

Washington State University

Founded in 1890

Dear Students:

I am pleased to have the opportunity to introduce to you the Washington State University bachelor's degree program in Social Sciences. We have taken an interdisciplinary approach with this program, and have integrated both practical and theoretical elements into course offerings. Some of our university's best professors will be teaching through JEC College Connection, and we think you will find their courses both challenging and stimulating.

Our commitment to distance education grows primarily from our outreach mission as a land-grant university. In addition, we recognize that across the country, a growing number of non-traditional students are seeking new ways to meet their educational needs. By combining creative, dedicated instructors with cutting-edge technology, we are now able to provide an outstanding university education to students no matter where they live. We look forward to working with you as you pursue your degree with us.

Sincerely,

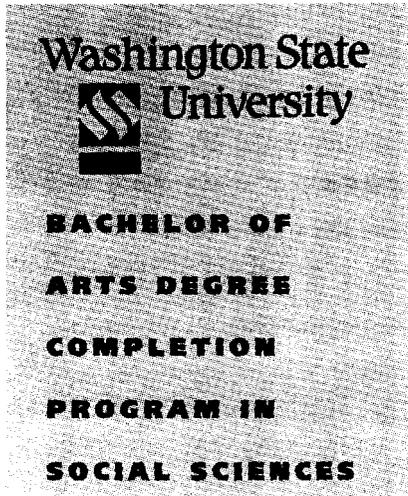
John C. Pierce

John C. Pierce

Dean, College of Liberal Arts

Washington State University

For more than a century, Washington State University has offered strong and diverse programs. From its founding in 1890, liberal arts and sciences have held an important place in the curriculum. It is one of the



largest residential universities west of the Mississippi, with approximately 15,000 undergraduate and 2,000 graduate students. The main campus is located in Pullman, with branch campuses in other areas throughout

Washington. The main campus consists of seven colleges and a graduate school.

The faculty of more than 1,100 includes a substantial number of scholars with national and international reputations. They are charged with the development of instructional methods that will open students' minds to the most recent knowledge and discoveries.

BACHELOR OF ARTS DEGREE IN SOCIAL SCIENCES

The Bachelor of Arts in Social Sciences degree completion program is designed primarily for students who have completed the equivalent of the first two years of college. This degree provides students with multiple academic options and emphases in the social sciences, while offering a broad background applicable to a variety of careers. The degree emphasizes an interdisciplinary approach with options that include course concentrations in:

- criminal justice
- sociology
- psychology
- anthropology
- history
- political science
- women studies

Minor concentrations are available in many other academic areas. A formal minor in business administration is also available.

ADMISSION REQUIREMENTS

Note: Courses may be taken prior to admission. Students may enroll in the degree program or take selected courses for personal or professional growth. Students considering the degree program are encouraged to apply for admission as soon as possible.

- Completion of the WSU admissions application package with accompanying fee
- A minimum of 27 semester hours/40 quarter hours of transferable college credit
- Official transcripts from all colleges attended
- A minimum of 2.0 GPA (cumulative) or equivalent

Equipment needs

- A TV with a videotape player/recorder or access to JEC Knowledge TV for select courses

DEGREE REQUIREMENTS

- A minimum of 120 academic semester hours of credit is required for graduation.
- At least 30 semester hours must be taken from WSU.
- The minimum grade-point average required for graduation is 2.0.
- At least 40 semester hours must be upper-division credits (courses numbered 300-499). Of these, 21 semester hours must be in the areas of concentration.

COURSE OF STUDY

Plan A: Concentration

Single Social Science Concentration (15 Upper Division)	24 semester hours
Minor (6 Upper Division)	15 semester hours
TOTAL	39 semester hours

Plan B: General

Social Science Department 1	9 semester hours
Social Science Department 2	9 semester hours
Social Science Department 3	9 semester hours
Social Science Electives	12 semester hours
TOTAL (21 Upper Division)	39 semester hours

Note on Course of Study: With Plan A, you are choosing to take 24 credits within a single area. With Plan B, you choose concentration credits from three different social science areas (such as criminal justice, sociology, etc.)

COURSE OFFERINGS

Course Number / Title	Credits	Page
ANTH316 Gender and Culture	3	82
ANTH350 Speech, Thought and Culture	3	82
BIOS101 Direction in Biological Sciences	3	80
BIOS105 Biological Science Laboratory	1	80
CRMJ320 Criminal Law	3	82
CRMJ330 Crime Control Policies	3	82
CRMJ405 Comparative Criminal Justice Systems	3	82
ENGL/WST309 Women Writers	3	73
ENGL402 Technical and Professional Writing	3	73
GENST400 General Studies Portfolio	3	83
HD301 Families in Crisis	3	89
HIST331 Cultural History in Latin America	3	83
HIST341 Rome: Republic and Empire	3	84
HIST416 Civil War and Reconstruction	3	84
HIST422 History of the Pacific Northwest	3	84
HIST468 Hitler and Nazi Germany	3	84
MGT401 Organizational Behavior	3	64
MGT450 Personnel and Human Resources Management	3	64
MKTG477 Promotion Management	3	66
POLS/WST305 Gender and Politics	3	86
POLS402 Civil Liberties	3	86
PSYCH/SOC350 Social Psychology	3	88
PSYCH490 Cognition and Memory	3	88
SOC301 Rural Sociology	3	90
SOC331 Population, Resources, and the Future	3	90

SOC362 Juvenile Delinquency	3	90
SOC364 Law and Society	3	90
SPAN316 Hispanic American Culture	3	82
UNIV300 Accessing Information for Research	3	67
WST/MGT315 Women in Management	3	65

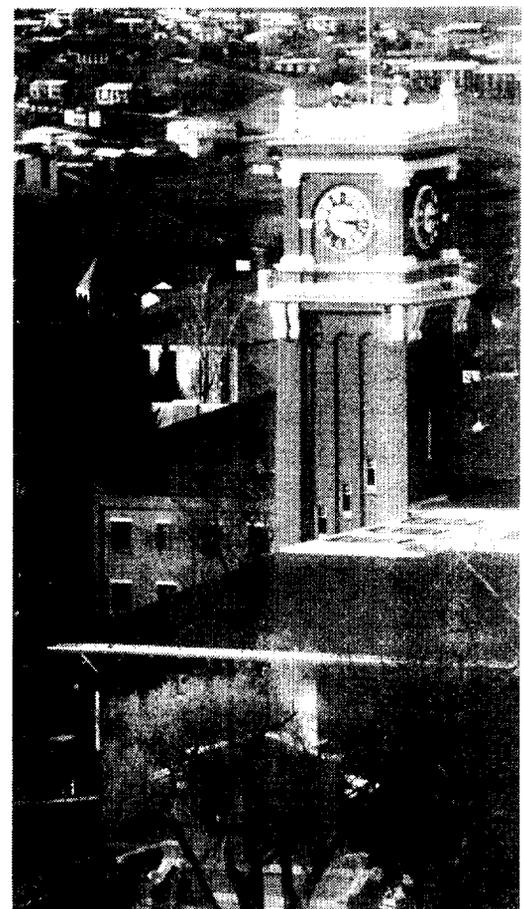
TUITION AND FEES

Washington State University tuition is \$165 per credit hour, or \$495 per 3-credit course.

Fees, books, materials and shipping are additional.

ACCREDITATION

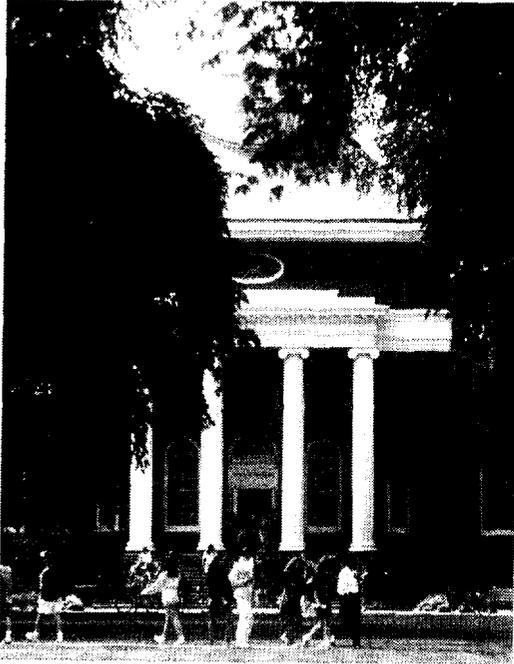
WSU is accredited by the Northwest Association of Schools and Colleges, the regional accrediting body recognized by the U.S. Department of Education, and The Council on Post-Secondary Education.



