

# ASSOCIATE IN GENERAL EDUCATION

**A.G.E. DEGREE (A10300)**

The Associate in General Education (AGE) curriculum is designed for individuals who wish to broaden their education, with emphasis on personal interest, growth, and development. The two year General Education program provides students opportunities to study English, literature, fine arts, philosophy, social science, and science and mathematics at the college level. All courses in the program are college-level courses which can be selected based upon a student's personal interests rather than specific technical or professional requirements. Many of the courses are equivalent to college transfer courses; however, the program is not principally designed for college transfer

**Semester Hour Credits**

**I. General Education Courses**

ENG 111 Expository Writing.....	3
ENG 114 Professional Research and Reporting .....	3
Humanities/Fine Arts Elective .....	3
Social/Behavioral Sciences Elective.....	3
Natural Sciences/Mathematics Elective.....	3

**II. Major Courses**

CIS 110 Introduction to Computers .....	3
or	
CIS 111 Basic PC Literacy .....	2
Free Electives.....	47

Free electives may be any college transfer or vocational technical course as selected by the student and approved by the student's advisor. CJC 100 and TRP 100 do not meet the requirements for this degree.

No financial assistance is available for free elective courses taken from curriculum programs that are ineligible for financial aid. Additional information is available in the Financial Aid Office.

**Total Credits .....64/65**

# ASSOCIATE IN APPLIED SCIENCE, DIPLOMA, AND CERTIFICATE PROGRAMS

## *Accounting*

**A.A.S. DEGREE (A25100)**

**DIPLOMA (D25100)**

**CERTIFICATE (C25100)**

**Associate in Applied Science Program**

The Accounting curriculum is designed to provide students with the knowledge and the skills necessary for employment and growth in the accounting profession. Using the language of business, accountants assemble and analyze, process, and communicate essential information about financial operations.

In addition to course work in accounting principles, theories, and practice, students will study business law, finance, management, and economics. Related skills are developed through the study of communications, computer applications, financial analysis, critical thinking skills, and ethics.

Graduates should qualify for entry-level accounting positions in many types of organizations including accounting firms, small businesses, manufacturing firms, banks, hospitals, school systems, and governmental agencies. With work experience and additional education, an individual may advance in the accounting profession.

**Semester Hour Credits**

**I. General Education Courses**

ENG 111 Expository Writing .....	3
ENG 114 Professional Research & Reporting .....	3
3 SHC Natural Science, or Math 140/140A or higher .....	3/4
Social/Behavioral Science Elective .....	3
Humanities/Fine Arts Elective .....	3

**II. Major Courses**

ACC 120 Principles of Financial Accounting I.....	4
ACC 121 Principles of Managerial Accounting .....	4
ACC 122 Principles of Financial Accounting II.....	3
ACC 129 Individual Income Taxes .....	3
ACC 130 Business Income Tax.....	3
ACC 140 Payroll Accounting.....	2
ACC 150 Accounting Software Applications.....	2
ACC 220 Intermediate Accounting I.....	4
ACC 221 Intermediate Accounting II.....	4
ACC 225 Cost Accounting .....	3
BUS 115 Business Law .....	3

# TECHNICAL & VOCATIONAL PROGRAMS

BUS 121	Business Math .....	3
BUS 137	Principles of Management.....	3
BUS 225	Business Finance .....	3
CIS 110	Intro to Computers .....	3
CTS 130	Spreadsheet Concepts.....	3
ECO 151	Survey of Economics.....	3

### III. Accounting Electives

Students are required to take at least 3 SHC from the following:

BUS 125	Personal Finance .....	3
BUS 239	Business Applications Seminar.....	2
BUS 280	R.E.A.L. Small Business.....	4
COE 111(AC)	Co-op Experience I .....	1
COE 121(AC)	Co-op Experience II.....	1
COE 131(AC)	Co-op Experience III .....	1
DBA 110	Database Concepts .....	3
OST 136	Word Processing .....	3
MKT 120	Principles of Marketing.....	3
MKT 223	Customer Service .....	3

**Total Credits** .....72/73

#### FALL SEMESTER I

ACC 120
BUS 115
BUS 121
CIS 110
ENG 111
Social/Behav Science Elect

#### FALL SEMESTER II

ACC 129
ACC 220
ACC 225
BUS 225
ECO 151

#### SPRING SEMESTER I

ACC 121
ACC 122
BUS 137
ENG 114
3 SHC Natural Science, or MAT 140/140A or higher
Humanities/Fine Arts Elect

#### SPRING SEMESTER II

Accounting Elective
ACC 130
ACC 140
ACC 150
ACC 221
CTS 130

## Accounting

### Diploma Program

The courses in this diploma program will transfer into the Associate in Applied Science Degree program.

#### FALL SEMESTER I

ACC 120
BUS 115
BUS 121
CIS 110
ENG 111

#### FALL SEMESTER II

Accounting Elective
ACC 129
CTS 130
ECO 151

#### SPRING SEMESTER I

ACC 121
ACC 122
ACC 140
ACC 150

**Total Credits** .....36

## Accounting

### Certificate Program

This program is designed to prepare students to perform fundamental accounting applications. Students that enter this program will have specific training in basic financial accounting, payroll, and accounting technology, including instruction in computer technology and software specific to the accounting field. The courses in this certificate program will transfer into the Associate of Applied Science Degree and the Diploma in Accounting.

#### FALL SEMESTER I

ACC 120
CIS 110

#### SPRING SEMESTER I

ACC 122
ACC 140
ACC 150
CTS 130

**Total Credits** .....17

# Air Conditioning, Heating, and Refrigeration Technology

DIPLOMA (D35100)

CERTIFICATE (C35100)

### Diploma Program

The Air Conditioning, Heating, and Refrigeration Technology curriculum provides the basic knowledge to develop skills necessary to work with residential and light commercial systems.

Topics include mechanical refrigeration, heating and cooling theory, electricity, controls, and safety. The diploma program covers air conditioning, furnaces, heat pumps, tools, and instruments.

Diploma graduates should be able to assist in the start-up, preventive maintenance, service, repair, and/or installation of residential and light commercial systems.

#### Semester Hour Credits

##### I. General Education Courses

ENG 101	Applied Communications I .....	3
MAT 101	Applied Mathematics I.....	3

##### II. Major Courses

AHR 110	Introduction to Refrigeration.....	5
AHR 111	HVACR Electricity.....	3
AHR 112	Heating Technology.....	4
AHR 113	Comfort Cooling .....	4
AHR 114	Heat Pump Technology .....	4
AHR 115	Refrigeration Systems .....	2
AHR 130	HVAC Controls .....	3

# CAPE FEAR COMMUNITY COLLEGE

AHR 133	HVAC Servicing.....	4
AHR 140	All-Weather Systems I.....	2
AHR 210	Residential Building Code .....	2
AHR 211	Residential System Design.....	3
CIS 111	Basic PC Literacy.....	2

**Total Credits .....**44

## FALL SEMESTER I

AHR 110
AHR 111
AHR 112
AHR 210
MAT 101

## SUMMER SEMESTER I

AHR 113
AHR 140
AHR 211
CIS 111

## SPRING SEMESTER I

AHR 114
AHR 115
AHR 130
AHR 133
ENG 101

### *Air Conditioning, Heating, and Refrigeration Technology* Certificate Program (EVENINGS)

## FALL SEMESTER I

AHR 110
AHR 111

## SPRING SEMESTER I

AHR 114
---------

**Total Credits .....**12

# Architectural Technology

A.A.S. DEGREE (A40100)

### Associate in Applied Science Program

The Architectural Technology curriculum prepares individuals with knowledge and skills that can lead to employment in the field of architecture or one of the associated professions.

Students receive instruction in construction document preparation, materials and methods, environmental and structural systems, building codes and specifications, and computer applications as well as complete a design project. Optional courses may be provided to suit specific career needs.

Upon completion, graduates have career opportunities within the architectural, engineering, and construction professions as well as positions in industry and government. A strong emphasis on sustainable design and construction techniques is included.

## Semester Hour Credits

### I. General Education Courses

COM 110	Intro to Communication .....	3
ENG 111	Expository Writing .....	3
Humanities/Fine Arts Elective	.....	3
MAT 121	Algebra/Trigonometry I.....	3
Social/Behavioral Science Elective	.....	3

### II. Major Courses

ARC 111	Introduction to Architectural Technology .....	3
ARC 112	Construction Materials and Methods .....	4
ARC 113	Residential Architectural Technology .....	3
ARC 114	Architectural CAD .....	2
ARC 114A	Architectural CAD Lab .....	1
ARC 131	Building Codes .....	3
ARC 211	Light Construction Technology .....	3
ARC 213	Design Project .....	4
ARC 220	Advanced Architect CAD.....	2
ARC 221	Architectural 3-D CAD .....	3
ARC 230	Environmental Systems.....	4
ARC 231	Architectural Presentations.....	4
ARC 235	Architectural Portfolio.....	3
ARC 241	Contract Administration .....	2
ARC 250	Survey of Architecture.....	3
ARC 264	Digital Architecture .....	2
CIS 111	Basic PC Literacy.....	2
MAT 122	Algebra/Trigonometry II .....	3
PHY 131	Physics/Mechanics .....	4

**Total Credits .....**70

## FALL SEMESTER I

ARC 111
ARC 112
CIS 111
ENG 111
MAT 121

## FALL SEMESTER II

ARC 211
ARC 221
ARC 231
Social/Behav.Science Elect

## SPRING SEMESTER I

ARC 113
ARC 114
ARC 114A
ARC 131
COM 110
MAT 122

## SPRING SEMESTER II

ARC 213
ARC 235
ARC 241
ARC 250
ARC 264
Humanities/Fine Arts Elect

## SUMMER SEMESTER I

ARC 220
ARC 230
PHY 131

# Associate Degree Nursing (RN)

See Nursing Programs page 195.

## TECHNICAL & VOCATIONAL PROGRAMS

### *Automotive Mechanics* (Automotive Systems Technology)

A.A.S. DEGREE (A60160)  
CERTIFICATE (C60160A)

#### Associate in Applied Science Program

The curriculum prepares individuals for employment as automotive service technicians. It provides an introduction to automotive careers and increases student awareness of the challenges associated with this fast and ever-changing field.

Classroom and lab experiences integrate technical and academic coursework. Emphasis is placed on theory, servicing and operation of brakes, electrical/electronic systems, engine performance, steering/suspension, automatic transmission/transaxles, engine repair, climate control, and manual drive trains.

Upon completion of this curriculum, students should be prepared to take the ASE exam and be ready for full-time employment in dealerships and repair shops in the automotive service industry.

#### Semester Hour Credits

##### I. General Education Courses

ENG 111 Expository Writing .....	3
Humanities/Fine Art Elective.....	3
MAT 120 Geometry and Trigonometry .....	3
Social/Behavioral Science Elective .....	3
Communications Elective (Choose from below).....	3
Students are required to take 3 SHC from the following:	
COM 110 Introduction to Communication .....	3
COM 120 Interpersonal Communication .....	3
COM 231 Public Speaking.....	3

##### II. Major Courses

AUT 110 Intro to Auto Technology.....	3
AUT 116 Engine Repair.....	3
AUT 116A Engine Repair Lab.....	1
AUT 123 Powertrain Diagnosis/Service .....	2
AUT 141 Suspension & Steering Systems .....	3
AUT 141A Suspension & Steering Systems Lab.....	1
AUT 151 Brake Systems .....	3
AUT 151A Brake Systems Lab.....	1
AUT 161 Basic Auto Electricity.....	5
AUT 163 Advanced Auto Electricity/Electronics .....	3
AUT 163A Advanced Auto Electricity/Electronics Lab .....	1
AUT 171 Auto Climate Control.....	4
AUT 181 Engine Performance 1 .....	3
AUT 181A Engine Performance 1 Lab.....	1
AUT 212 Auto Shop Management.....	3
AUT 213 Automotive Servicing 2.....	2
AUT 221 Automatic Transmissions/Transaxles.....	3
AUT 221A Automatic Transmissions/Transaxles Lab.....	1
AUT 231 Manual Trans/Ax/Drivetrains.....	3
AUT 231A Manual Trans/Ax/Drivetrains Lab.....	1
AUT 281 Advanced Engine Performance .....	3

AUT 283 Advanced Automotive Electronics.....	3
AUT 285 Intro to Alternative Fuels.....	3
CIS 111 Basic PC Literacy.....	2

**Total Credits .....**73

#### FALL SEMESTER I

AUT 110
AUT 151
AUT 151A
AUT 161
Communication Elective

#### FALL SEMESTER II

AUT 116
AUT 116A
AUT 123
AUT 281
AUT 283
MAT 120

#### SPRING SEMESTER I

AUT 141
AUT 141A
AUT 163
AUT 163A
AUT 213
CIS 111

#### SPRING SEMESTER II

AUT 221
AUT 221A
AUT 231
AUT 231A
AUT 285
ENG 111
Social/Behav.Science Elect

#### SUMMER SEMESTER I

AUT 181
AUT 181A
AUT 171
AUT 212
Humanities/Fine Art Elect

### *Automotive Mechanics* Certificate Program

#### FALL SEMESTER I

AUT 110
AUT 151
AUT 151A

#### SPRING SEMESTER I

AUT 141
AUT 141A
CIS 111

#### SUMMER SEMESTER I

AUT 171
---------

**Total Credits .....**17

# Basic Law Enforcement Training

CERTIFICATE (C55120)

## Certificate Program

Basic Law Enforcement Training (BLET) is designed to give students essential skills required for entry-level employment as law enforcement officers with state, county, or municipal governments, or with private enterprise.

This program utilizes State commission-mandated topics and methods of instruction. General subjects include, but are not limited to, criminal, juvenile, civil, traffic, and alcohol beverage laws; investigative, patrol, custody, and court procedures; emergency responses; and ethics and community relations.

Students must successfully complete and pass all units of study, which include the certification examination mandated by the North Carolina Criminal Justice Education and Training Standards Commission and the North Carolina Sheriffs' Education and Training Standards Commission, to receive a certificate.

Job opportunities are available with state, county, and municipal governments in North Carolina. In addition, knowledge, skills, and abilities acquired in this course of study qualify one for job opportunities with private enterprises in such areas as industrial, retail, and private security.

Students who successfully complete the BLET Program can receive credit for CJC 120, CJC 131 and CJC 221.

## CJC 100 - Law Enforcement Training

Prerequisite: Approval of BLET Director, a minimum reading score of 41 on ASSET, a minimum score of 80 on Accuplacer (CPT), and 81 on COMPASS are required, and a sponsorship letter is recommended.

The following items are required for admission to the BLET program:

- Must be at least 20 years of age
- Must have a valid North Carolina driver's license
- Must submit a Medical Examination Form completed by a North Carolina licensed physician
- Must provide a Certified Criminal History Check report
- Must be a citizen of the United States

This course is designed to provide the student with basic skills and basic knowledge necessary to perform those tasks essential to function in law enforcement. The course consists of 624 hours of instruction in the following topic areas:

Course Orientation .....	6
Physical Fitness Training .....	54
Ethics of Professional Law Enforcement.....	4
Arrest, Search & Seizure/Constitutional Law.....	28
Elements of Criminal Law .....	24

Communication Skills for Law Enforcement Officers .....	8
Law Enforcement Radio Procedures & Communication Systems .....	8
Field Notetaking & Report Writing .....	12
Interviews: Field & In-Custody .....	16
Subject Control/Arrest Techniques .....	40
Juvenile Laws & Procedures.....	10
Fingerprinting & Photographing Arrestees .....	6
Dealing with Victims & the Public .....	10
Firearms .....	48
Criminal Investigation .....	34
ABC Laws and Procedures .....	4
Motor Vehicle Law.....	20
Law Enforcement Driver Training.....	40
Crime Prevention Techniques .....	6
First Responder .....	32
Domestic Violence Response.....	12
Controlled Substances.....	12
Techniques of Traffic Law Enforcement.....	24
In-Custody Transportation .....	8
Traffic Accident Investigation.....	20
Explosives & Hazardous Material Emergencies.....	12
Individuals with Mental Illness and Retardation .....	8
Crowd Management.....	12
Preparing for & Testifying In Court.....	12
Patrol Techniques.....	26
Sheriff's Responsibilities: Detention Duties.....	4
Sheriff's Responsibilities: Court Duties .....	6
Civil Process .....	24
Testing.....	22
Anti-Terrorism .....	4
Rapid Deployment .....	8
<b>Total Hours .....</b>	<b>624</b>
<b>Total Credits .....</b>	<b>19</b>

# Boat Building (Wooden)

DIPLOMA (D35120)

CERTIFICATE (C35120)

## Diploma Program

The Boat Building curriculum prepares individuals for employment in the boat manufacturing and repair industry. Today's boat builders are skilled craftspeople who can create complex shapes out of wood.

Course work includes reading marine blueprints, lofting, rigging, constructing bird cages, building forms, and the safe and proper use of hand and power tools. Wooden boat building, production mold making, and interior cabinetry and joinery are also covered.

Graduates may find employment with yacht manufacturers or with other companies needing wood furniture or moldings fabricated and installed. Other employment opportunities can be found in boat maintenance and repair yards.



# Boat Manufacture and Service

DIPLOMA (D60330)

## Diploma Program

The Boat Manufacture and Service Technology program prepares students for employment in the manufacture and service of boats. Students learn the basics of boat design and the implementation of those designs in various components and/or complete boats or yachts.

Course work includes reading and interpreting marine blueprints, manuals, and other documents common to the industry; lofting; constructing forms and mold-making; application of concepts and techniques in composite, and fiberglass; marine woodworking; interior finishing; and marine mechanical, electrical, and plumbing systems.

Graduates may find employment with boat/yacht manufacturers, service yards, dealerships doing commissioning work, and companies doing custom boat building.

### Semester Hour Credits

#### I. General Education Courses

ENG 101	Applied Communications I .....	3
MAT 101	Applied Mathematics I .....	3

#### II. Major Courses

BTB 101	Boat Building I .....	10
BTB 102	Boat Building II .....	9
BTB 103	Yacht Joiner Practices I .....	4
BTB 104	Yacht Joiner Practices II .....	3
BTB 105	Yacht Repair/Renovation .....	5
CIS 111	Basic PC Literacy .....	2
DFT 100	Marine Drafting .....	2
BTB 109	Yacht Rigging .....	2

**Total Credits** .....43

#### FALL SEMESTER I

BTB 101
CIS 111
DFT 100
MAT 101

#### SUMMER SEMESTER I

BTB 104
BTB 105
BTB 109

#### SPRING SEMESTER I

BTB 102
BTB 103
ENG 101

### Boat Building Certificate Program (EVENINGS)

### Semester Hour Credits

#### Major Courses

BTB 101A	Boat Building IA .....	5
BTB 101B	Boat Building IB .....	5
DFT 100	Marine Drafting .....	2

**Total Credits** .....12

#### FALL SEMESTER I

BTB 101A
DFT 100

#### SPRING SEMESTER I

BTB 101B
----------

### Semester Hour Credits

#### I. General Education Courses

CIS 111	Basic PC Literacy .....	2
ENG 101	Applied Communications I .....	3
MAT 101	Applied Mathematics I .....	3

#### II. Major Courses

Select a minimum of 12 hours:

BTB 110	Fiberglass Boat Building I .....	5
BTB 111	Fiberglass Boat Building II .....	5
BTB 112	Fiberglass Boat Repairs .....	3

#### III. Required Subject Area

Marine Services

BTB 106	Engine Install/Systems .....	5
BTB 107	Boat Electrical Systems .....	5
BTB 108	Boat Plumbing Systems .....	6

**Total Credits** .....37

#### FALL SEMESTER I

BTB 107
BTB 108
MAT 101

#### SUMMER SEMESTER I

BTB 111
BTB 112
CIS 111

#### SPRING SEMESTER I

BTB 106
BTB 110
ENG 101

# Business Administration

A.A.S. DEGREE (A25120)

CERTIFICATE - Banking and Finance (C25120B)

CERTIFICATE - Customer Service (C25120)

CERTIFICATE - Entrepreneurship (C25120E)

## Associate in Applied Science Program

The Business Administration curriculum is designed to introduce students to the various aspects of the free enterprise system. Students will be provided with fundamental knowledge of business functions, processes, and an understanding of business organizations in today's global economy. Course work includes business concepts such as accounting, business law, economics, management, and marketing. Skills related to the application of these concepts are developed through the study of computer applications, communication, team building, and decision making. Through these skills, students will have a sound business education base for lifelong learning. Graduates are prepared for employment opportunities in government agencies, financial institutions, and large to small business or industry.

