

# UNDERGRADUATE CATALOG

2015-2016



CENTENARY COLLEGE<sup>®</sup>   
NEW JERSEY

# 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.**



2015-2016

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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## **2015-2016 ACADEMIC CALENDAR**

*Please note: Every Monday and Wednesday at 3:00 p.m. to 4:00 p.m. during both semesters are reserved for Faculty Meetings, Academic Department Meetings, Faculty Shared Governance Meetings, and Faculty Senate.*

### **Fall 2015 Semester**

August	29 31	Sat Mon	New students arrive; orientation begins Returning students arrive
September	1	Tue	Faculty are on campus for workshops, advising, and department meetings
	2	Wed	Day, evening, OL and OL-1 classes begin; Add/Drop and late registration period begins; Tuition refund policy in effect
	7	Mon	Labor Day – Offices closed; No classes
	8	Tue	Last day for adding classes and late registration
	15	Tue	Fall 2015 Convocation/Founders Day
	18	Fri	Last day for incomplete grades from the Spring and Summer 2015 sessions to be posted in Moodle/Registrar's Office
October	2	Fri	Last day to file an application with the Registrar's Office for January 2016 graduation
	21	Wed	Mid-semester progress reports due in the Academic Success and Advising Center
	21	Wed	Last day to withdraw from a traditional semester-based class without incurring an automatic "F"
	24	Sat	Last day for OL-1 classes
	25	Sun	OL-2 classes begin
November	9	Mon	Early registration for the Spring 2016 Semester begins
	25-27	Wed-Fri	Thanksgiving Break – No classes; Offices closed
December	19	Sat	Last day for OL and OL-2 classes
	15-21	Tue-Mon	Exam week; Classes meet at their regularly scheduled times. Final grades are to be posted in Moodle/Registrar's Office within 48 hours of last class
	21	Mon	Last day of classes; End of the Fall 2015 Semester
	24-31	Wed-Thu	Holiday Break – Offices closed
January	1-4	Fri-Fri	Holiday Break – Offices closed
<b>*The last day to withdraw from any other class-delivery format without incurring an automatic "F" is 50% into the course duration.</b>			



### Spring 2016 Semester

January	5	Tue	Offices reopen
	9	Sat	January Commencement (Snow date January 10, 2016)
	14	Thu	Faculty are on campus for workshops, advising, and department meetings
	17	Sun	New and returning students arrive
	18	Mon	Orientation and advising of new students
	19	Tue	Day, evening, OL and OL-1 classes begin; add/drop and late registration period begins; Tuition refund policy in effect
	26	Mon	Last day for adding classes and late registration
February	5	Fri	Last day for incomplete grades from Fall to be posted in Moodle/Registrar's Office
March	4	Fri	Last day to file an application with the Registrar's Office for May 2016 graduation
	9	Wed	Mid-semester progress reports due in the Academic Success and Advising Center
	9	Wed	Last day to withdraw from a traditional semester-based class without incurring an automatic "F"
	12	Sat	Last day for OL-1 classes
	13	Sun	OL-2 classes begin
	21-24	Mon-Thu	Spring Break – No classes; Offices open
	25	Fri	Good Friday – No classes; Offices closed
	28	Mon	Early registration for the Fall 2016 Semester and Summer 2016 Sessions begins
May	3-9	Tue-Mon	Exam week; Classes meet at their regularly scheduled times; Final grades are to be posted in Moodle/Registrar's Office within 48 hours of last class
	7		
	9	Sat	Last day for OL and OL-2 classes
	10	Mon	Last day of classes
		Tue	Rehearsal for Commencement 6:00 p.m. to 7:00 p.m.; Alumni Send Off follows in the Lackland Center
	11	Wed	All grades must be posted by the faculty in the Registrar's Office on or before but no later than the end of the work day
	14	Sat	Commencement Ceremony
<b>*The last day to withdraw from any other class-delivery format without incurring an automatic "F" is 50% into the course duration.</b>			

### Summer I, 2016

May	16	Mon	Summer I classes begin; Tuition refund policy in effect
	18	Wed	Last day for adding classes and late registration for Summer I
	27-30-	Fri-Mon	Memorial Day Holiday Weekend – No classes; Offices closed
June	2	Thu	*Last day to withdraw from a Summer I class without incurring an automatic "F"
	30	Thu	Last day of Summer I classes
<b>*The last day to withdraw from any other class-delivery format without incurring an automatic "F" is 50% into the course duration.</b>			

### Summer II, 2016

July	4	Mon	Fourth of July Holiday – No classes; Offices closed
	5	Tue	Summer II classes begin; Tuition refund policy in effect
	7	Thu	Last day for adding classes and late registration for Summer II
	23	Thu	*Last day to withdraw from a Summer II class without incurring an automatic “F”
August	5	Fri	Last day to file an application with the Registrar’s Office for September 2016 graduation
	18	Thu	Last day of Summer II classes
<b>*The last day to withdraw from any other class-delivery format without incurring an automatic “F” is 50% into the course duration.</b>			

### Summer 2016 Online Calendar

June	5	Sun	Online courses begin
	7	Tue	Last day for adding classes and late registration for Summer Online courses
July	2	Sat	Last day to withdraw from a Summer online class without incurring an automatic “F”
	30	Sat	Online courses end
<b>*The last day to withdraw from any other class-delivery format without incurring an automatic “F” is 50% into the course duration.</b>			

# 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 School for Professional Studies (SPS), originally known as the Center for Adult and Professional Studies (CAPS), an accelerated degree program at both the baccalaureate and master level designed 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 (now the School 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.

In 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 Leadership and Public Administration, a Master of Arts (MA) in Education: Educational Leadership, an online Master of Education (MEd) in Educational

Practice, and a Master of Education (MEd) in Reading. With the fall 2014 semester, Centenary is adding a Master of Health Administration to its offerings through the School of Professional Studies. 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 from the Freshman through the Senior level 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.

Centenary also has off-campus learning centers located in Parsippany and Metropark, New Jersey. These centers are part of the College's School of Professional Studies' non-traditional degree programs, offering working adults with the opportunity to earn associate, bachelor, or master degrees through accelerated on-ground or online programs.

### **Vision Statement**

Centenary College strives to be a leader in career-focused liberal arts studies offering programs to motivated learners seeking a degree, professional development, or lifelong learning. The fundamental belief in the potential of each student drives the educational environment at Centenary College. A strong liberal arts and sciences base combined with compelling career-focused programs will continue to prepare Centenary students for careers today and tomorrow, fostering a commitment to a lifetime of service and learning.

### **Mission Statement**

Centenary College is an inclusive and collaborative learning community dedicated to preparing its students to enter society as professional and global citizens by providing experiences that foster skills of critical thought and purposeful action. The Centenary experience is distinguished by a fundamental belief in the full potential of each student, a strong liberal arts foundation, career preparation, and a culture of service to the community and to the world.

### **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 Council for the Accreditation of Educator Preparation (CAEP). 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

**Council for the Accreditation of Educator Preparation**

2010 Massachusetts Ave., NW  
Suite 500  
Washington, D.C. 20036  
Telephone: (202)223-0077

**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. The writing portion is recommended for both the ACT and SAT. 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. Students are welcome to apply using the Common Application or the Centenary Application.
2. Official transcript of school records
3. SAT or ACT scores (writing component recommended).
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 School of International Programs.

For students seeking admission into either the Visual Arts: Graphic Design or Visual Arts: Studio Art 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 Studio Art program or the Graphic Design 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 placement into the courses in 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. Transfer students with 24 or more transferable credits 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 cumulative college GPA. Academic awards are renewable, providing the student maintains satisfactory academic progress each year.

### **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 may be eligible for a Phi Theta Kappa Scholarship. Transfer students who have completed their Associate Degrees may be eligible for a Recognition 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**

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, with a description of the curriculum used.
2. A transcript or record of courses successfully completed, that demonstrates completion of a high school curriculum, 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 (writing component required).
4. Application essay.
5. Letter of recommendation

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**

Sixteen (16) academic units, with the following distribution of high school course units included:

English	4 units
History	3 units
Mathematics	3 units
Science	3 units, including at least one lab
Language	2 units (recommended)
Other Course Work	1-3 units

### **Considered for Admission**

To be considered for admission to the College, a student is expected to have a minimum High School GPA of 2.4 or above, SAT critical reading and math composite 850 or above, or ACT composite of 18 and a College-prep curriculum. Students who do not meet the above guidelines for consideration will be reviewed on an individual basis.

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

The Educational Opportunity Program (EOP) 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 Educational Opportunity Program. Once accepted, initial freshmen students are required to participate in a 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. EOP students are required to fulfill all requirements as stipulated in the college catalog and the EOP Program. Additional information on EOP appears under Special Programs.

### **Step Ahead Program**

The Summer Transition and Enrichment Program (STEP) is designed to enhance the development of a student's self-advocacy, independence, interpersonal, and academic skills. The primary goal of STEP is to appropriately prepare the student for college-level work. Enrollment is limited to students who have specific learning disabilities and whose educational background indicates a need for basic skills remediation, developmental education, or specialized supported challenges designed to address academic, social, and emotional concerns. Admission to the program is limited to those students who have been accepted for and intend to enroll at Centenary College in the fall semester, and may be a contingency of an offer to admission in the fall.

There is an additional fee for this program. Please visit [www.centenarycollege.edu](http://www.centenarycollege.edu) for current charges. 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 2.00 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 Transfer Admissions Office for evaluation of transfer credit, as well as a teacher recommendation. 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 Transfer 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 Transfer 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 EOP 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 deposit(s).

### **Readmission**

Readmission to Centenary College is not automatic. Students seeking readmission to Centenary should contact the Transfer Admissions Office to initiate the process which includes clearance from the Business Office, Registrar's Office, Student Services, and Financial Aid Office. Procedures for readmission apply to those students who have previously attended Centenary, left the College for a period of at least one year, 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. Official transcripts from all institutions attended in the interim must be forwarded to the Admissions Office. No additional application fees are charged for students seeking readmission.

### **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. 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, including a clear indication that you have graduated, 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 (ACE). 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;
4. Admission essay.

#### **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. SAT or ACT scores if completed less than 24 college credits
4. Complete immunization records;
5. Admission essay.

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

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

#### **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;
4. Admission essay.

**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;
3. Official college transcript may be required if prerequisites are required.

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 accepted application is valid for one calendar year. After that time, the student must reapply and pay another application fee.

**Non-Matriculation Policy**

A non-matriculated student (non-degree) is a student who is taking credit bearing courses but not pursuing a degree. Non-matriculated students may register for courses on a space available basis, must demonstrate course pre-requisites, and may need approval from the respective departments of the College. Non-matriculated students register in-person after degree students have completed their registration. Non-matriculated students may take up to a maximum sixteen (16) credits in this status. Students looking to pursue a degree should not apply as a non-matriculated student. Non-matriculated students may be eligible for limited financial aid.



## FINANCIAL INFORMATION

### Financial Aid

Centenary College provides information and counseling related to federal, state, and institutional financial aid programs. Anyone seeking financial assistance should submit the **Free Application for Federal Student Aid (FAFSA)** online at [www.fafsa.gov](http://www.fafsa.gov). Since some resources are limited, priority is given to new students who complete their FAFSA by February 15<sup>th</sup> and continuing students who complete their FAFSA and other missing information by April 1<sup>st</sup>. When completing the FAFSA, enter Centenary College's school code, **002599**. Centenary College administers federal, state, and institutional financial aid without regard to gender, race, color, handicap, age, and national or ethnic origin.

Students who qualify for financial assistance will not be awarded aid over the estimated cost of attendance.

### Application Deadlines

Deadline dates are different for federal, state and institutional aid:

- New students are encouraged to complete their FAFSA by February 15<sup>th</sup>.
- New Jersey Tuition Aid Grant (TAG) deadline for students who have not previously received TAG is no later than October 1<sup>st</sup>.
- Continuing students are encouraged to complete their FAFSA by April 1<sup>st</sup>.
- New Jersey Tuition Aid Grant (TAG) deadline for students who have received TAG in the past is June 1<sup>st</sup>.

### Federal grants include:

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

### State grants include:

- Tuition Assistance Grant (TAG)
- Educational Opportunity Fund (EOP)

### Student loan opportunities include:

- Federal Direct Subsidized Loans
- Federal Direct Unsubsidized Loans
- Federal Perkins Loans
- Federal Graduate PLUS loans
- Alternative (Private) Loans

### Parent Loan includes:

- Federal Parent PLUS Loan

For more information about these and other financial aid opportunities, please visit the financial aid website at [www.centenarycollege.edu/finaid](http://www.centenarycollege.edu/finaid).

### Student Employment

Centenary College offers need-based Federal Work Study and Institutional College Work Study funds to eligible students. Opportunities exist to work at various locations on and off campus including designated community service locations.

Students are paid monthly for their hours worked. In order to maintain eligibility, students must maintain half time enrollment each semester.

For more information about Student Employment, please visit [www.centenarycollege.edu](http://www.centenarycollege.edu) and search student employment.

### **Financial Aid Eligibility**

To be eligible for federal and state financial aid programs, students must:

- be accepted as a student in an eligible associates, bachelors, or graduate degree program;
- be making satisfactory academic progress for financial aid purposes;
- have a high school diploma, General Education Development (GED) certificate;
- be a U.S. citizen or eligible non-citizen (this includes green card holders);
- have a valid Social Security Number;
- register with Selective Service if required; and
- not be in default on a previously awarded student loan or owe a refund on a previously awarded grant.

Different types of financial aid may have additional eligibility criteria. Many forms of financial aid are available for students in study abroad or study away programs as well. Please visit our website at [www.centenarycollege.edu/financialaid](http://www.centenarycollege.edu/financialaid) for more information about how financial aid can be applied to your study abroad or study away program.

### **Satisfactory Academic Progress**

The Financial Aid Office measures Satisfactory Academic Progress (SAP) at the end of each payment period for aid eligibility for the following payment period. 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. Our full SAP Policy is available under the Policies section of our website at [www.centenarycollege.edu/financialaid](http://www.centenarycollege.edu/financialaid).

### **Withdrawal Policy for Financial Aid**

Should a student withdraw from any or all courses (officially or unofficially), his/her aid may be adjusted in accordance with federal and state and institutional regulations. Tuition and other charges will be adjusted according to the institution's refund policy. Withdrawal could impact aid that has been awarded for tuition and living expenses. Our full Withdrawal Policy is available under the Policies section of our website at [www.centenarycollege.edu/financialaid](http://www.centenarycollege.edu/financialaid). To initiate a withdrawal, a "Withdrawal Form" must be completed with the Office of Student Life. Please contact the Office of Student Life at 908-852-1400, ext. 4291, to complete the withdrawal form.

### **Veteran's Benefits**

Educational benefits may be available to eligible veterans and veteran's dependents. Students who believe that they are eligible for such benefits should contact the Director of Veteran Services, Margie Pavlichko, at 908-852-1400, ext. 2318, or by e-mail at [pavlichkom@centenarycollege.edu](mailto:pavlichkom@centenarycollege.edu).

### **Centenary College Institutional Refund Policy**

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, which must be repaid directly to the federal government. For detailed information or examples of the application of these policies, please contact the Student Billing Office at 908-852-1400, ext. 2365 or [bursar@centenarycollege.edu](mailto:bursar@centenarycollege.edu).

Note: All students are strongly encouraged to contact the Financial Aid Office (extension 2350) and the Bursar's Office (extension 2365) to discuss the financial implications prior to withdrawing or taking a leave of absence.

### **Institutional Refund Policy for Traditional Undergraduate Students for the Fall and Spring Semesters\***

Refund 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 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 Traditional Undergraduate Students for the Summer Sessions**

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

Withdrawal Prior to the 1st day of a Summer Session	...	100%
Withdrawal During the 1st week of a Summer Session	...	75%
Withdrawal During the 2nd week of a Summer Session	...	50%
Withdrawal After the 2nd week of a Summer Session	...	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 or a course. **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 Online Accelerated Undergraduate (main campus eight-week online courses) Courses**

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. 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 as applicable.

Note: Any student receiving federal/state grants or loans is strongly encouraged to contact the Financial Aid Office (extension 2350) and the Bursar's Office (extension 2365) before withdrawing or taking a leave-of-absence.

### **Exceptions to Refund Policy**

The following pertains to all College refund policies. Exceptions to the College refund policy may be made based on documentation of extraordinary circumstances, such as a medical condition/emergency or accident. Requests for extraordinary circumstances should be submitted immediately; however, no request will be considered 30 days beyond the end of the term in question. In most cases, the exception will be to pro-rate the costs of the term based on number of weeks attended prior to withdrawing or taking a leave-of-absence.

To apply for an exception, you will need to submit a brief written statement of explanation and documentation to:

Centenary College  
Bursar's Office  
400 Jefferson Street  
Hackettstown, NJ 07840  
FAX: 908-850-8313  
bursar@centenarycollege.edu

\*Changes Effective July 1, 2012

### **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. If payment criteria are not met before the start of the semester, the student may be dropped from his/her courses. Once payment or satisfactory payment arrangements have been completed, the student may be allowed to re-register but will not be guaranteed placement in his/her originally scheduled course(s). A late payment fee will be charged prior to the student being allowed to re-register. Also, if prior payment criteria are not completed the student's account may be considered past due and charged a late payment fee. Past due accounts may 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, return of laptop (if required), return of athletic equipment, 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 all past due charges as well as collection agency contingency fees up to a maximum of 50% of the delinquent account balance, late payment penalties, reasonable attorney's fees, and court costs the College incurs in the process of collecting on a delinquent account. A delinquent account may also be reported to a national credit bureau.

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. The College and its agents, representatives, attorneys, and

contractors (including collection agencies) have the right to contact a student through their mobile phone, home phone, and e-mail, including by way of text, automated message calls, or auto dialer.

**For the latest and most up-to-date information on tuition and fees, please contact the Student Billing 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 Provost/Chief Academic Officer 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, first-time full-time Freshmen, and part-time and transfer students, takes place in-person through the Office of Academic Success or the Office of Transfer Admissions respectively. Returning students who did not register prior to the start of an academic term may register at the beginning of each semester on dates to be set forth in the Academic Calendar.

Early registration is held for continuing students during the semester in which they are presently enrolled. Continuing students who have Sophomore or above standing are able to register themselves online. Continuing students who have Freshman standing must register through their assigned academic advisor. All students, prior to their registration, are strongly advised to consult with their academic advisors concerning potential course selection. Students will be provided with information and instructions concerning registration, including dates and procedures to be followed, by the Registrar's Office.

### **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 two eight-week online classes during a given eight-week period.
8. Students with special circumstances may petition the Office of the Provost/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, may 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 may 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.

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. 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. 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/Fail 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).

### **Policy on Repeating a Course**

A student can opt to retake a course in which he/she has earned a grade of F, WF, D-, D, D+, or C- **once only**. This is strongly recommended when the course is part of the student's selected major or related major requirements. Grades of F or WF in required courses must be repeated. When the student retakes a course according to this policy, the second grade received in the course will be used in calculating the student's cumulative grade point average regardless of whether the grade earned in the course being retaken is higher or lower than that received in the first attempt. Both the original grade and the repeat grade will appear on a student's academic transcript. Credit for a repeated course is counted only once toward the number of earned credits required by Centenary College for a student to earn a degree. In the event a student is unsuccessful after repeating a required course in her/his major, he/she must change her/his major selection.

For this policy to take effect, the course in question must be retaken at Centenary College. If the student retakes the course at another institution, the original grade in the course taken at Centenary remains in the student's cumulative grade point average. If a student who repeats a course receives a W, the original grade will prevail. Exceptions to this policy are internships, independent studies, practicum courses, field study courses, special topic courses, and specific courses that are considered to be repeatable in accordance with individual departmental policies.

### **Audits**

A student may audit a course with the consent of their academic advisor or Department Chairperson. 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 graded and 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.

Students who are administratively withdrawn from a class may, within five business days from the date of the withdrawal, file an appeal with the Academic Review Board (ARB) through the Senior Director of the Academic Success and Advising Center (ASAC). Upon receipt of the appeal, the Senior Director of the ASAC will notify the respective faculty member or members and the student, by policy, will be allowed to attend and participate in the class or classes until the appeal is heard. Both the student and the faculty member or members will be notified of the hearing and invited to attend said meeting. The student is required to attend the appeal meeting except in unusual circumstances. If either the instructor or student is unable to attend the appeal meeting, they are expected to submit in writing relevant information to the ARB. At the hearing the student is entitled to be accompanied by his/her academic advisor and/or an appropriate member of the College's support staff. After hearing the appeal, the ARB will make its decision in executive session. The decision of the ARB is final.

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 or arbitrary application of an instructor's grading policy for a course, he/she must begin the following procedures on or before but no later than the fifteenth (15<sup>th</sup>) business day following the semester in which the grievance occurred: To initiate a grievance, a student must follow the appropriate process as indicated below:

- (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 Chairperson to discuss the issue in an attempt to resolve the conflict;
- (3) if the instructor in question is the Department Chairperson, then the student must make an appointment with the Provost/Chief Academic Officer to discuss his/her concerns;
- (4) If still dissatisfied, the student then must file a written appeal explaining his/her situation to the Senior Director of Academic Success and Advising Center (ASAC) and request a hearing with the Academic Review Board (ARB), clearly stating the reason for the request, and provide, when appropriate, supporting documentation.

If the Senior Director of ASAC in consultation with the Department Chairperson and/or the Provost/Chief Academic Officer feels that there is no merit in the complaint, the original decision of the faculty member will stand. If the Director feels there is enough reason to question the misapplication or arbitrary application of the grading policy, the Director will refer the grievance to the Academic Review Board for a hearing. The hearing will be held at the next regularly scheduled meeting. Both the student and the instructor are required to attend the grievance hearing. If the instructor is unable to attend, the Department Chairperson at his/her discretion may choose to attend instead. The Department Chairperson may also attend with the instructor if he/she chooses to do so. The student may request that his/her academic advisor and/or an appropriate member of the College's support staff be allowed to accompany her/him to the hearing to provide support and consultation. The student will have approximately fifteen minutes to present his/her case. The decision of the Academic Review Board is final. Students who have a question about the grievance process may schedule an appointment with the Director of ASAC to discuss the grievance process.

### **Academic Progress Guidelines**

The goal of Centenary College is to have all of its students show consistent progress toward their chosen degree. To maintain consistent progress it is strongly recommended that full-time degree students earn a minimum of 32 credit hours in any academic year. The College may advise a student to attend summer sessions at either Centenary or another accredited institution (with permission) in order to maintain appropriate progress toward their projected date of graduation.

### **Class Standing**

Class standing at Centenary is determined by the number of earned credits a student completes over two academic semesters, and includes credits received in transfer or advanced standing. Full-time students are expected to progress from one class to the next over a given academic year. A student's class standing is determined as follows:

<b>Freshman</b>	0-23 credits
<b>Sophomore</b>	24-55 credits
<b>Junior</b>	56-87 credits

**Senior**

88 or more credits

**Full-Time Students**

Students who carry 12 or more semester credits in a given academic semester 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. Half-Time students are defined as those who are registered for minimally eight (8) credits, but fewer than 12 credits, per semester. Less-Than-Half-Time students are defined as those who are registered for less than eight (8) credits per semester. 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 are expected to satisfy the accumulated academic credit hours and GPA minimum requirements listed below.

**Change of Major, Concentration and/or Academic Advisor**

Students who are changing their majors, concentrations, and/or academic advisor must begin the process by access the "Change Your Major/Minor" form through My.Centenary, "Course Offerings, Catalog, and Registrar" link. For students to have access to the correct automated degree audit, the correct major or majors for double majors must be posted in the Student Information Systems. For more information, call the Registrar's Office, extension 2214.

**Change-of-Status**

Students who are contemplating a change-of-status from full-time to part-time or part-time to full-time must begin the process in the Registrar's Office. Students must understand that a change-of-status may have financial, financial aid, and/or residency implications. Therefore, students who are in the process of changing their status are strongly advised to discuss these changes with the Office of Student Life, the Office of Financial Aid, and the Bursar's Office prior to finalizing the change. Students who are changing from part-time to full-time will be referred to the Office of Transfer Admission for consideration of eligibility for Centenary financial aid.

**Leave of Absence**

Leaves of absence are permitted under special circumstances. Students applying for a leave-of-absence must complete a "Leave of Absence" request with the Office of Student Life and provide the appropriate documentation to support the request. 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 Dean of Student Life.

**Withdrawal from the College**

Full-time students who deem it necessary to withdraw from the College at any time should begin the process in the Office of Student Life where they would complete the appropriate documentation and provide the College with information as to why they are withdrawing during an exit interview. Students who do not formerly withdraw from the College will be administratively withdrawn from Centenary as soon as the College becomes aware that the student is no longer participating in his/her classes and after out-reach efforts have failed.

**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 2.000 13 - 23 credits 2.000	<b>Sophomore year</b>	24 - 39 credits 2.000 40 - 55 credits 2.000
<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.

### **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 Probation 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.

### **Maximum Time Frame**

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

**Full-Time:** 11 semesters or its equivalent

**Half-Time:** 16 semesters or its equivalent

**Less Than Half-Time:** 32 semesters or its equivalent

### **Dismissal from the College**

Any student who is on academic 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 (ARB).

Students on Academic Probation must indicate their willingness to meet certain criteria established by the ARB in order to remain at the College. Mandatory meetings with the Director of the Academic Success and

Advising Center or appropriate support staff once per week are a central part of the criteria. Progress will be periodically reviewed by the ARB. Students not meeting the agreed upon criteria may be dismissed at any time during the semester after a hearing or at the end of the semester if they have not made adequate academic progress while on Academic Probation. 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 of Dismissals**

Any student who has been dismissed by the College may appeal in writing to the ARB through the Senior Director of the Academic Success and Advising Center (ASAC). 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. As part of the appeals process, the student may request that his/her academic advisor and/or an appropriate member of the College's support staff be allowed to accompany her/him to the hearing to provide support and consultation. As this hearing is part of the internal due process procedures of the College, legal representation at this time is neither recommended nor allowed. 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 After Dismissal**

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. The Academic Review Board will review the student's progress to determine whether or not readmission is warranted.

### **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.
7. Each violation will be recorded by the professor on an Academic Code of Conduct Violation form and submitted electronically to the Director of Academic Success and Advising Center who will maintain a file of violations. The Director will inform the student that he/she has received a form and that any further infractions will cause the student to be called to meet with the ARB for a hearing that could result in dismissal. Recommendations for more severe sanctions may also come from the Director or Professor and forwarded to the ARB without a second offence occurring. Students have the right to appeal sanctions to the ARB in compliance with the policies of Centenary College and the "Academic Code of Conduct."

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.**

### **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 Education, 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.**

## **Issuance of Diplomas**

Diplomas are issued following the time in which a student's degree is conferred. To assure the integrity of Centenary's diplomas, the College does not, subject to the circumstances in the policy on "Replacement of Diplomas" below, issue a duplicate of an outstanding original. Diplomas are issued in accordance with the name on the College's student information system. If a student wishes to process a change-of-name with the College, he/she must submit a "Change-of-Name" request with the Registrar's Office.

## **Replacement of a Diploma**

If a student loses or damages his/her diploma, the College will provide, upon proper deposition and the payment of a fee to cover the cost, a replacement diploma. Prior to issuing the replacement diploma, the College requires the return of the damaged diploma or, in the case of a lost or completely destroyed

diploma, the submission of a notarized affidavit signifying such. A check or money order in the amount of \$50, payable to Centenary College, must accompany the replacement order. For a replacement diploma, please contact the Office of the College Registrar, 400 Jefferson Street, Hackettstown, NJ 07840.

### **Change of Name**

A request for a change-of-name by a Centenary student is made through the Office of the College Registrar. A change-of-name request will be considered for any of the following reasons: marriage; divorce; naturalization; court-ordered change. All requests for a change-of-name must be accompanied by the proper documentation as well as a state issued driver's license or ID. Change-of-name forms can be accessed through the Registrar's Office in the Seay Building.

Requests from Centenary graduates for a change-of-name after graduation will be reviewed on an individual basis. Typically, requests for a change-of-name due to marriage, divorce, naturalization, or a court-ordered change-of-name will be considered. In making this request, the student should state the basis for the name change. Photocopies of relevant legal documents should be included. If the request is approved, the original diploma must be returned together with a check or money order in the amount of \$50 payable to Centenary College. The name will be changed on the student's academic record (SIS) and the new diploma with the same name will be ready for delivery within three-to-four weeks.

### **Family Educational Rights and Privacy Act (FERPA) Policy**

#### **Purpose**

The Family Educational Rights and Privacy Act ("FERPA" - 20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to students who are at least eighteen years old or who attend or attended a post-secondary institution, even if they have not reached the age of eighteen.