“The quality of education through Washington State and JEC College Connection is tremendous.

I have learned more and done more in this distance-learning format than in a regular on-campus setting.”

*Bachelor's degree recipient –
Washington State University*



University of Delaware

Dear Student:

At the University of Delaware, we recognize the importance of education for personal and professional development. But we also recognize that many students face numerous obstacles when attempting to pursue a traditional campus-based degree program. We are pleased that the University of Delaware and JEC College Connection have joined forces to help you overcome those obstacles. Through distance learning you now have the opportunity to earn a bachelor of science degree in Human Resources with a major in Hotel, Restaurant and Institutional Management (HRIM).

The Hotel, Restaurant and Institutional Management program prepares students for careers in the hospitality industry, one of the fastest-growing industries in the world. The curriculum provides a solid foundation in liberal arts and business courses as well as theory and skill-based courses pertaining to the hotel, restaurant and related industries. It's a rigorous, intensive program, incorporating practical work experience with high academic standards. But our students find that their efforts are worthwhile – University of Delaware graduates are in demand throughout the hospitality industry.

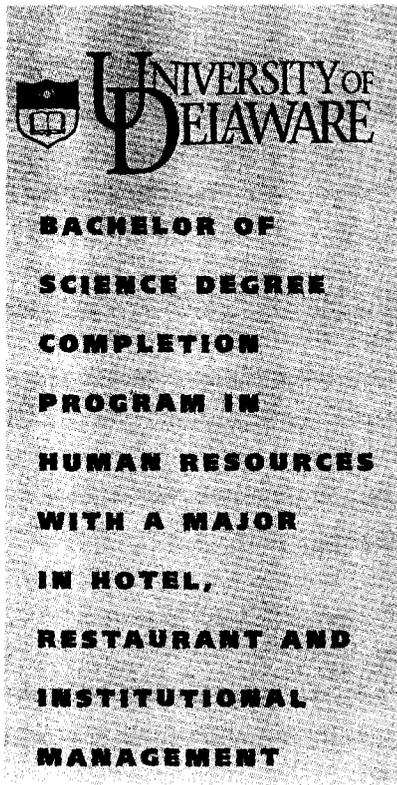
Distance learning opens the door to a variety of educational opportunities. We invite you to join us in this exciting program in Hotel, Restaurant and Institutional Management from the University of Delaware.

Sincerely,

Dene G. Klinzing
Dean, College of Human Resources
University of Delaware

Paul Wise
Director, HRIM Program
University of Delaware

A private university with public support, the University of Delaware is a land-grant, sea-grant and space-grant institution with a rich 250-year history. Its main campus is located in Newark, Delaware, a suburban community



situated between Philadelphia, Pennsylvania and Baltimore, Maryland. The university has eight under-graduate colleges offering 100 major programs.

The university continuously reaffirms its historic mission to provide the highest quality education for its 21,000 students on-campus or in distance-learning programs. Almost

all distance-learning instruction is provided by full-time faculty who are dedicated to academic excellence.

BACHELOR OF SCIENCE IN HUMAN RESOURCES WITH A MAJOR IN HOTEL, RESTAURANT AND INSTITUTIONAL MANAGEMENT

The Hotel, Restaurant and Institutional Management (HRIM) program prepares students for careers in the hospitality industry, which is expected to be one of the fastest-growing industries worldwide into the next century. According to the Bureau of Labor and Statistics, hotel and restaurant management is now among the "top fifty" occupations in the United States.

The curriculum consists of liberal arts, business and specialized courses in technical applications for the hotel, restaurant and related industries. Theory and skill-based courses are enhanced by an emphasis on practical work experience. Careers available to HRIM graduates include director and/or manager-level positions in a wide variety of areas.

ADMISSION REQUIREMENTS

Note: Courses may be taken prior to admission. Students may enroll in the degree program or take selected courses for personal or professional growth.

- Completion of a University of Delaware admissions application package with accompanying fee
- Official transcripts from all colleges attended
- A minimum of 2.5 GPA (cumulative) or equivalent
- SAT scores or successful completion of four approved courses through University of Delaware Continuing Education with a minimum GPA of 2.5

Equipment needs

Students participating in courses will need to have access to the following:

- A TV with a videotape player/recorder

DEGREE REQUIREMENTS

A total of 120 semester credit hours is required to complete this bachelor's degree program. Some of the courses are required and some are electives. The following requirements must be met in each category:

<i>University Requirements</i>	6 semester hours
<i>Major Requirements</i>	47 semester hours
<i>Humanities</i>	9 semester hours
<i>Science and Math</i>	18 semester hours
<i>Social Sciences</i>	12-15 semester hours
<i>Business and Accounting Courses</i>	13-15 semester hours
<i>Electives</i>	13-18 semester hours
TOTAL	120 semester hours

- A minimum of 800 hours of work-related experience by degree seeking students not currently employed in the Hotel, Restaurant or Hospitality industry.
- Students must complete the first 90 or the last 30 credits of the degree program with the University of Delaware.

COURSE OF STUDY

<i>HRIM Core Courses – 40 Credits</i>		Credits	Page
HRIM 180*	Introduction to Hospitality	3	70
HRIM 280*	Property Management	3	70
HRIM 320	Hotel, Restaurant and General Food Service Purchasing	3	70
HRIM 380*	Management of Lodging Operations	3	70
HRIM 381	Management of Food and Beverage Operations	3	70
HRIM 382	Managerial Accounting and Finance	3	71
HRIM 480	Human Relations in the Hospitality Industry	3	71
HRIM 481	Marketing in the Hospitality Industry	3	71
HRIM 482	Law of Innkeeping	3	71
HRIM 487	Management Systems in the Hospitality Industry	3	71
HRIM 488	HRIM Practicum I	1-4	71
HRIM 489	HRIM Practicum II: Hospitality/Management Institute	1-6	71
<i>Other College of Human Resources Courses – 7 credits</i>			
NTDT 200	Nutrition Concepts	3	71
NTDT 321	Quantity Food Production and Service	3	71
NTDT 325	Laboratory in Quantity Food Production and Service	1	71

* If students have a background in the hospitality field, they may challenge these courses through credit by examination. Not all courses are offered at this time. Please check the supplementary schedules for further listings.

Practicum I

Structured experience in a hospitality industry environment. At least 160 hours in planned activities associated with the management and operation of a subsystem of a hospitality property. (Coursework will be completed in conjunction with some of the other required HRIM courses.)

Practicum II

Students are required to complete two ten-day resident management institutes at the university's Newark, Delaware campus to fulfill this requirement. Each intensive institute provides opportunities for experience in the on-campus Food Service laboratory, and an opportunity to network with faculty, other students and industry mentors.