### Semester Hour Credits

#### I. General Education Courses

ENG 111	Expository Writing	3
ENG 114	Professional Research & Reporting	3
	Humanities/Fine Arts Elective	3
	3 SHC Natural Science, or MAT 115 or higher	3
	Social/Behavioral Science Elective	3

#### II. Major Courses

ACC 120	Principles of Financial Accounting I	4
ACC 122	Principles of Financial Accounting II	3
ACC 129	Individual Income Taxes	3
BUS 115	Business Law	3
BUS 121	Business Math	3
BUS 125	Personal Finance	3
BUS 137	Principles of Management	3
BUS 225	Business Finance	3
BUS 239	Business Applications Seminar	2
BUS 240	Business Ethics	3
BUS 260	Business Communication	3
CIS 111	Basic PC Literacy	2
CTS 130	Spreadsheet Concepts	3
ECO 151	Survey of Economics	3
MKT 120	Principles of Marketing	3
OMT 156	Problem Solving Skills	3
PMT 110	Introduction to Project Management	3

#### III. Business Administration Electives

Students are required to take at least 6 SHC from the following:

ACC 121	Principles of Managerial Accounting	4
ACC 150	Accounting Software Applications	2
ACC 220	Intermediate Accounting I	4
BAF 110	Principles of Banking	3
BAF 111	Teller Training	3
BAF 232	Consumer Lending	3
BUS 230	Small Business Management	3
BUS 280	R.E.A.L. Small Business	4

COE 111(BA)	Co-op Work Experience I	1
COE 121(BA)	Co-op Work Experience II	1
COE 131(BA)	Co-op Work Experience III	1
DBA 110	Database Concepts	3
MKT 121	Retailing	3
MKT 223	Customer Service	3
MKT 224	International Marketing	3
SPA 111	Elementary Spanish I	3
SPA 112	Elementary Spanish II	3

**Total Credits** .....71

#### FALL SEMESTER I

ACC 120
BUS 115
BUS 121
CIS 111
ENG 111
BUS 137

#### FALL SEMESTER II

ACC 129
BUS 225
BUS 240
ECO 151
MKT 120
OMT 156

#### SPRING SEMESTER I

ACC 122
BUS 125
BUS 260
Business Elective
ENG 114
3 SHC Natural Science, or
MAT 115 or higher

#### SPRING SEMESTER II

BUS 239
CTS 130
PMT 110
Business Elective
Humanities/Fine Arts Elect
Social/Behav Science Elect

## Business Administration Banking and Finance Certificate Program

Banking and finance is a concentration under the title of Business Administration. This curriculum is designed to prepare individuals for a career with various financial institutions and other businesses.

### Semester Hour Credits

#### Major Courses

BAF 110	Principles of Banking	3
BAF 111	Teller Training	3
BAF 232	Consumer Lending	3
BUS 125	Personal Finance	3
CIS 111	Basic PC Literacy	2
MKT 223	Customer Service	3

**Total Credits** .....17

#### FALL SEMESTER I

BAF 110
BAF 111
CIS 111

#### SPRING SEMESTER I

BAF 232
BUS 125
MKT 223

## TECHNICAL & VOCATIONAL PROGRAMS

### *Customer Service* Certificate Program

This program stresses the importance of customer relations in the business world. Emphasis is placed on developing communication tools, understanding the business environment and learning how to respond to complex customer requirements and to efficiently handle stressful situations. Upon completion, students should be able to demonstrate the ability to understand and communicate with customers and resolve problems and complaints.

#### Semester Hour Credits

#### Major Courses

BUS 121	Business Math.....	3
BUS 137	Principles of Management.....	3
BUS 240	Business Ethics.....	3
CIS 111	Basic PC Literacy.....	2
MKT 120	Principles of Marketing.....	3
	or	
BUS 121	Business Math.....	3
MKT 223	Customer Service.....	3

**Total Credits** .....14

#### FALL SEMESTER I

BUS 137  
BUS 240  
CIS 111

#### SPRING SEMESTER I

MKT 120 or BUS 121  
MKT 223

### *Entrepreneurship* Certificate Program

#### Semester Hour Credits

#### Major Courses

CIS 111	Basic PC Literacy.....	2
BUS 121	Business Math.....	3
MKT 120	Principles of Marketing.....	3
BUS 230	Small Business Management.....	3
MKT 123	Fundamentals of Selling.....	3
MKT 223	Customer Service.....	3

**Total Credits** .....17

#### FALL SEMESTER I

CIS 111  
BUS 121  
MKT 120

#### SPRING SEMESTER I

BUS 230  
MKT 123  
MKT 223

### *Carpentry*

DIPLOMA (D35180)

CERTIFICATE (C35180)

#### Diploma Program

The Carpentry curriculum is designed to train students to construct residential structures using standard building materials and hand and power tools. Carpentry skills and a general knowledge of residential construction will also be taught.

Course work includes footings and foundations, framing, interior and exterior trim, cabinetry, blueprint reading, residential planning and estimating, and other related topics. Students will develop skills through hands-on participation.

Graduates should qualify for employment in the residential building construction field as rough carpenters, framing carpenters, roofers, maintenance carpenters and other related jobs.

#### Semester Hour Credits

#### I. General Education Courses

ENG 101	Applied Communications I.....	3
MAT 101	Applied Mathematics I.....	3

#### II. Major Courses

BPR 130	Blueprint Reading/Construction.....	2
CAR 110	Introduction to Carpentry.....	2
CAR 111	Carpentry I.....	8
CAR 112	Carpentry II.....	8
CAR 113	Carpentry III.....	6
CAR 114	Residential Building Codes.....	3
CAR 115	Residential Planning/Estimating.....	3

**Total Credits** .....38

#### FALL SEMESTER I

CAR 110  
CAR 111  
BPR 130  
MAT 101

#### SUMMER SEMESTER I

CAR 113  
CAR 114

#### SPRING SEMESTER I

CAR 112  
CAR 115  
ENG 101

### *Carpentry* Certificate Program

#### Semester Hour Credits

#### Major Courses

BPR 130	Blueprint Reading/Construction.....	2
CAR 110	Introduction to Carpentry.....	2
CAR 111	Carpentry I.....	8
CAR 114	Residential Building Codes.....	3
CAR 115	Residential Planning/Estimating.....	3

**Total Credits** .....18

# CAPE FEAR COMMUNITY COLLEGE

## FALL SEMESTER I

BPR 130  
CAR 110  
CAR 111

## SUMMER SEMESTER I

CAR 114

## SPRING SEMESTER I

CAR 115

# Chemical Technology

A.A.S. DEGREE (A20120)

## Associate in Applied Science Program

The Chemical Technology curriculum prepares individuals for work as analytical technicians in chemical laboratories associated with chemical production, environmental concerns, pharmaceuticals, or general analysis.

Course work includes general chemistry, organic chemistry, introductory chemical engineering, qualitative analysis, and quantitative analysis, including such instrumental techniques as spectroscopy (UV-Vis, IR, AA) and chromatography (GC, LC, IC). Students also utilize computerized data collection, reduction, and graphic presentation.

Graduates should qualify as entry-level chemical laboratory technicians. Their duties may include chemical solution preparation, raw material, product, or environmental sampling, and/or sample testing via wet chemistry or instrumental techniques.

### Semester Hour Credits

#### I. General Education Courses

ENG 111	Expository Writing .....	3
COM 110	Introduction to Communication .....	3
Humanities/Fine Arts Elective	.....	3
MAT 121	Algebra/Trigonometry I.....	3
	and	
MAT 122	Algebra/Trigonometry II .....	3
	or	
MAT 171	Precalculus Algebra (recommended).....	3
	and	
MAT 172	Precalculus Trigonometry (recommended) .....	3
Social/Behavioral Science Elective	.....	3
CTS 130	Spreadsheet.....	3

#### II. Major Courses

CIS 110	Intro to Computers .....	3
CTC 111	Basic Chemistry I.....	7
CTC 112	Basic Chemistry II.....	7
CTC 120	Organic Chemistry I.....	2
CTC 140	Organic Processes.....	7
CTC 220	Organic Chemistry II.....	6
CTC 230	Organic Chemistry III .....	5
CTC 240	Industrial Analysis I .....	5
CTC 250	Industrial Analysis II .....	5
ISC 278	cGMP Quality Systems .....	2

## III. Electives

Select 2 hours from the list below.

BIO 111	General Biology .....	4
COE 111	Co-op Work Experience I.....	1
COE 121	Co-op Work Experience II.....	1
COE 131	Co-op Work Experience III .....	1
ISC 112	Industrial Safety .....	2

**Total Credits** .....72

## FALL SEMESTER I

CTC 111  
ENG 111  
MAT 121 or MAT 171  
CIS 110

## FALL SEMESTER II

CTC 220  
CTC 240  
Social/Behav Science Elect  
Chemical Technology Elect

## SPRING SEMESTER I

CTC 112  
CTC 120  
COM 110  
MAT 122 or MAT 172

## SPRING SEMESTER II

CTC 230  
CTC 250  
Humanities/Fine Arts Elect

## SUMMER SEMESTER I

CTC 140  
CTS 130  
ISC 278

# Collision Repair and Refinishing Technology

DIPLOMA (D60130)

CERTIFICATE (C60130)

## Diploma Program

The Collision Repair and Refinishing Technology curriculum provides training in the use of equipment and materials of the autobody repair trade. The student studies the construction of the automobile body and techniques of autobody repairing, rebuilding, and refinishing.

The course work includes autobody fundamentals, industry overview, and safety. Students will perform hands-on repairs in the areas of non-structural and structural repairs, mig welding, plastics and adhesives, refinishing, and other related areas.

Graduates of the curriculum should qualify for entry-level employment opportunities in the automotive body and refinishing industry. Graduates may find employment with franchised, independent garages, or they may become self-employed.

### Semester Hour Credits

#### I. General Education Courses

ENG 101	Applied Communications I .....	3
MAT 101	Applied Mathematics I.....	3

## TECHNICAL & VOCATIONAL PROGRAMS

### II. Major Courses

AUB 111	Painting and Refinishing I.....	4
AUB 112	Painting and Refinishing II.....	4
AUB 114	Special Finishes .....	2
AUB 121	Non-Structural Damage I .....	3
AUB 122	Non-Structural Damage II.....	4
AUB 131	Structural Damage I.....	4
AUB 132	Structural Damage II .....	4
AUB 134	Auto Body MIG Welding .....	3
AUB 136	Plastics and Adhesives .....	3
AUB 141	Mechanical and Electrical Components .....	3
CIS 111	Basic PC Literacy.....	2

### III. Collision Repair and Refinishing Technology

#### Electives

Select a minimum of 6 SHC from the following courses.

AUB 162	Autobody Estimating.....	2
AUT 171	Heating & Air Conditioning.....	4
AUC 114	Custom Fiberglass Skills .....	4
AUC 115	Glass Customizing Methods.....	4

**Total Credits .....**47

#### FALL SEMESTER I

AUB 111  
AUB 121  
AUB 131  
AUB 134  
CIS 111  
MAT 101

#### SUMMER SEMESTER I

AUB 114  
AUB 136  
Elective  
Elective

#### SPRING SEMESTER I

AUB 112  
AUB 122  
AUB 132  
AUB 141  
ENG 101

### *Collision Repair and Refinishing Technology* Certificate Program

#### FALL SEMESTER I

AUB 121

#### SPRING SEMESTER I

AUB 111  
AUB 131  
AUB 134

**Total Credits .....**14

## *Community Spanish Interpreter*

A.A.S. Degree (A55370)

Diploma (D55370)

Certificate (C55370)

**Note: The program is listed for information only. CFCC is only offering limited classes at present. Check with the Public Service Department Chair for current status.**

### Associate in Applied Science Program

The Community Spanish Interpreter curriculum prepares individuals to work as entry-level bilingual professionals who will provide communication access in interview and interactive settings. In addition, this curriculum provides educational training for working professionals who want to acquire Spanish language skills.

Course work includes the acquisition of Spanish: grammar, structure, and sociolinguistic properties, cognitive processes associated with interpretation between Spanish and English; the structure and character of the Hispanic community; and acquisition of communication skills.

Graduates should qualify for entry-level jobs as para-professional bilingual employees in educational systems or a variety of community settings. Individuals may choose from part-time, full-time, or self-employment/free-lance positions, or apply language skills to other human service related areas.

#### Semester Hour Credits

#### I. General Education Courses

ENG 111	Expository Writing.....	3
ENG 114	Professional Research and Reporting .....	3
	Natural Science Elective or MAT 115 or higher.....	3
	Social/Behavioral Science Elective .....	3
	Humanities/Fine Arts Elective .....	3

#### II. Major Courses

SPA 111	Elementary Spanish I.....	3
SPA 112	Elementary Spanish II.....	3
SPA 120	Spanish for the Workplace .....	3
SPA 141	Culture and Civilization.....	3
SPA 161	Cultural Immersion .....	3
SPA 181	Spanish Lab I .....	1
SPA 182	Spanish Lab II .....	1
SPA 211	Intermediate Spanish I .....	3
SPA 212	Intermediate Spanish II .....	3
SPA 215	Spanish Phonetics/Structure.....	3
SPA 221	Spanish Conversation.....	3
SPA 231	Reading and Comprehension .....	3
SPA 281	Spanish Lab III.....	1
SPA 282	Spanish Lab IV.....	1
SPI 113	Intro to Spanish Interpretation .....	3
SPI 114	Analytical Skills Spanish Interp.....	3
SPI 213	Review of Grammar.....	3
SPI 214	Intro to Translation.....	3

# CAPE FEAR COMMUNITY COLLEGE

COE 112(CS) Co-op Work Experience I .....2  
 COE 115(CS) Work Experience Seminar I ..... 1

### III. Other Major Courses

CIS 111 Basic PC Literacy .....2  
 SPI 245 Community Interpreting I .....3

**Total Credits .....69**

#### FALL SEMESTER I

CIS 111  
 ENG 111  
 MAT 115 or higher or  
 Natural Science Elective  
 SPA 111  
 SPA 141  
 SPA 181

#### FALL SEMESTER II

SPA 212  
 SPA 215  
 SPA 282  
 SPI 213  
 SPI 214

#### SPRING SEMESTER I

ENG 114  
 Social/Behavioral Science Elect  
 SPA 112  
 SPA 182  
 SPI 113  
 SPA 161

#### SPRING SEMESTER II

COE 112  
 COE 115  
 Humanities/Fine Arts Elect  
 SPA 221  
 SPA 231  
 SPI 245

#### SUMMER SEMESTER I

SPA 120  
 SPA 211  
 SPA 281  
 SPI 114

### Community Spanish Interpreter Diploma Program

#### I. Major Courses

ENG 111 Expository Writing .....3  
 Social/Behavioral Science Elective .....3  
 SPA 111 Elementary Spanish I.....3  
 SPA 112 Elementary Spanish II .....3  
 SPA 120 Spanish In The Workplace.....3  
 SPA 181 Spanish Lab I.....1  
 SPA 182 Spanish Lab II .....1  
 SPA 211 Intermediate Spanish I.....3  
 SPA 215 Spanish Phonetics/Structu .....3  
 SPA 281 Spanish Lab III .....1  
 SPI 113 Introduction To Spanish Interpreting.....3  
 SPI 114 Analytical Skills Spanish Interp .....3  
 SPI 213 Review of Grammar .....3  
 SPI 214 Intro to Translation .....3  
 SPI 245 Community Interpreting I.....3

**Total Credits .....39**

#### FALL SEMESTER

ENG111  
 SPA 111  
 SPA 181  
 SPI 113  
 Social/Behavioral Science Elective

#### SUMMER SEMESTER

SPA 211  
 SPA 281  
 SPI 213  
 SPI 214

#### SPRING SEMESTER

SPA 112  
 SPA 182  
 SPA 120  
 SPA 114  
 SPI 245

### Community Spanish Interpreter Certificate Program

The certificate is designed to provide persons with Spanish-speaking experience (native or otherwise) the opportunity to further improve their proficiency and especially for native speakers to hone their reading and writing skills in their native language. In addition, actual practice interpreting and a co-op within the community are included as the students choosing this curriculum already have proven proficiency through SPA 212 and have skills equivalent to the basic certificate described above before beginning this advanced certificate and will be better equipped to facilitate communication between Spanish-only and non-Spanish-speaking members of the community.

#### Major Courses

SPA 215 Spanish Phonetics &  
 the Structure of Language .....3  
 SPA 231 Reading and Composition .....3  
 SPI 213 Review of Grammar. ....3  
 SPI 114 Analytical Skills for Spanish Interpreting .....3  
 SPI 214 Introduction to Translation .....3  
 SPI 245 Community Spanish Interpreting I .....3

**Total Hours .....18**

#### FALL SEMESTER I

SPA 215  
 SPI 213

#### FALL SEMESTER II

SPI 214  
 SPI 245

#### SPRING SEMESTER I

SPA 231

#### SUMMER SEMESTER I

SPI 114

# Computer Engineering Technology

A.A.S. DEGREE (A40160)  
 CERTIFICATE-NETWORKING (C40160N)  
 CERTIFICATE-SECURITY (C40160S)  
 CERTIFICATE-WEB DEVELOPMENT (C40160W)

## Associate in Applied Science Program

The Computer Engineering Technology curriculum provides the skills required to install, service, and maintain computers, peripherals, networks, and microprocessor and computer controlled equipment. It includes training in both hardware and software, emphasizing operating systems concepts to provide a unified view of computer systems.

Course work includes mathematics, physics, electronics, digital circuits and programming, with emphasis on the operation, use, and interfacing of memory and devices to the CPU. Additional topics may include communications, networks, operating systems, programming languages, Internet configuration and design, and industrial applications.

Graduates should qualify for employment opportunities in electronics technology, computer service, computer networks, server maintenance, programming, and other areas requiring a knowledge of electronic and computer systems. Graduates may also qualify for certification in electronics, computers, or networks.

### Semester Hour Credits

#### I. General Education Courses

COM 110	Intro to Communications.....	3
ENG 111	Expository Writing.....	3
	Humanities/Fine Arts Elective.....	3
MAT 121	Algebra/Trigonometry I.....	3
	Social/Behavioral Science Elective.....	3

#### II. Major Courses

CET 111	Computer Upgrade/Repair I.....	3
CET 130	Operating System Principles.....	3
CET 172	Internet Technologies.....	3
CET 211	Computer Upgrade/Repair II.....	3
CET 240	Network Security.....	3
CET 245	Internet Servers.....	3
CIS 110	Introduction to Computers.....	3
CSC 151	JAVA Programming.....	3
CSC 251	Advanced Java.....	3
ELC 131	DC/AC Circuit Analysis.....	5
ELN 131	Semiconductor Appl.....	4
ELN 133	Digital Electronics.....	4
ELN 237	Local Area Networks.....	3
MAT 122	Algebra/Trigonometry II.....	3
PHY 131	Physics-Mechanics.....	4
TNE 255	Network Servers.....	3

#### III. Computer Engineering Electives

Students are required to take 6 SHC from the following:

CET 150	Computer Forensics.....	3
CET 250	Computer Forensics II.....	3
COE 111	CECo-op Work Experience.....	1
COE 121	CECo-op Work Experience.....	1
COE 131	CECo-op Work Experience.....	1
EGR 110	Intro to Engineering Tech.....	2
TNE 245	Network Perimeter Security.....	3
WEB 285	Emerging Web Technologies.....	3

**Total Credits.....74**

#### FALL SEMESTER I

CET 111
CIS 110
CET 172
ENG 111
MAT 121

#### FALL SEMESTER II

CET 240
CET 245
CET Elective
CSC 251
ELN 131

#### SPRING SEMESTER I

CET 211
CSC 151
ELC 131
ELN 237
MAT 122

#### SPRING SEMESTER II

CET Elective
ELN 133
Humanities/Fine Arts Elect
Social/Behav.Science Elect
TNE 255

#### SUMMER SEMESTER I

CET 130
COM 110
PHY 131

## Computer Engineering Technology

### NETWORKING Certificate Program

The Computer Engineering Networking Certificate program prepares students to understand networking technologies. This curriculum develops operating skills needed to successfully manage and support networking technologies.

Course work includes hands-on experience with networking electronics, operating systems, internet technologies, LANS, and server configuration and management. Classes cover fundamentals of networks, installation and management of network operating systems, troubleshooting, and network administration responsibilities.

Graduates should qualify for entry level positions such as Computer Repair Technician, Computer Technician, Hardware/Software Installer, Network Technician, Network Administrator, Network Installer, and Network Support Specialist. Graduates are prepared to sit for certification exams that may result in industry-recognized credentials.

# CAPE FEAR COMMUNITY COLLEGE

## Semester Hour Credits

### II. Major Courses

CET 111	Computer Upgrade/Repair I	3
CET 172	Internet Technologies	3
CET 211	Computer Upgrade/Repair II	3
CIS 110	Introduction to Computers	3
ELN 237	Local Area Networks	3
TNE 255	Network Servers	3

**Total Hours** .....18

### FALL SEMESTER I

CIS 110  
CET 172

### SUMMER SEMESTER I

CET 211  
TNE 255

### SPRING SEMESTER I

CET 111  
ELN 237

## Computer Engineering Technology

### SECURITY Certificate Program

The Computer Engineering Network Security Certificate prepares students to understand and install various types of security tools and models. This curriculum also develops operating skills needed to successfully manage and support these devices.

Course work includes extensive hands-on experience with different network electronics, operating systems, and security tools. Classes cover installation and support of various security electronics, security and intrusion detection software, troubleshooting, administrative responsibilities, and other security tools.

Graduates should qualify for positions such as: LAN/PC security technician, security control operator, and network security technician. Graduates are also prepared to sit for certification exams that can result in industry-recognized credentials.

## Semester Hour Credits

### II. Major Courses

CET 130	Operating System Principles	3
CET 172	Internet Technologies	3
CET 240	Network Security	3
CET 245	Internet Servers	3
ELN 237	Local Area Networks	3
TNE 245	Network Perimeter Security	3

**Total Hours** .....18

### SUMMER SEMESTER I

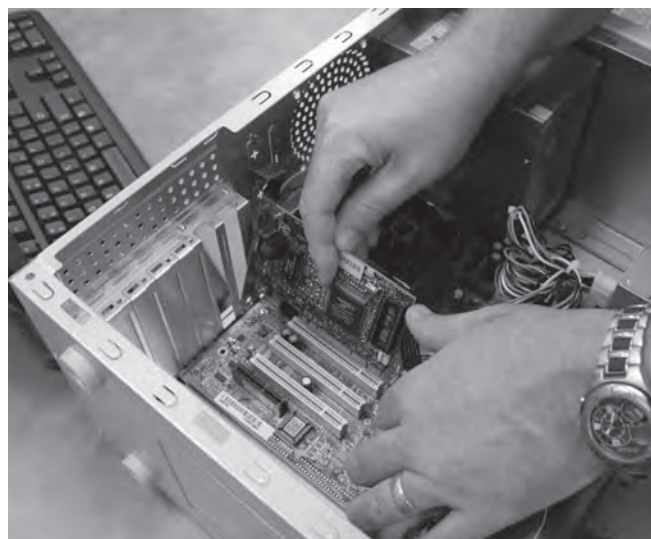
CET 130  
CET 172

### SPRING SEMESTER I

CET 245  
TNE 245

### FALL SEMESTER I

CET 240  
ELN 237



## Computer Engineering Technology WEB DEVELOPMENT Certificate Program

The Computer Engineering Internet Technologies Certificate program prepares students to understand internet and inter-networking technologies. This curriculum develops operating skills needed to successfully manage and support internet technologies.