#### **Policy**

It is the policy of Centenary College ("College") to comply with all provisions of FERPA.

#### **FERPA Summary**

Below is a summary of the important rights granted to students under FERPA. To view the definitive set of regulations and for other helpful information, please visit:

<http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

#### **Definitions**

##### **Education Record**

Education Record means any record (1) directly related to a student and (2) maintained by the College or a party acting for the College. There are several important categories of records that are specifically exempted from the definition of an Education Record:

1. Records of instructional, supervisory, administrative, and certain educational personnel which are in the sole possession of the maker of the records, and are not accessible or revealed to any other individual except a substitute who performs on a temporary basis the duties of the individual who made the records,
2. Records maintained by a law enforcement unit of the College that were created by that law enforcement unit for the purpose of law enforcement,
3. Records relating to individuals who are employed by the College, which are made and maintained in the normal course of business, relate exclusively to individuals in their capacity as employees, and are not available for use for any other purpose,

4. Records relating to a student which are: (1) created or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional, acting in his/her professional capacity or assisting in a paraprofessional capacity; (2) used solely in connection with the provision of treatment to the student; and (3) not disclosed to anyone other than individuals providing such treatment.
5. Records that only contain information about an individual after he or she is no longer a student at the College.

### **College Official**

College Official means a person employed by the College in an administrative, supervisory, academic or research, or support staff position, including health or medical staff; a trustee, public safety officer, or outside contractor such as an attorney or auditor acting as an agent for the College; a student serving on an official committee, such as a disciplinary or grievance committee or who is assisting another College Official in performing his or her tasks; and any contractors, consultants, volunteers or other party to whom the College has outsourced institutional services or functions as long as the individual: (1) performs a service for which an institution would otherwise have to use its own employees; (2) is under the direct control of the College with respect to the use and maintenance of the education record; and (3) is subject to the same conditions on use and re-disclosure of education records that apply to other College Officials.

### **Directory Information**

Directory Information means the following student information:

- Student name
- Local address and telephone number
- Campus e-mail address
- Dates of attendance at the College
- Registration status
- Graduating Class
- College or College
- Major field of study
- Awards
- Honors
- Degree(s) conferred and date(s) received
- Past and present participation in officially recognized sports and activities
- Physical characteristics (height, weight) of NCAA athletes
- Previous educational institutions attended

### **Legitimate Education Interest**

Legitimate Education Interest means an interest that a College Official has in the protected records when the College Official is performing a task that is:

- Specified in his or her position description or contract agreement;
- Related to a student's education; or
- Related to the discipline of a student.

### **Personally Identifiable Information**

Personally Identifiable Information includes, but is not limited to:

- The student's name
- The name of the student's parent or other family members
- The address of the student or student's family
- A personal identifier, such as the student's social security number, student number, or biometric record
- Other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name

- Other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the College community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty
- Information requested by a person who the educational agency or institution reasonably believes knows the identity of the student to whom the education record relates.

### **Student Rights Under FERPA**

#### **Right of Inspection and Review**

1. Current and former students have the right to inspect and review their Education Records within 45 days of the date that the College receives a request for access.
2. A request that identifies the Education Record(s) to be reviewed or inspected must be submitted in writing by the student to the College Registrar, a Dean, a Chair, or other appropriate College Official. That College Official will make arrangements for access to the records with the College Registrar and will notify the student of the time and place where the records may be inspected. If the records are not maintained by the College Official to whom the request was made, that College Official shall advise the student of the correct individual to whom the request should be made.

#### **Right to Request Amendment of Education Record**

The College provides a student with an opportunity to request amendment to the contents of an Education Record which he/she considers to be inaccurate, misleading, or otherwise in violation of his/her privacy or other rights. A College Official who receives such a request will coordinate with the College Registrar and they will decide within a reasonable period of time whether corrective action consistent with the student's request will be taken. The student must be notified of the decision. If the decision is in agreement with the student's request, the appropriate record(s) must be amended. A student who is not provided full relief sought by his/her challenge must be informed by the appropriate College Official, in writing, of the decision and his/her right to a formal hearing on the matter.

#### **Right to Consent to Disclosure of Education Records**

1. The College will disclose information from a student's Education Records only with the written consent of the student, unless one of the following exceptions apply:
  - Directory Information may be made available to anyone who makes a request for such information, without first notifying the student, unless a Request for Non-Disclosure of Directory Information form is completed by a student while he/she is enrolled and the form is submitted to the Office of the College Registrar.
  - The disclosure is to authorize federal and state representatives for audit or evaluation or compliance activities.
  - The disclosure is to College Officials who are in the process of carrying out their assigned educational or administrative responsibilities and have a legitimate educational interest. The determination as to whether or not a legitimate educational interest exists will be made by the College Registrar, who serves as the FERPA Officer for the College. When the FERPA Officer has any questions regarding the request, the FERPA Officer should withhold disclosure unless he or she obtains consent from the student or the concurrence of a supervisor or other appropriate official that the record may be released.



- The disclosure is to provide a service or benefit relating to the student or student's family, such as health care, counseling, job placement, or financial aid.
- The disclosure is to maintain the health or safety of the student or others on or off campus. When the College discloses personally identifiable information under the health or safety emergency exception, the College must record the significant threat to the health or safety of a student or other individuals and the parties to whom the information was disclosed. This documentation must be done within a reasonable period of time after (but not necessarily prior to) the disclosure and must be maintained with the student's education records. This documentation should identify the underlying facts the College relied upon in determining there was a defined and significant threat.
- The disclosure is to officials of other institutions in which a student seeks or intends to enroll, as long as the disclosure relates solely to the purposes of the transfer, on the condition that the issuing institution makes a reasonable attempt to inform the student of the disclosure, unless the student initiates the transfer.
- The disclosure is in connection with financial aid for which a student has applied or received, if the information is necessary for the determination of eligibility, amount and conditions of aid or to enforce the terms and condition of aid.
- The disclosure is to organizations conducting studies for, or on behalf of, educational agencies or institutions to develop, validate, and administer predictive tests, to administer student aid programs or to improve instruction, provided that individual identity of students is not made and that the disclosure is restricted to the representatives of the organization that have a legitimate interest in the information. Information may only be disclosed per a written agreement between the College and the organization conducting the study on the College's behalf that:
  - a. Identifies the purpose, scope, and duration of the study;
  - b. Requires the organization to use personally identifiable information from education records only to meet the purpose of the study as noted in the agreement;
  - c. Requires that the organization conduct the study in a manner that does not permit personal identification of parents and students by anyone other than representatives of the organization with legitimate interests;
  - d. Requires the organization to destroy or return the personally identifiable information to the College when the information is no longer need and specifies the time period in which the destruction or return must occur.
  - e. Requires the organization to use personally identifiable information from education records only to meet the purpose of the study as noted in the agreement;
  - f. Requires that the organization conduct the study in a manner that does not permit personal identification of parents and students by anyone other than representatives of the organization with legitimate interests;
  - g. Requires the organization to destroy or return the personally identifiable information to the College when the information is no

longer need and specifies the time period in which the destruction or return must occur.

2. The disclosure is to accrediting organizations carrying out their accrediting functions.
3. The disclosure is to comply with a judicial order or a lawfully-issued subpoena, provided that the College makes a reasonable attempt to notify the student in advance of compliance. If a contractor receives a subpoena for a student's information, the contractor is required to provide the appropriate notice. The College is not required to notify the student if a federal grand jury subpoena or any other subpoena issued for a law enforcement purpose orders the institution not to disclose the existence or contents of the subpoena. In addition, the College is not required to notify the student if disclosure is necessary to comply with an ex-parte court order obtained by the U.S. Attorney General or an Assistant Attorney General concerning certain criminal investigations and prosecutions.
4. The disclosure is to a victim of an alleged crime of violence or a non-forcible sex offense, or to the alleged victim's next of kin (if the victim dies as a result of the crime or offense). The disclosure may only include the final results of the disciplinary proceeding conducted by the institution, regardless of whether the College concluded a violation was committed or not. The College may not require students who are sexual assault victims to sign confidentiality pledges to protect from further disclosure the disciplinary proceedings.
5. The disclosure is to the parents of a student under 21 years of age who has been found responsible for a violation involving the use or possession of alcohol and/or drugs.
6. The disclosure is related to a student registered sex offender and is information that was provided to the College pursuant to the Wetterling Act and other applicable federal guidelines. In addition, the College may make available to the campus community additional information about a student who is also a registered sex offender where the information is relevant to protecting the public.
7. The disclosure is one where all personally identifiable information has been removed. Written record of such a disclosure is not required.
8. In the event that a student wants to provide ongoing access to their Education Records to an individual such as a parent or family member, they must first complete a FERPA waiver. This will allow the individual named by the student to have complete or limited access to the student's Education Record until such permission is revoked by the student.

#### Right to File a Complaint

Students have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue  
SW Washington, DC 20202-5920  
Telephone: 202-260-3887  
FAX: 202-260-9001

#### Contact Information

In the event of questions or concerns regarding this policy or other matters pertaining to FERPA, a student can contact the Office of the College Registrar at 908-852-1400, ext. 2214, or email at [registrar@centenarycollege.edu](mailto:registrar@centenarycollege.edu).

## **SUPPORT SERVICES AND SPECIAL PROGRAMS**

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

Through the campus Academic Success and Advising Center (ASAC), 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 ASAC 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 strategies. The staff coaches students to develop strategies to meet their academic goals. There are no fees for any of the services offered through the ASAC.

### **Educational Opportunity Program (E.O.P.)**

The state-funded Educational Opportunity Program, located in the Student Life Suite of the Seay Building, provides academic supportive services and financial assistance to students who are first generation college attendees. These students, who have graduated from DFG (District Factor Groups) and Abbott Districts, demonstrate the potential and motivation to be successful at Centenary College. In order to be selected for the Program, students must be a New Jersey residents and fulfill the eligibility criteria established by the State of New Jersey, Centenary College, and the Educational Opportunity Program. Some of the 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 EOP must complete the regular admissions process and complete an EOP questionnaire before eligibility for the EOP can be determined.

Contact information for EOP at Centenary College:

Devon Vialva  
EOP Director  
[vialvad@centenarycollege.edu](mailto:vialvad@centenarycollege.edu)  
(908)852-1400, ext. 2176

### **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, the Americans with Disabilities Act of 1990, and the ADA Amendments Act of 2008. 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 fully participate in the academic environment. The staff assists each student to help maximize their potential for success while promoting self-awareness, independence and self-advocacy. They also work 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, along with 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; arranging for auxiliary aides such as audio books on note taking services, 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 provides one-to-one instructional support, tutoring, early progress reporting, and close academic monitoring. In addition, the STEP Ahead Program, a four-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 "Success Plan" 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. Students 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.

## **Office of Veteran's Affairs**

The Office of Veteran's Services at Centenary College has been established on firm ground to provide valuable services and resources to student veterans, veteran dependents, active military, and reservists in the Centenary community. We are dedicated to assisting you in navigating internal and external systems, obtaining educational goals, developing initiatives, and helping to facilitate a seamless transition to the academic arena and successful integration to the campus community

The office is a One-Stop location where you can ask questions and get answers. Internal and external services and resources are designed to provide the necessary tools to help facilitate a seamless transition to the academic arena, a successful integration to the campus community, and career planning for your future beyond the classroom.

Orientations for new student veterans and veteran dependents are held in August of each year before the start of the fall semester and in January of each year prior to the start spring semester. Sessions are held in the Veteran's Resource Center (VRC) and hosted by the Director of Veteran's Services. Orientations are designed to be informative with the intent of acclimating students to the campus as well as providing information about internal and external services and resources. Representatives from various external support services, i.e. VA Healthcare Outreach, the VetCenters, etc. are on-hand to answer questions, to provide information on services and resources, and to help with the application processes, if required.

## **Deployment/Readmit Policy**

### Called to Active Duty

If you are called to active duty or receive emergency activation/full deployment orders to active duty during a semester in progress or after admission but prior to the start of the term for which you are admitted, please notify the Director of the Office of Veteran Services. This can be done in person or via email. The active duty orders must include the date you are to report for duty and the length of time of service. The official documentation is required in order to receive a military withdrawal. A military withdrawal results in the assignment of "MW" for all classes, which does not factor into the GPA and allows for a full refund of tuition and fees. Military withdrawal may impact Satisfactory Academic Progress and may adversely affect federal and state financial aid. You cannot receive a military withdrawal or a refund for semesters that have already been completed. Standard or scheduled military training exercises do not qualify or meet the above established policy guidelines for obtaining a military withdrawal during any semester. Please contact the Office of Student Life to initiate the process to formally withdraw from the college.

Centenary College will waive the advance notice requirement if such notice is precluded by military necessity (classified mission, operation, or exercise, etc.). If you did not submit advance notice previously you can, subsequently, submit it at the time of readmission. Documentation must attest to uniformed service that necessitated absence from the College.

### Returning Service Member

If you are returning to Centenary College following Active Duty in the military you are eligible for readmission into the same degree major, dependent upon whether that degree and/or major is still active, you were pursuing or admitted to pursue at the time you were called to active duty. You will be assigned an academic advisor to ensure completion of degree requirements. You must notify the Office of Transfer Admissions (Undergraduate Students) or the Office of Graduate Admissions (Graduate Students) at least 20 business days prior to the beginning of the term for which you intend to enroll. It is recommended that you begin the readmission process at your earliest convenience.

Please contact the Office of Veteran Services and be prepared to submit a copy of your DD214 Member-4 reflecting honorable discharge. If you fail to apply for readmission within five (5) years after completion of your Active Duty requirement, then you will be subject to the institution's established readmission policy

and general practices in effect at the time. Centenary College will make a concerted effort to work with you on readmission to the institution when circumstances deviate from the norm.

Contact information for the Office of Veteran Services is noted below:

Margie Pavlichko  
Director of Veteran Services  
Phone: (908) 852-1400, ext. 2318  
Fax: (908) 979-4277  
[Pavlichkom@centenarycollege.edu](mailto:Pavlichkom@centenarycollege.edu)  
Hours of Operation  
Monday to Friday  
8:30am - 4:30pm EST

### **Taylor Memorial Library/Learning Resource Center**

The Taylor Memorial Library provides not only traditional print and audio visual materials but also offers a wide range of research databases that can ALL be accessed via the Library website. We also provide a number of public access computers, current periodicals (academic and recreational), quiet and group study space and a coffee bar. Materials not currently available from the Library may be requested through inter-library loan. The library provides reference and research assistance via phone, emails, and face-to-face consultation. The library staff is trained in research techniques and is always available to assist students.

### **The Career Development Center**

The goal of the Career Development Center is to assist students in connecting academic, co-curricular, and vocational experiences in a meaningful way, leading to successful employment following graduation. Students are encouraged to begin using the Career Development Center during their freshman year and throughout their academic career at Centenary. To assist students with their career development progress, the Career Development Center has developed a 4-Year Action Plan designed to keep them on track each year.

In the first year, students embark on an exploration of 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 employable skills throughout their time at Centenary. Professional career development staff are available for individual appointments, to interpret career assessment results, assist with job search correspondence, and do mock interviews. The Center maintains a variety of job listings from the local and regional area, which are posted on the Career Development Center webpage. The Student Employment and Academic Internship program are also operated by the Career Development Center, providing career-building opportunities for students.

Each year the Career Development Center provides information sessions and special lectures featuring alumni and industry leaders designed to help students fine-tune their job searches and professional skills. The Career Development Center also hosts annual career fairs with local, regional, and national employers open to students, alumni, and the local community.

### **Academic Internship Program**

Professional preparation is provided for students through internships developed in cooperation with business, industry, government and social service agencies. Internships are a proven approach to connect learning with the world of work, and are available and encouraged. 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.

The Career Development Coordinator manages the efforts of the student, employer and faculty advisor so that the student gains occupational experience related to the major field of study. The Career Development Coordinator can assist the student in searching and applying for various internship opportunities via existing relationships between employers and Centenary College. Should the student opt to work with the Career Development Coordinator, the Centenary College Internship Offer Acceptance Policy must be signed.

To be eligible for internship credits, a student must:

- Have a minimum cumulative GPA of 3.0 prior to the internship semester
- Have completed at least 40 academic credits
- Interview for the position on an open, competitive basis.
- Consult with his/her faculty advisor, develop learning objectives, and complete an academic paper or project for a grade
- Attend classes on campus while maintaining the responsibilities of the job (with the exception of a summer internship)

A student may earn 2 to 8 credits per semester for an overall maximum of 16 internship credits during their academic career at Centenary College. Internship credits may be obtained during the fall, spring, or summer semesters. Students must complete the following internship hours to receive credit:

- 2 credits: 70 internship hours per semester
- 4 credits: 133 internship hours per semester
- 6 credits: 200 internship hours per semester
- 8 credits: 266 internship hours per semester

\*Internship credits will be added to a student's scheduled course load and count as a class. The addition of a 4 credit internship may put a student over the 18 credit limit, in which case the student will be responsible to pay for the overage.

The academic internship program is available to traditional undergraduate students. An internship must be a program-related, horizon-expanding experience.

The following regulations must be followed in order to obtain internship approval:

- Current full-time employment may not be used for internship credit.
- A student may intern for no more than 8 credits at the same internship employer, even if the employer has multiple locations.
- The intern may not be supervised by a relative.
- All internships must be approved prior to beginning internship duties.
- Students may not complete an unapproved internship at any time and attempt to receive credit for it afterwards.
- Summer internship credit may not be transferred to any other semester.
- Students must be attending Centenary College at the time of the internship in order to receive academic credit for it.
- Students with Centenary College Code of Conduct violations (please see Centenary College Student Code of Conduct; Offenses and Jurisdiction) will not be allowed the opportunity to participate in the internship program.

The for-credit internship application process is as follows:

1. The student should first speak with their faculty advisor to inform them that they are interested in interning. The advisor may provide guidance in regards to the student's schedule and ability to intern, preparedness, and academic expectations.
2. If the student meets the eligibility criteria above, the two-page registration form from the Career Development Coordinator in the Career Center must be obtained. The supervisor at the internship site must first complete the "Responsibilities" section first and sign the registration form before the student continues the application process.
3. The student then consults with his/her faculty advisor, who will assign learning objectives and an academic assignment, and sign the form. No student will receive credit without the signed consent of his/her advisor. All internships must be pre-approved.
4. The student then sees the Department Chair, who will approve and sign the registration form.
5. The student will return the paperwork with the required signatures to the Career Development Coordinator for approval, who will forward it to the Office of the Provost for the final signature.
6. The student must complete and submit all paperwork to the Career Center, as well as register internship credits with the Registrar, **two weeks** from the time they are given the paperwork. If this deadline is not met, the student will be denied the internship for credit opportunity.

At the completion of the internship, an evaluation form is sent to the employer, and the completed form is then given to the academic advisor to use in determining the student's internship grade. The Career Development Coordinator will schedule a site visit with the employer (amid the duration of the internship) to survey the location and work environment, observe the student working on-site, and discuss the employer's satisfaction with the student's work. Students are also asked to complete a student evaluation at the completion of their internship for internship assessment purposes.

Students may also inquire about non-credit internship opportunities in the Career Center. However, if a student engages in an off-campus internship opportunity, the student will not be covered under Centenary College insurance and the school holds no liability for their actions at the internship site.

(Revised July 2015)

### **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 the arts or sciences, or combination of areas of study. 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 advantage of this program is its adaptability to the educational goals of the student. To qualify for the Individualized studies degree, the student must develop a program of individualized study in consultation with his/her academic advisor as assigned by the Academic Support Center. Program requirements should be outlined for each semester of study similar to the way traditional degree programs are outlined in the College's catalog. The student must then complete the 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 be outlined prior to the beginning of the junior year, or in the case of a transfer student, at the beginning of his/her academic studies at Centenary.** Any exemption to this policy must be approved by the Office of the Provost.

The Individualized Studies contract must contain the following requirements: (1) the completion of all of the College's core requirements; (2) a total of 32 credits in two areas of study, with a minimum of 16 credits in each of the two designates areas of study; (3) a minimum of 16 credits to be taken at the 300-400 level of course work, with at least four credits at this level per the designated areas of study. An "area of study" is defined as a field of study or a related cluster within one of the College's academic departments.



**Credits applied to the designated areas of study cannot be used for minor or concentrations in any other academic program, nor toward the satisfaction of the College's core requirements.**

### **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 that 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 a variety of areas and disciplines.

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.

### **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 non-traditional approach toward earning a college degree. This program is supervised through the PLA Program Director. 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>

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<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.

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 (1) credit required course, PLA 1000: PLA Portfolio Development, which is offered as needed. The course covers details of the PLA process and the mechanics of portfolio creation. After successful course completion, students will create and submit portfolio(s) for approved course content to the Director of PLA, who will then assign the portfolios to faculty evaluators who will assess the portfolio, determine if college-level credit has been demonstrated, and determine the amount of credit earned.

Fees:

- The fee for PLA 1000 is the equivalent of one (1) credit at the prevailing tuition rate at the main campus, payable upon registration for the course.<sup>3 2</sup>
- The fee for the PLA Portfolio evaluation is \$250.00.<sup>4</sup>
- The fee for PLA credits is 50% of the prevailing tuition rate per credit for the main campus, payable after a successful portfolio review.

Contact Information:

Dr. Jeffrey Carter  
Prior Learning Assessment Program Director  
908-852-1400, ext. 5065  
Carterj01@centenarycollege.edu

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<sup>3</sup> The 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 one (1) credit.

<sup>4</sup> This is a flat, per-portfolio rate, **regardless** of whether credit is awarded. For example: if a student submits two (2) separate portfolios for two (2) separate courses, he/she will pay \$250 for each portfolio, for a total of \$500.

## SCHOOL OF INTERNATIONAL PROGRAMS

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

**Kimberly Ambler**, ESL Instructor/Tutor and International Admissions Counselor

**April Chang**, International Admissions Counselor

**Lauren Lesce**, ESL Instructor/Tutor

**Patricia Mahaffey**, Coordinator of Study Abroad and International Admissions Counselor

**Hong Rong (Tina) Tang**, Administrative Assistant and International Admissions Counselor

**Timothy Tomaino**, International Student Services Assistant

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

Centenary College draws a large percentage of its student population from many countries around the world. The School of International Programs 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 School 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; 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 international 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 School 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 School of International Programs and the International Student Organization.

### **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, and includes field trips to New York City, Philadelphia, Boston, and Washington, D.C.

### **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 Study Abroad option. Those students who are interested in pursuing this opportunity should initially contact the Coordinator of Study Abroad in the School 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. 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 students in the School of Professional Studies (SPS) are not eligible for the College's Study Abroad/Off –Campus programs.

Approved Study Abroad sites include:

**Canada:** Humber College (Toronto)

**China:** Fujian Hwa Nan University (Fuzhou) and Ningbo University (Zhejiang)

**England:** Roehampton University and Hartpury College (Equine Studies only; Departmental approval required)

**Italy:** Academia Italiana (Florence) and John Cabot University (Rome)

**Japan:** Otemae University (Osaka), Osaka Gaukin University, J.F. Obirlin University (Machida/Tokyo), and Toyo-Eiwa (Yokohama)

**Korea:** Dongduk University (Seoul), Ewha University (Seoul), Hanyang University, (Seoul), Hoseo University (Seoul), Hyupsung University (Hwaseong), Inha University (Incheon), Korea University (Seoul), Myongji University (Seoul), and Yong-In University (Yongin)

**Northern Ireland:** University of Ulster (Northern Ireland, U.K.)

**Spain:** Suffolk University (Madrid)

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

## STUDENT LIFE

**Kerry Mullins**, Dean of Students  
**Eric Barnes**, Director of Residence Life  
**Erin Carr**, Student Programming Coordinator  
**Nicole Corley**, Administrative Assistant  
**Carrie Dawson**, Mailroom Clerk  
**Patricia DeMarco**, Administrative Assistant  
**Ann Falbo, M.D.**, College Physician  
**Lorna Farmer**, Director of the Counseling Center  
**Allison Galvin**, Complex Director  
**Donald Gebhard**, Chaplain  
**Caitlyn Giordano**, Director of First and Second Year Experiences  
**Maamideede Hudson**, Complex Director  
**Tiffany Kushner**, Senior Director of Student Engagement  
**Merlin Lluberres**, Complex Director  
**Theresa Lord-Stout**, Director of the Health Center  
**Mikolaya Nunka**, Counselor  
**Angie Oberhelman**, Counselor  
**Dr. Karen Stage Opdyke**, Consulting Psychiatrist  
**Lindsay Smith**, Acting Director of Programming and Service  
**Devon Vialva**, Director of the Educational Opportunity Program

### 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 and inclusive 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.

Centenary College attempts to keep close and personal contact with students through the Office of Student Life. 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 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 residency status.

### 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.

### **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.

### **Community Standards**

Each student is responsible for knowing, understanding, and abiding by all college policies and regulations from the time of acceptance to the time of graduation. Centenary College has established written rules, policies and regulations to ensure every community member may perform to their fullest potential and remain safe during their academic pursuit. If a student is believed to be in violation of any college policy that student will be contacted by a professional staff member to request a meeting and discuss the incident. If found responsible for violating college policies students will be sanctioned. Centenary College code of student conduct is focused on the development and understanding of each student. Each student is entitled to a fair process and should familiarize themselves with their rights and the student conduct process outlined in the student handbook.

### **Commuter 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, Greek life etc. Within Centenary College's Student Government Association is a Commuter Council that is dedicated to the improvement of commuter life on campus. Lockers are available to commuter students through the college mailroom. In addition, commuter students are encouraged to spend time in the Student Activities Center (The SAC) in the Edward W. Seay Administration Building. 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 considered 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 Student Life Office.

### **Counseling Center**

College life is full of rich opportunities for intellectual and personal growth. It also can be a stressful time and generate academic, interpersonal, and emotional concerns. At times, even the most resilient and self-reliant student might have difficulties negotiating these concerns and would benefit from speaking with a professional. Recognizing the need for help is a sign of strength and is often the first step toward solving the problem. The counseling process can result in healthier adjustments and personal growth for those that seek it.

It is the mission of the Counseling Center to work directly with students in overcoming difficulties that may interfere with defining and accomplishing educational and personal goals. The counselors strive to provide students opportunities to develop greater self-understanding, to identify and solve problems and to improve academic performance through the alleviation of psychological and emotional impediments.

Students from all the diverse backgrounds represented in the Centenary College community make use of the services of the counseling center. Students come to the center during times of crisis and high stress, when their usual coping mechanisms are not working well, or when they are faced with making a difficult decision. They may be having problems relating to friends, roommates or family; struggling academically; feeling anxious or depressed; or having difficulty making decisions.

The staff of the Counseling Center has years of experience in dealing with a wide range of problems. We provide crisis intervention, short term counseling, psychiatric and referral services, alcohol and drug evaluations, services to victims of violence and advocacy on behalf of students. We also provide prevention and education and outreach programs throughout the year. We are available for consultation to students, faculty and staff who are concerned about the well-being of students. Our appointments are free of charge and confidential.

### **Educational Opportunity Program (E.O.P.)**

The state-funded Educational Opportunity Program, located in the Student Life Suite of the Seay Building, provides academic supportive services and financial assistance to students who are first generation college attendees. These students, who have graduated from DFG (District Factor Groups) and Abbott Districts, demonstrate the potential and motivation to be successful at Centenary College. In order to be selected for the Program, students must be a New Jersey resident and fulfill the eligibility criteria established by the State of New Jersey, Centenary College, and the Educational Opportunity Program. Some of the 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 EOP must complete the regular admissions process and complete an EOP Questionnaire before eligibility for the EOP can be determined. Students of EOP are an integral part of the diversity initiatives and campus experiences at Centenary College.

### **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.

### **Food Service**

Centenary's food services are contracted out to Chartwells, Inc. 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 Office provides health education and counseling, routine physical exams and health maintenance, immunizations, treatment of acute and chronic illnesses, gynecological care and contraception, and diagnosis and treatment of sexually transmitted infections. The Health Services Office is located on the first floor of 605 Grand Avenue. It is staffed by a full-time Nurse Practitioner and a part-time Pediatrician, Referrals to outside resources and agencies are provided when necessary. Appointments at the Health Center are free of charge and all services are confidential.

### **Mailroom**

The mailroom is located on the ground level of the Seay Building, near the Tutoring Center. Mailboxes are available for all resident students at no extra cost. Each student is assigned an individual, numbered mailbox and given one key. There is a fee for replacement keys. Letters, magazines, packages, and boxes can be sent to the student using their name, box number, and the college mailing address. Letters and magazines will go directly into their mailbox for pick-up, and the student will receive a paper notice in their mailbox when a package or box arrives that cannot fit into the mailbox. These items are secured in the mailroom office; students may bring the notice to the mailroom window to sign for and pick up their items. Students can also send mail from the mailroom; we sell stamps and postage at the current United States Postal Service price. Outgoing packages are limited to one pound due to postal restrictions. We can only send letters internationally no packages or boxes. The mailroom receives mail via USPS, and also packages via UPS, FedEx Ground, FedEx Express, DHL, etc. The Hackettstown Post Office is conveniently located a few blocks from the campus for services beyond our scope.