TUITION AND FEES

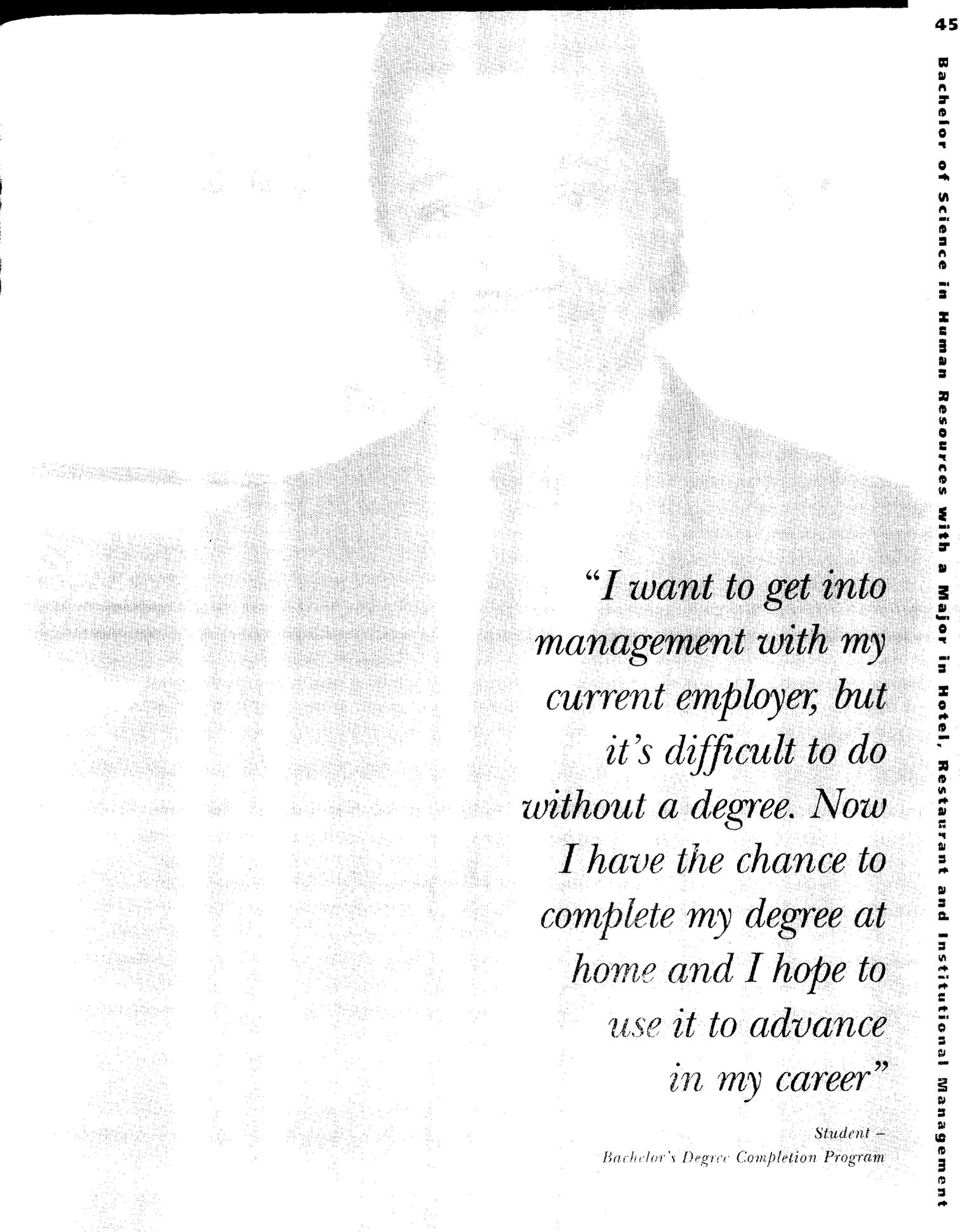
The tuition rate is \$585 per three-credit course.

Fees, books, materials and shipping costs are additional.

ACCREDITATION

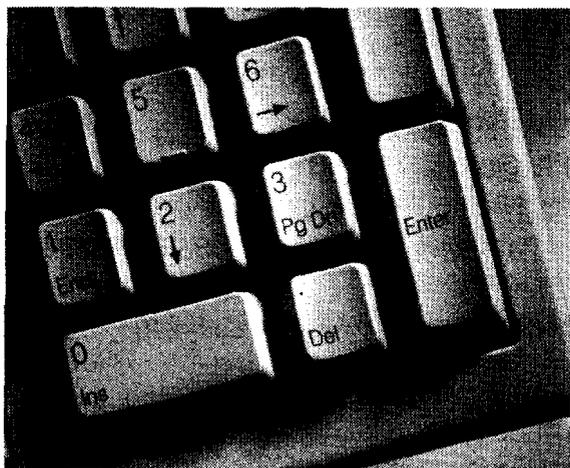
The University of Delaware is accredited by the Middle States Association of Colleges and Universities, the regional accrediting body recognized by the U.S. Department of Education and The Council on Post-Secondary Education.





“I want to get into management with my current employer, but it’s difficult to do without a degree. Now I have the chance to complete my degree at home and I hope to use it to advance in my career”

*Student –
Bachelor's Degree Completion Program*



Colorado Electronic Community College

Arapahoe Community College

Dear Colleague:

Welcome to the Colorado Electronic Community College, an organization created to offer you an Associate of Arts degree through the Colorado Community College and Occupational Education System (CCCOES). Instruction will be provided via television, telephone, computer and other communication technologies. This degree will be offered through Arapahoe Community College, one of eleven CCCOES Colleges and includes freshman and sophomore-level general education courses that transfer toward the completion of a Baccalaureate degree. The AA degree of the Colorado Community Colleges is a low-cost, high-quality, accredited degree that offers variety, flexibility and a learner-centered curriculum. Every course guide clearly informs you of the potential learning outcomes you can expect from your investment.

We offer credit for prior learning, portfolio assessment of life experiences and transfer credit to help you on your way to completing the degree. We understand how your experiences in school and work add richness to the education environment, both for you and your classmates. We believe the CECC will bring you even more valuable experiences with fellow students and faculty from all walks of life.

Our faculty are trained to advise and assist distance learners as well as traditional college students. You will enjoy a customized and relevant undergraduate education paced to suit your busy life. We are confident you will find this degree program stimulating and satisfying while it enhances opportunities in your career and educational development.

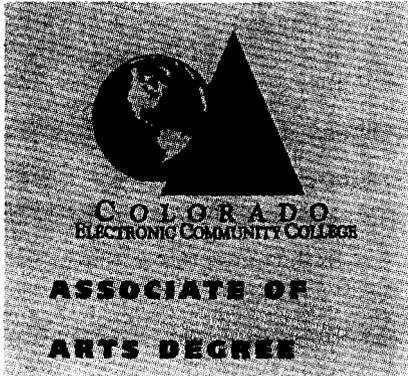
We look forward to having you as a member of the CECC team

Mary Beth Susman, Ph.D.

Executive Director

Colorado Electronic Community College

In 1994, the Colorado Community College System formed an organization called the Colorado Electronic Community College (CECC) to deliver via distance education the complete Associate of Arts degree offered



by our 11 accredited Community Colleges. CECC is an umbrella organization that has selected award-winning faculty from all of its colleges to deliver instruction in

a collaborative effort with the JEC *College Connection*.

The Colorado Community College System is the largest and fastest growing higher education system in Colorado, offering a learner-centered education to more than 100,000 students enrolled throughout its 11 colleges. Students enrolled with CECC will receive their Associate of Arts degree from Arapahoe Community College, one of the system accredited community colleges.

Colorado community colleges have forged a unique common general education core curriculum that transcends local communities and is completely portable and transferable to all public four-year colleges in Colorado, and to many other colleges in the U.S.

ADMISSION REQUIREMENTS

Colorado community colleges are open-door institutions, which means that the colleges admit anyone 16 years of age or older. A high-school diploma or GED is not required for admission.

The Associate of Arts degree is college-level work. Skills assessment testing and credit for prior learning are available to help students judge college-readiness. Financial aid is available for eligible students. For more information regarding these services and others, call 1-800-777-MIND.

Equipment needs

Students participating in courses will need to have access to the following:

- A TV with a videotape player/recorder
- Access to a computer with modem for select courses

DEGREE REQUIREMENTS

A minimum of 60 semester hours of credit is required for graduation. A minimum of 15 credits must be earned through this program.

The student must have a cumulative grade point average of 2.0 and receive a grade of "C" or higher on all courses counting toward the general education core curriculum.

CECC requirements for the Associates of Arts Degree may be fulfilled through CECC classes or through courses from accredited colleges and universities which meet the following guidelines.

Core Studies Requirements: 34 semester hours

I. English/Speech — Total 9 hours

English Composition - ENG121 3 credit hours

Most college-level English composition courses fulfill this requirement. (Please note: the CLEP General Exam, English Composition with Essay with a score of 520 or higher awards three semester hours and will satisfy the ENG121 composition requirement.)

Advanced English Composition - ENG122 3 credit hours

This requirement may be fulfilled with advanced English Composition courses. Other upper division courses from English departments are also applicable.

