standing, on academic probation, or academically dismissed from the College. To be in good academic standing, all students are expected to comply with the following minimal requirements:

<b>Freshman year</b>	1 - 12 credits 1.600 13 - 23 credits 1.700	<b>Sophomore year</b>	24 - 39 credits 1.800 40 - 55 credits 1.900
<b>Junior year</b>	56 - 71 credits 2.000 72 - 87 credits 2.000	<b>Senior year</b>	88 or more credits 2.000 (Including a 2.000 in the major field)

**Note: The credit hours shown above are comprised of the total semester hours attempted, including grades of "P," Prior Learning Assessment credits, and transfer credits.**

A student whose cumulative grade point average, and whose major cumulative grade point average during their senior year, falls below the minimum required for good academic standing is noted as being on "academic probation." A student on "academic probation" will have his/her records evaluated by the Academic Review Board (ARB) and, at the discretion of the ARB, may be given either a probationary semester in which to raise his/her cumulative grade point average to the level required for good academic standing, or dismissed from the College. A student who is given a probationary semester is restricted to a maximum of four classes during his/her semester of probation. All decisions regarding academic probation are based on a student's cumulative grade point average (not that of the current or past semester). All decisions regarding reduced course loads, continuance on probationary semester, dismissals, and any exceptions in general to the academic policy of the College are the province of the ARB. A student who is on a probationary semester and who fails to raise his/her cumulative grade point average to the level required for good academic standing after one semester of probation will be considered for dismissal. Students who are on a probationary semester are not eligible to participate in campus activities – i.e., clubs, student government, Greek organizations, interscholastic sports, etc. Students who are on a

probationary semester can continue to use their financial assistance if they qualify as determined through the Office of Financial Aid. "Academic Probation" is noted on a student's transcript.

### **Academic Progress Regulations**

All students are expected to show consistent, methodical progress toward their chosen degree. The following Academic Progress Regulations apply to all students at Centenary College. Failure to maintain proper academic progress as outlined below could result in the loss of financial aid and/or dismissal from the College. In the event of dismissal, financial obligations will be in accordance with the College's refund policy. The Office of Financial Aid is responsible for determining student eligibility for financial assistance. The Academic Review Board is responsible for determining whether a student who shows a systematic pattern of failure to maintain proper academic progress is to be dismissed from the College. The academic progress for all students is evaluated at the end of each semester. First-time full-time enrolled degree students, in order to attain satisfactory progress toward the completion of a degree, must earn a minimum of 24 credit hours in their first 12-month period (including equivalent credit hours earned in development courses), whether or not the student receives financial aid during that period. To maintain satisfactory progress thereafter, full-time degree students are advised to earn a minimum of 32 credit hours in any subsequent 12-month period and progress yearly from class to class. To maintain eligibility for financial aid, full-time students must earn minimally 24 credit hours toward their degree over any 12-month period. The College may require a student to attend summer sessions at either Centenary or another accredited institution (with permission) in order for him/her to maintain satisfactory progress and remain eligible for financial aid. Students who have been notified by the Office of Financial Aid that they have not maintained proper academic progress and, therefore, are not eligible to receive financial aid for the upcoming semester/year may appeal that decision in writing to the Director for Financial Aid. Questions concerning the appeal procedure should be addressed to the Office of Financial Aid. First semester freshmen will not be dismissed for academic reasons.

### **Class Standing**

Full-time students are expected to progress from one class to the next over a twelve month period. A student's class standing is determined by the number of credits earned, as follows:

<b>Freshman</b>	0-23 credits
<b>Sophomore</b>	24-55 credits
<b>Junior</b>	56-87 credits
<b>Senior</b>	88 or more credits

### **Full-Time Students**

Students who carry 12 or more credits or fee units are classified as full-time students. The normal course schedule for a full-time student is 16 to 18 credit hours per semester.

### **Part-Time Students**

Students enrolled in courses equivalent to fewer than 12 academic credit hours per semester are considered to be part-time. Proper academic progress for part-time students is determined by the number of credit hours for which they are currently enrolled. All part-time students must satisfy the accumulated academic credit hours and GPA minimum requirements listed below. Failure to satisfy these minimum requirements may result in loss of financial aid as determined by the Office of Financial Aid and/or dismissal from the College as determined by the ARB.

### **Three-Quarter Time** (students registered for at least 9 credit hours but less than 12)

SOPHOMORE YEAR:	24 credit hours completed after three semesters and two summers with a cumulative GPA of 1.6.
JUNIOR YEAR:	56 credit hours completed after six semesters and three summers with a cumulative GPA of 2.0

SENIOR YEAR: 88 credit hours completed after nine semester and four summers with a cumulative GPA of 2.0

**Half-Time** (students registered for at least 6 credit hours but less than 9)

SOPHOMORE YEAR: 24 credit hours completed after four semesters and two summers with a cumulative GPA of 1.6

JUNIOR YEAR: 56 credit hours completed after eight semesters and four summers with a cumulative GPA of 2.0

SENIOR YEAR: 88 credit hours completed after twelve semesters and six summers with a cumulative GPA of 2.0

### **Maximum Time Frame**

Based upon the academic progress standards listed above, the maximum time frame for a student to complete a baccalaureate degree at Centenary College is:

**Full-Time:** 12 semesters or its equivalent

**Three-Quarter Time:** 15 semesters or its equivalent

**Half-Time:** 22 semesters or its equivalent

**One-Quarter Time:** 43 semesters or its equivalent

### **Dismissal from the College**

Any student who displays a systematic pattern of failure to maintain proper academic progress in one or more semesters, who is on probation for an academic semester, or who violates the College's "Academic Code of Conduct" may be academically dismissed from the College by the Academic Review Board.

Students on Academic Probation must sign a contract indicating their willingness to meet certain criteria established by the ARB in order to remain at the college. Progress will be reviewed by the ARB on a monthly basis. Students not meeting the agreed upon criteria may be dismissed at any time during the semester after a hearing with the ARB. Dismissals from the College for academic reasons are noted on a student's transcript: "Academic Dismissal." Students who violate the College rules and regulations regarding social conduct may be suspended or dismissed by the Judicial Committee in accordance with procedures set forth in the College's *Student Handbook*.

**Appeals:** Any student who has been dismissed by the ARB may appeal in writing to the ARB. Letters requesting an appeal must be postmarked or received by the College on or before, but no later than, fifteen calendar days of the date on the letter of dismissal. Grounds for appeal may include technical error, changes in temporary grades, extenuating circumstances, and/or additional information not previously available to the committee. Letters of appeal must state the reason for appeal and, where possible, should be accompanied by appropriate documentation. The decision of the ARB is final. Students will be notified in writing within three weeks of the action taken. A second dismissal is final.

**Readmission:** Students seeking readmission after dismissal for academic reasons may petition for readmission after one academic year. The student is encouraged to have earned at least twelve to fifteen credits at an accredited institution of higher education with a 2.3 cumulative grade point average and must follow the readmission policies of the College. Readmission is not automatic.

### **Academic Code of Conduct**

As an academic community, Centenary College endorses the pursuit of knowledge through open and honest discourse. Therefore, the College expects students to conduct themselves honestly in all academic activities. Any action which compromises this integrity or otherwise attempts to discredit the knowledge a student has acquired is inappropriate and unacceptable. Through continued participation in the academic code of conduct, students demonstrate respect for Centenary's commitment to academic excellence. It is the intent of the College faculty and trustees that each student acknowledges and adheres to the code. The following definitions of academic code violations encompass misrepresentations of fact and falsification of any portion of the academic process:

1. Plagiarism is knowingly copying published or unpublished material without acknowledging the source.
2. Duplicate course assignment is submitting the same assignment without the instructor's approval for more than one course, or submitting an assignment based on another student's work.
3. Collusion is working with one or more students without the approval of the instructor to complete a project that is expected to be the result of individual effort.
4. Unacceptable classroom conduct includes (a) disruptive and disrespectful behavior; (b) cheating during examinations and laboratory projects by sharing material, looking at another's work, use of unauthorized books, sources, or memory aids, and/or communicating verbally or non-verbally in order to attain assistance; (c) other types of inappropriate actions that impede the learning process.
5. Falsifying information is intentionally giving fraudulent information for the purpose of (a) avoiding negative sanctions; (b) seeking special privileges; (c) assisting another in these purposes.
6. Computer interference is causing damage to or disruption of on-line databases housed on campus, including piracy of copyrighted material and inappropriate duplication of computer disk information. Sanctions for the violation of the "Academic Code of Conduct" are determined by the instructor, but they are limited to academic sanctions pertaining to the course in question – e.g., resubmitting the assignment; grade reduction; failure of the course; etc. Recommendations for more severe sanctions are to be forwarded to the Academic Review Board. Students have the right to appeal sanctions to the Academic Review Board in compliance with the policies of Centenary College and the "Academic Code of Conduct." Copies of the "Academic Code of Conduct," in its entirety and with appeal procedures, may be secured from the Registrar's Office.

All students are expected to adhere to Centenary College's policy concerning Academic Honesty. Any student found cheating, plagiarizing, submitting non-original work, etc., will receive a grade of zero (0) for that work. Flagrant cases of academic dishonesty may result in the student's being dismissed from the class and referred to the Academic Review Board for further action or sanction as deemed appropriate, up to and including dismissal from Centenary College.

**Individual instructors or departments may impose additional penalties. Check the syllabus for the policy that applies to each class.**

### **Leaves of Absence**

Leaves of absence are permitted under special circumstances with the permission of the Vice President for Student Engagement and the Chief Academic Officer. Please refer to the "Student Handbook" on the college's web site [www.centenarycollege.edu](http://www.centenarycollege.edu) for further details, or see the Vice President for Student Engagement.

### **Withdrawal from the College**

Full-time students who deem it necessary to withdraw from the College at any time must go to the Office of Student Engagement for an exit interview and to complete the required documentation. A student who fails to complete this process and who does not report to the College will be administratively withdrawn from Centenary 45 days after the first day of classes of the semester for which the student was expected or when it is determined that the student will not be at the College, whichever is earlier. Proper reporting to the College requires check-in at the Student Billing Office to make sure satisfactory arrangements and the processing of official registration materials through the Registrar's Office. Failure to complete this process within seven days of the first day of classes of the semester for which a student is expected will result in automatic deregistration from classes for that semester and removal from the residence halls. The student may also be administratively withdrawn from the College if check-in procedures are not completed.

## **Transcripts**

The College issues two types of transcripts – unofficial (given to the student) and official (issued directly to a college or an employer) upon written request of the student or alumni. The official transcript bears the College Seal. Requests for transcripts should be directed to the Registrar's Office. No transcript will be issued unless a student's final account has been paid in full. Students who request transcripts must pay a fee for each transcript requested.

## **Credit for Study in Summer and Winter Sessions**

A student who desires credit for summer or winter session courses at another college must have the prior approval of the Dean for Academic Affairs. Centenary will accept transfer credit for semester hours only for all approved courses in which the grade is "C-" or better. Associate degree candidates are allowed 9 credits for an entire winter/summer combination. Bachelor degree candidates are allowed 12 credits for an entire winter/summer combination. (Forms are available in the Registrar's Office.)

## **Degree Applications**

All students who plan to graduate with a degree from Centenary are required to complete a Candidate for Degree Application Form in the Registrar's Office. This form must be completed a minimum of one semester prior to their anticipated graduation. Students should check the Academic Calendar for the exact deadline dates for filing.

## **Degree Requirements**

Centenary College offers programs leading to the degrees of Bachelor of Science, Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Social Work, Associate in Science, and Associate in Arts, Master of Arts, Master of Science, and Master of Business Administration. For specific program outlines, refer to the section outlining course offerings by degree program. While Centenary provides quality advising and keeps accurate records to assist the student, it is ultimately the student's responsibility to make certain that all degree requirements have been successfully met.

Candidates for any degree from Centenary College must successfully complete the following requirements:

1. Baccalaureate degree candidates must successfully complete the College's Core Requirements. Associate degree candidates must successfully complete the College's Core Requirements as outlined in their respective programs.
2. All graduates must successfully complete 128 semester hours for a Bachelor degree or 64 hours for an Associate degree with a cumulative grade point average of 2.000 or better, and a minimum cumulative grade point average of 2.000 in their major field of study, as well as specific program requirements as outlined by the College catalog at the time of admission.
3. All degree candidates must complete their final 32 credit hours of course work at Centenary. Exceptions to this policy can be made only by the Chief Academic Officer.
4. Master's degree candidates must complete the requirements outlined in their respective program with a cumulative grade point average of 3.0 or better.

## **Associate Degree**

Candidates for either the Associate in Arts or the Associate in Science degree must complete a minimum of 64 credit hours and attain a minimum 2.0 cumulative grade point average. Students who are working toward the Associate degree must complete the final 32 credit hours for academic work at Centenary.

## **Double Major**

Centenary students may declare a double major. If the designations cross degree lines (BA, BS, BFA, BSW), the student must declare which designation is primary. The requirements for both majors must be

completed in addition to the College core. Courses may be shared between degrees, providing the core and all major requirements for each degree are completed. A minimum of 128 credits is required.

The student must declare the double major with the Academic Success Center. Notification of the double major will be made to the advisor and the Department Chairs for both majors.

### **Second Baccalaureate Degree**

Candidates for a second baccalaureate degree who already hold a baccalaureate degree from either Centenary College or another accredited college or university must satisfy the following requirements to qualify for a second baccalaureate degree from Centenary College.

1. Meet the minimum residency requirement set by Centenary of 32 credit hours;
2. Successfully complete the major and the College core requirements for that degree;
3. Maintain a minimum overall cumulative grade point average of 2.0;
4. Maintain a cumulative grade point average of 2.0 in the major.

While transfer credit may be applicable to avoid duplication of course work, the residency requirement of 32 credits must be met. Appropriate courses with a grade of C- or better will be accepted for transfer.

### **Minors**

Minors must be declared with the Academic Success Center. A minor must also be identified on the Graduation Application prior to the awarding of the degree, and it must be completed at the same time as the major in order for it to be awarded.

### **Honors Designations**

Baccalaureate degree candidates who have achieved a cumulative average of 3.5 or better based on at least 50 graded semester hours of credits earned at Centenary will receive honors designations on their degrees. Credits earned through Prior Learning Assessment and/or CLEP exams do not count towards eligibility for honors designations. The specific designations are as follows: Summa Cum Laude, 3.850-4.000; Magna Cum Laude, 3.700-3.849; Cum Laude, 3.500-3.699.

### **Commencement**

Centenary College awards degrees three times during the year: May, September, and January. There are two Commencement ceremonies, during the months of January and May as designated in the Academic Calendar. September and January graduates must participate in the January Commencement ceremony.

**Candidates for any degree** (Associate, Bachelor or Master) must have completed all of their degree requirements in order to participate in either the January or May Commencement ceremony.

**To be eligible to participate in the Commencement ceremony all students must be in good academic standing.**

**Undergraduate students must have an overall minimum cumulative grade point average of 2.000. Additionally, the GPA in the major courses must be 2.000 or better.** Undergraduate candidates for graduation who do not have a minimum cumulative grade point average of 2.000 and a GPA of 2.000 in the major courses at the time of Commencement will be excluded from participation in that Commencement ceremony and will be given no more than one semester – i.e., summer sessions, fall, or spring, whichever is relevant – in which to raise their cumulative grade point average to 2.000 or above in order to qualify for graduation. **Students who are not successful in meeting the requirements of this probationary semester will be dismissed from the College for failure to maintain satisfactory academic standing and progress.**

**Any students who have not met their financial obligations to Centenary College in full, or who have not made satisfactory arrangements with the Business Office for payment, will be denied the privilege of participating in the Commencement ceremony.**

Graduation applications must be completed and delivered to the Registrar's Office by the date specified in the Academic Calendar along with the graduation fee. **Graduation applicants who do not meet the specified application date will be moved to the next graduation date following completion of the application and payment of the graduation fee.**

## **SPECIAL PROGRAMS**

### **Academic Success Center (A.S.C.)**

Through the campus Academic Success Center, located in the Harris and Betts Smith Learning Center, students may receive tutoring by professional or peer tutors. All students may request tutoring themselves or may be referred to the A.S.C. by their instructors. Students are encouraged to register for tutorial services as early as possible in a semester. Additionally, students can receive assistance with time management, effective listening skills, and note taking techniques, study strategies, and test taking hints. The staff counsels students with their academic concerns and is dedicated to helping them achieve academic enrichment and excellence. There are no fees for any of the services offered through the A.S.C.

### **Educational Opportunity Fund Program (E.O.F.)**

The state-funded Educational Opportunity Fund Program, located in the Harris and Betts Smith Learning Center, provides supportive services and financial assistance to students who are the first in their families to attend college. These students, who have graduated from Abbott Districts, demonstrate the potential and motivation to be successful at Centenary College. In order to be selected for the Program, students must be New Jersey residents and fulfill the eligibility criteria established by the EOF Program. First-time freshman are required to attend a six-week residential summer program prior to their first semester of attendance at Centenary College. The summer program is designed to strengthen basic skills and enable the student to become familiar with campus structure and staff. Students also participate in seminars in leadership as well as personal and career development. Tutorial services are available every semester, including summer, to both initial and renewal students. In order to promote successful academic achievement, the staff closely monitors student progress. Counseling service is provided to assist the students in their adjustment to college life. Applicants for admission to Centenary College through the EOF Program must complete the regular admissions process before eligibility for the Program can be determined.

### **Services for Students with Disabilities**

Centenary College is committed to full academic participation for persons with disabilities. It is the policy that no qualified person will be excluded from participating in any college program or activity or otherwise be subjected to discrimination with regard to any college program or activity. This policy derives from the commitment to non-discrimination for all persons in employment, access to facilities, student programs, activities, and services. Achieving full participation and integration of people with disabilities requires the cooperative efforts of all departments, offices and personnel. To this end, Centenary College continues to strive to achieve excellence in its services and to assure that its services are delivered equitably and efficiently to all members of its campus community. Assurance of equal academic participation rests upon legal foundations established by federal law, specifically the Rehabilitation Act of 1973 including Section 504, and the Americans with Disabilities Act of 1990. By federal law, a person with a disability is any person who: 1. has a physical or mental impairment; 2. has a record of such impairment; 3. is regarded as having such an impairment which substantially limits one or more major life activities such as self-care, walking, seeing, hearing, speaking, breathing, or learning. Any student who has a disability is encouraged to identify him/herself and seek assistance through the Disabilities Services Office.

### **The Disabilities Services Office**

In accordance with federal mandates, Centenary College provides reasonable accommodations and ensures accessibility for all students with disabilities through its Disabilities Services Office (DSO), located in the Harris and Betts Smith Learning Center. We recognize and challenge the potential of every student. Therefore, the mission of our Disabilities Services Office is to provide students with disabilities the necessary tools, reasonable accommodations and support services to participate fully in the academic environment. The staff assists each student to help maximize their potential for success while promoting self-awareness, independence and self-advocacy. Our staff works

closely with eligible students to afford each individual equal access to employment, educational opportunities, activities and programs.

### **What Services are Available?**

Services are determined on an individual basis and may include, among others; arranging for academic accommodations such as access to classrooms or extended time testing; providing instructional support, remediation of basic academic skills, priority registration, tutorial assistance, academic counseling; and/or arranging for auxiliary aides such as books on tape, tape recorders, and specialized computer equipment and software.

### **Determining Eligibility for Services**

Prior to the provision of accommodations and related services, students must self-identify and provide appropriate documentation to the Director of Disability Services. Depending on the nature of the disability and the accommodation requested, the amount of advanced notice may impact upon the college's ability to provide reasonable accommodations in a timely fashion. For this reason, students are encouraged to arrange for accommodations at the beginning of each semester.

### **Special Needs Programs**

For students with learning disabilities, Centenary offers two specifically designed programs: Project ABLE, a fee-based, intensive learning support program during the fall and spring semesters, which provides one-to-one instructional support, tutoring, early progress reporting, and close academic monitoring. In addition, the Step Ahead Program, a six-week, pre-college summer program, focuses on remedial course work and making a successful transition to college.

### **Project ABLE: A Program for Students with Learning Differences**

Recognizing and challenging the potential of every student is one of Centenary's most important traditions. For the college student with learning disabilities, we offer an individual approach, stressing learning strategies. Project ABLE is a fee-based, comprehensive support program designed to provide a student-centered learning environment for students with mild to moderate learning disabilities. Emphasis is placed on one-to-one instructional support sessions, professional tutoring, early progress reporting, and close academic monitoring. Project ABLE is not a remedial program but an educationally-based, support program designed to assist each participant in becoming a successful college student. This program is individually designed to help each student build their own *Academic Bridges to Learning Effectiveness*. Although success is not always a guarantee, participants often excel beyond their expectations. A "learning contract" or Individual Service Plan (ISP) is developed with each student at the beginning of the semester. Emphasis is placed on developing learning strategies, study techniques, organizational skills, personal accountability, and self-advocacy. Enrollment in Project ABLE is determined on an individual basis and primarily focuses on freshmen students who must self-identify and provide appropriate documentation in order to be considered. Generally, students participate in Project ABLE for, at least, their first year. Contact the Disability Services Office in the Harris and Betts Smith Learning Center with questions or for more information about arranging for academic accommodations and other disability-related programs and services.

### **Individualized Studies (B.A. Degree)**

The Bachelor of Arts program in Individualized Studies is designed to meet the needs of those students who desire greater breadth of study in an arts or sciences discipline (or combination of disciplines) not offered as a major. An "individualized" program also may be designed to accommodate the student who wants to combine liberal arts with a career program or who desires an interdisciplinary program. The major advantage of this program is its adaptability to the educational goals of the student. To qualify for the Individualized Studies major, the student must develop a program of individualized study in consultation with the Office Academic Affairs Dean/Advisor. Program requirements must be specifically delineated for

each semester of study, as they are for all other College programs. The student must then complete these program requirements as they have been outlined and approved. While a program of individualized study may be established at any point during the student's first two years at Centenary, the program must definitely be outlined prior to the beginning of the junior year, or in the case of a transfer student, at the commencement of his/her academic studies at Centenary. The Individualized Studies contract must include the following requirements: (1) the completion of all the College's core requirements as agreed upon with the Academic Dean/Advisor; (2) a total of 32 credits in two disciplines, with a minimum of 16 credits in each of the two disciplines; (3) a minimum of 16 credits to be taken at the 300-400 level of course work, with at least 4 credits at this level per discipline. A "discipline" is defined as a major field of study or a related cluster within one of the departments. For example, Fashion Merchandising and International Studies (major fields of study) or Equine and Business (a related cluster within two departments). Credits applied to these two disciplines cannot be used for a minor or concentration in any other academic program, or to satisfy the College's core requirement. Only students preparing for Teacher Certification may include education courses as part of their Individualized Studies cluster.

### **Pre-Law**

A traditional liberal arts program is recognized and sought by law schools. No specific major or set of courses is prescribed for entrance. A student should select a curriculum which enables him/her to strengthen skills in argument, analysis, and communications. Students interested in the law profession are encouraged to seek advising from the Pre-Law Advisor early in their academic program.

### **Off-Campus Opportunities in the United States**

The Washington Semester is hosted by American University, Washington, D.C. Centenary College students have the opportunity to study at American University for one semester. Internship opportunities are available in government and politics.

The Disney College Program is also available to Centenary College students. Located at Walt Disney World in Orlando, FL, and Disneyland, Anaheim, CA, The Disney College offers courses and internships in Business and Communication. Students accepted into the Disney program will enroll as commuter students.

### **Independent Study**

Any sophomore, junior, or senior who has earned a minimum cumulative GPA of 2.750 may elect, if the program area of study permits, to do intensive independent study in an area that is of special interest and in which previous preparation warrants undertaking work over and beyond that available in the regular course offerings of the College. Independent studies are not to be used as substitutes for established courses unless there is an irreconcilable conflict. The student selects a topic from a single field of learning or one that is interdisciplinary, prepares and executes a plan of study in consultation with a full-time Faculty member who will supervise the course, presents a written report of other evidence of accomplishment suitable to the topic. In addition, the student may be required to take an oral or written examination. The credit granted, to be determined when the topic is approved, may be for one to four credit hours. No more than eight credits in independent study may be applied toward an Associate's degree; the maximum number of credits applicable toward a Bachelor's degree will be determined by the nature of the student's program.

### **Internships**

Professional preparation is provided for students through Internships developed by the College in cooperation with business, industry, government and social service agencies. Internships are a proven approach to connect learning with the world of work. The Coordinator of Study Abroad and Internships, in the Office of International Programs, coordinates the efforts of the student, employer and faculty advisor so that the student gains occupational experience related to the major field of study. Internships are available and encouraged. Students should meet with their faculty advisor to determine availability in each major.

### Internship eligibility guidelines

- A total of 133 internship hours are required for every 4 credits earned.
- Must be classified as a Sophomore, Junior, or Senior.
- Must have a minimum cumulative GPA of 2.5.
- Must have completed minimally 40 credits at Centenary. .
- The student interviews for the position on an open, competitive basis.
- The student consults with his/her faculty advisor, develops learning objectives, and completes an academic paper or project for a grade.
- The student attends classes on campus while maintaining the responsibilities of the job.

A student may earn 4 to 8 credits per semester for an overall maximum of 16 Internship credits. Internship assignments enable students to continue and complete their education in a meaningful way. These cooperative arrangements also allow employers to evaluate students over an extended time period for potential full-time employment following graduation. Information on internships is available in the Career Center. Please visit [www.centenarycollege.edu](http://www.centenarycollege.edu) for fees.

NOTE: The internship program is available to traditional, undergraduate students. An internship must be a program-related, horizon-expanding experience. A student may not use current employment for internship credit. The intern may not be supervised by a relative. All internships must be approved prior to beginning the job. Approval will not be granted once a job has started.

### Practicum Courses

At Centenary, students may receive academic credit for work on campus publications, Little Theatre productions, and Dancemakers. This enhances a student's job marketability by adding practical experience to his/her background. Individual descriptions for practicum courses may be found in the course descriptions section.

### Prior Learning Assessment Program

Centenary College's Prior Learning Assessment (PLA) Program is designed to help the adult learner combine college courses and life and/or work experience in a nontraditional approach toward earning a college degree. This program is supervised through the office of the Dean for Outcomes Assessment Research. Adult learners who are 23 years of age or older, matriculated, and who have earned a minimum of 8 credits of coursework at Centenary are eligible to participate in this program.<sup>1</sup> Students may not use PLA credits to satisfy their 32 credit residency requirement at the College.<sup>2</sup>

To become involved in the College's PLA Program, all interested students must complete a Prior Learning Assessment Pre-registration Checklist through their academic/program advisor. Students must then register for and successfully complete a one-credit required course, PLA 1000: PLA Portfolio Development. This course is offered quarterly. The course will cover details of the PLA process and the mechanics of portfolio creation. After successful course completion, students will create and submit portfolios for approved course content to the Dean for Outcomes Assessment, who will then assign the portfolios to faculty evaluators who will assess the portfolio and determine if college-level credit has been demonstrated and the amount of credit earned.

### Fees:

- The Prior Learning Assessment fee for PLA1000 is the equivalent of one credit at the prevailing tuition rate at the main campus, payable upon registration for the course.<sup>3</sup>
- The fee for PLA credits is 50% of the prevailing tuition rate per credit for the main campus. Fee payment is due in full upon submission of portfolio(s) for evaluation.<sup>3</sup>

<sup>1</sup> Students in the accelerated cohort programs can **only** apply for PLA courses that are not part of their cohort of study.

<sup>2</sup> PLA credits, including CLEP credits, cannot be applied toward the College's 32 credit residency requirement. All evaluations for PLA credits must be completed by the end of the semester before the one in which the student is planning to graduate.

<sup>3</sup> The PLA fee is not eligible for any discounts such as, but not limited to: Employee, PDS, law enforcement, etc. The fee for PLA 1000 is not covered by full-time tuition (12-18 credits); it is an additional tuition charge for 1 credit.

## OFFICE OF INTERNATIONAL PROGRAMS

**Joseph Linskey**, Dean of International Programs; Associate Professor of Criminal Justice and Sociology

**Seong-Eun Im**, Graphic Designer for International Program and Adjunct Professor

**Hye-Jin Lee**, Administrative Manager of International Student Affairs

**Patricia Mahaffey**, Coordinator of Study Abroad and Internships

**Hong Rong (Tina) Tang**, Administrative Assistant and International Student Recruiter

**Marvin Walker**, International Admissions and Immigration Assistant

**Sungwon Yim**, International Coordinator for ESL and Tutoring Services

**Hyo Chong Yoo**, Associate Director of International Programs; Associate Professor of Art and Design

Centenary College draws a large percentage of its student population from many countries around the world. The Office of International Programs, located in the Engelhard Corporation International Center in Smith Hall, serves as a connecting point to meet the needs of these students as they adjust to a new culture far from the accustomed support systems of home. The Office of International Programs assists students in establishing and maintaining their legal status as international students in the United States in compliance with the regulations of the United States Citizenship and Immigration Services (formerly Immigration and Naturalization Services); organizes free professional and peer tutoring for international students in all subjects; offers cross-cultural counseling and support in academic and social matters for individuals and small groups; assists students in making arrangements for banking, driver's licenses, and Social Security identification; coordinates the College-wide voluntary Conversation Partners Program; guides students to internships and community service opportunities; provides academic advising and registration assistance to all international students; serves as a liaison, as needed, between international students and administrative and academic departments of the College; and supports and promotes the activities of Centenary Alumni Association chapters abroad. Any Centenary student may wish to take advantage of the opportunities provided by this office, including shopping excursions, cultural activities, and escorted visits to the Social Security Office or the N.J. Division of Motor Vehicles. The staff of the Office of International Programs is available for consultation or advising on intercultural issues and can arrange for presentations by international students on a wide range of intercultural topics for classes or extra-curricular groups. All students who would like to increase their intercultural awareness are encouraged to participate in activities sponsored by the Office of International Programs and the International Student Organization.

### **Study Abroad/Off Campus Study**

Centenary College encourages qualified students at the Junior or Senior level who are in good academic standing, to consider a Semester Abroad study option. Those students who are interested in pursuing this opportunity should initially contact the Coordinator of Study Abroad and Internships in the Office of International Programs, where an application may be obtained. The application should be completed at least two semesters before the intended semester abroad, but no later than March 1 prior to that semester. Several Study Abroad sites, listed below, have been identified and approved by the College.

In order for financial aid and scholarship funds to be applied, the student must participate in a program at a site approved by Centenary College. There is a limit to the amount of Centenary scholarship or grants a student may receive while studying abroad, and the Financial Aid Office should be consulted.

Once a formal program of study has been formulated and endorsed by the student's academic advisor, the Study Abroad Review Board will review the application. Students who have a minimum grade point average of 3.0 may explore this option. Similar procedures apply to summer study and winter intersession programs.

If accepted, the student agrees to participate in the Study Abroad Program, giving his/her best effort on behalf of Centenary College. The student is obligated to pay Centenary College full-time tuition, room and board, and mandatory fees following acceptance into the program. The refund policy of the host institution will apply. It is understood that cultural differences are inherent to the Study Abroad program, and a level of maturity is necessary to handle the challenges the student will face. Students will be counseled by the Financial Aid Office that Federal Loan recipients who do not return for the subsequent semester will go into repayment within six months of leaving school or the 6 month grace period will be affected. Not all applicants are accepted into the Study Abroad program and, if accepted, the student must make a commitment to complete the program and accept the financial obligations.

Students applying for the Study Abroad/Off-Campus program must be enrolled as full-time traditional undergraduate students while studying abroad/off-campus. The Study Abroad Program is highly competitive. In addition to being accepted into Centenary's program, students must also be accepted by the receiving institution.

Centenary Accelerated and Professional Studies (CAPS) students are not eligible for Study Abroad/Off-Campus.

Approved Study Abroad sites include:

- ✓ **Canada:** Humber University (Toronto)
- ✓ **England:** Hartpury College (Equine Studies only; Departmental approval required)
- ✓ **Japan:** J.F. Obirin University (Machida/Tokyo), Toyo-Eiwa, Yokohama, Otemae University
- ✓ **Korea:** Baeksoek University (Seoul), Dungkuk University (Seoul), Ewha University (Seoul), Hyupsung University (Hwaseong), Korea University (Seoul), Hoseo University, Yong-In University
- ✓ **Northern Ireland:** University of Ulster (Northern Ireland, U.K.)

In addition, Centenary College enjoys a partnership with St. Peter's College, Oxford University (Oxford, England). Through this program, Centenary College students with a 3.000 GPA may take two courses during a summer session at Oxford University from early July to mid-August. Courses are taught through an integrated program of tutorials, seminars, and lectures. The subject matter ranges from Medieval Studies, to English Literature, to Environmental, Urban and Regional Studies. If accepted, Centenary College students may also be able to study at St. Peter's College for a semester or year abroad

Additional opportunities may be available during a particular semester. Students should consult the Coordinator of Study Abroad and Internships.

### **English as a Second Language (ESL)**

The English as a Second Language Program (ESL) is designed to prepare students for academic and cultural success at the College. The courses are designed to help students who already have a basic level of English skills acquire academic English language proficiency so they will be successful in college level study. The ESL curriculum is intended to enhance students' English language proficiency in all language skills while also focusing on the academic skills necessary for success in higher education. In addition to language and academic skills, students are given the tools to understand and feel at ease in the culture of the United States. The Program provides placement testing and evaluation of individual student competencies to identify students' strengths and areas that would benefit from improvement. Specific courses are then provided to address these needs.

**Summer Culture and Language Program (SCLP)**

The Summer Culture and Language Program (SCLP) is designed for non-native speakers of English preparing to attend American colleges and universities. In a six-week program running from early July to mid-August, classes meet four days a week for a total of 120 hours and offer 8 college credit hours upon successful completion; 4 credits in ESL and 4 credits in Sociology/American Culture. The program focuses on English proficiency skills for success in American higher education.

One or two days each week is devoted to off-campus cultural activities designed to enhance students' experience and knowledge of the U.S. As part of the overall experience, Centenary provides a full range of co-curricular activities ranging from a personalized guided tour of New York's world-renowned Metropolitan Museum of Art to extended visits to Boston, Washington, D.C. and Philadelphia.

## **STUDENT ENGAGEMENT**

**The Reverend David L. Jones**, Vice President for Student Engagement & Service and College Chaplain  
**Dorian Alu**, Career Services Coordinator  
**Neil Andrito**, Director of Residence Life  
**Kelly Bowes**, Area Coordinator  
**Maria Crimi**, Manager, Campus Life  
**Joshua Ecochard**, Coordinator of Community Service  
**Ann Falbo, M.D.**, College Physician  
**Lorna Farmer**, Director of the Counseling Center  
**Deborah Diamond Fisch, Psy.D.**, Director of the Women's Center  
**Donald Gebhard**, Assistant Chaplain  
**William Giovine**, Pool Director  
**JoAnn Holland**, Administrative Assistant for the Women's Center  
**Jessica Hoover**, Director of Student Activities  
**Michael Iris**, Director of Career Services  
**Leonard Kunz**, Assistant Dean of Students for Campus Safety  
**Tiffany Kushner**, Director of Student Activities  
**Mikolaya Nunka**, Counselor  
**Mary Painter**, Director of Student Services  
**Jean Robert, R.N.**, Director of Health Services  
**Joshua Walker**, First Year Experience Coordinator  
**Suzanne West, R.N.**, College Nurse  
**Elba Young**, Administrative Assistant for Student Affairs

### **Student Life**

The mission of the Division of Student Life is to contribute to the creation and maintenance of an educational co-curricular experience for all part-time and full-time students. The division works to provide a supportive atmosphere that will enhance students' personal development, persistence within and commitment to the College community and beyond. Personal development is defined as helping students achieve their own potential by cultivating their self-improvement skills as they relate to themselves, their community and their profession, inside and outside the classroom environment. This mission will be accomplished through assessing, understanding and responding to student needs; developing, promoting and implementing co-curricular programs; empowering student leaders and contributing to their effectiveness; and providing responsive advising, career and personal counseling, food, health, security and tutorial services, among others. These measures are designed and instituted in concert with the faculty and academic programs of the College, as well as with other service-oriented departments, including Admissions, Athletics, Book Store, Business Office, Facilities Operations, Library and Registrar.

### **Student Engagement**

Centenary College attempts to keep close and personal contact with students through the Office of Student Engagement. The staff is responsible for developing programs and activities which aid in a student's social and emotional development. The aim is to make the college experience rich and rewarding for all students. The Student Affairs Office serves as a central resource area in helping students deal with problems and concerns. Students may receive help from members of the Student Life staff or through referral to other personnel. The office also has the responsibility for student disciplinary processes and for processing student withdrawals, leaves of absences, and changes in student status and/or major.

### **First-Year Program**

The First-Year Program at Centenary College is a year-long initiative designed to equip first-time full-time students with the skills and experiences needed to successfully complete a college degree. Students will

receive the personal attention they require to succeed – e.g., dedicated faculty, academic advisors, and peer tutors.

## **Campus Life**

### **Residence Life:**

More than half of the full-time undergraduate student body lives in residence halls. An important part of the education philosophy of Centenary is that each student should have an opportunity for group living. The College views the residence life program as an extension of the student's total educational experience. The opportunities for daily contact with students from varied backgrounds and of different cultures are invaluable in developing attitudes and understanding that will enrich the student's life and learning. It is important for each student to recognize her/his responsibility to respect and protect the dignity, rights and feelings of fellow students. Every effort is made to develop in each student a high degree of community awareness, self-discipline and a sense of responsible citizenship. A student-run Residence Council exists to address issues within the residence halls and to develop programs and activities in the residence halls. In addition, trained Resident Assistants and Hall Directors offer hall-based social, educational and cultural programs and services throughout the year. All full-time students who reside on campus are required to sign a legally binding residence hall contract prior to moving into a residence hall. Additional copies of this contract are available in the Office of Campus Life and the Division of Student Affairs Office. It is each student's responsibility to be familiar with the contents of the contract. The college reserves the right to void a residence hall contract in the event a student's course load falls below 12 credit hours during any academic semester. All students need to take responsibility for their own physical and mental well-being. It is in the student's best interest as well as in the best interest of the entire community for all students to abide by the rules and regulations of the College. Therefore, in certain instances where it is apparent that a student is not acting responsibly, or is engaging in self-destructive behaviors, the Office of Student Engagement, in consultation with appropriate Student Life staff members, has the right to terminate residence contracts. Students are held responsible for damage to their rooms or any other part of the residence halls, lockers, classrooms, etc. The safekeeping of student property is the responsibility of the individual; no reimbursement from the College can be expected for the loss of property. Policies and procedures will be revised periodically. Questions related to student housing should be referred to the Office of Campus Life.

### **Commuting Life:**

Centenary believes that the college experience can be enhanced by becoming involved in some of the many organizations and activities offered at the College. This involvement can augment the student's academic experience and help him/her feel more a part of the Centenary community. All students, including commuters, are encouraged to take an active role by becoming active in student government, clubs, committees, fraternities, sororities, etc. Commuter students should consider joining the Commuter Council. The goals of the Commuter Council involve addressing specific issues and concerns of commuter students, organizing activities and informing commuters of pertinent information. Lockers are available to commuter students through the college mailroom. In addition, commuter students spend time in Tilly's, the College snack bar, and the John M. Reeves Student Recreation Center. Traditional full-time undergraduate commuters are entitled to five meals per week, Monday through Friday. This is a gift to you, provided by Centenary, and is not reflected in your tuition. Housing accommodations are available for commuter students when inclement weather threatens or in the case of a late meeting or event. Prior arrangements must be made. For overnight accommodations, information about the Commuter Council, or any other service available for commuter students, contact the Director of Student Activities.

## **Student Activities**

Co-curricular activities are an integral part of the college experience at Centenary. Many of the activities are related to a student's major; some focus on spiritual or cultural development; others are entirely social. The aim of student activities is to provide outlets for expression, creativity and enjoyment. Centenary

students have opportunities to plan and participate in activities sponsored by various cultural, recreational, and social organizations on campus. Membership in college clubs and organizations allows students to meet and work with other members of Centenary's diverse community. Sports and recreational competitions and activities, community-wide cultural and social events, movie nights, coffee houses and special on-campus weekends fill the monthly activities calendar. The Student Activities Office offers support and advisement for all recognized clubs and organizations on campus, including the sororities and fraternities. Seeking out and training a diverse cross section of student leaders is another vital function of Student Activities. The Student Activities Office provides support for all student activities and is helpful in working with students to evaluate needs and to form new organizations to meet those needs.

### **Campus Ministry**

The Campus Ministry program at Centenary is designed to work with all students regardless of their religious background. The program emphasizes cultural pluralism in an interfaith context. This program coordinates all Centenary ministry activities as well as provides students with off-campus activity information, including information on local places of worship.

### **Community Service**

Centenary provides information on community service to all interested students, faculty and staff through the Community Service Office. This office is the focal point for Centenary community service and service learning activities on- and off-campus. Community service and service learning opportunities are available through various classroom experiences, through student organizations and through Orientation, among other programs. Each student is encouraged to get involved in community service and service learning throughout their Centenary career and beyond.

### **Counseling Center**

Centenary College offers all students the opportunity to participate in individual counseling with a professional counselor. Group counseling is also offered as needed. Whether students are having difficulty adjusting to college or experiencing uncertainty or lack of direction in certain aspects of their life, counseling can help them develop decision making skills that can be helpful. The Counseling Center is actively involved in many facets of campus life, including the Residence Life Program, the Fresh Start Program, New Student Orientation, and faculty and staff and student education in the area of mental health issues. Educational programs dealing with such topics as Wellness, Eating Disorders, Issues of Diversity, Substance Abuse, and Dating Violence are sponsored by the counseling department on an ongoing basis. Counseling services are available without charge and all sessions are strictly confidential. Referrals may be made to professionals or agencies in the community for long-term counseling. Ethical standards of the American Psychological Association and the National Association of Social Workers are strictly maintained.

### **Food Service**

Centenary's food services are contracted out to Chartwells, Inc. Chartwells runs the cafeteria service, a coffee bar that is located on the west side of the Seay Building overlooking the Quad, and on-campus catering. The Dining Hall is located in the David and Carol Lackland Center. Resident students are required to participate in the meal plan. Guests will be admitted only with a meal ticket. Traditional full-time undergraduate commuter students are welcome to eat five meals per week in the Dining Hall. Please check the "Student Handbook" for hours and rules for the College's dining services.

### **Health Services**

Good health, which includes physical, emotional, and social well-being, is an essential ingredient for the academic success of all students. Maintenance of good health through prevention, education, and treatment of illness is the primary goal of the Health Services Office. To accomplish this goal, the Health Services Office must have an accurate and complete set of health forms on file prior to admission. In addition, the Health Services Office prepares students to be informed health care consumers. The Health Services Office is located on the third floor of the Seay Building. It is staffed by two Registered Nurses

certified in college health, one full-time and one part-time. The College physician is on campus twice a week and referral to outside resources and agencies is provided when necessary. All services are confidential.

### **Security**

Centenary strives to ensure a safe, secure campus environment. Information regarding campus crime statistics is available through the Student Affairs Office. Centenary security personnel are on duty twenty-four hours, seven days per week. Security officers conduct safety tours and routine checks. An escort service is available by calling Security through the operator with your name and location. The Campus Life on-duty staff may be reached for assistance at any time by dialing 0. Please check the "Student Handbook" for additional information and policies regarding safety and security on- and off-campus.

### **Athletics and Intramurals**

Students will find participation in varsity athletics or recreational activities a rewarding experience. The men's and women's athletic programs are members of the Colonial States Athletic Conference at the NCAA Division III level. Women's teams include basketball, cross country, lacrosse, soccer, softball, and volleyball. Men's teams include baseball, basketball, cross country, golf, lacrosse, wrestling, and soccer. Affiliations include the Colonial States Athletic Conference (CSAC), the National Collegiate Athletic Association (NCAA), the Metropolitan Intercollegiate Wrestling Association (MIWA), and the Eastern College Athletic Conference (ECAC). While Centenary College does not offer any athletic scholarships, we do compete against scholarship and non-scholarship colleges throughout the New Jersey, New York and Pennsylvania region. Intramural and recreational activities, based upon student interest, include aerobics, basketball, jogging, karate, dodge ball, ping-pong, swimming, volleyball, softball, soccer, and the Fitness Center.

The John M. Reeves Student Recreation Center (RSRC) is the locus of indoor athletic, recreational, and leisure activities. It houses The Folkner Family Gymnasium and the College's practice/competition basketball and volleyball courts. The RSRC is also the location of the fitness center, a wrestling room, and an indoor swimming pool. Outdoor facilities include two lacrosse and soccer fields, a softball field (off campus), and a baseball practice field. The baseball team plays all their home contests at TD Bank Park in Bridgewater, NJ.

### **Women's Center**

**The Northwest New Jersey Regional Women's Center at Centenary College** was established by the N.J. State Legislature in 1987 to provide educational and counseling services to women and their families in Northwest New Jersey. The goal of the Women's Center is to furnish students, staff and community with a variety of well-informed assistance to enhance decision-making skills. Our legal, counseling, career and financial clinics provide short-term, one-on-one guidance with area and campus professionals. We also offer a range of educational programs and services, featuring an extensive Women's History Month celebration and the sponsorship of Centenary student applicants to the National Women as Leaders seminar in Washington, D.C. Our workshops, programs and services are usually free to Centenary students.

### **Family Educational Rights and Privacy (FERPA) Statement (Fall 2008)**

(While gender-neutral language is employed in this statement whenever possible, "she or "her" occasionally appear. They are used to avoid awkward locutions and are not intended to perpetuate gender stereotypes.)

## **I. SCOPE OF THE ACT**

### **(a) General.**

The Family Educational Rights and Privacy Act (FERPA) is federal legislation that establishes guidelines governing the way educational institutions maintain and supervise student records. The Act requires the College to notify parents and students annually how it complies with the Act's requirements. The Act is

intended to assure a student that he or she can:

1. Inspect and review her educational records
2. Request an amendment to her education records
3. Participate in a hearing if the request for an amendment is unsatisfactory.
4. Request that Centenary College does not disclose directory information about him or her.
5. File a complaint with the U.S. Department of Education.

The Act permits the release of records without the prior consent of the student to appropriate College personnel and to parents of a student who have established the student's status as a dependent. There are also other circumstances as set forth in the Act in which student information would be disclosed without the student's prior consent.

A student who wishes to allow another person access to her records should complete a 'FERPA Waiver' in the Office of the Vice President for Student Engagement. The Waiver will be in effect for the duration of a student's study at Centenary or until permission to disclose is revoked in writing by the student.

A parent wishing access to student records should have their son or daughter complete the 'FERPA Waiver.'

### **(b) Records Covered.**

"Educational records" of a student include records, files, documents, and other materials regularly maintained by the College that contain information directly related to a student and that are maintained in connection with the student's attendance at the College.

There are a number of types of records that are specifically excluded from the scope of the Act. For example, a student is not entitled to examine the following:

1. Records maintained personally by faculty members that are not available to others.
2. Records maintained by Campus Safety that are not available to others outside that department.
3. Records that are created or maintained by a physician, psychologist, or other recognized professional or paraprofessional that are created, maintained, or used only in connection with the provision of treatment to the student and are not available to anyone other than persons providing such treatment. Thus, for example, a student does not have the right under FERPA to inspect records maintained by the College Health Service or the Counseling Center. Such records, however, can be personally reviewed by a physician or other appropriate professional of the student's choice, and a student may have a right to inspect such records under other laws.
4. Records, such as those that might be maintained by the College's legal counsel, the confidentiality of which is protected by law.
5. Records containing financial information about her parents, such as information submitted in connection with an application for financial aid.

## **II. ACCESS RIGHTS OF STUDENTS**

### **(a) Procedure.**

A student may obtain access to her education records by making application to the Office of the Registrar. The College is required to grant the request within 45 days. The Registrar will forward copies of the student's request to the appropriate offices holding the requested files. These offices will contact the student and invite her to inspect them at either the Parsippany or Hackettstown campus.

### **(b) Confidential Letters of Recommendation.**

In general, a student may have access to confidential letters and statements of recommendation that are part of the student's education records. This right, however, does not apply to such letters and statements placed in the student's education records prior to January 1, 1975, if such letters and statements are not used for purposes other than those for which they were specifically intended.

A student may, by signing a written waiver, relinquish her right to inspect confidential recommendations

placed in the student's education records on or after January 1, 1975, respecting

1. admission to any educational institution;
2. an application for employment; or
3. the receipt of an honor or honorary recognition.

In no case will any student be required by the College to waive her rights to access of confidential recommendations. A student may find it appropriate to do so for a number of reasons. For example, the student may feel that her professors will write more candid and helpful letters of recommendation if the letters are not available to the student. A number of schools and departments have waiver forms available. A school or department desiring to formulate a waiver form should consult the General Counsel of the College.

**(c) Copying.**

A student will ordinarily not be provided with copies of any part of her record other than her transcript, unless the inability to obtain copies would effectively prevent her from exercising her right to inspect and review her education records. In cases where copies will be provided, the Office of the Registrar may impose a charge for making such copies at such uniform rates as it shall determine. In general, the charges imposed will not exceed \$.10 per page. An exception is the case of transcripts, which are \$4.

**(d) Other Rights.**

1. A student also has the right to be provided with a list of the types of educational records maintained by the College that relate to students. The College Registrar has compiled such a list and will, on request, make copies of this list available to any student to assist the student in determining those records to which she may want access. Generally, educational records of a current student will be maintained by the Office of Registrar, the Office of the Vice President for Student Engagement, the student's advisor or Learner Services Specialist and the Department of the student's major.

Academic Records of current students are also kept by the following offices if the student is currently a participant in that program:

Educational Opportunity Fund Program

Any program with students who have Declared Disabilities

Athletics

First-Year Program

In addition, the College Health Service and the Counseling Center maintain records relating to students who have utilized the services offered by those two departments. If a student has utilized the Career Development Office at the College, that office may also maintain records relating to the student.