## **Residence Life**

Approximately 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 Complex 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 Residence Life or can be obtained by logging in to the housing portal. 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 for undergraduate students or 6 credit hours for graduate students 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 Life, 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 or damage of property. Policies and procedures will be revised periodically. Questions related to student housing should be referred to the Office of Residence Life.

## **Second-Year Experience**

The Second Year Experience Program focuses on the student-centered approach of peer support by utilizing the Second Year Peer staff. Programming is designed each month to enhance the experience of the sophomore students as well as give them opportunities to continue growing socially, academically and professionally.

## **Security**

Centenary strives to ensure a safe, secure campus environment. Information regarding campus crime statistics is available through the Student Life 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 Residence 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.

**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, cultural, and leadership 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 allow students to meet and work with other members of Centenary's diverse community. Sports, recreational competitions, activities, community-wide cultural and social events, movie nights, Bingo nights, food nights, open mic nights, dances, coffee houses and special on-campus weekends fill the monthly activities calendar. 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.

**Student Government Association**

The Student Government Association (SGA) is the representative organization for students at Centenary College. SGA works actively to help students achieve a better quality college experience by listening to what they want or have concerns about. After identifying an area for improvement or need, SGA brainstorms possible solutions, and communicates with the administration to make an impact wherever possible. In addition, Student Government offers support, funding and advisement for all clubs and organizations as well as any student looking to create a new opportunity for involvement. Each year the SGA hosts an Involvement Fair allowing clubs to showcase their role at Centenary and recruit new members.

## 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, the 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 that 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, these freshman-level courses for first time/full-time students allow the student to study in their area of interest while focusing on the Centenary Greater Expectations Learning Outcomes.

### **Courses that Qualify for the College's Core by Category**

**Category I     AFC1001 Centenary College First-Year Experience Seminar (4 credits)**  
(Content determined by the student's declared major)

**Category II:    Writing and Mathematics**  
**Writing:** ENG1001 Composition and Rhetoric **(4 credits)**  
**Mathematics – choose one course from the following list (4 credits):**  
MTH1111 Quantitative Literacy  
MTH1180 College Algebra  
MTH1250 Geometry  
MTH1500 Statistics for the Social Sciences  
MTH1501 Statistics I  
MTH1502 Statistics II  
MTH1600 Pre-Calculus  
MTH2151 Calculus I  
MTH2152 Calculus II

**Category III    Arts and Humanities**  
**Arts – choose one course from the following list (4 credits):**  
COM1014 Film Appreciation  
MUS1001 Music Appreciation  
MUS2004 American Music  
THA1001 Theatre Appreciation  
THA1002 Dance Appreciation  
THA2001 Theatre History I  
THA2002 Theatre History II  
VAR1001 Art Appreciation  
VAR2001 History of Art  
VAR2002 History of Modern Art  
**Humanities – choose one course from the following list (4 credits):**  
HIS1003 World History I

HIS1004 World History II  
LAS3001 Ancient Civilizations  
LAS3002 The Rise of Europe  
LAS3003 The Modern World  
PHI1005 Introduction to Philosophy  
PHI2003 Logic: An Introduction  
PHI2004 Contemporary Ethics  
PHI3001 Ancient Philosophy  
PHI3002 Modern Philosophy  
REL2001 World Religions

**Literature – choose one course from the following list (4 credits):**

ENG2008 World Literature I  
ENG2009 World Literature II  
ENG2014 American Literature Survey  
ENG2017 British Literature I  
ENG2018 British Literature II  
ENG2019 Classical Literature  
ENG2020 The Bible as Literature  
ENG2025 Ethnic American Literature  
ENG2026 Women Writers of the World  
ENG2028 Non-Western World Literature  
ENG2030 The Craft of Poetry Writing  
ENG2031 The Craft of Prose Writing  
ENG2080 Literature of the American West  
ENG2091 Literature to Film  
ENG3001 History of Drama  
ENG3003 Children's Literature  
ENG3004 The Short Story  
ENG3035 History of the English Language  
ENG3036 Medieval Literature  
ENG3037 Renaissance Literature  
ENG3038 Reason and Emotion: Eighteenth Century Literature  
ENG3040 Modern and Contemporary British Literature  
ENG3042 Modern and Contemporary American Literature  
ENG3071 Romantic Literature  
ENG3072 Victorian Literature  
ENG3080 Literature of the Holocaust  
ENG4005 Modern British and American Poetry  
ENG4010 Shakespeare

**Category IV Social and Behavioral Sciences (4 credits)**

BUS1050 Social Responsibility in Business  
CJS1001 Introduction to the Criminal Justice System  
FAS1010 Social Responsibility in the Global Fashion Industry  
POL1001 U.S. Political Systems  
POL2001 Elements of Political Theory  
POL2002 Comparative Contemporary Political Systems  
PSY1000 Introduction to Psychology  
PSY2010 Industrial/Organizational Psychology  
PSY2018 Developmental Psychology III  
PSY2019 Gender Studies  
PSY2030 Forensic Psychology

PSY2090 Psychology and the Media  
 SOC1000 Contemporary Social Issues  
 SOC1007 American Culture  
 SOC1025 Introduction to Sociology  
 SOC2000 21<sup>st</sup> Century Societies  
 SOC2004 School, Family, and Community  
 SOC2005 Global Societies and Systems  
 SOC2050 Race and Ethnicity  
 SWS1000 Introduction to Social Work and Human Services

**Category V    Laboratory Science – choose one course from the following list (4 credits):**

BIO 1100 Human Reproduction  
 BIO1105 Human Nutrition and Performance  
 BIO1110 Principles of Environmental Science  
 BIO1150 Biology of Plants and Cells  
 BIO1160 Biology of Animals  
 BIO1200 Marine Biology  
 BIO2200 Anatomy and Physiology I  
 BIO2210 Anatomy and Physiology II  
 CHM1050 Basic Chemistry  
 CHM1100 General Chemistry I  
 CHM1110 General Chemistry II  
 CHM2050 Organic Chemistry I  
 CHM2060 Organic Chemistry II  
 CJS 2035 Forensic Science  
 FAS2011 Textile Science  
 PHY2001 Physics I  
 PHY2002 Physics II  
 PSC1025 Astronomy  
 PSC1400 Earth Science  
 PSC 1500 Physical Science  
 PSY 2000 Meteorology

**Category VI    Global and Democratic Citizenship**

**Global Citizenship – choose one course from the following list (4 credits):**

BIO 1110 Principles of Environmental Science  
 BUS2060 Enactus I: Social Entrepreneurship  
 BUS2070 Enactus II: Social Entrepreneurship  
 BUS 3060 Global Business  
 COM 2111 Global Cinema  
 CJS 2005 Comparative Criminal Justice Systems  
 ECO 1001 Economics  
 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  
 ENG 3080 Literature of the Holocaust  
 ENV2000 Global Sustainability  
 HIS2003 History of England I  
 HIS 2005 World Geography  
 HIS3001 Modern Russia

HIS 3003 Modern Ireland  
 HIS3007 History of Africa  
 HIS3008 History of the Islamic World  
 POL1050 Model United Nations  
 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 or American Sign Language at the elementary level or one semester at an advanced level.  
**Democratic Citizenship – choose one course from the following list (4 credits)**  
 COM 1011 Mass Media  
 COM 2011 Intro to Journalism  
 ECO 1001 Economics  
 ENG 2014 American Literature Survey  
 ESL 2040 Pronunciation and Conversation I  
 HIS 2001 American Civilization I  
 HIS 2002 American Civilization II  
 HIS 2006 American Social, Political, and Economic Systems  
 HIS 2008 African American History I  
 HIS 2009 African-American History II  
 HIS 3000 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  
 PHI 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

## UNDERGRADUATE DEGREE PROGRAMS – PROGRAMS OF STUDY

<b>DEPARTMENT</b>	<b>PROGRAM</b>	<b>DEGREE</b>
<b>BEHAVIORAL &amp; HISTORICAL STUDIES</b>	History	B.A.
	Psychology	B.A.
<b>BUSINESS</b>	Accounting	B.S.
	Accounting/Business Administration: Finance	B.S.
	Business Administration	B.S.
	Concentration: Finance	
	Concentration: Management	
	Concentration: Marketing	
	Concentration: Social Media Marketing	
<b>COMMUNICATION &amp; FINE ARTS</b>	Concentration: Sports Management	
	Communication	B.A.
	Concentration: Film Studies	
	Concentration: Journalism	
	Concentration: Radio/Television	
	Fashion	B.F.A., A.A.
	Concentration: Design	
	Concentration: Merchandising	
	Theatre Arts	B.A.
	Concentration: Performance Studies	
	Concentration: Costume Design	
	Concentration: Dance	
	Concentration: Musical Theatre	
	Concentration: Production Management	
	Concentration: Technical Theatre	
<b>EDUCATION</b>	Visual Arts	B.F.A.
	Concentration: Graphic Design	
	Concentration: Studio Art	
<b>ENGLISH &amp; FOREIGN LANGUAGES</b>	Biology Major with Professional Component in Elementary Education or Teacher of Biology	B.S.
	English Major with Professional Component in Elementary Education or Teacher of English	B.A.
	History Major with Professional Component in Elementary Education or Teacher of Social Studies	B.A.
	Liberal Arts with Professional Component in Elementary Education	B.A.
	English	B.A.
	English	B.A.,
	Concentration: Creative Writing	
	Concentration: Professional Writing	
<b>EQUINE STUDIES</b>	Equine Science: Pre-Vet Track	B.S.
	Equine Studies	B.S., A.S.
	Equine Studies	B.S.
	Concentration: Communication for the Equine Industry	
	Concentration: Equine Business Management	



Concentration: Equine Science  
 Concentration: Riding Instruction  
 Concentration: Training the Horse

<b>INDIVIDUALIZED STUDIES</b>	<b>Individualized Studies</b>	<b>B.A.</b>
<b>MATHEMATICS &amp; NATURAL SCIENCES</b>	<b>Biology</b>	<b>B.S.</b>
	<b>Biology</b>	<b>B.S.</b>
	<b>Concentration: Forensic Science</b>	
	<b>Environmental Science</b>	<b>B.S.</b>
	<b>Forensic Science</b>	<b>B.S.</b>
<b>SOCIAL SCIENCES</b>	<b>Criminal Justice</b>	<b>B.A.</b>
	<b>Global Studies</b>	<b>B.A.</b>
	<b>Political and Governmental Affairs</b>	<b>B.A.</b>
	<b>Concentration: American Politics</b>	
	<b>Concentration: Global Politics</b>	
	<b>Sociology</b>	<b>B.A.</b>
	<b>Sociology</b>	<b>B.A.</b>
	<b>Concentration: Criminal Justice</b>	
	<b>Concentration: Human Services</b>	
	<b>Social Work</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.

Biology  
 Business: Management Emphasis  
 Business: Marketing Emphasis  
 Communication  
 Creative Writing  
 Criminal Justice  
 Dance  
 English  
 Environmental Science  
 Equine Studies  
 Fashion  
 Graphic Design  
 History  
 Political and Governmental Affairs  
 Professional Writing  
 Psychology  
 Social Media Marketing  
 Sociology  
 Studio Art  
 Theatre Arts

**SPECIAL PROGRAMS**

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

Certifications:

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

Certificates:

Criminalistics  
Social Media Marketing

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</b>	<b>Title</b>	<b>Credits</b>
<b><u>YEAR 1 (Fall)</u></b>		
AFC1001	Academic Foundations at Centenary	4
CAT II	Mathematics	4
CAT III	Art and Humanities: Fine Arts	4
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4
<b><u>YEAR 1 (Spring)</u></b>		
CAT III	Arts and Humanities: Humanities	4
CAT IV	Social or Behavioral Sciences	4
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	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.

## UNDERGRADUATE DEPARTMENTS AND MAJORS

### BEHAVIORAL AND HISTORICAL STUDIES DEPARTMENT

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

**Christine Floether**, Associate Professor of Psychology and Director of Academic Transitions Program

**Raymond Frey**, Professor of History

**Noah Haiduc-Dale**, Assistant Professor of History

**Breandán Mac Suibhne**, Associate Professor of History

**Keith Morgen**, Associate 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>				
AFC1001	Academic Foundations at Centenary I		4	_____
CAT II	Mathematics		4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II		4	_____
HIS1003	World History I		4	_____
<b><u>YEAR 1 (SPRING)</u></b>				
CAT V	Laboratory Science		4	_____
CAT VI	Democratic Citizenship <sup>5</sup>		4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition		4	_____
HIS1004	World History II		4	_____
<b><u>YEAR 2 (FALL)</u></b>				
CAT III	Arts and Humanities: Fine Arts		4	_____
CAT IV	Social and Behavioral Sciences		4	_____
HIS2001	American Civilization I		4	_____
REL2001	Religions of the World (Cat. III Core: Humanities)		4	_____
<b><u>YEAR 2 (SPRING)</u></b>				
CAT III	Arts and Humanities: Literature		4	_____
HIS2002	American Civilization II		4	_____
HIS2005	World Geography		4	_____
HIS ____	History Elective		4	_____
<b><u>YEAR 3 (FALL)</u></b>				
CAT VI	Global Citizenship		4	_____
HIS2006	American Social, Economic and Political Systems		4	_____
HIS ____	History Elective		4	_____
ELECTIVE	Elective		4	_____
<b><u>YEAR 3 (SPRING)</u></b>				
HIS3010	History of New Jersey		4	_____
HIS ____	History Elective		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
<b><u>YEAR 4 (FALL)</u></b>				
HIS3006	European Social and Cultural History		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
<b><u>YEAR 4 (SPRING)</u></b>				
HIS4000	Methods of Historical Research		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
<b>Total Credits</b>			<b>128</b>	

<sup>5</sup>ECO1001 Economics or POL1001 U.S. Political Systems are recommended.

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

Course #	Title	Prerequisites	Credits	Completed
<b><u>YEAR 1 (FALL)</u></b>				
AFC1001	Academic Foundations at Centenary		4	_____
CAT II	Mathematics		4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II		4	_____
PSY1000	Introduction to Psychology (Cat. IV Core) (Application and Acceptance as Major)		4	_____
<b><u>YEAR 1 (SPRING)</u></b>				
CAT III	Arts & Humanities: Humanities		4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition		4	_____
PSY1022	Perception, Cognition, & Emotion AFC 1001		4	_____
PSY1024	Social Psychology		4	_____
<b><u>YEAR 2 (FALL)</u></b>				
CAT III	Arts & Humanities: Literature		4	_____
CHM1050	Basic Chemistry		4	_____
PSY2002	Biopsychology	PSY1022	4	_____
PSY1026	Developmental Psychology I		4	_____
<b><u>YEAR 2 (SPRING)</u></b>				
CAT VI	Democratic Citizenship		4	_____
CAT VI	Global Citizenship		4	_____
PSY1027	Developmental Psychology II	PSY1026	4	_____
ELECTVE	Elective		4	_____
<b><u>YEAR 3 (FALL)</u></b>				
CAT III	Arts & Humanities: Fine Arts		4	_____
PSY2000	Psychological Statistics		4	_____
PSY3023	Theories of Personality		4	_____
ELECTIVE	Elective		4	_____
<b><u>YEAR 3 (SPRING)</u></b>				
PSY2001	Psychological Research Methods	PSY2000	4	_____
PSY3022	Tests and Measurements	PSY2000	4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
<b><u>Year 4 (FALL)</u></b>				
PSY3024	Abnormal Psychology		4	_____
PSY3025	Behavior Modification		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
<b><u>Year 4 (SPRING)</u></b>				
PSY4020	Senior Research Project	PSY2000, PSY2001, & PSY3022	4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
ELECTIVE	Elective		4	_____
Total Credits			128	

## BUSINESS DEPARTMENT

**Cheryl Veronda**, Department Chair, Professor of Business

**Dana M. Benbow**, Assistant Professor of Business

**James Ford**, Assistant Professor of Accounting

**Frank Longo**, Assistant Professor of Business in Centenary College's School of Professional Studies (SPS)

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

**Kathleen Naasz**, Associate Professor of Business and Director of Enactus

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

**Lisa Plantamura**, Associate Professor of Business in Centenary College's School of Professional Studies (SPS), Director of Instructional Design, and Director of Graduate Business Programs

**M. Linda Poisseroux**, Visiting Assistant Professor of Business

**Michael Russell**, Assistant Professor of Accounting

**Anthony Yacullo**, Assistant Professor of Business in Centenary College's School of Professional Studies (SPS) and Director of Faculty Services (SPS)

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).

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 (CPA) or Certified Management Accountant (CMA). Students will need 150 credit hours completed for CPA licensure. Centenary College offers an innovative **150-credit dual major in Accounting and Business Administration: Finance** program that allows motivated and successful students to complete the requirements for CPA licensure in just four years.

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. Concentrations have been designed so that 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 **Social Media Marketing** concentration has been designed to prepare students for the changing business environment and the rapidly growing demand for social media marketing skills in the workplace. 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:

#### Enactus

Centenary College is an active member of Enactus, an international, non-profit educational organization that works with business and higher education to provide college students with entrepreneurial



experiences. Enactus team members establish and conduct a variety of student-powered projects that transfer skills to people in need, changing lives through the positive power of business. While the Centenary Enactus program is conducted under the auspices of the Business Department, students from all disciplines are encouraged to participate. This rewarding activity provides college students valuable real-world experience and networking opportunities that facilitate the successful start of careers. Centenary College has a proud past with Enactus (formerly called SIFE) and has received many awards at both the Regional and National Competitions. We offer the opportunity for students to become a part of this global community, where student, academic, and business leaders are committed to using the power of entrepreneurial action to transform lives and shape a better, more sustainable world.

### **Sports Management Association**

The Sport Management Association (SMA) is a student-run organization providing students at Centenary College with an interest in Sports Management a channel through which their in-class college experience can be supplemented with opportunities to further develop as a professional. Each year, SMA provides students with numerous opportunities to gain experience in different aspects of the Sport Industry.

### **Volunteer Income Tax Assistance (VITA)**

Accounting students, as well as Business and other students with an interest in accounting, have an opportunity to earn internship credit, learn personal income tax skills, and make a difference in their local community by volunteering for the Volunteer Income Tax Assistance (VITA) program. Students have the opportunity to be a community partner with the United Way of Northern New Jersey and become an IRS certified tax preparer. A free training program each fall provides all the information needed to certify, prepare, and electronically file basic federal and state income tax returns. Volunteers take web-based training certification courses through the IRS, at home or in the dorm.

The VITA program, in partnership with the United Way of Northern New Jersey, helps students develop the social, oral communication, and technical skills needed to develop as a professional. VITA's focus is to assist low and moderate wage earning individuals and families prepare tax returns, while providing tax free assistance in claiming tax credits such as the Earned Income Tax Credit (EITC) and the Child Tax Credit (CTC).

The student-run, VITA program is available from January through mid-April each year, coinciding with the IRS tax season.

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.

### **Minors:**

<b>Business Administration: Management</b>		<b>Credits</b>
BUS1001	Integrated Business Perspectives	4
ECO1001	Economics	4
BUS1001	Principles of Management	4
BUS3030	Organizational Behavior	4
<b>And one of the following courses:</b>		
BUS3110	Operations Management	
BUS3120	Human Resources Management	4
BUS3130	Individual and Team Management	
Total		20

**Business Administration: Marketing**

BUS1001	Integrated Business Perspectives	4
ECO1001	Economics	4
BUS2010	Principles of Marketing	4

**And two of the following courses:**

BUS3410	Marketing Research	
BUS4410	Sales and Sales Management	8
BUS4420	Advertising Management and Integrated Communication	
Total		20

**Social Media Marketing**

BUS2050	Social Media Marketing	4
BUS3045	Digital Advertising	4
BUS3055	Digital Analytics	4
BUS4050	Social Media Strategy and Consulting	4
Total		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>			
AFC1001	Academic Foundations: Perspectives in Business	4	_____
BUS1002	Business Applications and Presentations	4	_____
CAT II	Mathematics	4	_____
CAT. III	Arts and Humanities: Fine Arts	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
BUS1010	Principles of Management	4	_____
BUS1050	Social Responsibility in Business (Cat. IV Core)	4	_____
ECO1001	Economics (Cat. VI Core: Democratic or Global Citizenship)	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
ACC2101	Principles of Accounting I	4	_____
BUS2010	Principles of Marketing	4	_____
CAT. V	Laboratory Science	4	_____
CAT. VI	Democratic or Global Citizenship	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
ACC2102	Principles of Accounting II	4	_____
BUS2020	Management Information Systems	4	_____
BUS2030	Principles of Finance	4	_____
CAT. III	Arts and Humanities: Literature	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
ACC3301	Intermediate Accounting I	4	_____
ACC3401	Federal Income Taxation	4	_____
BUS3020	Business Statistics	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
ACC3201	Cost Accounting	4	_____
ACC3302	Intermediate Accounting II	4	_____
BUS3030	Organizational Behavior	4	_____
CAT III	Arts and Humanities: Humanities	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
ACC4201	Advanced Accounting	4	_____
BUS3010	Business Law	4	_____
BUS ____	Business Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
ACC4301	Auditing	4	_____
BUS4010	Business Strategy	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
		Total Credits	128

**Notes:**

1. 3000 and 4000-level accounting major courses are offered one time per year as indicated above.
2. Business administration core courses are offered during the day in the semester indicated above. Business administration core courses are offered at night in the semester in which they do not appear on the audit sheet.

**B.S. IN ACCOUNTING/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: Perspectives in Business	4	_____
BUS1002	Business Applications and Presentations	4	_____
CAT II	Mathematics	4	_____
CAT. III	Arts and Humanities: Fine Arts	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
BUS1010	Principles of Management	4	_____
CAT IV	BUS 1050: Social Responsibility in Business	4	_____
ECO1001	Economics (Cat. VI Core: Democratic or Global Citizenship)	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
ELECTIVE	Elective	2	_____
<b><u>YEAR 2 (FALL)</u></b>			
ACC2101	Principles of Accounting I	4	_____
BUS2010	Principles of Marketing	4	_____
CAT. V	Laboratory Science	4	_____
CAT. VI	Democratic or Global Citizenship	4	_____
ELECTIVE	Elective	2	_____
<b><u>YEAR 2 (SPRING)</u></b>			
ACC2102	Principles of Accounting II	4	_____
BUS2020	Management Information Systems	4	_____
BUS2030	Principles of Finance	4	_____
CAT. III	Arts and Humanities: Literature	4	_____
BUS3020	Business Statistics	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
ACC3301	Intermediate Accounting I	4	_____
ACC3401	Federal Income Taxation	4	_____
ELECTIVE	Suggested: BUS 3099 Spec Topics: Govmt./Non-Profit Accounting	4	_____
BUS3320	Financial Management	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
ACC3201	Cost Accounting	4	_____
ACC3302	Intermediate Accounting II	4	_____
BUS3030	Organizational Behavior	4	_____
BUS3310	Monetary Institutions	4	_____
CAT III	Arts and Humanities: Humanities	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
ACC4201	Advanced Accounting	4	_____
BUS3010	Business Law	4	_____
BUS3330	Investment Analysis	4	_____
BUS4010	Business Strategy	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
ACC4301	Auditing	4	_____
BUS4310	Financial Research and Analysis	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	2	_____
<b>Total Credits</b>		<b>150</b>	

**Notes:**

1. 150 credits are required for CPA licensure. Please meet regularly with your academic advisor as CPA certification requirements are subject to change and additional courses may be needed.
2. 3000 and 4000-level accounting major courses are offered one time per year as indicated above.
3. Business administration core courses are offered during the day in the semester indicated above. Business administration core courses are offered at night in the semester in which they do not appear on the audit sheet.
4. Students in this program may take up to 20 credits per semester at no extra cost. (Just like stated in pre-vet audit.)

**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: Perspectives in Business	4	_____
BUS1002	Business Applications and Presentations	4	_____
CAT II	Mathematics	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
BUS1010	Principles of Management	4	_____
BUS1050	Social Responsibility in Business (Cat. IV Core)	4	_____
ECO1001	Economics (Cat. VI Core: Democratic or Global Citizenship)	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
ACC2101	Principles of Accounting I	4	_____
BUS2010	Principles of Marketing	4	_____
CAT V	Laboratory Science	4	_____
CAT VI	Democratic or Global Citizenship	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
ACC2102	Principles of Accounting II	4	_____
BUS2020	Management Information Systems	4	_____
BUS2030	Principles of Finance	4	_____
CAT III	Arts and Humanities: Literature	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
BUS3010	Business Law	4	_____
BUS3020	Business Statistics	4	_____
CAT III	Arts and Humanities: Humanities	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BUS3030	Organizational Behavior	4	_____
BUS3310	Monetary Institutions	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
BUS3320	Financial Management	4	_____
BUS3330	Investment Analysis	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
BUS4010	Business Strategy	4	_____
BUS4310	Financial Research and Analysis	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
		Total Credits	128

**Notes:**

1. 3000 and 4000-level finance concentration courses are offered one time per year as indicated above.
2. Business administration core courses are offered during the day in the semester indicated above. Business administration core courses are offered at night in the semester in which they do not appear on the audit sheet.

**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>			
AFC1001	Academic Foundations: Perspectives in Business	4	_____
BUS1002	Business Applications and Presentations	4	_____
CAT II	Mathematics	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
BUS1010	Principles of Management	4	_____
BUS1050	Social Responsibility in Business (Cat. IV Core)	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ECO1001	Economics (Cat. VI: Democratic or Global Citizenship)	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
ACC2101	Principles of Accounting I	4	_____
BUS2010	Principles of Marketing	4	_____
CAT V	Laboratory Science	4	_____
ENG1002/2012	Composition or Rhetoric II or Advanced Composition	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
ACC2102	Principles of Accounting II	4	_____
BUS2020	Management Information Systems	4	_____
BUS2030	Principles of Finance	4	_____
CAT III	Arts and Humanities: Literature	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
BUS3010	Business Law	4	_____
BUS3020	Business Statistics	4	_____
CAT III	Arts and Humanities: Humanities	4	_____
CAT VI	Democratic or Global Citizenship	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BUS3030	Organizational Behavior	4	_____
BUS3130	Individual and Team Management	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
BUS3110	Operations Management	4	_____
BUS ____	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
BUS3120	Human Resources Management	4	_____
BUS4010	Business Strategy	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
		Total Credits	128

**Notes:**

1. 3000 and 4000-level management concentration courses are offered one time per year as indicated above. Management concentration courses are offered at night in the semester in which they do not appear on the audit sheet.
2. Business administration core courses are offered during the day in the semester indicated above. Business administration core courses are offered at night in the semester in which they do not appear on the audit sheet.

**B.S. IN BUSINESS ADMINISTRATION: MANAGEMENT AND 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: Perspectives in Business	4	_____
BUS1002	Business Applications and Presentations	4	_____
CAT II	Mathematics	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
BUS1010	Principles of Management	4	_____
BUS1050	Social Responsibility in Business (Cat. IV Core)	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ECO1001	Economics (Cat. VI Core: Democratic or Global)	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
ACC2101	Principles of Accounting I	4	_____
BUS2010	Principles of Marketing	4	_____
CAT V	Laboratory Science	4	_____
ENG1002/2013	Composition and Rhetoric II or Advanced Composition	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
ACC2102	Principles of Accounting II	4	_____
BUS2020	Management Information Systems	4	_____
BUS2030	Principles of Finance	4	_____
CAT III	Arts and Humanities: Literature	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
BUS3010	Business Law	4	_____
BUS3020	Business Statistics	4	_____
CAT III	Arts and Humanities: Humanities	4	_____
CAT VI	Democratic or Global Citizenship	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BUS3030	Organizational Behavior	4	_____
BUS3130	Individual and Team Management	4	_____
BUS3410	Marketing Research	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
BUS3110	Operations Management	4	_____
BUS4410	Sales and Sales Management	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
BUS3120	Human Resources Management	4	_____
BUS4010	Business Strategy	4	_____
BUS4420	Advertising Management and Integrated Marketing Communication	4	_____
ELECTIVE	Elective	4	_____
		Total Credits	128

**Notes:**

1. 3000 and 4000-level management and marketing concentration courses are offered during the day in the semester as indicated above. Management concentration courses are offered at night in the semester in which they do not appear on the audit sheet.
2. Business administration core courses are offered during the day in the semester indicated above. Business administration core courses are offered at night in the semester in which they do not appear on the audit sheet.