Course work includes hands-on experience with web development, computer programming, and operating systems. Classes cover fundamentals of computers, html and java coding for the internet, installation and management of operating systems, troubleshooting, and administrative responsibilities.

Graduates should qualify for entry level positions such as Web Manager, Web Page Designer, Web Site Developer, and Web Technician.

## Semester Hour Credits

### II. Major Courses

CET 130	Operating System Principles	3
CET 172	Internet Technologies	3
CET 245	Internet Servers	3
CIS 110	Introduction to Computers	3
CSC 151	Java Programming	3
CSC 251	Advanced Java Programming	3

**Total Hours** .....18

### SUMMER SEMESTER I

CIS 110  
CET 172

### SPRING SEMESTER I

CET 245  
CSC 251

### FALL SEMESTER I

CSC 151  
CET 130

# Computer Information Technology

A.A.S. DEGREE (A25260)  
 CERTIFICATE (C25260)

## Associate in Applied Science Program

The Computer Information Technology curriculum is designed to prepare graduates for employment with organizations that use computers to process, manage, and communicate information. This is a flexible program, designed to meet community information systems needs.

Course work includes computer systems terminology and operations, logic, operating systems, database, data communications/networking, and related business topics. Studies will provide experience for students to implement, support, and customize industry-standard information systems.

Graduates should qualify for a wide variety of computer related, entry-level positions that provide opportunities for advancement with increasing experience and ongoing training. Duties may include systems maintenance and troubleshooting, support and training, and business applications design and implementation.

Course work prepares students to take the Comp/TIA A+, SEC+, and CISCO™ Certified Network Associate (CCNA) exams for industry certification.

### Semester Hour Credits

#### I. General Education Courses

COM 110	Introduction to Communication .....	3
ENG 111	Expository Writing .....	3
HUM 115	Critical Thinking .....	3
MAT 121	Algebra/Trigonometry I.....	3
PSY 150	Introduction to Psychology .....	3

#### II. Major Courses

ACC 120	Principles of Accounting I .....	4
CIS 110	Introduction to Computers.....	3
CIS 115	Intro to Programming and Logic .....	3
CTS 115	IS Business Concepts .....	3
CTS 120	Hardware/Software Support .....	3
CTS 285	Systems Analysis and Design.....	3
CTS 289	Systems Support Project.....	3
DBA 110	Database Concepts .....	3
NOS 110	Operating System Concepts .....	3
NOS 130	Windows Single User .....	3
NOS 230	Windows Admin I.....	3
NET 125	Routing and Switching I.....	3
NET 126	Routing and Switching II .....	3
SEC 110	Security Concepts.....	3
WEB 210	Web Design .....	3

#### III. CIT Electives (select 9 credit hours)

BUS 121	Business Math .....	3
CSC 153	C# Programming .....	3
CTS 130	Spreadsheet Concepts.....	3
NET 225	Advanced Router and Switching I.....	3
NET 226	Advanced Router and Switching II .....	3

**Total Hours .....**70

#### FALL SEMESTER I

ACC 120
CIS 110
CTS 115
HUM 115
MAT 121

#### FALL SEMESTER II

CTS 285
Elective
NOS 130
SEC 110
WEB 210

#### SPRING SEMESTER I

CIS 115
CTS 120
DBA 110
NET 125
NOS 110

#### SPRING SEMESTER II

CTS 289
Elective
NOS 230
PSY 150

#### SUMMER SEMESTER I

COM 110
ENG 111
NET 126

## Computer Information Technology Certificate Program

### Semester Hour Credits

#### II. Major Courses

CIS 110	Introduction to Computers .....	3
CTS 115	IS Business Concepts.....	3
CTS 120	Hardware/Software Support .....	3
DBA 110	Database Concepts.....	3
NOS 110	Operating Systems Concepts .....	3
NOS 130	Windows Single User .....	3

**Total Hours .....**18

#### FALL SEMESTER I

CIS 110
CTS 115
NOS 110

#### SPRING SEMESTER I

CTS 120
DBA 110
NOS 130

# *Computer-Integrated Machining*

A.A.S. DEGREE (A50210)  
CERTIFICATE (C50210)

## **Associate in Applied Science Program**

The Computer-Integrated Machining curriculum prepares students with the analytical, creative and innovative skills necessary to take a production idea from an initial concept through design, development and production, resulting in a finished product.

Coursework may include manual machining, computer applications, engineering design, computer-aided drafting (CAD), computer-aided machining (CAM), blueprint interpretation, advanced computerized numeric control (CNC) equipment, basic and advanced machining operations, precision measurement and high-speed multi-axis machining.

Graduates should qualify for employment as machining technicians in high-tech manufacturing, rapid-prototyping and rapid-manufacturing industries, specialty machine shops, fabrication industries, and high-tech or emerging industries such as aerospace, aviation, medical, and renewable energy, and to sit for machining certification examinations.

### **Semester Hour Credits**

#### **I. General Education Courses**

ENG 111	Expository Writing .....	3
COM 110	Intro to Communication .....	3
	Humanities/Fine Arts Elective .....	3
MAT 120	Geometry and Trigonometry .....	3
	Social/Behavioral Science Elective .....	3

#### **II. Major Courses**

MAC 111	Machining Technology I.....	6
MAC 112	Machining Technology II.....	6
MAC 113	Machining Technology III.....	6
MAC 121	Intro to CNC.....	2
MAC 122	CNC Turning.....	2
MAC 124	CNC Milling.....	2
MAC 131	Blueprint Reading: MACH I.....	2
MAC 132	Blueprint Reading: MACH II.....	2
MAC 152	Advanced Machining Calculations .....	2
MAC 222	Advanced CNC Turning.....	2
MAC 224	Advanced CNC Milling .....	2
MAC 233	Applications in CNC Machining.....	6
MAC 241	Jigs and Fixtures I.....	4
MAC 242	Jigs and Fixtures II.....	4
MEC 231	Comp-Aided Manufact I.....	3
MEC 232	Comp-Aided Manufact II.....	3

**Total Credits .....**69

#### **FALL SEMESTER I**

COM 110  
MAC 111  
MAC 121  
MAC 131  
MAT 120

#### **FALL SEMESTER II**

MAC 113  
MAC 224  
MAC 241  
MEC 232

#### **SPRING SEMESTER I**

ENG 111  
MAC 112  
MAC 124  
MAC 132  
Social/Behav. Science Elect

#### **SPRING SEMESTER II**

MAC 222  
MAC 233  
MAC 242  
Humanities/Fine Arts Elect

#### **SUMMER SEMESTER I**

MAC 122  
MAC 152  
MEC 231

## *Computer-Integrated Machining* **COMPUTER NUMERICAL CONTROL (CNC) MACHINE TOOL OPERATOR Certificate Program (DAY AND EVENINGS)**

### **Semester Hour Credits**

#### **Major Courses**

MAC 111	Machining Technology I.....	6
MAC 112	Machining Technology II.....	6
MAC 121	Introduction to CNC .....	2
MAC 122	CNC Turning .....	2
MAC 124	CNC Milling.....	2

**Total Hours .....**18

#### **FALL SEMESTER I**

MAC 111  
MAC 121

#### **SUMMER SEMESTER I**

MAC 122

#### **SPRING SEMESTER I**

MAC 112  
MAC 124

# Construction Management Technology

A.A.S. DEGREE (A35190)  
CERTIFICATE (C35190)

## Associate in Applied Science Program

This curriculum is designed to prepare individuals for careers in the construction management field. Such positions may include project manager, superintendent, estimator, or foreman.

Course work includes safety, planning, scheduling, cost control, productivity, human relations, estimating, and building codes. Students will also gain proficiency in specific construction related skills.

Graduates should qualify for entry-level positions in the field of construction management.

### Semester Hour Credits

#### I. General Education Courses

COM 120	Interpersonal Communication .....	3
	or	
COM 231	Public Speaking .....	3
MAT 121	Algebra/Trigonometry I .....	3
ENG 111	Expository Writing .....	3
	Humanities/Fine Arts Elective .....	3
	Social/Behavioral Science Elective .....	3

#### II. Major Courses

ACC 120	Principles of Accounting I .....	4
BPR 130	Blueprint Reading/Construction .....	2
BPR 230	Commercial Blue Prints .....	2
CAR 110	Introduction to Carpentry .....	2
CAR 111	Carpentry I .....	8
CAR 115	Residential Planning/Estimating .....	3
CIS 110	Introduction to Computers .....	3
CIV 230	Construction Estimating .....	3
CMT 112	Construction Mgmt I .....	6
CMT 120	Building Codes and Inspections .....	3
CMT 210	Prof. Construction Supervision .....	3
CMT 212	Total Safety Performance .....	3
CMT 214	Planning and Scheduling .....	3
CMT 216	Costs and Productivity .....	3
CMT 218	Human Relations Issues .....	3
DFT 151	CAD I .....	3

#### III. Electives (choose a minimum of 5 hours from the list below)

AHR 110	Intro to Refrigeration .....	5
AHR 114	Heat Pump Technology .....	3
BUS 115	Business Law .....	3
BUS 137	Principles of Management .....	3
CST 244	Sustainable Bldg Design .....	3
ELC 113	Basic Writing I .....	3
ELC 114	Basic Writing II .....	3
SST 120	Energy Use Analysis .....	3
SST 140	Green Building .....	3

**Total Credits** .....74



#### FALL SEMESTER I

ENG 111  
BPR 130  
CAR 110  
CAR 111

#### FALL SEMESTER II

MAT 121  
BPR 230  
CIV 230  
CMT 214  
Elective

#### SPRING SEMESTER I

CAR 115  
CMT 112  
CMT 210  
CMT 212  
Humanities/Fine Arts Elective

#### SPRING SEMESTER II

CMT 216  
CMT 218  
COM 120 or COM 231  
Social/Behav. Science Elect

#### SUMMER SEMESTER I

ACC 120  
CIS 110  
CMT 120  
DFT 151

## Construction Management Technology Certificate Program

#### II. Major Courses

BPR 130	Blueprint Reading/Construction .....	2
CMT 210	Prof. Construction Supervision .....	3
CMT 212	Total Safety Performance .....	3
CMT 214	Planning and Scheduling .....	3
CMT 216	Costs and Productivity .....	3
CMT 218	Human Relations Issues .....	3

**Total Credits** .....17

#### FALL SEMESTER I

BPR 130

#### FALL SEMESTER II

CMT 214

#### SPRING I

CMT 210  
CMT 212

#### SPRING II

CMT 216  
CMT 218

# CAPE FEAR COMMUNITY COLLEGE

## Cosmetology

**DIPLOMA (D55140)**  
**CERTIFICATE (C55140)**  
**CERTIFICATE-COSMETOLOGY INSTRUCTORS (C55160)**  
**CERTIFICATE-ESTHETICS (C55230) see page 181**  
**CERTIFICATE-MANICURING/NAIL TECHNOLOGY (C55400)**  
 see page 189

*Uniforms and name tags are required at an additional cost.*

### Diploma Program

The Cosmetology curriculum is designed to provide competency-based knowledge, scientific/artistic principles, and hands-on fundamentals associated with the cosmetology industry. The curriculum provides a simulated salon environment which enables students to develop manipulative skills.

Course work includes instruction in all phases of professional imaging, hair design, chemical processes, skin care, nail care, multi-cultural practices, business/computer principles, product knowledge, and other selected topics.

Graduates should qualify to sit for the State Board of Cosmetic Arts examination. Upon successfully passing the State Board exam, graduates will be issued a license. Employment is available in beauty salons and as skin/nail specialists, platform artists, and related business.

The listed courses, CFCC Cosmetology competencies, NC State Board Performances and a minimum of 1500 hours are required for graduation.

This curriculum complies with the standard approved by the State Board of Community Colleges.

#### Semester Hour Credits

##### I. General Education Courses

ENG 101 Applied Communications I .....3  
 ENG 102 Applied Communications II .....3

##### II. Major Courses

COS 111 Cosmetology Concepts I .....4  
 COS 112 Salon I .....8  
 COS 113 Cosmetology Concepts II .....4  
 COS 114 Salon II .....8  
 COS 115 Cosmetology Concepts III .....4  
 COS 116 Salon III .....4

##### III. Cosmetology Electives

*Minimum of 2 SHC required for diploma.*

COS 117 Cosmetology Concepts IV .....2  
 COS 240 Contemporary Design .....2

##### Other Major Courses required for Diploma

COS 118 Salon IV .....7

**Total Credits .....47**



#### FALL & SPRING SEM I

COS 111  
 COS 112  
 ENG 101

#### SUMMER SEMESTER I

COS 115  
 COS 116

#### FALL & SPRING SEM I

COS 113  
 COS 114

#### FALL & SPRING SEM II

2 hour Cosmetology Elect.  
 COS 118  
 ENG 102

## Cosmetology

### Certificate Program

This Certificate is designed to meet State Board of Cosmetology requirements.

#### Semester Hour Credits

##### I. General Education Courses

COS 111 Cosmetology Concepts I .....4  
 COS 112 Salon I .....8  
 COS 113 Cosmetology Concepts II .....4  
 COS 114 Salon II .....8  
 COS 115 Cosmetology Concepts III .....4  
 COS 116 Salon III .....4

##### II. Cosmetology Electives

*Students should take a minimum of 2 SHC from the following:*

COS 117 Cosmetology Concepts IV ..... 2  
 COS 240 Contemporary Design ..... 2

**Total Credits ..... 34**

#### FALL SEMESTER I

COS 111  
 COS 112

#### SUMMER SEMESTER I

COS 115  
 COS 116

#### SPRING SEMESTER I

COS 113  
 COS 114  
 2 hour Cosmetology Elective

## TECHNICAL & VOCATIONAL PROGRAMS

### Cosmetology Instructors Certificate Program

To enter program, student must be a licensed cosmetologist.

#### Semester Hour Credits

I. General Education Courses	
COS 271	Instructors Concepts I.....5
COS 272	Instructors Practicum I.....7
COS 273	Instructors Concepts II.....5
COS 274	Instructors Practicum II .....7

**Total Credits ..... 24**

Because the State mandates a minimum number of contact hours for State Certification, this class may exceed the limits for a standard certificate class.

Students in the Cosmetology program must achieve a “C” or higher in each course within the curriculum in order to fulfill graduation requirements.

FALL SEMESTER I	SPRING SEMESTER I
COS 271	COS 273
COS 272	COS 274

### Criminal Justice Technology

A.A.S. DEGREE (A55180)

CERTIFICATE (C55180)

INDUSTRIAL SECURITY CERTIFICATE (C55180S)

#### Associate in Applied Science Program

The Criminal Justice Technology curriculum is designed with a core of courses to afford one the opportunity to acquire basic knowledge, skills and attitudes in the generally accepted subject areas associated with a two-year study of law enforcement services. It includes subjects such as interpersonal communications, law, psychology and sociology.

In addition to core subjects, the correctional services option provides an opportunity to study other generally accepted subjects indigenous to a correctional services program such as confinement facility administration, correctional law, counseling, probation-parole services and rehabilitation options. Similarly, the law enforcement provides an opportunity to study other generally accepted subjects included in a law enforcement services program such as criminal behavior, criminal investigation, patrol operation, traffic management, and other aspects of law enforcement administration and operations. The security services provides an opportunity to study other generally accepted subjects related to a security services program such as accident prevention and safety management, common carrier protection, fire prevention, private security, industrial security, retail security, security systems and surveillance.

Job opportunities are available with federal, state, county and municipal governments. In addition, knowledge, skills and attitudes acquired in this course of study qualify one for job opportunities with private enterprise in such areas as industrial, retail and private security.

#### Semester Hour Credits

I. General Education Courses	
BIO 110	Principles of Biology.....4
or	
BIO 111	General Biology I.....4
COM 231	Public Speaking .....3
ENG 111	Expository Writing.....3
MAT 120	Geometry & Trigonometry .....3
or	
MAT 121	Algebra/Trigonometry I.....3
SOC 210	Intro To Sociology.....3
Humanities/Fine Arts Elective .....3	

#### II. Major Courses

CJC 111	Introduction to Criminal Justice.....3
CJC 112	Criminology .....3
CJC 113	Juvenile Justice.....3
CJC 131	Criminal Law.....3
CJC 212	Ethics & Community Relations.....3
CJC 221	Investigative Principal.....4
CJC 231	Constitutional Law .....3

#### III. Other Major Courses

CIS 111	Basic PC Literacy.....2
CJC 114	Investigatory Photo .....2
CJC 120	Interview/Interrogations .....2
CJC 121	Law Enforcement Operations.....3
CJC 132	Court Proc & Evidence.....3
CJC 141	Corrections .....3
CJC 160	Terrorism: Underlying Issues.....3
CJC 213	Substance Abuse.....3
CJC 215	Organization & Adm. ....3
CJC 222	Criminalistics .....3
COE 111(CJ)	Co-op Work Experience .....1
COE 115(CJ)	Co-op Work Experience Seminar I .....1
SPA 111	Elementary Spanish I.....3
SPA 181	Spanish Lab I.....1

**Total Credits ..... 73-74**

# CAPE FEAR COMMUNITY COLLEGE

## *Criminal Justice Technology*

(DAY)

### FALL SEMESTER I

CJC 111  
CJC 131  
CJC 132  
ENG 111  
SPA 111/181

### FALL SEMESTER II

CJC 114  
CJC 213  
CJC 215  
COM 231  
SOC 210

### SPRING SEMESTER I

BIO 110 or BIO 111  
CIS 111  
CJC 112  
CJC 121  
CJC 231  
Humanities/Fine Arts Elect

### SPRING SEMESTER II

CJC 120  
CJC 222  
CJC 160  
MAT 120 or MAT 121  
COE 111(CJ)  
COE 115(CJ)

### SUMMER SEMESTER I

CJC 113  
CJC 141  
CJC 212  
CJC 221

## *Criminal Justice Technology*

(NIGHT PROGRAM) BEGINNING FALL 2007 AND EACH ODD NUMBER YEAR THEREAFTER.

### FALL SEMESTER I

ENG 111  
CJC 111

### FALL SEMESTER III

CJC 221  
SPA 111/181

### SPRING SEMESTER I

CJC 131  
CJC 132

### SPRING SEMESTER III

CJC 114  
CJC 215

### SUMMER SEMESTER I

CJC 231  
CJC 141

### SUMMER SEMESTER III

CJC 213  
SOC 210

### FALL SEMESTER II

BIO 110 or BIO 111  
Humanities/Fine Arts Elect

### FALL SEMESTER IV

CJC 160  
COM 231

### SPRING SEMESTER II

CJC 112  
CJC 113

### SPRING SEMESTER IV

CIS 111  
MAT 120 or MAT 121

### SUMMER SEMESTER II

CJC 112  
CJC 121

### SUMMER SEMESTER IV

CJC 222  
CJC 120

### FALL SEMESTER V

COE 111  
COE 115

## *Criminal Justice Technology* Certificate Program

Semester Hour Credits

### I. General Education Courses

CJC 111 Introduction to Criminal Justice.....3  
CJC 121 Law Enforcement Operations.....3  
CJC 141 Corrections .....3  
CJC 221 Investigative Principal.....4

**Total Credits .....13**

### FALL SEMESTER I

CJC 111  
CJC 121

### SPRING SEMESTER I

CJC 141  
CJC 221

## *Criminal Justice Technology* Industrial Security Certificate Program

Semester Hour Credits

### I. General Education Courses

CJC 114 Investigative Photography.....2  
CJC 160 Terrorism: Underlying Issues .....3  
CJC 215 Organization and Administration .....3  
CJC 221 Investigative Principles .....4  
CJC 222 Criminalistics .....3

**Total Credits .....15**

### FALL SEMESTER I

CJC 114  
CJC 215

### FALL SEMESTER II

CJC 221

### SPRING SEMESTER I

CJC 222  
CJC 160

## *Culinary Arts*

A.A.S. DEGREE (A55150)

CERTIFICATE (C55150)

*Students are responsible for purchasing their own uniforms and knife kit.*

### Associate in Applied Science Program

This curriculum provides specific training required to prepare students to assume positions as trained culinary professionals in a variety of foodservice settings including full service restaurants, hotels, resorts, clubs, catering operations, contract foodservice and health care facilities.

Students will be provided theoretical knowledge/practical applications that provide critical competencies to meet in-

# TECHNICAL & VOCATIONAL PROGRAMS

dustry demands, including environmental stewardship, operational efficiencies and professionalism. Courses include sanitation/safety, baking, garde manger, culinary fundamentals/production skills, nutrition, customer service, purchasing/cost control, and human resource management.

Graduates should qualify for entry-level opportunities including prep cook, line cook, and station chef. American Culinary Federation certification may be available to graduates. With experience, graduates may advance to positions including sous chef, pastry chef, executive chef, or foodservice manager.