2. A student may request that her records be amended to eliminate any information contained therein that she believes is inaccurate, misleading, or violates her privacy or other rights.
3. If the College decides to refuse to amend a student's records, she or she is entitled to a hearing to challenge the content of her educational records in order to insure that the records are not inaccurate, misleading, or otherwise in violation of her privacy or other rights. Normally, an informal hearing will suffice with an officer of the College who has authority to make changes in a student's records. If a student is dissatisfied with the results of such a hearing, the student should be referred to the Vice President for Academic Affairs.
4. If, after a hearing, the College decides that the student's records are not inaccurate, misleading, or otherwise in violation of her privacy or other rights, the student has the right to place in her records a statement commenting upon the information and/or setting forth any reasons for disagreeing with the decision of the College

### **III. ACCESS BY OR RELEASE TO OTHERS**

#### **(a) General.**

The College will not generally permit access to, or release of, educational records or personally identifiable information contained therein to any party without the written consent of the student. The College may, however, as provided in the Act, release such data to certain persons including:

1. Officials of the College who have a legitimate educational interest (including persons with whom the College has contracted) in obtaining access to the records. Such access will be granted if the official needs to review an educational record in order to fulfill her or her professional responsibility.
2. Persons who require access in connection with the student's application for, or receipt of, financial aid.
3. Parents of a student, provided the student is a "dependent" of the parents for federal income tax purposes. In general, the College does not initiate communication with a student's parents. Where the College believes that it is in a dependent student's interest, information from the student's educational records may be released to the parents of such a dependent student.
4. The College may release such information in compliance with a judicial order or pursuant to any lawfully issued subpoena. As a general policy, before any information is so released the College will first notify the student at the student's most recent address as shown in the records maintained by the Office of the Registrar. However, in compliance with the Act, some judicial orders and subpoenas issued for law enforcement purposes specify that the College cannot disclose to any person the existence or contents of the order or subpoena or the information furnished in compliance with it.
5. In connection with an emergency, the College may release information from educational records to appropriate persons if the knowledge of such information is necessary to protect the health or safety of a student or other persons.

#### **(b) Release with the Student's Consent.**

Upon written consent or request by a student, the College will release information from the student's educational records to third parties. The student should make a request for a one-time release through the Office of the Registrar. The College may impose a charge for copying a student's records in connection with such release.

#### **(c) Transfer of Information to Third Parties.**

It shall be a condition of the release by the College of any personal information on a student to a third party that the party to which the information is released will not permit any other party to have access to such information without the written consent of the student. An institution to which such information is released may permit its officers, employees, and agents to use such information but only for the purposes for which the disclosure was made. These restrictions do not apply to certain subpoenas and court orders.

#### **(d) Directory Information.**

The College may release "Directory Information" with respect to a student without the student's consent. The College is required to give notice of the categories of information that it will treat as "Directory Information."

Accordingly, the College hereby gives notice that it has designated the following categories of information as directory information with respect to each student:

- name,
- local and permanent address,
- electronic mail address,
- telephone listing;
- date and place of birth;

- major field of study; minor field(s) of study and concentrations (if any)
- campus at which a student is studying,
- learner status (Part-time, Full-time, Matriculated, Non-matriculated)
- participation in officially recognized activities and sports;
- weight and height of members in athletic teams;
- dates of attendance at Centenary and campus and department attended;
- degrees conferred, awards received, and their dates;
- other educational institutions attended

A student in attendance at the College who does not want to have directory information relating to himself or herself released should inquire at the Office of the Vice President for Student Engagement as to the procedures to be followed.

#### **IV. GENERAL**

1. You may view the Federal Family Educational Rights and Privacy Act on the U.S. Department of Education Web site at **[www.ed.gov/offices/OII/fpc/ferpa](http://www.ed.gov/offices/OII/fpc/ferpa)**.
2. Other than the Office of the Registrar, each office of the College that maintains educational records may offer access only to officials of the College who have a legitimate educational interest. The Office of the Registrar will keep with each student's file a permanent record of all parties who have requested access to the student's records, other than:
  - custodians of such files,
  - College officials normally dealing with such files in performance of their duties,
  - College officials who have been determined to have a legitimate educational interest in obtaining access to the records,
  - parents of a "dependent" student,
  - parties who have received "directory information,"
  - parties who have received records or information pursuant to the student's written consent,
  - recipients of records or information pursuant to certain subpoenas and court orders.

Such records of access should indicate specifically the legitimate interest that each such party had in obtaining access to the student's records and whether or not the request was granted. A student may inspect such records relating to her education records.
3. Questions about the interpretation of the Guidelines should be referred to the Vice President for Student Engagement who will gain an interpretation from Counsel.
4. Complaints regarding violations of a student's rights under the Act may be filed with:

Family Policy Compliance Office  
 U.S. Department of Education  
 400 Maryland Avenue, S.W.  
 Washington, DC 20202-4605  
 Telephone: 202-260-3887  
 Fax: 202-260-9001

## THE UNDERGRADUATE CURRICULUM

The eight undergraduate academic departments of the College are: Behavioral and Historical Studies; Business; Communication and Fine Arts; Education; English and Foreign Languages; Equine Studies; Mathematics and Natural Sciences; and Social Sciences. The College's curriculum leading to the Bachelor of Arts, Bachelor of Fine Arts, or the Bachelor of Science degree is organized into three parts: the College's Core Requirements; the major; and electives, divided between liberal arts and free electives. The goal of this organization is to create an educational program, which demonstrates a balance between the career program and the liberal arts.

The College's Core Requirements include a specific number of courses from the liberal arts disciplines, which guarantees a minimal uniformity of study without sacrificing the individual educational interests of the student. In the Spring of 2004, the Centenary Faculty accepted the Centenary Greater Expectations Learning Outcomes:

- CGE 1: Communicating in diverse settings and groups, using written, oral, and visual means.
- CGE 2: Understanding and employing both quantitative and qualitative analysis to describe and solve problems.
- CGE 3: Interpreting, evaluating, and using information discerningly from a variety of sources.
- CGE 4: Integrating knowledge of various types and understanding complex systems.
- CGE 5: Working well in teams, including those of diverse composition, and building consensus.
- CGE 6: Understanding and employing the integrity, social responsibility and ethical behavior required for a diverse democratic society.

The major is designed to give the student mastery of a single field, and to introduce that student to a field of possible professional involvement. A student normally will select a major at some time during his/her freshman or sophomore year. The student also has the option of selecting a minor or special concentration to go along with his/her major field of study. The curriculum is rounded out by elective courses, both liberal arts and free, chosen by the student in consultation with his/her advisor.

Note: The curriculum is ever changing. Some specific courses may not be offered during a student's tenure at Centenary College.

### Course Numbering System

Courses numbered 1000-1999 generally are considered freshman level courses, but they are open to all students unless stated specifically that they are freshman only. Unless permission of the instructor is received or the curriculum of the student requires it, the 2000 level courses are open only to sophomores, juniors, and seniors. Courses numbered 3000-3999 generally are considered Junior or Senior level courses, and courses numbered 4000 and above are considered to be Senior level courses. Graduate level courses are indicated by courses number in the 500s and 600s. Students should pay particular attention to prerequisites for courses as noted in their descriptions. Introductory Courses are offered each year, while some of the more advanced courses are offered in alternate years. In order to keep pace with curriculum trends and new teaching practices, Centenary may find it necessary to modify the curriculum by adding or deleting courses.

### The College Core Requirements

All students must successfully complete a required core of studies in the categories listed below. Associate degree candidates are expected to complete the core requirements as mandated by their respective programs. Baccalaureate degree candidates must complete all 40 credits.

<b>CAT II</b>	<b>Writing and Quantitative Literacy</b>	<b>8</b>
<b>CAT III</b>	<b>Arts and Humanities: Fine Arts; Humanities; Literature</b>	<b>12</b>
<b>CAT IV</b>	<b>Social and Behavioral Sciences</b>	<b>4</b>
<b>CAT V</b>	<b>Laboratory Science</b>	<b>4</b>
<b>CAT VI</b>	<b>Global and Democratic Citizenship</b>	<b>8</b>

**NOTE:** For specific requirements refer to the departmental sections with courses necessary to earn each degree.

All new first-time full-time students who do not demonstrate competency in English and Mathematics will be required to take and successfully pass ENG1001 College English and MTH1000 College Math. These courses are offered to develop strong foundations in English and Mathematics. Students required to take these courses are selected by SAT scores or are directed by the departments, and are available to those who determine the need for a stronger foundation.

### **Academic Foundations at Centenary**

In adherence with the College's educational philosophy, this freshman-level courses for first time/full-time students allows the student to study in their area of interest while focusing on the Centenary Greater Expectations Learning Outcomes.

### **Courses that Qualify for the Global and Democratic Citizenship Requirements in the College's Core**

#### **Democratic Citizenship Courses**

COM 1011	Mass Media
COM 2011	Intro to Journalism
ENG2014	American Literature Survey (core for English majors only)
ESL 2000	Advanced Reading and Conversation
HIS 2001	American Civilization I
HIS2002	American Civilization II
HIS 2006	American Social, Political, and Economic Systems
HIS 2008	African American History I
HIS2009	African-American History II
HIS3000	Twentieth Century Europe
HIS 3010	History of New Jersey
LAS 3001	The Ancient World
LAS 3002	The Rise of Europe
LAS 3003	The Modern World
PHIL 2004	Contemporary Ethics
POL 1001	U.S. Political Systems
POL 2001	Elements of Political Theory
SOC 1000	Contemporary Social Issues
SOC 2050	Race, Class and Gender

#### **Global Citizenship Courses**

BUS 3060	Global Business
COM 2111	Global Cinema
CJS 2005	Comparative Criminal Justice Systems
ECO 1001	Economics (counts as core for non-business majors only)
ENG 2000	English Plus
ENG 2025	Ethnic American Literature
ENG 2026	Women Writers of the World
ENG 2028	Non-Western World Literature

ENG 3029	Modern European Literature
HIS2003	History of England I
HIS 2005	World Geography
HIS 3003	Modern Ireland
HIS 3099A	Modern Africa (offered SP '09 only)
HIS 3099N	Modern East Asia 1800-Present (offered SP '09 only)
POL 2002	Comparative Contemporary Political Systems
POL 2003	Essentials of Global Politics
POL 3003	American Foreign Policy
REL 2001	World Religions
SOC 1000	Contemporary Social Issues
SOC 2005	Global Societies and Systems
SOC 2025	Sociology of Religion
Language	Two semesters of a foreign language

### UNDERGRADUATE DEGREE PROGRAMS – PROGRAMS OF STUDY

<b>DEPARTMENT</b>	<b>PROGRAM</b>	<b>DEGREE</b>
<b>BEHAVIORAL &amp; HISTORICAL STUDIES</b>	<b>History</b>	<b>B.A.</b>
	<b>Psychology</b>	<b>B.A.</b>
<b>BUSINESS</b>	<b>Accounting</b>	<b>B.S.</b>
	<b>Business Administration</b>	<b>B.S.</b>
	Concentration: Finance	
	Concentration: Management	
	Concentration: Marketing	
	Concentration: Sports Management	
<b>COMMUNICATION &amp; FINE ARTS</b>	<b>Art and Design</b>	<b>B.F.A.</b>
	<b>Communication</b>	<b>B.A.</b>
	Concentration: Film Studies	
	Concentration: Print Journalism	
	Concentration: Radio/Television	
	<b>Fashion</b>	<b>B.F.A., A.A.</b>
	Concentration: Design	
	Concentration: Merchandising	
	<b>Graphic Design and Multi-Media Arts</b>	<b>B.F.A.</b>
	<b>Theatre Arts</b>	<b>B.A.</b>
<b>EDUCATION</b>	Concentration: Acting	
	Concentration: Costume Design	
	Concentration: Dance	
	Concentration: Management	
	Concentration: Technical Theatre	
	<b>Biology Major with Professional Component in Elementary Education or Teacher of Biology</b>	<b>B.S.</b>
	<b>English Major with Professional Component in Elementary Education or Teacher of English</b>	<b>B.A.</b>
	<b>History Major with Professional Component in Elementary Education or Teacher of Social Studies</b>	<b>B.A.</b>
	<b>Liberal Arts with Professional Component in Elementary</b>	

	<b>Education</b>	<b>B.A.</b>
	<b>Mathematics Major with Professional Component in Elementary Education or Teacher of Mathematics</b>	<b>B.S.</b>
<b>ENGLISH &amp; FOREIGN LANGUAGES</b>	<b>English</b> Concentration: Creative Writing	<b>B.A.</b>
<b>EQUINE STUDIES</b>	<b>Equine Studies</b> Concentration: Communication for the Equine Industry Concentration: Equine Business Management Concentration: Equine Science Concentration: Riding Instruction Concentration: Training the Horse	<b>B.S., A.S.</b>
<b>INDIVIDUALIZED STUDIES</b>	<b>Individualized Studies</b>	<b>B.A.</b>
<b>MATHEMATICS &amp; NATURAL SCIENCES</b>	<b>Biology</b> Concentration: Environmental Science	<b>B.S.</b>
	<b>Mathematics</b>	<b>B.S.</b>
<b>SOCIAL SCIENCES</b>	<b>Criminal Justice</b> <b>Global Studies</b> <b>Political and Governmental Affairs</b> <b>Sociology</b> Concentration: Criminal Justice Concentration: Human Services <b>Social Work</b>	<b>B.A.</b> <b>B.A.</b> <b>B.A.</b> <b>B.A.</b>  <b>B.S.W.</b>
<b>LIBERAL ARTS</b>	<b>Liberal Arts</b>	<b>A.A.</b>

## **MINORS**

The minors and special program options listed below may be elected in addition to a student's major or may be combined in an Individualized Studies program. Complete descriptions of the requirements for each minor are given in the corresponding sections, which describe specific degree programs.

- Art & Design
- Biology
- Business: Management Emphasis
- Business: Marketing Emphasis
- Communication
- Creative Writing
- Criminal Justice
- Dance
- English
- Environmental Science
- Equine Studies
- Fashion
- Graphic Design and Multi-Media
- History
- Honors Program
- Mathematics

Political and Governmental Affairs  
Psychology  
Sociology  
Theatre

**SPECIAL PROGRAMS**

Educational Opportunity Fund  
Intensive Learning Support Program  
Internships  
Pre-Law Emphasis

Certifications:

New Jersey State Teacher  
Teacher of Students with Disabilities (Special Education)

Certificates:

Criminalistics

Liberal Arts:

Associate of Arts in Liberal Arts  
Bachelor of Arts in Individualized Studies

**TRADITIONAL  
A.A. IN LIBERAL ARTS  
RECOMMENDED TWO-YEAR SEQUENCE**

<b>Course Number Credits</b>	<b>Title</b>	
<b><u>YEAR 1 (Fall)</u></b>		
AFC 1001	Academic Foundations at Centenary	4
CAT III	Art and Humanities: Fine Arts; Communication	4
ENG 1001	Composition and Rhetoric	4
MTH 1111	Quantitative Literacy	4
<b><u>YEAR 1 (Spring)</u></b>		
CAT III	Arts and Humanities: Religion; Philosophy; World History; or Liberal Arts Studies	4
CAT IV	Social or Behavioral Sciences	4
ELECTIVE	Elective	4
ELECTIVE	Elective	4
<b><u>YEAR 2 (Fall)</u></b>		
CAT V	Laboratory Science	4
CAT VI	Democratic Citizenship	4
ELECTIVE	Elective	4
ELECTIVE	Elective	4
<b><u>YEAR 2 (Spring)</u></b>		
CAT III	Art and Humanities: Literature	4
CAT VI	Global Citizenship	4
ELECTIVE	Elective	4
ELECTIVE	Elective	4
<b>Total Credits</b>		<b>64</b>

**Associate Degree Requirements**

In combination with the specific requirements of their respective discipline area, all Associate Degree candidates minimally must take four credits in mathematics, four credits in Composition and Rhetoric, four credits in Academic Foundations Centenary College at the freshman level, four credits in a laboratory science, four credits in a social science area, four credits in a humanities area, and four credits in fine arts. Students should refer to the specific Associate Degree program in which they are interested to determine the actual requirements.

## **POST-BACCALAUREATE**

### **Post Baccalaureate Program**

The Post Bachelor's program is Centenary College's unique program with the specific goal of assisting adult students in obtaining their New Jersey State Teaching Certification. This program is custom built upon the experiences and education of each individual student and recognizes that the students do not always fall into a standard program. Through a detailed analysis of the student's transcripts, Centenary College is able to establish a course curriculum that will assist the student in obtaining their certification.

The Post Baccalaureate program consists of all of the requirements mandated by the State of New Jersey Educational Department. The time frame of completion is a minimum of 2 years. The completion time frame may be extended depending on the rate at which the student attends courses and how many credits are required for program completion.

#### **Admission Requirements:**

- Completed Undergraduate Application
- Bachelor's Degree
- Original copies of official transcripts from all colleges and universities attended
- Copy of High School Diploma
- Minimum undergraduate GPA of 2.8
- Minimum cumulative GPA of 2.75 is required to take the Student Teaching component

#### **Program Requirements:**

These requirements are not all new credits required. The program requirements are the state standards for the total amount of credits needed to submit for certification.

#### **General Education Credits – 60 credits**

These courses may come from the student's current Bachelor's Degree and are often found in the core requirements from the degree. Analysis of all transcripts will allow an advisor to inform the student if any credits remain to be satisfied in this category.

#### **Emphasis Credits – 30 credits**

New Jersey stipulates that its teachers be "Highly Qualified" in order to teach in the education field. This outcome is fulfilled by mandating that every candidate for teaching certification be required to complete no less than 30 credits in an emphasis subject area. The emphasis choices are based upon the level of education the student wishes to teach.

- Kindergarten through 5<sup>th</sup> grade
  - Biology, English, Mathematics, History (Social Studies), Liberal Arts
- 5<sup>th</sup> Grade through 8<sup>th</sup> Grade
  - Note: The 5-8 certification is only in conjunction with one of the other two educational levels and cannot be obtained on its own. Special conditions apply that will be discussed with each student on an individual basis.
  - Biology, English, Mathematics, History (Social Studies)
- 9<sup>th</sup> Grade through 12<sup>th</sup>
  - Biology, English, Mathematics, or History (Social Studies)

#### **Psychology Courses – 12 credits**

These courses are specific to the level of certification the student is working towards. One is exclusive to Centenary College and must be taken at our institution.

- PSY 1000 - Introduction to Psychology

- EDP 2001 – Pre-School and School Aged Development (3-18 Years)
- EDP 3013 - Psychology of High & Low Incidence Exceptionality (This course is exclusive to Centenary College and must be taken at our institution.)

### **Sociology Courses – 4 credits**

This course is required by the State Department of Education to obtain a teaching certification.

- SOC 2004 - School, Family and Community Life (This course is exclusive to Centenary College and must be taken at our institution.)

### **Teaching certification courses – 34 credits**

These courses are specific to the level of certification the student is working towards. A practicum course and 10 credits of student teaching are a requirement of the program regardless of certification level.

EDU2000 – Foundations of Education

EDU 2002 – Curriculum Design\*

EDU 2003 – Foundations of Education: Teaching K-5 (K-5)\*\*

EDU 2004 – Foundations of Education: Teaching in the Content Area (K-12)\*\*\*+

EDU 3038 – Classroom Management for Challenging Behavior

EDU 3041 – Foundations of Literacy in Elementary Education\*

EDU 3052 – Elementary Teaching Methods\*

EDU 3043 – Literacy in Content Area\*\*

EDU 305\_ – Program Specific Curriculum & Instruction\*\*

EDU 3080 – Teaching Practicum and Assessing Outcomes

EDU 4024 – Applications in Literacy

EDU 4050 – Student Teaching

\*Students who transfer in and have an education foundations course need to take this course.

\*\*Elementary Certification K-5

\*\*\*Secondary Certification 9-12

# **UNDERGRADUATE DEPARTMENTS AND MAJORS**

## **BEHAVIORAL AND HISTORICAL STUDIES DEPARTMENT**

**Harriett Gaddy**, Department Chair, Associate Professor of Psychology, and Graduate Director for Psychology and Counseling

**Aaron R. Bachstein**, Instructor of History

**Meredith Drew**, Assistant Professor of Psychology

**Christine Floether**, Associate Professor of Psychology

**Raymond Frey**, Professor of History

**Breandan MacSuibhne**, Assistant Professor of History

**Keith Morgen**, Assistant Professor of Psychology

The Behavioral and Historical Sciences Department is committed to providing the students of Centenary College with a broad humanistic education. The learning process developed through a sound behavioral and historical program can serve a student for a lifetime. The Behavioral and Historical Department offers Bachelor of Arts degree programs in History and Psychology.

The Department's major in **History** introduces students to the study of change over time. It emphasizes apprehending the meaning of change rather than memorizing names and dates, and it embraces the totality of human experience, including social and cultural developments as well as political events. History majors receive a solid grounding in World History and American History, and opportunities to explore a range of geographical and topical areas in depth and detail, among them the African American Experience, the History of New Jersey, Tudor and Stuart England, the Social History of Modern Europe and Modern Ireland. Centenary students majoring in other disciplines, such as Criminal Justice, Government, Education and Equine, will find History electives that give them new perspectives on their primary field of study, among them the History of Ideas, Issues in Environmental History, Crime in England, and the Horse in History. Centenary's faculty has particular strengths in Military History, regularly offering courses on Warfare and the American Civil War.

Participation in Centenary's History Program helps students to improve their critical thinking, complex reasoning and oral and writing skills, all of which are vital to careers in Education, Law and Criminal Justice. In terms of careers in Education, the program meets the current New Jersey Core Curriculum Content Standards for Social Studies and it prepares students for teaching careers in New Jersey schools.

Faculty members have received a number of prestigious prizes and awards, including Fulbright and John F. Kennedy scholarships. Most recently, Raymond Frey received a Governor's Award for Achievement in History, and James G. Patterson's *In the Wake of the Great Rebellion, Republicanism, Agrarianism and Banditry in Ireland after 1798* (Manchester University Press, 2008) was described in *Agricultural History Review*, 58, pt. 1 (2010), 290–91, as a 'superb book... a landmark ... splendidly researched and constructed, convincingly argued ... [a] new model for Irish protest studies.'

The Department's major in **Psychology** provides students with fundamental knowledge and marketable skills, which are excellent preparation for either immediate employment or graduate studies. The student with a Bachelor of Arts in Psychology is prepared and widely accepted for employment in such career areas as human resources, research, education, journalism, government, health care, community services and clinical aspects of psychology. As preparation for graduate studies, the Bachelor of Arts in Psychology is a recognized prerequisite for advanced study in psychology, as well as law, medicine, education, business and social work.

### History Minor

Students interested in completing a minor in History must complete a minimum of 16 credits in History above and beyond the classes in their areas which may be used to fulfill the College's core requirements or other program requirements.

### Psychology Minor

Students interested in earning a minor in psychology must complete the following requirements in addition to PSY1000: PSY1024 Social Psychology; PSY3023 Personality Psychology; PSY3024 Abnormal Psychology; and one elective in psychology at the 2000 level.

**B.A. IN HISTORY  
RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Prerequisites</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>				
AFC 1001	Academic Foundations at Centenary I		4	_____
ENG 1001	Composition and Rhetoric		4	_____
HIS 1003	World Civilization I		4	_____
MTH 1111	Quantitative Literacy		4	_____
<b><u>YEAR 1 (Spring)</u></b>				
CAT III	Arts and Humanities: Fine Arts		4	_____
CAT V	Laboratory Science		4	_____
HIS 1004	World Civilization II		4	_____
POL 1001	U.S. Political Systems		4	_____
<b><u>YEAR 2 (Fall)</u></b>				
CAT. III	Arts and Humanities: Literature		4	_____
CAT V	Social and Behavioral Sciences		4	_____
HIS 2001	American Civilization I		4	_____
HIS ____	History Elective		4	_____
<b><u>YEAR 2 (Spring)</u></b>				
CAT III	Arts and Humanities: World Religions or Philosophy		4	_____
CAT. IV	Democratic Citizenship		4	_____
HIS 2002	American Civilization II		4	_____
HIS ____	History Elective		4	_____
<b><u>YEAR 3 (FALL)</u></b>				
CAT IV	Global Citizenship		4	_____
HIS 2005	World Geography		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
<b><u>YEAR 3 (SPRING)</u></b>				
HIS ____	History Elective		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
<b><u>YEAR 4 (FALL)</u></b>				
HIS ____	History Elective		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
<b><u>YEAR 4 (SPRING)</u></b>				
HIS ____	History Elective		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
<b>Total Credits</b>			<b>128</b>	

**B.A. IN PSYCHOLOGY**  
**RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

Course #	Title	Prerequisites	Credits	Completed
<b><u>YEAR 1 (Fall)</u></b>				
AFC 1001	Academic Foundations at Centenary: Critical Thinking As A Psychologist		4	_____
CAT IV	Social and Behavioral Sciences		4	_____
ENG 1001	Composition and Rhetoric		4	_____
MTH 1111	Quantitative Literacy		4	_____
(Application and Acceptance as Major)				
<b><u>YEAR 1 (Spring)</u></b>				
CAT III	Arts & Humanities: Fine Arts		4	_____
CAT III	Arts & Humanities: Rel.; Phil.; World Civ.; LAS		4	_____
PSY 1022	Perception, Cognition, & Emotion AFC 1001		4	_____
PSY 1024	Social Psychology		4	_____
<b><u>YEAR 2 (Fall)</u></b>				
CAT III	Arts & Humanities: English Literature		4	_____
CHM 1050	Basic Chemistry		4	_____
PSY 1023	Biopsychology	PSY1022	4	_____
PSY 1026	Developmental Psychology I		4	_____
<b><u>YEAR 2 (Spring)</u></b>				
CAT VI	Democratic Citizenship		4	_____
CAT VI	Global Citizenship		4	_____
PSY 1027	Developmental Psychology II	PSY1026	4	_____
PSY 2000	Psychological Statistics	MTH1111	4	_____
<b><u>YEAR 3 (Fall)</u></b>				
PSY 2001	Psychological Research Methods	PSY2000	4	_____
PSY 3023	Theories of Personality		4	_____
ELECTIVE	Career Concentration Elective/Minor 1		4	_____
ELECTIVE	Free Elective		4	_____
<b><u>YEAR 3 (Spring)</u></b>				
PSY 3022	Tests and Measurements	PSY2000	4	_____
PSY 3024	Abnormal Psychology	PSY3023	4	_____
ELECTIVE	Career Concentration Elective/Minor 2		4	_____
ELECTIVE	Free Elective		4	_____
<b><u>Year 4 (Fall)</u></b>				
PSY 3025	Behavior Modification		4	_____
ELECTIVE	Career Concentration Elective/Minor 3		4	_____
ELECTIVE	Free Elective		4	_____
ELECTIVE	Free Elective		4	_____
<b><u>Year 4 (Spring)</u></b>				
PSY 4020	Senior Research Project	PSY2000 & PSY2001 PSY 3022	4	_____
ELECTIVE	Career Concentration Elective/Minor 4		4	_____
ELECTIVE	Free Elective		4	_____
ELECTIVE	Free Elective		4	_____
Total Credits			128	

## BUSINESS DEPARTMENT

**Cheryl Veronda**, Department Chair and Graduate Director for Business, Associate Professor of Business, Director of Academic Transitions

**Kenneth Autore**, Assistant Professor of Business

**James Ford**, Assistant Professor of Accounting

**Steven E. McHugh, Sr.**, Associate Professor of Business

**Kathleen Naasz**, Assistant Professor of Business, Director of Students In Free Enterprise (SIFE)

**Heather Pelletier**, Assistant Professor of Business

**David Perricone**, Assistant Professor of Business: Sports Management

**Lisa Plantamura**, Assistant Professor of Business

All Business Department students are required to follow the core curriculum of the College. The Department offers two degree programs: Accounting, and Business Administration with concentrations in Finance, Management, Marketing, and Sports Management. Elements of international business, cultural diversity, and ethics are highlighted in courses throughout the curriculum. At the graduate level, the Department offers a Master of Business Administration (MBA) with concentrations in Finance, Management, Human Resource Management, Management, and Marketing.

Students in the baccalaureate program in **Accounting** may choose a curriculum that prepares them for professional examinations which are part of the certification procedures that lead to designations as a Certified Public Accountant (C.P.A.) or Certified Management Accountant (C.M.A.). Students may sit for the CPA exam in New Jersey with 150 credit hours completed. This requirement can be satisfied through Centenary's graduate programs.

The baccalaureate program in **Business Administration** is designed to provide the student with a background of basic principles of efficient and effective business administration. The **Finance** concentration is designed to educate students interested in careers in finance, investment and management analysis, and banking. Students concentrating in Finance will be prepared to work in budgeting, financial analysis, loan, and business analysis and investing. The **Management** concentration is designed as an integrative interdisciplinary program, and it prepares the students for a range of career positions in business. The program provides the basic skills needed to meet the requirements of most entry-level, non-specialist, professional positions. The concentration in **Marketing** is designed to prepare students for successful careers in the marketing field through exposure to the theory and application of effective, modern marketing techniques. The program deliberately builds a multi-disciplinary experience to allow the student to investigate and pursue specific interests. The concentration in **Sports Management** is designed to prepare students for a variety of career positions in business, with an orientation toward sports industries. The Sports Management concentration has a strong emphasis in management and marketing for the sports industry.

### Additional Programs:

#### Students In Free Enterprise – SIFE

Centenary College is a member of Students in Free Enterprise (SIFE), an international, non-profit educational organization that works with business and higher education to provide college students with leadership experiences. SIFE Team members establish and conduct a variety of community outreach programs that teach others how market economics and businesses operate. While the Centenary SIFE program is conducted under the auspices of the Business Department, SIFE activities are open to students in all disciplines. This rewarding activity provides college students valuable business experience and networking opportunities that facilitate the successful start of careers. The mission of Centenary College SIFE is to marshal the resources of the entire Centenary community in order to form partnerships to bring

innovative free enterprise education projects to SIFE's target audiences, while developing the skills necessary for the students' future careers. The Team led and implemented projects are described in presentations by Centenary SIFE team members at SIFE Regional, National, and International competitions. In past competitions, Centenary SIFE was named the East Regional Exposition Champion in 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2002, 2003, 2004, 2005, 2006, and 2007. Additionally, Centenary SIFE teams have participated in National and International level SIFE competitions.

The **Business Administration Minor** is designed for non-business majors with a minimum GPA of 2.000. To successfully complete the Minor, students must complete all of the required courses with a grade point average of 2.000 or better. Areas of emphasis will be stated on student's degree.

**All Business Minor students will take:**

		<b>Credits</b>
BUS1001	Integrated Business Perspectives	4
ECO1001	Economic	4

**Choose one of the following areas of emphasis:**

**Management Emphasis**

BUS 1010	Principles of Management	4
BUS 3030	Organizational Behavior	4

And one of the following courses:

BUS 3120	Human Resources Management	
BUS 3130	Individual and Team Management	4
BUS 3110	Operations Management	

Total credits: 20

**Marketing Emphasis**

BUS 2010	Principles of Marketing	4
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And 2 of the 3 following courses:

BUS 3410	Marketing Research	
BUS 4410	Sales and Sales Management	8
BUS 4420	Advertising Management and Integrated Communication	

Total credits: 20

**B.S. IN ACCOUNTING  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
BUS 1002	Business Applications and Presentations	4	_____
CAT. III	Arts and Humanities: Fine Arts	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
BUS 1010	Principles of Management	4	_____
CAT IV	BUS 1050: Social Responsibility in Business	4	_____
ECO 1001	Economics	4	_____
ENG 1001	Composition and Rhetoric	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
ACC 2101	Principles of Accounting I	4	_____
BUS 2010	Principles of Marketing	4	_____
CAT. V	Laboratory Science	4	_____
CAT. VI	Democratic Citizenship	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
ACC 2102	Principles of Accounting II	4	_____
BUS 2020	Management Information Systems	4	_____
BUS 2030	Principles of Finance	4	_____
CAT. III	Arts and Humanities: Literature	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
ACC 3201	Cost Accounting	4	_____
ACC 3301	Intermediate Accounting I	4	_____
BUS 3020	Business Statistics	4	_____
CAT VI	Global Citizenship	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
ACC 3302	Intermediate Accounting II	4	_____
ACC 3401	Federal Income Taxation	4	_____
BUS 3030	Organizational Behavior	4	_____
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
ACC 4201	Advanced Accounting	4	_____
BUS 3010	Business Law	4	_____
BUS ____	Business Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
ACC 4301	Auditing	4	_____
BUS 4010	Business Strategy	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b>Total Credits</b>		<b>128</b>	

**B.S. IN BUSINESS ADMINISTRATION: FINANCE  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC1001	Academic Foundations at Centenary I	4	_____
BUS 1002	Business Applications and Presentations	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
BUS 1010	Principles of Management	4	_____
CAT IV	BUS 1050: Social Responsibility in Business	4	_____
ECO 1001	Economics	4	_____
ENG 1001	Composition and Rhetoric	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
ACC 2101	Principles of Accounting I	4	_____
BUS 2010	Principles of Marketing	4	_____
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
ACC 2102	Principles of Accounting II	4	_____
BUS 2020	Management Information Systems	4	_____
BUS 2030	Principles of Finance	4	_____
CAT III	Arts and Humanities: Literature	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
BUS 3010	Business Law	4	_____
BUS 3020	Business Statistics	4	_____
CAT III	Arts and Humanities: Rel; Phil; World Civ.; LAS	4	_____
CAT VI	Global Citizenship	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BUS 3030	Organizational Behavior	4	_____
BUS 3310	Monetary Institutions	4	_____
BUS 3320	Financial Management	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
BUS 3330	Investment Analysis	4	_____
BUS 4310	Financial Research and Analysis	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
BUS 4010	Business Strategy	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b>Total Credits</b>		<b>128</b>	

**B.S. IN BUSINESS ADMINISTRATION: MANAGEMENT  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
BUS 1002	Business Applications and Presentations	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
BUS 1010	Principles of Management	4	_____
CAT IV	BUS 1050: Social Responsibility in Business	4	_____
ECO 1001	Economics	4	_____
ENG 1001	Composition and Rhetoric	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
ACC 2101	Principles of Accounting I	4	_____
BUS 2010	Principles of Marketing	4	_____
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
ACC 2102	Principles of Accounting II	4	_____
BUS 2020	Management Information Systems	4	_____
BUS 2030	Principles of Finance	4	_____
CAT III	Arts and Humanities: Literature	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
BUS 3010	Business Law	4	_____
BUS 3020	Business Statistics	4	_____
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT VI	Global Citizenship	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BUS 3030	Organizational Behavior	4	_____
BUS 3130	Individual and Team Management	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
BUS 3110	Operations Management	4	_____
BUS ____	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
BUS 3120	Human Resources Management	4	_____
BUS 4010	Business Strategy	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b>Total Credits</b>		<b>128</b>	

**B.S. IN BUSINESS ADMINISTRATION: MARKETING  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC1001	Academic Foundations at Centenary I	4	_____
BUS 1002	Business Applications and Presentations	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
BUS 1010	Principles of Management	4	_____
CAT IV	BUS 1050: Social Responsibility in Business	4	_____
ECO 1001	Economics	4	_____
ENG 1001	Composition and Rhetoric	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
ACC 2101	Principles of Accounting I	4	_____
BUS 2010	Principles of Marketing	4	_____
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
ACC 2102	Principles of Accounting II	4	_____
BUS 2020	Management Information Systems	4	_____
BUS 2030	Principles of Finance	4	_____
CAT III	Arts and Humanities: Literature	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
BUS 3010	Business Law	4	_____
BUS 3020	Business Statistics	4	_____
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT VI	Global Citizenship	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BUS 3030	Organizational Behavior	4	_____
BUS 3410	Marketing Research	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
BUS 4410	Sales and Sales Management	4	_____
BUS ____	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
BUS 4010	Business Strategy	4	_____
BUS 4420	Advertising Management and Integrated Marketing Comm.	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b>Total Credits</b>		<b>128</b>	

**B.S. IN BUSINESS ADMINISTRATION: SPORTS MANAGEMENT  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC1001	Academic Foundations at Centenary I	4	_____
BUS 1002	Business Applications and Presentations	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
BUS 1010	Principles of Management	4	_____
CAT IV	BUS 1050: Social Responsibility in Business	4	_____
ECO 1001	Economics	4	_____
ENG 1001	Composition and Rhetoric	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
ACC 2101	Principles of Accounting I	4	_____
BUS 2010	Principles of Marketing	4	_____
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
ACC 2102	Principles of Accounting II	4	_____
BUS 2020	Management Information Systems	4	_____
BUS 2030	Principles of Finance	4	_____
CAT III	Arts and Humanities: Literature	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
BUS 3010	Business Law	4	_____
BUS 3020	Business Statistics	4	_____
CAT III	Arts and Humanities: Rel.; Phil; World Civ.; LAS	4	_____
CAT VI	Global Citizenship	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BUS 3030	Organizational Behavior	4	_____
BUS 3540	Sport Marketing	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
BUS 4210	Event Administration	4	_____
BUS ____	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
BUS 4010	Business Strategy	4	_____
BUS 4220	Leadership and Problem-Solving in Sports	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b>Total Credits</b>		<b>128</b>	

## COMMUNICATION AND FINE ARTS DEPARTMENT

**Carl N. Wallnau**, Department Chair, Associate Professor Theatre Arts, and Director of Centenary Performing Arts Guild

**Gary Caal**, Associate Professor of Art and Design

**Stephen Davis**, Assistant Professor of Theatre Arts

**Virginia Elsasser**, Associate Professor of Fashion, Director of the Honors Program

**Deborah Lev**, Associate Professor of Communication

**Jon Lewis**, Studio Operations Manager, CCTV

**Leah Antolini Lid**, Assistant Professor of Dance

**Kristen McKitish**, Assistant Professor of Fashion Design and Merchandising

**Matthew Mendres**, Assistant Professor of Communication

**Barbara Pohl**, Assistant Professor of Art and Design

**Julia Sharp**, Instructor of Fashion

**Dave Smith**, Assistant Professor of Theatre Arts & Technical Director, Lackland Center

**Hyo-Chong Yoo**, Associate Professor of Art and Design, Associate Director of International Programs

**Carol Yoshimine**, Professor of Fine Arts

The Communication, Theatre, Graphic Art and Professional Design Department offers its students a Bachelor of Arts (B.A.) degree in Communication and Theatre Arts, and a Bachelor of Fine Arts (B.F.A.) in Art and Design, Fashion, and Graphic Design and Multi-Media Arts.

The **Art and Design** major offers its students a strong hands-on foundation in fine arts, graphic arts technology, and liberal arts. Individual creativity is stressed and encouraged. The program prepares students for graduate and career related study in fine and applied arts, in such areas as painting, printmaking, illustration, computer graphics, photography, and museum/gallery practices. Because of the College's premiere location, students are introduced to the artistic and cultural centers of NYC and Philadelphia. Accordingly frequent trips to museums, galleries, and professional societies are a natural part of the curriculum. Students seeking admission as freshmen and transfers must submit a portfolio of their work demonstrating foundation skills in drawing, color, and design. Ideally, the art portfolio should include between 1-20 pieces of original, quality artwork. Students may submit slides or CD's of their work or they may choose to present their portfolio during a personal interview with an art department faculty member. During the senior year, candidates for the B.F.A. are required to complete a comprehensive senior project. This project usually takes the form of a one-person exhibition in the college gallery. Students must demonstrate artistic competency in 3 mediums, write a thesis statement, and learn the aesthetic, technical, and business aspects of gallery installation.

The **Communication** major offers its students a strong foundation in print journalism, film, and broadcast media. The curriculum provides for three concentrations – Film Studies, Print Journalism or Radio/TV -- from which majors may choose one, according to greatest interest and ability, while the required list of courses stresses training in the journalistic tradition as well as hands-on experience through the College-owned radio station WNTI, HS TV Channel 23 (Centenary College Television), and the production of the College-sponsored newspaper, The Quill and College yearbook, The Hack. Students study media history and regulation and examine media's impact on society. The program also explores nonfiction free-lance writing opportunities, advanced theories and methods in mass media, journalistic ethics, media law, and advertising, as well as critical study of film. The Communication program prepares students for graduate programs in journalism and related studies, and a multitude of careers in print and broadcast media, film, public relations, and corporate communication.

The **Fashion** degree program contributes to the overall Communication and Fine Arts Department mission by offering career preparation in apparel design and merchandising. Fashion design students are exposed

to the processes and procedures to create well designed functional apparel within the consumer driven context of the global fashion industry. Merchandising students will be exposed to the processes and procedures to merchandise apparel and related goods such as home furnishings and accessories. All students will be exposed to Gerber Technology computer aided design software. Students enrolled in the Fashion program will take many courses that develop their creativity, marketing sense, and technical skills.

The **Graphic Design and Multi-Media Arts** major is a comprehensive program designed to educate students interested in creating digital art, in various mediums, intended for print, the Internet, video, and film. The program is designed to serve students interested in digital design and multi-media arts. The program educates students in preparation for the growing careers in digital media. Students are prepared to create and manipulate art intended for print, the Internet, video, and film. The program is firmly rooted into a traditional fine art curriculum requiring students to take courses in drawing, painting, printmaking, art history, and photography.

The **Theatre Arts** major offers its students a comprehensive, process centered curriculum in the study of theatre. Students may pursue concentrations in Dramatic Arts, Dance, Technical Theatre and Design, and Theatre Management. The College's proximity to New York City and the existence of an equity theatre in residence offers students a unique opportunity to develop skills in a professional atmosphere. Students have the opportunity to explore theatre as an academic discipline and participate in acting, technical theatre and theatre production activities through the Centenary Stage Company, join the Equity Membership Candidate program, and earn credits toward acceptance into the Actors Equity Association, the professional union of actors. A minor is also available in Theatre Arts for interested students in other programs.

## **Communication and Fine Arts Minors**

### Art and Design Minor

- History of Art (Art 2001) or History of Modern Art (Art 2002)
- Two-Dimensional Design (Art 1003)
- Drawing I (Art 1005) or Drawing II (Art 1006)
- Any one Painting Course from the following selection: Painting I (Art 2013), Painting II (Art 2014), Advanced Painting I (Art 3013), or Advanced Painting II (Art 3014)
- Any one Printmaking Course from the following selection: Printmaking I (Art 3010), Printmaking II (Art 3011) or Monotype (Art 3021)
- Graphic Design I (DES 2016) or Graphic Design II (DES 2017)

### Communication Minor

- Mass Media (COM 1011)
- Interpersonal Communication (COM 2000)
- Intro to Journalism (COM 2011)
- Mass Communication Law & Ethics (COM 3005)
- Select one or more from the remaining appropriate courses from the major

### Dance Minor (20 Credits including)

- 8 credits in technique classes
  - Ballet
  - Jazz
  - Modern
  - Theatre Dance
  - Movement
- Choreography

- Dance Appreciation
- One general Theatre course

NOTE: Technical and Performance Practicum may be fulfilled by Dance Makers.

#### Fashion Minor

- Introduction to the Fashion Industry (FAS 1001)
- Apparel Construction I (FAS 1000)
- Design Studio I (FAS 2010)
- Textile Science (FAS 2011)
- Retailing (FAS 3001)

Graphic Design and Multimedia Minor This minor will include the following courses, for a total of 24 credits:

- Drawing I (ART 1005)
- Visual Literacy (DES 1007)
- Graphic Design I (DES 2016) – Prerequisite: DES 1007
- Typography (DES 2008) – Prerequisite: DES 2016
- Graphic Design II (DES 2017) – Prerequisite: DES 2008
- History of Graphic Design (DES 2007) – Prerequisite: DES 1007 and 2016

Theatre Minor: A Theatre Minor consists of five courses (20 credits) with a minimum of two practicum.

**B.F.A. IN ART AND DESIGN  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
ART 1003	Two-Dimensional Design	4	_____
ART 1005	Drawing I	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
ART 1006	Drawing II	4	_____
CAT IV	Social or Behavioral Sciences	4	_____
CAT V	Laboratory Science	4	_____
ENG 1001	Composition and Rhetoric	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: History of Art (ART2001) or History of Modern Art (ART2002)	4	_____
DES 2016	Graphic Design I	4	_____
ART 2011	Life Drawing and Anatomy	4	_____
ART 2013	Painting I	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT VI	Global Citizenship	4	_____
ART 2014	Painting II	4	_____
DES 2017	Graphic Design II	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
ART 3010	Printmaking I	4	_____
ART 3013	Advanced Painting I	4	_____
CAT VI	Democratic Citizenship	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
ART 3011	Printmaking II	4	_____
ART 3014	Advanced Painting II	4	_____
CAT III	Arts and Humanities: Literature	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
ART 3008	Photography I	4	_____
ART 4003	Senior Thesis Exhibition Project I	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
ART 3009	Photography II Or	4	_____
DES 4012	Digital Photography		
ART 4004	Senior Thesis Exhibition Project II	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
Total Credits		128	

**B.A. IN COMMUNICATION: FILM STUDIES  
RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

Nota bene: Transfer students, in order to graduate as a Communication major, must complete 16 credits in Communication courses at Centenary College, including COM4018 Senior Project.

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
COM 1011	Mass Media	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT IV	Social and Behavioral Sciences	4	_____
CAT V	Laboratory Science	4	_____
COM 1014	Film Appreciation	4	_____
ENG 1001	Composition and Rhetoric	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; West Civ.; LAS	4	_____
CAT III	Arts and Humanities: Literature	4	_____
COM 2111	Global Cinema	4	_____
COM 2040	Great Directors	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT. IV	Democratic Citizenship	4	_____
CAT. VI	Global Citizen:	4	_____
COM 2000	Interpersonal Communication	4	_____
COM 2030	Film and Philosophy	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
COM 2041	Documentary and Independent Film	4	_____
COM 3005	Mass Communication Law and Ethics	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	2	_____
<b><u>YEAR 3 (SPRING)</u></b>			
COM 3041	Art Film/Video	4	_____
	Or		
COM ____	Internship or Major-Related Elective		
COM 3014	Photojournalism	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
COM 3042	Digital Filmmaking	4	_____
ENG 2091	Literature to Film	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
COM 4018	Senior Communication Project	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
Total Credits		128	

Suggested Electives: COM1003, COM1004 (both of which can be repeated for credit), COM2013, COM3011, COM3018, or an English course at the 2000 or above level.

**B.A. IN COMMUNICATION: PRINT JOURNALISM  
RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

Nota bene: Transfer students, in order to graduate as a Communication major, must complete 16 credits in Communication courses at Centenary College, including COM4018 Senior Project.

Course #	Title	Credits	Completed
<u>YEAR 1 (Fall)</u>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
COM 1011	Mass Media	4	_____
MTH 1111	Quantitative Literacy	4	_____
<u>YEAR 1 (Spring)</u>			
CAT IV	Social and Behavioral Sciences	4	_____
COM 1014	Film Appreciation	4	_____
ENG 1001	Composition and Rhetoric	4	_____
ELECTIVE	Elective	4	_____
<u>YEAR 2 (Fall)</u>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT III	Arts and Humanities: Literature	4	_____
CAT V	Laboratory Science	4	_____
COM 2011	Introduction to Journalism	4	_____
<u>YEAR 2 (Spring)</u>			
CAT IV	Democratic Citizenship	4	_____
COM 1003	The Quill	2	_____
	Or		
COM 1004	The Hack	4	_____
COM 2000	Interpersonal Communication		
COM 2001	Public Speaking		
ELECTIVE	Elective		
<u>YEAR 3 (FALL)</u>			
CAT VI	Global Citizenship	4	_____
COM 3005	Mass Communication Law and Ethics	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	2	_____
<u>YEAR 3 (SPRING)</u>			
COM 3011	Media Copywriting	4	_____
COM 3014	Photojournalism	4	_____
COM ____	Internship or Major-Related Elective	4	_____
ELECTIVE	Elective	4	_____
<u>YEAR 4 (FALL)</u>			
COM 3013	Non-Fiction Freelance Writing and Editing	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<u>YEAR 4 (SPRING)</u>			
COM 3018	Writing for Public Relations	4	_____
COM 4018	Senior Communication Project	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
		Total Credits	128

Note: COM1003 and COM1004 can be repeated for credit

**B.A. IN COMMUNICATION: RADIO/TELEVISION  
RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

Nota bene: Transfer students, in order to graduate as a Communication major, must complete 16 credits in Communication courses at Centenary College, including COM4018 Senior Project.

Course #	Title	Credits	Completed
<u>YEAR 1 (Fall)</u>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
COM 1011	Mass Media	4	_____
MTH 1111	Quantitative Literacy	4	_____
<u>YEAR 1 (Spring)</u>			
CAT IV	Social and Behavioral Sciences	4	_____
COM 1014	Film Appreciation	4	_____
ENG 1001	Composition and Rhetoric	4	_____
ELECTIVE	Elective	4	_____
<u>YEAR 2 (Fall)</u>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT III	Arts and Humanities: Literature	4	_____
CAT V	Laboratory Science	4	_____
COM 1015	Introduction to Studio Operations	4	_____
<u>YEAR 2 (Spring)</u>			
CAT VI	Global Citizen:	4	_____
COM 1013	Audio Production	4	_____
	Or		
COM 2008	Television Production	4	_____
COM 2000	Interpersonal Communication		
COM 2001	Public Speaking		
<u>YEAR 3 (FALL)</u>			
COM 2011	Introduction to Journalism	4	_____
COM 2005	Advanced Audio Production	4	_____
	Or		
COM 3025	Advanced Television Production	4	_____
ELECTIVE	Elective		
ELECTIVE	Elective		
<u>YEAR 3 (SPRING)</u>			
CAT VI	Democratic Citizenship	4	_____
COM 3005	Mass Communication Law and Ethics	4	_____
COM 3011	Media Copywriting (or COM 2013: Media Design in the Fall)	4	_____
COM 3014	Photojournalism	4	_____
<u>YEAR 4 (FALL)</u>			
COM 4018	Senior Communication Project	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<u>YEAR 4 (SPRING)</u>			
COM ____	Communication Internship or Major-Related Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
		Total Credits	128

Suggested Electives: COM1003, COM1004 (both of which can be repeated for credit), COM2013, COM3011, COM3018, or an English course at the 2000 or above level.