**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: Perspectives in Business	4	_____
BUS1002	Business Applications and Presentations	4	_____
CAT II	Mathematics	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
BUS1010	Principles of Management	4	_____
BUS1050	Social Responsibility in Business (Cat. IV Core)	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ECO1001	Economics (Cat. VI Core: Democratic or Global Citizenship)	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
ACC2101	Principles of Accounting I	4	_____
BUS2010	Principles of Marketing	4	_____
CAT V	Laboratory Science	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
ACC2102	Principles of Accounting II	4	_____
BUS2020	Management Information Systems	4	_____
BUS2030	Principles of Finance	4	_____
CAT III	Arts and Humanities: Literature	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
BUS3010	Business Law	4	_____
BUS3020	Business Statistics	4	_____
CAT III	Arts and Humanities: Humanities	4	_____
CAT VI	Democratic or Global Citizenship	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BUS3030	Organizational Behavior	4	_____
BUS3410	Marketing Research	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
BUS4410	Sales and Sales Management	4	_____
BUS ____	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
BUS4010	Business Strategy	4	_____
BUS4420	Advertising Management and Integrated Marketing Comm.	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
		Total Credits	128

**Notes:**

1. 3000 and 4000-level marketing concentration courses are offered one time per year as indicated above. Marketing concentration courses are offered at night in the semester in which they do not appear on the audit sheet.
2. Business administration core courses are offered during the day in the semester indicated above. Business administration core courses are offered at night in the semester in which they do not appear on the audit sheet.



**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: Perspectives in Business	4	_____
BUS1002	Business Applications and Presentations	4	_____
CAT II	Mathematics	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
BUS1010	Principles of Management	4	_____
BUS1050	Social Responsibility in Business (Cat. IV Core)	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ECO1001	Economics (Cat. VI Core: Democratic or Global Citizenship)	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
ACC2101	Principles of Accounting I	4	_____
BUS2010	Principles of Marketing	4	_____
CAT V	Laboratory Science	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
ACC2102	Principles of Accounting II	4	_____
BUS2020	Management Information Systems	4	_____
BUS2030	Principles of Finance	4	_____
CAT III	Arts and Humanities: Literature	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
BUS3010	Business Law	4	_____
BUS3020	Business Statistics	4	_____
BUS3540	Sports Marketing	4	_____
CAT III	Arts and Humanities: Humanities	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BUS3030	Organizational Behavior	4	_____
CAT VI	Democratic or Global Citizenship	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
BUS4220	Leadership and Problem-Solving in Sports	4	_____
BUS ____	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
BUS4010	Business Strategy	4	_____
BUS4210	Event Administration	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
		Total Credits	128

**Notes:**

1. 3000 and 4000-level sports management concentration courses are offered one time per year as indicated above.
2. Business administration core courses are offered during the day in the semester indicated above. Business administration core courses are offered at night in the semester in which they do not appear on the audit sheet.

**B.S. IN BUSINESS ADMINISTRATION: SOCIAL MEDIA 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: Perspectives in Business	4	_____
BUS1002	Business Applications and Presentations	4	_____
CAT II	Mathematics	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
BUS1010	Principles of Management	4	_____
BUS1050	Social Responsibility in Business (Cat. IV Core)	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ECO1001	Economics (Cat. VI Core: Democratic or Global Citizenship)	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
ACC2101	Principles of Accounting I	4	_____
BUS2010	Principles of Marketing	4	_____
BUS2050	Social Media Marketing	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
ACC2102	Principles of Accounting II	4	_____
BUS2020	Management Information Systems	4	_____
BUS2030	Principles of Finance	4	_____
CAT III	Arts and Humanities: Literature	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
BUS3010	Business Law	4	_____
BUS3020	Business Statistics	4	_____
BUS3045	Digital Advertising	4	_____
CAT III	Arts and Humanities: Humanities	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BUS3030	Organizational Behavior	4	_____
BUS3055	Digital Analytics	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
CAT VI	Democratic or Global Citizenship	4	_____
CAT V	Laboratory Science	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
BUS4010	Business Strategy	4	_____
BUS4050	Social Media Strategy and Consulting	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
		<b>Total Credits</b>	<b>128</b>

**Notes:**

1. Business administration core courses are offered during the day in the semester indicated above. Business administration core courses are offered at night in the semester in which they do not appear on the audit sheet.

**B.S. IN BUSINESS ADMINISTRATION: MARKETING AND SOCIAL MEDIA 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: Perspectives in Business	4	_____
BUS1002	Business Applications and Presentations	4	_____
CAT II	Mathematics	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
BUS1010	Principles of Management	4	_____
CAT IV	BUS 1050: Social Responsibility in Business	4	_____
ECO1001	Economics (Cat. VI Core: Democratic or Global Citizenship)	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
ACC2101	Principles of Accounting I	4	_____
BUS2010	Principles of Marketing	4	_____
BUS2050	Social Media Marketing	4	_____
ENG1001/2012	Composition and Rhetoric II or Advanced Composition	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
ACC2102	Principles of Accounting II	4	_____
BUS2020	Management Information Systems	4	_____
BUS2030	Principles of Finance	4	_____
CAT III	Arts and Humanities: Literature	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
BUS3010	Business Law	4	_____
BUS3020	Business Statistics	4	_____
BUS3045	Digital Advertising	4	_____
CAT III	Arts and Humanities: Humanities	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BUS3030	Organizational Behavior	4	_____
BUS3410	Marketing Research	4	_____
BUS3055	Digital Analytics	4	_____
CAT V	Laboratory Science	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
BUS3110	Operations Management	4	_____
BUS4410	Sales and Sales Management	4	_____
CAT VI	Democratic or Global Citizenship	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
BUS3120	Human Resources Management	4	_____
BUS4010	Business Strategy	4	_____
BUS4420	Advertising Management and Integrated Marketing Communication	4	_____
BUS4050	Social Media Strategy and Consulting	4	_____
		Total Credits	128

**Notes:**

1. 3000 and 4000-level business marketing concentration courses are offered during the day in the semester as indicated above. Management concentration courses are offered at night in the semester in which they do not appear on the audit sheet.
2. Business administration core courses are offered during the day in the semester indicated above. Business administration core courses are offered at night in the semester in which they do not appear on the audit sheet.

## COMMUNICATION AND FINE ARTS DEPARTMENT

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

**Lea Antolini-Lid**, Assistant Professor of Dance

**Gary Caal**, Associate Professor of Visual Arts: Graphic Design

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

**Boris Gavrilovic**, Assistant Professor of Communication

**Deborah Lev**, Associate Professor of Communication

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

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

**Matthew Mendres**, Assistant Professor of Communication

**Barbara Pohl**, Assistant Professor of Visual Arts: Graphic Design

**Julia Sharp**, Assistant Professor of Fashion

**Hyo-Chong Yoo**, Associate Professor of Visual Arts: Studio Art

**Carol Yoshimine**, Professor of Visual Arts: Studio Art

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 Fashion: Design, Fashion: Merchandising, Visual Arts: Graphic Design, and Visual Arts: Studio Art.

The **Visual Arts: Studio Art** concentration offers its students a strong hands-on foundation in studio art, graphic art 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 journalism, film, and broadcast media. The curriculum provides for three concentrations – Film Studies, Journalism or Radio/Television -- 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; the College's television studio and non-linear editing suites; , 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/online 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 **Visual Arts: Graphic Design** concentration 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 Performance Studies, Dance, Technical Theatre and Design, and Production 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**

### 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 (VAR 1005)
- Introduction to Computer Graphics (VAR 1000)
- Graphic Design I (VAR 2016) – Prerequisite: VAR 1000
- Typography (VAR 2008) – Prerequisite: VAR 2016
- Graphic Design II (VAR 2017) – Prerequisite: VAR 2008
- History of Graphic Design (VAR 2007) – Prerequisite: VAR 1000 and 2016

Studio Art Minor

- History of Art (VAR 2001) or History of Modern Art (VAR 2002)
- Design and Color Fundamentals (VAR 1003)
- Drawing I (VAR 1005) or Drawing II (VAR 1006) or Drawing for Fashion (VAR 1007)
- Any one Painting Course from the following selection: Painting I (VAR 2013), Painting II (VAR 2014), Painting III (VAR 3013), or Painting IV (VAR 3014)
- Any one Printmaking Course from the following selection: Printmaking I (VAR 3010), Printmaking II (VAR 3011) or Monotype (VAR 3021)
- Introduction to Computer Graphics (VAR 1007) or Graphic Design I (VAR 2016) or Graphic Design II (VAR 2017)

Theatre Arts Minor: A Theatre Minor consists of a minimum of 20 credits in Theatre Arts, consisting of THA1001, two theatre practicum, and 14 credits in Theatre electives..

- THA 1001 Theatre Appreciation (4 credits)
- THA \_\_\_\_ Practicum (1 credit)
- THA \_\_\_\_ Practicum (1 credit)
- THA \_\_\_\_ (4 credits)
- THA \_\_\_\_ (4 credits)
- THA \_\_\_\_ (4 credits)
- THA \_\_\_\_ (2 credits)

**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>			
AFC1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
COM1011	Mass Media	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT II	Mathematics	4	_____
CAT IV	Social and Behavioral Sciences	4	_____
COM1014	Film Appreciation	4	_____
ENG1002/2010	Composition and Rhetoric II or Advanced Composition	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
CAT III	Arts and Humanities: Literature	4	_____
COM2111	Global Cinema	4	_____
COM2040	Great Directors	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT. IV	Democratic Citizenship	4	_____
CAT. VI	Global Citizen:	4	_____
COM2000	Interpersonal Communication	4	_____
COM2030	Film and Philosophy	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT V	Laboratory Science	4	_____
COM2041	Documentary and Independent Film	4	_____
COM3005	Mass Communication Law and Ethics	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
COM 3041	Arts Film/Video	4	_____
	Or		
COM ____	Internship or Major-Related Elective		
COM3014	Photojournalism	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
COM3042	Digital Filmmaking	4	_____
ENG2091	Literature to Film	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
COM4018	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: 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.

<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	_____
CAT III	arts and Humanities: Fine Arts	4	_____
COM1011	Mass Media	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT II	Mathematics	4	_____
CAT IV	Social and Behavioral Sciences	4	_____
COM1014	Film Appreciation	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
CAT III	Arts and Humanities: Literature	4	_____
CAT V	Laboratory Science	4	_____
COM2011	Introduction to Journalism	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT IV	Democratic Citizenship	4	_____
COM1003	The Quill	2	_____
	Or		_____
COM1004	The Hack	4	_____
COM2000	Interpersonal Communication	4	_____
COM2001	Public Speaking	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT VI	Global Citizenship	4	_____
COM3005	Mass Communication Law and Ethics	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	2	_____
<b><u>YEAR 3 (SPRING)</u></b>			
COM3011	Media Copywriting	4	_____
COM3014	Photojournalism	4	_____
COM ____	Internship or Major-Related Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
COM3013	Non-Fiction Freelance Writing and Editing	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
COM3018	Writing for Public Relations	4	_____
COM4018	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.

<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	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
COM1011	Mass Media	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT II	Mathematics	4	_____
CAT IV	Social and Behavioral Sciences	4	_____
COM1014	Film Appreciation	4	_____
ENG1002/2012	Composition and Rhetoric I or Advanced Composition	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
CAT III	Arts and Humanities: Literature	4	_____
CAT V	Laboratory Science	4	_____
COM1013	Audio Production	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT VI	Global Citizen:	4	_____
COM2000	Interpersonal Communication	4	_____
COM2001	Public Speaking	4	_____
COM2008	Television Production	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
COM2011	Introduction to Journalism	4	_____
COM3025	Advanced Television Production	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
CAT VI	Democratic Citizenship	4	_____
COM3005	Mass Communication Law and Ethics	4	_____
COM3011	Media Copywriting (or COM 2013: Media Design in the Fall)	4	_____
COM3014	Photojournalism	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
COM4018	Senior Communication Project	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
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>			
AFC1001	Academic Foundations at Centenary I	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
FAS1000	Apparel Construction	4	_____
FAS1001	Introduction to the Fashion Industry	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT II	Mathematics	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
FAS1010	Social Responsibility in the Global Fashion (Cat. VI Core: Global)	4	_____
VAR1000	Introduction to Computer Graphics		
	Or		
VAR1003	Design and Color Fundamentals	4	_____
	Or		
VAR1007	Drawing for Fashion		
<b><u>YEAR 2 (FALL)</u></b>			
CAT IV	Social/Behavioral Science	4	_____
FAS2011	Textile Science (Cat V Core)	4	_____
FAS2010	Design Studio I – Flat Pattern	4	_____
FAS3001	Retailing	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT III	Arts and Humanities: Art Appreciation (VAR1001)	4	_____
CAT III	Arts and Humanities: Literature	4	_____
CAT III	Arts and Humanities: Humanities	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>			
AFC1001	Academic Foundations at Centenary I	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
FAS1000	Apparel Construction	4	_____
FAS1001	Introduction to the Fashion Industry	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT II	Mathematics	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
FAS1010	Social Responsibility in the Global Fashion Industry (Cat. VI Global)	4	_____
FAS2000	Advanced Apparel Construction	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT VI	Democratic Citizenship	4	_____
FAS2010	Design Studio I – Flat Pattern	4	_____
VAR1000	Introduction to Computer Graphics	4	_____
VAR1007	Drawing for Fashion	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CATIII	Arts and Humanities: Humanities	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
CAT IV	Social or Behavioral Sciences	4	_____
FAS1008	Fashion Sketching	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
FAS2011	Textile Science (Cat. V Core)	4	_____
FAS3001	Retailing	4	_____
FAS3005	History of Costume	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
FAS3010	Design Studio II - Draping	4	_____
FAS3020	Computer Applications	4	_____
FAS3015	Fashion Graphics	2	_____
ELECTIVE	Elective	2	_____
<b><u>YEAR 4 (FALL)</u></b>			
FAS4010	Design Studio III – Advanced Problems in Fashion	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
FAS4005	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>			
AFC1001	Academic Foundations at Centenary I	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
FAS1000	Apparel Construction	4	_____
FAS1001	Introduction to the Fashion Industry	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT II	Mathematics	4	_____
ENG1002/2013	Composition and Rhetoric II or Advanced Composition	4	_____
FAS1010	Social Responsibility in the Global Fashion Industry (Cat. VI: Global)	4	_____
VAR1003	Design and Color Fundamentals	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Fine Arts	4	_____
CAT VI	Democratic Citizenship	4	_____
FAS2010	Design Studio I – Flat Pattern	4	_____
FAS2011	Textile Science (Cat. V Core)	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CATIII	Arts and Humanities: Humanities	4	_____
CAT III	Arts and Humanities: Literature	4	_____
CAT IV	Social and Behavioral Sciences	4	_____
FAS2009	Fashion Coordination and Promotion	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
FAS3001	Retailing	4	_____
FAS3003	Visual Merchandising	4	_____
FAS3005	History of Costume	4	_____
VAR1000	Introduction to Computer Graphics	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
FAS3008	Consumer Goods for the Home	4	_____
FAS3012	Visual Retailing	2	_____
FAS3015	Fashion Graphics	2	_____
FAS3020	Computer Applications	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
FAS4001	Fashion Buying	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
FAS4005	Social and Psychological Aspects of Clothing	4	_____
FAS4014	Fashion Merchandising: Portfolio Development	2	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	2	_____
Total Credits		128	

**B.A. IN THEATRE ARTS: PERFORMANCE STUDIES  
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	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
THA1009	Acting Workshop	2	_____
THA1015	Movement for Actors I	2	_____
THA1050	Introduction to Design and Technical Theatre I	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT II	Mathematics	4	_____
CAT III	Arts and Humanities: Theatre Appreciation (THA1001)	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA1051	Introduction to Design and Technical Theatre II	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA2015/2016	Dance for Theatre or Movement for Actors II	2	_____
THA2009	Acting Workshop	2	_____
THA2020	Voice and Speech	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
CAT IV	Social or Behavioral Sciences	4	_____
CAT VI	Global Citizenship	4	_____
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA2001/2002	Theatre History I or Theatre History II	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT III	Arts and Humanities: Shakespeare (ENG4010)	4	_____
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA2045/2046	Stage Management or Introduction to Directing	4	_____
THA3009	Acting Workshop	2	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	3	_____
<b><u>YEAR 3 (SPRING)</u></b>			
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA3015	Advanced Dance/Movement for Theatre	2	_____
THA3025/3026	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>			
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA2045/2046	Stage Management or Introduction to Directing	4	_____
THA4001	Thesis Project	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
THA1011/1012	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.

**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>			
AFC1001	Academic Foundations at Centenary I	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
FAS1000	Apparel Construction I	4	_____
THA1009	Acting Workshop	2	_____
THA1015	Movement for Actors	2	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT III	Arts and Humanities: Theatre Appreciation (THA1001)	4	_____
CAT II	Mathematics	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
THA1011	Technical Practicum	1	_____
THA1050	Introduction to Design and Technical Theatre	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
VAR1002	Two-Dimensional Design	4	_____
	Or		
VAR1007	Drawing I for Fashion Students	4	_____
CAT V	Laboratory Science	4	_____
FAS2010	Design Studio I – Flat Pattern	4	_____
FAS3005	History of Costume	4	_____
THA1011	Technical Practicum	1	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT III	Arts and Humanities: Humanities	4	_____
CAT IV	Social or Behavioral Sciences	4	_____
CAT. VI	Democratic Citizenship	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT VI	Global Citizenship	4	_____
FAS2011	Textile Science	4	_____
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA2001/2002	Theatre History I or Theatre History II	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
FAS3010	Design Studio II – Draping	4	_____
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA3024	Theatre Costume Design and Production	4	_____
THA3025	Set Design for the Theatre	4	_____
	Or		
THA3026	Lighting Design for Theatre	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
ENG4010	Shakespeare (CAT III Core)	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
THA4001	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>			
AFC1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Theatre Appreciation (THA1001)	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
THA1009	Acting Workshop	2	_____
THA1015	Movement for Actors I	2	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT II	Mathematics	4	_____
CAT V	Laboratory Science	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
THA011/1012	Technical Practicum or Performance Practicum	1	_____
THA1050	Introduction to Design and Technical Theatre	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
CAT. VI	Democratic Citizenship	4	_____
THA1002	Dance Appreciation	4	_____
THA1003	Modern Dance I	1	_____
THA1004	Ballet I	1	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Global Citizenship	4	_____
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA2003	Modern Dance II	1	_____
THA2004	Ballet II	1	_____
THA2015	Dance for Theatre	2	_____
THA2016	Movement for Actors	2	_____
THA ____	Theatre Elective (Recommended: Acting Workshop)	2	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT IV	Social or Behavioral Sciences	4	_____
ENG4010	Shakespeare	4	_____
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA1023	Jazz I	1	_____
THA1025	Tap I	1	_____
THA3001	Kinesthesiology	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
THA2023	Jazz II	1	_____
THA2025	Tap II	1	_____
THA3026	Lighting Design for Theatre	4	_____
THA3015	Advanced Dance for Theatre	2	_____
THA3047	Choreography	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA4001	Thesis Project	4	_____
THA ____	Theatre Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA1027	Ethnic Dance	2	_____
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: MUSICAL THEATRE  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course # Title</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (FALL)</u></b>		
AFC1001 Academic Foundations at Centenary I	4	_____
CAT III Arts and Humanities (THA1001 or THA1002)	4	_____
ENG1001/1002 Composition and Rhetoric I or Composition and Rhetoric II	4	_____
MUS1017 Voice	1	_____
THA1009 Acting Workshop	2	_____
THA1015 Movement for Actors I	2	_____
<b><u>YEAR 1 (SPRING)</u></b>		
CAT II Mathematics	4	_____
CAT III Arts and Humanities: Humanities	4	_____
ENG1002/2012 Composition and Rhetoric II or Advanced Composition	4	_____
THA1004 Ballet	1	_____
THA011/1012 Technical Practicum or Performance Practicum	1	_____
THA1051 Introduction to Design and Technical Theatre II	4	_____
<b><u>YEAR 2 (FALL)</u></b>		
CAT V Laboratory Science	4	_____
CAT VI Democratic Citizenship	4	_____
THA1023 Jazz I	1	_____
THA1011/1012 Technical Practicum or Performance Practicum	1	_____
THA2016 Movement for Actors II	2	_____
THA2020 Voice and Speech	4	_____
<b><u>YEAR 2 (SPRING)</u></b>		
CAT III Arts and Humanities: Literature	4	_____
CAT IV Social and Behavioral Sciences	4	_____
CAT VI Global Citizenship	4	_____
THA1011/1012 Technical Practicum or Performance Practicum	1	_____
THA1003 Modern Dance I	1	_____
THA2015 Dance for Theatre	2	_____
<b><u>YEAR 3 (FALL)</u></b>		
ENG4010 Shakespeare	4	_____
MUS1017 Voice	1	_____
THA1011/1012 Technical Practicum or Performance Practicum	1	_____
THA1025 Tap I	1	_____
THA2023 Jazz II	1	_____
THA2030 Children's Theatre Tour Initiative	2	_____
THA2045/2046 Introduction to Directing or Stage Management	4	_____
THA ____ Theatre Elective	2	_____
<b><u>YEAR 3 (SPRING)</u></b>		
THA2004 Ballet II	1	_____
THA1011/1012 Technical Practicum or Performance Practicum	1	_____
THA3025/3026 Set Design or Lighting Design for Theatre	4	_____
THA3015 Advanced Dance for Theatre	2	_____
THA3047 Choreography	4	_____
THA ____ Theatre Elective	2	_____
ELECTIVE Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>		
MUS1011 Piano Lessons	1	_____
THA1011/1012 Technical Practicum or Performance Practicum	1	_____
THA2025 Tap II	2	_____
THA4001 Thesis Project	4	_____
THA ____ Theatre Elective	4	_____
ELECTIVE Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>		
THA1011/1012 Technical Practicum or Performance Practicum	1	_____
THA1027 Ethnic Dance	2	_____
THA2003 Modern Dance II	1	_____
THA ____ Theatre Elective	4	_____
ELECTIVE Elective	4	_____
<b>Total Credits</b>		<b>128</b>



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

Course #	Title	Credits	Completed
<b><u>YEAR 1 (FALL)</u></b>			
AFC1001	Academic Foundations at Centenary	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
THA1009	Acting Workshop	2	_____
THA1015	Movement for Actors	2	_____
THA1050	Introduction to Design and Technical Theatre I	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT II	Mathematics	4	_____
CAT III	Arts and Humanities: Theatre Appreciation (THA1001)	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
THA1051	Introduction to Design and Technical Theatre II	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
BUS1001	Integrated Business Perspectives	4	_____
CAT V	Laboratory Science	4	_____
THA1011/1013	Technical Practicum or Office Practicum	1	_____
THA2020	Voice and Speech	4	_____
THA2045/2046	Stage Management or Directing	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Global Citizenship	4	_____
THA1011/1013	Technical Practicum or Office Practicum	1	_____
THA2001/2002	Theatre History I or Theatre History II	4	_____
THA3025/3026	Set Design for the Theatre or Lighting Design for the Theatre	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
ENG4010	Shakespeare	4	_____
FAS3005	History of Costume	4	_____
THA1011/1013	Technical Practicum or Office Practicum	1	_____
THA2045/2046	Stage Management or Directing	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
CAT IV	Social or Behavioral Sciences	4	_____
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA3025/3026	Set Design for the Theatre or Lighting Design for the Theatre	4	_____
THA ____	Theatre Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
CAT VI	Democratic Citizenship	4	_____
THA1011/1013	Technical Practicum or Office Practicum	1	_____
THA4001	Thesis Project	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	1	_____
<b><u>YEAR 4 (SPRING)</u></b>			
THA1011	Technical Practicum	1	_____
THA1012	Performance 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>			
AFC1001	Academic Foundations at Centenary	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
THA1009	Acting Workshop	2	_____
THA1015	Movement for Actors	2	_____
THA1050	Introduction to Design and Technical Theatre	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT II	Mathematics	4	_____
CAT III	Arts and Humanities: Theatre Appreciation (THA1001)	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA2020	Voice and Speech	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
VAR1005	Drawing I	4	_____
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
THA1011	Technical Practicum	1	_____
THA2045/46	Stage Management or Directing	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Global Citizenship	4	_____
THA1011	Technical Practicum	1	_____
THA2001/2002	Theatre History I or Theatre History II	4	_____
THA3025/3026	Set Design for the Theatre or Lighting Design for the Theatre	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
ENG4010	Shakespeare	4	_____
FAS3005	History of Costume	4	_____
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA2045/2046	Stage Management or Directing	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
CAT IV	Social or Behavioral Sciences	4	_____
THA1011	Technical Practicum	1	_____
THA3025/3026	Set Design for the Theatre or Lighting Design for the Theatre	4	_____
THA ____	Theatre Designated Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
THA1011/1012	Technical Practicum or Performance Practicum	1	_____
THA4001	Thesis Project	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
THA1011	Technical Practicum	1	_____
THA1012	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"

**B.F.A. IN VISUAL ARTS  
GRAPHIC DESIGN CONCENTRATION  
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	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
VAR1000	Introduction to Computer Graphics	4	_____
VAR1005	Drawing I	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
VAR1003	Design and Color Fundamentals	4	_____
VAR2001	History of Art (CAT III Core: Fine Arts)	4	_____
VAR2016	Graphic Design I	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT II	Mathematics	4	_____
CAT III	Arts and Humanities: Humanities	4	_____
VAR2007	History of Graphic Design	4	_____
VAR2008	Typography	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT V	Lab Science	4	_____
VAR1004	Three-Dimensional Design	4	_____
VAR1006	Drawing II	4	_____
VAR2017	Graphic Design II	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT IV	Social and Behavioral Sciences	4	_____
VAR2015	Through the Camera Lens: Design and Reportage	4	_____
VAR3007	Computer Animation for Multi-Media and Video	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
COM3005	Mass Communication Law and Ethics	4	_____
COM3046	Digital Film-Making	4	_____
VAR3002	Digital Illustration	4	_____
VAR3005	Web Design I	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
CAT VI	Global Citizenship	4	_____
CAT VI	Democratic Citizenship	4	_____
VAR4007	Senior Project in the Visual Arts I: Graphic Design	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
VAR4001	Design Communication	4	_____
VAR4008	Senior Project in the Visual Arts II: Graphic Design	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
Total Credits		128	

**B.F.A. IN VISUAL ARTS  
STUDIO ART CONCENTRATION  
RECOMMENDED FOUR-YEAR SEQUENCE**

Course #	Title	Credits	Completed
<u>YEAR 1 (FALL)</u>			
AFC1001	Academic Foundations at Centenary I	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
VAR1000	Introduction to Computer Graphics	4	_____
VAR1005	Drawing I	4	_____
<u>YEAR 1 (SPRING)</u>			
CAT II	Mathematics	4	_____
ENG002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
VAR1003	Design and Color Fundamentals	4	_____
VAR1006	Drawing II	4	_____
<u>YEAR 2 (FALL)</u>			
CAT V	Laboratory Science	4	_____
VAR2001/2002	History of Art or History of Modern Art (Cat. III Core: Fine Arts)	4	_____
VAR2011	Life Drawing and Anatomy	4	_____
VAR2013	Painting I	4	_____
<u>YEAR 2 (SPRING)</u>			
CAT IV	Social and Behavioral Science	4	_____
CAT VI	Global Citizenship	4	_____
VAR1004	Three-Dimensional Design	4	_____
VAR2014	Painting II	4	_____
<u>YEAR 3 (FALL)</u>			
CAT III	Arts and Humanities: Humanities	4	_____
VAR2015	Through the Camera Lens: Design and Reportage	4	_____
	Or		_____
VAR3002	Digital Illustration	4	_____
VAR3010	Printmaking I		_____
VAR3013	Painting III		_____
<u>YEAR 3 (SPRING)</u>			
CAT III	Arts and Humanities: Literature	4	_____
COM3046	Digital Film-Making	4	_____
VAR3011	Printmaking II	4	_____
VAR3014	Painting IV	4	_____
<u>YEAR 4 (FALL)</u>			
CAT VI	Democratic Citizenship	4	_____
VAR3021	Monotype	4	_____
VAR4003	Senior Thesis Project in the Visual Arts I: Studio Art	4	_____
ELECTIVE	Elective	4	_____
<u>YEAR 4 (SPRING)</u>			
VAR4004	Senior Thesis Project in the Visual Arts II: Studio Art	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
Total Credits		128	

## EDUCATION DEPARTMENT

### TEACHER CERTIFICATION PROGRAMS

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

**Emily Anderson**, Assistant Professor of Education

**Frances Congdon**, Assistant Professor of Education/Graduate Program Director for Master of Education in Reading

**Timothy Frederiks**, Assistant Professor of Education/Graduate Program Director for the Education Department/Co-Coordinator for the PDS Program