## Semester Hour Credits

### I. General Education Courses

COM 110	Intro to Communication .....	3
	or	
COM 231	Public Speaking .....	3
ENG 111	Expository Writing .....	3
	Humanities/Fine Arts Elective .....	3
MAT 115 or higher	.....	3
	Social/Behavioral Science Elective .....	3

### II. Major Courses

CIS 111	Basic PC Literacy .....	2
CUL 110	Sanitation and Safety .....	2
CUL 110A	Sanitation and Safety Lab .....	1
CUL 120	Purchasing .....	2
CUL 120A	Purchasing Lab .....	1
CUL 130	Menu Design .....	2
CUL 135	Food and Beverage Service .....	2
CUL 135A	Food and Beverage Service Lab .....	1
CUL 140	Basic Culinary Skills .....	5
CUL 150	Food Science .....	2
CUL 160	Baking I .....	3
CUL 170	Garde Manger I .....	3
CUL 240	Culinary Skills II .....	5
COE 111(CU)	Co-op Work Experience I .....	1
COE 115(CU)	Work Experience Seminar I .....	1
COE 121(CU)	Co-op Work Experience II .....	1
HRM 220	Food and Beverage Control .....	3
HRM 220A	Food and Beverage Control Lab .....	1
HRM 245	Hospitality Human Resource Mgmt. ....	3
NUT 110	Nutrition .....	3

### Electives I

Students must take at least 5 SHC from the following:

CUL 230	Global Cuisines .....	5
CUL 245	Contemporary Cuisines .....	5
CUL 250	Classical Cuisine .....	5

### Electives II

Students must take at least 5 SHC from the following:

CUL 214	Wine Appreciation .....	2
CUL 260	Baking II .....	3
CUL 270	Garde Manger II .....	3
CUL 280	Pastries and Confections .....	3
CUL 285	Competition Fundamentals .....	3

HRM 225	Beverage Management .....	3
COE 125(CU)	Work Experience Seminar II .....	1
COE 131(CU)	Co-op Work Experience III .....	1

**Total Credits** ..... **69**

### FALL SEMESTER I

CUL 110
CUL 110A
CUL 140
CUL 150
CUL 160

### FALL SEMESTER II

CIS 111
CUL 120
CUL 120A
Culinary Elective
HRM 220
HRM 220A

### SPRING SEMESTER I

CUL 135
CUL 135A
CUL 170
CUL 240
ENG 111
NUT 110

### SPRING SEMESTER II

COE 111(CU)
COE 115(CU)
COE 121(CU)
Culinary Elective
CUL 130
HRM 245

### SUMMER SEMESTER I

COM 110 or 231
Humanities/Fine Arts Elect
or
Social/Behav Science Elect

### SUMMER SEMESTER II

Humanities/Fine Arts Elect
or
Social/Behav Science Elect
MAT 115 or higher

## Culinary Technology Certificate Program

### Semester Hour Credits

### I. General Education Courses

CUL 110	Sanitation and Safety .....	2
CUL 110A	Sanitation and Safety Lab .....	1
CUL 130	Menu Design .....	2
CUL 140	Basic Culinary Skills .....	5
CUL 160	Baking I .....	3
CUL 240	Advanced Culinary Skills .....	5

**Total Credits** ..... **18**

### FALL SEMESTER I

CUL 110
CUL 110A
CUL 140
CUL 160

### SPRING SEMESTER I

CUL 240
---------

# CAPE FEAR COMMUNITY COLLEGE

## Dental Assisting

DIPLOMA (D45240)

*This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.*

### Diploma Program

The Dental Assisting curriculum prepares individuals to assist the dentist in the delivery of dental treatment and to function as integral members of the dental team while performing chairside and related office and laboratory procedures.

Course work includes instruction in general studies, biomedical sciences, dental sciences, clinical sciences, and clinical practice. A combination of lecture, laboratory, and clinical experiences provide students with knowledge in infection/hazard control, radiography, dental materials, preventive dentistry, and clinical procedures.

Graduates may be eligible to take the Dental Assisting National Board Examination to become Certified Dental Assistants. As a Dental Assistant II, defined by the Dental Laws of North Carolina, graduates work in dental offices and other related areas.

The program in Dental Assisting is accredited by the Commission on Dental Accreditation and has been granted the accreditation status of accreditation without reporting requirements. The Commission is a specialized accrediting body recognized by the United States Department of Education.

The Commission on Dental Accreditation will review complaints that relate to a program's compliance with the accreditation standards. The Commission is interested in the sustained quality and continued improvement of dental and dental-related education programs, but it does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admission, appointment, promotion or dismissal of faculty, staff or students.

A copy of the appropriate accreditation standards and/or the Commission's policy and procedure for submission of complaints may be obtained by contacting the Commission at 211 East Chicago Avenue, Chicago, IL 60611 or by calling 1-800-621-8099 extension 4653.

### Semester Hour Credits

#### I. General Education Courses

ENG 102	Applied Communications II .....	3
PSY 118	Interpersonal Psychology .....	3
	or	
PSY 150	General Psychology .....	3

#### II. Major Courses

BIO 106	Anatomy/Physiology/Microbiology .....	3
DEN 100	Basic Orofacial Anatomy .....	2
DEN 101	Preclinical Procedures I .....	7
DEN 102	Dental Materials .....	5

DEN 103	Dental Sciences .....	2
DEN 104	Dental Health Education .....	3
DEN 105	Practice Management .....	2
DEN 106	Clinical Practice I .....	5
DEN 107	Clinical Practice II .....	5
DEN 111	Infection/Hazard Control .....	2
DEN 112	Dental Radiography .....	3

### III. Other Required Courses

CIS 111	Basic PC Literacy .....	2
---------	-------------------------	---

**Total Credits** .....47

#### FALL SEMESTER I

CIS 111
DEN 100
DEN 101
DEN 102
DEN 111

#### SUMMER SEMESTER I

BIO 106
DEN 107
ENG 102

#### SPRING SEMESTER I

DEN 103
DEN 104
DEN 105
DEN 106
DEN 112
PSY 118 or PSY 150

## Dental Hygiene

A.A.S. DEGREE (A45260)

*This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.*

### Associate in Applied Science Program

The Dental Hygiene curriculum provides individuals with the knowledge and skills to access, plan, implement, and evaluate dental hygiene care for the individual and the community.

Students will learn to prepare the operatory, take patient histories, note abnormalities, plan care, teach oral hygiene, clean teeth, take x-rays, apply preventive agents, complete necessary chart entries, and perform other procedures related to dental hygiene care.

Graduates of this program may be eligible to take national and state/regional examinations for licensure which are required to practice dental hygiene. Employment opportunities include dental offices, clinics, schools, public health agencies, industry, and professional education

The program in dental hygiene is accredited by the Commission on Dental Accreditation and has been granted the accreditation status of accreditation without reporting requirements. The Commission is a specialized accrediting body recognized by the United States Department of Education.

## TECHNICAL & VOCATIONAL PROGRAMS

The Commission on Dental Accreditation will review complaints that relate to a program's compliance with the accreditation standards. The Commission is interested in the sustained quality and continued improvement of dental and dental-related education programs but does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admission, appointment, promotion or dismissal of faculty, staff or students.

A copy of the appropriate accreditation standards and/or the Commission's policy and procedure for submission of complaints may be obtained by contacting the Commission at 211 East Chicago Avenue, Chicago, IL 60611 or by calling 1-800-621-8099 extension 4653.

### Semester Hour Credits

#### I. General Education Courses

BIO 169	Anatomy and Physiology II.....	4
ENG 111	Expository Writing.....	3
ENG 114	Professional Research and Reporting .....	3
SOC 240	Social Psychology.....	3
Humanities/Fine Arts Elective .....		3

#### II. Major Courses

DEN 110	Orofacial Anatomy.....	3
DEN 111	Infection/Hazard Control .....	2
DEN 112	Dental Radiography .....	3
DEN 120	Dental Hygiene Preclinic Lecture.....	2
DEN 121	Dental Hygiene Preclinic Lab.....	2
DEN 123	Nutrition/Dental Health .....	2
DEN 124	Periodontology.....	2
DEN 130	Dental Hygiene Theory I .....	2
DEN 131	Dental Hygiene Clinic I.....	3
DEN 140	Dental Hygiene Theory II.....	1
DEN 141	Dental Hygiene Clinic II.....	2
DEN 220	Dental Hygiene Theory III.....	2
DEN 221	Dental Hygiene Clinic III.....	4
DEN 222	General & Oral Pathology .....	2
DEN 223	Dental Pharmacology.....	2
DEN 224	Materials and Procedures.....	2
DEN 230	Dental Hygiene Theory IV.....	1
DEN 231	Dental Hygiene Clinic IV .....	4
DEN 232	Community Dental Health.....	3
DEN 233	Professional Development .....	2
BIO 175	General Microbiology.....	3

#### III. Required Subject Areas:

BIO 168	Anatomy and Physiology I.....	4
---------	-------------------------------	---

#### IV. Other Major Hours

DEN 125	Dental Office Emergencies .....	1
---------	---------------------------------	---

#### V. Other Required Courses:

CHM 130	Gen, Org, & Biochemistry .....	3
CIS 110	Introduction to Computers .....	3
	or	
CIS 111	Basic PC Literacy .....	2

**Total Credits .....**75/76

#### FALL SEMESTER I

BIO 168  
DEN 110  
DEN 111  
DEN 112  
DEN 120  
DEN 121

#### FALL SEMESTER II

CHM 130  
DEN 123  
DEN 220  
DEN 221  
DEN 224  
SOC 240

#### SPRING SEMESTER I

BIO 169  
CIS 110 or CIS 111  
DEN 124  
DEN 130  
DEN 131  
DEN 223  
ENG 111

#### SPRING SEMESTER II

DEN 230  
DEN 231  
DEN 232  
DEN 233  
ENG 114  
Humanities/Fine Arts Elect

#### SUMMER SEMESTER I

BIO 175  
DEN 125  
DEN 140  
DEN 141  
DEN 222

Students are responsible for purchasing their own liability insurance, dental instruments, dental hand-piece, Hepatitis B vaccination and textbooks. Additional expenses are outlined in the Dental Hygiene admissions information available in the admissions office.

## Drafting

See **Mechanical Engineering Technology page 191.**

## Early Childhood Education

**A.A.S. DEGREE (A55220)**

**DIPLOMA (D55220)**

**CERTIFICATE (C55220)**

#### Associate in Applied Science Program

The Early Childhood Education curriculum prepares individuals to work with children from infancy through middle childhood in diverse learning environments. Students will combine learned theories with practice in actual settings with young children under the supervision of qualified teachers.

Course work includes child growth and development; physical/nutritional needs of children; care and guidance of children; and communication skills with parents and children. Students will foster the cognitive/language, physical/motor, social/emotional and creative development of young children.

# CAPE FEAR COMMUNITY COLLEGE

Graduates are prepared to plan and implement developmentally appropriate programs in early childhood settings. Employment opportunities include child development and child care programs, preschools, public and private schools, recreational centers, Head Start Programs, and school age programs.

## Semester Hour Credits

### I. General Education Courses

ENG 111	Expository Writing.....	3
ENG 114	Professional Research & Reporting.....	3
Humanities/Fine Arts Elective	.....	3
MAT 115	Mathematical Models.....	3
PSY 150	General Psychology.....	3

### II. Major Courses

EDU 119	Intro to Early Child Education.....	4
EDU 131	Children, Family & Community.....	3
EDU 144	Child Development I.....	3
EDU 145	Child Development II.....	3
EDU 146	Child Guidance.....	3
EDU 151	Creative Activities.....	3
EDU 153	Health, Safety, Nutrition.....	3
EDU 221	Children with Exceptionalities.....	3
EDU 271	Educational Technology.....	3
EDU 280	Language and Literacy Exp.....	3
EDU 284	Early Childhood Capstone Practicum.....	4

### III. Other Major Courses

EDU 151A	Creative Activities Lab.....	1
EDU 234	Infant, Toddler & Twos.....	3
EDU 234A	Infant, Toddler & Twos Lab.....	1
EDU 251	Exploration Activities.....	3
EDU 251A	Exploration Activities Lab.....	1
EDU 259	Early Childhood Curriculum Planning.....	3
EDU 280A	Language and Literacy Exp. Lab.....	1
SOC 210	Introduction to Sociology.....	3
SOC 213	Sociology of the Family.....	3

### IV. Early Childhood Electives

*Students are required to take at least 2 SHC from the following:*

EDU 114	Introduction to Family Childcare.....	3
EDU 188	Issues in Early Childhood.....	2
EDU 235	School Age Dev. & Program.....	3
EDU 261	Early Childhood Administration.....	3
EDU 262	Early Childhood Administration II.....	3
EDU 263	Dev. School Age Programs.....	2

Both EDU 261 and EDU 262 are required to meet requirements for the North Carolina Administration Credential

### IV. Other Required Courses

CIS 111	Basic PC Literacy.....	2
---------	------------------------	---

**Total Credits.....73/74**

### FALL SEMESTER I

EDU 119
EDU 151
EDU 151A
ENG 111
MAT 115
PSY 150

### FALL SEMESTER II

EDU 145
EDU 234
EDU 234A
EDU 259
EDU 271
EDU 280
EDU 280A
Humanities/Fine Arts Elect
(if not taken in Summer)

### SPRING SEMESTER I

EDU 131
EDU 144
EDU 146
EDU 153
SOC 210
Early Childhood Elect

### SPRING SEMESTER II

EDU 284
EDU 221
EDU 251
EDU 251A
SOC 213

### SUMMER SEMESTER I

CIS 111
ENG 114
Humanities/Fine Arts Elective (if offered)

## Early Childhood Education Diploma Program

### Semester Hour Credits

### I. General Education Courses

ENG 111	Expository Writing.....	3
PSY 150	General Psychology.....	3

### II. Major Courses

EDU 119	Intro to Early Child Education.....	4
EDU 131	Children, Family & Community.....	3
EDU 144	Child Development I.....	3
EDU 145	Child Development II.....	3
EDU 146	Child Guidance.....	3
EDU 151	Creative Activities.....	3
EDU 153	Health, Safety and Nutrition.....	3
EDU 221	Children with Exceptional.....	3
EDU 284	Early Childhood Capstone Practicum.....	4

### III. Other Required Courses

EDU 151A	Creative Activities Lab.....	1
EDU 234	Infants, Toddlers and Twos.....	3
EDU 234A	Infants, Toddlers and Twos Lab.....	1
EDU 259	Curriculum Planning.....	3
CIS 111	Basic PC Literacy.....	2

**Total Credits.....45**

# TECHNICAL & VOCATIONAL PROGRAMS

## FALL SEMESTER I

Early Childhood Elect  
EDU 119  
ENG 111  
PSY 150  
EDU 151  
EDU 151A

## FALL SEMESTER II

EDU 145  
EDU 234  
EDU 234A  
EDU 259

## SPRING SEMESTER I

EDU 131  
EDU 144  
EDU 146  
EDU 153

## SPRING SEMESTER II

EDU 284  
EDU 221

## SUMMER SEMESTER I

CIS 111

### *Early Childhood Education Certificate Program*

#### Semester Hour Credits

#### I. General Education Courses

EDU 119	Intro to Early Child Education.....	4
EDU 131	Child, Family and Community .....	3
EDU 146	Child Guidance .....	3
EDU 153	Health, Safety and Nutrition.....	3
PSY 150	General Psychology .....	3

**Total Credits .....**16  
(Offered over two semesters)

## *Electrical/Electronics Technology*

A.A.S. DEGREE (A35220)

DIPLOMA (D35220)

CERTIFICATE (C35220)

### Associate in Applied Science Program

The Electrical/Electronics Technology curriculum is designed to provide training for persons interested in the installation and maintenance of electrical/electronic systems found in residential, commercial and industrial facilities.

Training, most of which is hands-on, will include such topics as AC/DC theory, basic wiring practices, digital electronics, programmable logic controllers, industrial motor controls, the National Electric Code, and other subjects as local needs require.

Graduates should qualify for a variety of jobs in the electrical/electronic field as an on-the-job trainee or apprentice, assisting in the layout, installation, and maintenance of electrical/electronic systems.

#### Semester Hour Credits

#### I. General Education Courses

ENG 111	Expository Writing.....	3
ENG 114	Professional Research & Reporting.....	3
	Humanities/Fine Arts Elective .....	3
MAT 121	Algebra/Trigonometry I.....	3
	Social/Behavioral Science Elective .....	3

#### II. Major Courses

ALT 120	Renewable Energy Tech .....	3
ALT 220	Photovoltaic Sys Tech .....	3
CIS 111	Basic PC Literacy.....	2
ELC 112	DC/AC Electricity .....	5
ELC 113	Basic Wiring I.....	4
ELC 114	Basic Wiring II .....	4
ELC 115	Industrial Wiring.....	4
ELC 117	Motors and Controls.....	4
ELC 118	National Electrical Code .....	2
ELC 119	NEC Calculations.....	2
ELC 121	Electrical Estimating .....	2
ELC 125	Diagrams & Schematics .....	2
ELC 128	Introduction to PLC.....	3
ELC 213	Instrumentation.....	4
ELC 228	PLC Applications .....	4
ELN 229	Industrial Electronics.....	4
HYD 110	Hydraulics/Pneumatics I.....	3
ISC 112	Industrial Safety .....	2

**Total Credits .....**69

#### FALL SEMESTER I

CIS 111  
ELC 112  
ELC 113  
ISC 112  
MAT 121

#### FALL SEMESTER II

ALT 220  
ELC 121  
ELC 128  
ELC 213  
ENG 114  
Humanities/Fine Arts Elect

#### SPRING SEMESTER I

ELC 114  
ELC 117  
ELC 118  
ELC 125  
ENG 111

#### SPRING SEMESTER II

ELC 228  
ELN 229  
HYD 110  
Social/Behav Science Elect

#### SUMMER SEMESTER I

ALT 120  
ELC 115  
ELC 119

***Electrical/Electronics Technology***  
**Diploma Program**

		Semester Hour Credits
<b>I. General Education Courses</b>		
ENG 111	Expository Writing .....	3
MAT 121	Algebra/Trigonometry I.....	3
<b>II. Major Courses</b>		
ALT 120	Renewable Energy Tech .....	3
CIS 111	Basic PC Literacy.....	2
ELC 112	DC/AC Electricity .....	5
ELC 113	Basic Wiring I.....	4
ELC 114	Basic Wiring II .....	4
ELC 115	Industrial Wiring.....	4
ELC 117	Motors and Controls.....	4
ELC 118	National Electrical Code .....	2
ELC 119	NEC Calculations .....	2
ELC 125	Diagrams & Schematics .....	2
ISC 112	Industrial Safety .....	22
<b>Total Credits .....</b>		<b>40</b>

**FALL SEMESTER I**

- CIS 111
- ELC 112
- ELC 113
- ISC 112
- MAT 121

**SUMMER SEMESTER I**

- ALT 120
- ELC 115
- ELC 119

**SPRING SEMESTER I**

- ELC 114
- ELC 117
- ELC 118
- ELC 125
- ENG 111

***Electrical/Electronics Technology***  
**Certificate Program**

		Semester Hour Credits
<b>I. General Education Courses</b>		
ELC 112	DC/AC Electricity .....	5
ELC 113	Basic Wiring I.....	4
ELC 117	Motors and Controls .....	4
ISC 112	Industrial Safety.....	2
<b>Total Credits .....</b>		<b>15</b>

***Electronics Engineering***  
***Technology***

A.A.S. DEGREE (A40200)  
 CERTIFICATE - ELECTRONICS (C40200)

**Associate in Applied Science Program**

The Electronics Engineering Technology curriculum prepares individuals to become technicians who design, build, install, test, troubleshoot, repair, and modify developmental and production electronic components, equipment, and systems such as industrial/computer controls, manufacturing systems, communication systems, and power electronic systems.

A broad-based core of courses, including basic electricity, solid-state fundamentals, digital concepts, and microprocessors, ensures the student will develop the skills necessary to perform entry-level tasks. Emphasis is placed on developing the student's ability to analyze and troubleshoot electronic systems.

Graduates should qualify for employment as engineering assistants or electronic technicians with job titles such as electronics engineering technician, field service technician, maintenance technician, electronic tester, electronic systems integrator, bench technician, and production control technician.

**Semester Hour Credits**

**I. General Education Courses**

COM 110	Intro to Communications.....	3
Humanities/Fine Arts Elective .....		3
Social/Behavioral Science Elective .....		3
ENG 111	Expository Writing .....	3
MAT 121	Algebra/Trigonometry I.....	3

**II. Major Courses**

CET 111	Computer Upgrade & Repair I.....	3
CIS 110	Basic PC Literacy .....	3
CSC 133	C Language Programming.....	3
ELC 128	Intro to PLC's .....	3
ELC 131	DC/AC Circuit Analysis.....	5
ELC 133	Advanced Circuit Analysis.....	3
ELN 131	Semiconductor Applications .....	4
ELN 132	Linear IC Applications .....	4
ELN 133	Digital Electronics .....	4
ELN 231	Industrial Controls.....	3
ELN 232	Intro to Microprocessors .....	4
ELN 234	Communication Systems.....	4
ELN 235	Data Communications .....	4
MAT 122	Algebra/Trigonometry II .....	3
PHY 131	Physics- Mechanics .....	4

## TECHNICAL & VOCATIONAL PROGRAMS

### III. Electronics Engineering Technology Electives

Select a minimum of 3 SHC from the following courses:

ATR 112	Intro to Automation .....	3
CET 211	Computer Upgrade & Repair II.....	3
EGR 110	Intro to Engineering Tech.....	2
COE 111ET	Co-op Work Experience I.....	1
COE 112ET	Co-op Work Experience I.....	1
COE 121ET	Co-op Work Experience II.....	1
COE 131ET	Co-op Work Experience III.....	1

**Total Credits .....**72

#### FALL SEMESTER I

Social/Behav Science Elect  
CIS 110  
ELC 131  
ENG 111  
MAT 121

#### FALL SEMESTER II

ELC 128  
ELN 133  
ELN 234  
CSC 133

#### SPRING SEMESTER I

ELC 133  
ELN 131  
Humanities/Fine Arts Elect  
MAT 122  
CET 111

#### SPRING SEMESTER II

COM 110  
Electronics Eng Elective  
ELN 232  
ELN 235

#### SUMMER SEMESTER I

ELN 231  
ELN 132  
PHY 131

### **Electronics Engineering Technology Certificate Program - Electronics**

The EET Certificate Program is designed for part-time or evening students that want to learn the fundamentals of electricity, semiconductors, and the test equipment and troubleshooting procedures found in the field of Electronics. The certificate program can be completed in one year at night. Certificate students can always continue on to pursue the A.A.S. 2 year degree.