Communication Skills - SPE115 3 credit hours

Speech courses, such as Principles of Speech or Public Speaking will fulfill this requirement.

II. Math and Science — Total 7 hours

Math

College level mathematics courses at or above the level of college algebra will apply. Most college-level statistics courses apply. Pre-college Algebra or remedial mathematics are not applicable.

Science

Any college-level natural science course with a laboratory component can be applied to this requirement. Examples of natural-science areas of study are astronomy, biology, chemistry, ecology, engineering, geology and physics.

III. Social and Behavioral Sciences — Total 9 hours

Must include at least two disciplines. Courses which meet this requirement are found in the following areas of study: anthropology, economics, geography, history, political science, psychology, and sociology.

IV. Humanities — Total 9 hours

Must include at least two disciplines. This requirement is satisfied by courses in art, communication, theatre, foreign languages, music, humanities, philosophy and literature (*in English or other languages*).

V. General Electives — Total 26 hours

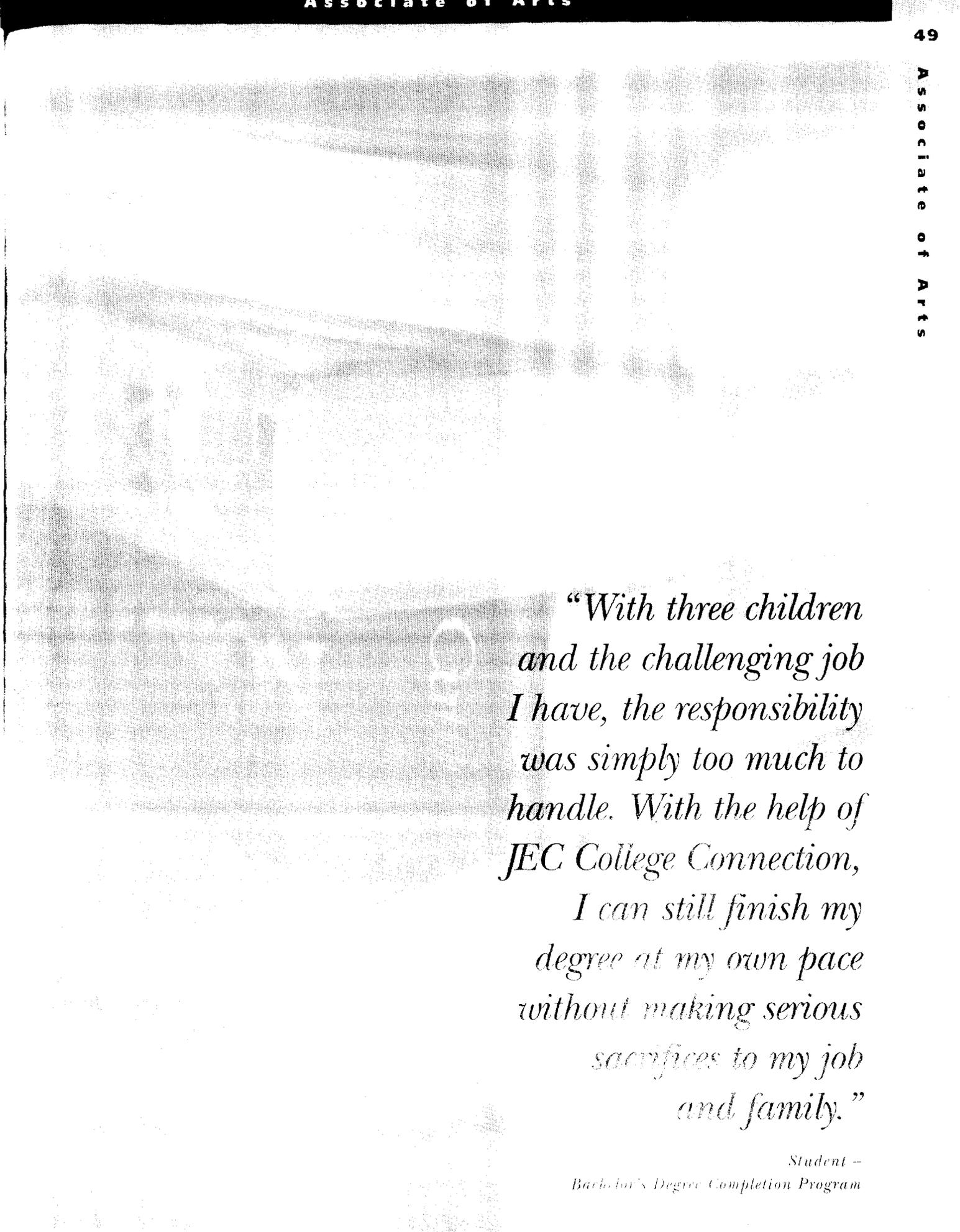
Graduation from CECC with an Associate of Arts degree requires the accumulation of a minimum of 60 credit hours.

Any college-level courses transferable to CECC's Associates of Arts degree can be used to accumulate the necessary general elective credits.

COURSE OF STUDY

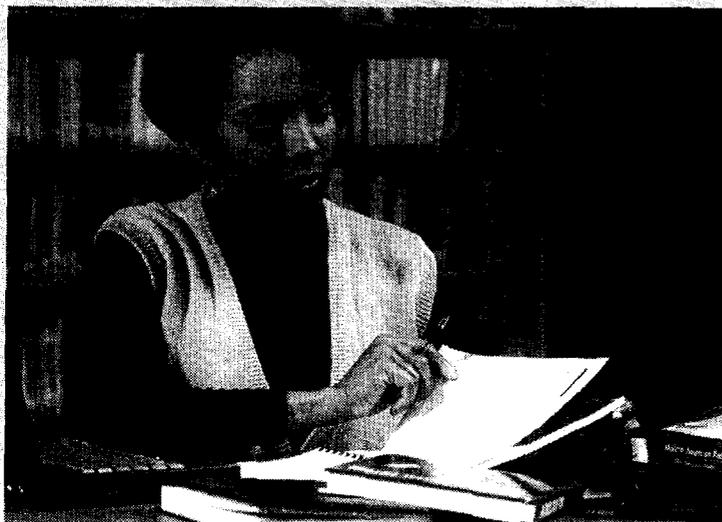
CECC currently offers a number of general education courses and will continue to increase its course offerings each semester. Not all of the following are presently offered, but all are projected to be offered within the next 12 to 18 months.