**Eric Nixon**, Assistant Professor of Education/Co-Coordinator for the PDS Program

**Marianne Pratschler**, Associate Professor of Education

**Kathleen Prystash**, Assistant Professor of Education/Graduate Director for Special Education

**Louis Rossi**, Visiting Assistant Professor of Education

**Simon Saba**, Associate Professor of Education/Coordinator for the Master in Educational Practice

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 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), or Liberal Arts (Elementary Education only), 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 3.00 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 3.00 cumulative GPA, two supportive letters of reference, an interview with department faculty, completion of EDU2000 and either EDU2003 or EDU2004 with a grade of B or better. In order to remain in the Education Department, students must maintain a 3.00 cumulative GPA and receive a B in all Education courses. There is one semester of probation if the student's GPA falls below 3.00 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)<sup>1</sup>**  
**RECOMMENDED FOUR-YEAR SEQUENCE**

Course #	Title	Credits	Completed
<b><u>YEAR 1 (FALL)</u></b>			
AFC1001	Academic Foundations at Centenary	4	_____
BIO1150	General Biology I	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
MTH1180	Algebraic Modeling (Cat. II Core)	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT III	Arts and Humanities: Fine Arts (Select from ART1001, MUS1001 or THA1001)	4	_____
EDU2000	Foundations of Education	4	_____
BIO1160	General Biology II	4	_____
MTH1600	Pre-Calculus	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CHM1100	General Chemistry I	4	_____
EDU2003	Foundations of Education: Teaching K-5	4	_____
HIS2001	American Civilization I (Cat. VI Core: Democratic)	4	_____
MTH1501	Statistics I	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
BIO1110	Environmental Science (Cat. VI Core: Global)	4	_____
CHM1110	General Chemistry II	4	_____
EDU3053	Foundations of Literacy in Elementary Education	4	_____
EDP2001	Pre-School and School-Aged Development (3-18 Years)	4	_____
HIS1003	World History I (Cat. III Core: Humanities)	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
BIO3200	Comparative Vertebrate Anatomy	4	_____
CHM2050	Organic Chemistry I	4	_____
EDP3013	Psychology of High and Low Incidence Exceptionality	4	_____
ENG3003	Children's Literature ( Cat. III Core: Literature)	4	_____
PSC1500	Physical Science (Cat. V Core)	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BIO3100	Genetics	4	_____
BIO3210	Animal Physiology and Behavior	4	_____
EDU3031	Special Ed: Learners Perspective	4	_____
EDU3052	Elementary Teaching Methodology	4	_____
SOC2004	School, Family and Community (Cat. IV Core)	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
BIO3500	Microbiology	4	_____
BIO4000	Ecology	4	_____
EDU3038	Classroom Management for Challenging Behavior	4	_____
EDU3080	Teaching Practicum and Assessing Outcomes	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EDU4024	Applications in Literacy	2	_____
EDU4050	Student Teaching	10	_____
Total Credits		136	_____

<sup>1</sup> 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 for 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/TEACHER OF BIOLOGY (K-12)<sup>1</sup>**

**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	_____
BIO1150	General Biology I	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
MTH1180	Algebraic Modeling (Cat. II Core)	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT III	Arts and Humanities: Fine Arts (VAR1001 or MUS1001)	4	_____
BIO1160	General Biology II	4	_____
EDU2000	Foundations of Education	4	_____
MTH1600	Pre-Calculus	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
CHM1100	General Chemistry I	4	_____
EDU2004	Foundations of Education: Teaching in the Content Areas	4	_____
MTH1501	Statistics I	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
BIO1110	Principles of Environmental Science (Cat. VI Core: Global)	4	_____
CAT III	Arts and Humanities: Literature	4	_____
CHM1110	General Chemistry II	4	_____
EDU3054	Foundations of Literacy in the Content Areas	4	_____
EDP2001	Pre-School and School-Aged Development (3-18 Years)	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
BIO3200	Comparative Vertebrate Anatomy	4	_____
CHM2050	Organic Chemistry I	4	_____
EDP3013	Psych of High and Low Inc. Exception.	4	_____
SOC2004	School, Family and Community (Cat. IV Core)	4	_____
PSC1500	Physical Science (Cat. V Core)	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BIO3100	Genetics	4	_____
BIO3210	Animal Physiology and Behavior	4	_____
CAT. VI	Democratic Citizenship	4	_____
EDU3031	Special Education: Learner's Perspective	4	_____
EDU3058	Biology Curriculum and Instruction	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
BIO3500	Microbiology	4	_____
BIO4000	Ecology	4	_____
EDU3038	Classroom Management for Challenging Behavior	4	_____
EDU3080	Teaching Practicum and Assessing Outcomes	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EDU4024	Applications in Literacy	2	_____
EDU4050	Student Teaching	10	_____
<b>Total Credits</b>		<b>136</b>	_____

<sup>1</sup> 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 for their academic programs so that Student Teaching and the Applications in Literacy are the only courses they register for during their last semester.

**B.A. IN ENGLISH/ELEMENTARY EDUCATION (K-5)<sup>1</sup>**  
**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	4	_____
CAT II	Mathematics	4	_____
ENG1001/1002	Composition and Rhetoric I and Composition and Rhetoric II	4	_____
HIS1003	World History I (Cat. III Core: Humanities)	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT III	Arts and Humanities: Fine Arts (ART1001, MUS1001, or THA1001)	4	_____
ENG1005	Introduction to Literary Analysis	4	_____
EDU2000	Foundations of Education	4	_____
SOC2004	School, Family and Community (Cat. IV Core)	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
EDU2003	Foundations of Education: Teaching K-5	4	_____
ENG2014	American Literature Survey	4	_____
ENG2019	Classical Literature	4	_____
	Or	4	_____
ENG2020	The Bible as Literature	4	_____
PSC1500	Physical Science (Cat. V Core)	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	_____
ENG3003	Children's Literature (Cat. III Core: Literature)	4	_____
ENG ____	English Elective	4	_____
HIS2001	American Civilization I (Cat. VI Core: Democratic)	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
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	4	_____
	Or	4	_____
ENG2028	Non-Western World Literature	4	_____
	Or	4	_____
ENG2029	Modern European Literature	4	_____
ENG3035	History of the English Language	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
EDU3031	Sped Ed: Learner's Perspective	4	_____
EDU3052	Elementary Teaching Methods	4	_____
ENG2018	British Literature II	4	_____
ENG2026	Women Writers of the World	4	_____
HIS2005	World Geography	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
EDU3080	Teaching Practicum and Assessing Outcomes	4	_____
ENG4010	Shakespeare	4	_____
ENG4080	Senior Seminar	4	_____
ENG ____	English Elective	4	_____
<b><u>Year 4 (SPRING)</u></b>			
EDU4024	Applications in Literacy	2	_____
EDU4050	Student Teaching	10	_____
Total Credits		136	_____

**B.A. IN ENGLISH/TEACHER OF ENGLISH (K-12)<sup>1</sup>**

<sup>1</sup> 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 for their academic programs so that Student Teaching and the Applications in Literacy are the only courses they register for during their last semester.



# RECOMMENDED FOUR-YEAR SEQUENCE

Course #	Title	Prerequisites	Credits	Completed
<b><u>YEAR 1 (FALL)</u></b>				
AFC1001	Academic Foundations at Centenary		4	_____
CAT II	Mathematics		4	_____
CAT III	Arts and Humanities: Humanities (HIS1003 or HIS1004 recommended)		4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II		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 (Cat. IV Core)		4	_____
ENG1005	Introduction to Literary Analysis		4	_____
<b><u>YEAR 2 (Fall)</u></b>				
CAT V	Laboratory Science		4	_____
EDU2004	Foundations of Education: Teaching in the Content Areas		4	_____
ENG2014	American Literature Survey		4	_____
ENG2019	Classical Literature		4	_____
	Or		4	_____
ENG 2020	The Bible as Literature			_____
<b><u>YEAR 2 (Spring)</u></b>				
CAT III	Arts and Humanities: Literature		4	_____
CAT VI	Democratic Citizenship		4	_____
EDP2001	Pre-School and School-Aged Development (3-18 Years)		4	_____
EDU3054	Literacy in the Content Areas		4	_____
ENG ____	English Elective		4	_____
<b><u>YEAR 3 (Fall)</u></b>				
EDP3013	Psychology of High and Low Incidence Exceptionality		4	_____
EDU3056	English Curriculum and Instruction		4	_____
ENG2017	British Literature I		4	_____
ENG2025	Ethnic American Literature			_____
	Or			_____
ENG2028	Non-Western World Literature		4	_____
	Or			_____
ENG2029	Modern European Literature			_____
ENG3035	History of the English Language		4	_____
<b><u>YEAR 3 (Spring)</u></b>				
CAT VI	Global Citizenship		4	_____
EDU3038	Classroom Management for Challenging Behavior		4	_____
EDU3031	Special Education: Learner's Perspective		4	_____
ENG2018	British Literature II		4	_____
ENG2026	Women Writers of the World		4	_____
<b><u>YEAR 4 (Fall)</u></b>				
EDU3080	Teaching Practicum and Assessing Outcomes		4	_____
ENG4010	Shakespeare		4	_____
ENG4080	Senior Seminar		4	_____
ENG ____	English Elective		4	_____
<b><u>YEAR 4 (Spring)</u></b>				
EDU4024	Applications in Literacy		2	_____
EDU4050	Student Teaching		10	_____
Total Credits			136	_____

<sup>1</sup> 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 for their academic programs so that Student Teaching and the Applications in Literacy are the only courses they register for during their last semester.

**B.A. IN HISTORY/ELEMENTARY EDUCATION (K-5)<sup>1</sup>**  
**RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

Course #	Title	Credits	Completed
<b><u>YEAR 1 (FALL)</u></b>			
AFC1001	Academic Foundations at Centenary	4	_____
CAT II	Mathematics	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
HIS1003	World History I	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT III	Arts and Humanities: Fine Arts (Select from ART1001, MUS1001 or THA1001))	4	_____
CAT V	Laboratory Science	4	_____
EDU2000	Foundations of Education	4	_____
HIS1004	World History II	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
EDU2003	Foundations of Education: Teaching K-5		
HIS2001	American Civilization I	4	_____
REL2001	Religions of the World (Cat. III Core: Humanities)	4	_____
SOC1000	Contemporary Social Issues (Cat VI Core: Democratic)	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
EDP2001	Pre-School and School-Age Development (3-18 Years)	4	_____
EDU3053	Foundations of Literacy in Elementary Education	4	_____
ENG3003	Children's Literature (Cat. III Core: Literature)	4	_____
HIS2002	American Civilization II	4	_____
HIS2005	World Geography	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
ECO1001	Economics (Cat. VI Core; Global)	4	_____
EDP3013	Psychology of High and Low Incidence Exceptionality	4	_____
HIS2006	American Social, Political, and Economic Systems	4	_____
HIS ____	History Elective	4	_____
SOC2004	School, Family and Community (Cat. IV Core)	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
EDU3031	Special Ed: Learners Perspective	4	_____
EDU3052	Elementary Education Methodology	4	_____
HIS3010	History of New Jersey	4	_____
HIS ____	History Elective	4	_____
HIS ____	History Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
EDU3038	Classroom Management for Challenging Behavior	4	_____
EDU3080	Teaching Practicum and Assessing Outcomes	4	_____
HIS3006	European Social and Cultural History	4	_____
HIS4000	Methods in Historical Research	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EDU4024	Applications in Literacy	2	_____
EDU4050	Student Teaching	10	_____
Total Credits		136	

<sup>1</sup> 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 for their academic programs so that Student Teaching and the Applications in Literacy are the only courses they register for during their last semester.

**B.A. IN HISTORY/TEACHER OF SOCIAL STUDIES (K-12)<sup>1</sup>**  
**RECOMMENDED FOUR-YEAR COURSE SEQUENCE**

Course #	Title	Credits	Completed
<b><u>YEAR 1 (FALL)</u></b>			
AFC1001	Academic Foundations at Centenary	4	_____
CAT II	Mathematics	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
HIS1003	World History I	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT III	Arts and Humanities: Fine Arts (VAR1001 or MUS1001)	4	_____
CAT V	Laboratory Science	4	_____
EDU2000	Foundations of Education	4	_____
HIS1004	World History II	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
EDU2004	Foundations of Education: Teaching in the Content Areas	4	_____
HIS2001	American Civilization I	4	_____
REL2001	Religions of the World (Cat. III Core: Humanities)	4	_____
SOC1000	Contemporary Social Issues	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
ECO1001	Economics (Cat. VI Core: Global)	4	_____
EDP2001	Pre-School and School-Aged Development (3-18 Years)	4	_____
EDU3054	Literacy in the Content Areas	4	_____
HIS2002	American Civilization II	4	_____
HIS2005	World Geography	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
EDP3013	Psychology of High and Low Incidence Exceptionality	4	_____
EDU3059	Social Studies Curriculum and Instruction	4	_____
HIS2006	American Social, Political, and Economic Systems	4	_____
HIS ____	History Elective	4	_____
SOC2004	School, Family and Community (Cat. IV Core)	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
CAT III	Art and Humanities: Literature	4	_____
EDU3031	Special Education: Learner's Perspective	4	_____
EDU3038	Classroom Management for Challenging Behavior	4	_____
HIS3010	History of New Jersey	4	_____
HIS ____	History Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
EDU3080	Teaching Practicum and Assessing Outcomes	4	_____
HIS3006	European Social and Cultural History	4	_____
HIS4000	Methods in Historical Research	4	_____
HIS ____	History Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EDU4024	Applications in Literacy	2	_____
EDU4050	Student Teaching	10	_____
Total Credits		136	

<sup>1</sup> 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 for their academic programs so that Student Teaching and the Applications in Literacy are the only courses they register for during their last semester.

**B.A. IN LIBERAL ARTS/ELEMENTARY EDUCATION (K-5) /MIDDLE SCHOOL ENDORSEMENT (5-8)<sup>1</sup>**  
**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 or THA1001)	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
MTH1111	Quantitative Literacy	4	_____
<u>YEAR 1 (SPRING)</u>			
MTH1250	Geometry	4	_____
EDU2000	Foundations of Education	4	_____
ENG1005	Introduction to Literary Analysis	4	_____
PSC1500	Physical Science (Cat. V Core)	4	_____
<u>YEAR 2 (FALL)</u>			
EDU2003	Foundations of Education: Teaching K-5	4	_____
HIS1003	World History I (recommended) Or	4	_____
<del>HIS1004</del>	<del>World History II</del>		
MTH1180	Algebraic Modeling	4	_____
SOC2004	School, Family and Community (Cat. IV Core)	4	_____
<u>YEAR 2 (SPRING)</u>			
BIO1105	Human Nutrition and Performance	4	_____
EDP2001	Pre-School and School-Aged Development (3-18 Yrs)	4	_____
HIS2005	World Geography (Cat. VI Core: Global)	4	_____
HIS2006	American Soc/Pol/Econ Systems (Cat. VI Core: Democratic)	4	_____
<u>YEAR 3 (FALL)</u>			
EDU3041	Foundations of Literacy in Elementary Education	4	_____
EDP3013	Psychology of High and Low Incidence Exceptionality	4	_____
ENG3003	Children's Literature (Cat. III Core: Literature)	4	_____
HIS2001/ 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, or	4	_____
CHM1050	Basic Chemistry, Or		
PSC1400	Earth Science	4	_____
EDU3052	Elementary Teaching Methodology: Mathematics in the Elementary Classroom		
ENG2012	Advanced Composition Or	4	_____
ENG2014	American Literature Survey Or		
ENG3004	The Short Story	4	_____
EDU3031	Special Ed: The Learner's Perspective		
<u>YEAR 4 (FALL)</u>			
BIO1110	Principles of Environmental Science, or	4	_____
CHM1050	Basic Chemistry		
PSC1400	Earth Science	4	_____
EDU3038	Classroom Management for Challenging Behavior		
EDU3080	Teaching Practicum and Assessing Outcomes	4	_____
MTH1501	Statistics I	4	_____
<u>YEAR 4 (SPRING)</u>			
EDU4024	Applications in Literacy	2	_____
EDU4050	Student Teaching	10	_____
Total Credits		128	

<sup>1</sup> 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 for their academic programs so that Student Teaching and the Applications in Literacy are the only courses they register for during their last semester.

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

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 3.00 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 3.00 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 3.00.

### **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 3.00, 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 through the Liberal Arts major, 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, 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.

**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>

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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.

### **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

**Sharon Decker**, Department Chair and Assistant Professor of English

**Christopher Adamo**, Associate Professor of Philosophy

**Carol M. Barnett**, Assistant Professor of English

**Robert Battistini**, Assistant Professor of English

**Klara Lutsky**, Assistant Professor of English

**Patrick Maley**, Assistant Professor of English

**Lisa Mastrangelo**, Associate Professor of English

**Emilia Phillips**, Assistant Professor of Creative Writing

**Richard Sévère**, Assistant Professor of English and Director of the Writing Collaboratory

**Arlene Shorter Young**, Assistant Professor of English

The English and Foreign Languages Department offers a Bachelor of Arts (B.A.) program in English. In addition to the more traditional literature major, the Department offers students the option of two writing-intensive concentrations: Creative Writing and Professional Writing. 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.

### Creative Writing Concentration (for English Majors):

- 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 Composition (ENG 2012)
- 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).

### Professional Writing Concentration (for English Majors):

Required Courses:

ENG 2012 Advanced Composition	4 credits
ENG 2100 Introduction to Professional Writing	4 credits
ENG 4180 Internship or Individually Designed Capstone Project	4 credits

Professional Writing Elective Options (choose two courses from the following, only one of which may be from Communication):

COM 3013 Non-Fiction Freelance Writing and Editing	4 credits
COM 3018 Writing for Public Relations	4 credits



ENG 3140 Writing for Civic Engagement	4 credits
ENG3160 Writing for a Digital World	4 credits
ENG 3180 Rhetorical Theory: The Rhetorical Tradition	4 credits

**The Writing Collaboratory:** Opened in the Spring of 2012 and directed by Dr. Richard Sévère, the Writing Collaboratory offers peer-to-peer tutoring to students of all majors seeking assistance with their writing skills. The Writing Collaboratory also offers advanced students of all majors skilled in writing the opportunity to gain valuable experience working one on one with students on writing.

**English Minor:** Any student may minor in English by taking sixteen (16) credits of English coursework beyond ENG 1001. Students must take ENG 1005: Introduction to Literary Analysis, and then complete the remaining 12 credits in any English courses at the 2000-level or beyond (with a maximum of 8 credits coming from creative writing, professional writing, or rhetoric & Composition courses).

**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 Composition

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.

**Professional Writing Minor (for non-English Majors):** The minor in Professional Writing is a five course (20 credit) designed to introduce students to the current conversations in the field, offer them a theoretical foundation to writing and rhetoric, offer opportunities to learn to write for almost any professional purpose, audience, or format, and strengthen a student's professional writing skills.

Required Courses:

ENG2012 Advanced Composition	4 credits
ENG2100 Introduction to Professional Writing	4 credits
ENG 4180 Internship or Individually Designed Capstone Project	4 credits

Writing Electives (choose two from the following options – only one may be in Communication):

COM 3013 Non-Fiction Freelance Writing and Editing	4 credits
COM 3018 Writing for Public Relations	4 credits
ENG 3140 Writing for Civic Engagement	4 credits
ENG 3160 Writing for the Digital World	4 credits
ENG 3180 Rhetorical Theory: The Rhetorical Tradition	4 credits

The English and Foreign Languages Department also supervises Spanish and American Sign Language courses, and philosophy, and religion classes.

### **ENGLISH MAJOR CORE REQUIREMENTS**

All majors must complete 48 credits in English above the two required writing courses. 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 co-requisite.

#### **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 2026	Women Writers of the World
ENG 3035	History of the English Language
ENG 4010	Shakespeare
ENG 4080	Senior Seminar

Plus one of the following:

ENG 2019	Classical Literature
	OR
ENG 2020	The Bible as Literature

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 Training
ENG 3029	Modern European Literature
ENG 3036	Medieval Literature
ENG 3037	Renaissance Literature: 1500-1600
ENG 3038	Reason and Emotion: 18 <sup>th</sup> Century Literature
ENG 3040	Modern & Contemporary British Literature
ENG 3042	Modern & Contemporary American Literature
ENG 3071	Romantic Literature
ENG 3072	Victorian Literature
ENG 3080	Literature of the Holocaust
ENG 4005	Modern British and American Poetry
ENG 4020	Chaucer

**Note: Internship Option** – The English faculty will grant two or 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>			
AFC1001	Academic Foundations at Centenary I	4	_____
CAT II	Mathematics	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
CAT IV	Social or Behavioral Sciences	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
ENG1005	Introduction to Literary Analysis	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
ENG2014	American Literature Survey	4	_____
ENG2019	Classical Literature	4	_____
	Or		
ENG2020	The Bible as Literature		
<b><u>YEAR 2 (SPRING)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Global Citizenship	4	_____
ENG2016	Women Writers of the World	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
ENG2017	British Literature I	4	_____
ENG3035	History of the English Language	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
ENG2018	British Literature II	4	_____
ENG2025	Ethnic American Literature	4	_____
	Or		
ENG2028	Non-Western World Literature	4	_____
	Or	4	_____
ENG3029	Modern European Literature		
ENG ____	English Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
ENG4010	Shakespeare	4	_____
ENG ____	English Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
ENG4080	Senior Seminar	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b>Total Credits</b>		<b>128</b>	

**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>			
AFC1001	Academic Foundations at Centenary I	4	_____
CAT II	Mathematics	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
CAT IV	Social or Behavioral Sciences	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
ENG1005	Introduction to Literary Analysis	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
ENG2014	American Literature Survey	4	_____
ENG2015/2016	Creative Writing: Poetry or Creative Writing: Creative Prose	2	_____
ENG2019	Classical Literature	4	_____
	Or		
ENG2020	The Bible as Literature		
<b><u>YEAR 2 (SPRING)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Global Citizenship	4	_____
ENG2015/2016	Creative Writing: Poetry or Creative Writing: Creative Prose	2	_____
ENG2026	Women Writers of the World	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
ENG2015/2016	Creative Writing: Poetry or Creative Writing: Creative Prose	2	_____
ENG2017	British Literature I	4	_____
ENG3035	History of the English Language	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
ENG2015/2016	Creative Writing: Poetry or Creative Writing: Creative Prose	2	_____
ENG2018	English Literature II	4	_____
ENG2025	Ethnic American Literature	4	_____
	Or		
ENG2028	Non-Western World Literature		
	Or		
ENG3029	Modern European Literature	4	_____
ENG ____	English Elective		
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
ENG4010	Shakespeare	4	_____
ENG ____	English Elective	4	_____
ENG2012	Advanced Composition, Or	4	_____
ENG2030	Craft of Poetry Writing, Or		
ENG2031	Craft of Prose Writing, Or	4	_____
THA3050	Playwriting		
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
ENG4080	Senior Seminar	4	_____
ENG3001	Development of the Novel Or	4	_____
ENG3002	History of Drama, Or		
ENG3003	Children's Literature, Or	4	_____
ENG3004	The Short Story, Or		
ENG4005	Modern British and American Poetry	4	_____
ELECTIVE	Elective		
Total Credits		128	

**B.A. IN ENGLISH: PROFESSIONAL WRITING  
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	_____
CAT II	Mathematics	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
CAT IV	Social or Behavioral Sciences	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
ENG1005	Introduction to Literary Analysis	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
ENG2012	Advanced Composition or Elective	4	_____
ENG2014	American Literature Survey	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
ENG2019	Classical Literature		
	Or	4	_____
ENG2020	The Bible as Literature		
ENG2026	Women Writers of the World	4	_____
ENG2100	Introduction to Professional Writing	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT VI	Global Citizenship	4	_____
ENG2017	British Literature I	4	_____
ENG3035	History of the English Language	4	_____
ENG/COM	Professional Writing Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
ENG2018	English Literature II	4	_____
ENG2025	Ethnic American Literature		
	Or		
ENG2028	Non-Western World Literature	4	_____
	Or		
ENG3029	Modern European Literature		
ENG/COM	Professional Writing Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
ENG4010	Shakespeare	4	_____
ENG4180	Internship or Individually Designed Capstone Project	4	_____
ENG ____	English Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
ENG4080	Senior Seminar	4	_____
ENG ____	English Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
Total Credits		128	

## EQUINE STUDIES DEPARTMENT

**Timothy Cleary**, Department Chair, Associate Professor of Equine Studies and Equestrian Center Supervisor

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

**Heather Clark**, Assistant Professor of Equine Studies and IHSA Co-Coach

**Tara Clausen**, Associate Professor of Equine Studies, Riding Coordinator, and Hunter-Jumper Coach

**Michael Dowling**, Assistant Professor of Equine Studies and IHSA Co-Coach

**Michael Fugaro**, Professor of Equine Studies and Biology, Veterinarian

**Kelly Martin Munz**, Professor of Equine Studies and Major Gifts Officer

**Sarah Simms**, Assistant Professor of Equine Studies and IDA Coach

**Lynn E. Taylor**, Professor of Equine Studies

The Equine Studies Department offers the **Bachelor of Science in Equine Studies and the Bachelor of Science in Equine Science (Pre-Veterinary Track)**.

Those students who are enrolled in the Equine Studies program have the option to pursue one or more of the five concentrations Centenary has to offer: 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 Program fees.

### **Bachelor of Science in Equine Studies**

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 five concentrations, depending on their individual career interests and goals. Students can further expand their equine knowledge by selecting courses from a variety of electives.

For the majority of concentrations, students are required to partake in equestrian skills courses in which their riding abilities are developed and honed. . Students are assigned to classes appropriate to their levels of riding experience and capabilities. The overall goal of these courses 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: Intercollegiate Horse Show Association (IHSA), Intercollegiate Dressage Association (IDA), or Hunter/Jumper teams.

### **Bachelor of Science in Equine Science (Pre-Veterinary Track)**

This program is offered through the collaborative efforts of the Equine Studies and Mathematics and Natural Sciences Departments of Centenary College. Completion of this major will satisfy the stringent requirements of the accredited veterinary schools in the US, Canada, and abroad. While this curriculum is ideal for students focused on pursuing a career in the equine veterinary industry, individuals interested in other animal species would benefit from this major as well. Potential animal science careers include, but are not limited to, nutrition, physiology, technology, biomedical research, and the pharmaceutical industry.

This major is designed for the academically motivated student who is capable of maintaining a 20 credit semester course load over a four-year period. Riding is not required for this major but is optional if time, space, and resources permit. All of the riding requirements and protocols can be found within the Equine Studies Department majors.

Students will be provided expert advisors to assist in their career development. Additionally, internships or experiential learning is highly encouraged within this major. Students enrolled in this curriculum will be encouraged to participate in the Pre-Professionals Organization which provides extracurricular education into the science-based careers and graduate schools through meetings, guest speakers, and tutorials focused on graduate school applications.

Due to the academic rigor of this curriculum, students applying for acceptance into this major must satisfy the following requirements: (1) successful completion of Pre-Calculus or higher; (2) a cumulative high school or transfer academic GPA of 3.4/4.0; (3) a score of 580 or higher on each section of the SAT; (4) and an interview with faculty members of the Equine and Math & Natural Sciences Departments.

Transfer students, both internal and external, are welcome to apply and must meet the requirements described above. Accepted transfer students are not guaranteed that all courses/credits will transfer into this curriculum and that graduation from this major may be delayed due to an off-cycle enrollment.

**Declaring a Concentration** If students within the Equine Studies program wish to pursue a concentration, it must be declared during their Sophomore year. Students may major in more than one concentration, but should recognize that due to the increase in credits this endeavor may require an additional semester and/or incur overload credit fees. Students wishing to declare a concentration in Training the Horse or Riding Instruction are required to fill out an application, be riding at specific levels (see below), provide a letter of recommendation, and write a brief essay on why they should be considered for that specific concentration. Candidates of these concentrations must be approved by the Equine Studies faculty by their second-semester Sophomore year.

#### **CONCENTRATIONS**

##### **Equine Business Management**

This concentration prepares students for business-related careers in the equine field. Students who complete this track often consider but are not limited to careers in barn management, show management, business ownership, retail, etc. Courses include business administration, equine business management I and II, 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, and are required to participate in practicum courses in which they teach alongside Centenary's riding instructors. Students must be riding at a minimum level of Limit Hunt Seat to be eligible.

##### **Training the Horse**

For those students looking to specialize in riding and training the horse in the disciplines of hunter seat equitation, hunters, jumpers and dressage, the Training the Horse concentration allows for specific insight into training techniques that have been proven to be successful in that specific discipline. Students will study methods of training horses, course design, judging, and be given hands on riding experience to learn advanced techniques of training. Students must be capable of riding successfully at the Intermediate Hunt Seat level or higher to be eligible.