#### I. Required Courses

ELC 131	DC/AC Circuit Analysis .....	5
MAT 121	Algebra/Trigonometry I.....	3
ELC 133	Advanced Circuit Analysis .....	3
ELN 131	Semiconductor Applications .....	4

**Total Credits .....**15

#### FALL SEMESTER I

ELC 131  
MAT 121

#### SPRING SEMESTER I

ELC 133  
ELN 131

## *Esthetics Instructors*

CERTIFICATE (C55270)

*To enter program, student must be a licensed esthetician or cosmetologist.*

#### Semester Hour Credits

#### I. General Education Courses

COS 253	Esthetics Instructor Concepts I.....	11
COS 254	Esthetics Instructor Concept II.....	11

**Total Credits .....**22

Because this number of hours is required to meet a state exam requirement, this class may exceed the limits for a standard certificate class..

#### FALL SEMESTER I

COS 253

#### SPRING SEMESTER II

COS 254

Minimum requirement is 600 hours as stated by the Board of Cosmetology. This program will not run every year. Effective Fall 2003.

## *Esthetics Technology*

CERTIFICATE (C55230)

#### Certificate Program

The Esthetics Technology curriculum provides competency-based knowledge, scientific/artistic principles and hands-on fundamentals associated with the art of skin care. The curriculum provides a simulated salon environment which enables students to develop manipulative skills.

Course work includes instruction in all phases of professional Esthetics Technology, business/human relations, product knowledge, and other related topics.

Graduates should be prepared to take the North Carolina Cosmetology State Board Licensing Exam and upon passing be licensed and qualify for employment in beauty and cosmetic/skin care salons, as a platform artist, and in related businesses.

#### Semester Hour Credits

#### I. Required Courses

COS 119	Esthetics Concepts I.....	2
COS 120	Esthetics Salon I.....	6
COS 125	Esthetics Concepts II.....	2
COS 126	Esthetics Salon II.....	6

**Total Credits .....**16

#### FALL SEMESTER I

COS 119  
COS 120

#### SPRING SEMESTER I

COS 125  
COS 126

# Film and Video Production Technology

A.A.S. DEGREE (A30140)

DIPLOMA (D30140)

CERTIFICATE (C30140)

*Note: Limited classes are offered in this program. Please check with Public Services Department Chair or Student Development.*

## Associate in Applied Science Program

The Film and Video Production Technology curriculum prepares students for entry-level employment in production support and selected technical areas of film, video, and associated media production. Instruction provides training for entry-level crew and/or production and post-production assistants in many moving image media forms.

The first year content includes exposure to the entire production process. Students are taught by industry professionals who provide extensive hands-on instruction. In the second year, students receive professional training by performing in various crew positions on actual production projects.

Graduates may find employment as entry-level crew and/or production assistants in feature and short films, commercials, and industrial, educational, and documentary productions. Other opportunities include entry-level employment in pre-production and post-production areas for film and video.

### Semester Hour Credits

#### I. General Education Courses

ENG 111	Expository Writing.....	3
COM 231	Public Speaking .....	3
MAT 140	Survey of Mathematics .....	3
MAT 140A	Survey of Mathematics Lab.....	1
	or	
MAT 171	Precalculus Algebra .....	3
MAT 171A	Precalculus Algebra Lab .....	1
	Social/Behavioral Science Elective .....	3
	Humanities/Fine Arts Elective .....	3

#### II. Major Courses

FVP 111	Introduction to Film and Video.....	3
FVP 112	Art Department Operations.....	3
FVP 113	Grip and Electrical I.....	3
FVP 114	Camera and Lighting I.....	3
FVP 115	Camera and Lighting II.....	3
FVP 116	Sound Operations.....	3
FVP 120	Art Department Operations II.....	3
FVP 130	Grip and Electrical II .....	3
FVP 212	Production Techniques I.....	5
FVP 213	Production Techniques II.....	5

#### III. Other Major Courses

DEA 111	Introduction to DEAT.....	3
FVP 117	Make-Up and Wardrobe.....	3
FVP 220	Editing I.....	3
FVP 250	Production Specialities I.....	3
CIS 110	Introduction to Computers .....	3
COE 111(FV)	Co-op Work Experience I.....	1
COE 115(FV)	Co-op Education Seminar .....	1
ENT 114	Entertainment Law .....	3
FVP 238	Software Apps for FVP .....	3

#### IV. Film and Video Electives

Select 3.0 hours from the following courses

FVP 215	Production Management .....	3
FVP 227	Multimedia Production .....	3

**Total Credits .....**76

#### FALL SEMESTER I

ENG 111
FVP 220
FVP 111
FVP 112
FVP 114

#### FALL SEMESTER II

FVP 238
FVP 215
COM 231
FVP 130
CIS 110

#### SPRING SEMESTER I

FVP 113
FVP 115
FVP 116
FVP 120
FVP 250
Humanities/Fine Arts Elect

#### SPRING SEMESTER II

COE 111(FV)
COE 115(FV)
ENT 114/DEA 111
FVP 227
MAT140/140A or
MAT 171/171A

#### SUMMER SEMESTER I

FVP 212
Social/Behav. Science Elective

#### SUMMER SEMESTER II

FVP 213
---------

## Film and Video Production Technology Diploma Program

### Semester Hour Credits

#### I. General Education Courses

COM 231	Public Speaking.....	3
ENG 111	Expository Writing .....	3

#### II. Major Courses

CIS 110	Introduction to Computers.....	3
FVP 111	Introduction to Film and Video .....	3
FVP 112	Art Department Operations I.....	3
FVP 113	Grip and Electrical I.....	3
FVP 114	Camera and Lighting I.....	3
FVP 115	Camera and Lighting II .....	3
FVP 116	Sound Operations .....	3
FVP 120	Art Department Operations II.....	3
FVP 212	Production Techniques I.....	5
FVP 220	Editing I.....	3
FVP 250	Production Specialities I.....	3

**Total Credits .....**41

# TECHNICAL & VOCATIONAL PROGRAMS

## FALL SEMESTER I

COM 231  
FVP 111  
FVP 112  
FVP 113  
FVP 114

## SUMMER SEMESTER

FVP 212  
FVP 220

## SPRING SEMESTER I

CIS 110  
ENG 111  
FVP 115  
FVP 116  
FVP 120  
FVP 250

## *Film and Video Production Technology* Certificate Program

### Semester Hour Credits

#### I. General Education Courses

CIS 110	Introduction to Computers .....	3
FVP 111	Introduction to Film and Video .....	3
FVP 114	Camera & Lighting I.....	3
FVP 115	Camera & Lighting II .....	3
FVP 116	Sound Operations I .....	3
FVP 220	Editing I.....	3

**Total Credits .....**18

## FALL SEMESTER I

CIS 110  
FVP 111  
FVP 114

## SPRING SEMESTER I

FVP 115  
FVP 116

## SUMMER SEMESTER I

FVP 220

# *Fire Protection Technology*

A.A.S. DEGREE (A55240)

### Associate in Applied Science Program

The Fire Protection Technology curriculum is designed to provide individuals with technical and professional knowledge to make decisions regarding fire protection for both public and private sectors. It also provides a sound foundation for continuous higher learning in fire protection, administration, and management.

Course work includes classroom and laboratory exercises to introduce the student to various aspects of fire protection. Students will learn technical and administrative skills such as hydraulics, hazardous materials, arson investigation, fire protection safety, fire suppression management, law, and codes.

Graduates should qualify for employment or advancement in governmental agencies, industrial firms, insurance rating organizations, educational organizations, and municipal fire departments. Employed persons should have opportunities for skilled and supervisory-level positions within their current organizations.

### Semester Hour Credits

#### I. General Education Courses

ENG 111	Expository Writing .....	3
ENG 114	Professional Research & Reporting .....	3
MAT 120	Geometry & Trigonometry .....	3
HUM 115	Critical Thinking .....	3
POL 120	American Government.....	3

#### II. Major Courses

FIP 120	Introduction to Fire Protection.....	3
FIP 124	Fire Prev and Public Education.....	3
FIP 128	Detection and Investigation .....	3
FIP 132	Building Construction.....	3
FIP 220	Fire Fighting Strategies.....	3

#### III. Other Major Courses

CIS 110	Introduction to Computers .....	3
EMS 235	EMS Management .....	2
FIP 136	Inspections and Codes.....	3
FIP 152	Fire Protection Law.....	3
FIP 156	Computers in Fire Service .....	3
FIP 164	OSHA Standards .....	3
FIP 221	Advanced Fire Fighting Strategies.....	3
FIP 230	Chemistry of Hazardous Mat I.....	5
FIP 232	Hdraulics and Water Distribution.....	2
FIP 236	Emergency Management.....	3
FIP 240	Fire Service Supervision .....	3
FIP 256	Municipal Public Relations.....	3
FIP 276	Managing Fire Services .....	3
FIP 277	Fire and Social Behavior.....	3
COE 111(FP)	Co-op Work Experience I.....	1
COE 115(FP)	Work Experience Seminar I .....	1

**Total Credits .....**74

## FALL SEMESTER I

ENG 111  
FIP 120  
FIP 124  
CIS 110

## FALL SEMESTER II

FIP 128  
FIP 156  
FIP 164  
FIP 221  
FIP 256

## SPRING SEMESTER I

MAT 120  
HUM 115  
FIP 152  
FIP 240

## SPRING SEMESTER II

FIP 132  
FIP 230  
EMS 235  
COE 115FP  
COE 111FP

## SUMMER SEMESTER I

POL 120  
FIP 136  
FIP 220  
ENG 114

## SUMMER SEMESTER II

FIP 232  
FIP 236  
FIP 276  
FIP 277

# CAPE FEAR COMMUNITY COLLEGE

## Hospitality Management

A.A.S. DEGREE (A25110)  
CERTIFICATE

### Associate in Applied Science Program

This curriculum prepares individuals to understand and apply the administrative and practical skills needed for supervisory and managerial positions in hotels, motels, resorts, inns, restaurants, institutions, and clubs.

Course work includes guest services, leadership, management, restaurant operations, lodging operations, marketing, sanitation, food preparation, food and beverage management and other critical areas.

Graduates should qualify for management or entry-level supervisory positions in food and lodging operations, including restaurants, foodservice, beverage service, catering, front office, reservations and housekeeping. Opportunities are also available in product services, and technology support and sales.

#### Semester Hour Credits

#### I. General Education Courses

COM 110	Intro to Communications .....	3
	or	
COM 231	Public Speaking .....	3
ENG 111	Expository Writing.....	3
	Humanities/Fine Arts Elective .....	3
	MAT115 or higher.....	3
	Social/Behavioral Science Elective .....	3

#### II. Major Courses

CUL 110	Sanitation and Safety .....	2
HRM 110	Intro to Hosp & Tourism.....	3
HRM 140	Legal Issues-Hospitality.....	3
HRM 220	Cost Control-Food & Bev.....	3
HRM 240	Marketing for Hospitality .....	3
HRM 245	Human Resource Mgmt-Hospitality.....	3
HRM 280	Mgmt Problems-Hospitality.....	3
ACC 175	Hotel and Restaurant Accounting .....	4
	or	
ACC 120	Principles of Financial Accounting I.....	4
COE 111(HR)	Co-op Work Experience I.....	1
COE 121(HR)	Co-op Work Experience II.....	1

#### III. Other Major Courses

CUL 110A	Sanitation and Safety Lab .....	1
COE 115(HR)	Work Experience Seminar I.....	1
COE 125(HR)	Work Experience Seminar II.....	1
HRM 124	Guest Service Management.....	3
HRM 160	Info Systems for Hosp.....	3
HRM 260	Procurement for Hosp.....	3
HRM 215	Restaurant Management.....	3
HRM 215A	Restaurant Management Lab .....	1
HRM 220A	Cost Control-Food & Bev Lab.....	1

#### IV. Hospitality Management Electives\*

Students must take at least 15 SHC from the following:

COE 110(HR)	World of Work.....	1
COE 131(HR)	Co-op Work Experience III.....	1
CUL 142	Fundamentals of Food.....	5
FST 102	Foodservice Skills I.....	8
HRM 115	Housekeeping.....	3
HRM 115A	Housekeeping Lab .....	1
HRM 120	Front Office Procedures .....	3
HRM 120A	Front Office Procedures Lab.....	1
HRM 130	Bed and Breakfast Management.....	3
HRM 135	Facilities Management.....	3
HRM 210	Meetings & Event Planning .....	3
HRM 225	Beverage Management.....	3
HRM 228	Mixology.....	3
HRM 230	Club and Resort Management.....	3
HRM 275	Leadership-Hospitality.....	3
HRM 285	Service Projects-Hosp.....	5

\*Suggested Tracks:

Food Service: HRM 135, HRM 225, HRM 228, HRM 285  
Lodging: HRM 115/A, HRM 120/A, HRM 130, HRM 210  
Club: HRM 135, HRM 210, HRM 225, HRM 228, HRM 230

**Total Credits .....73**

#### FALL SEMESTER I

CUL 110  
CUL 110A  
  
HRM 110  
HRM124  
HRM 160  
MAT 115 or higher

#### FALL SEMESTER II

ACC 175  
COE 121 (HR)  
COE 125 (HR)  
HRM 220  
HRM 220A  
  
HRM 240  
Hotel/Restaurant Elective

#### SPRING SEMESTER I

COM 110  
or  
COM 231  
HRM 140  
HRM 245  
HRM 260  
HRM Elective

#### SPRING SEMESTER II

HRM 215  
HRM 215A  
HRM 280  
Hotel/Restaurant Elective/s  
Social/Behav Science Elect  
or  
Humanities/Fine Arts Elect

#### SUMMER SEMESTER I

COE111(HR)  
COE115(HR)  
ENG 111  
Social/Behav Science Elect  
or  
Humanities/Fine Arts Elect



**Hospitality Management  
Certificate Program**

**Semester Hour Credits**

**I. General Education Courses**

HRM 110	Intro to Hosp & Tourism.....	3
HRM 124	Guest Service Management .....	3
HRM 245	Human Resource Mgmt-Hospitality. ....	3

**II. Hospitality Management Electives**

*Students must select 9 SHC from the following: (Note: If you elect to take COE 110, COE 111(HR) and COE 115(HR), these classes must be taken as one 3 hour option)*

CUL 110	Sanitation and Safety .....	2
CUL 110A	Sanitation and Safety Lab .....	1
HRM 120	Front Office Procedures .....	3
HRM 120A	Front Office Procedures Lab .....	1
HRM 130	Bed and Breakfast Management .....	3
HRM 140	Legal Issues-Hospitality .....	3
HRM 210	Meetings & Event Planning .....	3
HRM 215	Restaurant Management.....	3
HRM 215A	Restaurant Management Lab .....	1
HRM 225	Beverage Management.....	3
HRM 230	Club and Resort Management.....	3
COE 110	World of Work.....	1
COE 111(HR)	Co-op Work Experience I.....	1
COE 115(HR)	Work Experience Seminar I .....	1

**Total Credits .....18**

**FALL SEMESTER I**

HRM 110  
HRM 124  
3 hours of elective

**SUMMER SEMESTER I**

HRM 245  
4 - 6 hours of elective

**Industrial Systems  
Technology**

A.A.S. DEGREE (A50240)

DIPLOMA (D50240)

CERTIFICATE (C50240)

**Associate in Applied Science Program**

The Industrial Systems Technology curriculum is designed to prepare or upgrade individuals to service, maintain, repair, or install equipment for a wide range of industries. Instruction includes theory and skill training needed for inspecting, testing, troubleshooting, and diagnosing industrial equipment and physical facilities.

Students will learn technical skills in blueprint reading, electricity, hydraulics/pneumatics, machining, welding, and various maintenance procedures. Practical application in these industrial systems will be emphasized and additional advanced course work may be offered.

Upon completion of any of the various levels of this curriculum, graduates should gain the necessary practical skills and related technical information to qualify for employment or advancement in the various areas of industrial maintenance technology.

**Semester Hour Credits**

**I. General Education Courses**

ENG 111	Expository Writing.....	3
ENG 114	Professional Research & Reporting.....	3
Humanities/Fine Arts Elective .....		3
MAT 121	Algebra/Trigonometry I.....	3
Social/Behavioral Science Elective .....		3

**II. Major Courses**

AHR 120	HVACR Maintenance .....	2
BPR 111	Blueprint Reading .....	2
BPR 121	Blueprint Reading: Mechanical .....	2
CIS 111	Basic PC Literacy .....	2
ELC 111	Introduction to Electricity .....	3
ELC 112	DC/AC Electricity .....	5
ELC 113	Basic Wiring I.....	4
ELC 114	Basic Wiring II.....	4
ELC 117	Motors and Controls .....	4
ELC 125	Diagrams and Schematics.....	2
HYD 110	Hydraulics/Pneumatics I.....	3
ISC 112	Industrial Safety.....	2
MEC 130	Mechanisms .....	3
MNT 110	Introduction to Maintenance Procedures .....	2
MNT 111	Maintenance Practices .....	3
MNT 131	Metal Working Processes.....	3
MNT 220	Rigging and Moving .....	2
MNT 230	Pumps and Piping Systems.....	2
PLU 111	Introduction to Basic Plumbing .....	2
WLD 112	Basic Welding Processes.....	2

**Total Credits .....69**

# CAPE FEAR COMMUNITY COLLEGE

## FALL SEMESTER I

BPR 111  
ELC 111  
MAT 121  
MNT 110  
MNT 131  
PLU 111

## SPRING SEMESTER I

BPR 121  
ENG 111  
HYD 110  
ISC 112  
MEC 130  
MNT 111

## SUMMER SEMESTER I

AHR 120  
CIS 111  
MNT 220  
MNT 230

## *Industrial Systems Technology* Diploma Program

### I. General Education Courses

ENG 111 Expository Writing .....3  
MAT 121 Algebra/Trigonometry I.....3

### II. Major Courses

AHR 120 HVACR Maintenance.....2  
BPR 111 Blueprint Reading.....2  
BPR 121 Blueprint Reading: Mechanical.....2  
CIS 111 Basic PC Literacy.....2  
ELC 111 Introduction to Electricity .....3  
ELC 125 Diagrams and Schematics .....2  
HYD 110 Hydraulics/Pneumatics I.....3  
ISC 112 Industrial Safety .....2  
MEC 130 Mechanisms.....3  
MNT 110 Introduction to Maintenance Procedures.....2  
MNT 111 Maintenance Practices.....3  
MNT 131 Metal Working Processes .....3  
MNT 220 Rigging and Moving.....2  
MNT 230 Pumps and Piping Systems .....2  
PLU 111 Introduction to Basic Plumbing.....2  
WLD 112 Basic Welding Processes .....2

**Total Credits .....43**

## FALL SEMESTER II

ELC 112  
ELC 113  
ENG 114  
Social/Behav Science Elect

## SPRING SEMESTER II

ELC 114  
ELC 117  
ELC 125  
WLD 112  
Humanities/Fine Arts Elect



## FALL SEMESTER I

BPR 111  
ELC 111  
MAT 121  
MNT 110  
MNT 131  
PLU 111

## SUMMER SEMESTER I

AHR 120  
CIS 111  
ELC 125  
MNT 220  
MNT 230

## SPRING SEMESTER I

BPR 121  
ENG 111  
HYD 110  
ISC 112  
MEC 130  
MNT 111  
WLD 112

## *Industrial Systems Technology* Certificate Program

### Semester Hour Credits

### I. General Education Courses

MEC 130 Mechanisms .....3  
MNT 110 Introduction to Maintenance Procedures .....2  
MNT 111 Maintenance Practices .....3  
MNT 131 Metal Working Processes.....3  
HYD 110 Hydraulics/Pneumatics I.....3

**Total Credits .....14**

## Interior Design

A.A.S. DEGREE (A30220)

### Associate in Applied Science Program

The Interior Design curriculum is designed to prepare students for a variety of job opportunities in the field of both residential and non-residential interior design. The focus of the studies is technical knowledge, professional practices, and aesthetic principles.

Curriculum content includes residential and non-residential interior design, architectural drafting, computer aided design, and universal design. Also included are basic design, history of interiors and furnishings, color theory, products, business practices, graphic presentations, and general education courses.

Graduates should qualify for a variety of jobs including residential and commercial interior design, showroom design, and sales positions for furniture, textiles and accessories, and all business dealing with interiors.