**AA IN FASHION  
RECOMMENDED TWO-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
FAS 1000	Apparel Construction	4	_____
FAS 1001	Introduction to the Fashion Industry	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
ART 1003	Two-Dimensional Design	4	_____
	Or		
ART 1005	Drawing I	4	_____
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT VI	Global: Social Responsibility in the Global Fashion Ind. (FAS1010)	4	_____
ENG 1001	Composition and Rhetoric	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT IV	Social/Behavioral Science	4	_____
CAT V	Textile Science (FAS2011)	4	_____
FAS 3005	History of Costume	4	_____
FAS 2010	Design Studio I – Flat Pattern	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT III	Arts and Humanities: Art Appreciation (ART1001)	4	_____
CAT VI	Democratic Citizenship	4	_____
FAS Elective	Fashion Elective	4	_____
FAS Elective	Fashion Elective	4	_____
Total Credits		64	

**B.F.A. IN FASHION: FASHION DESIGN  
RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
FAS 1000	Apparel Construction	4	_____
FAS 1001	Introduction to the Fashion Industry	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
ART 1003	Two-Dimensional Design	4	_____
CAT VI	Global: Social Responsibility in the Global Fashion Ind. (FAS1010)	4	_____
ENG 1001	Composition and Rhetoric	4	_____
FAS 2000	Advanced Apparel Construction	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT IV	Social or Behavioral Science	4	_____
FAS 2011	Textile Science (CAT. V Core)	4	_____
FAS 2010	Design Studio I – Flat Pattern	4	_____
FAS 3005	History of Costume	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CATIII	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT III	Arts and Humanities: Art Appreciation (ART1001)	4	_____
FAS 1008	Fashion Sketching	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Democratic Citizenship	4	_____
DES 2016	Graphic Design I	4	_____
FAS 3001	Retailing	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
FAS 3004	Textile Performance	4	_____
FAS 3010	Design Studio II - Draping	4	_____
FAS 3020	Computer Applications	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
FAS 4010	Design Studio III – Advanced Problems in Fashion	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
FAS 4005	Social and Psychological Aspects of Clothing	4	_____
FAS 4012	Design Studio IV – Portfolio Development	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
Total Credits		128	

**B.F.A. IN FASHION: FASHION MERCHANDISING  
RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
FAS 1000	Apparel Construction	4	_____
FAS 1001	Introduction to the Fashion Industry	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
ART 1003	Two-Dimensional Design	4	_____
CAT IV	Social and Behavioral Science	4	_____
CAT VI	Global: Social Responsibility in the Global Fashion Ind. (FAS1010)	4	_____
ENG 1001	Composition and Rhetoric	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT VI	Democratic Citizenship	4	_____
FAS 2010	Design Studio I – Flat Pattern	4	_____
FAS 2011	Textile Science (CAT. V Core)	4	_____
FAS 3005	History of Costume	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CATIII	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CATIII	Arts and Humanities: Fine Arts	4	_____
FAS 2009	Fashion Coordination and Promotion	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
DES 2016	Graphic Design I	4	_____
FAS 3001	Retailing	4	_____
FAS 3003	Visual Merchandising	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
FAS 3004	Textile Performance	4	_____
FAS 3008	Consumer Goods for the Home	4	_____
FAS 3015	Fashion Graphics	2	_____
FAS 3020	Computer Applications	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
FAS 4001	Fashion Buying	4	_____
FAS 4014	Fashion Merchandising: Portfolio Development	2	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	2	_____
<b><u>YEAR 4 (SPRING)</u></b>			
FAS 3012	Visual Retailing	2	_____
FAS 4005	Social and Psychological Aspects of Clothing	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
Total Credits		128	

**B.F.A. IN GRAPHIC DESIGN AND MULTI-MEDIA ARTS  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
ART 1005	Drawing I	4	_____
DES 1007	Introduction to Computer Graphics	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
ART 1003	Two-Dimensional Design	4	_____
BUS 1001	Integrated Business Perspectives	4	_____
DES 2016	Graphic Design I	4	_____
ENG 1001	Composition and Rhetoric	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: History of Art (ART2001)	4	_____
CAT V	Laboratory Science	4	_____
DES 2007	History of Graphic Design	4	_____
DES 2008	Typography	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
ART 1006	Drawing II	4	_____
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT VI	Global Citizenship	4	_____
DES 2017	Graphic Design II	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT VI	Democratic Citizenship	4	_____
DES 3002	Digital Illustration	4	_____
DES 3005	Web Design I	4	_____
DES 3007	Computer Animation for Multi-Media and Video	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT IV	Social and Behavioral Sciences	4	_____
DES 3006	Web Design II	4	_____
DES 3008	3-D Computer Graphics	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
DES 4007	Senior Project in Visual Communication I	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
DES 4008	Senior Project in Visual Communication II	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
Total Credits		128	

**B.A. IN THEATRE ARTS: ACTING  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary	4	_____
MTH 1111	Quantitative Literacy	4	_____
THA 1009	Acting Workshop	2	_____
THA 1015	Movement for Actors	2	_____
THA 1050	Introduction to Design and Technical Theatre	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT III	Arts and Humanities: Theatre Appreciation (THA1001)	4	_____
CAT IV	Social or Behavioral Sciences	4	_____
ENG 1001	Composition and Rhetoric	4	_____
THA 1011/1012	Technical Practicum or Performance Practicum	1	_____
THA 2020	Voice and Speech	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
THA 1011/1012	Technical Practicum or Performance Practicum	1	_____
THA 1016/2015	Movement for Actors or Dance for Theatre*	2	_____
THA 2009	Acting Workshop	2	_____
THA 2045/2046	Stage Management or Introduction to Directing	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT VI	Global Citizenship	4	_____
THA 1011/1012	Technical Practicum or Performance Practicum	1	_____
THA 2001/2002	Theatre History I or Theatre History II	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT III	Arts and Humanities: Shakespeare (ENG4010)	4	_____
THA 1011/1012	Technical Practicum or Performance Practicum	1	_____
THA 2045/2046	Stage Management or Introduction to Directing	4	_____
THA 3009	Acting Workshop	2	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	3	_____
<b><u>YEAR 3 (SPRING)</u></b>			
THA 1011/1012	Technical Practicum or Performance Practicum	1	_____
THA 3015	Advanced Dance/Movement for Theatre	2	_____
THA 3025/3026	Set Design for the Theatre or Lighting Design for Theatre	4	_____
THA ____	Theatre Designated Elective	2	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
THA 1011/1012	Technical Practicum or Performance Practicum	1	_____
THA 4001	Thesis Project	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
THA 1011/1012	Technical Practicum or Performance Practicum	1	_____
THA ____	Theatre Designated Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b>Total Credits</b>		<b>128</b>	

Transfer students must complete 20 credits in Theatre courses including Senior Project and two practicum in order to graduate.

\*THA 2015 Dance for Theatre is offered in the spring semester.

**B.A. IN THEATRE ARTS: COSTUME DESIGN  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
FAS 1000	Apparel Construction I	4	_____
MTH 1111	Quantitative Literacy	4	_____
THA 1009	Acting Workshop	2	_____
THA 1015	Movement for Actors	2	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT III	Arts and Humanities: Theatre Appreciation (THA1001)	4	_____
CAT IV	Social or Behavioral Sciences	4	_____
ENG 1001	Composition and Rhetoric	4	_____
THA 1011	Technical Practicum	1	_____
THA 1050	Introduction to Design and Technical Theatre	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
ART 1002	Two-Dimensional Design	4	_____
	Or		
ART 1007	Drawing I for Fashion Students	4	_____
CAT V	Laboratory Science	4	_____
FAS 2010	Design Studio I – Flat Pattern	4	_____
FAS 3005	History of Costume	4	_____
THA 1011	Technical Practicum	1	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT. VI	Democratic Citizenship	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT VI	Global Citizenship	4	_____
FAS 2011	Textile Science	4	_____
THA 1011/1012	Technical Practicum or Performance Practicum	1	_____
THA 2001/2002	Theatre History I or Theatre History II	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
FAS 3010	Design Studio II – Draping	4	_____
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA 3024	Theatre Costume Design and Production	4	_____
THA 3025	Set Design for the Theatre	4	_____
	Or		
THA 3026	Lighting Design for Theatre	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
ENG 4010	Shakespeare (CAT III Core)	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
THA 4001	Thesis Project	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
		Total Credits	128

Note: "Transfer students, in order to graduate as a Theatre major, must complete 16 credits in Theatre courses at Centenary, including Senior project"

**B.A. IN THEATRE ARTS: DANCE  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Theatre Appreciation (THA1001)	4	_____
MTH 1111	Quantitative Literacy	4	_____
THA 1009	Acting Workshop	2	_____
THA 1015	Movement for Actors	2	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT IV	Social or Behavioral Sciences	4	_____
CAT V	Laboratory Science	4	_____
ENG 1001	Composition and Rhetoric	4	_____
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA 1050	Introduction to Design and Technical Theatre	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT. VI	Democratic Citizenship	4	_____
THA 1002	Dance Appreciation	4	_____
THA 1005	Modern Dance	2	_____
THA 1017	Ballet I	2	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Global Citizenship	4	_____
THA 1008	Ballet II	2	_____
THA 1011/1012	Technical Practicum or Performance Practicum	1	_____
THA 2015	Dance for Theatre	2	_____
THA ____	Theatre Elective (Recommended: Acting Workshop)	2	_____
<b><u>YEAR 3 (FALL)</u></b>			
ENG 4010	Shakespeare	4	_____
THA 1011/1012	Technical Practicum or Performance Practicum	1	_____
THA 1017	Jazz I	2	_____
THA 1020	Tap	2	_____
THA 3001	Kinesthesiology	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
THA 1027	Ethnic Dance	2	_____
THA 3026	Lighting Design for Theatre	4	_____
THA 3015	Advanced Dance for Theatre	2	_____
THA 3047	Choreography	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
THA 1011/1012	Technical Practicum or Performance Practicum	1	_____
THA 4001	Thesis Project	4	_____
THA ____	Theatre Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
THA 1011/1012	Technical Practicum or Performance Practicum	1	_____
THA ____	Theatre Elective	1	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b>Total Credits</b>		<b>128</b>	_____

Note: Transfer students, in order to graduate as a Theatre major, must complete 16 credits in Theatre courses at Centenary, including the Senior Project.

**B.A. IN THEATRE ARTS: MANAGEMENT  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary	4	_____
MTH 1111	Quantitative Literacy	4	_____
THA 1009	Acting Workshop	2	_____
THA 1015	Movement for Actors	2	_____
THA 1050	Introduction to Design and Technical Theatre	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT III	Arts and Humanities: Theatre Appreciation (THA1001)	4	_____
CAT IV	Social or Behavioral Sciences	4	_____
ENG 1001	Composition and Rhetoric	4	_____
THA 2020	Voice and Speech	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
BUS 1001	Integrated Business Perspectives	4	_____
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
THA 1011/1013	Technical Practicum or Office Practicum	1	_____
THA 2045/2046	Stage Management or Directing	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT VI	Global Citizenship	4	_____
THA 1011/1013	Technical Practicum or Office Practicum	1	_____
THA 2001/2002	Theatre History I or Theatre History II	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
COM 3018	Writing for Public Relations	4	_____
ENG 4010	Shakespeare	4	_____
THA 1011/1013	Technical Practicum or Office Practicum	1	_____
THA 2045/2046	Stage Management or Directing	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
COM 1015	Introduction to Studio Operations – Radio/TV	4	_____
THA 1011/1012	Technical Practicum or Performance Practicum	1	_____
THA 3025/3026	Set Design for the Theatre or Lighting Design for the Theatre	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
THA 1011/1013	Technical Practicum or Office Practicum	1	_____
THA 4001	Thesis Project	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	1	_____
<b><u>YEAR 4 (SPRING)</u></b>			
THA 1011	Technical Practicum	1	_____
THA 1013	Office Practicum	1	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
		<b>Total Credits</b>	<b>128</b>

Note: "Transfer students, in order to graduate as a Theatre major, must complete 18 credits in Theatre courses at Centenary, including Senior project"

**B.A. IN THEATRE ARTS: TECHNICAL THEATRE  
RECOMMENDED FOUR-YEAR SEQUENCE**

Course #	Title	Credits	Completed
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary	4	_____
MTH 1111	Quantitative Literacy	4	_____
THA 1009	Acting Workshop	2	_____
THA 1015	Movement for Actors	2	_____
THA 1050	Introduction to Design and Technical Theatre	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT III	Arts and Humanities: Theatre Appreciation (THA1001)	4	_____
CAT IV	Social or Behavioral Sciences	4	_____
ENG 1001	Composition and Rhetoric	4	_____
THA 1011/1012	Technical Practicum or Performance Practicum	1	_____
THA 2020	Voice and Speech	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
ART 1005	Drawing I	4	_____
CAT. V	Laboratory Science	4	_____
CAT. VI	Democratic Citizenship	4	_____
THA 1011	Technical Practicum	1	_____
THA 2045/46	Stage Management or Directing	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT. III	Arts and Humanities: Literature	4	_____
CAT. VI	Global Citizenship	4	_____
THA 1011	Technical Practicum	1	_____
THA 2001/2002	Theatre History I or Theatre History II	4	_____
THA 3025/3026	Set Design for the Theatre or Lighting Design for the Theatre	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
ENG 4010	Shakespeare	4	_____
FAS 3005	History of Costume	4	_____
THA 1011/1012	Technical Practicum or Performance Practicum	1	_____
THA 2045/2046	Stage Management or Directing	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
THA 1011	Technical Practicum	1	_____
THA 3025/3026	Set Design for the Theatre or Lighting Design for the Theatre	4	_____
THA ____	Theatre Designated Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
THA 1011/1012	Technical Practicum or Performance Practicum	1	_____
THA 4001	Thesis Project	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
THA 1011	Technical Practicum	1	_____
THA 1012	Performance Practicum	1	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
		Total Credits	128

Note: "Transfer students, in order to graduate as a Theatre major, must complete 18 credits in Theatre courses at Centenary, including Senior project"

## EDUCATION DEPARTMENT

### TEACHER CERTIFICATION PROGRAMS

**Sandra Genduso**, Department Chair and Associate Professor of Education

**Emily Anderson**, Assistant Professor of Education

**Robert Cavo**, Assistant Professor of Education and Graduate Director for Education

**Frances Congdon**, Assistant Professor of Education

**Linda Schwartz Green**, Associate Professor of Education, Director of Teacher of Students with Disabilities Certification, Graduate Director for Special Education

**Gary Friedland**, Assistant Professor of Education

**Eric Nixon**, Assistant Professor of Education

**Marianne Pratschler**, Associate Professor of Education

**Simon Saba**, Assistant Professor of Online Education

The Education Department offers courses leading to certification in Elementary Education (K-5), Teacher of Biology (K-12), Teacher of English (K-12), Teacher of Mathematics (K-12), Teacher of Social Studies (K-12), and Teacher of Students with Disabilities. Undergraduate students in any of these certification programs are majors in Biology, English, History (Social Studies), Mathematics, Psychology and Sociology, and receive the Bachelor of Arts or Bachelor of Science degree. Qualified post-baccalaureate students, whose undergraduate majors were in liberal arts and graduated with a 2.75 or higher GPA, are eligible for admission to programs leading to certification based on the degree that they earned. All certificate programs are accredited by the New Jersey Department of Education and the National Association of State Directors of Teacher Education. To be certified in New Jersey, a student must be a citizen or sign a document that they intend to become a citizen within five years. The student must sign allegiance to the United States for the certification papers to be sent to the state department. Students also must pass the Praxis II Exam in their appropriate area. The Praxis II is administered independent from Centenary College. It must be taken and passed to gain admission into EDU 4050, Student Teaching.

Students must apply for admission to the Education Department in addition to admission to the College. Admission to the department includes achievement of minimally a 2.75 cumulative GPA, two supportive letters of reference, an interview with department faculty, completion of EDU2001 and EDU2002 with a grade of B- or better. In order to remain in the Education Department, students must maintain a 2.75 cumulative GPA and receive a B- in all Education courses. There is one semester of probation if the student's GPA falls below 2.75 before being dismissed from the department roster.

Student Teaching (EDU4050) is full-time status and carries full-time tuition. If a student is considering dual certification in a high school subject-specific area and elementary education, one extra course is required. If a student wants dual certification with Teacher of Students with Disabilities, several extra courses are required dependent upon the student's original major. In order to meet the requirements for Teacher of Students with Disabilities, students must also fulfill the requirements for Elementary or Secondary Education Certification. Only two courses in Education are permitted each semester; courses for Teacher of Students with Disabilities may be additional. Students must remember to register one full semester before planning on taking either Teaching Practicum and Assessing Outcomes or Student Teaching (EDU3080 and EDU4050).

The Education Department's policies allow for one discipline course to be taken concurrently with EDU 4024 and EDU 4050, but the Department prefers that students plan their academic programs so that Student Teaching and the Applications in Literacy are the only courses they register for during their last semester.

**B.S. IN BIOLOGY/ELEMENTARY EDUCATION (K-5)  
RECOMMENDED FOUR-YEAR SEQUENCE**

Course #	Title	Credits	Completed
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary	4	_____
BIO 1150	Biology of Plants and Cells	4	_____
ENG 1001	Composition and Rhetoric	4	_____
MTH 1180	Algebraic Modeling		
	OR	4	_____
MTH 1401	Pre-calculus I		
<b><u>YEAR 1 (Spring)</u></b>			
EDU 2000	Foundations of Education	4	_____
BIO 1160	Biology of Animals	4	_____
MTH 1111	Quantitative Literacy	4	_____
CAT III	Arts and Humanities: Fine Arts (ART1001 or MUS1001)	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT VI	Democratic Citizenship	4	_____
CHM 1100	General Chemistry I	4	_____
EDU 2003	Curriculum Design: Teaching Science in Elem. Classrooms	4	_____
MTH 1501	Statistics I	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT III	Arts and Humanities: Rel.; Phil; World Civ.; LAS (HIS1003 or HIS1004 recommended)	4	_____
CAT VI	Global Citizenship	4	_____
CHM 1110	General Chemistry II	4	_____
EDU 3053	Foundations of Literacy in Elementary Education	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT V	Science: Physical Science (PSC1500)	4	_____
BIO 2150	Animal Anatomy	4	_____
BIO 3100	Genetics	4	_____
EDP 3013	Psychology of High and Low Incidence Exceptionality	4	_____
EDP 2001	Pre-School and School-Aged Development (3-18 Years)	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BIO 2160	Animal Physiology and Behavior	4	_____
BIO 3500	Microbiology	4	_____
EDU 3052	Elementary Teaching Methodology	4	_____
EDU 3031	Special Ed: Learners Perspective	4	_____
SOC 2004	School, Family and Community	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
BIO 3150	Biochemistry	4	_____
BIO 4000	Ecology	4	_____
EDU 3038	Classroom Management for Challenging Behavior	4	_____
EDU 3080	Teaching Practicum and Assessing Outcomes	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EDU 4024	Applications in Literacy	2	_____
EDU 4050	Student Teaching	10	_____
Total Credits		136	

**Note:** The Education Department's policies allow for one discipline course to be taken concurrently with EDU4024 and EDU4050, but the Department prefers that students plan their academic programs so that Student Teaching and the Applications in Literacy are the only courses they register for during their last semester. In order to avoid 20-credit semesters, CAT. III and CAT VI courses can be taken in summers prior to Year Three and Year Four.

**B.S. IN BIOLOGY/TEACHER OF BIOLOGY (K-12)**  
**RECOMMENDED FOUR-YEAR SEQUENCE**

Course #	Title	Credits	Completed
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
BIO 1150	Biology of Plants and Cells	4	_____
CAT III	Arts and Humanities: Fine Arts (ART1001 or MUS1001)	4	_____
MTH 1180	Algebraic Modeling	4	_____
	OR		
MTH1401	Pre-calculus I		
<b><u>YEAR 1 (Spring)</u></b>			
EDU2000	Foundations of Education	4	_____
BIO 1160	Biology of Animals	4	_____
ENG 1001	Composition and Rhetoric	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS (HIS1003 or HIS1004 recommended)	4	_____
CHM 1100	General Chemistry I	4	_____
EDU 2004	Curriculum Design: Teaching in the Content Areas	4	_____
MTH 1501	Statistics I	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Global Citizenship	4	_____
CHM 1110	General Chemistry II	4	_____
EDU 3054	Foundations of Literacy in the Content Areas	4	_____
EDP 2001	Pre-School and School-Aged Development (3-18 Years)	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT V	Science: Physical Science (PSC1500)	4	_____
BIO 2150	Animal Anatomy	4	_____
BIO 3100	Genetics	4	_____
EDP 3013	Psych of High and Low Inc. Exception.	4	_____
SOC2004	School, Family and Community	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BIO 2160	Animal Physiology and Behavior	4	_____
BIO 3500	Microbiology	4	_____
EDU 3058	Biology Curriculum and Instruction	4	_____
EDU 3031	Special Education: Learner's Perspective	4	_____
CAT. VI	Democratic Citizenship	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
BIO 3150	Biochemistry	4	_____
BIO 4000	Ecology	4	_____
EDU 3038	Classroom Management for Challenging Behavior	4	_____
EDU 3080	Teaching Practicum and Assessing Outcomes	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EDU 4024	Applications in Literacy	2	_____
EDU 4050	Student Teaching	10	_____
Total Credits		136	

**Note:** The Education Department's policies allow for one discipline course to be taken concurrently with EDU4024 and EDU4050, but the Department prefers that students plan their academic programs so that Student Teaching and the Applications in Literacy are the only courses they register for during their last semester. In order to avoid 20-credit semesters, CAT. III and CAT VI courses can be taken in summers prior to Year Three and Year Four.

**B.A. IN ENGLISH/ELEMENTARY EDUCATION (K-5)  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary	4	_____
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS (World Civ. Rec.) (HIS1003 or HIS1004 recommended)	4	_____
ENG 1001	Composition and Rhetoric	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
EDU2000	Foundations of Education	4	_____
CAT III	Arts and Humanities: Fine Arts (ART1001, MUS1001, or THA1001)	4	_____
SOC2004	School, Family and Community	4	_____
ENG 1005	Introduction to Literary Analysis	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT V	Laboratory Science	4	_____
EDU2003	Curriculum Design: Teaching Science in Elementary Classrooms	4	_____
ENG2014	American Literature Survey	4	_____
ENG2019	Classical Literature	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
EDP2001	Pre-School & School-Age Development (3-18 Years)	4	_____
EDU3053	Foundations of Literacy in Elementary Education	4	_____
ENG2020	The Bible As Literature	4	_____
ENG ____	English Elective	4	_____
CAT VI	Democratic Citizenship (HIS2001, HIS2002, HIS3010 Recommended)	4	_____
<b><u>YEAR 3 (Fall)</u></b>			
CAT III	Arts and Humanities: Literature (ENG3003 Recommended)	4	_____
EDP3013	Psychology of High and Low Incidence Exceptionality	4	_____
EDU3038	Classroom Management for Challenging Behavior	4	_____
ENG2017	British Literature I	4	_____
ENG2025	Ethnic American Literature		
	Or		
ENG2028	Non-Western World Literature	4	_____
	Or		
ENG2029	Modern European Literature		
<b><u>YEAR 3 (Spring)</u></b>			
CAT. VI	Global Citizenship (HIS2005 Recommended)	4	_____
EDU 3052	Elementary Teaching Methods	4	_____
ENG 2018	British Literature II	4	_____
ENG 2026	Women Writers of the World	4	_____
EDU3031	Sped Ed: Learner's Perspective	4	_____
<b><u>YEAR 4 (Fall)</u></b>			
EDU 3080	Teaching Practicum and Assessing Outcomes	4	_____
ENG 4010	Shakespeare	4	_____
ENG 4080	Senior Seminar	4	_____
ENG ____	English Elective	4	_____
<b><u>Year 4 (Spring)</u></b>			
EDU 4024	Applications in Literacy	2	_____
EDU 4050	Student Teaching	10	_____
Total Credits		136	

**Note:** The Education Department's policies allow for one discipline course to be taken concurrently with EDU4024 and EDU4050, but the Department prefers that students plan their academic programs so that Student Teaching and the Applications in Literacy are the only courses they register for during their last semester. In order to avoid 20-credit semesters, CAT. III and CAT VI courses can be taken in summers prior to Year Three and Year Four.

**B.A. IN ENGLISH/TEACHER OF ENGLISH (K-12)  
RECOMMENDED FOUR-YEAR SEQUENCE**

Course #	Title	Prerequisites	Credits	Completed
<b><u>YEAR 1 (Fall)</u></b>				
AFC 1001	Academic Foundations at Centenary		4	_____
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS (HIS1003 or HIS1004 recommended)		4	_____
ENG 1001	Composition and Rhetoric		4	_____
MTH 1111	Quantitative Literacy		4	_____
<b><u>YEAR 1 (Spring)</u></b>				
EDU2000	Foundations of Education	AFC1001	4	_____
CAT III	Arts and Humanities: Fine Arts (ART1001, MUS1001, or THA1001)		4	_____
SOC2004	School, Family and Community		4	_____
ENG 1005	Introduction to Literary Analysis		4	_____
<b><u>YEAR 2 (Fall)</u></b>				
CAT V	Laboratory Science		4	_____
EDU 2004	Curriculum Design: Teaching in the Content Areas		4	_____
ENG 2014	American Literature Survey		4	_____
ENG 2019	Classical Literature		4	_____
<b><u>YEAR 2 (Spring)</u></b>				
CAT III	Arts and Humanities: Literature		4	_____
EDP 2001	Pre-School and School-Aged Development (3-18 Years)		4	_____
EDU 3054	Literacy in the Content Areas		4	_____
ENG 2020	The Bible As Literature		4	_____
ENG ____	English Elective		4	_____
<b><u>YEAR 3 (Fall)</u></b>				
EDP 3013	Psychology of High and Low Incidence Exceptionality		4	_____
EDU 3056	English Curriculum and Instruction		4	_____
CAT. VI	Democratic Citizenship		4	_____
ENG 2017	British Literature I		4	_____
ENG 2025	Ethnic American Literature			_____
	Or			
ENG 2028	Non-Western World Literature		4	_____
	Or			
ENG 2029	Modern European Literature			_____
<b><u>YEAR 3 (Spring)</u></b>				
CAT. VI	Global Citizenship		4	_____
EDU 3038	Classroom Management for Challenging Behavior		4	_____
EDU 3031	Special Education: Learner's Perspective		4	_____
ENG 2018	British Literature II		4	_____
ENG 2026	Women Writers of the World		4	_____
<b><u>YEAR 4 (Fall)</u></b>				
EDU 3080	Teaching Practicum and Assessing Outcomes		4	_____
ENG 4010	Shakespeare		4	_____
ENG 4080	Senior Seminar		4	_____
ENG ____	English Elective		4	_____
<b><u>YEAR 4 (Spring)</u></b>				
EDU 4024	Applications in Literacy		2	_____
EDU 4050	Student Teaching		10	_____
Total Credits			136	

**Note:** The Education Department's policies allow for one discipline course to be taken concurrently with EDU4024 and EDU4050, but the Department prefers that students plan their academic programs so that Student Teaching and the Applications in Literacy are the only courses they register for during their last semester. In order to avoid 20-credit semesters, CAT. III and CAT VI courses can be taken in summers prior to Year Three and Year Four.

**B.A. IN HISTORY/ELEMENTARY EDUCATION (K-5)  
RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

Course #	Title	Credits	Completed
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary	4	_____
ENG 1001	Composition and Rhetoric	4	_____
HIS 1001	Western Civilization I	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
EDU2000	Foundations of Education	4	_____
CAT III	Arts and Humanities: Fine Arts (ART1001 or MUS1001)	4	_____
CAT V	Laboratory Science	4	_____
HIS 1002	Western Civilization II	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Democratic Citizenship	4	_____
EDU 2003	Curriculum Design: Teaching Science in Elem. Classrooms	4	_____
HIS 2001	American Civilization I	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
EDP 2001	Pre-School and School-Age Development (3-18 Years)	4	_____
EDU 3053	Foundations of Literacy in Elementary Education	4	_____
HIS 2002	American Civilization II	4	_____
POL 1001	U.S. Political Systems	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT VI	Global Citizenship	4	_____
EDP 3013	Psychology of High and Low Incidence Exceptionality	4	_____
HIS 2005	World Geography	4	_____
HIS ____	History Elective	4	_____
SOC 2004	School, Family and Community	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
CAT III	Arts and Humanities: World Religions or Philosophy	4	_____
EDU 3052	Elementary Education Methodology	4	_____
HIS ____	History Elective	4	_____
HIS ____	History Elective	4	_____
EDU3031	Special Ed: Learners Perspective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
EDU 3038	Classroom Management for Challenging Behavior	4	_____
EDU 3080	Teaching Practicum and Assessing Outcomes	4	_____
HIS ____	History Elective	4	_____
HIS ____	History Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EDU 4024	Applications in Literacy	2	_____
EDU 4050	Student Teaching	10	_____
Total Credits		132	

**Note:** The Education Department's policies allow for one discipline course to be taken concurrently with EDU4024 and EDU4050, but the Department prefers that students plan their academic programs so that Student Teaching and the Applications in Literacy are the only courses they register for during their last semester. In order to avoid 20-credit semesters, CAT. III and CAT VI courses can be taken in summers prior to Year Three and Year Four.

**B.A. IN HISTORY/TEACHER OF SOCIAL STUDIES (K-12)**  
**RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

Course #	Title	Credits	Completed
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary	4	_____
ENG 1001	Composition and Rhetoric	4	_____
HIS 1001	Western Civilization I	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
EDU2000	Foundations of Education	4	_____
CAT III	Arts and Humanities: Fine Arts (ART1001 or MUS1001)	4	_____
CAT V	Laboratory Science	4	_____
HIS 1002	Western Civilization II	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
SOC2004	School, Family and Community	4	_____
EDU 2004	Curriculum Design: Teaching in the Content Areas	4	_____
HIS 2001	American Civilization I	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
EDP 2001	Pre-School and School-Aged Development (3-18 Years)	4	_____
EDU 3054	Literacy in the Content Areas	4	_____
HIS 2002	American Civilization II	4	_____
POL 1001	U.S. Political Systems	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
EDP 3013	Psychology of High and Low Incidence Exceptionality	4	_____
EDU 3059	Social Studies Curriculum and Instruction	4	_____
HIS 2005	World Geography	4	_____
SOC 2004	School, Family and Community	4	_____
CAT VI	Democratic Citizenship	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
CAT III	Arts and Humanities: World Religions or Philosophy	4	_____
EDU 3038	Classroom Management for Challenging Behavior	4	_____
CAT VI	Global Citizenship	4	_____
HIS ____	History Elective	4	_____
HIS ____	History Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
EDU 3080	Teaching Practicum and Assessing Outcomes	4	_____
HIS ____	History Elective	4	_____
HIS ____	History Elective	4	_____
HIS ____	History Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EDU 4024	Applications in Literacy	2	_____
EDU 4050	Student Teaching	10	_____
Total Credits		132	

**Note:** The Education Department's policies allow for one discipline course to be taken concurrently with EDU4024 and EDU4050, but the Department prefers that students plan their academic programs so that Student Teaching and the Applications in Literacy are the only courses they register for during their last semester. In order to avoid 20-credit semesters, CAT. III and CAT VI courses can be taken in summers prior to Year Three and Year Four.

**B.A. IN LIBERAL ARTS/ELEMENTARY EDUCATION (K-5) /MIDDLE SCHOOL ENDORSEMENT (5-8)**  
**RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

Course #	Title	Credits	Completed
<u>YEAR 1 (Fall)</u>			
AFC1001	Academic Foundations at Centenary	4	_____
CAT III	Arts and Humanities: Fine Art (ART1001 or MUS1001)	4	_____
ENG1001	Composition and Rhetoric	4	_____
MTH1111	Quantitative Literacy	4	_____
<u>YEAR 1 (Spring)</u>			
MTH1250	Geometry	4	_____
EDU2000	Foundations of Education	4	_____
ENG1005	Introduction to Literary Analysis	4	_____
CAT V	Science: Earth Science (PSC1400)	4	_____
<u>YEAR 2 (Fall)</u>			
CAT III	Arts and Humanities: HIS1003 World Civ. I or HIS1004 World Civ. II	4	_____
MTH1180	Algebraic Modeling	4	_____
SOC2004	School, Family and Community	4	_____
EDU2003	Curriculum Design: Teaching Science in Elementary Classrooms	4	_____
<u>YEAR 2 (Spring)</u>			
BIO1105	Human Nutrition and Performance	4	_____
CAT VI	Global Citizenship World Geography (HIS2005)	4	_____
CAT VI	Democratic Citizenship Amer Soc/Pol/Econ Systems (HIS2006)	4	_____
EDP2001	Pre-School and School-Aged Development (3-18 Yrs)	4	_____
<u>YEAR 3 (FALL)</u>			
CAT III	Arts and Humanities: Literature – ENG3003	4	_____
EDU3041	Foundations of Literacy in Elementary Education	4	_____
EDP3013	Psychology of High and Low Incidence Exceptionality	4	_____
HIS2001 or 2002	American Civilization I or American Civilization II	4	_____
HIS3010	History of New Jersey	4	_____
<u>YEAR 3 (SPRING)</u>			
BIO1110	Principles of Environmental Science	4	_____
	Or		
CHM1050	Basic Chemistry	4	_____
EDU3052	Elementary Teaching Methodology: Mathematics in the Elementary Classroom		
ENG2012	Advanced Composition	4	_____
	Or		
ENG2014	American Literature Survey	4	_____
	Or		
ENG3004	The Short Story	4	_____
EDU3031	Special Ed: The Learner’s Perspective		
<u>YEAR 4 (FALL)</u>			
EDU3038	Classroom Management for Challenging Behavior	4	_____
EDU3080	Teaching Practicum and Assessing Outcomes	4	_____
MTH1501	Statistics I	4	_____
PSC1025	Astronomy	4	_____
	Or		
PSC1500	Physical Science	4	_____
<u>YEAR 4 (SPRING)</u>			
EDU4024	Applications in Literacy	2	_____
EDU4050	Student Teaching	10	_____
Total Credits		128	

**Note:** The Education Department's policies allow for one discipline course to be taken concurrently with EDU4024 and EDU4050, but the Department prefers that students plan their academic programs so that Student Teaching and the Applications in Literacy are the only courses they register for during their last semester. In order to avoid 20-credit semesters, CAT. III and CAT VI courses can be taken in summers prior to Year Three and Year Four.

**B.S. IN MATHEMATICS/ELEMENTARY EDUCATION (K-5)**  
**RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary	4	_____
CAT III	Arts and Humanities: Fine Arts (ART1001 or MUS1001)	4	_____
ENG 1001	Composition and Rhetoric	4	_____
MTH 1401	Pre-Calculus I OR Science Elective	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
EDU2000	Foundations of Education	4	_____
SOC2004	School, Family and Community	4	_____
MTH 1111	Quantitative Literacy	4	_____
MTH 1402	Pre-Calculus II	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT V	Science: Physical Science (PSC1500)	4	_____
EDU 2003	Curriculum Design: Teaching Science in Elementary Classrooms	4	_____
MTH 1501	Statistics I	4	_____
MTH 2151	Calculus I	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT III	Arts & Humanities: Rel.; Phil.; World Civ.; LAS (Logic Recommended)	4	_____
EDP 2001	Pre-School and School-Aged Development (3-18 Years)	4	_____
EDU 3053	Foundations of Literacy in Elementary Education	4	_____
MTH 2152	Calculus II	4	_____
CAT VI	Democratic Citizenship	4	_____
<b><u>YEAR 3 (Fall)</u></b>			
EDP 3013	Psychology of High and Low Incidence Exceptionality	4	_____
MTH 3161	Calculus III	4	_____
MTH 3030	Linear Algebra	4	_____
CAT III	Arts and Humanities: English Literature	4	_____
EDU3031	Special Ed: Learners Perspective	4	_____
<b><u>YEAR 3 (Spring)</u></b>			
EDU 3052	Elementary Teaching Methodology	4	_____
MTH 3162	Calculus IV	4	_____
MTH 3350	Foundations of Advanced Mathematics	4	_____
MTH 3070	History of Mathematics & Nat. Science	4	_____
BIO, PSC, CHM	Related Major Requirement or CAT. VI Global Citizenship	4	_____
<b><u>Year 4 (Fall)</u></b>			
EDU 3038	Classroom Management for Challenging Behavior	4	_____
EDU 3080	Teaching Practicum and Assessing Outcomes	4	_____
MTH ____	Mathematics Elective (3000+)	4	_____
MTH ____	Mathematics Elective (3000+)	4	_____
<b><u>Year 4 (Spring)</u></b>			
EDU 4024	Applications in Literacy	2	_____
EDU 4050	Student Teaching	10	_____
Total Credits		136	

**Note:** The Education Department's policies allow for one discipline course to be taken concurrently with EDU4024 and EDU4050, but the Department prefers that students plan their academic programs so that Student Teaching and the Applications in Literacy are the only courses they register for during their last semester. In order to avoid 20-credit semesters, CAT. III and CAT VI courses can be taken in summers prior to Year Three and Year Four.

**Note:** LOGIC(Category III) is recommended for the math major. MTH Electives/Math Choices 1of 3 above 3000 level. MTH1401 is not required for the major but may be required as a prerequisite for MTH1402. In that case the total credits for the Math Major is 140 CR,

**B.S. IN MATHEMATICS/TEACHER OF MATHEMATICS (K-12)**  
**RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Prerequisites</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>				
AFC 1001	Academic Foundations at Centenary		4	_____
CAT III	Arts and Humanities: Fine Arts (ART1001 or MUS1001)		4	_____
ENG 1001	Composition and Rhetoric		4	_____
MTH 1401	Pre-Calculus I		4	_____
<b><u>YEAR 1 (Spring)</u></b>				
EDU2000	Foundations of Education		4	_____
SOC2004	School, Family & Community		4	_____
MTH 1111	Quantitative Literacy		4	_____
MTH 1402	Pre-Calculus II		4	_____
<b><u>YEAR 2 (Fall)</u></b>				
EDU 2004	Curriculum Design: Teaching in the Content Areas		4	_____
CAT VI	Democratic Citizenship		4	_____
MTH 1501	Statistics I		4	_____
MTH 2151	Calculus I		4	_____
<b><u>YEAR 2 (Spring)</u></b>				
CAT III	Arts & Humanities: Rel.; Phil.; World Civ.; LAS (Logic recommended)		4	_____
CAT III	Arts and Humanities: English Literature		4	_____
EDP 2001	Pre-School and School-Aged Development (3-18 Years)		4	_____
EDU 3054	Literacy in the Content Areas		4	_____
MTH 2152	Calculus II		4	_____
<b><u>YEAR 3 (Fall)</u></b>				
CAT V	Science Physical Science (PSC1500)		4	_____
EDU 3057	Mathematics Curriculum and Instruction		4	_____
EDP 3013	Psychology of High and Low Incidence Exceptionality		4	_____
MTH 3161	Calculus III		4	_____
MTH 3030	Linear Algebra		4	_____
<b><u>YEAR 3 (Spring)</u></b>				
EDU3038	Classroom Management for Challenging Behavior		4	_____
MTH 3162	Calculus IV		4	_____
MTH 3350	Foundations of Advanced Mathematics		4	_____
MTH 3070	History of Mathematics		4	_____
EDU3031	Special Ed: Learners Perspective		4	_____
<b><u>Year 4 (Fall)</u></b>				
EDU 3080	Teaching Practicum and Assessing Outcomes		4	_____
MTH ____	Mathematics Elective (3000+)		4	_____
MTH ____	Mathematics Elective (3000+)		4	_____
_____	Related Major Requirement (BIO, PSC, CHM)		4	_____
<b><u>Year 4 (Spring)</u></b>				
EDU 4024	Applications in Literacy		2	_____
EDU 4050	Student Teaching		10	_____
Total Credits			136	

**Note:** The Education Department's policies allow for one discipline course to be taken concurrently with EDU4024 and EDU4050, but the Department prefers that students plan their academic programs so that Student Teaching and the Applications in Literacy are the only courses they register for during their last semester. In order to avoid 20-credit semesters, CAT. III and CAT VI courses can be taken in summers prior to Year Three and Year Four.

**Note:** LOGIC(Category III) is recommended for the math major. MTH Electives/Math Choices 1of 3 above 3000 level. MTH1401 is not required for the major but may be required as a prerequisite for MTH1402. In that case the total credits for the Math Major is 140 CR,

### **Teacher of Students with Disabilities Certification**

Available to those students seeking a Bachelor's degree and completing requirements in another field of certification (major), or post-baccalaureate students who are completing requirements for general education certification (elementary, middle, or high school) concurrently. For undergraduate and post-baccalaureate candidates who are currently seeking initial certification

- EDU 3000 Assistive Technology  
Prerequisite: completion of EDP 3013, EDU 2000, EDU 3031 – or –  
EDU 3031 taken concurrently 1 credit
- EDU 3031 Special Education: A Learner's Perspective 4 credits  
Prerequisite: completion of EDU 2001, EDU 2002 and EDP 3013
- EDU 3033 Language Development, Communication and Literacy in  
Special Education 4 credits  
Prerequisite: completion of EDU 3041 or EDU 3043, EDP 3013
- EDU 3034 Special Education Methods and Materials 4 credits  
Prerequisite: completion of EDP 3013, EDU
- EDU 3038 Classroom Management for Challenging Behavior 4 credits  
Prerequisite: completion of EDU 2001, EDU 2002 and admission  
to the Education Department and completion of EDP 3013
- EDP 3013 Psychology of High and Low Incidence Exceptionalities 4 credits  
Prerequisite: PSY 1050

Students may take no more than eight credits of special education courses in any Fall or Spring semester, and no more than four credits of these courses in either of the two Summer semesters.

### **New Jersey State Teaching Certification: Post Baccalaureate Program**

The Post Baccalaureate program at Centenary College is designed with the specific goal of assisting the adult students in obtaining his/her New Jersey State Teaching Certification. Through a detailed analysis of the student's transcripts, Centenary College is able to establish a course curriculum that will assist the student in obtaining his/her certification. The number of credits required is dependent on a student's previous college experience and the certification level he/she is seeking.

All teaching licenses require a minimum of a bachelor's degree from a regionally accredited college or university. All credits must appear on a regionally accredited two- or four-year college or university transcript. New Jersey further requires that "candidates for certification achieve a cumulative GPA of at least 2.75 in a baccalaureate degree program . . . or a State-approved post-baccalaureate certification program. . . ." Students in the Centenary teaching certification program must have a minimum cumulative GPA of 2.75 in their Centenary course work and must have successfully passed their respective PRAXIS II exam to be eligible to register for the Student Teaching component.

### **General College Admission Requirements:**

- Completed Undergraduate Application
- Bachelor's Degree
- Original copies of official transcripts from all colleges and universities attended
- Copy of High School Diploma
- Minimum cumulative undergraduate GPA of 2.75.

### **Education Department's Admission Requirements:**

- Successful completion of EDU2000 and either EDU2003 or EDU2004 with grades of "B-" or higher.
- Completed application to the Education Department and the successful completion of a departmental interview.

- Minimum undergraduate cumulative GPA of 2.75, combining the work completed at Centenary College and the work completed at all previous colleges/universities.

### **Program Requirements:**

The Post Baccalaureate program consists of all of the requirements mandated by the State of New Jersey Education Department. The time frame for completion of the certification program is minimally two years, but may be extended depending on the rate at which the student completes courses and how many credits are required for completion of the respective certification program.

#### **K – 5 Certification (Elementary Education)**

“For certification as an elementary school teacher, completion of a major in the liberal arts, sciences, or a minimum of **60 liberal arts credits** is required. A ‘Liberal arts major’ means any college major such as philosophy, history, literature, sociology, science, mathematics, or world language that is intended primarily to provide general knowledge and to develop an individual’s general intellectual capacities to reason and evaluate, as opposed to professional or vocational skills. The final determination as to which courses will be counted towards the subject matter is based on professional and content standards found in the NJ Licensing Code. Centenary College further requires that students have 15 credits in a specific discipline from within the 60 liberal arts credits.”

#### **5 – 8 Middle School Endorsement**

The Middle School Endorsement (grades 5-8) can be earned only in conjunction with the Elementary Education certification and cannot be obtained on its own. “Current regulations for certification require that applicants complete a minimum of **15 credits** in the subject area that you want to be certified in.” Centenary College offers certification in English, History, Mathematics, and Science under this code. Special conditions may apply and these will be discussed with each student on an individual basis.

#### **K – 12 Certification (Secondary Education)**

The State of New Jersey mandates that all secondary teachers, defined as grades 6 – 12, be “Highly Qualified” in one of the State’s core disciplines or in their certification area in order to be licensed. This outcome is fulfilled by mandating that every candidate for secondary teaching certification be required to “complete a minimum of **30 credits** in a coherent sequence in the subject field of [licensing]. A coherent sequence requires that at least **12 credits are completed at the advanced level of study** (junior, senior or graduate level). . . . Courses in pedagogy/education are not accepted towards the subject matter preparation. The final determination as to which courses will be counted towards the . . . subject matter is based on professional and content standards found in the NJ Licensing Code. All credits must appear on a regionally accredited 2 OR 4 year college/university transcript.”<sup>1</sup> At Centenary College, the discipline emphasis choices available to the post-baccalaureate student are: Biology, English, Mathematics, or History (Social Studies). These courses may come from the student’s earned Bachelor’s Degree. An analysis of all transcripts will allow an advisor to inform the student if any credits remain to be satisfied in this category.

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<sup>1</sup> Within the 30 credits, candidates for the Teacher of Social Studies certification must complete a minimum of **15 semester hour credits in history to include a minimum of one course in American History and one course in World History. . . .**” The State of New Jersey defines the field of social studies to include American history, European history, world history, government, political science, sociology, geography, anthropology, and economics.

Note: The quotations in the paragraphs above were taken directly from the State of New Jersey Certificate Endorsements and Codes found at: <http://www.state.nj.us/cgi-bin/education/license/endorsement.pl?string=Instructional%20Certificates&maxhits=1000&field=1&type=teach>

### **Educational Psychology Courses – 8 credits**

These courses are specific to the level of certification the student is working towards. One is exclusive to Centenary College and must be taken at our institution.

- EDP 2001 – Pre-School and School-Aged Development (3-18 years)\*
- EDP 3013 - Psychology of Low and High Incidence Exceptionality (This course is exclusive and must be taken at Centenary College.)

### **Sociology Course – 4 credits**

This course is an essential part of the Education Department's State Department of Education approved teacher certification programs and the TEAC accreditation recognition. This course is exclusive to and must be taken at Centenary College.

- SOC 2004 - School, Family and Community Life

### **Teaching certification courses – 40 credits**

These courses are specific to the level of certification the student is working towards. A practicum course and 10 credits of student teaching are a requirement of the program regardless of certification level.

- EDU 2000 – Foundations of Education
- EDU 2003 – Curriculum Design: Teaching Science in Elementary Classrooms\*\*  
Or
- EDU 2004 – Curriculum Design: Teaching in the Content Area\*\*\*
- EDU 3031 - Special Education: A Learner's Perspective
- EDU 3038 – Classroom Management for Challenging Behavior
- EDU 3041 – Foundations of Literacy in Elementary Education\*\*  
Or
- EDU 3043 – Literacy in the Content Areas\*\*\*
- EDU 3052 – Elementary Teaching Methods\*\*  
Or
- EDU 305\_ – Program Specific Curriculum & Instruction\*\*\*
- EDU 3080 – Teaching Practicum and Assessing Outcomes
- EDU 4024 – Applications in Literacy
- EDU 4050 – Student Teaching

\*Students interested in K-5 certification may substitute a course in Child Psychology for this requirement. Students interested in K-12 certification may substitute a course in Adolescent Psychology for this requirement. Students interested in the Middle School Endorsement, which is earned in conjunction with the K-5 certification, must have both Child Psychology and Adolescent Psychology courses to meet this requirement.

\*\*Elementary Certification K-5

\*\*\*Secondary Certification K-12

## ENGLISH & FOREIGN LANGUAGES DEPARTMENT

**Christopher Adamo**, Department Chair, Assistant Professor of Philosophy, and Graduate Director for English

**Carol M. Barnett**, Instructor of English

**Dean W. Bethea**, Associate Professor of English

**Sharon Decker**, Assistant Professor of English

**Angela Elliott**, Professor of English

**John R. Holt**, Associate Professor of English

**Natasha Kohl**, Assistant Professor of English

**Klara Lutsky**, Assistant Professor of English

**Richard Sévère**, Assistant Professor of English

**Arlene Young**, Assistant Professor of English

The English and Foreign Languages Department offers a Bachelor of Arts (B.A.) program in English. The Department also provides many of the courses which comprise the College's core requirements – e.g. composition and rhetoric, literature, foreign languages, and liberal arts studies.

The Department's Bachelor of Arts program in **English** combines the best elements of the traditional English major (the sophomore-level surveys of American and British literature and the upper-level courses in major literary periods and writers) with nontraditional features including career-oriented writing courses and offerings in cross-cultural, multi-ethnic literature, and women writers. Centenary's unique program prepares students for careers in teaching, marketing, corporate communications, free-lance writing, law, and publishing, among other fields. The English program sponsors the English honorary society (Sigma Tau Delta), and PRISM, the undergraduate literary magazine.

**English Minor:** Any student may minor in English by taking at least sixteen (16) credits of designated English courses beyond ENG 1001. Those courses must include the following:

(ENG 1001 Composition and Rhetoric is a prerequisite for all other English classes. Before taking ENG 1001, ENG 1000 College English, must be satisfied either through satisfactory performance (480 or above) on the English section of the SAT, or by taking the course.)

ENG1005: Introduction to Literary Analysis

ENG2014: Survey of American Literature

ENG 2017: Survey of British Literature I

ENG2018: Survey of British Literature II

**Creative Writing Minor (for non-English Majors):** The Creative Writing Minor requires 16 credits, including a 4-credit craft course. Students can select 8-12 credits for creative writing courses, which can be repeated for credit. These currently include:

ENG 2015: Poetry Writing

ENG 2016: Creative Prose Writing, fiction or creative non-fiction

At least 4 credits from the following:

ENG 2030: The Craft of Poetry Writing

ENG 2031: The Craft of Prose Writing

ENG 2012: Advanced Essay Writing

To fulfill the 16 credits, students may take a second craft course, take more creative writing courses, or take a genre course, as listed in the Concentration.

**Creative Writing Concentration (for English Majors):** The Creative Writing Concentration requires 16 credits:

- 4 Credits of a craft course, selected from the following courses:
  - The Craft of Poetry Writing (ENG 2030)
  - The Craft of Prose Writing (ENG 2031)
  - Advanced Essay Writing (ENG 2010)
- 8 Credits of creative writing courses
- 4 Credits of a 3000-level or above genre course, selected from the following courses:
  - The Short Story (ENG 3004)
  - Development of the Novel (ENG 3001)
  - Children's Literature (ENG 3003)
  - Modern British and American Poetry (ENG 4005).

**Option in Career Writing:** Any student wishing to emphasize development of writing skills is advised to take, as free electives, at least four \*4) writing courses beyond Eng 1001. The student may choose from the following courses: ENG 2001; ENG 3015; ENG 3016, ENG 3020; ENG 3021; COM 2003; COM 2011; COM 3018; COM 3019; COM 3013.