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

This concentration is designed to prepare students who may consider careers in, but not limited to, the fields of journalism, photography, mass media, advertising, or public relations as they relate to an



equestrian career goal. Courses include introduction to journalism, practical horse management, non-fiction freelance writing, photojournalism, advertising and media news writing and public speaking.

### **Equine Science**

This concentration is designed to educate students in the scientific aspects of the equine industry. Students interested in Equine Science can pursue careers in a multitude of different factions from veterinary technology, to pharmaceuticals, to nutrition, to breeding management, to barn management. This concentration will also prepare students for graduate school in the science related industries. This concentration may be an alternative for students who may be contemplating a career in the veterinary industry but are not committed and/or were not accepted into the Pre-Veterinary Track.

### **Equine Department Fees**

Major - \$1,425/semester

Minor - \$1,060/semester

Non-Equine Riding Elective - \$930/semester

EST Non-riding Course/Facility Fee - \$250/EST Course

\* additional semester fees not to exceed \$1425 per semester

Horse Board Fee: \$950/month

\*Fees may be subject to change

### **Facilities**

Centenary College's Equestrian Center is located on 65 acres of preserved farmland in Long Valley, NJ, approximately seven miles from the main campus. The facility houses about 100 horses of all levels and capabilities. All of these schoolmasters have been generously donated to Centenary College after successful careers in the equine industry. The Equestrian Center has two indoor arenas with state of the art footing – one of which is heated. There is also a large outdoor riding ring, and a spacious grass Derby field with permanent jumps. The USET Arena complex also includes two classrooms, a student lounge, faculty offices, bathrooms, and a lunch café. In addition, there are four barns, tack rooms, a pharmacy, a barn lounge, more offices, and numerous paddocks and grass fields. Besides the daily college activities at the Equine Center, it also serves as a site for numerous special events such as IHSA, IDA, ANRC and USEF Horse Shows, USEF Judges' Clinics, EAP Clinics, Social Events, and more.

### **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 Equine 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

### **Fitness Guidelines for all Students Enrolled in Equestrian Skills Classes or Riding Teams:**

Riding is a sport that requires physical fitness and stamina in order to achieve success. It is the Equine Department's goal to help produce riders that are physically able to handle the responsibilities of the equine job market. When working with horses in any capacity, students need to have some level of fitness to meet these demands.

In the first two weeks of the Fall semester of each academic year, all equine students who will be participating in a riding skills class or on a team will be required to take a fitness test in order to ride in the program. This is for both the safety of the rider and for our horses. Times will be made available for sign-up during the Equine Studies orientation and transportation will be available as well. The test is administered by a certified fitness trainer within one of the local gyms. Those who pass the test will be eligible to ride for both the Fall and Spring semesters. Those who do not pass the test will be ineligible to ride in the Fall semester, and you will be required to re-test and pass the physical exam before being allowed to ride in the Spring semester.

Centenary College will cover the cost of each student's first fitness test, however the fee to re-take the test becomes the responsibility of the student. In order to help those students who do not pass the fitness test, Centenary will help provide individual students with the resources necessary to achieve success..

If a student has any medical conditions that would prevent them from performing any of the physical tests, they must provide a doctor's note (on office letterhead) as to which limitations are present and the trainers will make the appropriate accommodations. Requests for accommodations must be made prior to the actual fitness test and be turned into either the Department Chair or Riding Coordinator with the accompanying doctor's note. Prescription pads will not be accepted for exclusion of exercises. All fitness test scores and discussions with the Chair and Riding Coordinator regarding a student's fitness are confidential.

### **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 and 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 and riding level. A semester or cumulative G.P.A. of 2.000 or better is required. Interested students must provide the Riding Coordinator with a brief 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 Professional Association of Therapeutic Horsemanship International (PATH). 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 PATH's standards. Required courses are:

<b>EST 3017-3018</b>	Therapeutic Riding Instruction I & II	8 credits
<b>EST 4017-4018</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. Students must have completed a minimum of 40 credits in the Equine program before being eligible for an internship opportunity. 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. 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>				
AFC1001	Academic Foundations at Centenary I		4	_____
CAT II	Mathematics		4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II		4	_____
EST1010	Practical Horse Management I		4	_____
EST ____	Riding Skills		2	_____
<b><u>YEAR 1 (SPRING)</u></b>				
CAT III	Arts and Humanities: Fine Arts		4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition		4	_____
EST1011	Fundamental Theories of Riding		4	_____
EST1012	Practical Horse Management II		4	_____
<b><u>YEAR 2 (FALL)</u></b>				
CAT III	Arts and Humanities: Humanities		4	_____
EST2010	Basic Concepts of Training the Horse		4	_____
EST2012	Equine Health I		4	_____
EST ____	Riding Skills		2	_____
<b><u>YEAR 2 (SPRING)</u></b>				
CAT III	Arts and Humanities: Literature (200+ Level)		4	_____
CAT IV	Social and Behavioral Sciences		4	_____
CAT V	Laboratory Science (BIO1160)		4	_____
EST2011	Equine Facilities Management		4	_____
Total Credits			64	

**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>			
AFC1001	Academic Foundations at Centenary I	4	_____
CAT II	Mathematics	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
EST1010	Practical Horse Management I	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT IV	Social and Behavioral Sciences	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
EST1011	Fundamental Theories of Riding	4	_____
EST1012	Practical Horse Management II	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
EST2010	Basic Concepts of Training the Horse	4	_____
EST2012	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	_____
EST2011	Equine Facilities Management	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT III	Arts and Humanities: Fine Arts	4	_____
CAT VI	Global Citizenship	4	_____
EST3011	Equine Business Management	4	_____
EST3013	Methods of Teaching Riding	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 3 (SPRING)</u></b>			
CAT VI	Democratic Citizenship	4	_____
EST3012	Equine Nutrition	4	_____
EST4012	Course Design	2	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
EST4013	Judging	4	_____
EST4024	Equine Musculoskeletal System I	4	_____
EST ____	Riding Skills	2	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EST4010	Management of Equestrian Activities	4	_____
EST4030	Equine Studies Seminar <sup>1</sup>	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	2	_____
<b>Total Credits</b>		<b>128</b>	

<sup>1</sup> EST4030 may be taken in either the Fall or the Spring.

**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>			
AFC1001	Academic Foundations at Centenary	4	_____
CAT II	Mathematics	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
EST1010	Practical Horse Management I	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT IV	Social and Behavioral Sciences	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
EST1011	Fundamental Theories of Riding	4	_____
EST1012	Practical Horse Management II	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
EST2010	Basic Concepts of Training the Horse	4	_____
EST2012	Equine Health I	4	_____
EST ____	Riding Skills or Elective	2	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
EST2011	Equine Facilities Management	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT III	Arts and Humanities: Fine Arts	4	_____
COM1011	Mass Media	4	_____
COM2000	Interpersonal Communication	4	_____
EST3011	Equine Business Management	4	_____
EST ____	Riding Skills or Elective	2	_____
<b><u>YEAR 3 (SPRING)</u></b>			
CAT VI	Global Citizenship	4	_____
COM2008	Television Studio Operations	4	_____
	Or	4	_____
COM3013	Non-Fiction Freelance Writing	4	_____
EST3012	Equine Nutrition	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
COM3005	Mass Communication Law and Ethics	4	_____
EST ____	Riding Skills or Elective	2	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EST4010	Management of Equestrian Activities	4	_____
EST4030	Equine Studies Seminar <sup>1</sup>	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b>Total Credits</b>		<b>128</b>	

<sup>1</sup> EST4030 may be taken in either the Fall or the Spring.

**B.S. IN EQUINE STUDIES: EQUINE BUSINESS 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	_____
CAT II	Mathematics	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
EST1010	Practical Horse Management I	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT IV	Social and Behavioral Sciences	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
EST1011	Fundamental Theories of Riding	4	_____
EST1012	Practical Horse Management II	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
EST2010	Basic Concepts of Training the Horse	4	_____
EST2012	Equine Health I	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
EST2011	Equine Facilities Management	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
BUS1001	Integrated Business Perspectives	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
EST3011	Equine Business Management	4	_____
EST ____	Riding Skills	2	_____
ECO1001	Economics	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BUS1010	Principles of Management	4	_____
	Or		
BUS2010	Principles of Marketing	4	_____
CAT VI	Global		
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
ACC2101	Principles of Accounting I	4	_____
EST4024	Equine Musculoskeletal System I	4	_____
EST ____	Riding Skills	2	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
ACC2102	Principles of Accounting II	4	_____
EST4030	Equine Studies Seminar <sup>1</sup>	4	_____
EST4010	Management of Equestrian Activities	4	_____
EST4011	Advanced Equine Business Management	4	_____
<b>Total Credits</b>		<b>128</b>	

<sup>1</sup> EST4030 may be taken in either the Fall or the Spring.



**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>			
AFC1001	Academic Foundations at Centenary I	4	_____
CAT II	Mathematics	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
EST1010	Practical Horse Management I	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT IV	Social and Behavioral Sciences	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
EST1011	Fundamental Theories of Riding	4	_____
EST1012	Practical Horse Management II	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
EST2010	Basic Concepts of Training the Horse	4	_____
EST2012	Equine Health I	4	_____
EST ____	Riding Skills or Elective	2	_____
ELECTIVE	Elective	2	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
EST2011	Equine Facilities Management	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT III	Arts and Humanities: Fine Arts	4	_____
CAT VI	Global Citizenship	4	_____
CHM1100	General Chemistry I	4	_____
EST ____	Riding Skills or Elective	2	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
BIO3210	Animal Physiology and Behavior	4	_____
EST3010	Equine Health II	4	_____
EST3012	Equine Nutrition	4	_____
EST4014	Breeding Management	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
EST4024	Equine Musculoskeletal System I	4	_____
EST ____	Riding Skills or Elective	2	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EST4030	Equine Studies Seminar <sup>1</sup>	4	_____
EST4025	Equine Musculoskeletal System II	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b>Total Credits</b>		<b>128</b>	

<sup>1</sup> EST4030 may be taken in either the Fall or the Spring.

**CENTENARY COLLEGE**  
**B.S. IN EQUINE STUDIES: EQUINE SCIENCE (PRE-VETERINARY TRACK)**  
**RECOMMENDED FOUR-YEAR SEQUENCE**

Course #	Title	Prerequisite	Credits	Completed
<b><u>YEAR 1 (FALL)</u></b>				
AFC1001	Academic Foundations at Centenary I		4	_____
BIO1150	General Biology I		4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II		4	_____
EST1010	Practical Horse Management I		4	_____
EST2012	Equine Health I		4	_____
<b><u>YEAR 1 (SPRING)</u></b>				
BIO1160	General Biology II		4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition		4	_____
EST1012	Practical Horse Management II	EST1010	4	_____
EST3010	Equine Health II	EST2012	4	_____
MTH1600 <sup>1</sup>	Pre-Calculus (*Optional)		(4)	_____
<b><u>YEAR 2 (FALL)</u></b>				
BIO2200	Anatomy and Physiology I			
	Or	BIO1150, 1160	4	_____
BIO3200	Comparative Vertebrate Anatomy			
CHM1100	General Chemistry I		4	_____
MTH1111	Quantitative Literacy			
	Or		4	_____
MTH1501	Statistics I (Recommended)			
MTH2151	Calculus I	MTH1600	4	_____
<b><u>YEAR 2 (SPRING)</u></b>				
BIO2210	Anatomy and Physiology II	BIO2200		
	Or		4	_____
BIO3210	Animal Physiology and Behavior	BIO3200		
CAT. III	Arts and Humanities: Fine Arts		4	_____
CAT IV	Social and Behavioral Sciences		4	_____
CHM1110	General Chemistry II	CHM1100	4	_____
*Optional	Elective		(4)	_____
<b><u>YEAR 3 (FALL)</u></b>				
CAT VI	Democratic Citizenship		4	_____
CHM2050	Organic Chemistry I	CHM1110	4	_____
EST4024	Equine Musculoskeletal System I	EST2012	4	_____
PHY2001	Physics I	MTH1600	4	_____
*Optional	Elective		(4)	_____
<b><u>YEAR 3 (SPRING)</u></b>				
BIO3100	Genetics	BIO1150, 1160	4	_____
CHM2060	Organic Chemistry II		4	_____
EST4025	Equine Musculoskeletal System II	EST4024	4	_____
PHY2002	Physics II	PHY2001	4	_____
*Optional	Elective		(4)	_____
<b><u>YEAR 4 (FALL)</u></b>				
BIO3500	Microbiology	BIO1150, 1160; CHM1100	4	_____
BIO4200	Biochemistry	BIO1150, 1160; CHM1110	4	_____
CAT III	Arts and Humanities: Literature		4	_____
CAT VI	Global Citizenship		4	_____
*Optional	Elective		(4)	_____
<b><u>YEAR 4 (SPRING)</u></b>				
BIO4300	Bioethics (Cat. III Core: Philosophy)	Junior or Senior Standing	4	_____
EST3012	Equine Nutrition	EST2012	4	_____
EST4014	Breeding Management	EST2012, 2010	2	_____
EST4030	Equine Studies Seminar	Senior Standing	4	_____
ELECTIVE <sup>2</sup>	Elective		2	_____
*Optional	Elective		(2)	_____
Total			128 (154)	

<sup>1</sup> MTH1600 Pre-Calculus or its equivalent is the prerequisite for MTH2151 Calculus I and PHY2001 Physics I and is an optional elective.

<sup>2</sup> Students pursuing graduate education in the sciences and biomedical sciences should consider, but are not restricted to, the following electives: BIO1105 Human Nutrition and Performance; COM2001 Public Speaking; ENV4200 Toxicology; EST2010 Basic Concepts of Training the Horse; MTH1502 Statistics II; MTH2152 Calculus II.

**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>			
AFC1001	Academic Foundations at Centenary I	4	_____
CAT II	Mathematics	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
EST1010	Practical Horse Management I	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT IV	Social and Behavioral Sciences	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
EST1011	Fundamental Theories of Riding	4	_____
EST1012	Practical Horse Management II	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
EST2010	Basic Concepts of Training the Horse	4	_____
EST2012	Equine Health I	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
EST2011	Equine Facilities Management	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT III	Arts and Humanities: Fine Arts	4	_____
CAT VI	Global Citizenship	4	_____
EST3011	Equine Business Management	4	_____
EST3013	Methods of Teaching Riding	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 3 (SPRING)</u></b>			
EST3012	Equine Nutrition	4	_____
EST3019	Methods of Teaching Applied	2	_____
EST4010	Management of Equestrian Activities	4	_____
EST4012	Course Design	2	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 4 (FALL)</u></b>			
EST4013	Judging	4	_____
EST4016	Teaching Practicum	2	_____
EST4024	Equine Musculoskeletal System I	4	_____
EST ____	Riding Skills	2	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EST4016	Teaching Practicum	2	_____
EST4030	Equine Studies Seminar <sup>1</sup>	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b>Total Credits</b>		<b>128</b>	

<sup>1</sup> EST4030 may be taken either in the Fall or the Spring.

**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>			
AFC1001	Academic Foundations at Centenary I	4	_____
CAT II	Mathematics	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
EST1010	Practical Horse Management I	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT IV	Social and Behavioral Sciences	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
EST1011	Fundamental Theories of Riding	4	_____
EST1012	Practical Horse Management II	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
EST2010	Basic Concepts of Training the Horse	4	_____
EST2012	Equine Health I	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
EST2011	Equine Facilities Management	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 3 (FALL)</u></b>			
CAT III	Arts and Humanities: Fine Arts	4	_____
CAT VI	Global Citizenship	4	_____
EST3011	Equine Business Management	4	_____
EST3013	Methods of Teaching Riding	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 3 (SPRING)</u></b>			
EST3012	Equine Nutrition	4	_____
EST4010	Management of Equestrian Activities	4	_____
EST4012	Course Design	2	_____
EST4020	Advanced Techniques of Training the Horse	4	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 4 (FALL)</u></b>			
EST4013	Judging	4	_____
EST4024	Equine Musculoskeletal System I	4	_____
EST4027	Starting and Training the Horse	2	_____
EST ____	Riding Skills	2	_____
<b><u>YEAR 4 (SPRING)</u></b>			
EST4028	Training and Schooling Practicum	2	_____
EST4030	Equine Studies Seminar <sup>1</sup>	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b>Total Credits</b>		<b>128</b>	

<sup>1</sup> EST4030 may be taken in either the Fall or the Spring.

## MATHEMATICS & NATURAL SCIENCES DEPARTMENT

**Lauren Bergey**, Department Chair, Associate Professor of Biology, and Director of Environmental Programs

**David Buhanan**, Assistant Professor of Mathematics

**Balwant S. Chohan**, Assistant Professor of Chemistry

**Michael Fugaro**, Professor of Equine Studies and Biology, Veterinarian

**Krassi Lazarova**, Associate Professor of Physics

**James Monks**, Assistant Professor of Biology

**Linda Ritchie**, Assistant Professor of Mathematics

**Robert Search**, Assistant Professor of Mathematics

**Kathy Turrisi**, Assistant Professor of Mathematics

The Mathematics and Natural Sciences Department offers its students four baccalaureate degree programs in science: a B.S. in Biology, a B.S. in Environmental Science, a B.S. in Forensic Science, and a B.S. in Biology with a concentration in Forensic Science. 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 that 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, veterinary school, medical school and dental school, 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 areas including the pharmaceutical, environmental, or medical sciences through internships.

An **Environmental Science** major is offered that provides 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 Environmental Science major provides students with a fundamental knowledge of many aspects of environmental science and marketable skills for either immediate employment or graduate studies. The opportunities for environmental science graduates are abundant and varied. The student with a Bachelor of Science in Environmental Science is prepared and widely accepted for employment in such careers areas as: Environmental Science, Environmental Consulting, Research, Government, Geoscience, Oceanography, and Education.

**Forensic Science** is the application of science to the investigation of crime. A crime could be against individuals or against society, such as adulteration of foodstuffs, environmental pollution, use and distribution of unsafe chemicals, and dangerous working conditions that can lead to chemical accidents. The forensic science industry has placed an increasing demand for trained personnel with all levels of expertise, as evidenced by the number of advertisements in many internet-based employment sites and the inclusion of forensic science as one of the "US-News, Hottest college majors that lead to jobs." Competent and well-trained science graduates experienced in both theoretical and hands-on methods in forensic investigations are required to fill such employment opportunities, either directly from an undergraduate or a graduate program.

The Bachelor of Forensic Science emphasizes topics in analytical chemistry which are applicable in the modern forensic laboratory when identifying drugs and banned foreign substances in body fluids,

biochemical assays, DNS analysis, use of separation methods, and appropriate ethical and legal considerations. The program requires a minimum GPA of 3.2 to enter.

A concentration in Forensic Science for Biology majors is offered that combines the benefits of both the biology and the criminal justice programs, allowing students interested in both to pursue new career options.

#### Biology Minor

Required Courses (24 credits)

BIO 1150 General Biology I

BIO 1160 General Biology II

CHM 1050 Basic Chemistry

MTH 1501 Statistics I

Two Biology electives at the 2000 level or higher

#### Environmental Science Minor

Required Courses (20 credits)

BIO 1110 Principles of Environmental Science

ENV 2000 Global Sustainability

MTH1501 Statistics I

Two courses (8 credits) from the following, with at least one course at the 2000+ level:

- BIO 1200 Marine Biology
- BIO 2100 Environmental Field Sampling Techniques
- BIO 4000 Ecology
- BIO 4200 Biochemistry
- CHM 3000 Environmental Chemistry
- ENV 1200 Environmental Law
- ENV 4200 Toxicology
- PSC 1400 Earth Science
- PSC 2000 Meteorology

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

<b>Course #</b>	<b>Title</b>	<b>Prerequisites</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (FALL)</u></b>				
AFC1001	Academic Foundations at Centenary I		4	_____
BIO1150	General Biology I		4	_____
CAT III	Arts and Humanities: Fine Arts		4	_____
MTH1180	Algebraic Modeling		4	_____
<b><u>YEAR 1 (SPRING)</u></b>				
BIO1160	General Biology II		4	_____
CAT III	Arts and Humanities: Humanities		4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II		4	_____
MTH1600	Pre-Calculus		4	_____
<b><u>YEAR 2 (FALL)</u></b>				
BIO2200	Anatomy and Physiology I	BIO1150, BIO1160	4	_____
CHM1100	General Chemistry I	MTH1600	4	_____
MTH1501	Statistics I		4	_____
MTH2151	Calculus I	MTH 1600	4	_____
<b><u>YEAR 2 (SPRING)</u></b>				
BIO2210	Anatomy and Physiology II	BIO2100	4	_____
CAT II	Mathematics (MTH1111 or MTH2152)		4	_____
CAT III	Arts and Humanities: Literature		4	_____
CHM1110	General Chemistry II	CHM 1100	4	_____
<b><u>YEAR 3 (FALL)</u></b>				
BIO3200	Comparative Vertebrate Anatomy	BIO1160	4	_____
BIO3500	Microbiology	BIO 1150, BIO 1160, CHM 1100	4	_____
CHM2050	Organic Chemistry I	CHM1100, CHM1110	4	_____
PHY2001	Physics I (Cat. V)	MTH1600 (>C)	4	_____
<b><u>YEAR 3 (SPRING)</u></b>				
BIO3100	Genetics	BIO 1150, BIO 1160, MTH 1501	4	_____
BIO3210	Animal Physiology and Behavior	BIO3200	4	_____
CHM2060	Organic Chemistry II	CHM2050	4	_____
PHY2002	Physics II	PHY2001	4	_____
<b><u>YEAR 4 (FALL)</u></b>				
BIO4000	Ecology	BIO 1150, BIO 1160	4	_____
BIO4200	Biochemistry	BIO1150, BIO1160, CHM2000	4	_____
CAT VI	Global Citizenship		4	_____
CAT VI	Democratic Citizenship		4	_____
<b><u>YEAR 4 (SPRING)</u></b>				
BIO4100	Biology Seminar	Senior Standing	4	_____
BIO4300	Bioethics	Junior or Senior Standing	4	_____
CAT IV	Social and Behavioral Sciences		4	_____
ELECTIVE	Elective		4	_____
<b>Total Credits</b>			<b>128</b>	

**B.S. IN BIOLOGY  
CONCENTRATION IN FORENSIC SCIENCE  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Prerequisites</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (FALL)</u></b>				
AFC1001	Academic Foundations at Centenary I		4	_____
BIO1150	General Biology I		4	_____
CJS1001	Intro. To Criminal Justice (Cat. IV Core)		4	_____
MTH1180	Algebraic Modeling		4	_____
<b><u>YEAR 1 (SPRING)</u></b>				
BIO1160	General Biology II		4	_____
CAT III	Arts and Humanities: Fine Arts		4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II		4	_____
MTH1600	Pre-Calculus	(MTH1180 $\geq$ C)	4	_____
<b><u>YEAR 2 (FALL)</u></b>				
BIO2100	Anatomy and Physiology I	BIO1150, BIO1160	4	_____
CHM1100	General Chemistry I	MTH 1600	4	_____
MTH1501	Statistics I		4	_____
MTH2151	Calculus I	MTH 1600	4	_____
<b><u>YEAR 2 (SPRING)</u></b>				
BIO2110	Anatomy and Physiology II	BIO2100	4	_____
CAT II	Mathematics		4	_____
CAT III	Arts and Humanities: Literature		4	_____
CHM1110	General Chemistry II	CHM 1100	4	_____
<b><u>YEAR 3 (FALL)</u></b>				
BIO3500	Microbiology	BIO 1150, BIO 1160, CHM 1100	4	_____
CJS2035	Forensic Science	Sophomore Standing	4	_____
CHM2050	Organic Chemistry I	CHM1100, CHM1110	4	_____
PHY2001	Physics I (Cat. V Core)	MTH1600 $\geq$ C)	4	_____
<b><u>YEAR 3 (SPRING)</u></b>				
BIO3100	Genetics	BIO 1150, BIO 1160, MTH 1501	4	_____
CHM2060	Organic Chemistry II	CHM2050	4	_____
CJS ____	Criminal Justice Elective (Select one: CJS2015; CJS2025; CJS2030; CJS3010)		4	_____
PHY2002	Physics II	PHY2001	4	_____
<b><u>YEAR 4 (FALL)</u></b>				
BIO4200	Biochemistry	BIO1150, BIO1160, CHM1110	4	_____
CAT III	Arts and Humanities: Humanities		4	_____
CAT VI	Democratic Citizenship		4	_____
CJS ____	Criminal Justice Elective (Select one: CJS2015; CJS2025; CJS2030; CJS3010)		4	_____
<b><u>YEAR 4 (SPRING)</u></b>				
BIO4100	Biology Seminar		4	_____
CAT VI	Global Citizenship		4	_____
CJS2020	Criminal Law and Procedure		4	_____
ENV4200	Toxicology	Junior/Senior Standing	4	_____
<b>Total Credits</b>			<b>128</b>	



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

<b>Course #</b>	<b>Title</b>	<b>Prerequisites</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (FALL)</u></b>				
AFC1001	Academic Foundations at Centenary I		4	_____
BIO1150	General Biology I		4	_____
BIO1200	Marine Biology		4	_____
MTH1180	Algebraic Modeling		4	_____
<b><u>YEAR 1 (SPRING)</u></b>				
BIO1110	Environmental Science		4	_____
BIO1160	General Biology II		4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II		4	_____
MTH1600	Pre-Calculus		4	_____
<b><u>YEAR 2 (FALL)</u></b>				
CAT III	Art and Humanities: Fine Arts		4	_____
CHM1100	General Chemistry I	MTH1600 (≥C)	4	_____
ENV1200	Environmental Law		4	_____
MTH2151	Calculus I	MTH 1600 (≥C)	4	_____
<b><u>YEAR 2 (SPRING)</u></b>				
CAT II	Mathematics (MTH1111 or MTH2152)		4	_____
CAT III	Art and Humanities: Literature		4	_____
CHM1110	General Chemistry II	CHM 1100 (≥C)	4	_____
PSC2000	Meteorology	Sophomore Standing	4	_____
<b><u>YEAR 3 (FALL)</u></b>				
ENV2000	Global Sustainability (Cat. VI Core)		4	_____
CHM2050	Organic Chemistry I	CHM1110 (≥C)	4	_____
MTH1501	Statistics I		4	_____
PSC1500	Physical Science (Cat. V Core)		4	_____
<b><u>YEAR 3 (SPRING)</u></b>				
BIO2100	Env. Field Sampling Techniques	BIO1110	4	_____
CHM2060	Organic Chemistry II	CHM2050 (≥C)	4	_____
CHM3000	Environmental Chemistry	CHM2050	4	_____
PSC1400	Earth Science		4	_____
<b><u>YEAR 4 (FALL)</u></b>				
CAT III	Arts and Humanities: Humanities		4	_____
CAT IV	Social and Behavioral Sciences		4	_____
BIO4000	Ecology	BIO1150, BIO1160	4	_____
BIO4200	Biochemistry	BIO1150, BIO1160, CHM2050	4	_____
<b><u>YEAR 4 (SPRING)</u></b>				
BIO4100	Biology Seminar	BIO 4000, Senior standing	4	_____
CAT VI	Democratic Citizenship		4	_____
ENV4200	Toxicology	Junior/Senior Standing	4	_____
ELECTIVE	Elective		4	_____
<b>Total Credits</b>			<b>128</b>	

**CENTENARY COLLEGE  
B.S. IN FORENSIC SCIENCE  
RECOMMENDED FOUR-YEAR SEQUENCE**

<b>Course #</b>	<b>Title</b>	<b>Prerequisites</b>	<b>Credits</b>	<b>Completed</b>
<b><u>YEAR 1 (FALL)</u></b>				
AFC1001	Academic Foundations at Centenary I (Cat. I Core)		4	_____
BIO1150	General Biology I		4	_____
CJS1001	Introduction to Criminal Justice (Cat. IV Core)		4	_____
MTH2151	Calculus I (Cat. II Core: Math)		4	_____
<b><u>YEAR 1 (SPRING)</u></b>				
BIO1160	General Biology II		4	_____
CAT III	Art and Humanities: Fine Arts		4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II		4	_____
MTH2152	Calculus II	MTH 2151 (≥C)	4	_____
<b><u>YEAR 2 (FALL)</u></b>				
BIO2100	Anatomy and Physiology I	BIO1150, BIO1160	4	_____
CAT III	Arts and Humanities: Rel.; Phil.; World History; LAS		4	_____
CHM1100	General Chemistry I	MTH 2151 (≥C)	4	_____
MTH1501	Statistics I		4	_____
<b><u>YEAR 2 (SPRING)</u></b>				
BIO2110	Anatomy and Physiology II	BIO2100	4	_____
CHM1110	General Chemistry II	CHM 1100	4	_____
CAT III	Arts and Humanities: Literature		4	_____
CJS2020	Criminal Law and Procedure		4	_____
<b><u>YEAR 3 (FALL)</u></b>				
BIO3500	Microbiology	BIO 1150, BIO 1160, CHM 1100	4	_____
CHM2050	Organic Chemistry I	CHM 1100, CHM 1110	4	_____
CJS2035	Forensic Science	Sophomore standing	4	_____
PHY2001	Physics I (Cat. V Core)	MTH 1600 (≥C)	4	_____
<b><u>YEAR 3 (SPRING)</u></b>				
BIO3100	Genetics	BIO 1150, BIO 1160, MTH 1501	4	_____
CHM2060	Organic Chemistry II	CHM 2050	4	_____
CJS2025	Criminal Investigation		4	_____
PHY2002	Physics II	PHY2001	4	_____
<b><u>YEAR 4 (FALL)</u></b>				
BIO4200	Biochemistry	BIO 1150, BIO 1160, CHM 1110	4	_____
CAT VI	Democratic Citizenship		4	_____
CHM3100	Analytical Chemistry	CHM2060	4	_____
CJS ____	CJS course selection (Select one of the following: CJS2015; CJS2030; CJS3010)		4	_____
<b><u>YEAR 4 (SPRING)</u></b>				
BIO4100	Biology Seminar	Senior standing	4	_____
CAT VI	Global Citizenship		4	_____
CHM4000	Instrumental Analysis	CHM2060	4	_____
ENV4200	Toxicology	Junior/Senior standing	4	_____

Total    128

## SOCIAL SCIENCES DEPARTMENT

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

**Jeffrey Carter**, Associate Professor of Criminal Justice and Public Administration, Graduate Director for Leadership and Public Administration, and Director for Prior Learning Assessment

**Candice Daly**, Assistant Professor of Social Work and BSW Program Field Director

**Robert Shane Fitzpatrick**, Associate Professor of Global Studies and Political and Governmental Affairs

**Terri Klemm**, Associate Professor of Social Work and BSW Program Director

**Elizabeth Panuccio**, Assistant Professor of Sociology and Criminal Justice

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

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

**Robert Verry**, Assistant Professor of Political & Governmental Affairs and Criminal Justice

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. Faculty members who have experience working in the criminal justice system teach courses, 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 global affairs. This program is characterized by history, political science, business, and economics. 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 mission of the department's **Sociology** program is to prepare students for the challenges faced in a 21<sup>st</sup> Century global society. The major allows students to engage with sociological concepts and develop strong conceptual, research, and interpersonal skills. As part of the Sociology major, students have the option of developing concentrations in **Criminal Justice** or **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. Working with our Career Development Office, students are encouraged to intern with local organizations or business in order to gain first-hand experience in the field.