#### Semester Hour Credits

#### I. General Education Courses

ART 111	Art Appreciation.....	3
	Social/Behavioral Science Elective .....	3
ENG 111	Expository Writing.....	3
ENG 114	Professional Research & Reporting .....	3
MAT 115	Mathematical Models (or higher) .....	3

#### II. Major Courses

DES 110	Architectural Graphics .....	2
DES 111	Creative Problem Solving .....	2
DES 115	Color Theory .....	3
DES 120	CAD for Interior Design .....	2
DES 125	Graphic Presentation I.....	2
DES 126	Graphic Presentation II .....	2
DES 135	Principles and Elem. of Design I .....	4
DES 136	Principles and Elem. of Design II.....	4
DES 210	Business Practices/Interior Design .....	2
DES 220	Principles of Interior Design.....	3
DES 225	Textiles/Fabrics .....	3
DES 230	Residential Design I.....	3
DES 231	Residential Design II.....	3
DES 235	Products.....	3
DES 240	Commercial/Contract Design I .....	3
DES 241	Commercial/Contract Design II.....	3
DES 256	History of Interiors and Furnishings II .....	3
DES 285	Capstone/Interior Design .....	4

#### III. Interior Design Electives

*Students must take at least 3 SHC from the following:*

CIS 110	Intro to Computers .....	3
COE 111(ID)	Co-op Work Experience I.....	1
COE 121(ID)	Co-op Work Experience II .....	1
COE 131(ID)	Co-op Work Experience III.....	1
DES 121	CAD for Int Des/Advanced .....	2
DES 255	History/Int & Furn I.....	3
DES 260	Materials Calc/Int. Design .....	3
DES 265	Lighting/Interior Design .....	2

**Total Credits .....69**

#### FALL SEMESTER I

ART 111
DES 110
DES 125
DES 135
DES 225
MAT 115 or Higher

#### FALL SEMESTER II

DES 210
DES 230
DES 235
DES 240
DES 256

#### SPRING SEMESTER I

DES 115
DES 120
DES 136
DES 220
ENG 111
Social/Behav. Science Elect

#### SPRING SEMESTER II

DES 231
DES 241
DES 285
ENG 114
Interior Design Elective

#### SUMMER SEMESTER II

DES 111
DES 126

## Landscape Gardening

A.A.S. DEGREE (A15260)

CERTIFICATE (C15260)

RETENTION POND MANAGEMENT CERTIFICATE (C15260R)

### Associate in Applied Science Program

The Landscape Gardening curriculum emphasizes intensive, practical, hands-on training in applied horticulture to reinforce classroom lecture on theory and technique.

Course work includes plant propagation, greenhouse and nursery plant culture, turf management, plant identification, arboriculture, diseases and pests of plants, and landscape planning, maintenance, and construction.

Graduates will be prepared for employment opportunities in applied horticulture related to landscape development and maintenance for residential and commercial operations. Graduates should be prepared to take the North Carolina Pesticide Applicator's Examination and the North Carolina Certified Plant Professional Examination.

#### Semester Hour Credits

#### I. General Education Courses

ENG 111	Expository Writing.....	3
MAT 120	Geometry and Trigonometry.....	3
ENG 114	Prof. Research & Reporting.....	3
	Humanities/Fine Arts Elective .....	3
	Social/Behavioral Science Elective .....	3

#### II. Major Courses

COE 111(LG)	Co-op Work Experience I.....	1
COE 121(LG)	Co-op Work Experience II .....	1
COE 131(LG)	Co-op Work Experience III.....	1
HOR 114	Landscape Construction.....	3
HOR 134	Greenhouse Operations .....	3
LSG 111	Basic Landscape Techniques .....	2
LSG 121	Fall Gardening Lab .....	2

# CAPE FEAR COMMUNITY COLLEGE

LSG 122	Spring Gardening Lab.....	2
LSG 123	Summer Gardening Lab.....	2
LSG 231	Landscape Supervision .....	4
TRF 110	Introduction to Turfgrass Cultivation and Identification .....	4

### III. Other Major Courses

HOR 112	Landscape Design I.....	3
HOR 142	Fruit & Vegetable Prod .....	2
HOR 160	Plant Materials I.....	3
HOR 164	Hort Pest Management.....	3
HOR 213	Landscape Design II .....	3
HOR 235	Greenhouse Production.....	3
HOR 260	Plant Materials II.....	3
HOR 271	Garden Center Mgmt .....	2
LSG 232	Garden Management.....	2

**Total Credits .....**64

#### FALL SEMESTER I

ENG 111	Humanities/Fine Arts Elect
LSG 111	
LSG 121	
HOR 114	
HOR 164	

#### FALL SEMESTER II

COE 131(LG)
HOR 112
LSG 231
LSG 232
ENG 114

#### SPRING SEMESTER I

COE 111(LG)
HOR 134
HOR 142
HOR 160
LSG 122
MAT 120

#### SPRING SEMESTER II

HOR 213
HOR 235
HOR 271
TRF 110
Social/Behav Science Elect

#### SUMMER SEMESTER I

COE 121(LG)
HOR 260
LSG 123

### Landscape Gardening Certificate Program

#### Semester Hour Credits

#### I. General Education Courses

HOR 164	Hort Pest Management.....	3
HOR 160	Plant Materials I.....	3
LSG 111	Basic Landscape Techniques.....	2
LSG 121	Fall Gardening Lab.....	2
TRF 110	Intro. To Turf .....	4

**Total Credits .....**14

#### FALL SEMESTER I

HOR 164
LSG 111
LSG 121

#### SPRING SEMESTER I

HOR 160
TRF 110



### Landscape Gardening RETENTION POND MANAGEMENT Certificate Program

The Retention Pond Management Certificate Program provides a heavy concentration of hands-on retention pond management experience using retention ponds at the CFCC North Campus. Students will learn how to select aquatic and wetland plants for use around a retention pond including planting, fertilization and pruning. Students will also learn the basics of aquatic and wetland weed management and pest control and will receive the North Carolina Commercial Aquatic Pest Control license and the Commercial Pesticide Ground Applicators license.

#### Semester Hour Credits

#### I. General Education Courses

LSG 111	Basic Landscape Techniques.....	2
LSG 121	Fall Gardening Lab.....	2
HOR 160	Plant Materials I.....	3
HOR 164	Horticultural Pest Management.....	3
LSG 122	Spring Gardening Lab .....	2

**Total Credits .....**12

#### FALL SEMESTER I

HOR 164
LSG 111
LSG 121

#### SPRING SEMESTER I

HOR 160
LSG 122

## LPN Refresher

See Nursing Programs page 195.

## *Manicuring/Nail Technology*

CERTIFICATE (C55140)

### Certificate Program

The Manicuring/Nail Technology curriculum provides competency-based knowledge, scientific/artistic principles, and hands-on fundamentals associated with the nail technology industry. The curriculum provides a simulated salon environment which enables students to develop manipulative skills.

Course work includes instruction in all phases of professional nail technology, product knowledge, and other related topics.

Graduates should be prepared to take the North Carolina Cosmetology State Board Licensing Exam and upon passing be licensed and qualify for employment in beauty and nail salons, as a platform artist, and in related businesses.

#### Semester Hour Credits

#### I. Major Courses

COS 121	Manicure/Nail Technology I.....	6
COS 222	Manicure/Nail Technology II.....	6

**Total Credit:** .....12

#### FALL SEMESTER I

COS 121  
COS 222

#### SPRING SEMESTER I

COS 121  
COS 222

## *Marine and Diesel Mechanics* (Heavy Equipment and Transport Technology-Marine Systems Concentration)

A.A.S. DEGREE (A6024C)

DIPLOMA (D6024C)

CERTIFICATE (C6024C)

### Associate in Applied Science Program

This curriculum provides training for individuals interested in becoming technicians which service and maintain the propulsion systems of boats and other types of marine and industrial equipment.

The course work includes the maintenance and repair procedures of mechanical, electrical, hydraulics equipment used on marine systems. Students will inspect and test equipment to determine the cause of faulty operation, and then repair and replace defective parts.

Graduates of the curriculum should qualify as marine technicians which may be employed in marinas, shipyards, industrial and trucking industries.

#### Semester Hour Credits

#### I. General Education Courses

ENG 111	Expository Writing.....	3
ENG 114	Professional Research & Reporting.....	3
MAT 120	Geometry and Trigonometry.....	3
	Humanities/Fine Arts Elective.....	3
	Social/Behavioral Science Elective.....	3

#### II. Major Courses

CIS 111	Basic PC Literacy.....	2
HET 110	Diesel Engines.....	6
HET 112	Diesel Electrical Systems.....	5
HET 114	Power Trains.....	5
HET 115	Electronic Engines.....	3
HET 116	Air Condit./Diesel Equip.....	2
HET 118	Mechanical Orientation.....	2
HET 120	Introduction to Mobile Equipment.....	2
HET 121	Marine Engines.....	4
HET 125	Preventive Maintenance.....	2
HET 128	Medium/Heavy Duty Tune Up.....	2
HET 134	Mechanical Fuel Injection.....	3
HET 145	Marine Electricity.....	4
HET 147	Marine Power Trains.....	4
HET 229	Brakes and Steering.....	2
HYD 112	Hydraulics/Medium/Heavy Duty.....	2
WLD 112	Basic Welding Processes.....	2

**Total Credits** .....67

#### FALL SEMESTER I

HET 110  
HET 118  
HET 121  
ENG 111

#### FALL SEMESTER II

HET 114  
HET 125  
Humanities/Fine Arts Elect  
HYD 112

#### SPRING SEMESTER I

CIS 111  
ENG 114  
HET 112  
HET 120  
HET 145

#### SPRING SEMESTER II

HET 116  
HET 128  
HET 229  
MAT 120  
Social/Behav Science Elect

#### SUMMER SEMESTER I

HET 115  
HET 134  
HET 147

### *Marine and Diesel Mechanics* Diploma Program

#### Semester Hour Credits

#### I. General Education Courses

ENG 111	Expository Writing.....	3
MAT 120	Geometry and Trigonometry.....	3

# CAPE FEAR COMMUNITY COLLEGE

## II. Major Courses

CIS 111	Basic PC Literacy.....	2
HET 110	Diesel Engines.....	6
HET 112	Diesel Electrical Systems.....	5
HET 115	Electronic Engines.....	3
HET 118	Mechanical Orientation.....	2
HET 121	Marine Engines.....	4
HET 134	Mechanical Fuel Injection.....	3
HET 145	Marine Electricity.....	4
HET 147	Marine Power Trains.....	4
WLD 112	Basic Welding Processes.....	2

**Total Credits .....41**

### FALL SEMESTER I

ENG 111
HET 110
HET 118
HET 121

### SUMMER SEMESTER I

HET 115
HET 134
HET 147
WLD 112

### SPRING SEMESTER I

CIS 111
HET 112
HET 145
MAT 120

## Marine and Diesel Mechanics Certificate Program

### Semester Hour Credits

#### I. General Education Courses

HET 110	Diesel Engines.....	6
HET 112	Diesel Electrical Systems.....	5
HET 121	Marine Engines.....	4

**Total Credits .....15**

## Marine Technology

A.A.S. DEGREE (A15320)

### Associate in Applied Science

This curriculum is designed to provide the practical and academic skills essential for success in marine scientific support. Students will receive training in observational and measurement techniques aboard a variety of vessels including the College's own ocean-going research vessel.

Course work includes a unique blend of traditional and contemporary vocational, technical and scientific marine education. Students are trained in the use of physical, chemical, meteorological, biological, and geological oceanographic instrumentation and sampling equipment.

Graduates should qualify for entry level field or laboratory positions with industries, state and federal agencies, and educational facilities associated with marine science and research. Career opportunities include oceanography, environ-

mental science, marine biology, geophysical exploration, and fisheries-related employment.

### Semester Hour Credits

#### I. General Education Courses

Humanities / Fine Arts Elective.....	3
Social/ Behavioral Science Elective.....	3
ENG 111 Expository Writing.....	3
ENG 114 Professional Research and Reporting.....	3
MAT 121 Algebra/ Trigonometry I.....	3

#### II. Major Courses

CIS 111	Basic PC Literacy.....	2
ELN 114	Marine Electronics.....	2
MSC 110	Training Cruise I.....	1
MSC 112	Training Cruise II.....	1
MSC 114	Training Cruise III.....	1
MSC 122	Boat Handling/ Seamanship.....	3
MSC 124	Industrial Skills.....	3
MSC 126	Marine Engines.....	2
MSC 132	Fishing Gear Technology I.....	3
MSC 134	Fishing Gear Technology II.....	2
MSC 150	Navigation.....	3
MSC 152	Marine Instrumentation.....	2
MSC 154	Marine Photography.....	3
MSC 160	Oceanography.....	4
MSC 172	Marine Biology.....	3
MSC 174	Marine Invertebrate Zoology.....	4
MSC 180	Water Analysis.....	3
MSC 216	Training Cruise IV.....	1
MSC 218	Training Cruise V.....	1
MSC 220	Marine GIS.....	3
MSC 254	Marine Data Processing.....	2
MSC 256	Hydrographic Surveying.....	2
MSC 258	CAD & Multimedia Display.....	2
MSC 276	Marine Vertebrate Zoology.....	4

**Total Credits .....72**

#### FALL SEMESTER I

CIS 111
MSC 110
MSC 122
MSC 132
MSC 172

#### FALL SEMESTER II

Humanities/Fine Arts Elect
MSC 160
MSC 174
MSC 216
MSC 258
Social/Behav Science Elect

#### SPRING SEMESTER I

MAT 121
MSC 112
MSC 124
MSC 150
MSC 154
MSC 276

#### SPRING SEMESTER II

ELN 114
ENG 114
MSC 180
MSC 218
MSC 220
MSC 254
MSC 256

#### SUMMER SEMESTER I

ENG 111
MSC 114
MSC 126
MSC 134
MSC 152

# Mechanical Engineering Technology

A.A.S. DEGREE (A40320)  
 DIPLOMA (D40320)  
 CERTIFICATE (C40320C)

## Associate in Applied Science Program

The Mechanical Engineering Technology curriculum prepares graduates for employment as technicians in the diversified mechanical and manufacturing engineering fields. Mechanical Engineering technicians assist in design, development, testing, process design and improvement, and troubleshooting and repair of engineered systems. Emphasis is placed on the integration of theory and hands-on application of engineering principles.

In addition to course work in engineering graphics, engineering fundamentals, materials and manufacturing processes, mathematics, and physics, students will study computer applications, critical thinking, planning and problem solving, and oral and written communications.

Graduates of the curriculum will find employment opportunities in the manufacturing or service sectors of engineering technology. Engineering technicians may obtain professional certification by application to organizations such as ASQ, SME, and NICET.

### Semester Hour Credits

#### I. General Education Courses

COM 110	Intro to Communication.....	3
ENG 111	Expository Writing.....	3
MAT 121	Algebra/Trigonometry I.....	3
	Humanities/Fine Arts Elective .....	3
	Social/Behavioral Science Elective .....	3

#### II. Major Courses

ATR 112	Introduction to Automation .....	3
DDF 211	Design Process I.....	4
DDF 212	Design Process II.....	4
DFT 111	Technical Drafting I.....	2
DFT 111A	Technical Drafting I Lab .....	1
DFT 112	Technical Drafting II .....	2
DFT 112A	Technical Drafting II Lab .....	1
DFT 151	CAD I.....	3
DFT 152	CAD II.....	3
DFT 154	Intro Solid Model/Render.....	3
DFT 211	Gears, Cams, & Pulleys.....	2
DFT 231	Jig and Fixture Design.....	2
ELC 111	Intro to Electricity .....	3
HYD 110	Hydraulics/Pneumatics I.....	3
MEC 110	Introduction to CAD/CAM .....	2
MEC 111	Machine Processes I.....	3
MEC 145	Manufacturing Materials I.....	3
MEC 250	Statics and Strength.....	5
PHY 131	Physics/Mechanics .....	4

### III. Mechanical Engineering Electives

Choose a minimum of 4 hours from the following:

CIS 110	Introduction to Computers.....	3
CSC 133	C-Programming.....	3
CSC 139	Visual BASIC Programming .....	3
CSC 151	Java Programming.....	3
DFT 254	Interm Solid Model/Render.....	3
ELC 113	Basic Wiring I.....	4
ELC 125	Diagrams and Schematics .....	2
ISC 112	Industrial Safety .....	2
MAC 121	Intro to CNC.....	2
MAC 124	CNC Milling.....	2
WLD 112	Basic Welding Processes .....	2
WLD 121	GMAW (MIG) Plate/Pipe.....	4

**Total Credits** .....72/73

#### FALL SEMESTER I

COM 110
DFT 111
DFT 111A
DFT 151
MAT 121
MEC 111

#### FALL SEMESTER II

ATR 112
DDF 211
ELC 111
Humanities/Fine Arts Elect
MEC 250

#### SPRING SEMESTER I

DFT 112
DFT 112A
DFT 152
ENG 111
MEC 110
MEC 145

#### SPRING SEMESTER II

DDF 212
DDF 231
HYD 110
Mechanical Eng Elective
Social/Behav Sci Elect

#### SUMMER SEMESTER I

DFT 154
DFT 211
ISC 112*
PHY 131

\*Recommended but not required.

# Mechanical Engineering Technology

## CAD DRAFTING Diploma Program

### Semester Hour Credits

#### I. General Education Courses

ENG 111	Expository Writing.....	3
COM 110	Intro to Communication.....	3
MAT 121	Algebra/Trigonometry I.....	3

#### II. Major Courses

DFT 111	Technical Drafting I.....	2
DFT 111A	Technical Drafting I Lab.....	1
DFT 112	Technical Drafting II.....	2
DFT 112A	Technical Drafting II Lab .....	1
DFT 151	CAD I.....	3
DFT 152	CAD II .....	3
DFT 154	Intro Solid Model/Render .....	3
DFT 211	Gears, Cams, & Pulleys.....	2
ISC 112	Industrial Safety.....	2

## CAPE FEAR COMMUNITY COLLEGE

MEC 110	Introduction to CAD/CAM.....	2
MEC 111	Machine Processes I .....	3
MEC 145	Manufacturing Materials I .....	3
PHY 131	Physics/Mechanics.....	4

**Total Credits .....**40

### FALL SEMESTER I

COM 110
DFT 111
DFT 111A
DFT 151
MAT 121
MEC 111

### SUMMER SEMESTER I

DFT 154
DFT 211
ISC 112
PHY 131

### SPRING SEMESTER I

DFT 112
DFT 112A
DFT 152
ENG 111
MEC 110
MEC 145

## Mechanical Engineering Technology

### CAD DRAFTING Certificate Program

#### Semester Hour Credits

#### I. General Education Courses

DFT 111	Technical Drafting I.....	2
DFT 111A	Technical Drafting I Lab.....	1
DFT 112	Technical Drafting II.....	2
DFT 112A	Technical Drafting II Lab .....	1
DFT 151	CAD I.....	3
DFT 152	CAD II .....	3

**Total Credits: .....**12

### FALL SEMESTER I

DFT 111
DFT 111A
DFT 151

### SPRING SEMESTER I

DFT 112
DFT 112A
DFT 152

## Medical Office Administration

A.A.S. DEGREE A25310

### Associate in Applied Science Program

This curriculum prepares individuals for employment in medical and other health-care related offices.

Course work will include medical terminology; information systems; office management; medical coding, billing and insurance; legal and ethical issues; and formatting and word processing.

Students will learn administrative and support functions and develop skills applicable in medical environments. Employment opportunities are available in medical and dental offices, hospitals, insurance companies, laboratories, medical supply companies, and other health-care related organizations.

#### Semester Hour Credits

#### I. General Education Courses

ENG 111	Expository Writing.....	3
COM110	Intro to Communication .....	3
3 SHC	Natural Science, or Math 115 or higher .....	3
	Social/Behavioral Science Elective .....	3
	Humanities/Fine Arts Elective .....	3

#### II. Major Courses

ACC 120	Principles of Financial Accounting I.....	4
BIO 106	Anatomy/Physiology/Microbiology .....	3
	or	
BIO 163	Basic Anat & Physiology .....	5
	or	
BIO 168	Anatomy & Physiology I.....	4
CIS 110	Introduction to Computers.....	3
CTS 130	Spreadsheet Concepts .....	3
DBA 110	Database Concepts .....	3
MED 121	Medical Terminology I.....	3
MED 122	Medical Terminology II .....	3
OST 131	Keyboarding.....	2
OST 136	Word Processing .....	3
OST 148	Medical Coding, Billing and Insurance .....	3
OST 149	Medical Legal Issues.....	3
OST 164	Text Editing Applications .....	3
OST 201	Medical Transcription I.....	4
OST 202	Medical Transcription II .....	4
OST 243	Medical Office Simulation .....	3
OST 247	CPT Coding in the Medical Office .....	2
OST 248	Diagnostic Coding .....	2
OST 289	Administrative Office Management.....	3

#### III. Medical Office Administration Electives

Students must select 1 from the following:

BUS 137	Principles of Management .....	3
BUS 240	Business Ethics .....	3
COE 111(MO)	Co-op Experience I .....	1
MKT 223	Customer Service .....	3

**Total Credits .....**70/71/72

## TECHNICAL & VOCATIONAL PROGRAMS

### FALL SEMESTER I

BIO 106 or BIO 163  
or BIO 168  
CIS 110  
MED 121  
OST 131  
OST 136

### SPRING SEMESTER I

ENG 111  
MED 122  
OST 149  
OST 164  
OST 201

### SUMMER SEMESTER I

OST 202  
OST 247  
OST 248

### FALL SEMESTER II

COM 110  
MOA Elective  
CTS 130  
OST 148  
Math/Science Elective  
Humanities/Fine Arts Elect

### SPRING SEMESTER II

ACC 120  
DBA 110  
OST 243  
OST 289  
Social/Behav Science Elect

## Medical Sonography

A.A.S. DEGREE A45440

*This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.*

### Associate in Applied Science Program

The Medical Sonography curriculum provides knowledge and clinical skills in the application of high frequency sound waves to image internal body structures.