The English and Foreign Languages Department also supervises foreign language instruction (French, Spanish, and Japanese), the Liberal Arts Studies (LAS 3001, 3002, and 3003) courses, philosophy, and religion.

### **ENGLISH MAJOR CORE REQUIREMENTS**

All majors must complete 48 credits in English above ENG1001. Successful completion of ENG 1001, or its equivalent, is the prerequisite for all of the English courses listed below, with the exception of ENG2014, 2017, and 2018, which require ENG1005 as a prerequisite.

#### **Required English Core Requirements**

ENG 1005	Introduction to Literary Analysis
ENG 2014	American Literature Survey
ENG 2017	British Literature Survey I
ENG 2018	British Literature Survey II
ENG 2019	Classical Literature
ENG 2020	The Bible as Literature
ENG 2026	Women Writers of the World
ENG 4010	Shakespeare
ENG 4080	Senior Seminar

#### **Cross-Cultural Studies (choose one)**

ENG 2025	Ethnic American Literature
ENG 2028	Non-Western World Literature
ENG 3029	Modern European Literature

#### **English Electives (choose at least two)**

ENG 2015	Creative Writing: Fiction
ENG 2016	Creative Writing: Poetry
ENG 2030	The Craft of Poetry

ENG2031	The Craft of Prose
ENG2080	Literature of the American West
ENG2082	Literature of New York City
ENG 2091	Literature to Film
ENG 3001	Development of the Novel
ENG 3002	History of the Drama
ENG 3003	Children's Literature
ENG 3004	The Short Story
ENG 3020	Writing Tutor Practicum
ENG 3021	Writing Tutor Practicum
ENG 3035	The History of the English Language
ENG 3036	Medieval Literature
ENG 3037	Renaissance Literature: 1500-1600
ENG 3038	Reason and Emotion: 18 <sup>th</sup> Century Literature
ENG 3040	Modern and Contemporary British Literature
ENG 3042	Modern & Contemporary American Literature
ENG 3071	Romantic Literature
ENG3072	Victorian Literature
ENG 4005	Modern British and American Poetry
ENG 4020	Chaucer

**Note: Option in Career Oriented Writing** – The first two years are the same as the above layout. During the third year, the student would take six credits from the English major areas, six credits from the career oriented writing field (category two of the English major) and nine credits in free electives. During the fourth year, the student would take nine credits from the English major areas, six credits from the career oriented writing fields, and six credits in free electives. All other elements of the degree program remain the same as shown above. For more information, students should see their advisors.

**Note: Internship Option** – The English faculty will grant four academic credits to English majors who serve an internship in an English-related career field, such as public relations, corporate communications, or publishing.

**B.A. IN ENGLISH  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Complete</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG 1001	Composition and Rhetoric	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT III	Arts and Humanities: Rel; Phil; World Civ.; LAS	4	_____
CAT IV	Social or Behavioral Sciences	4	_____
ENG 1005	Introduction to Literary Analysis	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
ENG 2014	American Literature Survey	4	_____
ENG 2020	The Bible as Literature	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Global Citizenship	4	_____
ENG 2019	Classical Literature	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
ENG 2017	British Literature I	4	_____
ENG 2026	Women Writers of the World	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
ENG 2018	British Literature II	4	_____
ENG 2025	Ethnic American Literature		
	Or		
ENG 2028	Non-Western World Literature	4	_____
	Or		
ENG 3029	Modern European Literature		
ENG ____	English Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
ENG 4010	Shakespeare	4	_____
ENG ____	English Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
ENG 4080	Senior Seminar	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
Total Credits		128	

**B.A. IN ENGLISH: CREATIVE WRITING  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG 1001	Composition and Rhetoric	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT III	Arts and Humanities: Rel; Phil; World Civ.; LAS	4	_____
CAT IV	Social or Behavioral Sciences	4	_____
CAT V	Laboratory Science	4	_____
ENG 1005	Introduction to Literary Analysis	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT VI	Democratic Citizenship	4	_____
ENG 2014	American Literature Survey	4	_____
ENG 2015/2016	Creative Writing Poetry or Prose	2	_____
ENG 2020	The Bible as Literature	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Global Citizenship	4	_____
ENG 2015/2016	Creative Writing: Poetry or Prose	2	_____
ENG 2019	Classical Literature	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
ENG2015/2016	Creative Writing: Poetry or Prose	2	_____
ENG 2017	British Literature I	4	_____
ENG 2026	Women Writers of the World	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
ENG2015/2016		2	_____
ENG 2018	English Literature II	4	_____
ENG 2025	Ethnic American Literature, Or		
ENG 2028	Non-Western World Literature, Or	4	_____
ENG 3029	Modern European Literature		
ENG ____	English Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
ENG 4010	Shakespeare	4	_____
ENG ____	English Elective	4	_____
ENG 2012	Advanced Essay Writing, Or		
ENG 2030	Craft of Poetry Writing, Or	4	_____
ENG2031	Craft of Prose Writing, Or		
THA 3050	Playwriting		
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
ENG 4080	Senior Seminar	4	_____
ENG 3001	Development of the Novel Or		
ENG 3002	History of Drama, Or		
ENG 3003	Children's Literature, Or	4	_____
ENG 3004	The Short Story, Or		
ENG 4005	Modern British and American Poetry		
ELECTIVE	Elective	4	_____
Total Credits		128	

## EQUINE STUDIES DEPARTMENT

**Kelly Martin Munz**, Department Chair, Associate Professor of Equine Studies and Equestrian Center Supervisor

**Octavia Brown**, Professor of Equine Studies; Director of TRAC

**Heather Clark**, Instructor in Equine Studies

**Tara Clausen**, Assistant Professor of Equine Studies

**Timothy Cleary**, Assistant Professor of Equine Studies

**Michael Dowling**, Instructor in Equine Studies

**Michael Fugaro**, Associate Professor of Equine Studies; Veterinarian

**Sarah Marchese**, Assistant Professor of Equine Studies and Riding Coordinator

**Lynn E. Taylor**, Associate Professor of Equine Science

The Equine Studies Department offers the **Bachelor of Science in Equine Studies**. In addition, there are five concentrations: **Riding Instruction, Training The Horse, Equine Business Management, Equine Science** and **Communication for the Equine Industry**. An **Associate of Science in Equine Studies** is also offered as well as an **Equine Minor**. Please visit [www.centenarycollege.edu](http://www.centenarycollege.edu) for the Equine Major fee.

The core of the equine program focuses on the development of professional technical skills. Students receive a comprehensive background in the care and management of the horse, riding theory and training concepts, farm facility design and management, equine systems and disorders, nutrition and the musculoskeletal system and their relationship to athletic performance, equine business management, and management of equestrian activities.

All students are required to take the same core courses in their freshman year. In their sophomore year, students will select one of the four degree tracks depending on career interests and goals: General Equine Studies, Riding Instruction and Training, Equine Business Management, Equine Science or Communication. Students can further expand their equine knowledge by selecting courses from a variety of electives.

The equestrian skills portion of the program develops each student's riding skills. Students are placed in classes appropriate to their levels of riding experience and capabilities. The overall goal is to develop graduates who are competent, knowledgeable riders. Students interested in competing can further their skills by joining one of the Department's teams: IHSA, IDA, or Hunter/Jumper.

### **Declaring a Concentration in Communication for the Equine Industry, Equine Business Management, and Equine Science**

Any students majoring in an Equine Studies Concentration must complete an application for their concentration during their sophomore year. Students may major in more than one concentration, and should recognize that due to the increase in credits this endeavor may require an additional semester. All students majoring in Communications for the Equine Industry, Equine Science, or Equine Business Management will be automatically accepted. Students may get an application from their Equine advisor.

### **CONCENTRATIONS**

#### **Equine Business Management**

This concentration prepares students for business-related careers in the equine field. Courses include business administration, accounting, marketing, and principles of management.

#### **Riding Instruction**

Students interested in working as professional instructors in the disciplines of hunter seat equitation, hunters, jumpers, and dressage may want to pursue this concentration. Students will study methods of teaching, course design, and judging.

### **Training the Horse**

Students looking to specialize in riding and training the horse in the disciplines of hunter seat equitation, hunters, jumpers and dressage may want to pursue this concentration. Students will study methods of training horses, course design, judging, and schooling the green or problem horse.

### **Communication for the Equine Industry**

Students preparing to enter the fields of journalism, photography, mass media, advertising or public relations as they relate to an equestrian career goal will be interested in this concentration. Courses include introduction to journalism, non-fiction freelance writing, photojournalism, advertising and media news writing and public speaking.

### **Equine Science**

Students interested in Equine Science may wish to work for a veterinarian or veterinarian clinic, on a breeding farm, or as a barn manager. They may also wish to move on to more advanced studies in veterinary technology upon completion of the program.

### **Minimum Academic Requirements to Ride or Horse Show**

Students are expected to maintain a minimum cumulative grade point average of 2.0 to participate in riding skills classes, intercollegiate competitions, or outside horse shows. This rule applies to all Equine Studies Majors, full or part-time students, and elective riders. Students who drop below a 2.0 GPA will be notified by the Department Chair in writing prior to the start of the next semester.

For a full description of the policy, please see "Academic Policies and Procedures: Eligibility Policy for Athletes/Student Activities and Academic Probation."

### **Boarding a Horse at the Equestrian Center**

There are a limited number of stalls available for students interested in boarding a horse. Boarding a horse at Centenary is an earned privilege, and students must demonstrate an ongoing willingness to properly care for their horse and abide by the rules and regulations of the Equestrian Center.

Student boarders must maintain a semester average or a cumulative grade point average of 2.5 or above.

If the GPA falls below 2.5, the student will be considered on probation and may have boarding privileges revoked.

Students interested in boarding a horse **must** provide a videotape of themselves riding the horse. This tape will be evaluated by the Riding Coordinator to determine the suitability of the horse in the context of the Equestrian Studies program. The horse must be capable of being ridden in a group without being lunged first; it must be suitable physically for the student's riding level; it must be fit enough to keep up with the demands of the class, and serviceably sound.

All boarder horses are subject to re-evaluation at any time due to: a violation of any of the terms of the Boarder Contract; the owner's unwillingness or inability to care for and maintain the horse; the horse proving to be unsuitable to be ridden in a group format; the horse proving to be unsuitable for the student's learning needs. For specific details of the Boarder Contract and fees, contact the Equestrian Center at 908-852-1400 ext.7221.

### **Equine Studies Internal Program Admission Policy**

In order for a Centenary College student to seek admission to the Equine Studies Major, the following criteria will apply (this includes students who were either initially wait-listed for the Equine Studies Department or not accepted into the program).

1. Provide a current riding video
2. Provide an essay as to why they want to be an Equine Studies Major and what impact will they have on the Equine Industry with their degree
3. Previous semester grades
4. Space availability
5. Suitable mount (if required)
6. Interview with a panel of three Equine Studies Faculty members
7. Equine Studies Department approval

### **Weight Guidelines for Students Enrolled in the Equestrian Skills Classes**

Under institutional guidelines, any student whose weight could compromise the soundness of the average school horse must ride a suitable weight-carrying horse. If the college does not own a suitable horse, an affected student must bring and board a suitable mount or he/she will not be permitted to register for riding classes.

**Note:** THIS WEIGHT LIMIT IS A GUIDELINE AND NOT AN ABSOLUTE. How much a rider's weight affects the soundness of a horse is much more dependent on the rider's posture, frame, musculature, athletic ability, and way of carrying body weight. If you believe that you may fall under this category, you should contact the Equine Studies Department Chair (908-852-1400 ext. 2327) .

Final decisions are subject to the Department Chair, Riding Coordinator, and School Nurse. All information discussed between the Department Chair, Riding Coordinator and school nurse are confidential. If you decide to bring and board your own horse, then you are subject to the same policies, procedures and eligibility requirements that govern all horses boarding at Centenary.

It is important for you to understand that the requirements outlined in this Provision are not designed to hamper or restrict anyone from participating in the equestrian skills program; instead, they are designed to:

- Ensure the safety of all our riding students
- Allow each student in the program fair access to a variety of our school horses
- Maintain the mental and physical soundness of our hard-working horses

### **Transportation to and from the Equestrian Center**

On Mondays through Fridays during the academic year, the College provides van transportation for students to and from the Equestrian Center approximately once an hour each way from about 7 a.m. to about 7:30 p.m. **Vans leave from main campus on the hour; from the barn on the half hour.** The College is not responsible for providing transportation for students on weeknights, weekends, holidays, over breaks or during the summer.

### **Policies and Procedures for Handling Students' Physical Injuries**

Students unable to ride in their riding skills class due to a physical injury or illness for more than two or three sessions must contact their instructor to explain the situation. In order to return to riding, the student must provide their instructor with a note from the treating professional permitting them to re-engage in all of the activities associated with riding. If they are not able to perform ALL related physical activities, the treating professional must state in the note specifically what the student can and cannot do and the time frame involved. If the problem persists for more than three weeks, the student may be required by the Instructor to drop their equestrian skills class unless other suitable arrangements can be made that allow them to make up all work missed. In this situation a withdrawal from class will be made for medical reasons and will have no bearing on their grade point average.

The equestrian skills courses must include one semester of dressage. Please note a special Equine fee per semester is charged for equine minors enrolled in equestrian skill classes. Visit [www.centenarycollege.edu](http://www.centenarycollege.edu) for current fees.

### **Riding as a Free Elective:**

Students not participating in the Equine major or minor program may elect to take riding classes on a space available basis. A semester or cumulative G.P.A. of 2.000 or better is required. Interested students need to provide the Riding Coordinator with a 10-minute video demonstrating their riding ability prior to pre-registration. The Department's dress code must be adhered to and students must supply equipment as outlined in the Equine Studies Handbook. A special Equine fee per semester is charged for elective riders. Visit [www.centenarycollege.edu](http://www.centenarycollege.edu) for current fees.

## **ELECTIVES**

### **Therapeutic Riding Instruction**

This series of courses prepares students to take the Registered Instructor examination offered by the North American Riding for the Handicapped Association (NARHA). Course work covers a variety of disabling conditions and the theory of how to adapt the riding situation for the individual needs of each client. A two-semester instruction practicum is required to gain the instructional skills needed to meet NARHA's standards. Required courses are:

<b>EST 3017-3018</b>	Therapeutic Riding Instruction I & II	8 credits
<b>EST 4017</b>	Practicum in Therapeutic Riding I & II	2 credits

### **Equine Semester Abroad**

The Equine Studies Department offers, in conjunction with the Office of Academic Affairs, a Semester Abroad for equine majors in either their Junior year or the first semester of their Senior year. Information on these programs may be obtained directly from the Equine Studies Department Chairperson. Students receiving Centenary scholarships or grants must contact the Financial Aid Office for the details on the limit of Centenary funds a student may receive while studying abroad. Students must complete a "letter of intent" and a Study Abroad/Off Campus Study application at least two semesters before their intended semester abroad, but no later than April 1, to be considered for the Equine Semester Abroad. **Approval by the Equine Studies Department and all offices listed on the Study Abroad/Off Campus Study form is required.** In order to be eligible to apply for the Equine Semester Abroad Program, it is recommended that students have a minimum cumulative grade point average of 3.000. This is a competitive application.

### **Internships**

Every student is encouraged to undertake an internship in the industry during his/her Junior or Senior year and must have completed a minimum of 40 credits in the Equine program. These opportunities can lead to job offers for summer employment, or upon graduation, and carry a great deal of weight on a resume. Internships are available at breeding and training stables, veterinary clinics and hospitals, therapeutic riding programs, equine publications, equine organizations, and lesson facilities.

### **Equine Studies Minor**

To undertake the Equine Studies Minor, students must maintain a semester or cumulative grade point average of 2.000 or 1.750 or better for second semester freshmen. Courses do not have to be taken in consecutive semesters, but they must be taken in sequence with the prerequisites observed. Twenty credits are required for this course of study:

Equine Studies Minor

- |   |   |
|---|---|
| • Practical Horse Management I (EST 1010)         | 4 |
| • Practical Horse Management II (EST 1012)        | 4 |
| • Fundamental Theories of Riding (EST 1011)       | 4 |
| • Basic Concepts of Training the Horse (EST 2010) | 4 |
| • Equine Health I (EST 2012)*                     | 4 |
| • OR  |   |
| • Riding Skills*                                  | 2 |
| • Riding Skills*                                  | 2 |

Total: 20 Credits

**\*Choose either Equine Health 1, or two Riding Skills classes.**

**A.S. IN EQUINE STUDIES  
RECOMMENDED TWO-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Prerequisites</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>				
AFC 1001	Academic Foundations at Centenary I		4	_____
CAT III	Arts and Humanities: Fine Arts		4	_____
EST 1010	Practical Horse Management I		4	_____
EST ____	Riding Skills		2	_____
MTH 1111	Quantitative Literacy		4	_____
<b><u>YEAR 1 (Spring)</u></b>				
CAT IV	Social and Behavioral Sciences		4	_____
ENG 1001	Composition and Rhetoric		4	_____
EST 1011	Fundamental Theories of Riding		4	_____
EST 1012	Practical Horse Management II		4	_____
<b><u>YEAR 2 (Fall)</u></b>				
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS		4	_____
CAT VI	Democratic Citizenship		4	_____
EST 2010	Basic Concepts of Training the Horse		4	_____
EST 2012	Equine Health I		4	_____
EST ____	Riding Skills		2	_____
<b><u>YEAR 2 (Spring)</u></b>				
BIO 1160	Biology of Animals (CAT V Core)		4	_____
CAT III	Arts and Humanities: Literature (200+ Level)		4	_____
CAT VI	Global Citizenship		4	_____
EST 2011	Equine Facilities Management		4	_____
Total Credits			68	

**B.S. IN EQUINE STUDIES  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
EST 1010	Practical Horse Management I	4	_____
EST ____	Riding Skills	2	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT IV	Social and Behavioral Sciences	4	_____
ENG 1001	Composition and Rhetoric	4	_____
EST 1011	Fundamental Theories of Riding	4	_____
EST 1012	Practical Horse Management II	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
EST 2010	Basic Concepts of Training the Horse	4	_____
EST 2012	Equine Health I	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT V	Science Biology of Animals (BIO1160)	4	_____
EST 2011	Equine Facilities Management	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT VI	Global Citizenship	4	_____
EST 3011	Equine Business Management	4	_____
EST 3013	Methods of Teaching Riding	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 3 (SPRING)</u></b>			
CAT VI	Democratic Citizenship	4	_____
EST 4012	Course Design	2	_____
EST 4013	Judging	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
EST 4024	Equine Musculoskeletal System I	4	_____
EST 4030	Equine Studies Seminar	4	_____
EST ____	Riding Skills	2	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EST 4010	Management of Equestrian Activities	4	_____
EST 3012	Equine Nutrition	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	2	_____
<b>Total Credits</b>		<b>128</b>	

**B.S. IN EQUINE STUDIES: COMMUNICATION FOR THE EQUINE INDUSTRY  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
EST 1010	Practical Horse Management I	4	_____
EST ____	Riding Skills	2	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT IV	Social and Behavioral Sciences	4	_____
ENG 1001	Composition and Rhetoric	4	_____
EST 1011	Fundamental Theories of Riding	4	_____
EST 1012	Practical Horse Management II	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT VI	Global Citizenship	4	_____
EST 2010	Basic Concepts of Training the Horse	4	_____
EST 2012	Equine Health I	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 2 (Spring)</u></b>			
BIO 1160	Biology of Animals (CAT V Core)	4	_____
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Democratic Citizenship	4	_____
EST 2011	Equine Facilities Management	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
COM 1011	Mass Media	4	_____
COM 2000	Interpersonal Communication	4	_____
EST 3011	Equine Business Management	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 3 (SPRING)</u></b>			
COM 2008	Television Studio Operations	4	_____
	Or		
COM 3013	Non-Fiction Freelance Writing	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
COM 3005	Mass Communication Law and Ethics	4	_____
EST ____	Riding Skills	2	_____
EST 4030	Equine Studies Seminar	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EST 3012	Equine Nutrition	4	_____
EST 4010	Management of Equestrian Activities	4	_____
ELECTIVE	Elective	4	_____
<b>Total Credits</b>		<b>128</b>	

**B.S. IN EQUINE STUDIES: EQUINE BUSINESS MANAGEMENT  
RECOMMENDED FOUR-YEAR SEQUENCE**

Course #	Title	Credits	Completed
<u>YEAR 1 (Fall)</u>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
EST 1010	Practical Horse Management I	4	_____
EST ____	Riding Skills	2	_____
MTH 1111	Quantitative Literacy	4	_____
<u>YEAR 1 (Spring)</u>			
CAT IV	Social and Behavioral Sciences	4	_____
ENG 1001	Composition and Rhetoric	4	_____
EST 1011	Fundamental Theories of Riding	4	_____
EST 1012	Practical Horse Management II	4	_____
<u>YEAR 2 (Fall)</u>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
EST 2010	Basic Concepts of Training the Horse	4	_____
EST 2012	Equine Health I	4	_____
EST ____	Riding Skills	2	_____
<u>YEAR 2 (Spring)</u>			
CAT III	Arts and Humanities: Literature	4	_____
CAT V	BIO1160 Biology of Animals	4	_____
CAT VI	Democratic Citizenship	4	_____
EST 2011	Equine Facilities Management	4	_____
<u>YEAR 3 (FALL)</u>			
BUS 1001	Integrated Business Perspectives	4	_____
CAT VI	Global Citizenship	4	_____
EST 3011	Equine Business Management	4	_____
EST ____	Riding Skills	2	_____
ECO 1001	Economics	4	_____
<u>YEAR 3 (SPRING)</u>			
BUS 1010	Principles of Management	4	_____
	Or		
BUS 2010	Principles of Marketing	4	_____
ELECTIVE	Elective		
ELECTIVE	Elective		
ELECTIVE	Elective		
<u>YEAR 4 (FALL)</u>			
ACC 2101	Principles of Accounting I	4	_____
EST 4024	Equine Musculoskeletal System I	4	_____
EST 4030	Equine Studies Seminar	4	_____
EST ____	Riding Skills	2	_____
<u>YEAR 4 (SPRING)</u>			
ACC 2102	Principles of Accounting II	4	_____
EST 4010	Management of Equestrian Activities	4	_____
EST 4011	Advanced Equine Business Management	4	_____
ELECTIVE	Elective	4	_____
Total Credits		128	

**B.S. IN EQUINE STUDIES: EQUINE SCIENCE  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
EST 1010	Practical Horse Management I	4	_____
EST ____	Riding Skills	2	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT IV	Social and Behavioral Sciences	4	_____
ENG 1001	Composition and Rhetoric	4	_____
EST 1011	Fundamental Theories of Riding	4	_____
EST 1012	Practical Horse Management II	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
EST 2010	Basic Concepts of Training the Horse	4	_____
EST 2012	Equine Health I	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 2 (Spring)</u></b>			
BIO 1160	Biology of Animals (CAT V Core)	4	_____
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Democratic Citizenship	4	_____
EST 2011	Equine Facilities Management	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT VI	Global Citizenship	4	_____
CHM 1100	General Chemistry I	4	_____
EST ____	Riding Skills	2	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BIO 2160	Animal Physiology and Behavior	4	_____
EST 3010	Equine Health II	4	_____
EST 4014	Breeding Management	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
EST 4024	Equine Musculoskeletal System I	4	_____
EST 4030	Equine Studies Seminar	4	_____
EST ____	Riding Skills	2	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EST 3012	Equine Nutrition	4	_____
EST 4025	Equine Musculoskeletal System II	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
Total Credits		128	

**B.S. IN EQUINE STUDIES: RIDING INSTRUCTION  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
EST 1010	Practical Horse Management I	4	_____
EST ____	Riding Skills	2	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
ENG 1001	Composition and Rhetoric	4	_____
EST 1011	Fundamental Theories of Riding	4	_____
EST 1012	Practical Horse Management II	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
EST 2010	Basic Concepts of Training the Horse	4	_____
EST 2012	Equine Health I	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 2 (Spring)</u></b>			
BIO1160	Biology of Animals (CAT V Core)	4	_____
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Democratic Citizenship	4	_____
EST 2011	Equine Facilities Management	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT IV	Social and Behavioral Sciences	4	_____
CAT VI	Global Citizenship	4	_____
EST 3011	Equine Business Management	4	_____
EST 3013	Methods of Teaching Riding	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 3 (SPRING)</u></b>			
EST 3019	Methods of Teaching Applied	2	_____
EST 4010	Management of Equestrian Activities	4	_____
EST 4012	Course Design	2	_____
EST ____	Riding Skills	2	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
EST 4016	Teaching Practicum	2	_____
EST 4024	Equine Musculoskeletal System I	4	_____
EST 4030	Equine Studies Seminar	4	_____
EST ____	Riding Skills	2	_____
ELECTIVE	Elective	2	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EST 3012	Equine Nutrition	4	_____
EST 4013	Judging	4	_____
EST 4016	Teaching Practicum	2	_____
ELECTIVE	Elective	4	_____
<b>Total Credits</b>		<b>128</b>	

**B.S. IN EQUINE STUDIES: TRAINING THE HORSE  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
EST 1010	Practical Horse Management I	4	_____
EST ____	Riding Skills	2	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
ENG 1001	Composition and Rhetoric	4	_____
EST 1011	Fundamental Theories of Riding	4	_____
EST 1012	Practical Horse Management II	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT IV	Social and Behavioral Sciences	4	_____
EST 2010	Basic Concepts of Training the Horse	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 2 (Spring)</u></b>			
BIO1160	Biology of Animals (CAT V Core)	4	_____
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Democratic Citizenship	4	_____
EST 2011	Equine Facilities Management	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT VI	Global Citizenship	4	_____
EST 2012	Equine Health I	4	_____
EST 3011	Equine Business Management	4	_____
EST 3013	Methods of Teaching Riding	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 3 (SPRING)</u></b>			
EST 3012	Equine Nutrition	4	_____
EST 4010	Management of Equestrian Activities	4	_____
EST 4012	Course Design	2	_____
EST ____	Riding Skills	2	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
EST 4020	Advanced Techniques of Training the Horse	4	_____
EST 4024	Equine Musculoskeletal System I	4	_____
EST 4027	Starting and Training the Horse	2	_____
EST 4030	Equine Studies Seminar	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EST 4013	Judging	4	_____
EST 4028	Training and Schooling Practicum	2	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b>Total Credits</b>		<b>128</b>	

## MATHEMATICS & NATURAL SCIENCES DEPARTMENT

**Kathy Turrisi**, Department Chair, Assistant Professor of Mathematics, and Director of Mathematics

**Lauren Bergey**, Assistant Professor of Biology

**J. Anne Felder**, Assistant Professor of Chemistry

**Krassi Lazarova**, Assistant Professor of Mathematics

**Amanda N. Orenstein**, Assistant Professor of Biology

**Joseph Repice**, Assistant Professor of Mathematics

**Linda Ritchie**, Assistant Professor of Mathematics

**Robert Search**, Assistant Professor of Mathematics

The Mathematics and Natural Sciences Department offers its students two baccalaureate degree programs: a B.S. in Biology and a B.S. in Mathematics. The Department is committed to enhancing the skills of the students of Centenary College in the areas of computation and methods of scientific inquiry. Accordingly, this Department is responsible for the core requirements in mathematics and the natural sciences which all students are required to complete as part of their baccalaureate programs.

The Department's Bachelor of Science program in **Biology** is designed to provide students with a broad and basic foundation in the fundamentals of biology. A B.S. in Biology is a recognized prerequisite for graduate studies in the varied fields of biology, as well as the fields of equine science and psychology. The student is prepared for employment in such career areas as business, health care, research, and education. Each student may have the opportunity to participate in research projects within the institution or can receive training in the pharmaceutical, environmental, or medical sciences through internships. A concentration in Environmental Science for Biology majors and a minor in Environmental Science for other majors are offered that provide a focus on the relationship between the environmental quality, stewardship of the land, human health, and how our local actions impact the global community. The Department's Bachelor of Science program in **Mathematics** is designed to provide the student with a solid background in both mathematical theory and applications. As preparation for graduate studies, the Bachelor of Science program in Mathematics is a readily acceptable prerequisite for law, education, business, and mathematics.

The department also works closely with the Education Department, by providing coursework, tutoring sessions, laboratory sciences, and additional advising to students pursuing certification as a **Teacher of Biology** (Elementary Education/K-5 with science specialization, or K-12 Teacher of Biology) or **Teacher of Mathematics** (Elementary Education/K-5, with math specialization, or K-12 Teacher of Mathematics).

### **Concentration in Environmental Science (for B.S. in Biology Majors)**

Required Courses (12 credits)

BIO1110 Environmental Science

BIO 2100 Environmental Field Sampling Techniques

PSC 1400 Earth Science

### **Biology Minor**

Biology of Plants and Cells

Biology of Animals

Basic Chemistry

Statistics I

Two Biology electives at the 2000 level or higher

### Minor in Environmental Science

Required Courses (16 credits)

BIO 1110 Principles of Environmental Science

BIO 2100 Environmental Field Sampling Techniques

MTH1501 Statistics I

One course from the following:

- BIO 1150 Biology of Plants and Cells
- BIO 1160 Biology of Animals
- BIO 2160 Animal Physiology & Behavior
- BIO 4000 Ecology
- PSC 1400 Earth Science
- CHM 1050 Basic Chemistry
- CHM 1100 General Chemistry I
- CHM 1110 General Chemistry II

### Mathematics Minor

Calculus I

Calculus II

Statistics I (or Statistics for the Social Sciences)

Two Mathematics electives at the 3000 level

**B.S. IN BIOLOGY  
RECOMMENDED FOUR-YEAR SEQUENCE**

Course #	Title	Prerequisites	Credits	Completed
<b><u>YEAR 1 (FALL)</u></b>				
AFC 1001	Academic Foundations at Centenary I		4	_____
BIO 1150	Biology of Plants and Cells		4	_____
CAT III	Arts and Humanities: Fine Arts		4	_____
MTH 1401	Pre-calculus I		4	_____
<b><u>YEAR 1 (SPRING)</u></b>				
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS		4	_____
BIO 1160	Biology of Animals		4	_____
ENG 1001	Composition and Rhetoric		4	_____
MTH 1402	Pre-calculus II	MTH 1401	4	_____
<b><u>YEAR 2 (FALL)</u></b>				
BIO 2150	Animal Anatomy	BIO 1160	4	_____
CHM 1100	General Chemistry I	MTH 1401, MTH 1402	4	_____
MTH 2151	Calculus I	MTH 1402	4	_____
CAT V	Science: Physics I (PHY2001)	MTH1401 (≥C), MTH1402 (≥C)	4	_____
<b><u>YEAR 2 (SPRING)</u></b>				
BIO 2160	Animal Physiology and Behavior	BIO 2150	4	_____
CHM 1110	General Chemistry II	CHM 1100	4	_____
MTH 1111	Quantitative Literacy		4	_____
PHY2002	Physics II	PHY2001	4	_____
<b><u>YEAR 3 (FALL)</u></b>				
CAT IV	Social and Behavioral Sciences		4	_____
CAT VI	Global Citizenship		4	_____
BIO 3500	Microbiology	BIO 1150, BIO 1160, CHM 1100	4	_____
MTH 1501	Statistics I	MTH 1111	4	_____
<b><u>YEAR 3 (SPRING)</u></b>				
CAT III	Arts and Humanities: Literature		4	_____
BIO 3100	Genetics	BIO 1150, BIO 1160, MTH 1501	4	_____
CHM 2000	Intro to Organic Chemistry	CHM 1100, CHM 1110	4	_____
CAT VI	Democratic Citizenship		4	_____
<b><u>YEAR 4 (FALL)</u></b>				
BIO 3150	Biochemistry	BIO 1150, BIO 1160, CHM 2000	4	_____
BIO 4000	Ecology	BIO 1150, BIO 1160	4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
<b><u>YEAR 4 (SPRING)</u></b>				
BIO 4100	Biology Seminar	Senior standing	4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
Total Credits			128	

**B.S. IN BIOLOGY: ENVIRONMENTAL SCIENCE  
RECOMMENDED FOUR-YEAR SEQUENCE**

Course #	Title	Prerequisites	Credits	Completed
<b><u>YEAR 1 (FALL)</u></b>				
AFC 1001	Academic Foundations at Centenary I		4	_____
BIO 1150	Biology of Plants and Cells		4	_____
CAT III	Arts and Humanities: Fine Arts		4	_____
MTH 1401	Pre-Calculus I		4	_____
<b><u>YEAR 1 (SPRING)</u></b>				
BIO1110	Environmental Science		4	_____
BIO 1160	Biology of Animals		4	_____
ENG 1001	Composition and Rhetoric		4	_____
MTH 1402	Pre-Calculus II		4	_____
<b><u>YEAR 2 (FALL)</u></b>				
BIO 2150	Animal Anatomy	BIO 1160	4	_____
CHM 1100	General Chemistry I	MTH 1401, MTH 1402	4	_____
MTH 2151	Calculus I	MTH 1402	4	_____
CAT V	Science: Physics I (PHY2001)	MTH1401 ( $\geq$ C); MTH1402 ( $\geq$ C)	4	_____
<b><u>YEAR 2 (SPRING)</u></b>				
BIO 2160	Animal Physiology and Behavior	BIO 2150	4	_____
CHM 1110	General Chemistry II	CHM 1100	4	_____
MTH 1111	Quantitative Literacy		4	_____
PHY 2002	Physics II	PHY2001	4	_____
<b><u>YEAR 3 (FALL)</u></b>				
CAT VI	Global Citizenship		4	_____
BIO 3500	Microbiology	BIO 1150, BIO 1160, CHM 1100	4	_____
MTH 1501	Statistics I	MTH 1111	4	_____
PSC 1400	Earth Science		4	_____
<b><u>YEAR 3 (SPRING)</u></b>				
CAT III	Arts and Humanities: Literature		4	_____
BIO 3100	Genetics	BIO 1150, BIO 1160, MTH 1501	4	_____
CHM 2000	Introduction to Organic Chemistry	CHM 1100, CHM 1110	4	_____
BIO2100	Environmental Field Sampling Techniques	BIO1110	4	_____
<b><u>YEAR 4 (FALL)</u></b>				
BIO 3150	Biochemistry	BIO 1150, BIO 1160, CHM 1110	4	_____
BIO 4000	Ecology	BIO 1150, BIO 1160	4	_____
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS		4	_____
CAT VI	Democratic Citizenship		4	_____
<b><u>YEAR 4 (SPRING)</u></b>				
BIO 4100	Biology Seminar	BIO 4000, Senior standing	4	_____
CAT IV	Social and Behavioral Sciences		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
<b>Total Credits</b>			<b>128</b>	

**B.S. IN MATHEMATICS**  
*(starting with MTH 1401 Pre-Calculus I)*  
**RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

Course #	Title	Prerequisites	Credits	Completed
<b><u>YEAR 1 (Fall)</u></b>				
AFC 1001	Academic Foundations at Centenary I		4	_____
CAT III	Arts and Humanities: Fine Arts		4	_____
ENG 1001	Composition and Rhetoric		4	_____
MTH1401	Precalculus I (Elective)		4	_____
<b><u>YEAR 1 (Spring)</u></b>				
CAT IV	Social and Behavioral Sciences		4	_____
MTH 1111	Quantitative Literacy		4	_____
MTH 1402	Pre-Calculus II	MTH1401 or permission	4	_____
ELECTIVE	Elective		4	_____
<b><u>YEAR 2 (Fall)</u></b>				
CAT III	Arts & Humanities: English Literature		4	_____
CAT VI	Democratic Citizenship		4	_____
MTH 1501	Statistics I	MTH1111 or permission	4	_____
MTH 2151	Calculus I	MTH1402	4	_____
<b><u>YEAR 2 (Spring)</u></b>				
CAT III	Arts & Humanities: Rel.; Phil.; World Civ.; LAS (Logic recommended)		4	_____
CAT VI	Global Citizen		4	_____
MTH 1502	Statistics II (Related Requirement)		4	_____
MTH 2152	Calculus II	MTH2151	4	_____
<b><u>YEAR 3 (Fall)</u></b>				
MTH 3030	Linear Algebra	MTH2151	4	_____
MTH 3161	Calculus III	MTH2152	4	_____
CAT V	Science: Physical Science (PSC1500)		4	_____
ELECTIVE	Elective		4	_____
<b><u>YEAR 3 (Spring)</u></b>				
MTH 3070	History of Mathematics & Natural Sci.		4	_____
MTH 3162	Calculus IV	MTH3161	4	_____
MTH 3350	Foundations of Advanced Mathematics		4	_____
ELECTIVE	Elective		4	_____
<b><u>Year 4 (Fall)</u></b>				
MTH ____	Mathematics Elective* (3000+)		4	_____
MTH ____	Mathematics Elective* (3000+)		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
<b><u>Year 4 (Spring)</u></b>				
ELECTIVE	Science Elective (Related Requirement)		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
<b>Total Credits</b>			<b>128</b>	

\* MTH Electives/Math Choices above 3000 level.

**B.S. IN MATHEMATICS**  
**Minor in Business: Management**  
**(starting with MTH 1401 Pre-Calculus I)**  
**RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Prerequisites</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>				
AFC 1001	Academic Foundations at Centenary I		4	_____
CAT III	Arts and Humanities: Fine Arts		4	_____
ENG 1001	Composition and Rhetoric		4	_____
MTH 1401	Pre-Calculus I (Elective		4	_____
<b><u>YEAR 1 (Spring)</u></b>				
CAT IV	Social and Behavioral Sciences		4	_____
MTH 1111	Quantitative Literacy		4	_____
MTH 1402	Pre-Calculus II	MTH1401 or permission	4	_____
ELECTIVE	Elective		4	_____
<b><u>YEAR 2 (Fall)</u></b>				
CAT III	Arts & Humanities: English Literature		4	_____
CAT VI	Democratic Citizenship		4	_____
MTH 1501	Statistics I		4	_____
MTH 2151	Calculus I	MTH1402	4	_____
<b><u>YEAR 2 (Spring)</u></b>				
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS (Logic recommended)		4	_____
MTH 1502	Statistics II (Related Requirement)	MTH1501	4	_____
MTH 2152	Calculus II	MTH2151	4	_____
ELECTIVE	Elective		4	_____
<b><u>YEAR 3 (Fall)</u></b>				
BUS 1001	Integrated Business Perspectives (minor requirement)		4	_____
MTH 3030	Linear Algebra	MTH2151	4	_____
MTH 3161	Calculus III	MTH2152	4	_____
CAT V	Science: Physical Science (PSC1500)		4	_____
<b><u>YEAR 3 (Spring)</u></b>				
ECO 1001	Economics (Cat. VI Core: Global; minor requirement)		4	_____
MTH 3070	History of Mathematics & Natural Sci.		4	_____
MTH 3162	Calculus IV		4	_____
MTH 3350	Foundations of Advanced Mathematics		4	_____
<b><u>Year 4 (Fall)</u></b>				
BUS 1010	Principles of Management (minor requirement)		4	_____
MTH ____	Mathematics Elective (3000+)		4	_____
MTH ____	Mathematics Elective (3000+)		4	_____
ELECTIVE	Elective		4	_____
<b><u>Year 4 (Spring)</u></b>				
BUS 3030	Organizational Behavior (minor requirement)		4	_____
BUS ____	Business Elective: BUS 3110, BUS3120, or BUS3130 (minor req.		4	_____
ELECTIVE	Science Elective (related major requirement)		4	_____
ELECTIVE	Elective		4	_____
<b>Total Credits</b>			<b>128</b>	

**B.S. IN MATHEMATICS**  
*(Starting with MTH 2151 Calculus I)*  
**RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

Course #	Title	Prerequisites	Credits	Completed
<b><u>YEAR 1 (Fall)</u></b>				
AFC 1001	Academic Foundations at Centenary I		4	_____
CAT III	Arts and Humanities: Fine Arts		4	_____
ENG 1001	Composition and Rhetoric		4	_____
MTH 2151	Calculus I		4	_____
<b><u>YEAR 1 (Spring)</u></b>				
CAT. IV	Social and Behavioral Sciences		4	_____
MTH 1111	Quantitative Literacy		4	_____
MTH 2152	Calculus II	MTH2151	4	_____
ELECTIVE	Elective		4	_____
<b><u>YEAR 2 (Fall)</u></b>				
CAT III	Arts & Humanities: English Literature		4	_____
CAT VI	Democratic Citizenship		4	_____
MTH 1501	Statistics I		4	_____
MTH 3161	Calculus III	MTH2152	4	_____
<b><u>YEAR 2 (Spring)</u></b>				
CAT III	Arts & Humanities: Rel.; Phil.; World Civ.; LAS (Logic recommended)		4	_____
CAT. VI	Global Citizen		4	_____
MTH 3162	Calculus IV	MTH3161	4	_____
MTH 1502	Statistics II (Related Requirement)	MTH1501	4	_____
<b><u>YEAR 3 (Fall)</u></b>				
CAT. V	Science: Physical Science (PSC1500)		4	_____
MTH 3030	Linear Algebra		4	_____
MTH ____	Mathematics Elective (3000+)		4	_____
ELECTIVE	Elective		4	_____
<b><u>YEAR 3 (Spring)</u></b>				
MTH 3070	History of Mathematics & Natural Sci.		4	_____
MTH 3350	Foundations of Advanced Mathematics		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
<b><u>Year 4 (Fall)</u></b>				
MTH ____	Mathematics Elective *(3000+)		4	_____
MTH ____	Mathematics Elective *(3000+)		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
<b><u>Year 4 (Spring)</u></b>				
ELECTIVE	Science Elective (Related Requirement)		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
<b>Total Credits</b>			<b>128</b>	

\* MTH Electives/Math Choices 1of 3 above 3000 level.

## SOCIAL SCIENCES DEPARTMENT

**Amy D'Olivo**, Department Chair and Associate Professor of Sociology

**Jeffrey Carter**, Assistant Professor of Criminal Justice and Public Administration, Graduate Director for Leadership and Public Administration

**Norman Cetuk**, Associate Professor of Criminal Justice

**Kitsy Dixon**, Assistant Professor of Sociology

**Robert Shane Fitzpatrick**, Associate Professor of Political Science and International Relations

**Terri Klemm**, Associate Professor of Social Work

**Christopher Linne**, Associate Professor of Criminal Justice and Sociology

**George Petersen**, Assistant Professor of Criminal Justice

**Tara Veerman**, Associate Professor of Social Work

**Robert Verry**, Assistant Professor of Political & Governmental Affairs

The Social Sciences Department is committed to providing the students of Centenary College with a broad humanistic education through the social sciences. The learning process developed through sound social sciences programs can serve a student for a lifetime. The Social Sciences Department offers Bachelor of Arts degree programs in Criminal Justice, Global Studies, Political and Governmental Affairs, and Sociology, and a Bachelor of Social Work. All academic writing in the social sciences is to be done using the American Psychological Association (APA) format; this is the standard writing format for the social sciences.

The Department's major program in **Criminal Justice** prepares students for employment in any of the three components of the criminal justice system: law enforcement, the courts, or corrections. Courses are taught by faculty members that have experience working in the criminal justice system, and expert guest lecturers are frequently used. Students in their senior year with a minimum cumulative GPA of 2.5 or above may apply for an internship with an appropriate criminal justice agency. Eligible criminal justice students must first meet with their faculty advisor to apply.

The Department's degree program in **Global Studies** is designed specifically for American students who wish to develop knowledge of a second language and global affairs. This program is characterized by history, political science, business and economics, and foreign language study. Students pursuing this major may also choose from a variety of courses in related disciplines to fulfill the 15 credits of Global Studies electives. Thus, students gain considerable expertise in intercultural communications, historical patterns, ideology, and global dynamics. Those interested in careers in law, international relations, and international business will find that this major is of great value. As part of this program, students are encouraged to study abroad, either for a summer program or for one to two semesters, after the completion of their sophomore year.

The Department's major in **Political and Governmental Affairs** provides the student with a strong foundation in the study of governments and governing procedures: what they are; how they change; and what they should be. It also seeks to provide the students with a fundamental knowledge of the workings of legislative, executive, and judicial bodies that are formally part of government, as well as the activities of political parties, voting behavior, and interest groups. Traditionally called political science, this discipline has been the major of choice for those students interested in pursuing careers in government service, law, journalism, and criminal justice. For students interested in a teaching career, the Department recommends that they should obtain a History/Teacher of Social Studies Certification with a minor in Political and Governmental Affairs.

The Department's major in **Sociology** provides students with a strong background in sociological theory and research methods, and a choice of course offerings in various specialized areas such as globalization,

diversity studies, and contemporary issues. As part of the Sociology major, students have the option of developing concentrations in **Criminal Justice** and **Human Services**. The Sociology major also prepares students for a variety of entry-level positions in social services, public relations, research, government, urban affairs, the nonprofit sector, and gerontology, or to pursue advanced study or a professional degree. Students in their senior year with a minimum cumulative GPA of 2.75 or above may enroll in SOC4010, Field Work in Sociology, and gain firsthand experience in their field of interest. A second option for students in their junior or senior year with a minimum cumulative GPA of 2.5 or above may be the opportunity to apply for an internship offered in conjunction with the Centenary College Career Center. All field work and internship placements must be approved by the student's faculty advisor.

The department's Bachelor of **Social Work** program prepares students for entry-level social work practice. The program teaches the necessary knowledge and skills needed to work with clients in a wide range of fields of practice. This program provides students with a structured 420-hour internship working with an agency-based Field Instructor in a social service agency during their senior year, allowing them to practice their skills with individuals, families, groups, organizations and communities. The Bachelor of Social Work Program is fully accredited through the Council on Social Work Education.

#### Criminal Justice Minor

Students interested in completing a minor in Criminal Justice must complete a minimum of 16 credits in Criminal Justice above and beyond the classes in their areas which may be used to fulfill the College's core requirements or other program requirements. To minor in Criminal Justice, all students must take the following courses: Introduction to Criminal Justice (first), two sophomore 200- level, and one junior 3000-level Criminal Justice courses.

#### Political and Governmental Affairs Minor

Students interested in completing a minor in Political and Governmental Affairs must complete a minimum of 16 credits in the Political and Governmental Affairs beyond the classes in their areas which may be used to fulfill the College's core requirements or other program requirements. To minor in Political and Governmental Affairs, all students must take the following courses: U.S. Political Systems, two sophomore level and one junior level Political and Governmental Affairs courses.

#### Sociology Minor

Students interested in completing a minor in Sociology must complete a minimum of 16 credits in Sociology above and beyond any course which may be used to fulfill the College's core or other program requirements. To minor in sociology, all students must take Introduction to Sociology and any three Sociology courses above the 1000 level.

**B.A. IN CRIMINAL JUSTICE**  
**RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

Note: CJS1001 is a prerequisite for all Criminal Justice Courses

Course #	Title	Credits	Completed
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
CJS 1001	Introduction to the Criminal Justice System	4	_____
ENG 1001	Composition and Rhetoric		
	Or	4	_____
MTH 1111	Quantitative Literacy		
<b><u>YEAR 1 (Spring)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT IV	Social Sciences	4	_____
CJS 1002	Careers in the Criminal Justice System	4	_____
ENG 1001	Composition and Rhetoric		
	Or	4	_____
MTH 1111	Quantitative Literacy		
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Democratic Citizenship	4	_____
CAT VI	Global Citizenship	4	_____
CJS ____	Criminal Justice Elective	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
POL 1001	U.S. Political Systems	4	_____
PSY 1000	Introduction to Psychology	4	_____
MTH 1500	Statistics for the Social Sciences	4	_____
MTH 1505	SPSS Lab	1	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT V	Science: Forensic Science (CJS2035)	4	_____
CJS ____	Criminal Justice Elective	4	_____
CJS ____	Criminal Justice Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
CJS ____	Criminal Justice Elective	4	_____
CJS ____	Criminal Justice Elective	4	_____
CJS ____	Criminal Justice Elective	4	_____
SOC 4002	Research Methods in the Social Sciences	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
CJS 4001	Senior Seminar in Criminal Justice		
	Or	4	_____
CJS ____	Criminal Justice Elective		
CJS ____	Criminal Justice Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
CJS 4001	Senior Seminar in Criminal Justice		
	Or	4	_____
CJS ____	Criminal Justice Elective		
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	3	_____
Total Credits		128	

**B.A. IN GLOBAL STUDIES  
RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

Note: POL2003 Essentials of Global Politics is a prerequisite for all courses in the major.

Course #	Title	Credits	Completed
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG 1001	Composition and Rhetoric		
	Or	4	_____
MTH 1111	Quantitative Literacy		
POL 2003	Essentials of Global Politics	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT III	Arts and Humanities: Phil.; World Civ.; LAS	4	_____
CAT V	Laboratory Science	4	
ENG 1001	Composition and Rhetoric		
	Or	4	_____
MTH 1111	Quantitative Literacy		
HIS 2005	World Geography	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT IV	SOC1000 Contemporary Social Issues	4	_____
CAT VI	Democratic Citizenship	4	_____
SOC 2025	Sociology of Religion	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Global Citizenship	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
POL 3006	Global and Regional Studies	4	_____
_____	Global Studies Concentration	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
POL 3004	Forms of Global Governance	4	_____
_____	Global Studies Concentration	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
POL 4001	Senior Global Humanitarian Service Project	4	_____
_____	Global Studies Concentration	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
_____	Global Studies Concentration	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
Total Credits		128	

**B.A. IN POLITICAL AND GOVERNMENTAL AFFAIRS  
RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

Note: POL1001 United States Political Systems is a prerequisite for all Political Science courses.