General Education Core	Credits	Page
ENGL21 English Composition I	3	73
ENGL22 English Composition II	3	73
SPAN21 Spanish I	3	75
SPAN22 Spanish II	3	75
SPAN23 Spanish III	3	75
SPAN24 Spanish IV	3	75
SPAN25 Spanish V	3	75
SPAN26 Spanish VI	3	75
SPAN27 Spanish VII	3	75
SPAN28 Spanish VIII	3	75
SPAN29 Spanish IX	3	75
SPAN30 Spanish X	3	75
SPAN31 Spanish XI	3	75
SPAN32 Spanish XII	3	75
SPAN33 Spanish XIII	3	75
SPAN34 Spanish XIV	3	75
SPAN35 Spanish XV	3	75
SPAN36 Spanish XVI	3	75
SPAN37 Spanish XVII	3	75
SPAN38 Spanish XVIII	3	75
SPAN39 Spanish XIX	3	75
SPAN40 Spanish XX	3	75
SPAN41 Spanish XXI	3	75
SPAN42 Spanish XXII	3	75
SPAN43 Spanish XXIII	3	75
SPAN44 Spanish XXIV	3	75
SPAN45 Spanish XXV	3	75
SPAN46 Spanish XXVI	3	75
SPAN47 Spanish XXVII	3	75
SPAN48 Spanish XXVIII	3	75
SPAN49 Spanish XXIX	3	75
SPAN50 Spanish XXX	3	75
SPAN51 Spanish XXXI	3	75
SPAN52 Spanish XXXII	3	75
SPAN53 Spanish XXXIII	3	75
SPAN54 Spanish XXXIV	3	75
SPAN55 Spanish XXXV	3	75
SPAN56 Spanish XXXVI	3	75
SPAN57 Spanish XXXVII	3	75
SPAN58 Spanish XXXVIII	3	75
SPAN59 Spanish XXXIX	3	75
SPAN60 Spanish XL	3	75
SPAN61 Spanish XLI	3	75
SPAN62 Spanish XLII	3	75
SPAN63 Spanish XLIII	3	75
SPAN64 Spanish XLIV	3	75
SPAN65 Spanish XLV	3	75
SPAN66 Spanish XLVI	3	75
SPAN67 Spanish XLVII	3	75
SPAN68 Spanish XLVIII	3	75
SPAN69 Spanish XLIX	3	75
SPAN70 Spanish L	3	75
SPAN71 Spanish LI	3	75
SPAN72 Spanish LII	3	75
SPAN73 Spanish LIII	3	75
SPAN74 Spanish LIV	3	75
SPAN75 Spanish LV	3	75
SPAN76 Spanish LVI	3	75
SPAN77 Spanish LVII	3	75
SPAN78 Spanish LVIII	3	75
SPAN79 Spanish LIX	3	75
SPAN80 Spanish LX	3	75
SPAN81 Spanish LXI	3	75
SPAN82 Spanish LXII	3	75
SPAN83 Spanish LXIII	3	75
SPAN84 Spanish LXIV	3	75
SPAN85 Spanish LXV	3	75
SPAN86 Spanish LXVI	3	75
SPAN87 Spanish LXVII	3	75
SPAN88 Spanish LXVIII	3	75
SPAN89 Spanish LXIX	3	75
SPAN90 Spanish LXX	3	75
SPAN91 Spanish LXXI	3	75
SPAN92 Spanish LXXII	3	75
SPAN93 Spanish LXXIII	3	75
SPAN94 Spanish LXXIV	3	75
SPAN95 Spanish LXXV	3	75
SPAN96 Spanish LXXVI	3	75
SPAN97 Spanish LXXVII	3	75
SPAN98 Spanish LXXVIII	3	75
SPAN99 Spanish LXXIX	3	75
SPAN100 Spanish LXXX	3	75
SPAN101 Spanish LXXXI	3	75
SPAN102 Spanish LXXXII	3	75
SPAN103 Spanish LXXXIII	3	75
SPAN104 Spanish LXXXIV	3	75
SPAN105 Spanish LXXXV	3	75
SPAN106 Spanish LXXXVI	3	75
SPAN107 Spanish LXXXVII	3	75
SPAN108 Spanish LXXXVIII	3	75
SPAN109 Spanish LXXXIX	3	75
SPAN110 Spanish LXXXX	3	75
SPAN111 Spanish LXXXXI	3	75
SPAN112 Spanish LXXXXII	3	75
SPAN113 Spanish LXXXXIII	3	75
SPAN114 Spanish LXXXXIV	3	75
SPAN115 Spanish LXXXXV	3	75
SPAN116 Spanish LXXXXVI	3	75
SPAN117 Spanish LXXXXVII	3	75
SPAN118 Spanish LXXXXVIII	3	75
SPAN119 Spanish LXXXXIX	3	75
SPAN120 Spanish LXXXXX	3	75
SPAN121 Spanish LXXXXXI	3	75
SPAN122 Spanish LXXXXXII	3	75
SPAN123 Spanish LXXXXXIII	3	75
SPAN124 Spanish LXXXXXIV	3	75
SPAN125 Spanish LXXXXXV	3	75
SPAN126 Spanish LXXXXXVI	3	75
SPAN127 Spanish LXXXXXVII	3	75
SPAN128 Spanish LXXXXXVIII	3	75
SPAN129 Spanish LXXXXXIX	3	75
SPAN130 Spanish LXXXXXX	3	75
SPAN131 Spanish LXXXXXXI	3	75
SPAN132 Spanish LXXXXXXII	3	75
SPAN133 Spanish LXXXXXXIII	3	75
SPAN134 Spanish LXXXXXXIV	3	75
SPAN135 Spanish LXXXXXXV	3	75
SPAN136 Spanish LXXXXXXVI	3	75
SPAN137 Spanish LXXXXXXVII	3	75
SPAN138 Spanish LXXXXXXVIII	3	75
SPAN139 Spanish LXXXXXXIX	3	75
SPAN140 Spanish LXXXXXXX	3	75
SPAN141 Spanish LXXXXXXXI	3	75
SPAN142 Spanish LXXXXXXXII	3	75
SPAN143 Spanish LXXXXXXXIII	3	75
SPAN144 Spanish LXXXXXXXIV	3	75
SPAN145 Spanish LXXXXXXXV	3	75
SPAN146 Spanish LXXXXXXXVI	3	75
SPAN147 Spanish LXXXXXXXVII	3	75
SPAN148 Spanish LXXXXXXXVIII	3	75
SPAN149 Spanish LXXXXXXXIX	3	75
SPAN150 Spanish LXXXXXXX	3	75
SPAN151 Spanish LXXXXXXXI	3	75
SPAN152 Spanish LXXXXXXXII	3	75
SPAN153 Spanish LXXXXXXXIII	3	75
SPAN154 Spanish LXXXXXXXIV	3	75
SPAN155 Spanish LXXXXXXXV	3	75
SPAN156 Spanish LXXXXXXXVI	3	75
SPAN157 Spanish LXXXXXXXVII	3	75
SPAN158 Spanish LXXXXXXXVIII	3	75
SPAN159 Spanish LXXXXXXXIX	3	75
SPAN160 Spanish LXXXXXXX	3	75
SPAN161 Spanish LXXXXXXXI	3	75
SPAN162 Spanish LXXXXXXXII	3	75
SPAN163 Spanish LXXXXXXXIII	3	75
SPAN164 Spanish LXXXXXXXIV	3	75
SPAN165 Spanish LXXXXXXXV	3	75
SPAN166 Spanish LXXXXXXXVI	3	75
SPAN167 Spanish LXXXXXXXVII	3	75
SPAN168 Spanish LXXXXXXXVIII	3	75
SPAN169 Spanish LXXXXXXXIX	3	75
SPAN170 Spanish LXXXXXXX	3	75
SPAN171 Spanish LXXXXXXXI	3	75
SPAN172 Spanish LXXXXXXXII	3	75
SPAN173 Spanish LXXXXXXXIII	3	75
SPAN174 Spanish LXXXXXXXIV	3	75
SPAN175 Spanish LXXXXXXXV	3	75
SPAN176 Spanish LXXXXXXXVI	3	75
SPAN177 Spanish LXXXXXXXVII	3	75
SPAN178 Spanish LXXXXXXXVIII	3	75
SPAN179 Spanish LXXXXXXXIX	3	75
SPAN180 Spanish LXXXXXXX	3	75
SPAN181 Spanish LXXXXXXXI	3	75
SPAN182 Spanish LXXXXXXXII	3	75
SPAN183 Spanish LXXXXXXXIII	3	75
SPAN184 Spanish LXXXXXXXIV	3	75
SPAN185 Spanish LXXXXXXXV	3	75