Course work includes physics, cross-sectional anatomy, abdominal, introductory vascular, and obstetrical/gynecological sonography. Competencies are attained in identification of normal anatomy and pathological processes, use of equipment, fetal growth and development, integration of related imaging, and patient interaction skills.

Graduates of accredited programs are eligible to take National Registry Examinations in ultrasound physics and instrumentation and specialty examinations administered by the American Registry of Diagnostic Medical Sonographers. Graduates may find employment in clinics, physicians' offices, mobile services, equipment manufacturers, hospitals, and educational institutions.

Students are required to pass the computer competency test administered in the Learning Lab, or pass CIS 110 or CIS 111.

#### Semester Hour Credits

#### I. General Education Courses

BIO 163	Basic Anatomy and Physiology .....	5
ENG 111	Expository Writing.....	3
ENG 114	Professional Research and Reporting .....	3
	Humanities/Fine Arts Elective .....	3

MAT 115	Mathematical Models .....	3
PHY 110	Conceptual Physics.....	3
PHY 110A	Conceptual Physics Lab.....	1
PSY 150	General Psychology .....	3

#### II. Major Courses

SON 110	Introduction to Sonography.....	3
SON 111	Sonographic Physics .....	4
SON 120	SON Clinical Education I.....	5
SON 121	SON Clinical Education II .....	5
SON 130	Abdominal Sonography I.....	3
SON 131	Abdominal Sonography II.....	2
SON 140	Gynecologic Sonography .....	2
SON 220	SON Clinical Education III.....	8
SON 221	SON Clinical Education IV .....	8
SON 225	Case Studies .....	1
SON 241	Obstetrical Sonography I.....	2
SON 242	Obstetrical Sonography II .....	2
SON 250	Vascular Sonography .....	2
SON 272	Advanced Pathology.....	1
SON 289	Sonographic Topics .....	2

**Total Credits** .....74

#### FALL SEMESTER I

BIO 163  
MAT 115  
PHY 110  
PHY 110 A  
SON 110  
SON 130

#### FALL SEMESTER II

ENG 111  
SON 220  
SON 242  
SON 250

#### SPRING SEMESTER I

SON 111  
SON 120  
SON 131  
SON 140

#### SPRING SEMESTER II

ENG 114  
SON 221  
SON 225  
SON 272  
SON 289

#### SUMMER SEMESTER I

Humanities/Fine Arts Elect  
(HUM 115 recommended)  
PSY 150  
SON 121  
SON 241

# Medical Transcription

DIPLOMA (D25320)

## Diploma Program

The Medical Transcription curriculum prepares individuals to become medical language specialists who interpret and transcribe dictation by physicians and other healthcare professionals in order to document patient care and facilitate delivery of healthcare services.

Students will gain extensive knowledge of medical terminology, pharmacology, human diseases, diagnostic studies, surgical procedures, and laboratory procedures. In addition to word processing skills and knowledge of voice processing equipment, students must master English grammar, spelling, and proofreading.

Graduates should qualify for employment in hospitals, medical clinics, doctors' offices, private transcription businesses, research facilities, insurance companies, and publishing companies. After acquiring work experience, individuals can apply to the American Association for Medical Transcription to become Certified Medical Transcriptionists.

### Semester Hour Credits

#### I. General Education Courses

COM 110	Introduction to Communication .....	3
ENG 111	Expository Writing .....	3

#### II. Major Courses

BIO 106	Anatomy/Physiology/Microbiology .....	3
	or	
BIO 163	Basic Anat & Physiology .....	5
	or	
BIO 168	Anatomy & Physiology I.....	4
CIS 110	Intro to Computers .....	3
MED 121	Medical Terminology I.....	3
MED 122	Medical Terminology II .....	3
OST 131	Keyboarding .....	2
OST 136	Word Processing .....	3
OST 149	Med Legal Issues.....	3
OST 164	Text Editing Applications.....	3
OST 201	Medical Transcription I.....	4
OST 202	Medical Transcription II.....	4
OST 247	Procedure Coding .....	2
OST 248	Diagnostic Coding.....	2

**Total Credits .....**41/43

#### FALL SEMESTER I

BIO 106
ENG 111
MED 121
OST 131
OST 136

#### SUMMER SEMESTER I

CIS 110
OST 202
OST 247
OST 248

#### SPRING SEMESTER I

COM 110
MED 122
OST 149
OST 164
OST 201

# Nuclear Technology

A.A.S. DEGREE (A50460)

## Associate in Applied Science Program

The Nuclear Technology curriculum prepares individuals to become qualified reactor field service technicians who conduct inspections and implement repairs and modifications to licensed nuclear facilities which have light water reactors that are shut down for refueling.

Course work includes theory and application related to industrial and engineering technology disciplines including nuclear reactor theory, boiling water reactor systems, quality control, industrial and nuclear safety, instrumentation, electrical generation, automation and robotics, welding, and various metallurgical inspection procedures.

Upon completion, graduates should qualify as entry-level nuclear reactor service technicians and have academic preparations to advance into other industrial or engineering technician positions within the commercial nuclear power industry.

### Semester Hour Credits

#### I. General Education Courses

ENG 111	Expository Writing .....	3
ENG 114	Professional Research/Reporting .....	3
HUM 115	Critical Thinking .....	3
MAT 121	Algebra/Trigonometry I.....	3
3 SHC Social/Behavioral Science Elective (from selection below)		
ECO 151	Survey of Economics.....	3
POL 110	Intro Political Science .....	3
PSY 150	General Psychology.....	3
SOC 210	Introduction to Sociology.....	3

#### II. Major Courses

ATR 112	Introduction to Automation .....	3
CIS 110	Introduction to Computers.....	3
COE 111NT	Co-op Work Experience I .....	1
ELC 117	Motors and Controls .....	4
ELC 131	DC/AC Circuit Analysis.....	5
ELC 213	Instrumentation.....	4
HYD 110	Hydraulics/Pneumatics I.....	3
ISC 112	Industrial Safety .....	2
ISC 130	Intro to Quality Control.....	3
MAT 122	Algebra/Trigonometry II .....	3
MEC 111	Machine Processes I .....	3
MEC 130	Mechanisms.....	3
NUC 110	Nuclear Reactor Systems.....	3
NUC 120	Nuclear Reactor Theory .....	4
NUC 130	Applied NDE - Nuclear .....	2
PHY 131	Physics - Mechanics .....	4
PHY 132	Physics - Electricity & Magnetism.....	4
WLD 112	Basic Welding Processes .....	2
WLD 143	Welding Metallurgy.....	2

**Total Credits .....**73

## TECHNICAL & VOCATIONAL PROGRAMS

For those beginning the program in the Fall Semester:

### FALL SEMESTER I

ATR 112  
ELC 131  
ENG 111  
MAT 121  
MEC 111

### FALL SEMESTER II

CIS 110  
ELC 213  
ISC 130  
NUC 120  
PHY 132

### SPRING SEMESTER I

ELC 117  
HUM 115  
HYD 110  
MAT 122  
NUC 110

### SPRING SEMESTER II

COE 111NT

### SUMMER SEMESTER I

ENG 114  
MEC 130  
PHY 131  
WLD 112

### SUMMER SEMESTER II

ISC 112  
NUC 130  
Social/Behav Sci Elect  
WLD 143

For those beginning the program in the Spring Semester:

### SPRING SEMESTER I

ATR 112  
ELC 131  
ISC 112  
ISC 130  
MAT 121  
WLD 112

### SPRING SEMESTER II

COE 111NT

### SUMMER SEMESTER I

CIS 110  
ENG 111  
PHY 131

### SUMMER SEMESTER II

ENG 114  
MEC 130  
Social/Behav Sci Elective  
WLD 143

### FALL SEMESTER I

ELC 117  
HUM 115  
MAT 122  
NUC 110  
PHY 132

### FALL SEMESTER II

ELC 213  
HYD 110  
MEC 111  
NUC 120  
NUC 130

**Note:** Actual course sequence may vary from that stated above depending upon prior college credits. Contact the Lead Instructor regarding individual schedule and course selections.

# NURSING PROGRAMS Associate Degree Nursing (RN)

A.A.S. DEGREE-RN (A45110)

*This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.*

### Associate in Applied Science Program

The Associate Degree Nursing curriculum provides knowledge, skills, and strategies to integrate safety and quality into nursing care, to practice in a dynamic environment, and to meet individual needs which impact health, quality of life, and achievement of potential.

Course work includes and builds upon the domains of health-care, nursing practice, and the holistic individual. Content emphasizes the nurse as a member of the interdisciplinary team providing safe, individualized care while employing evidence-based practice, quality improvement, and informatics.

Graduates of this program are eligible to apply to take the National Council Licensure Examination (NCLEX-RN). Employment opportunities are vast within the global health care system and may include positions within acute, chronic, extended, industrial, and community health care facilities.

### Semester Hour Credits

#### I. General Education Courses

BIO 168	Anatomy & Physiology I.....	4
BIO 169	Anatomy & Physiology II.....	4
ENG 111	Expository Writing.....	3
ENG 112	Argument-Based Research .....	3
	or	
ENG 114	Professional Research & Reporting.....	3
	Humanities/Fine Arts Elective .....	3
PSY 150	General Psychology .....	3

#### II. Major Courses

BIO 175	General Microbiology .....	3
NUR 111	Intro to Health Concepts.....	8
NUR 112	Health-Illness Concepts.....	5
NUR 113	Family Health Concepts .....	5
NUR 114	Holistic Health Concepts.....	5
NUR 211	Health Care Concepts.....	5
NUR 212	Health System Concepts.....	5
NUR 213	Complex Health Concepts.....	10
PSY 241	Developmental Psych.....	3

#### III. Other Required Courses

CIS 111	Basic PC Literacy.....	2
	or	
CIS 110	Introduction to Computers.....	3

# CAPE FEAR COMMUNITY COLLEGE

\*Students must achieve a “C” or higher in each course in the curriculum in order to progress semester by semester and to graduate.

**Total Credits .....71**

## FALL SEMESTER I

BIO 168  
NUR 111  
PSY 150

## FALL SEMESTER II

BIO 175  
ENG 111  
NUR 211  
NUR 212

## SPRING SEMESTER I

BIO 169  
NUR 112  
NUR 114  
PSY 241

## SPRING SEMESTER II

ENG 114 or ENG 112  
Humanities/Fine Arts Elect  
NUR 213

## SUMMER SEMESTER I

CIS 111 or CIS 110  
NUR 113

# LPN Refresher

CERTIFICATE-LPN (C45390)

*This program has selective admission requirements. Contact the Director of Allied Health for information and application deadlines.*

### Certificate

The Licensed Practical Nurse Refresher curriculum provides a refresher course for individuals previously licensed as Practical Nurses and who are ineligible for reentry into nursing practice due to a lapse in licensure for five or more years. Individuals entering this curriculum must have been previously licensed as a Practical Nurse.

Course work includes common medical-surgical conditions and nursing approaches to their management, including mental health principles, pharmacological concepts, and safe clinical nursing practice.

Graduates will be eligible to apply for reinstatement of licensure by the North Carolina Board of Nursing. Employment opportunities include hospitals, long term care facilities, clinics, physicians' offices, industry, and community health agencies.

### Semester Hour Credits

#### I. General Education Courses

NUR 107 LPN Refresher  
NUR 107A .....9  
NUR 107B .....3

**Total Credits .....12**

# Practical Nursing (LPN)

DIPLOMA (D45660)

*This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.*

### Diploma Program

The Practical Nursing curriculum prepares individuals with the knowledge and skills to provide nursing care to individuals across the lifespan.

Students will participate in data collection, implementing, and evaluating nursing care provided.

Graduates are eligible to apply to take the National Council Licensure Examination (NCLEX-PN) which is required for practice as a Licensed Practical Nurse. Employment opportunities include hospitals, rehabilitation/long term care/home health facilities, clinics, and physicians' offices.

Students are required to pass the computer competency test administered in the Learning Lab, or pass CIS 110 or CIS 111.

### Semester Hour Credits

#### I. General Education Courses

BIO 163 Basic Anatomy and Physiology .....5  
ENG 111 Expository Writing.....3  
PSY 150 General Psychology .....3  
PSY 241 Developmental Psych .....3

#### II. Major Courses

NUR 101 Practical Nursing I .....11  
NUR 102 Practical Nursing II.....12  
NUR 103 Practical Nursing III .....10

**Total Credits .....47**

#### FALL SEMESTER I

BIO 163  
NUR 101  
PSY 150

#### SUMMER SEMESTER I

NUR 103

#### SPRING SEMESTER I

ENG 111  
NUR 102  
PSY 241

**Note: CNA classes are offered through Continuing Education. Please call (910) 362-7170 for information.**

# Occupational Therapy Assistant

A.A.S. DEGREE (A45500)

*This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.*

## Associate in Applied Science Program

The Occupational Therapy Assistant curriculum prepares individuals to work under the supervision of a registered/licensed occupational therapist in screening, assessing, planning, and implementing treatment and documenting progress for clients receiving occupational therapy services.

Course work includes human growth and development, conditions which interfere with activities of daily living, theory and process of occupational therapy, individual/group treatment activities, therapeutic use of self, activity analysis, and grading/adapting activities and environments.

Graduates may be eligible to take the national certification examination for practice as a certified occupational therapy assistant. Employment opportunities include hospitals, rehabilitation facilities, long-term/extended care facilities, sheltered workshops, schools, home health programs, and community programs. Successful completion of the program is required for certification and licensure.

The National Board of Certification in Occupational Therapy administers the national certification examination. The NB-COT is the certifying body for occupational therapy practitioners.

### Semester Hour Credits

#### I. General Education Course

BIO 169	Anatomy and Physiology II.....	4
COM 110	Intro to Communication.....	3
	or	
COM 120	Intro to Interpersonal Communication.....	3
ENG 111	Expository Writing.....	3
ENG 112	Argument Based Research.....	3
	or	
ENG 114	Professional Research and Reporting .....	3
Humanities/Fine Arts Elective	.....	3
PSY 150	General Psychology .....	3

#### II. Major Courses:

BIO 168	Anatomy and Physiology I.....	4
CIS 110	Introduction to Computers.....	3
	or	
CIS 111	Basic PC Literacy.....	2
OTA 110	Fundamentals of OT.....	3
OTA 120	OT Media I.....	2
OTA 130	Assessment Skills .....	3
OTA 140	Professional Skills I.....	1
OTA 150	Life Span Skills I.....	3

OTA 161	Fieldwork I Placement 1.....	1
OTA 162	Fieldwork I Placement 2.....	1
OTA 163	Fieldwork I Placement 3.....	1
OTA 170	Physical Dysfunction.....	3
OTA 180	Psychosocial Dysfunction .....	3
OTA 220	OT Media II.....	3
OTA 240	Professional Skills II .....	1
OTA 250	Life Span Skills II .....	3
OTA 260	Fieldwork II Placement 1 .....	6
OTA 261	Fieldwork II Placement 2 .....	6
PSY 241	Developmental Psychology .....	3
PSY 281	Abnormal Psychology .....	3

### III. Occupational Therapy Assistant Electives

*Students must select 3 SHC from the following:*

BUS 230	Small Business Management.....	3
PSY 265	Behavioral Modifications .....	3
SOC 210	Intro To Sociology.....	3
SOC 213	Sociology of the Family .....	3
SOC 220	Social Problems.....	3
SOC 240	Social Psychology .....	3

**Total Credits .....75/76**

The Occupational Therapy Assistant program at CFCC is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 5720 Montgomery Lane, P.O. Box 31220, Bethesda, MD 20824-1220. AOTA's phone number is (301) 652-AOTA.

#### FALL SEMESTER I

BIO 168
COM 110 or 120
ENG 111
OTA 110
OTA 120
OTA 140
PSY 150

#### FALL SEMESTER II

ENG 112 or 114
Humanities/Fine Arts Elect
OTA 163
OTA 180
OTA 240
OTA 250
Occupat Therapy Elective

#### SPRING SEMESTER I

BIO 169
OTA 130
OTA 150
OTA 170
PSY 241

#### SPRING SEMESTER II

OTA 260
OTA 261
OTA 161

#### SUMMER SEMESTER I

CIS 110 or CIS 111
OTA 162
OTA 220
PSY 281

Students in the OTA program must achieve a "C" or higher in each course within the curriculum in order to fulfill graduation requirements. OTA core courses cannot be taken out of sequence.

Level II fieldwork placements must be completed within 12 months of completion of the didactic course work.

# CAPE FEAR COMMUNITY COLLEGE

## *Paralegal Technology* (Legal Assistant)

A.A.S. DEGREE (A25380)

DIPLOMA (D25380)

CERTIFICATE-CIVIL LITIGATION TRACK (C25380C)

CERTIFICATE-CIVIL REAL PROPERTY TRACK (C25380R)

### Associate in Applied Science Program

The Paralegal Technology curriculum prepares individuals to work under the supervision of attorneys by performing routine legal tasks, and assisting with substantive legal work. A paralegal/legal assistant may not practice law, give legal advice, or represent clients in a court of law.

Course work includes substantive and procedural legal knowledge in the areas of civil litigation, legal research and writing, real estate, family law, wills, estates, trusts, and commercial law. Required courses also include subjects such as English, mathematics, and computer utilization.

Graduates are trained to assist attorneys in probate work, investigations, public records search, drafting and filing legal documents, research, and office management. Employment opportunities are available in private law firms, governmental agencies, banks, insurance agencies, and other business organizations.

#### Semester Hour Credits

#### I. General Education Courses

COM 231	Public Speaking .....	3
ENG 111	Expository Writing .....	3
	Humanities/Fine Art Elective.....	3
MAT 140	Survey of Mathematics .....	3
MAT 140A	Survey of Math Lab .....	1
	Social and Behavioral Science Elective.....	3

#### II. Major Courses

LEX 110	Introduction to Paralegal Study .....	2
LEX 120	Legal Research/Writing I.....	3
LEX 130	Civil Injuries .....	3
LEX 140	Civil Litigation I .....	3
LEX 150	Commercial Law I .....	3
LEX 210	Real Property I .....	3
LEX 240	Family Law .....	3
LEX 250	Wills Estates & Trust .....	3

#### III. Other Major Courses

CIS 110	Introduction to Computers .....	3
COE 111PA	Cooperative Work Experience .....	1
COE 115PA	Cooperative Work Experience Seminar .....	1
LEX 121	Legal Research/Writing II.....	3
LEX 151	Commercial Law II .....	3
LEX 160	Criminal Law and Procedure .....	3
LEX 170	Administrative Law .....	2
LEX 211	Property II .....	3
LEX 214	Investigation & Trial Prep.....	3
LEX 260	Bankruptcy & Collections.....	3
LEX 270	Law Office Management & Tech.....	2
LEX 271	Law Office Writing .....	2
LEX 280	Ethics and Professionalism .....	2

LEX 287	CLA Review Seminar .....	2
LEX 289	U.S. Constitutional Law.....	3

**Total Credits:** .....75

#### PARALEGAL TECHNOLOGY (DAY)

<b>FALL SEMESTER I</b>	<b>FALL SEMESTER II</b>
CIS 110	Humanities/Fine Arts Elect
ENG 111	LEX 210
LEX 110	LEX 214
LEX 130	LEX 240
LEX 150	LEX 260
MAT 140	LEX 270
MAT 140A	

<b>SPRING SEMESTER I</b>	<b>SPRING SEMESTER II</b>
LEX 120	COE 111PA
LEX 140	COE 115PA
LEX 151	COM 231
LEX 160	LEX 211
Social/Behav Science Elect	LEX 250
	LEX 280
	LEX 287

#### SUMMER SEMESTER I

LEX 289
LEX 121
LEX 170
LEX 271

#### PARALEGAL TECHNOLOGY (NIGHT)

<b>FALL SEMESTER I</b>	<b>SPRING SEMESTER III</b>
ENG 111	LEX 271
LEX 110	LEX 289

<b>SPRING SEMESTER I</b>	<b>SUMMER SEMESTER III</b>
LEX 130	LEX 240
LEX 150	LEX 260

<b>SUMMER SEMESTER I</b>	<b>FALL SEMESTER IV</b>
CIS 110	LEX 210
MAT 140	LEX 270
MAT 140A	

<b>FALL SEMESTER II</b>	<b>SPRING SEMESTER IV</b>
LEX 120	COM 231
LEX 140	LEX 211
LEX 151	

<b>SPRING SEMESTER II</b>	<b>SUMMER SEMESTER IV</b>
LEX 160	COE 111PA
Social/Behav Science Elect	COE 115PA
	LEX 287

<b>SUMMER SEMESTER II</b>	<b>FALL SEMESTER V</b>
Hum/Fine Arts Elect	LEX 214
LEX 280	LEX 250

#### FALL SEMESTER III

LEX 121
LEX 170

\*A new first year class will commence in the Fall Semester of each odd numbered year.