Course #	Title	Credits	Completed
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG 1001	Composition and Rhetoric	4	_____
MTH 1111	Quantitative Literacy	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT IV	Social and Behavioral Sciences	4	_____
POL 1001	U.S. Political Systems	4	_____
SOC 1000	Contemporary Social Issues	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
POL 2001	Elements of Political Theory	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT. VI	Global Citizenship	4	_____
MTH 1500	Statistics for the Social Sciences	4	_____
MTH 1505	SPSS Lab	1	_____
POL 2002	Comparative Contemporary Political Systems	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
POL ____	Political Science Elective	4	_____
SOC 40002	Research Methods in the Social Sciences SOC1000	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
POL 2003	Essentials of Global Affairs	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
POL 3001	American Constitutional Law	4	_____
	Or		
POL 3004	Forms of Global Governance	4	_____
POL 3002	American Public Policy Analysis		
	Or	4	_____
POL 3005	Peace and Conflict Analysis		
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
POL 3003	American Foreign Policy	4	_____
	Or		
POL 3006	Global and Regional Studies	4	_____
POL 4001	Government and Political Affairs Senior Seminar		
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	3	_____
Total Credits		128	

**BACHELOR OF SOCIAL WORK CANDIDATE (BSW)  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG 1001	Composition and Rhetoric	4	_____
SOC 1000	Contemporary Social Issues (CAT IV Core)	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT V	Laboratory Science (Biology Preferred)	4	_____
MTH 1111	Quantitative Literacy	4	_____
SWS 1000	Introduction to Social Work	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Democratic Citizenship	4	_____
PSY 1000	Introduction to Psychology	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT. VI	Global Citizenship	4	_____
MTH 1500	Statistics for the Social Sciences	4	_____
MTH 1505	SPSS Lab	1	_____
SOC 2050	Race, Class and Gender	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (Fall)</u></b>			
SWS 3000	Human Behavior and the Social Environment I	4	_____
SWS 3001	Social Welfare Policy and Services I	4	_____
SWS 3021	Social Work Practice I	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (Spring)</u></b>			
SWS 3002	Social Welfare Policy and Services II	4	_____
SWS 3010	Human Behavior and the Social Environment II	4	_____
SWS 3022	Social Work Practice II	4	_____
SWS 4002	Research Methods in the Social Sciences	4	_____
<b><u>YEAR 4 (Fall)</u></b>			
SWS 4023	Social Work Practice III	4	_____
SWS 4050	Field Work I	6	_____
SWS 4051	Field Seminar I	2	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
SWS 4099	Social Work Senior Seminar	4	_____
SWS 4060	Field Work II	6	_____
SWS 4061	Field Seminar II	2	_____
ELECTIVE	Elective	3	_____
<b>Total Credits</b>		<b>128</b>	

**BACHELOR OF SOCIAL WORK (BSW)  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG 1001	Composition and Rhetoric	4	_____
SOC 1000	Contemporary Social Issues (CAT IV Core)	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CAT V	Laboratory Science (Biology preferred)	4	_____
MTH 1111	Quantitative Literacy	4	_____
SWS 1000	Introduction to Social Work	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Democratic Citizenship	4	_____
PSY 1000	Introduction to Psychology	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT VI	Global Citizenship	4	_____
MTH 1500	Statistics for the Social Sciences	4	_____
MTH 1505	SPSS Lab	1	_____
SOC 2050	Race, Class and Gender	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (Fall)</u></b>			
SWS 3000	Human Behavior and the Social Environment I	4	_____
SWS 3001	Social Welfare Policy and Services I	4	_____
SWS 3021	Social Work Practice I	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (Spring)</u></b>			
SWS 3002	Social Welfare Policy and Services II	4	_____
SWS 3010	Human Behavior and the Social Environment II	4	_____
SWS 3022	Social Work Practice II	4	_____
SWS 4002	Research Methods in the Social Sciences	4	_____
<b><u>YEAR 4 (Fall)</u></b>			
SWS 4023	Social Work Practice III	4	_____
SWS 4050	Field Work I	6	_____
SWS 4051	Field Seminar I	2	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
SWS 4099	Social Work Senior Seminar	4	_____
SWS 4060	Field Work II	6	_____
SWS 4061	Field Seminar II	2	_____
ELECTIVE	Elective	3	_____
<b>Total Credits</b>		<b>128</b>	

**B.A. IN SOCIOLOGY**  
**RECOMMENDED FOUR-YEAR SEQUENCE**  
**Note: SOC1000 or SOC1025 Is a Prerequisite for All Sociology Courses**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
SOC 1025	Introduction to Sociology	4	_____
ENG 1001	Composition and Rhetoric	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
MTH 1111	Quantitative Literacy	4	_____
CAT V	Laboratory Science (Biology preferred)	4	_____
CAT IV	Social and Behavioral Sciences	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Democratic Citizenship or Global Citizenship	4	_____
SOC2001	Sociological Theory	4	_____
SOC ____	Sociology Elective	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT VI	Democratic Citizenship or Global Citizenship	4	_____
	Race and Ethnicity		
	Or		
SOC ____	Gender and Sexuality	4	_____
	Or		
	Living on the Edge		
SOC ____	Sociology Elective (2000+)	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (Fall)</u></b>			
MTH 1500	Statistics for the Social Sciences	4	_____
MTH 1505	SPSS Lab	1	_____
SOC ____	Sociology Elective (2000+)	4	_____
SOC ____	SOC/CJS/POL Elective (3000+ level)	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (Spring)</u></b>			
SOC 4002	Research Methods in the Social Sciences	4	_____
SOC ____	Sociology Elective (3000+ level)	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (Fall)</u></b>			
SOC 4005	Senior Seminar in Sociology	4	_____
SOC ____	Sociology Elective (3000+ level)	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
SOC 4010	Field Work in Sociology (GPA 2.75+)		
	Or	4	_____
SOC ____	Sociology Elective (3000+ level – open only for students who do not meet the minimum GPA requirement for 4010)		
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	3	_____
Total Credits		128	

**B.A. IN SOCIOLOGY: CRIMINAL JUSTICE  
RECOMMENDED FOUR-YEAR SEQUENCE**  
**Note: SOC1000 or SOC1025 Is a Prerequisite for All Sociology Courses**

Course #	Title	Credits	Completed
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
SOC 1025	Introduction to Sociology	4	_____
ENG 1001	Composition and Rhetoric	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
CJS 1001	Introduction to the Criminal Justice System	4	_____
MTH 1111	Quantitative Literacy	4	_____
SOC 1000	Contemporary Social Issues (Cat. VI Core: Global Citizenship)	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Democratic Citizenship	4	_____
SOC 2001	Sociological Theory	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CJS2035	Forensic Science (Cat. V Core)	4	_____
	Race and Ethnicity		
	Or		
SOC ____	Gender and Sexuality	4	_____
	Or		
	Living on the Edge		
SOC 3002	Intimate Relations	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (Fall)</u></b>			
CJS ____	Criminal Justice Elective	4	_____
MTH 1500	Statistics for the Social Sciences	4	_____
MTH 1505	SPSS Lab	1	_____
SOC 3007	Deviance, Crime and Law	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (Spring)</u></b>			
CJS 3000+	Criminal Justice Elective	4	_____
SOC 4002	Research Methods in the Social Sciences	4	_____
SOC/CJS	Sociology or Criminal Justice Elective (3000+)	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (Fall)</u></b>			
SOC 4005	Senior Seminar in Sociology	4	_____
SOC/CJS	Sociology or Criminal Justice Elective (3000+)		
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
SOC 4010	Field Work in Sociology (GPA 2.75+)		
	Or	4	_____
SOC ____	Sociology Elective (3000+ level – open only for students who do not meet the minimum GPA requirement for 4010)		
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	3	_____
Total Credits		128	

**B.A. IN SOCIOLOGY: HUMAN SERVICES  
RECOMMENDED FOUR-YEAR SEQUENCE**  
**Note: SOC1000 Or SOC1025 Is a Prerequisite for All Sociology Courses**

Course #	Title	Credits	Completed
<b><u>YEAR 1 (Fall)</u></b>			
AFC 1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG 1001	Composition and Rhetoric	4	_____
SOC 1025	Introduction to Sociology	4	_____
<b><u>YEAR 1 (Spring)</u></b>			
CAT III	Arts and Humanities: Rel.; Phil.; World Civ.; LAS	4	_____
MTH 1111	Quantitative Literacy	4	_____
SOC 1000	Contemporary Social Issues	4	_____
SWS 1000	Introduction to Social Work (CAT IV)	4	_____
<b><u>YEAR 2 (Fall)</u></b>			
CAT III	Arts and Humanities: English Literature	4	_____
CAT V	Laboratory Science (Biology preferred)	4	_____
CAT VI	Democratic Citizenship or Global Citizenship	4	_____
SOC 2001	Sociological Theory	4	_____
<b><u>YEAR 2 (Spring)</u></b>			
CAT VI	Democratic Citizenship or Global Citizenship	4	_____
	Race and Ethnicity		
	Or		
SOC ____	Gender and Sexuality	4	_____
	Or		
	Living on the Edge		
SOC 3002	Intimate Relationships	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (Fall)</u></b>			
MTH 1500	Statistics for the Social Sciences	4	_____
MTH 1505	SPSS Lab	1	_____
SOC ____	Sociology Elective (2000+)	4	_____
SOC/CJS/PSY	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (Spring)</u></b>			
SOC 3021	Practice Skills for the Human Services	4	_____
SOC 4002	Research Methods in the Social Sciences	4	_____
SOC ____	Sociology Elective (3000+)	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (Fall)</u></b>			
SOC 4005	Senior Seminar in Sociology	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
SOC 4010	Field Work in Sociology (GPA 2.75+)		
	Or		
SOC ____	Sociology Elective (3000+ level – open only for students who do not meet the minimum GPA requirement for 4010)	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	3	_____
Total Credits		128	

# UNDERGRADUATE COURSE DESCRIPTIONS

## **ACC -- ACCOUNTING**

### **ACC 2101 Principles of Accounting I**

4 credits

Introduction to the structure of accounting through an understanding of the accounting cycle, asset, liability and equity accounts. Develop the ability to prepare and understand basic financial statements

### **ACC 2102 Principles of Accounting II**

4 credits

Prerequisite: ACC2101

This course is an introduction to the subject of accounting information systems including their design, control, and implementation. The student will be exposed to the use of computer technology in accounting.

### **ACC 3201 Cost Accounting**

4 credits

Prerequisite: ACC2102

This course studies cost accumulated techniques for manufacturing and non-manufacturing companies. The emphasis is cost concepts and procedures, use of cost information for decision making, cost systems and system design, and cost analysis.

### **ACC 3301 Intermediate Accounting I**

4 credits

Prerequisite: ACC2102

This first course in financial accounting focuses on the concepts relating to accounting for assets, short-term and long-term investments, inventory, property, plant, equipment, and intangibles. The course discusses the communication of financial information by means of an analysis of the balance sheet and income statement.

### **ACC 3302 Intermediate Accounting II**

4 Credits

Prerequisites: ACC2102, and ACC3301

This second course in financial accounting continues the in-depth analysis of the measurement and reporting requirements necessary for the preparation of the balance sheet, income statement, and statement of cash flows. The effect of accounting for incomes taxes, pensions, leases, and accounting changes on financial statements are examined. Earnings per share, segmental information, and analytical review of financial statements are also covered.

### **ACC 3401 Federal Income Taxation**

4 Credits

Prerequisite: ACC2102

This course will provide the student with the basic concepts of tax law as applied to individuals and business entities. The student will be exposed to how tax laws are developed and the structure of our court system, and the ethics of tax practice.

**ACC 4201 Advanced Accounting**

4 Credits

Prerequisite: ACC3301

This intensive course examines specialized areas such as partnerships, joint ventures, branches, consolidated statements, segment reporting interim statements, multinational companies, bankruptcy and reorganizations, government entities, not for profit entities, and estates and trusts.

**ACC 4301 Auditing**

4 Credits

Prerequisites: ACC2102, ACC3301 and ACC4201

Ethics, theory practice and diversified techniques of public auditing are integrated through class discussion, professional publications, and CPA exam auditing questions. Topics include current development, independent auditors' report and its relationship to auditing standards and accounting principles, the importance of independence and other aspects of the code of professional ethics, legal liability as it relates to issuing opinions, internal controls, types of evidence, the auditing environment and auditing objectives.

**AFC -- ACADEMIC FOUNDATIONS AT CENTENARY****AFC1001 Academic Foundations at Centenary I (THIS COURSE IS NOT REPEATABLE)**

4 Credits

Prerequisite: First-Time, Full-Time Freshmen

This course is designed, on both the theoretical and practical levels, to introduce first-year students to the different perspectives, purposes, and methods of the three great general academic disciplines: the natural sciences, the human sciences, and the arts and humanities. Study will focus on addressing fundamental questions, as contemporary as they are perennial, of knowledge and meaning. A strong secondary goal of the course is to help students begin to develop the various skills, attitudes, and values necessary for their future lives as productive scholars and citizens.

**ART -- ART****ART 1001 Art Appreciation**

4 credits

This course exposes the student to a broad-ranged understanding of the visual arts field. Further, this course seeks to develop an appreciation of visual aesthetic experiences as they enhance the quality of life; in an intellectual, emotional, and philosophical way. The student's understanding of art is enhanced by studying the different periods/movements of history and the progression of art through history. Field trips to galleries and museums, as well as the use of slides and other visual examples, will further stimulate the student's perceptions of art.

**ART 1002 Two-Dimensional Design for Fashion Merchandising Students**

4 credits

This course introduces the student to the basic elements of art; line, value, shape, space, texture, form, and color, through assigned studio problems. In addition, studio exercises involving the principles of organization; such as rhythm, repetition, balance, proportion, movement, dominance, scale, harmony, and unity will also be explored.

**ART 1003 Two-Dimensional Design**

4 credits

This course introduces the student to the basic elements of art; line, value, shape, space, texture, form, and color, through assigned studio problems. In addition, studio exercises involving the principles of

organization; such as rhythm, repetition, balance, proportion, movement, dominance, scale, harmony, and unity will also be explored.

### **ART 1004 Three-Dimensional Design**

4 credits

This course will explore basic principles and elements fundamental to all three-dimensional forms in space. Student problems incorporating the effective use of plane, line, shape, mass, color, texture, motion, light, and space will be presented and evaluated.

### **ART 1005-1006 Drawing I & II**

4 credits/semester

This course introduces the student to the fundamentals of “seeing” and drawing, using various approaches to line, space, structure, texture, value, composition. A variety of drawing media will be examined, including exercises in pencil, pen, charcoal, and brush with ink, pastel, crayon, and wash. Studio problems range from still-life, landscape, figurative, to studies in abstraction.

### **ART 1007 Drawing for Fashion**

4 Credits

This course will examine beginning drawing as a learnable process and a perceptive skill used in the visual arts field. Students will be directed to approach drawing from cognitive means, which will enable them to observe and create ideas from inventive and intuitive methods. By using this conceptual thinking process, students will be able to develop their drawing abilities as an effective means to project their creative talent in the fashion industry. Studio assignments will emphasize problem-solving aspects of the elements and principles of design in a composition with a focus on fashion. Students will explore the use of a variety of materials which will include selections of paper types, woodless graphite, charcoal, marker, pastels, designer gouache and conte crayons. This course will concentrate on subject matter such as still-life, figure/portrait studies, gesture drawing, and garment representation. This is a required course for Fashion majors.

### **ART 2001 History of Art**

4 credits (Required for Art and Design Major – Cat.III)

This comprehensive survey course traces the development of the visual arts from their prehistoric origins to the threshold of the modern age. The course examines the social, economic, religious, philosophical, and political contexts from which artists and art movements evolved; how cultures influenced them, and how artists influenced societies. Field trips to galleries and museums, as well as the use of slides and other visual examples, will additionally synthesize the student’s perceptions of the historical significance of art through the ages.

### **ART 2002 History of Modern Art**

4 credits

This comprehensive survey course in art history traces the development of the modern art movement from its origin in the 19<sup>th</sup> century to present time. This course also highlights significant, individual artists within the contexts of their social, economic, religious, philosophical, and political milieu. Field trips to galleries and museums, as well as the use of slides and other visual examples, will further clarify the student’s understanding of the historical significance of the modern art world.

### **ART 2011-2012 Life Drawing and Anatomy I & II**

**4 credits/semester**

LAB FEE

Prerequisite: Art 1005 or Art 1006, or permission of the instructor

Life drawing and anatomy is the study of the human form; its energy, movement, structure, composition, function, imagery, and expression. This course exposes students to the human form through drawing. Students work from live models and use a variety of drawing media. A model fee may be required for students taking this course, which may be repeated for advanced credit.

### **ART 2013-2014 Painting I & II**

**4 credits/semester**

Prerequisite: Art 1005 or Art 1006 or Art 2011 or Art 2012 or permission of the instructor

This course explores fundamentals of the painting process as a vehicle for personal expression. Students are presented with formal studio problems highlighting a variety of materials, methods, theories, and modes of expression which utilize the elements of line, shape, value, texture, color, form and space. Experimentation with various media in acrylic, oil, collage, and watercolor will be greatly encouraged. This course may be repeated for advanced credit.

### **ART 3008-3009 Photography I & II**

**2 credits/semester - Art Major priority status**

LAB FEE

This course will teach the student basics in camera and darkroom techniques, by formulating an aesthetic judgment to the photography process. It will focus on developing film, printing negatives, dodging and burning techniques, composition, form, space, lighting, tone, depth of field, and action exposures. Individual assignments will promote understanding and utilization of these processes and concepts in addition to the student's creative and artistic development.

### **ART 3010-3011 Printmaking I & II**

**4 credits/semester**

LAB FEE

Prerequisite: Art 1005 or Art 1006 or permission of the instructor

This course will examine the beginning and advanced processes and techniques of printmaking, such as linocut, woodcut, calligraphy, hard-ground line etching, and dry point. It will further advance to intermediate and advanced intaglio graphic arts processes, which include techniques in aquatint, (tonal) soft-ground etching, (texture) chine colle, lift-ground, double-plate, edition printing and advanced color etching. This course may be repeated for advanced credit in conjunction with the Senior Thesis Exhibition course preparation.

### **ART 3013-3014 Advanced Painting I & II**

**4 credits/semester**

Prerequisite: Art 2013 or Art 2014 or permission of the instructor

This course further explores advanced concepts of the painting process as a vehicle for artistic expression. Through a concentrated series of in-depth studio projects, students will focus on comprehensive and complex techniques and styles, which emphasize a variety of methods, theories, and modes of expression. Advanced exploration of materials will be expected, in acrylic, oil, collage, and mixed media. This course may be repeated for advanced credit in conjunction with the Senior Thesis Exhibition course preparation.

### **ART 3018 Portfolio**

4 credits

Prerequisite: Junior or Senior Standing

Each student will develop a portfolio of professional quality which represents a culmination of aesthetic, creative, technical, and career, skills and objectives. Portfolio organization, layout, content, documentation, and design will be stressed. Students will learn techniques in photographing and reproducing artwork imagery to slide, print, and CD-rom format specifications. Resume, business card, and cover letter formats will be introduced, with interview and presentation styles also addressed.

### **ART 3020 Illustration**

4 credits

Prerequisite: Art 1005, or Art 1006 or Permission of the instructor.

This course focuses on the creative development of illustration design theories and principles. The student will experiment with a wide range of techniques and media. The course includes problems that incorporate a broad experience in conceptualization, as well as advanced concepts in visual problem solving. This course may be repeated for advanced credit.

### **ART 3021 Monotype**

4 credits

LAB FEE

Prerequisite: Art 3010, or Art 3011, or Art 2013, or Art 2014, or permission of the Instructor.

This course will continue to examine graphics transfer techniques with an approach to art that lies between the fields of drawing, printmaking, and painting. Oil paint, oil sticks, pastels, etching inks, drawing inks, lithography crayons, fabric dyes, watercolors, and solvents are applied, brushed, and brayered to a variety of plate surfaces, such as plexiglass, heavy glass slabs, formica, Lucite, and metal plates. These highly experimental, one-of-a-kind techniques may then be printed and run through an etching press or hand rubbed to produce a unique image. This method allows students to freely “push the boundaries” of traditional painting and printmaking in a non-traditional context. This course may be repeated for advanced credit in conjunction with Senior Thesis course preparation.

### **ART 4003-4004 Senior Thesis Exhibition Project I & II (formerly Visual Arts Project I & II)**

4 credits/semester

Prerequisite: Senior Standing

In this two-semester course, candidates for the B.F.A. degree in Art and Design are required to complete a comprehensively prepared senior capstone project, which typically takes the form of a one-person thesis exhibition in the college art gallery. In fulfillment of these requirements, students must also write a thesis statement essay, create/print a gallery invitation and labels, compose an inventory/valuation list/slide portfolio, as well as prepare all exhibition artwork in formal presentation format. Proposed projects must have the approval of the candidate's major academic advisor.

### **ART 2099, 3099, or 4099 Special Topics in Art and Design**

4 credits

Prerequisites: Sophomore Standing and permission of the instructor

These courses focus on selected topics in Art and Design, and are created to provide students with an opportunity for advanced in-depth study on some corollary professional or public interest topic not currently addressed in the regular college offerings. Topics may each time a course is offered. Students should consult the course offering schedule and their academic advisor each semester.

## **BIO -- BIOLOGY**

### **BIO 1100 Human Development from Conception to Birth (Spring, odd years only)**

4 Credits

LAB FEE

This course is designed to introduce non-biology major students to basic topics in human reproduction. The lectures parallel selected readings from the texts as indicated in the lecture schedule. Topics include processes leading to the birth of a healthy child and the avoidance of birth defects, male and female reproductive systems, hormonal control of egg and sperm formations, sexual intercourse, contraception, venereal diseases, fertilization, cell division, embryonic development, and fetal physiology. (Open to all students)

### **BIO 1105 Human Nutrition and Performance (Fall and Spring)**

4 Credits

LAB FEE

This course is designed to introduce non-biology major students to the concepts of good nutrition for optimal health, fitness, and exercise performance. Topics include the classes of nutrients, body weight and body composition, weight maintenance and loss, nutrition for specific types of athletic events, and supplements and drugs related to exercise performance. Lab exercises will be directly related to issues discussed in class, and include the scientific method and an introduction to laboratory techniques, digestion, nutrient activity, fitness and well-being, and performance supplements. (Open to all students)

### **BIO 1110: Principles of Environmental Science (Fall and Spring)**

4 Credits

LAB FEE

This course is designed to introduce all students to the various components of our dynamic environment, and to promote an understanding of the unique relationship between the environment and the many facets of society. Topics include an introduction to environmental economics and policy, environmental systems, biodiversity, the study of populations, food safety and agriculture, conservation, land use and management, environmental health, freshwater and marine resources, atmospheric science, renewable and non-renewable energy sources, waste management, and sustainability. Lab exercises will be associated with issues discussed in class, and include applied laboratory techniques related to air, soil, and water quality, food safety, population ecology, biodiversity, environmental health and toxicology, pollution, climate change, and energy sources. (Open to all students)

### **BIO 1150 Biology of Plants and Cells (Fall)**

4 Credits

LAB FEE

Introduction to cellular biology, including basic biochemistry, molecular and chromosomal genetics, and cellular structures and their functions. Introduction to the diversity of the Plant Kingdom, as well as cyanobacteria and fungi, and protists, including algae and slime molds. This course will cover comparative morphology, physiology and life cycles in the context of ecology, taxonomy, and evolutionary relationships. Labs are experimental and descriptive.

### **BIO 1160 Biology of Animals (Spring)**

4 Credits

LAB FEE

Introduction to the diversity of the Animal Kingdom, including taxonomy, evolution, and life cycles. This course also covers the structure, function, and integration of the animal body systems. Labs are experimental and descriptive.

**BIO 1200 Marine Biology (Fall)**

4 Credits

The field of marine biology utilizes many different scientific disciplines to explore a variety of ecosystems. This course is designed to provide the student with a basic understanding of how ecological principles operate in marine and aquatic ecosystems. Marine communities dominate the globe and provide rich biodiversity that ultimately affects every form of life on the planet. The course will introduce the physical, chemical, and biological processes that promote and maintain life in the sea. Students will study estuaries, salt marshes, and beaches to acquire an understanding of the functioning of ecosystems in this region. This course will require two Saturday field trips to local estuaries and beaches. Field work will be supported with scientific studies and working knowledge of the local marine flora and fauna that characterize these ecosystems.

**BIO 2100 Environmental Field Sampling Techniques (Spring)**

4 Credits

Pre-requisite: Environmental Science

This course is designed to provide the student with experience in basic field testing methods for environmental science. The course will introduce field sampling equipment, include instruction on the proper ways to use the equipment, and descriptions on how to collect water, air, and soil samples for testing. Environmental Field Sampling Techniques will include not only laboratory demonstrations with sampling equipment but field trips and guest speakers who are experts in the field.

**BIO 2150 Animal Anatomy (Fall)**

4 Credits

LAB FEE

Pre-requisite: Biology of Animals

This course is an in depth study comparative study of the mammalian body, including cell structure and function, and the following body systems: integumentary, skeletal, muscular, respiratory, excretory, and digestive. The laboratory covers gross comparative anatomy, and the histology of tissues and organs.

**BIO 2160 Animal Physiology and Behavior (Spring)**

4 Credits

LAB FEE

Pre-requisite is Animal Anatomy or instructor permission

This course is an in depth study of mammalian physiology and behavior, with an emphasis on homeostasis and the interaction of the major body systems. The organs and organ systems covered in depth include the nervous system, endocrine system, circulatory system and reproductive system. The relationship between body regulation and the expression of behaviors will be studied

**BIO 3100 Genetics (Spring Semester)**

4 Credits

LAB FEE

Pre-requisites: the Biology of Plants and Biology of Animals, and General Chemistry II

This course covers general genetic principles and topics specific to human genetics. Topics will include the basic features of DNA replication and gene expression, and the passage of genetic material to daughter cells (cell division). Classic Mendelian inheritance, family pedigrees, and non-Mendelian inheritance are studied by solving problems applying the principles of genetics. The effects of mutation and recombination on human inheritance will be discussed. Molecular genetics topics will include DNA and gene analysis and transfer techniques, gene therapy, genetic cloning, and the Human Genome Project.

**BIO 3150 Biochemistry (Fall)**

4 Credits

LAB FEE

Pre-requisite is The Biology of Plants; The Biology of Animals, and General Chemistry II

This course covers the chemistry of living systems, including biochemical substances, metabolic pathways, and cellular communication via biochemical pathways. This course also covers the practical application of biochemistry in the fields of agricultural and life sciences, as well as an introduction to biotechnology and genetic engineering.

**BIO 3500 Microbiology (Fall)**

4 Credits

LAB FEE

Pre-requisites: The Biology of Plants and Cells and Biology of Animals, and General Chemistry I

This course covers the structure, function, physiology, genetics, and taxonomy of microorganisms. It stresses their relationship to the environment and other organisms, their impact on food, water, soil, agriculture, genetic engineering, and medicine is emphasized. The laboratory covers proper collection of specimens, aseptic technique, cultivation, identification, and the application of genetic engineering techniques.

**BIO 4000 Ecology (Fall)**

4 Credits

LAB FEE

Pre-requisite: The Biology of Plants and The Biology of Animals

A study of the dynamics of population growth, predator-prey interaction, competition theory, and biogeography. The mechanisms that regulate population numbers and species co-existence are examined. Emphasis is placed on the impact of the non-native (invasive) species on native populations. Topics include resource allocation patterns, life-history strategies, breeding systems, competition, stress tolerance, and ecological management practices.

**BIO 4100 Biology Seminar (Spring)**

4 Credits

LAB FEE

Pre-requisites: Ecology and Senior standing or instructor permission

An intensive study of a particular problem or topic in the field of Biology to be chosen by the student. The course includes lecture, discussion groups, student presentations, and discussion of recent professional and popular publications.

**BUS -- BUSINESS****BUS1001 Integrated Business Perspectives**

4 credits

This Business course provides the student with the opportunity to discover the role of business in society and to explore career opportunities. The relations among different business disciplines are analyzed. Students learn team building and communication and apply that learning as they work in teams to create, implement, and assess projects.

**BUS 1002 Business Applications and Presentations**

4 Credits

This course is designed to familiarize Business students with the software applications, teaming, and communication skills required for effective participation in today's organizations. Topics include Microsoft

Office applications (Word, Excel, and PowerPoint), APA formatting, preparation of written reports, and creation and delivery of oral presentations. Students are also introduced to teamwork concepts.

### **BUS1010 Principles of Management**

4 credits

Prerequisite: BUS1001

This Business course will demonstrate how the management functions of planning, organizing, implementing, leading, controlling, and execution of corrections help achieve those ends. Student will learn how to use SWOT, TOWS and PEST analysis and other tools to be effective on a national and international level.

### **BUS1050 Social Responsibility in Business**

4 Credits

Prerequisites: AFC1001 or BUS1001

This course covers the responsibilities of business organizations to employees, shareholders, customers, and society. Students consider the meaning of global citizenship, business ethics, and individual responsibility within corporations through research and experiential learning, emphasizing issue identification, analysis, and decision-making.

### **BUS2010 Principles of Marketing**

4 credits

Prerequisites: BUS1001 and ECO1001

This Marketing course covers the basics of how to satisfy consumers' wants and needs, through what has been described as both an art and a science – marketing. Specifically this course focuses on how marketers uncover consumers' wants and needs through marketing research, and design strategies that best satisfy target markets.

### **BUS2020 Management Information Systems**

4 credits

Prerequisite: BUS1010

This course introduces students to computer hardware and software, and the application for information systems and technology within an organization from a managerial perspective. The course examines various topics including databases, e-commerce, information based business processes, privacy and security, design and development of information systems, telecommunications, and ethics.

### **BUS 2030 Principles of Finance**

4 credits

Prerequisites: BUS1001 and ACC2102

Principles of Finance is a survey of the key concepts covered in the three general areas of finance: (1) Financial Markets and Institutions, (2) Investments, and (3) Managerial Finance. This course will introduce students to financial concepts including the activities of the finance manager in the planning, acquisition, and the administration of funds used in a business enterprise and to evaluate and control risk.

### **BUS 2040 Students in Free Enterprise I (Fall only)**

4 credits

*Prerequisite: Approval of Business Department Chair or SIFE Advisors.*

This course is designed to provide students with hands-on experience in applying free-enterprise concepts and entrepreneurial skills and practices to today's business environment. Students will apply knowledge gained from their various academic and professional disciplines, as well as communication and project

management skills, in developing and implementing educational projects using sources in the Centenary and local communities. Open to students of all majors.

### **BUS 2041 Students in Free Enterprise II (Spring only)**

4 credits

*Prerequisite: Approval of Business Department Chair or SIFE Advisors.*

Students continue to work with mentors in implementing hands-on projects. Students manage the development of professional written and oral presentations. Open to students of all majors.

### **BUS 3010 Business Law**

4 credits

Prerequisite: BUS1001

This Business course will examine areas of law affecting business. The legal forms of businesses; contract law; the law of sales; personal, real, and intellectual property law; and the law of negotiable instruments will comprise the principle focus of the course. International treaties and laws affecting those areas of law will also be explored throughout the course.

### **BUS 3020 Business Statistics**

4 credits

Prerequisites: MTH1000 and BUS2010

This Business course covers the basic terms and concepts of statistics and their use to analyze data and solve problems. Quantitative techniques of forecasting will be highlighted. An overreaching goal is to create educated consumers of statistics.

### **BUS 3030 Organizational Behavior**

4 credits

Prerequisite: BUS1010

This Business course explores the study of organizational culture and the affect of that culture upon an organizations performance. Concepts of management, leadership, motivation, and ethics will be examined. Learning how to evaluate the effectiveness of an organization's culture through its policies, practices and productivity is prominent throughout the course.

### **BUS 3040 Professional Presentations**

4 credits

This course is designed to help develop and enhance the student's ability to organize, write, and effectively deliver presentations that include: running meetings, making presentations to clients, delivering a general speech, making a research or operations report presentation, and handling audience questions and objections.

### **BUS 3050: Ethics of Business**

4 credits

This course examines the theories used in analyzing the ethical dimensions of business decisions. The course explores the ethical role of business and its practices in the various societies and cultures of the global business environment.

### **BUS 3060: Global Business**

4 credits

Prerequisite: BUS1010 and ECO1001

This course is a survey of the ever-changing global environments in which international businesses operate. It examines current and developing political, environmental, legal, financial, and socio-cultural trends and their effect on global businesses.

**BUS 3110 Operations Management**

4 credits

Prerequisite: BUS1010

This course is designed to provide a focus on the systems and processes that aid organizations in the distribution of products and services. The course covers the quantitative and qualitative methods used by organizations in supporting their operations. Topics studied include the examination of product creation, development, production, and distribution.

**BUS 3120 Human Resources Management**

4 credits

Prerequisite: BUS1010

This business course surveys the theoretical and practical aspects of Human Resource Management and the legal and regulatory issues affecting human resource planning and management. Topics covered include employee recruiting, selection, and performance management, organizational rewards systems (compensation and benefits), employee safety and well-being, and labor relations.

**BUS 3130 Individual and Team Management**

4 credits

Prerequisite: BUS1010

This course focuses on the execution of individual and team management concepts, utilizing a blend of management theories and experiential methods. Topics include the allocation of subordinate workload, the design, organization, and implementation of processes, and the adherence to institutional procedures.

**BUS 3210 Facilities Management**

4 credits

Prerequisites: BUS1010 AND ECO1001

This course focuses on the operations of stadiums/arenas and recreation complexes. Beginning with event management, operational requirements such as scheduling, staffing, marketing, security, concessions, and ticketing will be studied. The students will also examine design and construction elements essential to managing sports and recreation complexes. Management principles will be integrated with marketing, promotions and sales theories used in today's facilities to maximize attendance and increase revenues.

**BUS 3220 Sports Law**

4 credits

Prerequisites: BUS3010

This course in the business curriculum focuses on laws in the sporting industry. This includes contract law and negotiation, endorsements, salaries, patents, and legal aspects of sports management. The rights of athletes, spectators, coaches, and management as evidenced by labor and tort law will also be examined.

**BUS 3310 Monetary Institutions**

4 credits

Prerequisite: BUS2030

This Finance course describes the monetary and banking system of the United States and the influence of money on the economy. It covers several facets of monetary theory, including monetary and fiscal policies, supply and control of money, and the application of federal monetary policy. Also analyzed are the Federal Reserve and commercial banking systems.

**BUS 3320 Financial Management**

4 credits

Prerequisite: BUS3010

The first part of this course describes the meaning of financial organizations, markets, and institutions. The next part concerns tools of financial analysis. Then the emphasis shifts to funding sources and the managing of capital structures. The concluding portion of the course considers government securities and the aspects of international finance.

**BUS 3330 Investment Analysis**

4 credits

Prerequisite: BUS2030

This course analyzes the role of investments in the financial environment with regard to the establishment of financial goals and plans. Beginning with the establishment of personal financial goals, various implementation strategies are examined in the light of investment, tax strategies, and risk management.

**BUS 3410 Marketing Research**

4 credits

Prerequisite: BUS2010

This experiential-based Marketing course concentrates on creating the ability to complete small Marketing Research projects from definition of problem through issuance of the report. The course employs both qualitative and quantitative methods of gathering and analyzing data. Becoming educated consumers of marketing research and the ability to interface with marketing research professionals are two elements that are highlighted.

**BUS 3420 Marketing Management**

4 credits

Prerequisite: BUS2010

This course examines the theory and practice of marketing management. Issues in goal setting, planning, and strategy are stressed through case studies and real-world application.

**BUS 3510 Data Management and Information Analysis**

4 credits

Prerequisite: BUS2020

This course provides detailed analysis on the management of various types of data used by managers within organizations and information systems analysis used for problem solving and managerial decision making. Various stages of the systems development life cycle are examined, including design, implementation, and maintenance phases. Database topics include data models and modeling techniques, database architecture, development of the user interface, data dictionaries, repositories, and warehouses, and the database administrator.

**BUS 3520 Business Data Communications**

4 credits

Prerequisite: BUS2020

This course is a thorough overview of the principles and techniques of business data communications, and the telecommunications systems used within an organization. Students are exposed to various strategies and methods used in the overall design and management of communication networks.

**BUS 3530 Business Systems Integration**

4 credits

Prerequisite: BUS2020

This course requires students to work on a semester project consisting of acquiring and analyzing detailed quantitative and qualitative data of organizations while recognizing potential areas for improvement. Students will also be required to develop, recommend, and implement a strategy for systems integration within the organization and between organizations.

**BUS 3540 Sports Marketing**

4 Credits

Prerequisites: BUS2010

This course provides the student with an in-depth view of the marketing practices, procedures, and operations of professional, college, and recreational sport organizations and enterprises. The course is designed to familiarize students with the challenges of marketing sport organizations and assist them in refining marketing skills as they relate to the sport industry. Emphasis is placed on the manipulation of each element of the marketing mix as it applies to various sport settings, with special focus on the promotional, mix market research, sponsorship, and fundraising.

**BUS 4010 Business Strategy**

4 credits

Prerequisites: Business Core and Senior Standing

This Business course is the culminating Capstone Course for the Accounting and Business Administration (all Concentrations) Degrees. The course provides the students with an opportunity to work in teams to complete an International business strategy simulation designed to expose students to the interrelationships of various business disciplines.

**BUS 4210 Event Administration**

4 credits

Prerequisites: BUS1010, BUS2020 and BUS2030

This course introduces learners to the principles and practices of planning, funding, operating, and evaluating events that reside within the sport industry. This course utilizes an experiential model to involve learners in the activities of event planning and management. Students will have the opportunity to plan and execute a sports event on campus.

**BUS 4220 Leadership and Problem-Solving in Sports**

4 Credits

Prerequisites: Senior Year

This course serves as the capstone of the sport management concentration. Students will apply the knowledge and skills obtained from related business courses and concentration courses in order to solve problems that a sport manager is likely to encounter. This is a discussion, case and project based approach to practicing skills necessary for analyzing problems related to the management of sport or recreation organizations. Students will prepare case analyses and projects, and will be called upon to formerly present and defend their own work and to critique the work of their peers. The student's professional appearance and communication skills – presentation, written, and oral – will be emphasized.

**BUS 4310 Financial Research and Analysis 4 credits**

Prerequisite: BUS2030

This course analyzes the role of the economy in the global financial system. Students will identify, research, and present economic indicators relevant to this economic analysis. Topics will include the composition of Gross National Product, Money and Banking, Monetary Policy, and Economic Cycles.

**BUS 4410 Sales and Sales Management**

4 credits

Prerequisite: BUS2010

This highly interactive Marketing course focuses on the sales effort at each stage along channels of distribution from producer to ultimate consumer and how to apply the basics of personal selling. The course provides an understanding of the problems and techniques involved in organizing and managing a sales force. Development of a sales plan is highlighted.

**BUS 4420 Advertising Management and Integrated Marketing Communications**

4 credits

Prerequisites: BUS2010 and Senior Standing

This course covers all phases of advertising and IMC management including research, creative and media strategy, planning, execution and evaluation. The course focuses on the integration of all promotional elements including sales, sales promotion, direct marketing and public relations.

**BUS 2990, 3990, and 4990 Special Topics in Business Administration**

4 credits

These courses focus on special topics in business administration, and are designed to give students an opportunity for in-depth study a topic having current professional or public interest. Topics may differ each time the course is offered. Students should consult the course offering schedule and their academic advisor.

**CHA - CHINESE****CHA 1001Elementary Chinese I**

4 Credit

The students will become familiar with the basic structures and syntax of the language. Informal and formal modes of speech are introduced.

**CHA 2050 Spotlight on China**

4 Credits

Intensive language and cultural immersion for students preparing to travel or eventually work in China. An externship option provides students with the opportunity to witness the Chinese influence on American corporate relations.

**CHM -- CHEMISTRY****CHM 1050 Basic Chemistry (Fall and Spring)**

4 Credits

LAB FEE

This course is designed for non-science majors, and is an introduction to the basic principles of chemistry. It includes an overview of laboratory safety, as well as an introduction to the scientific method, and instruction in the use of basic equipment for the chemistry lab. It includes the study of how and why atoms react to make both simple and complex compounds. Lectures are reinforced with weekly laboratory exercises that stress observation and the analysis of reactions.

**CHM 1100 General Chemistry I (Fall)**

4 Credits

LAB FEE

Pre-requisite: MTH 1180 or MTH 1401 or instructor permission)

This course addresses the basic language and concepts of chemistry. Topics include measurements, the periodic table, nomenclature of inorganic compounds, atomic structure, chemical bonding, and reactions of

inorganic compounds, gas laws, solutions, and gravimetric and volumetric stoichiometry. Laboratory investigations are used as problem solving exercises for the topics studied.

### **CHM 1110 General Chemistry II (Spring)**

4 Credits

LAB FEE

Pre-requisite: General Chemistry I or equivalent, approved transfer credit

This is a continuation of General Chemistry I. Topics include colligative properties of solutions, reaction rates, chemical equilibrium, acid-base equilibria, solubility and complex-ion equilibria, thermodynamics and equilibrium, and electrochemistry. This course stresses the interaction of all chemical topics, as well as the interactions of the various disciplines in science.

### **CHM 2000 Introduction to Organic Chemistry (Spring)**

4 Credits

LAB FEE

This course addresses the properties, structures, and chemical activity of some of the major organic compounds. Specifically the course addresses aliphatic saturated and unsaturated hydrocarbons, alkyl halides, alcohols, ethers, aldehydes, ketones, acids, amines, and some aromatic compounds. Lab experiments complement class lectures and activities.

## **CJS -- CRIMINAL JUSTICE**

**Note: CJS 1001 – Introduction to Criminal Justice System is a prerequisite for all other Criminal Justice courses. Admission into certain criminal justice courses without this prerequisite is at the discretion of the Criminal Justice Program Coordinator.**

### **CJS 1001 - Introduction to the Criminal Justice System**

4 Credits

This course provides an overview of the American criminal justice system, emphasizing the three system components; the police, the courts, and corrections. Topics will include the role of police in a democratic society, the relationship of the various courts within the system, the processes of punishment and rehabilitation, and the roles and interactions of the Federal and State systems of criminal justice.

### **CJS 1002 - Careers in the Criminal Justice System**

4 Credits

This course provides a thorough overview of career opportunities within the field of criminal justice. A wide range of occupations that demand very different levels of experience and education will be examined. Working professionals representing a wide range of career fields will introduce students to local, state, and federal law enforcement agencies, corrections, probation, parole, forensics, court systems, victim/witness services, counseling positions, and other special government opportunities. Topics covered for all employment positions will include educational requirements, entry requirements, training processes, career development paths, salary and benefit ranges, and present employment opportunities

### **CJS 2001 - Community Policing**

4 Credits

This course reviews the organizational and operational philosophy of community policing and the manner in which it develops a partnership between the police and the community they serve. Emphasis is on the process of improving the “quality of life in a community through problem-solving for the long-term perspective. Topics include the study of the origins of community policing, problem-oriented policing, the role of the police in society, the role of the community in crime prevention, and methods for the implementation and evaluation of the community policing philosophy.

### **CJS 2005 - Comparative Criminal Justice Systems**

4 Credits

This course assumes an understanding of the American criminal justice system and examines and compares criminal justice systems from around the world. An analysis of the governmental, legal, police, courts, and corrections operations of each country will be undertaken. Countries analyzed include Canada, China, France, Japan, Russia, Sweden and the United Kingdom.

### **CJS 2010 - Corrections, Probation and Parole**

4 Credits

This course will study the convicted criminal defendant of the criminal justice system in the post-conviction setting. Areas explored will include the development and use of probation and parole as correctional alternatives to incarceration, the evolution of the correctional system, the relationship of the prison administration and the other components of the criminal justice system, and the operations of the correctional system and its impact on punishment and rehabilitation.

### **CJS 2015 - Crime Scene Photography**

4 Credits

This course provides an examination of the latest methods and techniques of photographic documentation of a crime scene, a victim, a suspect, and criminal evidence. Usages of photography in criminal surveillance operations is also addressed. Topics will include the fundamentals of photographing a crime scene from general to specific. Practical exercises will demonstrate methods for documenting various types of crime scenes.

### **CJS 2020 - Criminal Law and Criminal Procedure**

4 Credits

This course is designed to teach students the basic concepts of substantive criminal law and its procedural aspects as a means of social control, particularly relating to the constitutionally protected rights of the accused in the criminal justice system. Emphasis will be on the elements of the law and the applicable penalties, as well as the procedures that must be followed in applying the law, and on the court system as a social institution with the interacting roles of judges, prosecutors, defense attorneys, and defendants.

### **CJS 2025 - Criminal Investigation**

4 Credits

This course provides an overall view of the techniques involved in investigating crimes, basic interviewing of victims and witnesses, identifying and questioning suspects, organizing investigations. Specific topics covered are crime scene procedures, searches, surveillance, sources of information, use of scientific aids, recognition of evidence, and ethics in criminal investigations. The course is designed to provide a foundation of criminal investigation procedures and techniques. Emphasis is on a logical scientific approach to crime scene investigations since investigation is in large part a science. Through discussion and hands-on exercises the student practices the application of the scientific method to criminal investigations. Students will be exposed to actual criminal investigations and processes through lectures, slides, videos, and reviews of actual past cases.

### **CJS 2030 - Fire and Arson Investigation**

4 Credits

This course is an entry-level study of fire science, standards, laws, and guidelines for proper fire scene investigation. Topics studied include fire science, arson laws and evidence, organic chemistry, fire investigation methodology, and scientific arson investigation.

### **CJS 2035 - Forensic Science**

4 Credits

LAB FEE

**Requirements: Sophomore Standing and Criminal Justice Major or Criminal Justice Concentration – Other students may enroll in this course when seats are available and with the approval of the Criminal Justice Program Coordinator.**

This course will introduce the student to the role of the forensic examiner in the identification, collection, scientific analysis, and court presentation of evidence gathered during the criminal investigation. The student will become familiar with the many applications of science to law, such as: physical fibers; drugs; forensic toxicology; serology; DNA; fingerprints; and forensic science and the internet. The classroom will be supported by hands-on laboratory work which will enhance class lectures and discussions.

### **CJS 2040 - Introduction to Law Enforcement**

4 Credits

This course examines law enforcement agencies and their roles, functions, history, and how they developed within the field of Criminal Justice. Additionally, the course gives an overview of the components of the law enforcement profession; namely the evolution of law enforcement, contemporary law enforcement, challenges to the profession, and law enforcement and the criminal justice system. Examines law reviews the structure and function of law enforcement agencies in the United States at the state, local, and federal levels. Differences between levels, as well as current issues and problems facing law enforcement administrators are emphasized.

### **CJS 2045 - Juvenile Justice and School Resources**

4 Credits

This course examines patterns of delinquent behavior among youth. The definition and measurement of delinquency, influence of kinship, educational, and other institutions on delinquency, social class and sub cultural influences on delinquency, identification and processing of delinquents by official control agencies. Additionally, the course will study the problem of school violence and analyze the correlation and impact of the media, community, and family upon such violence. Identification and intervention approaches to working with out-of-control behaviors will be explored.

### **CJS 2050 - Laws of Criminal Evidence**

4 Credits

This course examines those rules of evidence and procedures of particular importance to the operational level of criminal justice agencies. Topics will include the evolution of the laws of evidence, the trial process, hearsay, confessions and admissions, pretrial investigation and identification procedures, expert and lay opinion, scientific evidence, character evidence, and presumptions. Emphasis will be given to the study and evaluation of kinds of evidence, tests of admissibility, competence of witnesses, and privileged and non-privileged communication.

### **CJS 2055 - Organized Crime and Gang Organizations**

4 Credits

This course will examine the topic of organized crime, its emergence in American Society, its activities, and its relationship to other principal social institutions and components of the criminal justice system. It will include a consideration of the historical economic, social, legal, and political events that led to the generation of organized crime. There will be a review of the precedents of organized crime and its history; the relationship of organized crime to federal, state, and local politics; the activities of organized crime figures; policies designed to combat organized crime; and some explanations for the persistence of organized crime. Also included will be a consideration of the new groups and forms of organized crime. In addition, the history of gangs and gang violence in society, gangs as organized crime groups, and the present-day problem of gangs will be examined.

### **CJS 2060 - Victimology, Domestic Violence and Victim Witness Services**

4 Credits

This course provides an extensive overview of the principles and concepts of victimology, an analysis of victimization patterns and trends, and theoretical reasoning and responses to criminal victimization. In addition, this course explores the role of victimology in the criminal justice system, examining the consequences of victimization and the various remedies now available for victims. Additionally, the societal problem of domestic violence will be studied. The history of domestic violence in modern America and the societal and legal response to this problem will be examined, as well as the history and current status of the various available Victim Witness Services.

### **CJS 2065 - White Collar Crime and Fraud Investigation**

4 Credits

This course covers the theoretical explanations for white-collar crime committed by individual offenders and corporations. Areas of study include fraud, money laundering, embezzlement, bribery, insurance and healthcare fraud, identity theft, internet crimes, terrorism, and software piracy. Students study the extent and costs of these crimes, victim and offender profiles, and corporate liability.

### **CJS 3001 - Criminology**

4 Credits

The course examines the patterns, causes, and consequences of crime, and the ways in which the criminal justice system attempts to deal with the crime problem in the United States. Topics include characteristics of offenders, patterns of criminal behavior, theories of crime causation, and social forces affecting crime and criminal justice.

### **CJS 3005 - Crisis Intervention in Public Safety**

4 Credits

This course is designed to provide the student with an in-depth exposure to the principles and practices of effective crisis intervention. The student examines the theory and methods of crisis intervention. Particular attention is given to the various contemporary techniques of intervention and resolution. Assessment techniques used in the intervention process are explored. Topics include characteristics of crises, intervention strategies, specific techniques for intervening in various crisis situations, and community crisis support services.

### **CJS 3010 - Death Investigation**

4 Credits

This course examines the many duties of a criminal investigator at a death scene that will lead to a successful completion of a criminal investigation. The student will develop an understanding of the legal responsibilities and requirements of a death scene investigator, how to secure a crime scene, identification and collection of evidence, identification of the victim, identification of the cause and manner of death, methods for interviewing witnesses, procedures for establishing time of death, techniques for obtaining statements and confessions, procedures for following up of leads, and case preparation procedures for trial.

### **CJS 3015 - Interview & Interrogation and Arrest, Search & Seizure**

4 Credits

This course will familiarize students with the various techniques for "detecting deception." Topics will include verbal and non-verbal communications, physiological responses, multiple suspect elimination, the interrogation process and legal aspects associated with admissions, confessions, and written, audio and video statements.

### **CJS 3020 - Leadership for Police Field Commanders**

4 Credits

This course explores contemporary management theory and practice in the context of management of police organizations. Emphasis is placed on command of emergent field operations and management of crime scenes. Analysis will include the police organization as a dynamic social system and the behavior and social skills required of a police commander to deal effectively with a rapidly changing investigation or situation.

### **CJS 3025 - Police Organization and Administration**

4 Credits

This course is designed to be a comprehensive overview of police operations in the United States. The history of police administration and the evolution of policing as a profession will be thoroughly explored. Current and future trends in law enforcement will be discussed in detail. Emphasis will be placed on police personnel issues and the leadership skills required managing a professional police organization. Topics include principles of organization and management in terms of line, staff, and auxiliary functions, organization of police services, administrative services, operational services, and auxiliary services.