SPAN186 Spanish LXXXXXXXVI	3	75
SPAN187 Spanish LXXXXXXXVII	3	75
SPAN188 Spanish LXXXXXXXVIII	3	75
SPAN189 Spanish LXXXXXXXIX	3	75
SPAN190 Spanish LXXXXXXX	3	75
SPAN191 Spanish LXXXXXXXI	3	75
SPAN192 Spanish LXXXXXXXII	3	75
SPAN193 Spanish LXXXXXXXIII	3	75
SPAN194 Spanish LXXXXXXXIV	3	75
SPAN195 Spanish LXXXXXXXV	3	75
SPAN196 Spanish LXXXXXXXVI	3	75
SPAN197 Spanish LXXXXXXXVII	3	75
SPAN198 Spanish LXXXXXXXVIII	3	75
SPAN199 Spanish LXXXXXXXIX	3	75
SPAN200 Spanish LXXXXXXX	3	75
SPAN201 Spanish LXXXXXXXI	3	75
SPAN202 Spanish LXXXXXXXII	3	75
SPAN203 Spanish LXXXXXXXIII	3	75
SPAN204 Spanish LXXXXXXXIV	3	75
SPAN205 Spanish LXXXXXXXV	3	75
SPAN206 Spanish LXXXXXXXVI	3	75
SPAN207 Spanish LXXXXXXXVII	3	75
SPAN208 Spanish LXXXXXXXVIII	3	75
SPAN209 Spanish LXXXXXXXIX	3	75
SPAN210 Spanish LXXXXXXX	3	75
SPAN211 Spanish LXXXXXXXI	3	75
SPAN212 Spanish LXXXXXXXII	3	75
SPAN213 Spanish LXXXXXXXIII	3	75
SPAN214 Spanish LXXXXXXXIV	3	75
SPAN215 Spanish LXXXXXXXV	3	75
SPAN216 Spanish LXXXXXXXVI	3	75
SPAN217 Spanish LXXXXXXXVII	3	75
SPAN218 Spanish LXXXXXXXVIII	3	75
SPAN219 Spanish LXXXXXXXIX	3	75
SPAN220 Spanish LXXXXXXX	3	75
SPAN221 Spanish LXXXXXXXI	3	75
SPAN222 Spanish LXXXXXXXII	3	75
SPAN223 Spanish LXXXXXXXIII	3	75
SPAN224 Spanish LXXXXXXXIV	3	75
SPAN225 Spanish LXXXXXXXV	3	75
SPAN226 Spanish LXXXXXXXVI	3	75
SPAN227 Spanish LXXXXXXXVII	3	75
SPAN228 Spanish LXXXXXXXVIII	3	75
SPAN229 Spanish LXXXXXXXIX	3	75
SPAN230 Spanish LXXXXXXX	3	75
SPAN231 Spanish LXXXXXXXI	3	75
SPAN232 Spanish LXXXXXXXII	3	75
SPAN233 Spanish LXXXXXXXIII	3	75
SPAN234 Spanish LXXXXXXXIV	3	75
SPAN235 Spanish LXXXXXXXV	3	75
SPAN236 Spanish LXXXXXXXVI	3	75
SPAN237 Spanish LXXXXXXXVII	3	75
SPAN238 Spanish LXXXXXXXVIII	3	75
SPAN239 Spanish LXXXXXXXIX	3	75
SPAN240 Spanish LXXXXXXX	3	75
SPAN241 Spanish LXXXXXXXI	3	75
SPAN242 Spanish LXXXXXXXII	3	75
SPAN243 Spanish LXXXXXXXIII	3	75
SPAN244 Spanish LXXXXXXXIV	3	75
SPAN245 Spanish LXXXXXXXV	3	75
SPAN246 Spanish LXXXXXXXVI	3	75
SPAN247 Spanish LXXXXXXXVII	3	75
SPAN248 Spanish LXXXXXXXVIII	3	75
SPAN249 Spanish LXXXXXXXIX	3	75
SPAN250 Spanish LXXXXXXX	3	75
SPAN251 Spanish LXXXXXXXI	3	75
SPAN252 Spanish LXXXXXXXII	3	75
SPAN253 Spanish LXXXXXXXIII	3	75
SPAN254 Spanish LXXXXXXXIV	3	75
SPAN255 Spanish LXXXXXXXV	3	75
SPAN256 Spanish LXXXXXXXVI	3	75
SPAN257 Spanish LXXXXXXXVII	3	75
SPAN258 Spanish LXXXXXXXVIII	3	75
SPAN259 Spanish LXXXXXXXIX	3	75
SPAN260 Spanish LXXXXXXX	3	75
SPAN261 Spanish LXXXXXXXI	3	75
SPAN262 Spanish LXXXXXXXII	3	75
SPAN263 Spanish LXXXXXXXIII	3	75
SPAN264 Spanish LXXXXXXXIV	3	75
SPAN265 Spanish LXXXXXXXV	3	75
SPAN266 Spanish LXXXXXXXVI	3	75
SPAN267 Spanish LXXXXXXXVII	3	75
SPAN268 Spanish LXXXXXXXVIII	3	75
SPAN269 Spanish LXXXXXXXIX	3	75
SPAN270 Spanish LXXXXXXX	3	75
SPAN271 Spanish LXXXXXXXI	3	75
SPAN272 Spanish LXXXXXXXII	3	75
SPAN273 Spanish LXXXXXXXIII	3	75
SPAN274 Spanish LXXXXXXXIV	3	75
SPAN275 Spanish LXXXXXXXV	3	75
SPAN276 Spanish LXXXXXXXVI	3	75
SPAN277 Spanish LXXXXXXXVII	3	75
SPAN278 Spanish LXXXXXXXVIII	3	75
SPAN279 Spanish LXXXXXXXIX	3	75
SPAN280 Spanish LXXXXXXX	3	75
SPAN281 Spanish LXXXXXXXI	3	75
SPAN282 Spanish LXXXXXXXII	3	75
SPAN283 Spanish LXXXXXXXIII	3	75
SPAN284 Spanish LXXXXXXXIV	3	75
SPAN285 Spanish LXXXXXXXV	3	75
SPAN286 Spanish LXXXXXXXVI	3	75
SPAN287 Spanish LXXXXXXXVII	3	75
SPAN288 Spanish LXXXXXXXVIII	3	75
SPAN289 Spanish LXXXXXXXIX	3	75
SPAN290 Spanish LXXXXXXX	3	75
SPAN291 Spanish LXXXXXXXI	3	75
SPAN292 Spanish LXXXXXXXII	3	75
SPAN293 Spanish LXXXXXXXIII	3	75
SPAN294 Spanish LXXXXXXXIV	3	75
SPAN295 Spanish LXXXXXXXV	3	75
SPAN296 Spanish LXXXXXXXVI	3	75
SPAN297 Spanish LXXXXXXXVII	3	75
SPAN298 Spanish LXXXXXXXVIII	3	75
SPAN299 Spanish LXXXXXXXIX	3	75
SPAN300 Spanish LXXXXXXX	3	75
SPAN301 Spanish LXXXXXXXI	3	75
SPAN302 Spanish LXXXXXXXII	3	75
SPAN303 Spanish LXXXXXXXIII	3	75
SPAN304 Spanish LXXXXXXXIV	3	75
SPAN305 Spanish LXXXXXXXV	3	75
SPAN306 Spanish LXXXXXXXVI	3	75
SPAN307 Spanish LXXXXXXXVII	3	75
SPAN308 Spanish LXXXXXXXVIII	3	75
SPAN309 Spanish LXXXXXXXIX	3	75
SPAN310 Spanish LXXXXXXX	3	75
SPAN311 Spanish LXXXXXXXI	3	75
SPAN312 Spanish LXXXXXXXII	3	75
SPAN313 Spanish LXXXXXXXIII	3	75
SPAN314 Spanish LXXXXXXXIV	3	75
SPAN315 Spanish LXXXXXXXV	3	75
SPAN316 Spanish LXXXXXXXVI	3	75
SPAN317 Spanish LXXXXXXXVII	3	75
SPAN318 Spanish LXXXXXXXVIII	3	75
SPAN319 Spanish LXXXXXXXIX	3	75
SPAN320 Spanish LXXXXXXX	3	75
SPAN321 Spanish LXXXXXXXI	3	75
SPAN322 Spanish LXXXXXXXII	3	75
SPAN323 Spanish LXXXXXXXIII	3	75
SPAN324 Spanish LXXXXXXXIV	3	75
SPAN325 Spanish LXXXXXXXV	3	75
SPAN326 Spanish LXXXXXXXVI	3	75
SPAN327 Spanish LXXXXXXXVII	3	75
SPAN328 Spanish LXXXXXXXVIII	3	75
SPAN329 Spanish LXXXXXXXIX	3	75
SPAN330 Spanish LXXXXXXX	3	75
SPAN331 Spanish LXXXXXXXI	3	75
SPAN332 Spanish LXXXXXXXII	3	75