## TECHNICAL & VOCATIONAL PROGRAMS

### *Paralegal Technology* Diploma Program

	Semester Hour Credits
<b>I. General Education Courses</b>	
COM 231 Public Speaking .....	3
MAT 140 Survey of Math .....	3
MAT 140A Survey of Math Lab .....	1
LEX 110 Introduction to Paralegal Studies .....	2
LEX 120 Legal Research and Writing I .....	3
LEX 130 Civil Injuries .....	3
LEX 140 Civil Litigation I .....	3
LEX 150 Commercial Law I .....	3
LEX 160 Criminal Law .....	3
LEX 210 Real Property I .....	3
LEX 240 Family Law .....	3
LEX 250 Wills, Estate & Trust .....	3
LEX 260 Bankruptcy & Collections .....	3
LEX 289 U.S. Constitutional Law .....	3
<b>Total Credits .....</b>	<b>39</b>

FALL SEMESTER	FALL SEMESTER
LEX 110	LEX 289
LEX 130	COM 231
LEX 160	MAT 140
LEX 150	MAT 140A
LEX 210	

SPRING SEMESTER
LEX 120
LEX 140
LEX 240
LEX 250
LEX 260

### *Paralegal Technology* CIVIL LITIGATION TRACK Certificate Program

	Semester Hour Credits
<b>I. General Education Courses</b>	
LEX 130 Civil Injuries .....	3
LEX 140 Civil Litigation I .....	3
LEX 150 Commercial Law I .....	3
LEX 214 Investigat & Trial Prep .....	3
LEX 240 Family Law .....	3
LEX 250 Wills, Estate & Trust .....	3
<b>Total Credits .....</b>	<b>18</b>

FALL SEMESTER I	FALL SEMESTER II
LEX 150	LEX 140
LEX 214	LEX 250

SPRING SEMESTER I
LEX 130
LEX 240

### *Paralegal Technology* REAL PROPERTY TRACK Certificate Program

	Semester Hour Credits
<b>I. General Education Courses</b>	
LEX 150 Commercial Law I .....	3
LEX 210 Real Property I .....	3
LEX 211 Real Property II .....	3
LEX 240 Family Law .....	3
LEX 250 Wills, Estate & Trust .....	3
LEX 260 Bankruptcy & Collections .....	3
<b>Total Credits .....</b>	<b>18</b>

FALL SEMESTER I	FALL SEMESTER II
LEX 150	LEX 211
LEX 260	LEX 250

SPRING SEMESTER I
LEX 210
LEX 240

## *Pharmacy Technology*

A.A.S. DEGREE (A45580)  
DIPLOMA (D45580)

*This program has selective admission requirements.  
Contact the Counseling Office for information and application deadlines.*

### **Associate in Applied Science Program**

The Pharmacy Technology Program prepares individuals to assist the pharmacist in duties that a technician can legally perform and to function within the boundaries prescribed by the pharmacist and the employment agency.

Students will prepare prescription medications, mix intravenous solutions and other specialized medications, update patient profiles, maintain inventories, package medications in unit-dose or med-card form, and gather data used by pharmacists to monitor drug therapy.

Employment opportunities include retail, hospitals, nursing homes, research laboratories, wholesale drug companies, and pharmaceutical manufacturing facilities. Graduates from the program may be eligible to take the National Certification Examination to become a certified pharmacy technician.

	Semester Hour Credits
<b>I. General Education Courses</b>	
BIO 163 Basic Anatomy and Physiology .....	5
COM 110 Intro to Communication .....	3
or	
COM 120 Intro to Interpersonal Communications .....	3
ENG 111 Expository Writing .....	3
MAT 115 Mathematical Models .....	3
or	

# CAPE FEAR COMMUNITY COLLEGE

MAT 140	Survey of Math.....	3
MAT 140A	Survey of Math Lab.....	1
PSY 118	Interpersonal Psychology .....	3
	or	
PSY 150	General Psychology.....	3

## II. Major Courses

PHM 110	Intro to Pharmacy .....	3
PHM 111	Pharmacy Practice I.....	4
PHM 115	Pharmacy Calculations .....	3
PHM 118	Sterile Products .....	4
PHM 120	Pharmacology I.....	3
PHM 125	Pharmacology II .....	3
PHM 133	Pharmacy Clinical .....	3
PHM 135	Pharmacy Clinical .....	5
PHM 136	Pharmacy Clinical .....	6
PHM 140	Trends in Pharmacy .....	2
PHM 150	Hospital Pharmacy .....	4
PHM 155	Community Pharmacy .....	3
PHM 160	Pharm Dosage Forms .....	3
PHM 165	Pharmacy Prof Practice .....	2
PHM 265	Professional Issues .....	3

## III. Other Major Courses

PHM 115A	Pharmacy Calculations Lab.....	1
CIS 110	Intro to Computers .....	3
	or	
CIS 111	Basic PC Literacy.....	2

## IV. Pharmacy Technology Electives

*Students must select 3 SHC from the following:*

HUM 115	Critical Thinking .....	3
PHI 240	Introduction to Ethics .....	3

**Total Credits .....**74/75

### FALL SEMESTER I

BIO 163  
CIS 110 or CIS 111  
PHM 110  
PHM 111  
PHM 115  
PHM 115A

### FALL SEMESTER II

PHM 150  
PHM 135  
COM 110 or 120  
MAT 115 or MAT 140

### SPRING SEMESTER I

PHM 118  
PHM 120  
PHM 136  
PSY 118 or 150

### SPRING SEMESTER II

PHM 155  
PHM 160  
PHM 265  
HUM 115 or PHI 240

### SUMMER SEMESTER I

ENG 111  
PHM 125  
PHM 133  
PHM 140  
PHM 165

## Pharmacy Technology Diploma Program

**Semester Hour Credits**

### I. General Education Courses

BIO 163	Basic Anatomy and Physiology .....	5
ENG 111	Expository Writing.....	3
PSY 118	Interpersonal Psychology.....	3
	or	
PSY 150	General Psychology.....	3

### II. Major Courses

PHM 110	Intro to Pharmacy .....	3
PHM 111	Pharmacy Practice I.....	4
PHM 115	Pharmacy Calculations .....	3
PHM 115A	Pharmacy Calculations Lab.....	1
PHM 118	Sterile Products .....	4
PHM 120	Pharmacology I.....	3
PHM 125	Pharmacology II .....	3
PHM 133	Pharmacy Clinical .....	3
PHM 136	Pharmacy Clinical .....	6
PHM 140	Trends in Pharmacy .....	2
PHM 165	Pharmacy Prof Practice .....	2

### III. Other Major Courses

CIS 110	Intro to Computers .....	3
	or	
CIS 111	Basic PC Literacy.....	2

**Total Credits .....**47/48

### FALL SEMESTER I

BIO 163  
CIS 110 or CIS 111  
PHM 110  
PHM 111  
PHM 115  
PHM 115A

### SUMMER SEMESTER I

ENG 111  
PHM 125  
PHM 133  
PHM 140  
PHM 165

### SPRING SEMESTER I

PHM 118  
PHM 120  
PHM 136  
PSY 118 or 150

## TECHNICAL & VOCATIONAL PROGRAMS

### Phlebotomy

CERTIFICATE (C45600)

*This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.*

#### Certificate Program

The Phlebotomy curriculum prepares individuals to obtain blood and other specimens for the purpose of laboratory analysis.

Course work includes proper specimen collection and handling, communication skills, and maintaining patient data.

Graduates may qualify for employment in hospitals, clinics, physician's offices, and other health care settings and may be eligible for national certification as phlebotomy technicians.

#### Semester Hour Credits

##### I. Major Courses

PBT 100	Phlebotomy Technology .....	6
PBT 101	Phlebotomy Practicum .....	3
PSY 118	Interpersonal Psychology .....	3
	or	
PSY 150	General Psychology.....	3

**Total Credits** .....12

### Practical Nursing (LPN)

See Nursing Programs page 195.

### Radiography

A.A.S. DEGREE (A45700)

*This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.*

#### Associate in Applied Science Program

The Radiography curriculum prepares the graduate to be a radiographer, a skilled health care professional who uses radiation to produce images of the human body.

Course work includes clinical rotations to area health care facilities, radiographic exposure, image processing, radiographic procedures, physics, pathology, patient care and management, radiation protection, quality assurance, anatomy and physiology, and radiobiology.

Graduates of this program are eligible to apply to take the American Registry of Radiologic Technologists' national examination for certification and registration as medical radiographers. Graduates may be employed in hospitals, clinics, physicians' offices, medical laboratories, government agencies, and industry.

#### Semester Hour Credits

##### I. General Education Courses

BIO 168	Anatomy & Physiology I.....	4
BIO 169	Anatomy & Physiology II.....	4
ENG 111	Expository Writing.....	3
ENG 114	Professional Research & Reporting.....	3
	Humanities/Fine Art Elective.....	3
PSY 150	General Psychology .....	3

##### II. Major Courses

RAD 110	Rad Intro & Patient Care .....	3
RAD 111	Rad Procedures I.....	4
RAD 112	Rad Procedures II .....	4
RAD 121	Radiographic Imaging I.....	3
RAD 122	Radiographic Imaging II.....	2
RAD 131	Radiographic Physics I.....	2
RAD 151	RAD Clinical Ed I .....	2
RAD 161	RAD Clinical Ed II.....	5
RAD 171	RAD Clinical Ed III .....	4
RAD 181	RAD Clinical Elective .....	1
RAD 211	Rad Procedures III .....	3
RAD 231	Radiographic Physics II.....	2
RAD 241	Radiobiology Protection .....	2
RAD 245	RAD Image Analysis .....	2
RAD 251	RAD Clinical Ed IV.....	7
RAD 261	RAD Clinical Ed V.....	7
RAD 271	Radiography Capstone.....	1
RAD 281	RAD Clinical Elective .....	1

**Total Credits** .....75

##### FALL SEMESTER I

BIO 168
ENG 111
RAD 110
RAD 111
RAD 151
RAD 181

##### FALL SEMESTER II

PSY 150
RAD 211
RAD 231
RAD 241
RAD 251

##### SPRING SEMESTER I

BIO 169
ENG 114
RAD 112
RAD 121
RAD 161

##### SPRING SEMESTER II

Humanities/Fine Arts Elect
RAD 245
RAD 261
RAD 271

##### SUMMER SEMESTER I

RAD 122
RAD 131
RAD 171
RAD 281

# Real Estate

CERTIFICATE (C25400)

## Certificate Program

The Real Estate Licensing curriculum provides licensing education required by the North Carolina Real Estate Commission for students preparing to take the real estate license examination and for provisional brokers that are seeking removal of the provisional status.

Course work includes the practices and principles of real estate, broker relationships as they apply to customers, sellers and buyers, contract procedures, fair housing and real estate methodology. Course work also includes professional development opportunities.

Graduates who have passed the real estate license examination and obtained a real estate provisional broker license should then qualify for removal of the provisional status and be able to provide basic, residential real estate services as a broker affiliated with a real estate brokerage firm.

*A student must secure his/her provisional broker license before proceeding into the post-licensure courses and must complete the three mandatory post-licensing courses within three years of licensure in order to avoid cancellation of his/her license.*

### Semester Hour Credits

#### I. Major Courses

RLS 112	Broker Prelicensing .....	5
RLS 113	Real Estate Mathematics.....	2
RLS 121	Broker Relations/Responsibilities .....	2
RLS 122	Contracts and Closing.....	2
RLS 123	Selected Post-License Topics.....	2

#### II. Real Estate Electives

*Students must select 1 from the following:*

BUS 240	Business Ethics .....	3
MKT 223	Customer Service.....	3

**Total Credits .....**16

# Surgical Technology

A.A.S. Degree (A45740)

*This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.*

## Associate in Applied Science Program

The Surgical Technology curriculum prepares individuals to assist in the care of the surgical patient in the operating room and to function as a member of the surgical team.

Students will apply theoretical knowledge to the care of patients undergoing surgery and develop skills necessary to prepare supplies, equipment, and instruments; maintain aseptic conditions; prepare patients for surgery; and assist surgeons during operations.

Graduates will be eligible to apply to take the national certification exam for Surgical Technologists which is administered by the National Board of Surgical Technology and Surgical Assisting. Employment opportunities include labor/delivery/emergency departments, Inpatient/Outpatient surgery centers, dialysis units/facilities, physicians' offices, and central supply processing units.

### Semester Hour Credits

#### I. General Education Courses

COM 120	Intro to Interpersonal Communications .....	3
ENG 111	Expository Writing.....	3
HUM 115	Critical Thinking.....	3
MAT 115	Mathematical Models .....	3
PSY 150	General Psychology .....	3

#### II. Major Courses

SUR 110	Introduction to Surgical Technology .....	3
SUR 111	Perioperative Patient Care .....	7
SUR 122	Surgical Procedures I .....	6
SUR 123	Surgical Clinical Practice I.....	7
SUR 134	Surgical Procedures II .....	5
SUR 135	Surgical Clinical Practice II.....	4
SUR 137	Professional Success Preparation .....	1
SUR 210	Advanced Clinical Practice.....	2
SUR 211	Advanced Theoretical Concepts .....	2

#### III. Other Major Courses

BIO 163	Basic Anatomy & Physiology.....	5
BIO 175	General Microbiology.....	3
CIS 110	Introduction to Computers .....	3
ENG 114	Professional Research & Reporting.....	3
MED 121	Medical Terminology I .....	3
MED 122	Medical Terminology II.....	3

**Total Credit Hours:.....**72

*Students must achieve a "C" or higher in each course in the curriculum in order to progress semester by semester and to graduate.*

# TECHNICAL & VOCATIONAL PROGRAMS

## FALL SEMESTER I

BIO 163  
MED 121  
SUR 110  
SUR 111

## FALL SEMESTER II

CIS 110  
ENG 111  
HUM 115  
MAT 115  
SUR 210

## SPRING SEMESTER I

BIO 175  
SUR 122  
SUR 123

## SPRING SEMESTER II

COM 120  
ENG 114  
MED 122  
PSY 150  
SUR 137  
SUR 211

## SUMMER SEMESTER I

SUR 134  
SUR 135

# Sustainability Technologies

A.A.S. Degree (A40370)

CERTIFICATE -Sustainability Technology (C40370)

CERTIFICATE - Alternative Energy Technology (C40370A)

CERTIFICATE - Sustainable Building Technologies (C40370S)

The Sustainability Technologies curriculum is designed to prepare individuals for employment in environmental, construction, alternative energy, manufacturing, or related industries, where key emphasis is placed on energy production and waste reduction along with sustainable technologies.

Course work may include alternative energy, environmental engineering technology, sustainable manufacturing, and green building technology. Additional topics may include sustainability, energy management, waste reduction, renewable energy, site assessment, and environmental responsibility.

Graduates should qualify for positions within the alternative energy, construction, environmental, and/or manufacturing industries. Employment opportunities exist in both the government and private industry sectors where graduates may function as manufacturing technicians, sustainability consultants, environmental technicians, or green building supervisors.

### Semester Hour Credits

#### I. General Education Courses

ENG 111	Expository Writing.....	3
ENG 114	Professional Research & Reporting.....	3
MAT 121	Algebra/Trigonometry I.....	3
	Humanities/Fine Art Elective.....	3
	Social and Behavioral Science Elective.....	3

## II. Major Courses

ALT 120	Renewable Energy Tech.....	3
ALT 220	Photovoltaic Sys Tech.....	3
ALT 250	Thermal Systems.....	3
CST 244	Sustainable Bldg Design.....	3
ELC 111	Intro to Electricity.....	3
ENV 110	Environmental Science.....	3
SST 110	Intro to Sustainability.....	3
SST 120	Energy Use Analysis.....	3
SST 130	Modeling Renewable Energy.....	3
SST 210	Issues in Sustainability.....	3

## III. Other Major Courses

ALT 221	Adv PV Sys Designs.....	3
ALT 240	Wind and Hydro Power Sys.....	3
BPR 130	Blueprint Reading/Const.....	2
CIS 110	Intro to Computers.....	3
CMT 210	Prof Construction Superv.....	3
CMT 212	Total Safety Performance.....	3
SST 140	Green Building Concepts.....	2
SST 250	Sustain Capstone Proj.....	3

## IV. Electives

Choose a minimum of 8 hours from the following:

AHR 110	Intro to Refrigeration.....	5
AHR 111	HVACR Electricity.....	3
BUS 121	Business Math.....	3
BUS 230	Small Business Management.....	3
CMT 214	Planning and Scheduling.....	3
COE 111(ST)	Co-op Work Experience.....	1
COE 115(ST)	Co-op Work Experience Seminar I.....	1
COE 121(ST)	Co-op Work Experience II.....	1
COE 125(ST)	Work Experience Seminar II.....	1
ELC 113	Basic Wiring I.....	4
HOR 114	Landscape Construction.....	3
HOR 160	Plant Materials I.....	3
MEC 130	Mechanisms.....	3
PLU 111	Introduction to Basic Plumbing.....	2

**Total Credit Hours:.....75**

### FALL SEMESTER I

BPR 130  
Hum/Fine Arts Elective  
CIS 110  
SST 110  
SST 140

### FALL SEMESTER II

ALT 220  
ALT 240  
SST 210  
ENG 114  
Elective

### SPRING SEMESTER I

CMT 210  
ENG 111  
SST 120  
CST 244  
MAT 121  
Social/Behav Science Elect

### SPRING SEMESTER II

ALT 221  
SST 250  
ALT 250  
CMT 212  
Elective

### SUMMER SEMESTER I

ALT 120  
ELC 111  
ENV 110  
SST 130

# CAPE FEAR COMMUNITY COLLEGE

## *Sustainability Technologies*

### Certificate Program (C40370)

Semester Hour Credits

#### I. Major Courses

ALT 120	Renewable Energy Tech .....	3
ENV 110	Environmental Science.....	3
SST 110	Intro to Sustainability .....	3
SST 120	Energy Use Analysis .....	3
SST 140	Green Building Concepts .....	2

**Total Credits .....**14

#### FALL SEMESTER

SST 110  
SST 140

#### SUMMER SEMESTER

ALT 120  
ENV 110

#### SPRING SEMESTER

SST 120

## *Alternative Energy Technology*

### Certificate Program (C40370A)

#### I. Major Courses

ALT 120	Renewable Energy Tech .....	3
ALT 220	Photovoltaic Sys Tech .....	3
ALT 221	Adv PV Sys Designs .....	3
ALT 240	Wind and Hydro Power Sys .....	3
ELC 111	Intro to Electricity .....	3

**Total Credits .....**15

#### SUMMER SEMESTER

ALT 120  
ELC 111

#### SPRING SEMESTER

ALT 221

#### FALL SEMESTER

ALT 220  
ALT 240

## *Sustainable Building Technologies*

### Certificate Program (C40370S)

#### I. Major Courses

SST 130	Modeling Renewable Energy .....	3
SST 110	Intro to Sustainability .....	3
CST 244	Sustainable Bldg Design .....	3
SST 120	Energy Use Analysis.....	3
SST 140	Green Building Concepts .....	2

**Total Credits .....**14

#### FALL SEMESTER I

SST 110  
SST 140

#### SUMMER SEMESTER

SST 130

#### SPRING SEMESTER I

CST 244  
SST 120



## *Truck Driver Training*

CERTIFICATE (C60300)

### Certificate Program

The Truck Driver Training curriculum prepares individuals to drive tractor trailer rigs. This program teaches proper driving procedures, safe driver responsibility, commercial motor vehicle laws and regulations, and the basic principles and practices for operating commercial vehicles.

The course work includes motor vehicle laws and regulations, map reading, vehicle maintenance, safety procedures, daily logs, defensive driving, freight handling, security, and fire protection. Highway driving, training range exercises, and classroom lectures are used to develop the student's knowledge and skills.

Graduates of the curriculum are qualified to take the Commercial Driver's License and employable by commercial trucking firms. They may also become owner-operators and work as private contract haulers.

Semester Hour Credits

#### Major Courses

TRP 100	Truck Driver Training.....	12
---------	----------------------------	----

**Total Credits .....**12

# Welding Technology

DIPLOMA (D50420)  
 CERTIFICATE (C50420)

## Diploma Program

The Welding Technology curriculum provides students with a sound understanding of the science, technology, and applications essential for successful employment in the welding and metal industry.

Instruction includes consumable and non-consumable electrode welding and cutting processes. Courses in math, blueprint reading, metallurgy, welding inspection, and destructive and non-destructive testing provides the student with industry-standard skills developed through classroom training and practical application.

Successful graduates of the Welding Technology curriculum may be employed as entry level technicians in welding and metalworking industries. Career opportunities also exist in construction, manufacturing, fabrication, sales, quality control, supervision, and welding-related self-employment.

### Semester Hour Credits

#### I. General Education Courses

ENG 101	Applied Communications I .....	3
MAT 101	Applied Mathematics I .....	3

#### II. Major Courses

CIS 111	Basic PC Literacy .....	2
WLD 110	Cutting Processes .....	2
WLD 115	SMAW (Stick) Plate .....	5
WLD 116	SMAW (Stick) Plate/Pipe .....	4
WLD 121	GMAW (MIG) FCAW/Plate .....	4
WLD 131	GTAW (TIG) Plate .....	4
WLD 132	GTAW (TIG) Plate/Pipe .....	3
WLD 141	Symbols and Specifications .....	3
WLD 143	Welding Metallurgy .....	2
WLD 215	SMAW (Stick) Pipe .....	4
WLD 231	GTAW (TIG) Pipe .....	3

**Total Credits .....**42

#### FALL SEMESTER I

- MAT 101
- WLD 110
- WLD 115
- WLD 131
- WLD 141

#### SUMMER SEMESTER I

- WLD 215
- WLD 231

#### SPRING SEMESTER I

- CIS 111
- ENG 101
- WLD 116
- WLD 121
- WLD 132
- WLD 143



# Welding Technology

## Certificate Program (EVENINGS)

### Semester Hour Credits

#### I. Major Courses

WLD 110	Cutting Processes .....	2
WLD 115	SMAW (Stick) Plate .....	5
WLD 116	SMAW (Stick) Plate/Pipe .....	4
WLD 131	GTAW (TIG) Plate .....	4

**Total Credits .....**15

#### FALL SEMESTER I

- WLD 110
- WLD 115
- WLD 131

#### SPRING SEMESTER I

- WLD 116