### **CJS 3035 - Independent Study in Criminal Justice**

4 Credits

This course provides for directed research and study on an individual basis of a topic of specific interest to the student and in conjunction with a full-time faculty member. Selected topics are explored in conjunction with the guidance and direction of this full-time faculty member. Students interested in conducting such a study must have a minimum of a 2.75 cumulative GPA and must begin the process by meeting with their faculty advisor. Independent Studies may be completed for 1, 2, or 3 credits.

### **CJS 4001 - Senior Seminar in Criminal Justice**

4 Credits

This is the capstone course for the Criminal Justice Studies Program. The purpose of this course is to integrate all academic criminal justice learning, knowledge, and skills in order to provide a total understanding of the criminal justice system and how it applies to the future of the students. Students will demonstrate their abilities to conduct scholarly academic research, employ critical thinking skills, use deductive reasoning. Students will address current issues in criminal justice using analytical skills to frame problems and suggest solutions will be stressed. Oral and written presentations in class will emphasize problem solving techniques and analysis. Ethical, political and social issues that impact criminal justice research will also be examined.

### **CJS 2099, 3099 or 4099 - Special Topics in Criminal Justice Studies**

4 Credits

A special topics course consists of discussion and intensive study of selected topics, issues, problems, and/or writings of prominent criminologists. Such a course enables the criminal justice studies program to address the latest issues in the field of criminal justice. Topics may vary each time the course is run.

## **COM -- COMMUNICATION**

### **COM 1003 Practicum: The Quill**

2 Credits/Semester

This course is designed to provide practical experience in working for the campus newspaper. Each student is required to perform selected tasks in writing, reporting, photography, sales, editing, computer typing, distribution, and/or other agreed-upon tasks. This course may be repeated for credit.

**COM 1004 Practicum: The Hack**

2 Credits/Semester

This course is designed to provide practical experience on the campus yearbook. Each student is required to perform selected tasks in writing, photography, sales, editing, computer typing, and /or other agreed-upon tasks. This course may be repeated for credit.

**COM 1011 Mass Media**

4 Credits

This course examines the importance and history of the influence of Mass Media. The student explores the relationship between media and society and considers theoretical aspects of communication; the evolution and impact of print, radio, television, the Internet, and film; regulation issues from censorship to subtle influence by government, business and the industry itself as well as the influence of advertising in mass media. Discussions also focus on issues of popular culture and international mass communication.

**COM 1013 Audio Production**

4 Credits

This is a highly practical course which uses lectures, demonstrations and multiple projects to hone the student's technical performance skills in audio and radio production. Special emphasis will be placed upon post-production and editing techniques, and a significant portion of the work will consist of performing on and operating the college radio station, WNTI.

**COM 1014 Film Appreciation**

4 Credits

Lab Fee

This course introduces students to one of the liveliest of contemporary art forms, film. Through viewing and analyzing a broad selection of internationally acclaimed films, students will learn to recognize the stylistic and narrative elements that combine to produce works of the film art. In addition, the most recent developments in film theory and criticism, as well as the unique personal vision of individual film artists will be explored.

**COM 1015 Introduction to Studio Operations**

4 Credits

This is a highly practical course which uses lectures, demonstrations and introduces students to the technical performance aspects of television. A significant portion of the work consists of performing on and operating the college television studio. Students will receive basic instruction in equipment operation, production fundamentals, and commercial studio operation.

**COM 2000 Interpersonal Communication**

4 Credits

This course examines the nature and function of the communication process within the context of social, cultural, intercultural, and professional situations. Students will learn through discussions, readings, videos, written and oral projects, to apply techniques of effective communication to their lives.

**COM 2001 Public Speaking**

4 Credits

Prerequisite: ENG 1001

This course is designed to develop poise and self-confidence. Students master the techniques necessary for successful speaking by writing and delivering a variety of speeches in different speaking situations. Extemporaneous delivery is the goal. While most of the work is individual, an introduction to Parliamentary Procedure and group presentations are included.

### **COM 2005 Advanced Audio Production**

4 Credits

Prerequisite: COM 2010, COM 3011

This is a highly practical course in which the student's technical skills in radio and audio post-production are further enhanced. Special emphasis will be placed upon feature- and program-length projects incorporating a wide variety of audio sources, including off-site interviews, background music, natural sound and special audio effects.

### **COM 2008 Television Production**

4 Credits

Prerequisite: COM 1015

This is a highly practical course in which the student's technical skills in studio-based television production are further enhanced. All aspects of the production process are covered, from script preparation to the directing and producing of live-on-tape studio productions. Special emphasis is placed upon the leadership skills required from those in the key position of director. Hands-on experience is emphasized through student participation in a variety of exercises and productions.

### **COM 2011 Introduction to Journalism**

4 Credits

Prerequisite: ENG 1001 or equivalent

This course emphasizes the basics of journalistic writing to help produce interesting, accurate, fair, and observant writers. The discipline taught here will improve their writing skills and make them more discerning media consumers as well as more aware of global newsworthy events. Class sessions involve lectures, discussions, analyses of articles from daily, weekly, and online newspapers, drills in writing and editing, and exercises exploring journalistic ethics. A newsroom atmosphere enhances the practical nature of the course. Students may be encouraged to submit class-assigned articles to the campus newspaper, *The Quill*.

### **COM 2013 Media Design**

4 Credits

Prerequisite: COM 1011 or Permission

In this course the student learns basic aesthetic design principles and how they are applied in various media. Light and color; area; volume; time and motion; and sound are among the aesthetic topics explored. Course material will emphasize how such principles can be practically applied to produce more effective productions.

### **COM 2030 Film and Philosophy**

4 Credits

This course explores how film can be used as a vehicle to examine philosophical and political ideas of the past and present. Through films the class will view, the course seeks to cultivate the disposition to self-reflection and provide the tools to ensure such self-reflection remains productive and motivational. Students will identify and appreciate key philosophic questions, especially those which concern the pursuit of the "reflective life," as presented in both film and text; they will be asked to express and argue coherently for, both in writing and orally, their own conclusions and opinions on related topics.

### **COM 2040 Great Directors**

4 Credits

This course allows students to focus on a selection of important directors from the history of film. Students will gain insight into the various directors' points of view and filmic patterns and styles, as well as an overview of their filmographies. Students will better understand not only the particular vision of those directors studied, but how their approach determined the message and impact of their films.

**COM 2041 Documentary and Independent Films**

4 Credits

This course fosters an appreciation for the history and approaches of the film documentary and its impact, as well as the achievements and struggles of filmmakers who toil outside the studio system. Through readings of essays and reviews by filmmakers, students will gain an understanding of the influence on other types of films that documentary and independent films have had and continue to have.

**COM 2111 Global Cinema**

4 Credits

As Centenary's commitment to global citizenship continues to develop, this course allows students to explore the world through the medium of film, examining influential film movements in the context of various cultures and historical events. Film affects how we see ourselves and others in powerful ways. Students will learn to appreciate the fact that the language of film is an international one, spoken mainly through narrative form.

**COM 3005 Mass Communication Law & Ethics**

4 Credits

The public's right to know versus the individual's right to privacy; a reporter's privilege to protect sources versus an accused person's right to due process; libel, copyright infringement, censorship—these are all areas of legal and ethical controversy that surround contemporary mass media. In this course these and other pertinent topics will be examined through a case study approach. Federal and state law as well as the basic principles of responsible ethical analysis will be studied and applied.

**COM 3011 Media Copywriting**

4 Credits

Prerequisites: COM 1011 and COM 2011

This course deals with the techniques applied to the writing, rewriting and editing of news, public service announcements, promotion and advertising in the broadcast format. The course analyzes the specific requirements of each format and studies the particular markets and audiences to which finished scripts are directed.

**COM 3013 Non-Fiction Freelance Writing & Editing**

4 Credits

Prerequisite: ENG 1001 or equivalent

This course introduces students to the possibilities of marketing their nonfiction writing and to the editorial needs of publications. Topics of discussion include editorial requirements for writing for magazines, trade and professional journals, book publishers, and online outlets. While helping students hone their writing skills, the course covers approach techniques for marketing their article ideas and issues of publication law and ethics

**COM 3014 Photojournalism**

4 Credits

Prerequisite: ENG 1001 or equivalent

This course is intended to help students recognize the universal visual language of photojournalism, its place in our history and the present, its aesthetics and ethics, and its impact on a media-saturated world. The course goes beyond, while recognizing the details of picture-taking, exploring the volatile history of photojournalism, the moral dilemmas it has created and faced, the synergy between photo and text, and ways in which still and video photography reveal, motivate, and inform us in an instant. Students will explore such issues through discussions, readings, videos, reaction papers, and a photo essay or research project. This course is recommended as well to non-Communication majors as an elective.

**COM 3018 Writing for Public Relations**

4 Credits

This course introduces the student to various kinds of public relations writing: preparing news releases, press statements, feature stories, product articles, newsletters, fund-raising literature, cover letters in direct mail campaigns, and annual reports. The context and purposes of using these devices will be explored, and current trends will be examined. Students will be encouraged to consider writing as part of a team that may include account executives, graphic designers, and others. Each student will prepare a public relations writing project.

**COM 3019-Technical Writing**

4 credits

This course addresses the style and organizational needs of those who communicate technical information in a clear, understandable manner. Descriptions of processes and mechanisms and technical narration will be a focus, as will the study of a variety of formal reports, proposals, recommendations, and interpretive reports.

**COM 3025 Advanced Television Production**

4 Credits

Prerequisites: COM 1015 and COM 2008

This advanced practical course focuses upon the production of long-form television programming. The students will apply the technical skills acquired in COM1015 and COM2008 to the creation of interview, newscast, and/or scripted productions. Additional emphasis is placed upon the pre- and post-production phases, and the organizational and time-management skills required from the producer, director, and editor. Hands-on experience is emphasized through student participation in a variety of productions.

**COM 3033 Print Editing**

4 credits

This course recognizes that copy editors of the 21<sup>st</sup> century will be crucial to print and online media organizations. The course work will supply the raw material for students to develop the expertise needed for gatekeepers of news and entertainment for the public. Students will write copy and edit their own work and that of others.

**COM 3041 Art Films/Video**

4 Credits

This course explores experimental filmmaking across international lines. It examines the use of film and video as they have influence filmmaking and audience expectations within a historical context.

**COM 3042 Digital Filmmaking**

4 Credits

This is a hands-on course in filmmaking, using current filmmaking equipment. Students will be introduced to the digital equipment used for the course, and, working in small units, will write, produce, and direct a short motion picture project. Pulling together the elements of filmmaking from 1000- and 2000-level film courses, students will gain an understanding of the collaborative and creative, as well as the technical, nature of filmmaking.

**COM 4018 Senior Communication Project**

4 Credits

Prerequisite: Senior Standing and Permission

In this capstone course for the Communication program, students pursue their interests in an attempt to draw on skills learned in the major. Students prepare a proposal for their project and work with the

professor through the semester to ensure the appropriate focus of the end product, which can take the form of a project, research paper, production or series of productions.

### **COM 2099, 3099, or 4099 Special Topics in Communication**

4 Credits

These courses focus on selected topics in communication and are designed to provide students with an opportunity for in-depth study of some topic having current professional or public interest that is not thoroughly addressed within the context of regular College offerings. Topics may differ each time a course is offered. Students should consult the course offering schedule and their academic advisor each semester.

### **DES -- GRAPHIC DESIGN**

#### **DES 1007 Introduction to Computer Graphics**

4 Credits

This course introduces the student to understanding the impact of layout design; its ability to command attention and its communicative power. Students will be exposed to traditional as well as new technologies with regard to the fields of Typography, Past-up Mechanicals, Color Theory, Layout, and Aesthetics. The course is largely geared toward the media of paper production such as newspaper design, magazine and advertising design, as well as designing for the Internet. The historical context of graphic design will be taught, discussed, and researched.

#### **DES 2001 How to Use Your Digital Camera**

2 Credits

This course provides the student with a comprehensive understanding of digital camera technology as well as a broader understanding of photograph composition.

#### **DES 2007 History of Graphic Design**

4 Credits

This course introduces the student to understanding the history of Graphic Design. The historical context of graphic design will be taught, discussed, and researched. The course is also studio class; students design work in the context of specific historical movements in graphic design

#### **DES 2008 Typography**

4 Credits

Prerequisite: DES 2016

This course will provide an introduction to and understanding of practical, day-to-day techniques of typography, typographic basics--i.e. type faces, points, picas, leading, column measure, and font layout--copy fitting and proofreading, aesthetics of typography, font identification, and trends in the print and type industry. This course is designed for anyone involved with type, whether in sales, purchasing, or production. It also is beneficial to those involved with the printing process or desktop publishing. Software taught includes an advanced study of InDesign and Quark Xpress

#### **DES 2016 Graphic Design I**

4 Credits

Laboratory Fee

This studio course is designed to introduce students to the "industry standard" software – PhotoShop and Illustrator Students will explore creative ways to solve design problems employing these powerful tools. Strong emphasis is placed on technical and aesthetic use of photography, typography, illustration, graphics and layout.

**DES 2017 Graphic Design II**

4 Credits

LAB FEE

Prerequisite: DES 2016

This course expands upon the fundamentals covered in ART3016. The course is designed to teach students about researching, conceptualizing information in a visual manner, and analyzing the digital production process using computer graphics applications. Production procedures, use of the computer as a design tool, using design software, such as Illustrator and PhotoShop with a particular emphasis on Quark Xpress, will be explored. Strong emphasis is placed on solving design problems involving electronic illustration, image manipulation, and color correction. Prepress production, business and ethics of computer graphics are also discussed. An introduction into web design will also be introduced. Software taught includes; Photoshop, ImageReady Illustrator, Quark Xpress and Dreamweaver

**DES 3002 Digital Illustration**

4 Credits

LAB FEE

Prerequisite: DES 2016-2017

This course deals with creating illustrations as a means of effective visual communication. Emphasis is placed on the development of the creative visual concept and its relationship to style, media, technique and method of production. A variety of traditional and computer-generated illustration techniques are introduced. Specific problems are given in the publishing promotion and advertising areas involving books, magazines, posters, newspapers, CD ROMs, the Internet, and other printed and electronic media. The use of the software application "Painter" will be thoroughly explored in this course along with PhotoShop and Illustrator.

**DES 3005 Web Design I**

4 Credits

LAB FEE

Prerequisite: DES 2016 & 2017

This course is an introduction to Web Site development. Students will receive hands-on experience in all aspects of HTML and CSS including linking, layout and design, forms, graphics, creating on-line help files, security concerns, and maintaining a Web site.

**DES 3006 Web Design II**

4 Credits

LAB FEE

Prerequisite: DES 3005

This course is a continuation of Web Design I. Students will move into more complex techniques such as scripting languages, dynamic HTML, CGI/Server-side scripting, style sheets, and databases.

**DES 3007 Computer Animation for Multi-Media and Video**

4 Credits

LAB FEE

Prerequisite: DES 3006

Creation of animated sequences using the computer, video and multimedia software. Emphasis will be placed on students' practical comprehension of animation principles, computer software and design for interactivity, their relationship to each other, and their use in the communication of content and/or aesthetic through the frame-by-frame sequencing of movement and sound. Software taught includes Director and Flash

**DES 3008 3-D Computer Graphics**

4 Credits

LAB FEE

Prerequisite: DES 3007

This course will introduce students to the principles of building three-dimensional objects and environments with the computer. The concept of three-dimensional space, lighting, surface texture, and the relationship of masses and gravity will be reviewed through class projects. The latter part of this course will focus on providing 3-D computer animation, as well as analyzing films and 3-D graphics used in various media. Software taught includes Lightwave and Maya

**DES 4007 Senior Project in Visual Communication I**

4 Credits

Prerequisite: Senior Standing and Permission of the Instructor

Senior projects are designed to develop sustained solutions to complex multiple unit problems in graphic design, computer graphics, or illustration. Continuity and sustained quality are emphasized. All projects are geared toward the development of a professional portfolio for print.

**DES 4008 Senior Project in Visual Communication II**

4 Credits

Prerequisite: DES 4007

This course is a continuation of DES 4007 All projects are geared toward the development of a professional multi-media portfolio for the Internet and a digital portfolio. And introduction is working with and editing film (using Final Cut Pro) will also be another aspect of the multi-media aspect of the course.

**DES 4012 Digital Photography**

4 Credits

LAB FEE

Prerequisites: DES 2016, DES 2017 and Senior Standing

In this course students will be introduced to the creative and technical capabilities of digital photography. Students must have some experience working with Adobe Photoshop. Through demonstrations and hands-on sessions, students will learn the basics of using cameras and imaging software on a Macintosh computer to produce digital photographs. Topics will include camera operation, shutter speed, aperture, focal length, composition, uploading files, image enhancement, and printing. Slide lectures on historical and contemporary artwork will explore the aesthetics of photography, and weekly assignments will build digital techniques. A digital camera is required.

**ECO -- ECONOMICS****ECO 1001 Economics**

4 credits

This course covers the composition of the Gross Domestic product, money and banking, monetary and fiscal policy, and economic cycle. The course further explores the pricing and output behavior of companies under various supply and demand conditions in the global economy.

**EDP -- EDUCATIONAL PSYCHOLOGY****EDP 2001 Pre-School and School Aged Development (3-18 Years)**

4 Credits

This course is designed to focus on the developmental processes of children from Pre-K through high school, approximately ages 3 to 18 years of age. Pre-service teachers will know and understand how

children and adolescents develop and learn in a variety of school, family, and community contexts and be able to provide opportunities that support intellectual, social, emotional, and physical development.

### **EDP 3013 Psychology of High and Low Incidence Exceptionality**

4 Credits

Prerequisite: EDP 2001

This course is an introduction to Special Education. The purpose of this course is to familiarize students with the history of special education and the laws that affect the educational process, as well as taking a look at the disabilities identified under IDEA. Characteristics and the etiology of these disabilities are discussed utilizing IDEA classifications, the DSM-IVR and the definitions of various professional organizations.

## **EDU -- EDUCATION**

### **EDU 2000 Foundations of Education**

Weekly class meetings combined with school observations in the field provide the foundation for study of the social and historical structure of education. School governance and finance plus instructional decision-making within the schools offer a broad base of understanding of public education. Integration of technology into the curriculum begins in this course and carries through the entire program. Students will complete a comprehensive service learning project.

### **EDU 2001 Principles and Practices of Teaching**

2 Credits

Prerequisite: Cumulative GPA of 2.75 and Sophomore Standing

Note: Must be taken concurrently with EDU2002 Curriculum Design

This course provides the student with the foundations for examining the social, philosophical, and historical structure of public education in the United States and the State of New Jersey. Topics covered within the course include, but are not limited to, student diversity, teacher effectiveness, life in schools, standards and testing, the history of American education, the philosophical bases for education, financing and governance of public schools, school law and ethics, equal educational opportunity, and technology in education. Students are required to complete a minimum of 10 hours of classroom observation in a public school setting, with transportation to the school being the responsibility of the student. The course also provides the student with information concerning the education program at Centenary and details the Department's policies and procedures. The course culminates with a completed interview for full admission into the Department. Students are required to be enrolled in EDU2002, Curriculum Design, concurrently with their enrollment in EDU2001.

### **EDU 2002 Curriculum Design**

2 Credits

Prerequisite: Cumulative GPA of 2.75 and Sophomore Standing

Note: Must be taken concurrently with EDU2001 Principles and Practices of Teaching

This course emphasizes the inquiry method of teaching, using a constructivist approach to engage all learners. Elementary education certification candidates will concentrate on the teaching of science in the elementary schools, and secondary education certification candidates will concentrate on the teaching of their specific disciplines within the middle and high school levels. Students in this course will be required to develop effective lesson plans, present sample lessons, and examine appropriate assessment tools for the evaluation of student learning outcomes. Students are required to incorporate the State of New Jersey Core Curriculum Content Standards in their lesson plans, develop and present a learning center, and interview a school district's curriculum director and/or coordinator. Students are required to be enrolled in EDU2001, Principles and Practices of Teaching, concurrently with their enrollment in EDU2002.

**EDU 2003 Foundations of Education: Teaching K-5**

4 Credits

Weekly class meetings combined with observations in the field provide the foundation for study of the social and historical structure of education. School governance and finance plus instructional decision-making within the schools offer a broad base of understanding of public education. This course also examines lesson planning, writing, and delivery in the content areas. Students analyze selection and evaluation of instructional materials, and use of tests as well as alternative assessments. This course is the entry course to the education program at Centenary and details the department policy and procedures. Integration of technology into the curriculum begins in this course and carries through the entire program. The course culminates with a completed interview for full admission into the program; a grade of "B-" or above for the course is required.

**EDU 2004 Foundations of Education: Teaching in the Content Areas**

4 Credits

Sophomore Standing Required

Weekly class meetings combined with observations in the field provide the foundation for study of the social and historical structure of education. School governance and finance plus instructional decision-making within the schools offer a broad base of understanding of public education. This course also examines lesson planning, writing, and delivery in the content areas. Students analyze selection and evaluation of instructional materials, and use of tests as well as alternative assessments. This course is the entry course to the education program at Centenary and details the department policy and procedures. Integration of technology into the curriculum begins in this course and carries through the entire program. The course culminates with a completed interview for full admission into the program; a grade of "B-" or above for the course is required.

**EDU 3000 Assistive Technology**

1 Credit

Prerequisite: EDP 2001 and EDP 3013; EDU 3031 must be completed or taken concurrently

Required course for Teacher of Disabilities Certification

This course is designed as a field experience course for the teacher of the students with disabilities certification candidate to gain knowledge about, and have the opportunity to work with, assistive technology used in the field. Students will be required to complete **thirteen** hours of field work in an approved special education setting or settings. Students will be exposed to a broad range of assistive technology that is available, observe and interact with classes using technology, and plan lessons utilizing this technology.

**EDU 3031 Special Education: The Learner's Perspective**

4 Credits

Prerequisite: EDU 2001, EDU 2002, EDP 3013 and Admissions to the Education Department

Note: Required course for Teacher of Disabilities Certification

The focus of this course is on the individual learner. We will examine learning characteristics of individuals with special needs, and explore how these characteristics are manifested in the classroom and in life. In addition, we will focus on the tools and skills that these individuals will need in order to function effectively. This course will introduce assistive technology and will make the connection between assistive technology and learner characteristics.

**EDU 3033 Language Development, Communication and Literacy in Special Education**

4 Credits

Prerequisite: EDU 3041 or EDU3043 and PSY 313; EDU 3031 must be completed or taken concurrently

Required course for Teacher of Disabilities Certification

This course is designed to examine the difficulties that students with exceptionalities face in language arts, in both reading and written expression. Pre-service teachers examine current reading strategies as well as create their own instructional strategy designed to help students master a language art skill. The course also examines students who are nonverbal and emphasizes communication strategies, including assertive technology, to engage these students in academic and nonacademic tasks. Topics of study include typical and atypical language development.

### **EDU 3034 Special Education Methods and Materials**

4 Credits

Prerequisite: EDP 3031

Required course for Teacher of Disabilities Certification

The purpose of this course is to train pre-service teachers to meet the needs of diverse learners in a variety of educational placements, including the inclusion classroom. This course introduces the student to current and best research practices for teaching individuals with special needs. Informal and formal assessment and collaboration are topics of study. Students gain practice in assessing student needs, and using this as a basis for choosing, planning, preparing, and presenting content, and developing supporting materials. Mathematics and science instruction is emphasized. Directed field observation is a course requirement. Students are introduced to assessment tools and instructional strategies in EDU 3034 that they will use to satisfy requirements for the special education component of EDU 4050, Student Teaching.

### **EDU 3038 Classroom Management for Challenging Behavior**

4 Credits

Prerequisite: EDU2001, EDU2002, EDP 3013 and Admissions to the Education Department

Note: Required course for Teacher of Disabilities Certification

The purpose of this course is to equip students with a variety of research-based strategies and models of discipline to address issues of behavior management in the classroom. The course will consider the role of behavior management in learning and in instruction. Behavior management theory and technique is applied to the classroom environment, with an emphasis on working with challenging behavior and children with special needs. Social skills training is a topic of study. Students acquire both the knowledge and the language to effectively answer the inevitable interview questions about behavior management, and are able to apply these skills in the classroom.

### **EDU 3052 Elementary Teaching Methodology**

4 Credits

Prerequisite: EDU2001, EDU2002 and Admissions to the Education Department

This course explores current educational strategies and techniques for teaching in the elementary school (K-5) environment. Specifically, the course concentrates on strategies and techniques for the teaching of mathematics, taking into consideration the National Council of Teachers in Mathematics (NCTM) standards. General topics include learning styles, stages of development, and technology in the classroom. Students are required to teach sample lessons to their peers.

### **EDU 3053 Foundations of Literacy in Elementary Education**

4 Credits

Prerequisite: EDU2000, EDU2003, EDU 2004 and admission to the Education Department

Foundations of Literacy provides the most current and best-researched approaches to the methods of teaching literacy. It is required for candidates seeking an elementary education certification. The course introduces students to the reading and writing processes. Students will design and present lessons in literacy.

**EDU 3054 Literacy in the Content Areas**

4 Credits

Prerequisite: EDU2000, EDU2004 and admission to the Education Department

Literacy in the Content Areas is a course designed for the pre-service content area teacher. It provides reading comprehension strategies in all subject areas. The course also instructs students on using the writing process effectively in the classroom. The course helps pre-service teachers expand on their content knowledge to provide instruction students need to understand specific text.

**EDU 3056 English Curriculum and Instruction**

4 Credits

Prerequisite: EDU2001, EDU2002 and Admissions to the Education Department

This course prepares the prospective English teacher to become familiar with the interrelated areas that comprise English instruction. In addition to instructional strategies, students become acquainted with the current research relating to the teaching of writing, reading, speaking, and listening. Students learn to plan lessons which include collaborative learning, interactive approaches to literature, and using writing to learn. Case studies serve as a basis for students to actively consider the educational dilemmas that face today's English teachers.

**EDU 3057 Mathematics Curriculum and Instruction**

4 Credits

Prerequisite: EDU2001, EDU2002 and Admissions to the Education Department

This course enables pre-service mathematics teachers to identify strategies that are in keeping with the National Council of Teachers of Mathematics Standards. Students explore the profound relationship between the processes that children use to understand math and the techniques that the teacher uses to maximize learning. The students demonstrate lessons in math that incorporate the standards to foster the meaningful learning of mathematics.

**EDU 3058 Biology Curriculum and Instruction**

4 Credits

Prerequisite: EDU2001, EDU2002 and Admissions to the Education Department

This course focuses on the objectives, organization, content, and methods of teaching biology at the middle and high school level. Students become familiar with the current research relating to the teaching of biology and plan lessons that include the inquiry approach, collaborative learning, and interactive approaches to learning biology. Students will be knowledgeable of the State of New Jersey standards as they relate to the teaching of biology.

**EDU 3059 Social Studies Curriculum and Instruction**

4 Credits

Prerequisite: EDU2001, EDU2002 and Admissions to the Education Department

This course focuses on the objectives, organization, content, and methods of teaching social studies at the middle and high school level. Students become familiar with the current research relating to the teaching of social studies and plan lessons which include collaborative learning and interactive approaches to learning social studies.

**EDU 3080 Teaching Practicum and Assessing Outcomes**

4 Credits

Prerequisite: GPA of 2.75; two education courses at the 300 level; completed application for placement; proof of registration for the appropriate PRAXIS II Exam or proof of a passing score on the appropriate PRAXIS II Exam

This course consists of an active field placement of one full day or two half days per week over a fifteen-week period in a public school district in the region and weekly seminars in which the students discuss

their experiences and topics relevant to the profession of teaching. Strategies for assessing student learning outcomes are emphasized. Students are required to maintain a reflective journal on their experience, develop an educational belief statement, develop a formal unit plan covering a specific content area, and produce a professional portfolio chronicling their teaching experiences. Transportation to the school district is the responsibility of the student. Professional demeanor by the student is required in all situations.

### **EDU4024 Applications in Literacy**

#### **2 Credits**

Prerequisite: GPA of 2.75; completion of three education courses at the 3000 level; completed application for placement; proof of a passing score on the appropriate PRAXIS II Exam

Note: Must be taken concurrently with EDU4050 Student Teaching

Prerequisite: EDU3041 or EDU3043 (whichever required for certification)

Applications in Literacy is designed to be taken with EDU4050. Pre-service teachers will apply knowledge learned in EDU3043 or EDU3052 during the student teaching experience. Various methods of assessment will be researched and utilized throughout the course.

### **EDU 4050 Student Teaching**

#### **10 Credits**

Prerequisite: GPA of 2.75; completion of three education courses at the 300 level; completed application for placement; proof of a passing score on the appropriate PRAXIS II Exam

Note: Must be taken concurrently with EDU4024 Applications in Literacy (2 credits)

This course consists of an active field placement in area public school districts on a full-time basis for one semester (15 weeks). Students are required to teach in their respective field and to become involved in all classroom and school routines. Students return to the campus on a bi-weekly basis for seminars to discuss their experiences. Students are required to maintain a reflective journal on their teaching experiences, develop an educational belief statement, develop a formal unit plan covering a specific content area they will be responsible to teach, and produce a professional portfolio chronicling their development as a teacher. Transportation to the school district is the responsibility of the student. Professional demeanor by the student is required in all situations. Students are required to be enrolled in EDU4024, Applications in Literacy, concurrently with their enrollment in EDU4050.

## **ENG -- ENGLISH**

### **ENG 0010 College English Skills**

#### **4 Credits**

ENG 0010 does not count toward the credits required for graduation. It is a developmental writing and reading course, offered in the summer session, designed to foster competence in written composition and reading comprehension. Students are placed into the course as a result of the Basic Skills Placement Test. Activities will include reading, writing, discussing, researching, presenting, testing, and thinking critically.

### **ENG 1000 College English**

#### **2 Credits**

College English (ENG 1000) is the foundational course that will prepare entering students for college-level skills in writing, reading comprehension, and critical thinking. All entering students will be enrolled in ENG 1000, unless they are exempted on the basis of SAT scores. The course will meet for four class hours a week. Students will receive two credits toward graduation, but no credit toward English department requirements. It is the first of two first-year courses in the English department. Upon passing this course, students should enroll in English 1001 the following semester.

**ENG 1001: Composition & Rhetoric**

4 Credits

An introduction to the basics of effective writing: clarity of purpose, use of pertinent supporting details, standardized grammar and usage appropriate to the context, and well-balanced paragraph structures. Techniques for conducting research and documenting sources are introduced as part of formal writing procedures, leading to the required research paper. This course is a prerequisite for all 2000+ English courses.

**ENG 1005 Introduction to Literary Analysis**

4 Credits

Required of all English majors, and recommended as the first English course taken after completion of ENG1001. An introduction to critical analysis and interpretation, the primary focus and function of this course is on learning how to think and write critically, with a particular focus on understanding critical discourses. Students will have opportunities to express themselves through presentations, class discussion, homework questions, and papers, while reading and interpreting several very different texts.

**ENG 2000 English Plus (for International Students only)**

4 Credits

Prerequisite: ESL 2000

Offered spring and fall semesters

Fulfills the Global Citizenship Core requirement

Students explore contemporary American culture through readings focusing on the values reflected in the Declaration of Independence. This course is designed to give international students opportunities for continued development in English proficiency and practice in conducting and documenting research.

**ENG 2008 World Literature I: Beginnings to Shakespeare**

4 Credits

This course offers a survey of classic world literature from its earliest forms, such as *The Epic of Gilgamesh* and Homer's *Odyssey*, up to the time of Shakespeare. This class is designed for students who are not majors in English.

**ENG 2009 World Literature II: Shakespeare to Today**

4 Credits

This course offers a survey of classic world literature from Shakespeare, generally considered to be the greatest author of all time, up to the present day. This class is designed for students who are not majors in English.

**ENG 2010 Word Power**

4 Credits

The goal of this course is to develop a manifold increase in the student's recognition vocabulary and to acquire the skills to continue indefinitely doing so. The technique used is the study of the non-English roots of many English words, particularly those of Greek and Latin origin.

**ENG2012 Advanced Composition**

4 Credits

This writing course offers an opportunity to practice advanced forms of prose. It is open to students from all fields. Individuals select the types of writing they personally wish to pursue. Essays, articles, academic papers, reports, and speeches are among the forms that may be explored. Argumentation, humor, satire, autobiography, the feature, and the editorial are among the modes.

**ENG 2014 American Literature Survey**

4 Credits

Prerequisite (or co-requisite): ENG 1005

This survey course studies the writing of major literary figures from the colonial period to the present in order to determine the uniqueness of American institutions and the fundamental properties of the American character. The pervasiveness of the Puritan ethic is evaluated from historical, sociological and philosophical perspectives.

**ENG 2015 Creative Writing: Poetry**

2 Credits

The course emphasizes writing in fixed forms such as the sonnet and the villanelle. "The course can be repeated as ENG30015 and ENG4015.

**ENG 2016 Creative Writing: Creative Prose**

2 Credits

Creative prose covers a wide spectrum of creative writing, including fiction, memoir, travel and nature writing, and the personal essay. ENG2016 can be repeated as ENG3016 and 4016.

**ENG 2017-2018 Survey of British Literature I and II**

4 Credits/Semester

Prerequisite (or co-requisite): ENG 1005

This survey course studies representative writers from the British literary tradition. In the first semester, these writers may include Chaucer, Marlowe, Shakespeare, Milton, Swift, Pope, and Austen. In the second semester, the writers may include the Romantics, such as Blake, Wordsworth, Coleridge, Shelley, Keats, and Byron; the Victorians, such as Dickens, Eliot, Carlyle, Hopkins, and Arnold; and the Moderns, such as Joyce, Lawrence, Ford, and Woolf.

**ENG 2019 Classical Literature**

4 Credits

Students examine the seminal works of Greek and Roman civilization, beginning with Homer's Odyssey. This will be followed by the dramatic works of Aeschylus, Sophocles, and Euripides; the comedies of Aristophanes; and the philosophical dialogues of Plato. The Roman segment of the course will include works such as Vergil's The Aeneid, and the lyric poems of Catullus, Tibullus, Propertius, and Ovid.

**ENG 2020 The Bible as Literature**

4 Credits

This course studies the Bible as a work of literary art, comparable to other epics and compilations of sacred writings. Attention is focused on those narrative, lyric, and philosophical parts of the Bible most amenable to literary analysis. Some attention is also given to the Bible as the source of some of the best imaginative literature of the Western tradition.

**ENG 2025 Ethnic American Literature**

4 Credits

This course studies representative American writers of various ethnic minority groups. In so doing, it will examine from a socio-historical and literary perspective the novels, autobiographies, dramas, and poems of five groups of writers: African Americans, Native Americans (American Indians), Asian Americans, Hispanic Americans, and Jewish Americans.

**ENG 2026 Women Writers of the World**

4 Credits

This course has a global exposure by covering the works of a variety of women writers all over the world. In its diversity, it examines the works of these writers specifically as “women’s work,” i.e., discussing their works in light of Feminist criticism. Another objective is to identify the common threads in women’s writings, and to explore their work as a unique contribution to literature. The works of these writers will be analyzed in the context of their respective cultures and time periods. The course will focus on writers from antiquity to the Victorian period: Sappho, Sei Shonagon, Anne Bradstreet, Mary Wollstonecraft, Mary Shelley, George Sand, and Emily Dickinson, as well as writers from the Modern period: Willa Cather, Virginia Woolf, Nadine Gordimer, Anna Akhmatova, Toni Morrison, and others. Fiction, poetry, the polemical essay, and autobiographical writings are featured.

**ENG 2028 Non-Western World Literature**

4 Credits

This course introduces literature outside the European and North American cultural heritage. It ranges over materials from Asia, Africa, the Middle East, Central and South America and includes works of various genres, from the ancient world to the present.

**ENG 2030 The Craft of Poetry Writing**

4 Credits

Prerequisite: ENG 1001

This course focuses on improving skills in poetry writing through critical reading, exercises, and writing assignments. Students analyze elements of prosody and poetry construction in a variety of poems and practice their application in our own poetry, while developing individual style and voice.

**ENG 2031 The Craft of Prose Writing**

4 Credits

Prerequisite: ENG 1001

This course focuses on enhancing skills in writing fiction and non-fiction. Students will read, analyze, and discuss works of creative non-fiction, including the memoir, portrait, personal essay, and essay of place or travel. They will study the techniques of professional writers and apply them to their own writing, while developing a personal style.

**ENG 2080 Literature of the American West**

4 Credits

The literature of the western United States is surveyed in relation to the history of the region's development and the centrality of “the myth of the frontier” in American culture. Writers from the eighteenth through the twentieth century include explorers, naturalists, Native Americans, classic mainstream authors, and contemporary Hispanic and Asian Americans. Students investigate revisionist views of the history and literature to arrive at perspectives of their own.

**ENG 2082 Literature of New York City**

4 Credits

This course focuses on the history, culture, and literature of New York City from its inception as New Amsterdam to the current day. New York City has of course long been one of the most distinctive, important, and influential cities on earth but it also has played a crucial role in shaping the larger American identity.

**ENG 2091 Literature to Film**

4 Credits

LAB FEE

This course explores the unfolding relationship between literature and film by examining the specific ways in which literary texts have been translated into cinematic texts. The genres examined are selected from: the short story; verse; the novel; the novella; and drama.. Attention is focused on the three essential models of cinematic conversion: literal translation; traditional adaptation; and radical transformation. Primary literature is read and analyzed, followed by the viewing and analysis of the film Some reading of film criticism and theory is included.

**ENG 3001 Development of the Novel**

4 Credits

This course concentrates on the growth of the novel as a major literary genre from its beginnings in the early modern period through the nineteenth century and its full development into a variety of forms in the twentieth century. Emphasis will be placed on narrative form and technique.

**ENG 3002 History of Drama**

4 Credits

This course traces the development of drama from its beginnings in ancient Greece to the present. Emphasis is placed on drama as a literary genre while at the same time acknowledging the status of the play script as ancillary to theatrical performance.

**ENG 3003 Children's Literature**

4 Credits

This course explores literature written especially for children. In addition to studying the formal aspects of the genre, students will learn how to select, evaluate, and effectively use literature for children as a pedagogical tool.

**ENG 3004 The Short Story**

4 Credits

This course examines the short story as a genre concentrating on several masters of the form such as Poe, Maupassant, Chekhov, Joyce, Hemingway, and Cheever.

**ENG 3020 Writing Tutor Training**

4 Credits

Prerequisite: Permission of the Instructor

Students are introduced to the basic pedagogical concepts for tutoring writing to both native and non-native speakers of English. Students must tutor writing for six hours a week for course credit.

**ENG 3021 Writing Tutor Practicum**

4 Credits

Prerequisite: Permission of the Instructor

This course is for students who have already completed ENG3020 and are continuing as writing tutors. Students are expected to do nine hours of one-on-one, group, online and writing associate tutorials.

**ENG 3029 Modern European Literature**

4 Credits

This course studies the modernist and post-modernist literature of both Western and Eastern Europe, from such writers as Kafka, Mann, and Gide to Camus, Unamuno, and Levi, to Grass, Kundera, and Kertesz. Some attention is given to literary responses to such philosophical movements as existentialism and such political movements as fascism, communism, and liberal democracy.

**ENG 3035 History of the English Language**

4 Credits

This course describes the development of the English language from its Anglo-Saxon beginnings to the present. It examines this development in the context of historical events such as the Danish invasions and the Norman conquest, and follows linguistic changes as the English-speaking peoples extended their influence throughout the world, and were in turn influenced by the world they encountered.

**ENG 3036 Medieval Literature**

4 Credits

This course surveys medieval literature and drama produced between 1100-1400 on both the Continent and England, with the exception of Chaucer (see ENG 4020).

**ENG 3037 Renaissance Literature: 1500-1660**

4 Credits

This course examines the best writing in English of the period, with emphasis on the sonnet sequences of Spenser, Sidney, and Shakespeare; the metaphysical verse of John Donne, George Herbert, Andrew Marvell; and the Cavalier poetry of Ben Jonson and Robert Herrick. In prose, special attention will be paid to classical works of humanism and to Francis Bacon's essays and treatises. Some drama, except for Shakespeare's (see ENG 4010), is included.

**ENG 3038 Reason and Emotion: Eighteenth Century Literature**

4 Credits

This course will serve as an introduction to the broad-ranging literature of the long eighteenth century, from the Restoration in 1660 to the Rise of Romanticism in the 1800's. During this period, the cultural and financial marketplaces exploded, giving rise to new literary forms, a discourse on aesthetics, and the modern concepts of identity. Major authors include John Milton, John Dryden, Aphra Behn, Alexander Pope, Henry Fielding, Laurence Sterne, Jonathan Swift, Frances Burney, Mary Wollstonecraft, and Jane Austen.

**ENG 3039 Romantic and Victorian Literature**

4 Credits

British Romantic writers emphasized the special qualities of the individual and exalted the atypical and the exotic. The Victorian age witnessed an upheaval in ideals caused by industrialism and other economic, scientific, and literary forces. This course examines the writings of scientists and social thinkers as well as the poetry and imaginative prose.

**ENG 3040 Modern and Contemporary British Literature**

4 Credits

This course focuses on the British and Irish literature of the modern and post-modern periods of the 20<sup>th</sup> century. Emphasis is on major writers such as Joyce, Yeats, Lawrence, Woolf, Auden, Fowles, and Heaney.

**ENG 3042 Modern and Contemporary American Literature**

4 Credits

This course examines the cultural background thematically presented in the works of writers from 1900 to the present. Life in the United States is studied from the perspective of such authors as Faulkner, Wharton, Steinbeck, Baldwin, Updike, Bellow, and Alexie.

### **ENG3071 Romantic Literature**

4 Credits

British writers of the Romantic era, while highly diverse in their views, in general evidenced agreement with William Blake's assertion that: "Every Thing that Lives is Holy;" shared pantheistic beliefs in the sanctity, divinity, and equality of all new life; saw the human realm not as apart from but as a part of the natural world. Major authors include William Blake, Mary Wollstonecraft, William Wordsworth, Samuel Taylor Coleridge, Lord Byron, Percy Bysshe Shelley, John Clare, John Keats, and Mary Shelley.

### **ENG 3072 Victorian Literature**

4 Credits

The Victorian Age witnessed an upheaval in ideals caused by industrialism and other economic, scientific, and literary forces. This course examines a range of the era's poetry and prose, especially novels, as well as the writings of its scientists and social thinkers. Major authors include John Stuart Mill, Thomas Carlyle, Elizabeth Barrett Browning, Alfred Tennyson, Robert Browning, John Ruskin, Charles Dickens, George Eliot, Matthew Arnold, Dante Gabriel Rossetti, Christina Rossetti, Gerald Manley Hopkins, Frederick Douglass, Harriett Martineau, and Oscar Wilde.

### **ENG 4005 Modern British and American Poetry**

4 Credits

This course investigates important British, Anglo-Irish, and American poets of the twentieth century, such as Gerard Manley Hopkins, W. B. Yeats, Edith Sitwell, W. H. Auden, T. S. Eliot, Ezra Pound, Carl Sandburg, Robert Frost, William Carlos Williams and Gwendolyn Brooks. Students learn to identify major modern poetic styles and themes.

### **ENG 4010 Shakespeare**

4 Credits

This course examines the major elements of Shakespearean drama through an intensive study of major plays from the comedies, histories, tragedies, and romances. Attention will be paid to the literary traditions and theatrical conventions inherited and adapted by Shakespeare.

### **ENG 4020 Chaucer**

4 Credits

Students read Geoffrey Chaucer's major works in Middle English and are introduced to the genres of the fabliau, hagiography, dream vision, romance, and allegory as well as the time period and culture of Chaucer's London.

### **ENG 4080 Senior Seminar**

4 Credits

The Senior Seminar allows English majors in their final year to pursue in depth a subject, genre or author(s) not normally covered in other English courses, or to explore material from a new perspective. All full-time English faculty will teach the course on a rotating basis. Topics will vary from year to year. Examples of past seminars are: Literature of World War I; T. S. Eliot; Melville and Wharton; *Hamlet*; Shakespeare's Roman Plays.

### **ENG 2099, 3099, or 4099 Special Topics in English**

4 Credits/Course

These courses focus on selected topics in English, and are designed to provide students with an opportunity for in-depth study of some topic having current professional or public interest that is not thoroughly addressed within the context of regular College offerings. Topics may differ each time a course is offered. Students should consult the course offering schedule and their academic advisor each semester.

## **ENV -- ENVIRONMENTAL STUDIES**

### **ENV 1200 Environmental Law**

4 Credits

This 4-credit course will introduce the student to the legal system as it relates to environmental issues. The student will gain an understanding of how common law, constitutional law, legal procedure, administrative law and contract law principles, as well as Federal and State regulatory policy all play a role in the development and implementation of environmental law. The students will learn the scope of the legal system and its impact on environmental policy making.

### **ENV 3200 Field Studies in Green Initiatives**

4 Credits

This 4-credit course is designed to provide the student with experience in how businesses and property owner can lessen their carbon footprint. Students will gain knowledge in conducting energy budgets, installing green technologies, and working with the community. This course will offer students an insight into the science and business aspects of green initiatives. At the completion of this course students will be required to present their finding and experience in a public forum.

## **ESL -- ENGLISH AS A SECOND LANGUAGE**

### **ESL 2015 Intensive English Program for Academic Purposes (SCLP)**

4 Credits

Students will develop their academic English proficiencies in reading, writing, listening, and speaking with a variety of academic thematic lessons. This class builds language confidence in all areas of linguistic skills and is also designed to develop skills for teamwork, discussions, debates, and other verbal interactions.

### **ESL 2020 Academic Reading and Vocabulary I**

4 Creditsw

This class is designed for students at an intermediate reading level. Students will learn to develop the reading strategies and vocabulary skills they need in an academic environment. This course will include oral reading exercises to monitor comprehension.

### **ESL 2030 Academic Writing I**

4 Credits

This course will introduce a basic structure of American English and its grammar. Students will learn to make sentences, paragraphs, and short essays. The course will also make students more comfortable expressing themselves in written English.

### **ESL 2040 Pronunciation and Conversation I**

4 Credits

This course is designed to provide opportunities for international students to develop their skills in pronunciation, articulation, and fluency. The course will help students communicate clearly and effectively in social, professional, and academic settings.

### **ESL 2021 Academic Reading and Vocabulary II**

4 Credits

Students will enhance their reading fluency and comprehension of university-level academic texts and increase advanced-level vocabulary from readings in general and specialized subject areas.

**ESL 2031 Academic Writing II**

4 Credits

Students will advance their academic writing with an in-depth study of advanced English grammar and the rhetorical patterns most commonly used in universities.

**ESL 2041 Pronunciation and Conversation II**

4 Credits

Students will extend their skills in spoken and listening comprehension using university lectures and develop their own oral presentation skills by focusing on the fundamentals of public speaking.

**ESL 2051 Public Speaking for Non-native Speakers of English**

4 Credits

This course is designed to assist international students in improving their speaking abilities in the fast-paced American classroom settings. The course will analyze the cultural barriers that exist from the students' native countries and learn how the American value system requires a drastic shift in the students' mind-set in order to be verbally effective in the classrooms. The class will be a practice ground for the students to explore various ways to fully participate in their regular classes. By the end of this course, the students will acquire specific skills and strategies that will enhance their public speaking abilities, thereby increasing their confidence in participating in the classrooms discussions and presentations.

**ESL 2099 Special Topics in ESL**

4 Credits

Special topics courses are designed to provide students with an in-depth study of English for learners of a second language.

**EST -- EQUINE STUDIES****Riding Courses****EST 1001 Basic I**

2 Credits

This is an introductory riding class geared toward students with little or no experience. Students are required to perform basic horse care, e.g., grooming and tacking up, to become comfortable around the horses. Basic riding skills are covered. Students will learn to control the horse at the walk, the rising trot, and the two-point position. Ground skills must be mastered before being allowed to ride. (W/T) Detailed skill requirements are outlined in the Equine Studies Handbook, Appendix 1.

**EST 1002 Basic II**

2 Credits

Prerequisite: EST 1001 or Permission

Basic position and control at the walk and trot are reinforced in this class. The sitting trot and canter may be introduced. The focus will be on basic schooling figures and transitions. The two-point position is reinforced, and cavalletti work may be introduced. (W/T/C) Detailed skill requirements are outlined in the Equine Studies Handbook, Appendix 1.

**EST 1003 Equitation I**

2 Credits

Prerequisite: EST 1002 or Permission

In this course students strengthen their position and refine control. The amount of canter work is increased with emphasis on correct canter departs and leads. Cross rails will be introduced, and simple lines may be

introduced. No-stirrup work will be introduced. (W/T/C/cross rails) Detailed skill requirements are outlined in the Equine Studies Handbook, Appendix 1.

### **EST 1004 Equitation II**

2 Credits

Prerequisite: EST 1003 or Permission

Students continue to strengthen position and refine control of gait, pace, and track. The basic form of a half-halt will be introduced and bending on circles and in corners begins. Simple changes of lead through the walk and trot may be introduced. Work over simple lines at the trot and/or canter will continue. No-stirrup work will be increased. (W/T/C/cross rails to 2') Detailed skill requirements are outlined in the Equine Studies Handbook, Appendix 1.

### **EST 1005 Equitation III**

2 Credits

Prerequisite: EST 1004 or Permission

This class is designed for the strong Equitation I rider that is not yet ready to progress towards a specific discipline. Students will refine position and control on the flat and over fences, and begin riding small courses. Emphasis will be on maintaining control and pace by using aids in combination. Simple changes of lead will be refined. Students will gain an understanding of the horse's stride and an awareness of the number of strides between fences in a line. No-stirrup work will continue to be increased. (W/T/C/basic courses to 2') Detailed skill requirements are outlined in the Equine Studies Handbook, Appendix 1.

### **Hunt Seat/Equitation**

#### **EST 2001 Introduction to Hunt Seat**

2 Credits

Prerequisite: EST 1005 or Permission

The basic concepts of riding a hunter/equitation course are introduced. Students begin to develop the correct hunt seat position and work on basic equitation skills, including the two-point and three-point position. Proper leg, seat, and hand position according to the United States Equestrian Federation (USEF) Rulebook is stressed. Students continue to improve control and develop style both on the flat and over low equitation and hunter courses set from 2' to 2'3". Lateral movements and flying lead changes may begin to be introduced. Detailed skill requirements are outlined in the Equine Studies Handbook, Appendix 1.