The department's **Bachelor of Social Work** mission is to prepare students for generalist social work practice and/or entry to graduate school at the advanced standing level. The BSW program is guided by the purpose of the social work profession, that is to promote and enhance human and community well-being, with particular attention to the needs and empowerment of those who are vulnerable, oppressed and living in poverty. The BSW program curriculum is grounded by the core values of service, the dignity and worth of the person, the importance of human relationships, social justice, human rights, scientific inquiry, integrity, and competence, and is framed by the strengths perspective. The BSW program is committed to fostering relationships with the regional social service community and to the ongoing process of creating and sustaining learning environments in which respect for all persons and understanding of diversity and difference are practiced, and providing educational experiences that encourage a commitment to self-care, community service, and lifelong learning and development.

The **Bachelor of Social Work** 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 any courses that 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 above and beyond any courses that may be used to fulfill the College's core 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 that 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>			
AFC1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
CJS1001	Introduction to the Criminal Justice System	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
CAT IV	Social Sciences	4	_____
CAT II	Mathematics	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
<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 (2j001, 2040, or 2045)	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CJS ____	Criminal Justice Elective (2001, 2040, or 2045)	4	_____
POL1001	U.S. Political Systems	4	_____
PSY1000	Introduction to Psychology	4	_____
MTH1500	Statistics for the Social Sciences	4	_____
MTH1505	SPSS Lab	1	_____
<b><u>YEAR 3 (FALL)</u></b>			
CJS2035	Science: Forensic Science (CAT V Core)	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	_____
SOC4002	Research Methods in the Social Sciences	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
CJS4001	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>			
CJS4001	Senior Seminar in Criminal Justice		
	Or	4	_____
CJS ____	Criminal Justice Elective		
ELECTIVE	Elective <sup>1</sup>	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	3	_____
Total Credits		128	

<sup>1</sup> Students are recommended to take MTH1502 Statistics II.

**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>			
AFC1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
POL2003	Essentials of Global Politics	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT II	Mathematics	4	_____
CAT III	Arts and Humanities: Humanities	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
HIS2005	World Geography	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship	4	_____
SOC1000	Contemporary Social Issues (Cat. IV Core)	4	_____
SOC2025	Sociology of Religion	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>			
POL3006	Global and Regional Studies	4	_____
_____	Global Studies Concentration	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
POL3004	Forms of Global Governance	4	_____
_____	Global Studies Concentration	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective <sup>1</sup>	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
POL4001	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	

<sup>1</sup> Students are recommended to take a statistics course.

**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>			
AFC1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
POL1001	U.S. Political Systems	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
CAT IV	Social and Behavioral Sciences	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
SOC1000	Contemporary Social Issues	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT II	Mathematics	4	_____
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Democratic Citizenship	4	_____
POL2001	Elements of Political Theory	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT V	Laboratory Science	4	_____
CAT. VI	Global Citizenship	4	_____
MTH1500	Statistics for the Social Sciences	4	_____
MTH1505	SPSS Lab	1	_____
POL2002	Comparative Contemporary Political Systems	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
POL ____	Political Science Elective	4	_____
SOC40002	Research Methods in the Social Sciences	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
POL2003	Essentials of Global Affairs	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective <sup>1</sup>	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
POL3001	American Constitutional Law	4	_____
	Or		
POL3004	Forms of Global Governance	4	_____
POL3002	American Public Policy Analysis		
	Or	4	_____
POL3005	Peace and Conflict Analysis		
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
POL3003	American Foreign Policy	4	_____
	Or		
POL3006	Global and Regional Studies	4	_____
POL4001	Government and Political Affairs Senior Seminar		
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	3	_____
Total Credits		128	

<sup>1</sup> Students are recommended to take MTH1502 Statistics II.

**BACHELOR OF SOCIAL WORK CANDIDATE (BSW)<sup>1</sup>**  
**RECOMMENDED FOUR-YEAR SEQUENCE**

Course #	Title	Credits	Completed
<b><u>YEAR 1 (FALL)</u></b>			
AFC1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
SOC1000	Contemporary Social Issues (CAT IV Core)	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT II	Mathematics	4	_____
CAT III	Arts and Humanities: Humanities	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
SWS1000	Introduction to Social Work	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT V	Laboratory Science (Biology Preferred)	4	_____
CAT VI	Democratic Citizenship	4	_____
PSY1000	Introduction to Psychology	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT. VI	Global Citizenship	4	_____
MTH1500	Statistics for the Social Sciences	4	_____
MTH1505	SPSS Lab	1	_____
SOC2050	Race, Class and Gender	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
SWS3000	Human Behavior and the Social Environment I	4	_____
SWS3001	Social Welfare Policy and Services I	4	_____
SWS3021	Social Work Practice I	4	_____
ELECTIVE	Elective <sup>2</sup>	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
SWS3002	Social Welfare Policy and Services II	4	_____
SWS3010	Human Behavior and the Social Environment II	4	_____
SWS3022	Social Work Practice II	4	_____
SWS4002	Research Methods in the Social Sciences	4	_____
<b><u>YEAR 4 (Fall)</u></b>			
SWS4023	Social Work Practice III	4	_____
SWS4050	Field Work I	6	_____
SWS4051	Field Seminar I	2	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
SWS4099	Social Work Senior Seminar	4	_____
SWS4060	Field Work II	6	_____
SWS4061	Field Seminar II	2	_____
ELECTIVE	Elective	3	_____
Total Credits		128	

<sup>1</sup>Freshman and Sophomore students who intend to pursue a Bachelor of Social Work degree at Centenary College should declare their major as "Social Work Candidate." Centenary students may apply to the BSW program during the spring semester of their Sophomore year. Transfer students entering their Junior year may apply to the BSW program concurrently with their application to the College. A GPA of 2.8 is required for admission to the program, although provisional acceptance will be considered for students with a GPA at or above 2.5 who demonstrates strengths in all other areas of evaluation.

<sup>2</sup> Students are recommended to take MTH1502 Statistics II.



**BACHELOR OF SOCIAL WORK (BSW)<sup>1</sup>**  
**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	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG1001/1002	Composition and Rhetoric I and Composition and Rhetoric II	4	_____
SOC1000	Contemporary Social Issues (CAT IV Core)	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT II	Mathematics	4	_____
CAT III	Arts and Humanities: Humanities	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
SWS1000	Introduction to Social Work	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT V	Laboratory Science (Biology preferred)	4	_____
CAT VI	Democratic Citizenship	4	_____
PSY1000	Introduction to Psychology	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT VI	Global Citizenship	4	_____
MTH1500	Statistics for the Social Sciences	4	_____
MTH1505	SPSS Lab	1	_____
SOC2050	Race, Class and Gender	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
SWS3000	Human Behavior and the Social Environment I	4	_____
SWS3001	Social Welfare Policy and Services I	4	_____
SWS3021	Social Work Practice I	4	_____
ELECTIVE	Elective <sup>2</sup>	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
SWS3002	Social Welfare Policy and Services II	4	_____
SWS3010	Human Behavior and the Social Environment II	4	_____
SWS3022	Social Work Practice II	4	_____
SWS4002	Research Methods in the Social Sciences	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
SWS4023	Social Work Practice III	4	_____
SWS4050	Field Work I	6	_____
SWS4051	Field Seminar I	2	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
SWS4099	Social Work Senior Seminar	4	_____
SWS4060	Field Work II	6	_____
SWS4061	Field Seminar II	2	_____
ELECTIVE	Elective	3	_____
<b>Total Credits</b>		<b>128</b>	

<sup>1</sup> Freshman and Sophomore students who intend to pursue a Bachelor of Social Work degree at Centenary College should declare their major as "Social Work Candidate." Centenary students may apply to the BSW program during the spring semester of their Sophomore year. Transfer students entering their Junior year may apply to the BSW program concurrently with their application to the College. A GPA of 2.8 is required for admission to the program, although provisional acceptance will be considered for students with a GPA at or above 2.5 who demonstrates strengths in all other areas of evaluation.

<sup>2</sup> Students are recommended to take MTH1502 Statistics II.

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

Course #	Title	Credits	Completed
<b><u>YEAR 1 (FALL)</u></b>			
AFC1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
SOC1000	Contemporary Social Issues	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT II	Mathematics	4	_____
CAT III	Arts and Humanities: Humanities	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
SOC1025	Introduction to Sociology	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Democratic Citizenship or Global Citizenship	4	_____
POL1001	U.S. Political Systems	4	_____
SOC2095	Sociological Theory	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT V	Laboratory Science	4	_____
CAT VI	Democratic Citizenship or Global Citizenship	4	_____
SOC2080	Social Stratification	4	_____
SOC ____	Sociology Elective	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
SOC/INT	Sociology Elective or Internship	4	_____
SOC ____	2-credit Sociology Elective	2	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
MTH1500	Statistics for the Social Sciences	4	_____
MTH1505	SPSS Lab	1	_____
SOC3097	Careers in Sociology/Beyond BA	4	_____
SOC/INT	Sociology Elective or Internship	4	_____
ELECTIVE	Elective <sup>1</sup>	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
SOC4002	Research Methods in the Social Sciences	4	_____
SOC/INT Sociology	Elective or Internship	4	_____
SOC ____	2-credit Sociology Elective	2	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
SOC/INT	Sociology Elective or Internship	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	3	_____
Total Credits		128	

<sup>1</sup> Students are recommended to take MTH1502 Statistics II.

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

Course #	Title	Credits	Completed
<b><u>YEAR 1 (FALL)</u></b>			
AFC1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
SOC1000	Contemporary Social Issues	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT II	Mathematics	4	_____
CAT III	Arts and Humanities: Humanities	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
SOC1025	Introduction to Sociology	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
CAT VI	Democratic or Global Citizenship	4	_____
CJS1001	Introduction to the Criminal Justice System	4	_____
SOC1025	Introduction to Sociology	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT VI	Democratic or Global Citizenship	4	_____
CJS2035	Forensic Science (Cat. V Core)	4	_____
CJS ____	Criminal Justice Elective	4	_____
SOC2080	Social Stratification	4	_____
<b><u>YEAR 3 (FALL)</u></b>			
CJS ____	Criminal Justice Elective	4	_____
SOC3007	Deviance, Crime and Law	4	_____
POL1001	U.S. Political Systems	4	_____
ELECTIVE	Elective	4	_____
SOC ____	Sociology Elective (2000+)	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
CJS3001	Criminology	4	_____
MTH1500	Statistics for the Social Sciences	4	_____
MTH1505	SPSS Lab	1	_____
SOC3097	Careers in Sociology/Beyond BA	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
SOC4002	Research Methods in the Social Sciences	4	_____
SOC/INT	Sociology Elective or Internship	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
SOC/INT	Sociology Elective or Internship do not meet the minimum GPA requirement for 4010)	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	3	_____
Total Credits		128	

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

Course #	Title	Credits	Complete
<b><u>YEAR 1 (FALL)</u></b>			
AFC1001	Academic Foundations at Centenary I	4	_____
CAT III	Arts and Humanities: Fine Arts	4	_____
ENG1001/1002	Composition and Rhetoric I or Composition and Rhetoric II	4	_____
SOC1000	Contemporary Social Issues	4	_____
<b><u>YEAR 1 (SPRING)</u></b>			
CAT III	Arts and Humanities: Humanities	4	_____
CAT II	Mathematics	4	_____
ENG1002/2012	Composition and Rhetoric II or Advanced Composition	4	_____
SOC1025	Introduction to Sociology	4	_____
<b><u>YEAR 2 (FALL)</u></b>			
CAT III	Arts and Humanities: Literature	4	_____
POL1001	U.S. Political Systems (Cat. VI Democratic)	4	_____
SOC2095	Sociological Theory	4	_____
SWS1000	Introduction to Social Work (Cat. IV Core)	4	_____
<b><u>YEAR 2 (SPRING)</u></b>			
CAT V	Laboratory Science	4	_____
CAT VI	Global Citizenship	4	_____
SOC2080	Social Stratification	4	_____
SOC3021	Practice Skills	4	_____
SOC ____	Sociology Elective	2	_____
<b><u>YEAR 3 (FALL)</u></b>			
SOC3002	Intimate Relationships	2	_____
SOC/INT Sociology	Elective or Internship	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 3 (SPRING)</u></b>			
MTH1500	Statistics for the Social Sciences	4	_____
MTH1505	SPSS Lab	1	_____
SOC30957	Careers in Sociology/Beyond BA	4	_____
SOCINT	Sociology Elective or Internship	4	_____
ELECTIVE	Elective <sup>1</sup>	4	_____
<b><u>YEAR 4 (FALL)</u></b>			
SOC4002	Research Methods in the Social Sciences	4	_____
SOC/INT	Sociology Elective or Internship	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
<b><u>YEAR 4 (SPRING)</u></b>			
SOC/INT	Sociology Elective or Internship	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	4	_____
ELECTIVE	Elective	3	_____
<b>Total Credits</b>		<b>128</b>	

<sup>1</sup> Students are recommended to take MTH1502 Statistics II.

# 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.

**BIO -- BIOLOGY****BIO 1100 Human Reproduction (Spring)**

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 General Biology I (Fall)**

4 Credits

LAB FEE

This course is designed as an introduction to cellular biology, including basic biochemistry, molecular and chromosomal genetics, and cellular structures and their functions. It includes an introduction to the diversity of the Plant Kingdom, as well as cyanobacteria and fungi, and protists. 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 General Biology II (Spring)**

4 Credits

LAB FEE

This course is designed as an 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

LAB FEE

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

LAB FEE

Pre-requisite: BIO1110

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 2200 Anatomy & Physiology I (Fall)**

LAB FEE

This course provides a comprehensive study of the anatomy and physiology of the human body. Topics include body organization, homeostasis, cytology, histology, and the integumentary, skeletal, muscular, and nervous systems, and special senses.

**BIO 2210 Anatomy & Physiology II (Spring)**

LAB FEE

This course provides a continuation of the comprehensive study of the anatomy and physiology of the human body. Topics include the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems as well as metabolism, nutrition, acid-base balance, and fluid and electrolyte balance.

**BIO 3100 Genetics (Spring)**

4 Credits

LAB FEE

Pre-requisites: BIO1150, BIO1160, and MTH1501

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 3200 Comparative Vertebrate Anatomy (Fall)**

4 Credits

LAB FEE

Pre-requisite: BIO1160

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 3210 Animal Physiology and Behavior (Spring)**

4 Credits

LAB FEE

Pre-requisite: BIO3200 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 3500 Microbiology (Fall)**

4 Credits

LAB FEE

Pre-requisites: BIO1150, BIO1160, and CHM1100

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: BIO1150 and BIO1160

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: BIO4000 and Junior standing or instructor permission

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

**BIO 4200 Biochemistry (Fall)**

4 Credits

LAB FEE

Pre-requisites: BIO1150, BIO1160, and CHM 1110

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 4300 Bioethics (Spring)**

4 Credits

Pre-requisites: Junior or Senior standing

This course introduces students to bioethics as an interdisciplinary subject through critical thinking, writing, and discussing contemporary issues. Bioethical thinking is neither biology nor ethics but, rather, a melding of both of them. Topics covered include clinical trials, abortion, assisted reproduction, surrogacy, cloning, genetic testing, gene therapy, embryonic stem-cell dilemmas, euthanasia and physician-assisted suicide, animal rights, and research ethics.

**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. Students 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.

**BUS 2005 Career Development**

2 credits

This course will provide students with an opportunity to learn and develop the necessary skills to engage in life/career planning focusing on employability skills and strategies for obtaining and keeping professional jobs and internships. Open to all disciplines.

**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 of 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 2050 Social Media Marketing**

4 credits

This course provides an overview of Social Media and its application to the business setting. The course will include a hands-on view of current and social media marketing tools and incorporate current topics from this dynamic field. The main focus will be on leveraging Social Media from a marketing perspective, including listening to customers and building brands on the social web.

**BUS 2060 Enactus I: Social Entrepreneurship**

4 credits

This course is designed to provide students with hands-on experience in applying free-enterprise concepts and entrepreneurial skills and practices in 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, local and international communities. Open to students of all majors.

**BUS 2070 Enactus II: Social Entrepreneurship**

4 credits

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 2080 Sports Sponsorship and Business Development**

4 Credits

This course provides students with an overview of current factors and issues related to sports sponsorship, including sponsorship planning, sales and negotiations, and sponsorship proposals and evaluations.

**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 overarching 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 3045 Digital Advertising**

4 Credits

This course will explore how to target and deliver advertising campaigns to the digitally connected customer via both paid and unpaid approaches. Topics covered include Search Engine Optimization, web-based advertising, and mobile ads. Using current tools, this course will include the design, implementation, and analysis of a digital ad campaign.

**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 3055 Digital Analytics**

This course will provide an examination of the measurements, tracking, and analytic tools being used to determine the effectiveness of social media platforms and websites. It will also involve the analysis of captured digital data and how it can be used to gain customer insight and make business decisions. Skills will be gained in the use of Google Analytics and other current and emerging digital analysis tools.

**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 3080 Professional Selling in Sports**

4 Credits

This course provides students with an understanding of the sales process and function from a sport business perspective. Students will analyze economic and financial principles in relation to pricing objectives, different pricing strategies, the importance of customer relationship management, and the importance of personal branding with the respect to success in sales.

**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 4050 Social Media Strategy and Consulting**

4 Credits

Prerequisites: BUS2050, BUS3045, and BUS3955

This is a capstone course for Social Media Marketing and it will include the examination of existing social media platforms, including a review of digital analytics and current digital ad campaigns and Social Media policy and best practices to develop strategies to solve digital marketing challenges. Students will function as consultants and work directly with a real-world client.

**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 2099, 3099, and 4099 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.

## **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, and 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

Prerequisite: CHM1100 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 2050 Organic Chemistry I (Fall)**

4 Credits

LAB FEE

Prerequisite: CHM1110 with grades of "C" or higher

This course is designed for Biology majors as well as equine majors who are planning on applying to veterinary school. The course will address the structures, properties, and reactions of organic compounds as well as their applications to biological systems. Part I includes: Structure and Bonding, Acids and Bases, Alkanes – The Nature of Organic Compounds, Alkenes, and Alkynes; The Nature of Organic Reactions, Reactions of Alkenes and Alkynes, Aromatic Compounds, Stereochemistry at Tetrahedral Centers, and Organohalides.

### **CHM 2060 Organic Chemistry II (Spring)**

4 Credits

LAB FEE

Prerequisite: CHM2050 with grades of "C" or higher or permission of the instructor

This course is designed for Biology majors as well as equine majors who are planning on applying to veterinary school. The course will address the structures, properties, and reactions of organic compounds



as well as their applications to biological systems. Part II includes: Alcohols, Phenols, Ethers, Aldehydes and Ketones, Carboxylic Acids and Derivatives, Carbonyl Alpha-Substitution Reactions, Amines, Structure Determination, and an Introduction to Biomolecules.

### **CHM 3000 Environmental Chemistry (Spring)**

4 Credits

Lab Fee

Prerequisites: CHM1100, CHM1110, and CHM2050 or CHM2000

This course is designed for Environmental Science majors as well as science and non-science students with an interest in environmental matters. The course will provide students with the knowledge to make informed judgments related to environmental issues. With the many environmental concerns facing our world today, and the likelihood of many more in the future, a basic understanding of the chemistry associated with many of the Earth's natural processes and the effects humankind have on these processes will help students become more informed members of our society in regards to the environment. The lecture and lab course will address sources, reactions, transport, effects, fates, and measurement of chemical species in water, soil, air, and the living environment.

### **CHM 3100 Analytical Chemistry (Fall)**

4 Credits

LAB FEE

Prerequisite: CHM2060

An introduction to the theory and practice of quantitative analysis: This 4 credit course is designed for BS Forensic Science majors as well as science and non-science students with an interest in knowing how to analyze chemicals and biochemicals. The lecture & lab course will address data analysis and statistics including error propagation, confidence intervals and analytical calibration methods. The class will discuss how acid/base chemistry, redox chemistry, and complex multiple simultaneous equilibria are applied to analytical problems. Classical analytical methods, such as gravimetric and volumetric analysis, and more modern methods involving electrochemical methods will also be included. Laboratory work will include the application of a variety of these methods to quantitative chemical analysis, with particular emphasis on experimental design, implementation and limitation of the data obtained.

### **CHM 4000 Instrumental Analysis (Spring)**

4 Credits

LAB FEE

Prerequisites: CHM2060 and CHM 3100

This 4 credit course is designed for BS Forensic Science majors as well as science and non-science students with an interest in knowing the details and essential themes behind the most commonly used instruments to quantitatively analyze chemicals and biochemicals. This course will present a detailed survey of instrumental methods of chemical analysis, with a particular focus on understanding the fundamental principles underlying instrumental methods and their realization in modern instrumentation for chemical analysis. Close attention will be paid to the chemical systems to which these methods are applicable and how best to obtain the chemical information desired using the most appropriate instrumental methods. A Lab Fee will be required for this course.

### **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 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. Usage 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 2070 Policing the Police**

4 Credits

Allegations of police misconduct have a dramatic and often alarming ripple effect on agencies and their entire community. This course is designed as a professional development course that will enhance a student's abilities, while guiding participants through the various stages of an internal affairs investigation and the myriad issues associated with them, from the initial surfacing of allegations, to the filing of a report, and the launch of a hearing.

### **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.

## **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**

#### **4 Credits**

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 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 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 3.0; 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 3.0; 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 3.0; 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 1001 Composition & Rhetoric I**

4 Credits

An introduction to the basics of effective college-level expository and argumentative writing: clarity of purpose, use of pertinent supporting details, standardized usage appropriate to the context, an understanding of tone and voice, and well-balanced paragraph structures. The steps in the writing process as well as substantial revision will be emphasized. Techniques for conducting research and documenting sources are introduced as part of formal writing procedures. This course is a prerequisite for all 2000+ English courses.

### **ENG 1002 Composition and Rhetoric II**

4 Credits

Through writing as inquiry, in this course students will practice critical analysis to evaluate arguments, research and organize evidence, and learn to understand contexts by studying the rhetorical situation from which a text arises. Writers will focus on the ability to closely read and analyze texts, as well as locating, synthesizing, and documenting research from a variety of outside sources. The steps in the writing process as well as substantial revision will be emphasized.

### **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 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.

**ENG2012 Advanced Composition**

4 Credits

Prerequisite: ENG 1001

Building on the foundation of critical thinking, reading, and writing developed in English 1001 and 1002, this writing course offers an opportunity to practice advanced forms of prose, with particular attention to argument. It is open to students from all fields. Particular attention will be paid to upper-level writing concerns and a review of proper documentation formats will be conducted. Students will work with primary and secondary texts, offer evidence, deploy key terms, and present textual evidence. The steps in the writing process as well as substantial revisions will be emphasized.

**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 2091 Literature to Film**

4 Credits

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 2100 Introduction to Professional Writing**

4 Credits

Prerequisite: ENG1002 or ENG2012 as a co-requisite

This course covers the purposes and styles of business and professional writing, as well as offering guided practice in creating business and professional documents. Documents may include memoranda, e-mails, brochures, slide presentations, white papers, and proposed projects.

### **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**

2 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

### **ENG 3029 Modern European Literature**

4 Credits

The course is designed to offer students a broader cultural approach to literature in the age of globalization. Texts by English, German, Spanish, French, Czech, Polish, and other writers are studied in English translation. The course involves the comparative study of the works or representative Modern European writers from Western and Eastern Europe like Joyce, T.S. Eliot, Lorca, Camus, Kafka, Kundera, Gombrowicz, Milosz, and others. Students will focus on major intellectual themes and debates that decisively shaped 20<sup>th</sup> century European culture, and which still define the world today.

**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 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 3080 Literature of the Holocaust**

4 Credits

This course will focus on the literary presentations of the Nazi Holocaust, the genocide of European Jews, Roma, homosexuals, and others. The literature and films studied will help to understand how genocide altered the historical and cultural landscape of the Western world and how these traumatic events challenged then and now the expressive capabilities of language and images. In this course, the student will analyze and write about texts drawn from a range of genres, including survivor memoirs, fictional narratives, poetry, drama, essays, and film. The approach to the texts will be interdisciplinary. Besides examining their literary and cinematic qualities, we will take into consideration the specific social, political, and philosophical contexts that shaped them. Finally, the course will examine the question of how the Holocaust might challenge our faith, rationality, and received ideas about the characters and virtues of Western culture.

### **ENG 3140 Writing for Civic Engagement**

4 Credits

Prerequisites: ENG 1002 and ENG 2100

Students will start with their own passion for a particular topic or issue, and use this passion to inform their writing. Understanding of ethos will be explored considerably as students produce documents such as op-ed pieces, policy briefs, educational documents or brochures, websites, or grants.

### **ENG 3160 Writing for the Digital World**

4 Credits

Prerequisites: ENG 1002 and ENG2100

This course will include exploration of and experimentation with electronic documents. Students will explore the rhetorical strengths and weaknesses of different types of writing. Assignments may include Web writing analysis, Document Redesign (moving a prose text to a piece of web text), Website design, memes, Bloggings, IMs, podcasts, and vlogs.

### **ENG 3180 Rhetorical Theory: The Rhetorical Tradition**

4 Credits

Prerequisites: ENG1002 and ENG 2100

This course will explore a variety of rhetorical texts and theories, beginning with the Greek and Roman and ending with modern composition theories. Emphasis will be placed on key terms and concepts, with attention to implications for contemporary roles of rhetoric and writing in modern society.

### **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 4180 Internship or Individually Designed Capstone Project**

4 Credits

Prerequisites: ENG 1002 and ENG2100

This course will be required of all students. It will include a combination of a self-designed, chosen writing project outside of the classroom and a weekly meeting to discuss issues and experiences and to read theoretical texts.