*“With three children
and the challenging job
I have, the responsibility
was simply too much to
handle. With the help of
JEC College Connection,
I can still finish my
degree at my own pace
without making serious
sacrifices to my job
and family.”*

*Student –
Bachelor's Degree Completion Program*



Seattle Central Community College

Founded in 1967

Dear Student,

Your decision to pursue your A.A. degree via distance learning has catapulted you into an enterprise filled with work, anxiety and opportunities. You must be congratulated for your "right" decision. No doubt your decision was one that you pondered and weighed in favor of the long-term benefits that await you. Yet, you probably realized the effort and sacrifices that will have to be endured as you travel this road toward your educational and career success.

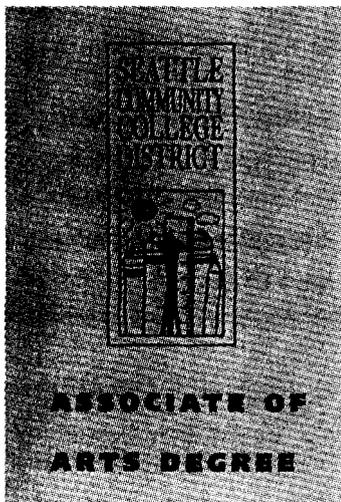
Achieving one's educational goals is typically not done alone. The assistance of family, friends and colleagues is essential. Equally as important is the support that we as a college can provide. As you endeavor to complete each distance learning course, there will be temporary obstacles to overcome. If needed, Seattle Central distance learning advisors and staff are available to review your situation and assist you to ensure your academic success.

We welcome you to Seattle Central Community College. We are the central campus of the Seattle Community College District. We look forward to sharing your educational accomplishments in the coming years.

Sincerely,

*A. Barretto Ogilvie, Ed.D.
Dean/Administrator, Distance Learning
Seattle Central Community College*

In its 28-year history, Seattle Central Community College has established a reputation for educational excellence and innovation. Located in Seattle, Washington, it is one of the largest colleges in the state, with an enrollment



of nearly 10,000 students. Sixty percent of Seattle Central's students are taking freshman and sophomore level classes with plans to complete a bachelor's degree at a four year school. Each year, the college transfers one of the largest number of students in the state to Washington's four year institutions.

ASSOCIATE OF ARTS DEGREE PROGRAM

If your ultimate goal is a four year degree, the associate of arts degree will provide you with freshman and sophomore level classes that may transfer into a four year college curriculum. Should you decide to continue your education through a university affiliated with JEC *College Connection*, talk to an advisor to find out about course transfer acceptance.

ADMISSION REQUIREMENTS

- High school graduate or equivalent, or you must be at least 18 years of age.
- Satisfactorily complete 4 courses through the SCCC Distance Learning Program.

Equipment needs

Students participating in courses will need to have access to the following:

- A TV with a videotape player

DEGREE REQUIREMENTS

- 2.0 GPA including grades transferred from other institutions
- A minimum of 30 credits, including the final quarter, completed with SCCC.

COURSE OF STUDY

Basic requirements: 20 Quarter Credits

General Education Core	Credits	Page
<i>Written Communications</i> 10		
ENG101 Composition	5	72
ENG102 Composition	5	73
<i>Quantitative Skills</i> 10		
MAT105 Elementary Functions	5	75
BUS210 Business and Economics Statistics	5	61
<i>Humanities</i> 15		
ENG131 Introduction to Poetry	5	74
ENG135 Introduction to Literature	5	74
PHI215 Introduction to Ethics	5	86
HUM110 American Cinema	5	72
<i>Natural Science</i> 15		
AST100 Astronomy	5	80
ENV150 Environmental Issues and Problems I	5	81
<i>Social Science:</i> 15		
<i>Choose one course each in 3 out of 5 areas to study.</i>		
ANT202 Cultural Anthropology	5	82
HIS210 The Far East in the Modern World	5	83
POL102 American Government	5	86
PSY110 General Psychology	5	88
PSY207 Developmental Psychology	5	88
PSY215 Abnormal Psychology	5	88
SOC250 Marriage, Family and Intimate Relationships	5	90
<i>Electives</i> 25		
TOTAL CREDITS		90

These may be taken from the above courses if not used for requirements. Other options include work experience, study abroad and optional on-campus summer institute.

TUITION AND FEES

The current tuition rate is \$370 per course. Fees, books, materials and shipping costs are additional.

ACCREDITATION

SCCC is accredited by the Northwest Association of Schools and Colleges, the regional accrediting body recognized by the U.S. Department of Education and The Council on Post-Secondary Education.

The International University offers several Certificates of Specialization. The curriculum is designed so students can take individual courses intended to upgrade the skills critical to getting ahead in business today. The eight week



courses can be combined to earn Certificates and ultimately a degree.

If you successfully complete all courses in a "cluster" for credit, you earn a Certificate of Specialization in that area. A Certificate, while not a university

degree, represents a significant academic accomplishment and documents your expertise to employers.

Equipment Needs

Students participating in courses will need to have access to the following:

- A TV with a videotape player/recorder or access to *Knowledge TV*.
- A 386 or 486 IBM-compatible or Macintosh computer
- Minimum 14.4 KBPS modem
- Internet e-mail and access to the World Wide Web

** Students in BC322, BC625, BC628 need access to video equipment and a variety of speech aids.*

ORAL AND WRITTEN COMMUNICATION SKILLS CERTIFICATE

General Education Core		Credits	Page
BC322	Public Speaking	3	75
BC352	Fundamentals of Business Writing	3	57

BUSINESS TECHNOLOGIES CERTIFICATE

General Education Core		Credits	Page
BC561	Emerging Communications Technologies in the Workplace	3	59
BC592	Using the Internet in Business	3	59

ADVANCED ORAL AND WRITTEN COMMUNICATION SKILLS CERTIFICATE

General Education Core		Credits	Page
BC625	Effective Oral and Written Business Communication	3	60
BC628	Perfecting the Presentation: Theory and Practice of Excellent Presentation Speaking	3	60

ORGANIZATIONAL COMMUNICATION CERTIFICATE

General Education Core		Credits	Page
BC511	Understanding the Human Communication Process	3	58
BC531	Dynamics of Person to Person Communication	3	58
BC533	Communication Ethics	3	59
BC541	Collaboration through Communication: Team Effectiveness	3	59

TUITION AND FEES

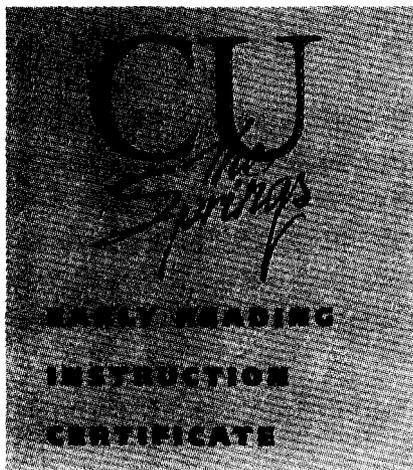
Tuition for International University is \$475 per 3 semester credit hours, plus a Computer/Listserv (e-mail) fee.

Fees, books, materials and shipping are additional.

ACCREDITATION

International University has a Category II Authorization from the Colorado Commission of Higher Education. IU is presently seeking accreditation from the North Central Association of Colleges & Schools.

This certificate in Early Reading Instruction helps educators discover new approaches to a significant issue in today's classroom – developing literacy in children. With this certificate, educators learn about innovative



techniques for classroom teaching. The graduate level credits may be applied toward a Master's degree program or to help fulfill local and state certification requirements.

This certificate program is recommended for

elementary level teachers. These courses can enable teachers to apply current philosophies and strategies as they tutor young children in reading. Literacy development and remedial techniques are examples of topics included in the courses. An undergraduate degree is required.

Equipment Needs

Students participating in courses will need to have access to a TV with a videotape player/recorder or access to JEC Knowledge TV for select courses.

CERTIFICATE REQUIREMENTS

Required Coursework: 8 semester credits

Admission Requirement: Undergraduate degree

COURSE OF STUDY

General Education Core	Credits	Page
RDG504 Teaching Reading in the Elementary School	3	67
RDG509 Facilitating Reading Development in the Kindergarten and Preschool Classroom	2	67
RDG510 Informal Diagnostic and Remedial Techniques of Reading	3	67

Additional Graduate Coursework:

RDG515 The Reading-Writing Connection	3	67
---------------------------------------	---	----

TUITION AND FEES

Tuition for University of Colorado at Colorado Springs is \$350 per 3 semester credit hours.