#### **EST 3005 Novice Hunt Seat**

2 Credits

Prerequisite: EST 2001 or Permission

Students continue to apply the techniques taught in Introduction to Hunt Seat. In this course they strengthen their position, refine control, and begin to develop "invisible aids." Emphasis is placed on the regulation of the horse's pace and balance on the flat and over fences, understanding and regulating the horse's stride length, and on finding the correct distances to fences. Students learn to negotiate more complex equitation and hunter courses set up to 2'6" which may include simple technical problems. Detailed skill requirements are outlined in the Equine Studies Handbook, Appendix 1.

#### **EST 3006 Limit Hunt Seat**

2 Credits

Prerequisite: EST 3005 or Permission

Students refine the skills learned in Novice Hunt Seat. Students continue to strengthen their position and control on the flat and over fences. More advanced flat work is emphasized; students recognize that successful jumping is the result of correct flatwork. Flying lead changes are improved. The United States Equestrian Federation (USEF) Test 109 is practiced. "Students will negotiate equitation and hunter courses

set at a height of 2.9". Detailed skill requirements are outlined in the Equine Studies Handbook, Appendix 1.

### **EST 4001 Intermediate Hunt Seat**

2 Credits

Prerequisite: EST 3006 or Permission

At the intermediate level, students refine the skills necessary to ride the more technical courses, as well as the 2'9"-3' hunter course. The technical difficulty of the flat work increases. Students further develop the skills to perform the United States Equestrian Federation (USEF) Equitation Tests 1-19. Detailed skill requirements are outlined in the Equine Studies Handbook, Appendix 1.

### **EST 4002 Open Hunt Seat**

2 Credits

Prerequisite: EST 4001 or Permission

Student continue to focus on the techniques needed to jump more complex equitation courses, as well as hunter courses set from 3'3" to 3'6". Detailed skill requirements are outlined in the Equine Studies Handbook, Appendix 1.

## **Dressage**

### **EST 2002 Introduction to Dressage**

2 Credits

Prerequisite: EST 1005 or Permission

This course is an introduction to the discipline of dressage. Students begin to understand the importance of working paces, transitions, balance in a long and low frame, and bending. An elementary form of the half-halt, basic schooling figures, and United States Dressage Federation rules are introduced. Students are expected to ride walk/trot level tests. Detailed skill requirements are outlined in the Equine Studies Handbook Appendix 2.

### **EST 3002 Training Level Dressage**

2 Credits

Prerequisite: EST 2002 or Permission

Students begin to develop the ability to ride their horse consistently forward and connected.

Basic lateral work, such as leg yielding, will be introduced, as well as lengthening and shortening of stride. Students will refine their ability to perform an effective half-halt. The accuracy of schooling figures is emphasized and training level tests are introduced. Detailed skill requirements are outlined in the Equine Studies Handbook Appendix 2.

### **EST 3003 Dressage for the Hunter Jumper Rider**

2 Credits

Prerequisite: 3000 Level Equestrian Skills or Permission

This class is for the hunt seat rider that does not wish to specialize in dressage. This course introduces the students to the fundamental theories of dressage while allowing them to maintain a hunt seat position. Emphasis will be placed on the importance of flatwork and basics. Students will strengthen their ability to ride their horse consistently forward and connected. Lengthening and shortening the stride, as well as lateral movements will be introduced. This knowledge will then be applied to small jumps and courses. Detailed skill requirements are outlined in the Equine Studies Handbook Appendix 2.

### **EST 4003 First Level Dressage**

2 Credit

Prerequisite: EST 3002 or Permission

This course reinforces the skills needed to ride effectively at training level and introduces first level work. Students begin to work their horses in a shorter frame. Emphasis is placed on improving lower level lateral work and the introduction of haunches-in, shoulder-in, lengthening, and 10 and 15 meter circles. Students are expected to ride both training and first level tests. Detailed skill requirements are outlined in the Equine Studies Handbook Appendix 2.

### **EST 4004 Advanced Dressage**

2 Credit

Prerequisite: EST 4003 or Permission

This course is designed for students riding at third level or above. Emphasis will be placed on working in an upper level frame and performing the movements required beyond second level. Students may be exposed to the theory and use of a double bridle. Students are expected to ride third level tests and above as appropriate. Detailed skill requirements are outlined in the Equine Studies Handbook Appendix 2.

## **Jumper Classes**

### **EST 2003 Introduction to Jumpers**

2 Credits

Prerequisite: EST 1005 or Permission

Students are introduced to the basic fundamentals and United States Equestrian Federations Jumper Rules utilized in the jumper divisions. Typical fences encountered in the lower level jumper classes are incorporated. Students learn to make stride adjustments within basic lines and begin to ride bending and broken lines. (Fences to 2'3") Detailed skill requirements are outlined in the Equine Studies Handbook, Appendix 1.

### **EST 3004 Pre-Preliminary Jumpers – Level 0**

2 Credits

Prerequisite: EST 2003 or Permission

Students begin to further develop the skills necessary to ride the more complicated courses presented in the jumper ring. The elements of jump off courses may be introduced. At this level students may be asked to negotiate sharper turns and differentiate between the inside and outside tracks. Current USEF Jumper Rules will be applied in this course. (Fences 2'6"-2'9") Detailed skill requirements are outlined in the Equine Studies Handbook, Appendix 1.

### **EST 4000 Low Schooling Jumpers – Level 1**

2 Credits

Prerequisite: EST 3004 or Permission

Students continue to develop skills necessary to ride a low schooling course set typically at up to 3'. At this level students learn to differentiate between the jumper "Tables" as per the USEF Rulebook and the strategies required according to each table. Emphasis will be on the use of rhythm, pace, and track to arrive at acceptable distances more consistently. Students will begin to analyze and perform over more complex and technically demanding courses. (Fences up to 3') Detailed skill requirements are outlined in the Equine Studies Handbook, Appendix 1.

### **EST 4005 High Schooling Jumpers – Levels 2 and 3**

2 Credits

Prerequisite: EST 3005 or Permission

Students develop their ability to ride and compete over courses set from up to 3'6". Students will continue to reference current USEF Jumper Rules. The elements of riding first round jumper courses and successful strategies for riding jump off courses are emphasized. Appropriate flatwork related to the more difficult courses at this level is stressed. The ability to turn earlier and jump safely from speed may be introduced. (Fences to 3'6") Detailed skill requirements are outlined in the Equine Studies Handbook, Appendix 1.

### **EST 4006 Training Jumpers – Level 4**

2 Credits

Prerequisite: EST 4005 or Permission

Students continue building the skills necessary to ride and compete over the more advanced Training/Modified jumper courses set from 3'6" to 3'9". Students will improve their ability to influence the horses way of going. More complex turns, lines, distances, and combinations are introduced. An increased emphasis is placed on competitive strategy. (Fences up to 3'9") Detailed skill requirements are outlined in the Equine Studies Handbook, Appendix 1.

## **Academic Courses**

### **EST 1010 Practical Horse Management I**

4 Credits/Semester

This is an essential course which serves as the basis for all Equine Studies concepts. Students will be introduced to the basic principles of stable management, basic feeding, and basic health care. The focus is on the development of practical skills as well as the theoretical knowledge needed to effectively apply these skills. The course consists of a two-hour lecture on campus and a two-hour lab at the Equestrian Center. Students are required to spend two days a semester working at the Equestrian Center.

### **EST 1011 Fundamental Theories of Riding**

4 Credits

This course provides the student with a strong foundation in the fundamentals of riding. The student will study modern riding techniques as well as riding theories as they relate to the structure of the horse. Topics include: introduction to riding and learning; basic position; the aids; basic control; longitudinal and lateral balancing of the horse; and position and control over fences. The disciplines that will be discussed in this class include Hunter Seat Equitation, Dressage, Hunters and Jumpers.

### **EST 1012 Practical Horse Management II**

4 Credits/Semester

Prerequisite: EST 1010

This course is a required course, which provides a basis for all Equine Studies courses. Students will be introduced to the basic principles of stable management and health care of the horse. The focus of the course is on the development of practical skills as well as theoretical knowledge. Students are also required to spend two full days per semester working at the Equestrian Center.

### **EST 2010 Basic Concepts of Training the Horse**

4 Credits

Prerequisite: EST 1011 or Permission

This course is designed to introduce students to the concepts and theories related to training the horse. Students will develop an understanding of the impact of the horse's psychological makeup and instinctual behavior in order to encourage safe and effective handling and training. Modern trainers, techniques and training tools will be explored in both theory and in practice. Through an intensive lab component students

will begin to develop the practical skills necessary to safely and effectively handle the horse in various training situations.

### **EST 2011 Equine Facilities Management**

4 Credits

Prerequisite: EST 1010 and EST 1012 or Permission

Through classroom and hands-on experience the students will gain the knowledge and skills required to effectively and efficiently manage and maintain an equine facility. . Topics covered include employee management, record keeping, facilities maintenance, clientele relations, equine emergency management and routine health care. Through the complete integration of all stable management tasks and skills, students will not only develop the ability to monitor, manage, and maintain the horse's health and soundness on a daily basis, but also demonstrate management responsibilities involved in the operation of an equine facility. Students are required to spend two days a semester working at the Equestrian Center as "manager assistants".

### **EST 2012 Equine Health I**

4 Credits

Prerequisites EST 1010 and EST 1012

This course is a biological systems approach to common disorders in the horse. Special attention is given to the anatomical and physiological etiology for diseases in the horse. Topics of interest include abnormalities occurring with the cardiovascular, respiratory, muscular, digestive, skin, skeletal, reproductive and nervous systems in the horse. Particular attention is paid on colic, lacerations, choke, fractures, eye injuries, foaling emergencies, emergency preparedness, and the development of first aid readiness. This course will require each student to spend 2 days (16 hours total) in the barn involved in evaluations and procedures related to equine first aid.

### **EST 3010 Equine Health II**

4 Credits

Prerequisite: EST 2012 or Permission

This course will cover body systems not covered in Equine Health I. Evaluating normal body function and recognizing diseases associated with body systems will be discussed. Areas of study will include endocrine, urinary, reproductive, integumentary, and the senses. Additional topics to include parasite life cycles and deworming programs, feeding strategies, and care of the broodmare, foal and stallion. Students are required to spend two days a semester working at the Equestrian Center.

### **EST 3011 Equine Business Management**

4 Credits

Prerequisites EST 2011 or Permission

This course introduces the student to basic concepts, methods, principles, and practices used in an equine business. The student will become familiar with many of the rules and regulations that should be understood and followed by business owners in this country. The course will cover such topics as: business form; business plan; tax considerations; buying and selling horses; leases and ownership; employees and independent contractors; liabilities; insurance; record keeping; basic accounting; contracts; marketing; advertising; and computer software.

### **EST 3012 Equine Nutrition**

4 Credits

Prerequisite: EST 2012 or Permission

This course is an depth study of the absorption, metabolism, and elimination of feed sources in the horse. It includes nutrients and feeding requirements, the anatomy and physiology of the gastrointestinal tract, feed

and forage analysis, ration balancing, supplements, problems associated with feeding special life stages, athletic horse diets, and common poisonings due to plants and feed.

### **EST 3013 Methods of Teaching and Riding**

4 Credits

Prerequisite: EST 1011 and 2010 and Junior Standing

This course introduces the student to a system of teaching that is based on a step by step approach leading to a pre-selected outcome. Students will explore the relationship between the instructor, the student and the horse; identify how students learn; begin to develop a system of teaching; format individual lesson plans; setting short and long term goals; analyze, solve and improve students' performance problems; and demonstrate effective presentation techniques. Throughout the semester students will observe and maintain a journal of both lessons with instructors at Centenary College, as well as off premises lessons. Students will also be expected to teach a Basic/Equitation lesson upon completion of this course.

### **EST 3015 Equine Semester Abroad**

18 Credits

Prerequisite: Junior or First Semester Senior Standing

Juniors and first semester seniors may elect, with approval from both the Equine Studies Department and the Office of International Studies, to spend a semester abroad at Hartpury College, Gloucestershire, England. Cost of the semester abroad is generally the same as the resident tuition plus the equine fee; students are responsible for their own airfare. For more information contact the Equine Studies Department Chairperson.

Note: Students must complete a "letter of intent" and an application at least two semesters before their intended semester abroad to be considered for the Equine Semester Abroad Program. A minimum cumulative grade point average of 3.000 is recommended. All other eligibility requirements must be met as outlined by the Hartpury College admissions process.

### **EST 3017-3018 Teaching Therapeutic Riding I & II\***

4 Credits/Semester

Prerequisites EST 3013 or Permission

This two-semester course will introduce students to the history, background, and practice of therapeutic riding. The first semester will review basic human physiology, learning theories, human development, and social and psychological development. Each area will also be explored in the context of a variety of disabling conditions. Students will research in depth one or more disabling conditions and make classroom presentations on the subject. Videotapes will back up student's research. By the end of the semester, students will spend time in a hands-on therapeutic riding situation. The second semester will introduce students to the experience of assisting in therapeutic riding lessons. Students also will learn techniques of adapting equestrian knowledge for individuals with disabilities, selection and training of therapeutic horses, care and management of volunteers and, in general, what it takes to be a therapeutic riding instructor. Classes will be conducted at the Equestrian Center.

***\*Must be at least 18 years of age to participate. Non-Centenary students must register as part-time, non-matriculated students***

### **EST 3019 Methods of Teaching Riding Applied**

2 Credits

Prerequisites EST 3013 and Intermediate/4000 Level Equestrian Skills Rider

This 2-credit course provides students with the opportunity to both observe and participate in the application of the teaching theories discussed in EST 3013. Students will observe the teaching styles and methodologies of various instructors at the Equestrian Center throughout the semester and begin to develop their skills by assessing student levels, analyzing specific problems and potential solutions, setting

short and long-term student goals, structuring lesson plans, and developing a personal teaching style. Each student will be required to keep a journal analysis of his or her observations.

### **EST 4010 Management of Equestrian Activities**

4 Credits

Prerequisites: EST 3011 or Permission

This course is designed to expose students to the organization, management, and production of various equine events. Administration of events will be studied in the classroom. The student will be exposed to tasks such as: producing a prize list, hiring show officials, marketing an event, developing sponsorship, and staffing positions. Practical experience is gained through participation in the management of events held at the Centenary Equestrian Center as well as outside equine events. Emphasis will be placed on operating a successful event for successive years, and highlighting current trends in the horse show industry. Of primary concern will be events such as hunter-jumper shows, dressage shows, and clinics.

### **EST 4011 Advanced Equine Business Management**

4 Credits

Prerequisites: EST 3011 or Permission

This course is a more in-depth study of the key concepts and principles introduced in Equine Business Management. There is an emphasis on identifying and analyzing legal issues impacting the horse industry, and a corresponding objective of developing strategies to limit the liability of the equine business owner. Actual cases that have been in the courts will be studied. Students will also examine a business owner's obligations to customers, employees, government agencies, and horses. The topics studied include: ethics, customer relations, liability, taxes, budgeting, financial planning, health insurance and employee benefits.

### **EST 4012 Course Design**

2 Credits

Prerequisites: EST 1010 and 2010

Students will explore the elements of course design for hunters, jumpers, and equitation. The technical regulations that govern course design for competition will be reviewed. Site evaluation, assessment of competition level, and planning of discipline-specific courses will be introduced. Emphasis will be placed on the striding options for lines, combinations, and related fences, as well as the factors that influence the horse's jumping effort. Students will learn to design and set courses for the appropriate level of a horse and rider, as well as the specific discipline – hunter, jumper, or equitation.

### **EST 4013 Judging: A Study in Understanding Selection and Performance of the Competitive Horse**

4 Credits

Prerequisites: EST 2010 and 3000 Level Equestrian Skills Rider

This course is designed to give the student the tools necessary for judging performance, soundness and conformation for the Hunters, Hunter Seat Equitation, Jumpers and Dressage disciplines. Students will formulate a model for use in rating the various levels of performance in competitions as well as training and selection. The technical rules and regulations for judging different levels and classes will be discussed. Students are expected to spend a minimum of one day assisting a rated judge at a horse show or dressage competition.

### **EST 4014 Breeding Management**

4 Credits

Prerequisite: EST 2012, EST 3010 or Permission

This course covers mare and stallion reproductive characteristics including reproductive physiology of the mare and the stallion, the estrus cycle of the mare, and semen analysis of the stallion; brood mare and neonatal foal care; stallion management; and artificial insemination, embryo transfer, and the collection

and the handling of frozen semen. The daily operations and design parameters of a breeding facility also are explored.

### **EST 4016 Teaching Practicum**

2 Credits

Prerequisite: EST 3013, Intermediate/4000 Level Equestrian Skills Rider

This course provides students with the opportunity to apply the theory learned in EST 315. Students will begin to develop their teaching skills in the ring and gain valuable experience student teaching. Emphasis will be on maintaining a safe learning environment, accurately assessing student riding levels, providing appropriate exercises and mounts, and developing presentation skills. Students will be expected to keep a journal to serve as both a self-reflection and an analysis of student progress.

### **EST 4017-4018 Practicum in Therapeutic Riding I & II\***

2 Credits/Semester

Prerequisite: EST 3017-3018

The methods and techniques learned in EST 3017 and 3018 will be put into practice in a lesson situation at Therapeutic Riding At Centenary (TRAC). Under the supervision of certified instructors, students will experience all aspects of organizing and running therapeutic riding activities, including evaluating new students and keeping progress records, evaluating and schooling horses, acting as lesson aides, and assisting in hippotherapy sessions. Emphasis is placed on learning to analyze each rider's strengths and weaknesses and adapting the teaching of riding skills accordingly. Students will work with therapists to develop specific physical and cognitive goals for each individual. In the Spring semester, students will act as Instructor Aides and will complete at least 25 hours of teaching. By the end of the second semester, students will be prepared to take the Registered Instructor examination of the North American Riding for the Handicapped Association.

**\*Must be at least 18 years of age to participate. Non-Centenary students must register as part-time, non-matriculated students.**

### **EST 4020 Advanced Techniques of Training the Horse**

4 Credits

Prerequisite: EST 3013, 4000 Level Equestrian Skills Rider

In this course, students will explore the training of horse and rider through the advanced levels. Primarily an academic course, laboratory components may be incorporated as necessary. Topics to be discussed will include common schooling problems encountered in the various disciplines and methods employed to overcome them. Each student will further develop his or her ability to problem solve for a variety of horses in the training situation. In the instruction situation, the student instructor will assist individuals to perform at a higher level in order to correctly influence the horse's way of going.

### **EST 4023 Professional Show Grooming**

2 Credits

Prerequisite: EST1010 and EST 1012

This course is designed to provide students with the practical knowledge and skills needed to properly present a horse for competition. The current norms and standards in the disciplines of hunters, jumpers, and dressage will be explored. Students will study and practice techniques for show grooming, braiding, tacking, bandaging, packing, and shipping.

### **EST 4024 Equine Musculoskeletal System I**

4 Credits

Prerequisites EST2012 and EST 3010

This course is a comparative anatomical and physiological approach to the musculoskeletal system and lameness in the horse. Every participant will receive the basic knowledge required for every horse owner

to provide a quality lameness examination on a horse. In addition, the courses will explore a veterinarians approach to such a procedure. Some of the topics include: muscle; bone and nerve physiology; conformation in the horse; joint function and dysfunction; anatomy of the hoof; and the lameness examination in the horse including diagnostic procedures. This course will require each student to spend 2 days (16 hours total) in the barn involved in lameness evaluations and procedures.

### **EST 4025-Equine Musculoskeletal System II**

4 Credits

Prerequisite EST4024

The course is a detailed approach to clinical lameness in the horse and designed to apply the knowledge introduced from EST 4024. Topics emphasized include: diagnostic imaging modalities, developmental orthopedic diseases, neurological related disease, fractures, tendon/ligament diseases, joint/bursal diseases, and diseases of the foot. In addition alternative therapies such as chiropractic, acupuncture, and holistic medicine will be introduced. This course will require each student to spend 2 days (16 hours total) in the barn involved in lameness evaluations and procedures.

### **EST 4027 Starting and Training the Horse**

2 Credits

Prerequisites: EST2010, 4000 Level Equestrian Skills Rider or Permission

This course focuses on the way of going of the young, inexperienced or difficult horse through lecture based discussion and some hands-on work. Students may be asked to ride, but this is not the primary focus of this course. In addition, lunging, long-lining and other ground work will be discussed as part of the horse's training.

### **EST 4028 Training and Schooling Practicum**

2 Credits

Prerequisite EST2010, 4000 Level Equestrian Skills Rider or Permission

This course provides students the opportunity to apply the skills discussed in EST 4027 in a hands-on environment. The focus continues on improving the way of going of the young, inexperienced or difficult horse. Although lunging, long-lining and other ground work will be employed in the horse's training, this course is primarily a riding class and students will be expected to ride in a majority of the classes. The horses will be schooled both on the flat and over fences. The opportunity to start/break a green horse to saddle may exist.

### **EST 4030 Equine Studies Seminar**

4 Credits

Prerequisite: Senior Standing

Student's are required to do an externship in the equine discipline of their choice. The course includes discussion groups, a final formal presentation, and finishing the Equestrian Center Skills Workbook.

## **FAS -- FASHION**

### **FAS 1000 Apparel Construction**

4 Credits

LAB FEE

Note: All supplemental costs are the responsibility of the student.

This course is a study of the fundamentals of clothing construction and basic industry techniques. Students will become familiar with construction terms, commercial patterns, and equipment used in the lab. Ready-to-wear apparel will be analyzed and production techniques used by manufacturers will be discussed. Student's projects will be included in the Fall/Spring fashion show.

**FAS 1001 Introduction to the Fashion Industry 4 credits**

Note: All supplemental costs are the responsibility of the student.

This introductory course correlates current industry practices to their history; it shows the development of fashion industry products from conception to consumer, concentrating on the mutual dependence of each sector in the industry. It explores major fashion and fashion-related jobs and helps students evaluate fashion as a career field. Students will work within a design team to complete a product development project.

**FAS 1005 Workplace Experiential Learning for Fashion Freshmen**

1 Credit

Note: All supplemental costs are the responsibility of the student.

This course is designed to help students make that critical link between the classroom and the workplace. Through carefully structured activities, both in the classroom and by shadowing and being mentored by an industry professional at a job site, students will better understand the importance and relevance of their education. By working with the industry professional, students will see first-hand the range of knowledge and skills a job requires. In addition, they will gather valuable career information to assist them in making career decisions for the rest of their lives.

**FAS 1008 Fashion Sketching**

4 Credits

Note: All supplemental costs are the responsibility of the student.

This course teaches the fundamentals of industry rendering techniques with emphasis on developing individual style. Projects will include the technical sketch, the fashion corocquis and illustration.

**FAS 1010 Social Responsibility in the Global Fashion Industry**

4 Credits

This course is oriented around global citizenship. Emphasis is on the development of awareness of contemporary global social issues as they affect individuals and their future role in the fashion industry. This course concentrates on social responsibility and ethics in the design, production, consumption, use, and the destruction, reuse and recycling of textiles and clothing in a local and global context. Issues covered will include the impact of consumerism, sustainability and energy consumption, fair labor practices, and ethical retailing and advertising, in the local and world-wide context.

**FAS 2000 Advanced Apparel Construction**

4 Credits

LAB FEE

Prerequisite: FAS1000

Note: All supplemental costs are the responsibility of the student.

This course will further develop the student's knowledge and abilities in mastering construction techniques, acquaint the student with designer patterns, provide an opportunity to work with novelty fabrics, and encourage experimentation and creativity of apparel. Student's projects will be included in the Fall/Spring fashion show.

**FAS 2009 Fashion Coordination and Promotion**

4 Credits

Fashion Coordination and Promotion explores the advertising and promotion methods used by fashion professionals and the role each plays in the industry. Strategies and techniques are introduced in addition to the organizational structure of promotion and advertising. Creative elements and production of the annual fashion show are emphasized. Note: All supplemental costs are the responsibility of the student.

**FAS 2010 Design Studio I – Flat Pattern**

4 Credits

LAB FEE

Prerequisite: FAS1000

Note: All supplemental costs are the responsibility of the student.

Basic concepts of industrial pattern-making are introduced in this course. Students will develop basic garment styles by using two-dimensional drafting techniques.

**FAS 2011 Textile Science**

4 credits

LAB FEE

Note: All supplemental costs are the responsibility of the student.

Textile Science is an introductory course in textiles. Following an overview of the textile industry and the components of textile products (fiber, yarn, fabric, coloration, and finish), the student will study natural and manufactured fibers, fiber modifications, and yarn formation systems. The course will conclude with a brief review of fabrics, coloration, and finishes.

**FAS 3001 Retailing**

4 credits

Note: All supplemental costs are the responsibility of the student.

This course explores the overall concept of retailing, including consumer life-styles, demographics, buying behavior, target marketing, retailing institutions, merchandise mix, and promotion. Analysis of current retailing trends will be emphasized through on-line discussions.

**FAS 3003 Visual Merchandising**

4 credits

Prerequisites: FAS 1001

Note: All supplemental costs are the responsibility of the student.

Visual Merchandising is a requirement for fashion merchandising students. It is an elective course for fashion design students. The focus of this course is the presentation of fashion goods, including apparel, accessories, and home fashions. Student will learn how to use fixtures, mannequins, signage, lighting, and props. Use of visual display as it contributes to promotion will be emphasized. Students will develop an on-line library of design inspirations and/or resources.

**FAS 3004 Textile Performance**

4 credits

LAB FEE

Prerequisite: FAS 2011

Note: All supplemental costs are the responsibility of the student.

Through extensive use of laboratory testing equipment, students develop expertise in the selection, use and care of textile products. Students gain an understanding of the interrelationship among fibers, yarns, fabric structure, finishes, and coloring agents. Students will track and analyze performance properties of fabrics to predict consumer satisfaction.

**FAS 3005 History of Costume**

4 Credits

Note: All supplemental costs are the responsibility of the student.

This course includes an evaluation of clothing styles throughout history, beginning with ancient Egypt and continuing to modern times. The many different factors which determine fashion are discussed and attention is given to past styles and influences that inspire today's fashion.

**FAS 3008 Consumer Goods for the Home**

4 Credits

This course is designed to familiarize students with merchandise, other than apparel, usually found in a well-stocked department store. The information will supplement and complement other fashion courses by concentrating on consumer goods for the home. Consumer goods for the home will be studied in relationship to end use, care, current retailing trends, consumer protection, and government regulations.

**FAS 3010 Design Studio II – Draping**

4 Credits

LAB FEE

Prerequisites: FAS1000 and 2010

Note: All supplemental costs are the responsibility of the student.

This course will combine more advanced flat pattern skills with draping methods. The combination of two and three dimensional techniques will be explored through individual design problems.

**FAS 3012 Visual Retailing**

2 Credits

Prerequisite: FAS 3003 or permission of the instructor

Note: All supplemental costs are the responsibility of the student.

In this course, students will learn to use Visual Retailing software to design virtual stores and gain valuable experience in visual merchandising, store planning, buying, and inventory control. This software is used by retail buyers, merchandisers, designers, and managers to create interactive images, storyboards and virtual shops, and to keep track of inventory assortment by replacing words and numbers with pictures.

**FAS 3015 Fashion Graphics**

2 Credits

Note: All supplemental costs are the responsibility of the student.

This course will introduce students to the “industry standard” graphics software as it is applied in the fashion industry. Class assignments are designed to build upon one another. At the end of the course students will have pieces they can incorporate into their portfolio and will be able to build upon this in their future. Weekly demonstrations, discussions, and critiques, as well as practice time are incorporated into each class.

**FAS 3016 Flat Sketching: The Way to Global Sourcing**

2 Credits

This course is an introduction to the production of garments outside the USA. The students will learn to create flat sketches, garment specifications, development standards, sample procedures, and how to communicate with offshore manufacturers.

**FAS 3018 Fashion Photography**

2 Credits

Prerequisite: DES 2016

Note: All supplemental costs are the responsibility of the student.

In this course, students will be introduced to the creative and technical capabilities of digital photography and lighting. Students must have some experience working with Adobe Photoshop. Through demonstrations and hands-on sessions, students will learn the basic of using cameras and imaging software on a Macintosh computer to produce digital photographs. Topics will include camera operation, shutter speed, aperture, focal length, composition, studio lighting, and on camera flash. Slide lectures on historical and contemporary fashion photography and weekly assignments will explore the aesthetics of fashion photography.

### **FAS 3020 Computer Applications in Fashion**

4 credits

LAB FEE

Prerequisite: FAS 2010

Note: All supplemental costs are the responsibility of the student.

This course will facilitate an understanding and application of computer-aided design in the fashion industry. Students will use industry standard software to grade and mark patterns, and create garment specifications packages. Using the software students will develop a pattern, a construct a garment, and complete garment specifications.

### **FAS 4001 Fashion Buying**

4 credits

Prerequisite: FAS 3001 or instructor permission

Fashion Buying provides an in-depth study of buying practices and realistically explores problems facing the contemporary fashion buyer. Students are presented with step-by-step instructions for identifying potential customers, creating a six-month merchandising plan, and developing sales forecasts. Working independently, students will solve merchandising problems using computerized spread sheets.

### **FAS 4003 Textile Design**

4 Credits

LAB FEE

Prerequisite: FAS 2011 or instructor permission

Note: All supplemental costs are the responsibility of the student.

This course explores various methods of creating decorative fabric. Using a variety of techniques such as direct dyeing, bound resist, liquid resist and direct printing, students will be introduced to the design possibilities for textiles. Principles of design as well as historical and cultural influences on design will be studied.

### **FAS 4005 Social and Psychological Aspects of Clothing**

4 credits

Prerequisite: Senior Standing or instructor permission

Note: All supplemental costs are the responsibility of the student.

This course is an interdisciplinary study of clothing. The student will develop an understanding and appreciation of clothing within the broader context of cultural, psychological, physical, economic, and aesthetic influences. Particular emphasis is placed on the relationship between clothing and the role of status of the individual in society. Teams of students will complete independent research projects.

### **FAS 4010 Design Studio III – Advanced Problems in Fashion**

4 Credits

LAB FEE

Prerequisites: Senior Standing, FAS3010 and FAS3020

***Note: All supplemental costs are the responsibility of the student.***

The student will examine fashion design as both process and product. Integration of the elements pattern making, draping, special fabric application, and computer-aided pattern making will be emphasized.

### **FAS 4012 Design Studio IV – Portfolio Development (for Fashion Design Students)**

4 Credits

Prerequisites: Senior Standing and Permission of the Instructor

Note: All supplemental costs are the responsibility of the student.

Students will work through special design problems associated with specific categories. A portfolio illustrating successful designs will be created. Advanced technical and design problems will be explored through the creation of an apparel grouping. Student's projects will be included in the annual fashion show.

### **FAS 4014 Fashion Merchandising Portfolio Development (for Fashion Merchandising Students)**

2 Credits

Prerequisites: Senior Standing and Permission of the Instructor

Note: All supplemental costs are the responsibility of the student.

This course provides the opportunity for merchandising students to create an industry standard portfolio in addition to developing career building skills. The focus of this course is on the development and creation of traditional and digital portfolios. The course provides an overview of presentation techniques, materials, content considerations, organization, and layout choices, with an emphasis on professional display techniques. Students will examine the job market, learn how to research prospective employers, and evaluate their own competencies and strengths. In addition, students will create résumé and cover letters, and prepare for job interviews.

### **FAS 2099, 3099, 4099 Special Topics in Fashion**

4 Credits/Course

These courses focus on selected topics in fashion, and are designed to provide students with an opportunity for in-depth study of some topics having current professional or public interest that is not thoroughly addressed within the context of regular College offerings. Topics may differ each time a course is offered. Students should consult the course offering schedule and their academic advisor each semester.

## **FRN -- FRENCH**

### **FRN 1001-1002 Elementary French I & II**

4 Credits/Semester

The students learn to develop skills in reading, writing, and speaking. After one year, students have been exposed to sufficient instruction in order to read short French texts, to understand specialized vocabulary, and to converse in rudimentary French.

### **FRN 2001-2002 Intermediate French I & II**

4 Credits/Semester (3 Hours Lecture; 1 Hour Language Lab)

In the second year, students improve language skills; they learn to master the fundamentals of more complex writing and conversation. A minimum of one hour per week of language laboratory work or its equivalent is required.

## **HIS -- HISTORY**

### **HIS 1003 World Civilization I**

4 Credits

This course is an introduction to world history from before the Neolithic Revolution until about 1700, with emphasis on the ancient, classical and medieval worlds. Among the themes that receive special focus are men and women, cities and civilizations, religion and society, war and peace, and the development of globalization.

### **HIS 1004 World Civilization II**

4 Credits

This course is the second part of a two-semester sequence in World History from 1700 to the present, with emphasis on the evolution of new and merging civilizations and cultures. The themes of men and women,

cities and civilizations, religion and society, war and peace, and the growth of globalization will continue to receive special focus.

### **HIS 2001 American Civilization I**

4 Credits

This course is a comprehensive survey of American civilization, beginning with the European settlement of America and concluding with the Civil War. Emphasis will be placed on the social, political, and cultural evolution of the United States.

### **HIS 2002 American Civilization II**

4 Credits

This comprehensive survey of American civilization begins with the closing years of the Civil War and continues to the present day. Emphasis is on the development of America as a world power, emerging social and economic issues, and the role of the United States on the world stage.

### **HIS 2003 History of England I**

4 Credits

The period covered by this course, Tudor-Stuart England, 1485-1688, witnessed the transformation of England from a medieval kingdom to a modern nation state. Emphasis will be placed on political, religious, social and economic development, although cultural and intellectual developments will also be touched upon where deemed relevant. Specific themes addressed include: the English Reformation, the English relationship with the countries of the so-called Celtic fringe (Scotland, Ireland and Wales) as well as the rise of parliamentary authority culminating in the Civil War and Glorious Revolution. Finally, the agricultural and commercial revolutions, which transformed Britain into a world power by the end of the Seventeenth Century, will be discussed in detail.

### **HIS 2004 Modern England**

4 Credits

This period witnessed the emergence of Great Britain as the predominant diplomatic and economic power in the world. This course will examine the causes and consequences of England's dramatic rise, including constitutional and political changes resulting in a gradually evolving democracy, the massive economic and social transformations wrought by the Industrial Revolution and imperial developments, which culminated in the control of one fifth of the world's land mass. Also covered will be the emergence of the modern middle and working classes, the World Wars and the decline of the second half of the Twentieth Century.

### **HIS 2005 World Geography**

4 Credits

Regional analysis of all of the geographical areas of the earth is the emphasis of this course including: study of geographical features and their interaction with culture, economics, history, and politics. The concept of boundary- natural, political, cultural, and economic is explored.

### **HIS 2006 American Social, Political, and Economic Systems**

4 Credits

This course is a study of the United States emphasizing economic, political, and social problems. Topics include: affirmative action, the Bill of Rights, economic justice, crime, conservatism, and liberalism.

### **HIS 2007 American Economic History**

4 Credits

This course is a study of American history from an economic perspective. Topics include the foundations of the American economic system, economic issues in the Constitution, the rise of a national monetary and

banking system, the evolution of the modern corporation, the development of the United States as an industrial power, economic depression and global competition.

### **HIS 2008 African American History I**

4 Credits

This course is a study of the history of African Americans from the origins of humankind in Africa and the Middle Passage to slavery in colonial America, blacks in the Revolution, the rise of southern plantation slavery, and the slavery crisis up to the Civil War.

### **HIS 2009 African American History II**

4 Credits

This course begins with blacks in the Civil War and follows the story of African Americans through Reconstruction, World War I, the Great Depression, and World War II. Major emphasis will be placed on the Civil Rights years following the Second World War.

### **HIS2099 Topics in American History**

4 Credits

This is an advanced course in the historiography of a particular period in American history. Completion of a major research paper will be required. Subject for consideration will be decided upon by the instructor.

### **HIS 3000 Twentieth Century Europe**

4 Credits

The objective of this course is to explore in depth the events of the tumultuous twentieth century in Europe. At the century's dawn Europe was in a position of unprecedented world dominance. The heavily industrialized economies of Western Europe had captured much of international trade. A half- dozen European states ruled most of Asia and Africa, the British Empire alone covered one quarter of the earth's surface. Progress in economic, social and technological terms had generated a sense of confidence and in many cases arrogance amongst the peoples of the continent. Democracy was on the rise and it appeared that the future held infinite promise. Yet in August of 1914, the underlying tensions of economic and political competition, and ultimately nationalism brought this world crashing down. World War I in turn led to the Russian revolution, the corresponding appearance of Communism and a short time later Fascism. The Great Depression gave Adolph Hitler the opportunity to rise to power and by 1939 much of the planet was again engulfed in war. In the aftermath of WWII the continent was split into two, ideologically, hostile armed camps and the presence of nuclear weapons made the forty year Cold War a time of constant tension. With the fall of the Berlin Wall and the end of Communism it appeared that peace was finally guaranteed in Europe for the first time in its history. Yet again, the closing decade of the century proved this hope chimerical, as events in the Balkans once more put the name Sarajevo in the news and gave us the term "ethnic cleansing."

### **HIS 3001 Modern Russia**

4 Credits

This course covers the period between Peter the Great (1682-1725) and the decline and fall of the Soviet Union. A major theme of these frequently tumultuous years is Russia's struggle to narrow the economic, technological, and often cultural breach that existed between it and Western Europe. Another central aspect of Russian History during these years is the failure, at least up until the 1990s, of any form of limitation to be imposed on the authority of its rulers. For a number of reasons addressed in this course, absolute power, whether in the hands of the Czars or Commissars, was the political reality. Also considered is Russia's unique geographical location making it simultaneously European and Asian.

### **HIS 3002 European Colonialism**

4 Credits

In the nineteenth century a relatively small number of European nations came to dominate much of the rest of the world. In fact, by 1900 only four countries in Africa and Asia had successfully resisted the imperial onslaught. This course will examine the causes and long-term impact of the process of colonization. Particular attention will be paid to the ideological, political, and economic roots of the phenomenon. Other issues include: the resistance of indigenous populations, post-World War II independence, and the colonial legacy.

### **HIS 3003 Modern Ireland**

4 Credits

The objective of this course is to survey the evolution of Irish Society from the establishment of the Protestant Ascendancy in the late seventeenth century to the creation of an independent nation in 1922. The emphasis will be on political, social and economic development. Key topics addressed in the course include the Great Rebellion of 1798, Catholic Emancipation, the Famine, the emergence of modern physical force Republicanism and the War for Independence.

### **HIS 3004 Modern Warfare**

4 Credits

The focus on such an apparently brutal topic is justified on a number of levels. To begin with, there is no more dramatic event in the human condition, for it encompasses such basic elements as heroism, fear and tragedy. Secondly, it is undeniable that war has played a central part as an agent of political and social transformation. Finally, warfare can serve as a mirror in which the true nature of a society is reflected.

### **HIS 3010 History of New Jersey**

4 Credits

This course explores the history, geography, politics, and culture of the Garden State from its founding as a colony to the present day. It will also study the native inhabitants of the state and examine New Jersey's role in the development of the United States, including the state's role in the American Revolution and the Civil War. Designed for history majors and interested non-majors as well.

### **HIS 2099 or 3099 Special Topics in History**

4 Credits

These courses focus on selected topics in history and are designed to provide students with an opportunity for in-depth study of some topic having current professional or public interest that is not thoroughly addressed within the context of regular College offerings. Topics may differ each time a course is offered. Students should consult the course offering schedule and their academic advisor each semester.

### **IPN -- JAPANESE**

#### **JPN 1001-1002 Elementary Japanese I & II**

4 Credits/Semester

The students become familiar with the basic structures of the Hiragana and Katakana syllabaries while studying the intricacies of Japanese syntax. Informal and formal modes of speech are introduced.

#### **JPN 2001-2002 Intermediate Japanese I & II**

4 Credits/Semester (3 Hours Lecture; 1 Hour

Language Lab)

Students learn to recognize commonly used Kanji and to speak and understand as more complex language patterns are introduced. A minimum of one hour per week of language laboratory work or its equivalent is required.

**JPN 2050 Spotlight on Japan**

4 Credits

Intensive language and cultural immersion for students preparing to travel or eventually work in Japan. An externship option provides students with the opportunity to witness the Japanese influence on American corporate relations

**KOR -- KOREAN****KOR 1001 Elementary Korean I**

4 Credits

The students will become familiar with the basic structures and syntax of the language. Informal and formal modes of speech are introduced.

**KOR 2050 Spotlight on Korea**

4 Credits

Intensive language and cultural immersion for students preparing to travel or eventually work in Korea. An externship option provides students with the opportunity to witness the Korean influence on American corporate relations.

**LAS -- LIBERAL ARTS STUDIES****LAS 1005 Academic Applications in Learning Theory**

4 Credits

Students learn to apply strategies (based on Learning Theory and Cognitive Psychology) that improve critical thinking and problem solving skills. Class discussions focus on decoding course content, information mapping, reading techniques, goal orientation, and time management. Techniques regarding form and content for an analytic research paper are also developed.

Note: This course may only be used as a free or liberal arts elective. It cannot be used to satisfy Category V of the College Core Requirements.

**LAS 3001 Ancient Civilizations**

4 Credits

Prerequisite: Sophomore Standing

This interdisciplinary course is designed to illustrate and examine the patterns of culture as western civilization developed in the

Fertile Crescent and the Mediterranean world. Masterpieces of classical culture are studied with respect to their historical origins and influence.

**LAS 3002 The Rise of Europe**

4 Credits

Prerequisite: Sophomore Standing

The student will trace the intellectual and social history of Europe from the fall of Rome to 1789. The course will survey concurrent developments in art, architecture, music, politics, and science from the cathedral building period through the High Middle Ages, the Renaissance, the Enlightenment, and the age of Eastern and Western colonization.

### **LAS 3003 The Modern World**

4 Credits

Prerequisite: Sophomore Standing

"The Modern World" begins with the French Revolution of 1789. There is intensive analysis of the Industrial Revolution, the rise of secular culture, the changing roles of women, and the catastrophes of World Wars I and II. Against the background of the formation of the European union and the spread of worldwide revolutions, the student will examine the arts, politics, and transformation of attitudes and values of the 20th century.

### **MTH -- MATHEMATICS**

#### **MTH 1000 College Math (Fall and Spring)**

2 Credits

*Note: Required with a score of 480 or below on the Math SAT*

Students are placed in this course if they have a math SAT score of 480 or below. The course will address mathematic skills needed for elementary topics in algebra, basic statistics, and geometry. Emphasis will be placed on quantitative reasoning, problem solving, experiential learning and lab work.

*This course is necessary for success in Algebraic Modeling, Statistics I, and Quantitative Literacy. In order to pass this course, the student must earn a raw score of 75% on their final exam, or they must take the course over again.*

#### **MTH 1111 Quantitative Literacy (Fall and Spring)**

4 Credits

Prerequisite: Passing grade in MTH 1000 College Math (80% or better) or a Math SATS score above 480

In this course, mathematics will become a part of a larger set of skills called quantitative literacy or numeracy. This course will emphasize critical thinking, problem formulation, and written and oral communication. The topics will prepare students for careers and lives that will be filled with quantitative information and decisions. Students will be expected to possess strong critical and logical thinking skills so they can navigate the media and be informed citizens, have a strong number sense and be proficient at estimation, unit conversions and the uses of percentages, possess the mathematical tools needed to make basic financial decisions, and understand exponential growth, which describes everything from population growth to inflation to tumor growth and drug delivery. Additional topics of study include areas such as risk analysis, voting, mathematics and the arts, and graph theory.

#### **MTH 1150 Quantitative Literacy/Adult and Professional Programs (The 1150-1151 sequence is for CAPS students ONLY)**

This course will cover Critical Thinking and Problem Solving, Number Concepts and Algebra.

#### **MTH 1151 Quantitative Literacy/Adult and Professional Programs (The 1150-1151 sequence is for CAPS students ONLY)**

This course will cover Set Theory, Probability and Statistics.

#### **MTH 1180 Algebraic Modeling (Fall)**

4 Credits

Prerequisite: Passing grade in MTH 1000 or passing grade in departmental test or permission of Department Chair.

*Note: This course does not count towards the Mathematics Major.*

This course will cover linear, polynomial, and rational expressions and equations. More advanced topics will include functions, inequalities and linear programming, radical equations and rational exponents,

quadratic equations and functions, and exponential and logarithmic functions. Emphasis will be on modeling real-life situations via traditional algebra.

### **MTH 1250 Geometry (Spring)**

4 Credits

This course emphasizes the development of logical thinking through the study of geometric propositions and problems. The course content includes the study of triangles, perpendicular and parallel lines, quadrilaterals, area, and the Pythagorean Theorem.

### **MTH 1401 Pre-Calculus I (Fall)**

4 Credits

Prerequisite: 80% or higher in MTH 1111 or MTH 1180, or permission of Department Chair

This course will deal with functions and graphing functions, transformations of functions; quadratic functions, rational & radical functions, exponential & logarithmic functions, and their applications.

### **MTH 1402 Pre-Calculus II (Spring)**

4 Credits

Prerequisite: MTH 1401 or permission of Department Chair

This course continues the study of functions and their graphs, particularly the fundamentals of trigonometry, analytic trigonometry, advanced topics in trigonometry, and complex numbers.

### **MTH 1500 Statistics for the Social Sciences (Spring and Fall)**

4 Credits

This is a mathematics course strictly for non-mathematics and non-science majors. It will consist of brief introduction to descriptive statistics concentrating on levels of measurement, measures of central tendency, and measures of variation. In addition it will discuss the construction and various uses for contingency tables. The remainder of the course will consist in inferential statistics with emphasis on 1- and 2- Sample z- and t- Tests, One-way Analysis of Variance, Chi-square tests, and the basics of correlation and regression.

### **MTH 1501 Statistics I (Fall)**

4 Credits

Prerequisite: MTH 1111 with a final grade of 80% or higher or permission of Department Chair

This course includes the study of tables, charts and graphs, measures of central tendency, counting and probability theory, discrete and continuous distributions, the standard normal curve and table, the Central Limit Theorem, sampling distributions, confidence intervals for means and proportions, and hypothesis testing for mean and proportions.

### **MTH 1502 Statistics II (Spring)**

4 Credits

Prerequisite: MTH1501

This course will cover sampling, confidence intervals, hypothesis testing for variance, correlation and regression analysis, Analysis of Variance (ANOVA), the chi-square distribution for variance, and non-parametric statistics.

### **MTH 1505 SPSS Lab**

1 Credit

The MTH1505 lab will focus on the relationship between the course material learned from a statistics class or specifically from MTH 1500 Statistics for the Social and Behavioral Sciences and the application of SPSS. The SPSS program will be taught during this lab as students are introduced to the SPSS package and gain working knowledge of the software. The output of the data will be interpreted by the students during the

one-hour period for the lab. MTH 1505 is design to be taken concurrently with MTH 1500, or may be taken as a stand-alone one-credit course for students who have already taken a statistics class and have no working knowledge of SPSS.

### **MTH 2151 Calculus I (Fall)**

4 Credits

Prerequisite: Placement by the Department or MTH 1402

This course is an introduction to the differentiation of functions of a single variable. Additional topics include limits, applications, integration and the Fundamental Theorem of Calculus.

### **MTH 2152 Calculus II (Spring)**

4 Credits

Prerequisite: MTH2151

This course is an introduction to the integration of functions of a single variable. Topics include definite integrals, transcendental functions (including exponential and logarithmic functions) applications (including areas of regions and volumes of solids), and integration techniques such as L'Hopital's rule.

### **MTH 3030 Linear Algebra (Fall)**

4 Credits

Prerequisite: MTH2151

This course is an introduction to the basic structures and processes of linear algebra. Topics include systems of equations, matrices, determinants, vectors, inner product spaces, linear transformations, Gauss-Jordan elimination, eigenvalues and eigenvectors.

### **MTH 3040 Differential Equations (Spring)**

4 Credits

Prerequisite: MTH2152

This course will enable students to solve problems modeled by ordinary and partial differential equations, as well as systems of first-order and second-order differential equations with constant coefficients. Topics include a general introduction to differential equations, approximation methods, homogeneous linear differential equations, non-homogeneous differential equations, and Laplace transformations.

### **MTH 3070 History of Mathematics and the Natural Sciences (Spring)**

4 Credits

This course will investigate important discoveries in their historical context and the lives and contributions of great mathematicians and scientists. Emphasis will be placed on the ancient civilizations of Egypt and Babylon, Greek mathematics, Fibonacci, the Renaissance, Pascal and probability theory, Gauss number theory, and 20th Century mathematics.

### **MTH 3161 Calculus III (Fall)**

4 Credits

Prerequisite: MTH2152

Topics included in this course are a continuation of integration techniques, improper integrals, differential equations, infinite series, conics, parametric equations, and polar coordinates.

### **MTH 3162 Calculus IV (Multivariable Calculus) (Spring)**

4 Credits

Prerequisite: MTH3161

This course continues the study of Calculus. Topics include vectors, vector-valued functions, functions of several variables, multiple integration, and vector analysis.

**MTH 3200 Discrete Mathematics (Fall)**

4 Credits

This course will introduce students to the basic concepts and problem-solving techniques of discrete mathematics, including algorithms, programming, predicate logic, and combinatorics.

**MTH 3250 Probability Theory**

4 Credits

Prerequisite: MTH 2151 and 2152

This course is an introduction to the mathematical theory of probability for students who possess the prerequisite knowledge of elementary calculus. Topics include combinatorial analysis, axioms of probability, conditional probability and independence, discrete and continuous random variables, distribution and density functions, expectation and variance of a random variable, joint distributions, independent random variables, and Limit Theorems.

**MTH 3350 Foundations of Advanced Mathematics (Spring)**

4 Credits

This course is an introduction to the fundamental concepts and techniques of proof. Topics include reasoning, predicate logic set theory, mathematical induction, functions, and equivalence relations.

**MTH 3740 Mathematical Modeling (Spring)**

4 Credits

Prerequisite: MTH2152

Students in this course will learn how to build suitable mathematical models for a variety of phenomena found outside the college classroom. Different equations, dynamical systems, proportionality, geometric similarity, model fitting, simulation and probabilistic and optimization modeling, dimensional analysis, differential equations, and simplex method are some topics covered.

**MTH 4050 Advanced Geometry (Fall)**

4 Credits

Topics discussed will include constructions and non-constructability, Greek astronomy, geometer's sketchpad, modern research, and the following geometries: Euclidean, hyperbolic, spherical, and projective.

**MTH 4100 Modern/Abstract Algebra**

4 Credits

This course will introduce students to the following modern/abstract algebraic structures and their accompanying theories: sets, groups and subgroups, ideals and rings, fields and homomorphisms. Pertinent algebraic properties will be discussed in relation to these structures.