**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 (Fall)**

4 Credits

This course introduces 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 2000 Global Sustainability (Fall)**

4 Credits

This course offers a broad perspective of the issue of sustainability and its importance to creating a truly sustainable world for all species on our planet. Using a series of case studies we will examine how an understanding of sustainability issues will change the students' perceptions of food and energy supply, business and commerce, and wildlife and their habitats. Putting sustainable principles into practice encourages environmental and business responsibility, regenerates ecosystem health and contributes to social well-being. This course will help students develop an active response to the environmental, business and social challenges facing us in the coming decades.

**ENV 3200 Field Studies in Green Initiatives (Spring)**

4 Credits

This course provides 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.

**ENV 4200 Toxicology (Spring)**

4 Credits

The course provides a general understanding of the nature, properties, effects, and detection of toxic substances in the environment and in any exposed species, including humans. Fundamental toxicology concepts will be covered including mechanisms of toxicology, risk assessment, absorption, distribution and excretion of toxicants. The properties of carcinogens, pesticides, metals, solvents, radiation, and toxic animal venoms will be discussed. Toxic effects of plants, air pollution, and food will also be explored. Case studies and special topics will be critically reviewed.

**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 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 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 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 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 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 II 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 2'3" 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 2.6". 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" 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'. 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 Credits

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 Credits

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 2'9". 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 2'9") 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'. 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') 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 3'3" and up". Students will improve their ability to influence the horse's way of going. More complex turns, lines, distances, and combinations are introduced. An increased emphasis is placed on competitive strategy. (Fences up to 3'6") Detailed skill requirements are outlined in the Equine Studies Handbook, Appendix 1.

### **Academic Courses**

#### **EST 1010 Practical Horse Management I (Fall)**

4 Credits

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 (Spring)**

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 (Spring)**

4 Credits

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 (Fall)**

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 (Spring)**

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 (Fall)**

4 Credits

Prerequisites EST 1010

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, reproductive emergencies, and other disorders. This course will require each student to spend 8 hours total in the barn involved in evaluations and procedures related to equine health. Students will also be required to participate in a formal presentation.

### **EST 3010 Equine Health II (Spring)**

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 may 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 (Fall)**

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 (Spring)**

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 (Fall)**

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 (Fall or Spring)**

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\* (Fall and/or Spring)**

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 (Spring)**

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 (Spring)**

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 (Spring)**

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 (Spring)**

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 (Fall)**

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 4015 Breeding Management (Spring)**

2 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 (Fall and Spring)**

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\* (Fall and/or Spring)**

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 hippo therapy 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 (Fall)**

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 (Fall or Spring)**

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 (Fall)**

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 8 hours total in the barn involved in lameness evaluations and procedures. Students will also be required to participate in a formal presentation.

### **EST 4025-Equine Musculoskeletal System II (Spring)**

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 8 hours total in the barn involved in lameness evaluations and procedures. Students will also be required to participate in a formal presentation.

### **EST 4027 Starting and Training the Horse (Fall)**

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 (Spring)**

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 (Fall and Spring)**

4 Credits

Prerequisite: Senior Standing

Students 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 corouquis 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.

## **HIS -- HISTORY**

### **HIS 1003 World History I**

4 Credits

This course is the first part of a two-semester sequence in World History. It provides the student with 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 History 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 3005 Environmental History: An Introduction**

4 Credits

This introduction to the field concentrates in the first instance on the environmental history of North America, ranging from Native American attitudes to the natural world through the impact of Europeans on different regions, the development of cities and suburbanization. Its central concern is the changing relationship of humans and their natural and built environments. It embraces topics as varied as the relationship of population and resources and changing attitudes to the environment as expressed in politics, arts and literature. Students will be encouraged to range beyond America, and explore issues in the environmental history of other geographical areas.

### **HIS 3006 European Social and Cultural History**

4 Credits

This course examines the key issues in European social and cultural history, from the Black Death to the present, and provides the student with the opportunity to engage in some of the most lively historical writings of the last few decades.

### **HIS 3007 History of Africa**

4 Credits

This course will cover three major periods of African history – pre-colonial; colonial; post-colonial – as well as the transitions between them (colonization and decolonization). Particular emphasis will be placed on the colonial period and its transformative effects on the continent. Students will also study the variety of environments, political systems, cultures, peoples, and religions of sub-Saharan Africa.

### **HIS 3008 History of the Islamic World**

4 Credits

The goal of this course is to introduce the wide variety of beliefs and practices within Islam from its origins in 7<sup>th</sup> century Arabia to the present. Part religious studies, the course will offer historical context for the major trends in Islamic history. Along the way, the course examines the origins and rise of Islam, the golden age of Islam in medieval Spain, the spread of Islam to Southeast Asia and Africa, and finally Islam in the modern world.

### **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 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.

### **HIS 3461 American Civil War**

4 Credits

This course will explore the causes, course, and consequences of the American Civil War from the 1840s through 1877. Four broad themes will be examined: a) the emergence of a crisis of union and disunion in 1840-1860; b) slavery, race, and emancipation as national issues, personal experience, and social process; c) the experience of modern war for individuals and society; d) the political and social challenges of Reconstruction. The course will enhance the student's ability to develop three structural components: extensive reading, intensive writing, and historiographical thinking.

### **HIS 4000 Historical Method: The Art and Craft of the Historian**

4 Credits

This course is a comprehensive study of the methodology of history as an academic discipline. It introduces students to the basics of historical research, the process of writing history, the theoretical perspectives used by historians today, and the implications of digital media in the researching and writing of history.



## **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

## **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 SAT 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 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 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 a 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 1600 Pre-Calculus**

4 Credits

Prerequisite: MTH1180 with a grade of "C" or higher or permission of the instructor

This course is an introduction to the basic principles of Pre-Calculus, including the study of functions, linear equations in more than two variables, and trigonometry. As time allows, additional topics may include sequences, series, and limits.

### **MTH 2151 Calculus I (Fall)**

4 Credits

Prerequisite: Placement by the Department or MTH 1600

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 2099, 3099, 4099 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.

**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

LAB FEE

Prerequisites: MTH1600 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)**

4 Credits

LAB FEE

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.

## **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 1050 Model United Nations**

4 Credits

In this course students will become familiar with the history, structure, and function of the United Nations. The most important questions of international governance – security, human rights, and sustainable development – will receive the greatest emphasis in our study of the United Nations. In more than 50% of the course, students will engage in experiential learning through participation in a model UN structure. Students will represent various nation-states of the UN through role-play in positions of leadership and decision-making. The Model UN will gradually become more the “property” of the students to operate as the semester progresses.

### **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)



## **POL 2099, 3099, or 4099 Special Topics in Political and Governmental Affairs**

4 Credits

These courses focus on selected topics in political and governmental affairs 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.

## **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

LAB FEE

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

LAB FEE

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, glaciations, 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)**

4 Credits

LAB FEE

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.

**PSC 2000 Meteorology (Spring)**

4 Credits

Prerequisite: Sophomore standing

This course is an introductory study of the phenomena of weather. It is designed to provide comprehensive knowledge of the earth's atmosphere and its changing behavior as it relates to human activities. It covers the basic elements of meteorology as well as analysis of severe storms such as tornadoes and hurricanes. Lab work focuses on weather forecasting and weather conditions that affect our daily lives. This course can be used as a core lab Science course (Category V), major course requirement for Environmental Science Majors, or elective for other majors.

**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 1022 Perception, Cognition, and Emotion**

4 Credits

Prerequisite: Psychology Majors or Program Approval

For psychology majors, this course is the first psychology course 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 1024 Social Psychology**

4 Credits

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: PSY1000

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 this 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 2002 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 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

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 2099 Special Topics in Psychology**

4 Credits

This course focus on selected topics in psychology 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.

**PSY 3015 Abnormal Child**

4 Credits

Prerequisite: PSY1000

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 Use Disorder**

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: 3.00 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: PSY2000 and PSY2001

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

Personality psychology 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

Abnormal psychology 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.

### **PSY 3099 Special Topics in Psychology**

4 Credits

This course focus on selected topics in psychology 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.

### **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.

## **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

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. This course is offered only during the summer sessions as part of the College's SCLP.

**SOC 1025 Introduction to Sociology (majors/minors only)**

4 Credits

Prerequisite: SOC1000 or permission of the Department Chair

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

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 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

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 2060 Groups, Organizations, and Leadership – 4 Credits**

The course is designed to introduce students to sociological concepts, ideas and literature pertaining to formal organizations, group dynamics and leadership. The course will examine organizational theory, the processes by which groups form, change and commit, leadership styles, and the role of the socio-political field.



**SOC 2070 Environment, Justice, and Society - 4 Credits**

The domain of this course is the role of social inequities, especially those of class and race, in the distribution of environmental risks in societies at the local, national, and global levels and includes study of legal remedies and public policy measures that address environmental injustices. Emphasis will be placed on economic, political and cultural perspectives on the environmental crisis, analyses of the inequitable distribution of environmental costs and benefits, and social movement challenges to the environmental crisis and environmental inequality. A conflict perspective of environmental issues, namely who benefits from environmental harm and who is primarily harmed as well as McDonaldization Perspective discussing why certain decisions are made by corporate entities will be stressed. Both global and local environmental issues will be discussed as well as the actions of those involved.

**SOC 2080 Social Stratification- 4 Credits**

Prerequisites: SOC1000 and 1025, or permission of the Department Chair

This course examines the *intersectionality* between systems of oppression in connection with race/ethnicity, gender, class, sexuality, and citizenship. The ways in which multiple axes of power and domination shape human experience and individual lives will be considered. This course enables students to conceive of their *own positionality* or *social location* within first-world U.S. society. In investigating the interlocking nature of structures of oppression in connection with these socially-constructed categories, students will begin to see how these systems construct and position subjects around differences in opposition to the dominant “norm.”

**SOC 2095 Sociological Theory**

4 Credits

Prerequisites: SOC1000 and 1025, or permission of the Department Chair

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 3001 Gender and Sexuality**

2 Credits

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: identity formation; social status; social and political power; marriage and family; and morality in those cultures.

**SOC 3002 Intimate Relationships**

2 Credits

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, 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 3007 Deviance, Crime and Law**

4 Credits

Prerequisites: SOC1000 or 1025, or permission of the Department Chair

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: SOC1000 or SOC1025, SWS1000, or permission of the Department Chair

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.

### **SOC 3035- Interpersonal Violence, Intervention, and Advocacy – 4 credits**

Prerequisites: SOC1000 and 1025, or permission of the Department Chair

This course is designed to teach students how to intervene and advocate for victims of domestic violence and sexual assault using the empowerment model. Students will learn about various populations and how individual experiences impact access to services. Students will analyze policies that impact daily work in the field. Students will learn about the history of the women’s movement, crisis intervention, safety planning, and empowerment theory. Successful completion of criteria outlined in the syllabus for this course may lead to SART/DART certification.

### **SOC 3040 Social Change and Movements**

2 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 3090 Non-Profit Organizations – 4 Credits**

Prerequisites: SOC1000 and 1025, or permission of the Department Chair

This course focuses on Non Profit Organizations and the role they play in contemporary global societies. In particular the course examines the impact of Non Profit Organizations in comparison with government to build capacity in society, introduces students to the concepts of management of Non Profit Organizations and those concepts differ from government and private management, and helps students to understand proposal and grant development as they relate to Non Profit Organizations.

### **SOC 3097 Careers in Sociology or Beyond the BA- 4 Credits**

Prerequisites: SOC1000 and 1025, at least Junior standing, or permission of the Department Chair

This is the capstone course for all Sociology majors. In this course students will explore various career options and prepare for further academic study or their desired profession. Leadership, organizational culture, and financial literacy will be discussed.

### **SOC 4002 Research Methods in the Social Sciences**

4 Credits

Prerequisite: SOC 1025, MTH 1500, and MTH 1505, and Junior standing, or permission of Department Chair

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 4003 Advanced Research Methods in the Social Sciences**

2 Credits

Pre-requisite: SOC4002 or permission of the Department Chair

This course is designed to allow students to conduct an original research project. Building on the proposals developed in SOC4002, Research Methods, students will update and revise original proposals where needed and conduct or implement the project. The Statistical Package for the Social Sciences (SPSS) will be used as students learn how to create a data set and read, analyze, and interpret data output.

### **SOC 2099, 3099, or 4099 Special Topics in Communication**

4 Credits

These courses focus on selected topics in sociology 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.

### **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: Freshman and Sophomore students who intend to pursue a Bachelor of Social Work degree at Centenary College should declare their major as "Social Work Candidate." Centenary students may apply to the BSW program during the spring semester of their Sophomore year. Transfer students entering their Junior year may apply to the BSW program concurrently with their application to the College. A GPA of 2.8 is required for admission to the program, although provisional acceptance will be considered for students with a GPA at or above 2.5 who demonstrates strengths in all other areas of evaluation.**

### **SWS 1000 Introduction to Social Work and Human Services**

4 Credits

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. Open to non-majors, this course is offered in the fall semester only.

### **SWS 3000 Human Behavior and the Social Environment (Social Work Majors only)**

4 Credits

Prerequisite: SWS 1000

This course examines the biological, psychological, social, cultural, and spiritual aspects of individual development from the prenatal period through adolescence. 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 considered. The importance of professional self-care, will be introduced. This course is offered in the fall semester only.

### **SWS 3001 Social Welfare Policy and Services I (Social Work Majors only)**

4 Credits

This course provides an overview of the history of the social work profession and social welfare policy, a review of the structure and processes of the U.S. government at the local, state, and federal levels, and an exploration of current events as they relate to social welfare policy issues. Divergent perspectives on social and economic justice, and the promotion of human rights, will be examined. The impact of policy on social service delivery, social work practices, and the well-being of individuals and groups in society will be introduced. This course is offered in the fall semester only.

### **SWS 3002 Social Welfare Policy and Services II (Social Work Majors only)**

4 Credits

Prerequisite: SWS 3001

This course further examines the role of policy in service delivery and the role of practice in policy development, with an emphasis on project-based experiential learning activities. Students begin to develop and apply the knowledge, values and skills needed to analyze, formulate, and advocate for policies that advance social well-being, and to work collaboratively in support of policies, services, and practices that promote or advance human rights and social and economic justice. This course is offered in the spring semester only.

### **SWS 3010 Human Behavior and the Social Environment II (Social Work Majors only)**

4 Credits

Prerequisite – SOC3000

This course examines the biological, psychological, social, cultural, and spiritual 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, Including an exploration of the ways in which the intersectionality of factors such as race, class, gender, sexual orientation, and other dimensions of diversity shape life experience. The fundamentals of disaster mental health will also be introduced. This course is offered in the spring semester only.

**SWS 3021 Social Work Practice I  
(Social Work 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 generalist practice with individuals. Each stage of the helping process ethical decision-making process will be thoroughly explored, and the importance of using evidenced-based interventions will be emphasized. This course is offered in the fall semester only.

**SWS 3022 Social Work Practice II  
(Social Work Majors only)**

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 and apply the knowledge, values and skills needed for generalist social work practice with families and groups. This course emphasizes experiential learning activities. This course is offered in the spring semester only.

**SWS 4002 Research Methods in the Social Sciences**

4 Credits

Prerequisite: MTH 1500; Co-requisite: MTH 1505

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 4023 Social Work Practice III  
(Social Work Majors only)**

4 Credits

Prerequisites: SWS 3022; Co-requisite: SWS 4050

This course is the final of three practice courses. Building on the concepts introduced in Practice I and II, students will begin to develop and apply the knowledge, values and skills needed for generalist social work practice at the organizational and community levels. Students will design policies, projects and/or programs in response to an identified area of community or organizational need and a Request for Proposal (RFP) will be developed in support of this planned change effort. This course is offered in the fall semester only.

**SWS 4050 Field Work I  
(Senior Social Work Majors only)**

6 Credits

Prerequisite: BSW program application for field placement; Co-requisite – SWS 4051

This is the first of a two-semester field placement (internship). Fieldwork provides students the opportunity to apply the knowledge, values, and skills of an entry-level social worker in a practice setting. Students spend approximately 16 hours per week in a structured field placement, coordinated by the BSW program, to fulfill a minimum requirement of 210 hours of practice experience each semester, under the supervision of an agency-based Field Instructor who holds a masters degree in social work. No prior social work experiences will be given credit towards this course. This course is offered in the fall semester only.

**SWS 4051 Field Seminar I**  
**(Senior Social Work Majors only)**

2 Credits

Co-requisite: SWS 4050

This discussion-based course supports students in the process of transferring and integrating what they have learned in classroom-based courses to application in the field. This course is offered in the fall semester only.

**SWS 4060 Field Work II**  
**(Senior Social Work Majors only)**

6 Credits

Prerequisite: SWS 4050; Co-requisite: SWS 4061

This is the second of a two-semester field placement (internship). Fieldwork provides students the opportunity to apply the knowledge, values, and skills of an entry-level social worker in a practice setting. Students spend approximately 16 hours per week in a structured field placement, coordinated by the BSW program, to fulfill a minimum requirement of 210 hours of practice experience each semester, under the supervision of an agency-based Field Instructor who holds a master degree in social work. No prior social work experiences will be given credit towards this course. This course is offered in the spring semester only.

**SWS 4061 Field Seminar II**  
**(Senior Social Work Majors only)**

2 Credits

Co-requisite: SWS 4060

This discussion-based course supports students in the process of transferring and integrating what they have learned in classroom-based courses to application in the field. This course is offered in the fall semester only.

**SWS 4099 Senior Seminar**  
**(Senior Social Work Majors only)**

4 Credits

In this capstone course, students utilize their Fieldwork experience to create a capstone presentation that demonstrates their integration and application of the core competencies of generalist social work practice. Practical career development information (such as certification and licensure, job search, resume writing and interviewing skills, networking, and continuous education) will also be explored. This course is offered in the spring semester only.

**SWS 2099 or 3099 Special Topics in Social Work**

4 Credits

These courses focus on selected topics in social work 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.

**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 1003 Modern Dance I**

1 Credit

This 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 movements will be explored while developing strong bodies. Students enrolled in this course may wish to participate in the Dance Company. This course may be repeatable for credit.

**THA 1004 Ballet I**

1 Credit

This course is an introductory course to ballet technique and may be repeatable 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 Movement for Actors I**

2 Credits

Beginning movement class 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 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 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 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 1023 Jazz I**

1 Credit

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. The course may be repeatable for credit.

**THA 1025 Tap I**

1 Credit

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. The course may be repeatable for credit.

**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 2003 Modern Dance II**

1 Credit

This course is a continuation of THA1003 and explores more advanced modern dance techniques. Students enrolled in this course may wish to participate in the Dance Company. This course may be repeatable for credits.

### **THA 2004 Ballet II**

1 Credit

This course is a continuation of THA1004 and introduces the student with more advanced ballet techniques. This course may be repeated for credits.

### **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 or Permission

This course builds on the skills learned from THA1015, 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 may be repeatable for credit.

### **THA 2016 Movement for Actors II**

2 Credits

Advanced movement for actors. The performer develops a deeper understanding of the relationship of movement to characterization and the need to cultivate physical and emotional relationships in body movement. The course may be 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 2023 Jazz II**

1 Credit

This class is a continuation of THA1023. The physical and expressive qualities of movement will continue to be explored while developing strong bodies. The course may be repeatable for credit.

### **THA 2025 Tap II**

1 Credit

This class is a continuation of THA 1025. Technique and terminology will continue to be taught through rhythm exercises, short combinations of steps and across the floor work which is then put together into a longer combination. Students will continue to progress according to their own prior training and ability, with more advanced progressions to suit their skill levels being provided. The course is repeatable for credit.

### **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.

### **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, including an 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 and 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

Discussion of 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 to 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.

### **THA 1099, 2099, 3099, or 4099 Special Topics in Theatre Arts**

4 Credits

These courses focus on selected topics in theatre arts 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.

## **VAR – VISUAL ARTS**

### **VAR 1000 Introduction to Computer Graphics**

4 Credits

Lab Fee

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. (Old #: DES1007)

### **VAR 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 throughout 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. (Old #: ART1001)

**VAR 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. (Old #: ART1002)

**VAR 1003 Design and Color Fundamentals**

4 credits

Two-dimensional form, color structure, and composition are explored through various ideas, concepts, and principles. Emphasis is on training and the perception of the way color relationships affect optical as well as psychological dynamics. Students are introduced to the basic elements of line, value, shape, space, texture, form, and color through assigned studio exercises. In addition, studio exercises involving the principles of organization, such as rhythm, repetition, balance, proportion, movement, scale, harmony, contrast, and unity, will also be explored. (Old #: ART1003)

**VAR 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 explored. These components will be further manipulated by the effective use of direction, balance, axis, and orientation. (Old #: ART1004)

**VAR 1005 Drawing I**

4 credits

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. (Old #: ART1005)

**VAR 1006 Drawing II**

4 credits

Lab Fee

This course is a continuation of VAR1005, and allows the student to study more in-depth 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. (Old #: ART1006)

**VAR 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. (Old #: ART1007)

**VAR 2001 History of ART**

4 credits

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. (Old #: ART2001)

**VAR 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. (Old #: ART2002)

**VAR 2005 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. (Old #: DES2001)

**VAR 2007 History of Graphic Design**

4 Credits

Lab Fee

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. (Old#: DES2007)

**VAR 2008 Typography**

4 Credits

Lab Fee

Prerequisite: VAR 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. (Old #: DES2008)

**VAR 2011 Life Drawing and Anatomy I**

4 credits

Lab Fee

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. (Old #: ART2011)

**VAR 2012 Life Drawing and Anatomy II**

4 credits

Lab Fee

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

This course continues the study of the human form; its energy, movement, structure, composition, function, imagery, and expression. 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. (Old #: ART2012)

### **VAR 2013 Painting I**

4 credits

Lab Fee

This course will explore the fundamentals of the painting process with an introduction to the basic concepts of visual and procedural methods, ideas, concepts, and techniques. Students are presented with formal studio problems highlighting the elements of line, shape, value, form, texture, color, and space. (Old #: ART2013)

### **VAR 2014 Painting II**

4 credits

Lab Fee

This course will further explore the fundamentals of the painting process with an additional emphasis on the basic concepts of visual and procedural methods, ideas, concepts, and techniques primarily relative to genre and representational subject matter. This course may be repeated for advanced credit. (Old #: ART2014)

### **VAR 2015 Through the Camera Lens: Design and Reportage**

4 Credits

Lab Fee

In this course students will be introduced to the creative and technical capabilities of digital photography in both design and reportage settings. Students will be working with Adobe Photoshop CS6 in post-production preparation of their projects. It is important for students who hope to work in both digital design and in news reporting to have knowledge of this software in conjunction with their work. Through demonstrations and hands-on sessions, students will explore basic digital camera settings, how to work with imaging software on a Macintosh computer, and ultimately how one can effectively convey their point of view. A digital camera is required. (Old #: DES4012)

### **VAR 2016 Graphic Design I**

4 Credits

Lab 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. (Old #: DES2016)

### **VAR 2017 Graphic Design II**

4 Credits

Lab Fee

Prerequisite: VAR 2016

This course expands upon the fundamentals covered in VAR2016. 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 (Old #: DES2017)

**VAR 3002 Digital Illustration**

4 Credits

Lab Fee

Prerequisite: VAR 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. (Old #: DES3002)

**VAR 3004 3-D Computer Graphics**

4 Credits

Lab Fee

Prerequisite: VAR 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. (Old #: DES3008)

**VAR 3005 Web Design I**

4 Credits

Lab Fee

Prerequisite: VAR 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. (Old #: DES3005)

**VAR 3006 Web Design II**

4 Credits

Lab Fee

Prerequisite: VAR 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. (Old #: DES3006)

**VAR 3007 Computer Animation for Multi-Media and Video**

4 Credits

Lab Fee

Prerequisite: VAR 3006

Creation of animated sequences using the computer, video and multimedia software is the focus of this course. 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. (Old #: DES3007)

**VAR 3008-3009 Photography I**

2 credits – 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. (Old #: ART3008)

### **VAR 3008-3009 Photography II**

2 credits – Art Major priority status

Lab Fee

This course is a continuation of VAR3008. It will continue to 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. (Old #: ART3009)

### **VAR 3010 Printmaking I**

4 credits

Lab Fee

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

This course will examine the beginning processes and techniques of printmaking, such as linocut, woodcut, calligraphy, hard-ground line etching, and dry point. This course may be repeated for advanced credit in conjunction with the Senior Thesis Exhibition course preparation. (Old #: ART3010)

### **VAR 3011 Printmaking II**

4 credits

Lab Fee

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

This course will examine the 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. (Old #: ART3011)

### **VAR 3013 Painting III**

4 credits

Lab Fee

This course will further explore the concepts of the painting process as a vehicle for artistic expression. Through a concentrated series of in-depth studio projects, students will focus on a variety of pluralistic styles, methods, theories, concepts, and processes. Principles of abstraction and non-representational subject matter will be explored. The development of personal expression will be initiated. This course may be repeated for advance credit. (Old #: ART3013)

### **VAR 3014 Painting IV**

4 credits

Lab Fee

This course will further explore the concepts of the painting process as a vehicle for artistic expression. Through a concentrated series of in-depth study projects, students will continue to focus on specific complex concepts and processes. Subject matter will emphasize experimental, mixed-media, and current contemporary theories and constructs. Development and articulation of individual ideas and personal expressions will be nurtured. This course may be repeated for advanced credit. (Old #: ART3014)

**VAR 3018 Portfolio**

4 credits

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. (Old #: ART3018)

**VAR 3020 Illustration**

4 credits

Prerequisite: VAR 1005 or VAR 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. (Old #: ART3020)

**VAR 3021 Monotype**

4 credits

Lab Fee

This course will continue to examine graphics transfer techniques with an approach to art that lies between the fields of drawing, printmaking, and painting. Various wet and dry mediums are drawn, brushed, brayered, and applied in many ways to a variety of plate surfaces such as plexiglass, heavy glass slabs, metal lattes, woodblocks, and collography construction. 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, drawing, and printmaking methods in a non-traditional context. This course may be repeated for advanced credit. (Old #: ART3021)

**VAR 4001 Design Communication**

4 Credits

This course focuses on the creative and technical skills needed to create exciting and effective title sequences, spot advertisements, and film animations. Through in-class lectures, screening examples, and hands-on practice and design, students learn to create title sequences for film and TV, and short film/video animations. This class primarily uses Adobe's Premiere and After Effects, as well as Adobe Photoshop and Illustrator for in-class exercises and projects. Emphasis is placed on design aesthetics and understanding the importance of sequential storyboarding needed to arrive at the finished product. Students should have familiarity with the MAC operating system, Photoshop, and Illustrator. (Old #: DES4001)

**VAR 4003 Senior Thesis Project in the Visual Arts I: Studio Art**

4 credits

Prerequisite: Senior Standing

Candidates for the B.F.A. degree in Visual Arts: Studio Art are required to complete a two-semester comprehensively prepared senior capstone project, which typically takes the form of a one-person thesis exhibition in the College's art gallery. In fulfillment of these requirements, students must write a thesis statement essay, create/print a gallery invitation and labels, compose an inventory/valuation/list/slide portfolio, and prepare all exhibition artwork in formal presentation format. Proposed projects must have the approval of the candidate's major academic advisor. (Old #: ART4003)

**VAR 4004 Senior Thesis Project in the Visual Arts II: Studio Art**

4 credits

Prerequisite: VAR4003

A continuation of VAR4003, this is the final semester of the senior capstone project. (Old #: ART4004)

**VAR 4007 Senior Project in the Visual Arts I: Graphic Design**

4 Credits

Lab Fee

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. (Old #: DES4007)

**VAR 4008 Senior Project in the Visual Arts II: Graphic Design**

4 Credits

Lab Fee

Prerequisite: VAR 4007

This course is a continuation of VAR 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. (Old #: DES4008)

**VAR 2099, 3099, or 4099 Special Topics in Visual Arts**

4 credits

Lab Fees

Prerequisites: Sophomore Standing and permission of the instructor

These courses focus on selected topics in Art or Graphic 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.

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## **FACULTY**

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**Emily Anderson**, Assistant Professor of Education. B.A., Centenary College; M.Ed., Lehigh University; ABD, Pennsylvania State University

**Lea Antolini-Lid**, Assistant Professor of Theatre Arts. B.M.A., University of the Arts; M.F.A. Brandeis University; Certified Yoga Instructor

**Carol M. Barnett**, Assistant Professor of English. B.A., University of Notre Dame; M.A., City University of New York; DLitt, Drew University

**Robert Battistini**, Assistant Professor of English. B.S., Indiana University; M.A., Ph.D., Columbia University

**Dana M. Benbow**, Assistant Professor of Business. B.A., Hamline University; M.B.A., Capella University

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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
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
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
School of Professional Studies	Parsippany	1-973-257-5190
SPS Parsippany Office	Parsippany	1-877-437-3746
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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