**MTH 4150 Number Theory (Fall)**

4 Credits

Prerequisite: MTH2152

This course introduces the theory of numbers including Pythagorean triples, Fermat's Last Theorem, divisibility and the Fundamental Theorem of Arithmetic, congruence, Euler's phi function, primes, modular arithmetic, powers, roots, and cryptography.

**MTH 4200 Advanced Calculus**

4 Credits

Prerequisite: MTH 2152 and 3350

In this course students will focus on the theoretical aspects of calculus, such as the concepts of limits, continuity, differentiation, and integration. Also, a variety of theorems (e.g., implicit function; inverse function) will be analyzed in relation to the fundamental issues within the calculus curricula.

**MTH 2999, 3999, 4999 Special Topics in Mathematics**

4 Credits

These courses focus on special topics in mathematics, and are designed to provide students with an opportunity for in-depth study of some topic having current professional or public interest that is not thoroughly addressed within the context of regular offerings. Topics may differ each time a course is offered. Students should consult the course offering schedule and their academic advisor each semester.

**MUS -- MUSIC****MUS 1001 Music Appreciation**

4 Credits

This is an introductory course which does not assume any prior music study. The purpose is to learn how and what to listen for in music through guided listening experiences. After consideration of various elements of music, a chronological study of Western art music will be presented.

**MUS 1005 Fundamentals of Music**

4 Credits

This course is designed both for students with no background in music and for students who need to solidify their understanding of the basic concepts of music. The rudiments of music including pitch, rhythm, melody, harmony and form are studied. The student further develops understanding of music fundamentals through playing the piano.

**MUS 1007 Music for Children**

2 Credits

In this practical course, the prospective teacher learns to read simple music, play the melody bells and the autoharp, and play easy chords on the piano. The student studies the basic elements of music in order to understand a child's concept formation in music. This will aid in planning learning activities in music for children. The student also explores the relationship between music curricula and general learning goals.

**MUS 1011 Piano Lessons**

1 Credit

LAB FEE

Private lessons are given to each student. Acceptance is based upon current level of ability, and progress is expected through regular practice. Beginners are welcome.

**MUS 1017 Voice Lessons**

1 Credit

LAB FEE

Private lessons are given to each student and are based on individual needs. Proper breathing, phonation, resonance, care of the voice, vocal techniques and repertoire will be taught.

**MUS 2004 American Music**

4 Credits

The broad spectrum of American music is studied in the course including folk music, religious music, popular styles, jazz and fine art music. Extensive listening is an integral part of the course.

**MUS 2009 Violin Lessons**

**1 Credit**

LAB FEE

Private lessons are given to each student. Acceptance is based upon current level of ability, and progress is expected through regular practice. Beginners are welcome.

**OLO -- ON-LINE COURSE REQUIREMENT****OLO 009: Online Course Orientation – NON-CREDIT  
REQUIRED FOR ANY STUDENT TAKING AN ON-LINE COURSE**

Upon completing this mandatory orientation, the student should (1) know how to navigate Blackboard; (2) understand the mechanics of an online class; (3) be able to obtain course materials and upload assignments; (4) understand how to post and participate in a discussion forum, and (4) have a stated plan for thriving in the digital classroom.

**PHI -- PHILOSOPHY****PHI 1005 Introduction to Philosophy**

4 Credits

This course is designed to introduce students to the main problems of philosophy as the field has evolved since the time of Plato. Topics to be included are the nature of the mind and its relationship to the body, the existence of God, "the Nature of Love," the problem of free will and determinism, and the most basic theories of ethics. Through papers and class discussion, students will learn how to discuss and analyze philosophical issues and will learn the basic techniques of philosophical analysis.

**PHI 2003 Logic: An Introduction**

4 Credits

This course is specifically designed to increase the student's ability to reason, to write, and to think clearly. Through a guided course of study, the student will learn the difference between deductive and inductive reasoning, explicit and implicit reasoning, and the common fallacies in stating a position or argument.

**PHI 2004 Contemporary Ethics**

4 Credits

Prerequisite: PHI 1005

The conflict of values has always been a part of our society. In this course, the student will study the significance of religious, political, and economic conflict as well as the development of social and personal values. Issues such as capital punishment, euthanasia, censorship, sexual conduct, and surrogate motherhood will also be examined.

**PHI 3001 Ancient Philosophy**

4 Credits

Prerequisite: At least one (1) Philosophy or Religion course and Junior standing

This course is designed for upper-division students only. The philosophical doctrines of the Pre-Socratics to the Neo-Platonists will be discussed, and their relevance to the present will be explored.

**PHI 3002 Modern Philosophy**

4 Credits

Prerequisite: At least one (1) Philosophy or Religion course and Junior standing

This course, which is open only to upper-division students, examines philosophical systems from the Renaissance to the 20<sup>th</sup> Century.

**PHI 2099, 3099, or 4099 Special Topics in Philosophy**

4 Credits/course

These courses focus on selected topics in philosophy, and are designed to provide students with an opportunity for in-depth study of some topic having current professional or public interest that is not thoroughly addressed within the context of regular College offerings. Topics may differ each time a course is offered. Students should consult the course offering schedule and their academic advisor each semester.

**PHY -- PHYSICS****PHY2001 Physics I (Fall)**

4 Credits

Prerequisites: MTH1401 and MTH1402 with grades of "C" or above

Students will be introduced to physical principles in the areas of mechanics, fluids, wave motion, and thermodynamics. Students will apply these concepts and those of algebra to solve a variety of problems in these areas. The lab component of the course will investigate the physical phenomena through hands-on activities.

**PHY2002 Physics II (Spring)**

Credits

Prerequisites: PHY2001

Students will be introduced to physical principles in the areas of electricity, magnetism, optics, and some elements of modern physics. Students will apply these concepts and those of algebra/trigonometry to solve a variety of problems in these areas. The lab component of the course will investigate the physical phenomena through hands-on activities.

**PLA -- PRIOR LEARNING ASSESSMENT****PLA 1000**

1 Credit

This course is designed to facilitate the assessment of prior learning experience for the purpose of composing and constructing an experiential portfolio. The assessment process consists of individualized exercises designed to help the student identify acquired skills and competencies and the ultimately document them in an experiential portfolio. This course is required of all students seeking prior experiential learning credit.

**POL -- POLITICAL AND GOVERNMENTAL AFFAIRS**

Note: U.S. Political Systems is a prerequisite for admission into all other courses in the program.

Admission into certain courses without this prerequisite is at the discretion of the Government and Global Affairs Program Coordinator.

**POL 1001 U.S. Political Systems**

4 Credits

The focus of this course is on the theory and practice of modern constitutional democracy through analysis of the constitutional foundations, patterns of politics, and the structure of national, state and local government in the United States. Areas of study will include the Presidency, Congress, and the Judiciary including urban politics, interest groups, intergovernmental relations and electoral processes. An important component of this course is identifying the characteristics of the Democratic Citizen.

**POL 2001 Elements of Political Theory**

4 Credits

A study of political thinkers from Classical Greece to the present day. The historical and contemporary political ideologies that are fundamental to modern political liberalism and democracy are explored. Particular emphasis is placed on political philosophers whose thought is most relevant to the current global political environment.

**POL 2002 Comparative Contemporary Political Systems**

4 Credits

This course starts with the simple element of the study of individual foreign countries. An essential goal of the course is to systematically compare the differences and similarities between and among countries in order identify and analyze specific social, political and economic phenomenon.

**POL 2003 Essentials of Global Politics**

4 Credits

This course is intended to provide a straightforward account of the main historical developments in the evolution of the international system and the principal components of contemporary global politics. International relations will be studied through a focus on the institutions that emerged during 1815 through 1945 so as to explore the continuities and changes evident in the sovereign state and the emerging contemporary global political system.

**POL 4001 Governmental and Political Affairs Senior Seminar**

4 Credits

In this capstone course for the major in Political Science, students may elect to complete an Internship or a Senior Thesis. In either case, approval from the students' advisor is required. (Senior Year Only)

**Concentration in American Politics****POL 3001 American Constitutional Law**

4 Credits

Utilizing the case-study approach, this course will examine the role of the U.S. Supreme Court in the making of constitutional law, and the Court's relationship to the other branches of government. The historical roots of the Constitution will also be studied.

**POL 3002 American Public Policy Analysis**

4 Credits

This course concentrates on the different theoretical approaches concerning the origins, development and implementation of American public policies at both the sub-national and national levels. Students will develop skills necessary to evaluate the effectiveness of contemporary public policy.

**POL 3003 American Foreign Policy**

4 Credits

This course is an examination of contemporary American foreign policy, including America's relations with governmental and non-governmental actors in the global system. Specific problems such as national security, economic security and trade, proliferation of weapons, humanitarian intervention, and the allocation, utilization and preservation of global natural resources will be discussed.

**Concentration in Global Politics****POL 3004 Forms of Global Governance**

4 Credits

Prerequisite: POL2003

This course introduces the intricate interplay of global change and governance and the large-scale transformations of political, economic and cultural relations and the changing roles of states and non-state actors involved in creating stability and instability in the global environment.

**POL 3005 Peace and Conflict Analysis**

4 Credits

Prerequisite: POL2003

The prominent sources of ongoing conflict in the global system are explored with the objective of discovering the most effective methods of peace-making and peace-keeping. Specific subjects of study will include conflict generated by: ethnic and religious rivalry, resource competition, proliferation of weapons, hunger and disease, patterns of migration, and transnational social movements.

**POL 3006 Global and Regional Studies**

4 Credits

Prerequisite: POL2003

Each semester a specific region of the globe will be studied in depth. Areas of study may include: the contemporary Middle East, European economic and political integration, African unity and disunity, the changing role of the North Atlantic Treaty Organization and the European security system, and the evolving role of the United Nations.

**Electives****POL 3010 Topics in Political Science: Introduction to the Study of Terrorism**

4 Credits

Prerequisite: POL2003

This course explores broadly: how we define terrorism; 9/11 as a defining event in the American experience related to terrorism; combating terrorism (counterterrorism); and terrorists, conventional weapons and WMD.

**POL 3011 Topics in Political Science: Global Humanitarian Organizations**

4 Credits

Prerequisite: POL2003

This course explores the attributes of most humanitarian-based International Organizations and ultimately focuses on the United Nations system and its constituent instrument, the Charter. The organs and programs of the UN and other organizations are explored.

## **PSC -- PHYSICAL SCIENCE**

### **PSC1025 Astronomy (Fall and Spring)**

4 Credits

This course is for non-science majors, and is designed to create a greater appreciation of our place in the universe. Students will experience a virtual tour through our universe's grandeur, elegance, and beauty. It provides an introduction to, and a foundation for, a better understanding of our cosmic environment. The tools, methods, and problems of the astronomer will be examined, along with a consideration of past and present concepts regarding stellar, galactic, and planetary systems. Fall semester only.

### **PSC 1400 Earth Science (Fall and Spring)**

4 Credits

This course is designed to provide the student with basic concepts of Earth Science. The Earth as a dynamically evolving planet will be addressed within the context of its historical progression through time and space. This Earth Science course will include topics in astronomy, meteorology, geology, oceanography, glaciation, and Earth history. Emphasis will be placed upon laboratory investigations designed to provide an understanding of the Earth's structure and processes, the Earth's position in time and space and information about the Earth as an interacting and harmonious system. (Open to all students.)

### **PSC 1500 Physical Science (Fall and Spring)**

4 Credits

Pre-requisite: 2 semesters of mathematics, Algebraic Modeling recommended, or instructor permission  
This course addresses the three basic categories of physics: kinematics and dynamics, electricity, and optics. Topics include general measurements, Newton's Laws, simple machines, laws of thermodynamics, wave properties, optics, electricity and magnetism.

## **PSY -- PSYCHOLOGY**

### **PSY 1000 Introduction to Psychology**

4 Credits

Prerequisite: None

Introduction to Psychology is a one-semester course designed to survey basic concepts and theories in the science of psychology. Topics covered include: methodology, learning, personality, abnormal behavior, therapy, and social psychology. This course is open ONLY to those students who have passed the English and Reading sections of the New Jersey College Basic Skills Placement Test.

### **PSY 1050 Developmental Psychology: The Lifespan**

4 Credits

Prerequisite: PSY1000

The Lifespan is a one semester introduction to the developmental lifespan of an individual. The student shall be introduced to current theory and research in the several domains of human development including cognitive, physical, and psychosocial.

### **PSY 1021 Personal and Interpersonal Awareness**

4 Credits

Prerequisite: Psychology Majors or Program Approval

For psychology majors, this course and PSY 1022 are the first two courses that must be taken prior to proceeding to the remaining sequence of required courses in the program. This course introduces students to theories and principles involved in acquiring a psychological understanding of both themselves and their

significant relationships. Factors considered include personality, coping styles, attitudes, communication, and interpersonal dynamics.

### **PSY 1022 Perception, Cognition, and Emotion**

4 Credits

Prerequisite: Psychology Majors or Program Approval

For psychology majors, this course the PSY 1021 are the first two courses that must be taken prior to proceeding to the remaining sequence of required courses in the program. Perception, Cognition and Emotion is designed to provide an introduction to basic theories and functions of the brain and nervous system, sensation, the perceptual processes, cognitions, and emotions. This course introduces the psychology major to writing in APA format, as well as a statistical and research component.

### **PSY 1023 Biopsychology**

4 Credits

Prerequisite: PSY1022

This course provides students with an introduction to the human systems and their influence on behavior. Topics include the motor and nervous systems, genetics, sexual behavior, psychopharmacology, and related neurological and psychological disorders. This course also includes a statistical and research component.

### **PSY 1024 Social Psychology**

4 Credits

Prerequisite: PSY1021

This course studies current theory and research relating to the behavior of individuals in a social context. Topics include impression management, attribution, attitude formation and change. Conformity and obedience, affiliation and attraction, pro-social behavior, and aggression and violence are also studied. A component of statistics and research is also included in this course.

### **PSY 1026 Developmental Psychology I**

4 Credits

Prerequisite: PSY1022

This course introduces the student to the major aspects of development from the prenatal period through late childhood. Specific attention is given to evaluating current perspectives in cognitive, behavioral, and affective theories of development. This course also includes the development of a case study.

### **PSY 1027 Developmental Psychology II**

4 Credits

Prerequisite: PSY1026

This course introduces the student to the major aspects of development from adolescence through adulthood. Current research in adult development is introduced in the areas of career choices, relationships, and physical changes. The course also includes a component of statistics and research.

### **PSY 2000 Psychological Statistics**

4 Credits

This course introduces the descriptive and inferential statistics used in psychology. Topics covered include frequency distributions, calculation of measures of central tendency, variability, correlation, probability, hypothesis testing, parametric and non-parametric statistics, t-testing, analysis of variance, simple/multiple regression, and chi-square. The application of these techniques to research and the interpretation of results (using SPSS) will be emphasized.

**PSY 2001 Psychological Research Methods**

4 Credits

Prerequisite: PSY 2000

The purpose of the 4-credit course is to introduce the basic methods of research in psychology, including ethical practices. Both experimental and non-experimental methods of research will be examined. Experience in conducting research and communicating results will also be covered.

**PSY 2010 Industrial/Organizational Psychology**

4 Credits

Prerequisite: PSY1000

The application of psychology to the workplace is considered in this course. Current theory and research findings in the areas of personnel selection, training, performance appraisal, work motivation, job satisfaction, leadership, and the work environment are explored.

**PSY 2015 Group Dynamics**

4 Credits

Prerequisite: PSY1024

This course introduces students to the theory and research pertaining to group processes. Factors considered include: group connection, norms, goals, systems, problem-solving and development.

**PSY 2018 Developmental Psychology III**

4 Credits

Prerequisite: PSY1027

The purpose of this course is to provide students majoring in psychology with a breadth of knowledge and fundamental understanding of the theoretical concepts and the unique characteristics which accompany the geriatric population. The second part of this course will explore bereavement and the processes which surround death and dying, both our own mortality and others.

**PSY 2019 Gender Studies**

4 Credits

Prerequisite: PSY1027

This course reviews the existence, origins, and implications of the cognitive, personality, and behavioral differences between stereotypes and sex role development, and the effect of sex roles on a person's self concept, psychological adjustment and marital and occupational status.

**PSY 2030 Forensic Psychology**

4 Credits

Prerequisite: PSY1000

Forensic psychology concerns the application of psychological knowledge and methods to the civil and criminal justice system. This course is designed to provide students with an overview of this field and an appreciation for the variety of roles and activities in which forensic psychologists participate.

**PSY 2090 Psychology and the Media**

4 Credits

This 4-credit course is being developed to introduce the students to how the media may impact on our ideas of social roles and concepts. The course will cover different types of media as well as different social roles and conceptualizations.

**PSY 3015 Behavior: Abnormal Child**

4 Credits

Prerequisite: PSY3024

The purpose of this course is to introduce the student to the mental, emotional and psychiatric disorders of childhood. This course will also include the introduction in the skills necessary to appropriately diagnose a child.

**PSY 3016 Counseling Theory**

4 Credits

Prerequisite: PSY3024

Counseling theory is designed to acquaint the student with the fundamental techniques in psychological counseling and interviewing. Among the aspects of counseling to be considered will be creation of a therapeutic environment, problem definition, and intervention techniques and evaluation. A theoretical understanding combined with practical application will be emphasized.

**PSY 3018 Substance Abuse and Dependence**

4 Credits

The course is designed to acquaint the student with the historical, treatment, theoretical, psychopharmacological, and applied aspects of the substance abuse and dependence conditions.

**PSY 3020 Psychology Fieldwork**

4 Credits

Pre-requisite: 2.75 GPA

This course is designed to help prepare the student for a career in psychology as well as a fieldwork placement. The student will explore various disciplines within psychology and understand the complexities. By the end of the semester, each student will have located a suitable fieldwork placement, completed all necessary paperwork, as well as reflected on their individual goals for the future.

**PSY 3022 Psychological Tests and Measurements**

4 Credits

Prerequisite: PSY1027

This course examines various forms of psychological measurement and focuses on the principles and concepts of test development and evaluation. A component of statistics and research is included in this course.

**PSY 3023 Personality Psychology**

4 Credits

Prerequisite: Psy1024

Behavior: Normal will provide the student with a basic understanding of human behavior through the in-depth examination of personality. This course will present major theories of personality and behavior. Through this course the student will be able to apply the theories of personality to life experiences, and acquire practical experience with personality assessment instruments. A component of statistics and research is included in this course.

**PSY 3024 Abnormal Psychology**

4 Credits

Prerequisite: PSY1023 & PSY3023

Behavior: Abnormal is designed to introduce the student to the current classification of psychological disorders and to provide an understanding of the various theoretical perspectives of their etiologies. Among the topics to be considered in this course are the disorders of anxiety, personality, sexual functioning, mood and schizophrenia. There is a statistics and research component included in this course.

**PSY 3025 Behavior Modification**

4 Credits

Prerequisite: PSY3022

This course presents psychological learning theory as the basis of understanding human behavior and emphasizes change techniques in everyday situations. Classical, operant and cognitive behavioral strategies are presented with the development of a simple subject experiment. Statistics and research is included.

**PSY4020 Senior Research Seminar**

4 Credits

Prerequisites: PSY2000, PSY2001, and PSY3022

This capstone program course provides senior level psychology students with the opportunity to integrate previous statistical, methodological, and content area studies into the conduct, evaluation, report, and critique of a quantitative study in psychology. Building on students' research proposals completed in prior courses, the focus of this seminar is on the completion and report of those studies in a manner, style, and format consistent with the standards of the profession.

**REL -- RELIGIOUS STUDIES****REL 2001 World Religions**

4 Credits

All religions imply that human beings do not, and cannot, stand alone. This course is designed to study religion from its beginnings among the primitive cultures to the manifold forms in which it exists today.

**RES -- RESEARCH****RES2000 Scientific Research Course**

The purpose of this course is to enhance the students' knowledge of data collection from designed experiments in the laboratory or field settings including analysis techniques of data. Students will be required to work with a primary investigator in an academic or professional organization who is currently engaged in scientific research. The course will use a combination of literature review (assignments), presentation, and individual guidance.

Students will be required to participate in a variety of activities for a minimum of 35 hours per credit per semester (1 credit = 35 hours; 4 credits = 140 hours). Students must have completed a total of 32 credits and are limited to two repetitions of the course.

**RUS -- RUSSIAN****RUS 1001 Introduction to Contemporary Russian Language and Culture**

4 Credits

Students study Russian language at the elementary level and explore contemporary Russian social, economic and political issues.

**SLN -- SIGN LANGUAGE****SLN1001: Sign Language I**

4 Credits

An introduction to the basics of American Sign Language

## **SLN1002: Sign Language II**

4 Credits

A continuation of SLN1001.

**NOTE: For academic purposes, Sign Language is considered a foreign language.**

## **SOC -- SOCIOLOGY**

### **SOC 1000 Contemporary Social Issues**

4 Credits

This course is designed to introduce students to social issues that have been mediated by such factors as race, class, age, etc. and designated “social problems” Using authentic learning assignments, students will employ a cross-cultural perspective in examining the social concerns of diverse communities as they relate to poverty, racism, crime, health care, education and the environment. Students will be encouraged to critically evaluate the process and politics involved in naming “social problems” and they will be called upon to offer alternative approaches to addressing the issues considered.

### **SOC 1007 American Culture (International Students Only)**

4 Credits

LAB FEE

SOC 1007 American Culture is designed for international students as an exploration of topics relevant to contemporary American culture. Providing background on the United States from the European encounter through the present day. The course focuses primarily on post-World War II developments in urbanizations, industrialization, regional expansion, immigration, and consumer society. Areas of study include geography; domestic politics and international relations; trade, industry, and the economy; demographics; religion; civil rights; social trends; popular culture; technology; media; and family. Students will read primary and secondary texts, participate in class discussion, research and prepare written and oral reports on selected topics, conduct surveys, and use video and multimedia tools to obtain and disseminate information on course contents.

### **SOC 1025 Introduction to Sociology (majors/minors only)**

4 Credits

This course introduces the student to the main concepts, theories, methods and issues in Sociology. The students will learn to employ their “sociological imagination” in an attempt to understand culture and society while becoming more aware of the social forces that shape and change their lives.

### **SOC 2000 21st Century Societies**

4 Credits

Prerequisite SOC 1000 or 1025

In this contemporary look at both domestic and global societies, popular culture, current events and emerging social institutions (i.e. mass media, sports, science and medicine, and the military) will be explored. Through critical examination and active learning, students will consider the ways in which contemporary culture, social structure, and society continues to evolve.

### **SOC 2001 Sociological Theory**

4 Credits

Prerequisites: SOC 1000 or 1025 OR permission of the instructor

This course examines and explores classical and contemporary sociological theories. Structural Functionalism, Conflict Theory, Symbolic Interactionism, Postmodernism, and specific theories of Deviance will be considered. The perspectives will be examined in detail and students will analyze current social

phenomenon using the basic tenants of those theories. In addition, students will learn how to discern primary and secondary sources, learn to format using APA guidelines and evaluate scholarly articles.

### **SOC 2004 School, Family, and Community**

4 Credits

This course emphasizes the social links between school, home, and community. Case studies will be presented from several cultures, concentrating on American cultures, including urban and rural minorities. Students will consider the role of communication both verbal and non-verbal and its significance in cultivating and maintaining the relationship between the education system, the family and the larger community.

### **SOC 2005 Global Societies and Systems**

4 credits

Prerequisites: SOC 1000 OR permission of the instructor

This course will define and explore the complex issues of globalization including the mass relations and integration of societies from various countries throughout the world. The critical examination of complex issues such as political structures, technology, economic systems, health, culture and the environment will provide students with an understanding of the mechanics of globalization. An in-depth study of the theories of globalization will allow students to understand the process of globalization and accurately debate this controversial issue. To better understand and evaluate the effects of globalization, students will examine and compare both modern and post-modern globalization.

### **SOC 2025 Sociology of Religion**

4 Credits

In this course students will examine religion and the ways in which religion, culture and politics interact both in the domestic and global spheres. Specific emphasis will be placed on fundamentalism and fundamentalist movements, and the ways in which they are used to legitimize both social cohesion and conflict.

### **SOC 2050 Race and Ethnicity**

4 Credits

This course is a comparative inquiry into the sociological perspective of racial and ethnic thinking which creates societal discord and social inequality. The course provides analysis and research into historical and contemporary patterns of racial and ethnic relations both in a domestic and global context. Students will be given the opportunity to reflect on their own values and to consider strategies to combat discrimination, oppression, and deprivation as well as consider ways in which to promote social and economic justice.

### **SOC 3001 Gender and Sexuality**

4 Credits

Prerequisites: SOC1000 or 1025; junior standing or permission of the Department Chair

This course is an introduction to the subfield of gender studies and examines the complicated relationships between biological sex, cultural gender, and human sexuality. In order to better understand these complicated relationships, students will consider both global and domestic cultures and the ways in which sex, gender, and sexuality contribute to: identify formation; social status; social and political power; marriage and family; and morality in those cultures.

### **SOC 3002 Intimate Relationships**

4 Credits

Prerequisite SOC 1000 or 1025; junior standing or permission of instructor

In this course students will explore dating, love, marriage and friendship in a variety of contexts and forms. Contemplating intimacy historically, currently, domestically and cross-culturally, students will consider the

various scripts, rituals and social constructions employed when engaging in intimate activity. Finally, the violence that all too often accompanies intimate relationships will be examined.  
[Human Services; Criminal Justice Concentration Requirement]

### **SOC 3003 Living on the Edge: Perceptions of a Stratified Society**

4 Credits

Prerequisite SOC 1000 or 1025; junior standing or permission of the Department Chair

This course analyzes and explores social class and extremes of wealth and poverty. In contemplating the continuing controversy over the causes and explanations of socioeconomic inequality, students will engage in active learning assignments which allow them to critically reflect upon theories, programs, policies, values, and attitudes that both reflect and create the stratified world in which we live. Students will be expected to filter current events through this lens of stratification.

### **SOC 3004 Trauma and Disaster**

4 Credits

Prerequisite SOC 1000 or SOC 1025; junior standing; and permission of instructor

This course is designed to examine the aftermath of disaster in American society. The course will rely upon authentic learning assignments as students explore traumatic events, both historical and current (significant emphasis will be placed on more recent occurrences). The traditional social institutions (family, religion, education, government, and the economy) will be examined along with emerging social institutions (mass media, sports, healthcare, military). The breakdown or failure of social institutions and the causal factors will be explored. [Human Services and Criminal Justice Concentration Option]

### **SOC 3007 Deviance, Crime and Law**

4 Credits

Prerequisite SOC 1000 or SOC1025; junior standing or permission of instructor

This course will explore how “social deviance” is defined and by whom. The positivist and constructionist perspectives will be explored in an attempt to understand the creation of social norms resulting in the promulgation of laws that control society. Consideration is given to the processes of social labeling and stigmatization of “deviant” persons and groups, the development of a “deviant identity,” together with an examination of the major theories which seek to explain “deviant” behavior. The course will also explore the interaction between law and society (i.e., the relationship of law to social structure, social change).  
[Criminal Justice Concentration Requirement]

### **SOC 3021 Practice Skills for the Human Services**

4 Credits

Prerequisites : SOC 1025 and SWS 1000 or permission of instructor

This course is designed to initiate human services students to basic practice skills. Students will learn entry level counseling and interviewing skills and will explore the knowledge, values, and ethics needed for entry-level practice in a human service environment. The prerequisite to this course is Introduction to Social Work and Human Services.

### **SOC 3025 Cyber-Sociology**

4 Credits

Prerequisite SOC 1000 or 1025; junior standing or permission of instructor

This course will examine how new technologies generate new forms of society and culture; how these technologies perpetuate or overturn existing patterns of inequality and identity; and how these technologies change the larger society and culture. Engaged in active learning, students will use the technology while critically examining it.

### **SOC 3040 Social Change and Movements**

4 Credits

This course examines collective behavior, social movements, and other sources of social change both domestically and internationally. The conditions, dynamics, forms, and theories related to each of these topics will be explored in detail. Moreover, types of social movements and the stages through which they develop will be studied using both contemporary and historical examples.

### **SOC 3050 Broken Bodies**

4 Credits

Prerequisites: SOC1000 or permission of the Department Chair

This course will analyze different types of sexual violence (including, but not limited to: genital mutilation, bride burnings, honor killings, sexual exploitation by helping professionals, sexual/child trafficking, foot binding, and rape as a weapon of war) through application and exploration of sociological theories and concepts. Through the lens of social-conflict and feminist theories, this course will investigate sexual violence as a human rights and social justice issue. In addition, students will learn how to discern primary and secondary sources, learn to format using APA guidelines, and evaluate journal articles.

### **SOC 3080 Sociology of Media**

4 Credits

Prerequisites: SOC1000 or permission of the Department Chair

Using the sociological imagination, students will make analytical connections between the importance and use of both popular culture and sociology. Relying on a variety of sociological perspectives to examine the role of media and culture in everyday life (including, but not limited to: the production of culture in the mass media; classical sociological theory and the mass media; mass media effects vs. societal effects), selected films, television series documentaries, music, and contemporary articles will be examined. By exploring these various forms of media, sociological concepts, issues, themes, and perspectives will be reinforced.

### **SOC 4002 Research Methods in the Social Sciences**

4 Credits

Prerequisite: SOC 1025; MTH 1500; MTH 1505; junior standing or permission of instructor

This course is designed to teach students how to both conduct and evaluate original research in the Social Sciences. As this course aims to prepare students to be "Social Scientists", students will learn about a variety of research methods (survey design will receive particular attention) by engaging in authentic assignments which require them to conduct their own research, students will learn about case study analysis, secondary source analysis and the experimental design and the foundations of ethical research. The Statistical Package for the Social Sciences (SPSS) will be used regularly as students learn how to create a data set, and read, analyze and interpret data output.

### **SOC 4005 Senior Seminar in Sociology**

4 Credits

Prerequisite SOC 1025; senior standing

This is the capstone course for all Sociology majors. In this course students will: review the main methods, theories and concepts used by sociologists; examine current events by employing the sociological imagination and other sociological principles; and explore various career options by researching selected companies or organizations.

### **SOC 4010 Field Work in Sociology**

4 Credits

Prerequisites: successful completion of SOC4005 with a "C" or better and an overall GPA of 2.75

Students will engage in supervised fieldwork in an area related to sociology during the spring semester of their senior year. With the approval and supervision of the fieldwork instructor, students will identify and select a work site (some sites require application). Students will meet as a class to discuss their fieldwork experience, leadership and issues of organizational culture. Students who do not meet the academic prerequisites must enroll in an alternative sociology elective at the 3000 level or above.

### **SPN -- SPANISH**

#### **SPN 1001-0102 Elementary Spanish I & II**

4 Credits/Semester

The student will learn to develop skills in reading, writing, and speaking Spanish. By the end of the year the student will be able to read short Spanish texts, to understand native idiomatic speech, and to converse in simple Spanish.

#### **SPN 2001-2002 Intermediate Spanish I & II**

4 Credits/Semester (3 Hours Lecture; 1 Hour

Language Lab)

In the second year students will improve their language skills. They will learn the arts of more complex writing and conversation. A minimum of one hour per week of language laboratory or its equivalent is required.

### **SWS -- SOCIAL WORK**

**Note: Students will apply to the BSW program in the spring of their sophomore year. First and second year students planning to apply to the BSW Program are advised to major in "Pre-Social Work." Successful completion of 54 credits with a minimum GPA of 2.8 is required for entrance into the program.**

#### **SWS 1000 Introduction to Social Work and Human Services**

4 Credits

Open to non-majors

This course provides an overview of the fundamental aspects of the helping professions and gives students the opportunity to consider their interest in and potential for social work practice. Students will be introduced to the values and ethics of the social work profession and learn the stages of the helping process. Various fields of practice will be explored, and issues such as poverty and homelessness, mental health and child welfare will be examined.

#### **SWS 3000 Human Behavior and the Social Environment (Majors only)**

4 Credits

Prerequisite: SWS 1000

This course examines the reciprocal relationship between human behavior and social environments. The focus of this course will be the biological, psychological and sociological aspects of individual development from the prenatal period through late adulthood. The range of social systems in which people live and the ways social systems promote or deter people in maintaining or achieving health and well-being will be examined.

**SWS 3001 Social Welfare Policy and Services I (Majors only)**

4 Credits

In this course, students will explore the history and philosophy of social work and social welfare policy in the United States. Divergent perspectives on social justice will be examined, as well as a variety of social, political and economic factors that influence the development of policy at the local, state and federal levels. The impact of policy on social service delivery, social work practice and the well-being of individuals and groups in society will be introduced.

**SWS 3002 Social Welfare Policy and Services II**

4 Credits

Prerequisite: SWS 3001

The integration of social policy and social work practice will be further examined, with an emphasis on the role of the social worker as an advocate. Students will develop the knowledge and skills needed to analyze, formulate and influence contemporary social policy on a wide range of issues.

**SWS 3010 Human Behavior and the Social Environment II**

4 Credits

Prerequisite – Human Behavior and the Social Environment I

This course examines the biological, psychological and sociological aspects of individual development throughout adulthood. The reciprocal relationship between human behavior and social environments, including the range of social systems in which people live and the ways social systems promote or deter people in maintaining or achieving health and well-being, will be further considered.

**SWS/SOC 4002 Research Methods in the Social Sciences**

4 Credits

Prerequisite: MTH 1500

This course is designed to teach students how to conduct and evaluate original research in the social sciences. Students will learn about the foundations of ethical research and experimental design. Students will learn about a variety of research methods by engaging in authentic assignments which require them to conduct their own research. The Statistical Package for the Social Sciences (SPSS) will be used regularly as students develop the skills needed to create a data set, and read, analyze and interpret data output.

**SWS 3021 Social Work Practice I (Majors only)**

4 Credits

This course is designed to initiate the beginning social work student to the basic concepts of generalist social work practice. Students will be introduced to the knowledge, values and skills needed for entry-level social work practice with individuals. Each stage of the problem-solving process will be thoroughly explored, and the importance of using evidenced-based interventions will be emphasized.

**SWS 3022 Social Work Practice II**

4 Credits

Prerequisite: SWS 3021

This course is the second of three practice courses. Building on the concepts introduced in Practice I, student will begin to develop the knowledge, values and skills needed for culturally competent social work practice with families and groups.

**SWS 4023 Social Work Practice III**

4 Credits

Prerequisites: SWS 3021 and SWS 3022

This course is the last of three practice courses. Students will further integrate the knowledge, values and skills developed in Social Work Practice I and II. Emphasis will be placed on the knowledge, values and skills needed for entry-level practice with communities and organizations.

**SWS 4050 Field Work I**

6 Credits

Seniors only; Co-requisite – Field Seminar I

Field Work I provides students with a supervised work experience in a social service setting to begin to develop social work practice skills. Students will spend a minimum of 15 hours per week in their field agency throughout the semester to fulfill a minimum requirement of 210 hours. No prior social work experiences will be given credit towards this course.

**SWS 4051 Field Seminar I**

2 Credits

Students will integrate and synthesize knowledge gained in classroom and field settings through group discussion and case presentations.

**SWS 4060 Field Work II**

6 Credits

Prerequisite – Field Work I; Co-requisite – Field Seminar II

In Field Work II, students will continue to develop entry-level social work practice skills through supervised work experience. Students will spend a minimum of 15 hours per week in their field agency throughout the semester to fulfill a minimum requirement of 210 hours. No prior social work experiences will be given credit towards this course.

**SWS 4061 Field Seminar II**

2 Credits

Students will integrate and synthesize knowledge gained in classroom and field settings through group discussion and case presentations.

**SWS 4099 Senior Seminar (Majors only)**

4 Credits

This capstone course, taken in the student's final semester, will prepare students for practice as entry-level, generalist Social Workers. Students will prepare for a comprehensive social work exit examination as well as thoroughly explore a field case from engagement to evaluation. Practical information designed to prepare students for successful entrance into the social work field (such as certification, career options, networking, resume writing and interviewing skills, and continuing education opportunities) will also be explored.

**THA -- THEATRE ARTS****THA 1001 Theatre Appreciation**

4 Credits

This course offers an introduction to the Theatre from a critical as well as a production standpoint. The intent is to provide a student with the groundwork to be an interested, enlightened, perceptive spectator of Theatre. Class work includes current literature, live and recorded productions, lecture and discussions, and at least two field trips.

**THA 1002 Dance Appreciation**

4 Credits

The purpose of this course is to help the student become a more interested, enlightened, and perceptive spectator of dance. It serves as a lifetime enrichment course for students in all areas of education and is essential for students of dance and other art forms. Class work includes researching individuals and dance forms, viewing dance works live and on film, and reading dance literature.

**THA 1005 Modern Dance I**

2 Credits

The class is an introduction to modern dance techniques. Students will study body alignment, locomotor and axial movements, spatial concepts, and composition techniques. The physical and expressive qualities of movement will be explored while developing strong bodies. There is no prerequisite. The course is repeatable for credit. Students enrolled in this course may wish to participate in the Dance Company.

**THA 1007 – 1008 Ballet I & II**

2 Credits/Course

These classes are introductory courses to ballet technique and have no prerequisites. All technique classes may be repeated for credit.

**THA 1009 Acting Workshop**

2 Credits/Course

These courses are designed to provide the acting student with an area in which to acquire and develop acting skills. These techniques will aid the performer in the task of acting truthfully under an imaginary set of circumstances.

**THA 1011 Technical Practicum**

1 Credit/Production

This course gives credit for technical work in construction, sound, props and lighting. The course is open to all students and is repeatable for credit.

**THA 1012 Performance Practicum**

1 Credit/Production

This course gives credit for performance work in a production. All the cast and the stage manager are eligible. The course is open to all students and is repeatable for credit.

**THA 1013 Office Practicum**

1 Credit/Semester

This course gives credit for work done in the theatre office as related to promotion, house management and box office. The course is open to all students and is repeatable for credit.

**THA 1015-1016 Movement for Actors**

2 Credits/Course

Beginning movement classes for actors. The performer develops an understanding of the relationship of movement to characterization and the need to cultivate physical and emotional relationships in body movement. A variety of methods, such as Alexander technique, Tai Chi, and Yoga, are used to help the student create a relaxed, alert physical instrument. The course is repeatable for credit. THA 2015 is a continuation of 1015.

**THA 1017 Jazz I**

2 Credits

The class is an introduction to jazz dance techniques forms and styles. The physical and expressive qualities of movement will be explored while developing strong bodies. There is no prerequisite. The course is repeatable for credit.

**THA 1018 Aerobic Dance and Fitness**

1 Credit

This studio class will consist of intense physical and respiratory workout. Lectures cover the functioning body, injury prevention, nutrition and dietary care. This course has no prerequisites. The course is repeatable for credit.

**THA 1019 Yoga**

1 Credit

This course is a beginning level yoga class. It will focus on basic asanas (poses), breathing, relaxation and meditation. Students will improve their flexibility and body awareness. The course is repeatable for credit.

**THA 1020 Tap**

2 Credits

This class with multiple ability levels will focus on tap fundamentals. Technique and terminology is taught through rhythm exercises, short combinations of steps and across the floor work which is then put together into a longer combination. Students will progress according to their own prior training and ability. More advanced students will be given more advanced progressions to suit their skill levels. The course is repeatable for credit.

**THA 1022 Stage Combat**

2 Credits

Prerequisites: None

Stage Combat is an introduction to the basic principles and practices of hand-to-hand combat, stage fighting and other non-violent forms of staged violence. It emphasizes safety and effectiveness of execution and is based on the guidelines published by the Society of American Fight Directors (SAFD). The course focuses on understanding and application of set safety principles and techniques which will be applied to text and performance. This course is subject to change depending on the skill level of the students and at the discretion of the instructor.

Lab fee: \$125 (covers the cost of a R4 "Zorro style" rapier and leather gloves) used for the rapier fighting section of the course. Lab fee is based on cost as of Spring 2011 and is subject to change.

Required items for the course: Work out attire, supportive fitness shoes

All other items: supportive garments, knee/elbow pads are encourage but not required

Student participating in this class should be able to participate in a physically active course.

**THA 1027 Ethnic Dance**

2 Credits

This class will focus on dance from around the world. Ethnic dance helps students understand the cultural heritage in the art of dance from other countries and cultures. Class will include warm ups, working on core strength and flexibility, and dance combinations indigenous to a particular culture. The type of dance offered will vary semester to semester. This class is taught at open level. No previous dance experience is required. The course is repeatable for credit.

**THA 1050-1051 Introduction to Design and Technical Theatre**

4 Credits/Semester

**Note:** *These classes are repeatable for credit.*

These sequential courses cover the basic concepts in scene design and stage lighting, focusing on theatrical materials and methods. Supervised, practical experience introduces the student to the world of technical theatre.

**THA 1098 Tai Chi**

1 Credit

This course will introduce students to a basic 24-step Yang style form, a sequence of slow, focused, relaxing movement aimed at achieving a calming awareness and inner balance of both body and mind. Gentle warm-up exercises and breathing techniques are also included in the class format. The course is repeatable for credit.

**THA 2001-2002 Theatre History I & II**

4 Credits/Semester

The history of the theatre is offered in two separate courses. The sequence may be taken either selectively or in its entirety. By dealing with the influential forces of various cultures, traditions and technologies, the courses explore the evolution and development of the theatre as a composite art and social institution. Offered in alternate years.

**THA 2009 Acting Workshop**

2 Credits/Course

Prerequisite: Permission of the Instructor

Continuation of the techniques presented in THA 1009 and 2009. The course is repeatable for credit.

**THA 2015 Dance for Theatre**

2 Credits/Course

Prerequisite: THA 1015-1016 or Permission

This is a continuation of THA 1015-1016 with an added emphasis on dance for theatre, encompassing jazz, free style, tap, and ballet. The modern performer needs to be familiar with all forms of dance and movement in the theatre. This course will help to develop that vocabulary. The course is repeatable for credit.

**THA 2020-2021 Voice and Speech**

4 Credits/Course

This introductory course is designed to improve voice and diction. It concentrates on the basic elements of speech: rate, pitch, tone, volume, articulation and variety. The physiology of the vocal mechanism and the Phonetic Alphabet are included.

**THA 2030 Children's Theatre Tour Initiative**

2 Credits

Prerequisite: Participation in this course is by permission of the professor only.

Theories and techniques of children's theatre will be addressed and explored in this course. The entire production procedure, including play selection, plan analysis, and directing techniques and performance, will be emphasized. This course offers students an intensive experience as members of a touring company through their performance as actors, designers, stage managers, company managers, or crew members. Practical laboratory experience is gained by participating in this course. This course may be repeated for credit.

**THA 2045 Stage Management**

4 Credits/Course

Prerequisite: Sophomore Standing and Permission of Instructor

Examines the art of stage-managing and play production, including rehearsal preparations, performance responsibilities, and production process documentation. Includes intensive examination of the fundamental duty of a successful stage manager; coordinating and facilitating each of the collaborators in the theatrical process, to include performers, directors, designers, and technicians. Student will complete lab work by working as assistant stage manager for the equity CSC productions. The course is repeatable for credit.

**THA 2046 Introduction to Directing**

4 Credits/Course

Prerequisite: Sophomore Standing and Permission of Instructor

This course will be focused on the art (science) of stage direction, a brief history of its development, functions of the director, and components of the art. Specific areas to be studied are script analysis, composition, working with actors, and organizing a production. The course is repeatable for credit.

**THA 2050 Theatrical Makeup**

4 Credits

LAB FEE

This course explores the art of theatrical makeup. The student will learn the techniques associated with makeup for the stage as well as character makeup and the creation of prosthetic devices.

**THA 3001 Introduction to Dance Science and Kinesiology**

4 Credits

An introduction to the field of Dance Science for dance majors. Emphasis is placed on anatomical analysis, conditioning principles and injury prevention, with special attention given to application of information to technique class, rehearsal, choreography and individual anomalies.

**THA 3009 From Shakespeare to Coward**

2 Credits

Prerequisites: THA 2009 or Permission

Styles class focusing on special problems of period pieces. Focus will be on the manners, mores and conventions of selected historical periods. Material from these varied eras will be studied as students work to find the "truth" in playing period style.

**THA 3010 Acting for the Camera**

2 Credits

Prerequisites: THA 2009 or permission of the instructor

This will explore the technique of "Acting for the Camera." Course will be run in conjunction with the TV production class.

**THA 3015 Advanced Dance/Movement for Theatre**

2 Credits/Course

Prerequisite: THA 2015-2016 or Permission

Continuation of the forms of dance and movement in the theatre.

**THA 3020-3021 Advanced Voice and Speech**

4 Credits/Course

Prerequisite: THA 2020-2021 or Permission

This is the advanced study of vocal techniques necessary for performance in professional settings.

**THA 3024 Theatre Costume Design and Production**

4 Credits

Prerequisites: FAS 1000, FAS 2010, and FAS 3005, or Permission of the Instructor

This course is an introduction to the theory and practice of stage costume design. It includes discussion of the elements of play, script, and character analysis from the perspective of the costume designer. Students will develop a basic understanding of methods of historical research, the organization of a production, the use of elements and principles of design to convey character, and the ability to communicate design ideas through sketches. The course is hands-on and project oriented. Students will attend production meetings and assist in the costuming of a Centenary Stage Company production, and work on the costumes for a student production.

**THA 3025 Set Design for the Theatre**

4 Credits

Prerequisite: THA 1050

Interpretation of texts towards the realization of effective stage design. Styles and principles will be explored as well as the process that leads from "page to stage."

**THA 3026 Lighting Design for the Theatre**

4 Credits

Prerequisite: THA 1050

The functions of light on stage; the use of lighting equipment. Students will learn how to design and plot out the visual meaning of a production through the artful use of stage lighting.

**THA 3047 Choreography**

4 Credits

This is a practical course providing students with fundamentals of improvisation and choreography. Improvisation and composition are an integral part of a dancer's education. A study of the basic elements of dance, improvisation and composition will lead to the creation of a movement product. These practices will develop the ability to communicate ideas using the body as the instrument of expression.

**THA 3050 Playwriting**

4 Credits

Prerequisite: Permission of Instructor

This course explores the techniques of the dramatist and the playwright's creative process. What are the elements that comprise an effective piece of theatrical writing? This is a practical course with the student practicing dramatic technique.

**THA 4001 Thesis Project**

4 Credits

Prerequisite: Senior Standing and Permission

All graduating students must participate in a thesis project. This can include a major role in a main stage production or the presentation of a full-length play. This is done in consultation with the instructor.

**THA 4009 Audition Workshop**

2 Credits

Prerequisite: THA 1009, 2009, 3090 and/or Permission

The business side of the theatre: headshots, agents, finding material, dealing with cold readings, auditions, commercial techniques and interviews. Students work on finding and performing appropriate monologues for professional auditions.

**THA 4010 Dramatic Theory and Script**

**Analysis**

4 Credits

Prerequisite: Permission of instructor

Discussing the role of form in theatre. Dramatic principals of theme, character, content and plot as it relates to performance. How to break down a play, find its "spine." Analysis of genre and form. These are the basic ingredients of dramatic criticism as related to the critic, the artist, and the performer.

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**Aaron R. Bachstein**, Instructor of History; B.S., East Stroudsburg University; M.A., Villanova University  
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**Jeffrey Carter**, Assistant Professor of Criminal Justice & Public Administration and Graduate Director for Leadership and Public Administration. A.A., Raritan Valley Community College; B.A., Centenary College; CPM NJ Department of Personnel/Rutgers University; M.A., Centenary College; Doctoral learner, Northcentral University

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**Gary Friedland**, Assistant Professor of Education. B.A., Windham College; M.Ed., University of Veronda; Ed.D, Teachers College, Columbia University

**Michael Fugaro**, Associate Professor of Equine Studies and Veterinarian. B.S., University of Delaware; V.M.D, University of Pennsylvania

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**Sandra Genduso**, Associate Professor of Education and Chair of the Education Department; B.A., St. John's University; M.Ed., Hofstra University

**Linda Schwartz Green**, Professor of Education and Graduate Program Director for Special Education; B.A., University of Bridgeport; M.Ed., Eastern New Mexico University; Ph.D., University of Nebraska

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**Arlene Young**, Assistant Professor of English; B.A., M.A., Centenary College

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**William Hedges**, Professor of Chemistry. B.S., University of Illinois; M.Ed., Rutgers University; M.S., Clarkson College of Technology

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**Anthony Serafini**, Professor of Philosophy. A.B., Cornell University; Ph.D., Syracuse University

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## DIRECTORY OF OFFICES

OFFICE	LOCATION	EXTENSION
Academic Affairs	Seay Building	2420
Academic Support Center/Advising	Harris & Betts Smith Learning Center	2353
Admissions Office	Seay Building	2217, 2220
Alumni Office	Seay Building	2250
Athletics	Reeves Gymnasium	2297
Book Store	Seay Building	2319
Business Office	Seay Building	2245
Centenary Adult & Professional Studies	Parsippany	1-973-257-5190
CAPS Parsippany Office	Parsippany	1-877-437-3746
Career Center	Seay Building	2388
Centenary Performing Arts Guild	Lackland Center	2203, 2348
Chaplain	Seay Building	2234
Chartwells Food Service	Lackland Center	2205, 2339
College Relations	Seay Building	2379
Community Service	Ferry Building	2123, 2127
Computer Center	Seay Building	2362
Counseling Services	Brotherton Hall	2125, 2374
Disabilities Services Office	Harris & Betts Smith Learning Center	2168
Education Department Secretary	Brotherton Hall	2269
Educational Opportunity Fund Program	Harris & Betts Smith Learning Center	2307, 2153
Equestrian Center	Califon	1-908-832-7010
Faculty Administrative Assistant	Brotherton Hall	2228
Financial Aid Office	Seay Building	2350, 2207
Graduate Enrollment	Seay Building	2073
Health Office	Seay Building	2206
Human Resources	Seay Building	2364
International Student Services	Smith Hall	2221
Library	Taylor Memorial Learning Resource Center	2345
Maintenance Office	Maintenance Building	2301, 2302
Post Office	Seay Building	2316
President's Office	Seay Building	2300
Print Shop	Seay Building	2222
Publications	Seay Building	2328
Public Relations	Seay Building	2238, 2075
Registrar's Office	Seay Building	2214
Residence Life	Seay Building	2291
Security	Security Building	0, 2260
Special Events Coordinator	Housekeeping	2310
Student Activities	Seay Building	4291
Theatre	Lackland Center	2203, 2348
TV Studio	Lackland Center	2181
WNTI Radio Station	Lackland Center	1-908-979-4355
Women's Center	Brotherton Hall	2374

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