Fees, books, materials and shipping are additional.

ACCREDITATION

University of Colorado at Colorado Springs is accredited by the North Central Association of Colleges and Schools, the regionally accrediting body recognized by the U.S. Department of Education and The Council on Post-Secondary Education. The School of Education is also accredited by the North Central Association of Teacher Education and the Colorado Department of Education.



“Literacy is going to become more and more important as we enter the year 2000 and beyond. I think a class like Teaching Reading in the Elementary School will really give me the opportunity to share information that can truly make a difference.”

*– Dr. Barbara Swaby, Ph.D., Professor
Early Reading Instruction Certificate
University of Colorado at Colorado Springs*

*“After work,
sometimes
I’m just too
tired to
watch a
class. I can watch it on
tape the next day, or the
day after that. That
flexibility is a key
element in favor of
JBC College Connection.”*



*Student –
Bachelor's Degree Completion Program*

*Course
Descriptions
&
Index
by Discipline*

Course Description by Discipline

BUSINESS

Accounting

AC320a Principles of Accounting I

3 Semester Credits

Tuition: \$555 (In Colorado: \$591)

Regis University

An introduction to basic accounting principles and procedures for sole proprietorship, partnerships and corporations. Upon completion of this course students will be able to interpret and use financial accounting information effectively by understanding how accounting data is gathered, processed, and how accounting reports are prepared.

AC320b Principles of Accounting II

3 Semester Credits

Tuition: \$555 (In Colorado: \$591)

Regis University

A continuation of the introductory course to basic accounting principles and procedures for sole proprietorship and corporations. Upon completion of AC320b, students will be able to interpret and use accounting information effectively by knowing how accounting data is gathered and financial reports are prepared.

Prerequisite: Satisfactory completion of AC320a.

BA430 Business Finance (Corporate Financial Policy)

3 Semester Credits

Tuition: \$555 (In Colorado: \$591)

Regis University

This course emphasizes the diverse responsibilities of a financial manager, from determining the optimal sources of funds for a business enterprise to deciding the optimal use of assets in which that capital is invested. Financial tools discussed include capital budgeting, present value analysis, the mechanics of stock and bond issuance, receipt and disbursement of funds, credit management and inventory control. All of these functions are studied in light of the need to balance the components of profitability and risk. The course also teaches the use and interpretation of financial statements in assessing a firm's financial performance.

Prerequisites: Principles of Accounting I and II

Business Communication - Undergraduate Level

BC345 Organizational Communication

3 Semester Credits

Tuition: \$475

International University

This course reviews the development of organizational communication theory and how that theory is applied within complex organizations. An analysis of the structure and function of communication are central to the discussion of the role of communication in designing and operating effective organizations. The focus is on information flow through organizational structures, both formal and informal networks; organizational cultures, and external and internal organizational communication. The impact of new communication technologies will be discussed within the structure of organizational communications.

BC350 Human Communication

3 Semester Credits

Tuition: \$475

International University

Understanding the complex processes underlying human communication helps students find better ways to communicate effectively. Human communication occurs in both individual and social contexts. Careful research into communication has provided principles that provide a framework for understanding how we communicate. This course examines the complex process related to human interaction through communication.

- BC352 Fundamentals of Business Writing**
3 Semester Credits Tuition: \$475 International University
 Improve your business writing skills by learning the effective components of persuasive business communication, including: 1) Organizing and developing principles, 2) Effective word choice and sentence structure and 3) Appropriate tone and style. You explore a broad range of topics—from resume development to writing business plans—to help you write better business documents.
- BC355 Oral and Written Business Communication**
3 Semester Credits Tuition: \$475 International University
 Communication patterns and usage effective in business settings move beyond basic oral and written skills. Principles of communication allow deeper understanding of communication patterns. Practice in identifying different types of audiences builds competence in targeting communication for increased effectiveness.
- BC360 New Communications Technologies**
3 Semester Credits Tuition: \$475 International University
 Receive an introduction to the technologies that affect the creation, content and flow of information within and between organizations. The beginning of the course focuses on technological functionality such as analog and digital switching, the characteristics of voice, data, image and video information, and such basic concepts as switching, transmission, signaling and multiplexing. The course presents both on-premises and off-premises systems for handling the different types of communication traffic—for example: telephone, data, video teleconferencing, e-mail, and computer-aided conferencing. Other discussion includes how the adoption and use of technologies are shaped by the characteristics of the technology, social practices, economic considerations and policy issues.
- BC362 Ethical Issues in Communication**
3 Semester Credits Tuition: \$475 International University
 The principles of ethics developed in philosophy are not isolated from the real world, but are reflected in the values that guide communication among people. Students study ethical theory and a variety of ethical decision making processes through case study examination. Review the application of ethical principles in communication through case studies of interpersonal, small group, organizational and public communication processes.
- BC460 Using the Internet**
3 Semester Credits Tuition: \$475 International University
 A case study approach examining how, when and why the Internet is used for business transactions. This is a case study approach to the discussion of the decision making that contributes to businesses using the Internet. From an organizational perspective, the financial, marketing and organization impact of conducting business on the Internet provides students with the critical knowledge for decision making.
- BC465 Negotiation and Conflict Resolution**
3 Semester Credits Tuition: \$475 International University
 Learn the theory and implementation strategies of negotiation. This course will examine interpersonal communication and business management practices in which negotiation strategies build relationships to manage difficult business situations and to resolve intra-organizational conflict. Effective negotiation skills can improve problem solving and conflict resolution skills.

BC470 Technological Solutions in Business*3 Semester Credits Tuition: \$475**International University*

Students will build on the knowledge they have gained from BC360 and learn the techniques of systems analysis and design as utilized in telecommunications. Students will gain an understanding of engineering techniques including queuing/traffic theory and appreciation of the tradeoffs between switching and transmission in network design. The course will focus on how to conduct an internal "market study," how to prepare a Request for Proposal ("RFP") and how to analyze vendor responses. Students will use this knowledge to analyze a real world problem such as the design of an incoming call management system for a catalog company.

BC475 Managing Electronic Networks*3 Semester Credits Tuition: \$475**International University*

Managing electronic communication and information networks have become important components of today's businesses. This course will review management theory and practices as they relate to mediated, electronic networks.

BCOMM3333 Business Report Writing*3 Semester Credits Tuition: \$465**Oklahoma State University*

Fundamentals of writing business reports, including coverage of mechanics, content and structure of business reports. Practice in writing business reports. Students must have access to a typewriter or a computer with a printer. There are 16 assignments.

Prerequisite: 6 hours of English.

At this time, consortium certification for financial aid is not available from OSU.

Business Communication - Graduate Level**BC500 Research Methods for Graduate Study***3 Semester Credits Tuition: \$475**International University*

Investigate theories and methods related to conducting research. Develop an understanding of the principles of conducting research and analyzing research findings to help you conduct research projects and write papers.

BC511 Understanding the Human Communication Process*3 Semester Credits Tuition: \$475**International University*

Find better ways to communicate effectively by understanding the complex processes underlying human communication. Human communication occurs in both individual and social contexts. Careful research into communication provides principles that offer a framework for comprehending how we communicate. You explore the complex process related to human interaction through communication.

BC531 Dynamics of Person-to-Person Communication*3 Semester Credits Tuition: \$475**International University*

The most frequent and fundamental communication is between individuals. Excellent communicators understand and use different modes of person-to-person communication in developing, maintaining and closing relationships. Learn how building relationships, listening as a communication skill, and improving the clarity of communication all contribute to the dynamics of interpersonal communication.

- BC533 Communication Ethics**
3 Semester Credits *Tuition: \$475* *International University*
What are responsible ways to use communication skills? The principles of ethics developed in philosophy are not isolated from the real world, but are reflected in the values that guide communication among people. Review the application of ethical principles in communication through case studies of interpersonal, small group, organizational and public communication processes.
- BC541 Team Effectiveness**
3 Semester Credits *Tuition: \$475* *International University*
Communication is a key to managing effective work teams. Discover the qualities and characteristics of effective teams by studying: 1) the application of theories of team communication, 2) the stages of team development, 3) strategies for overcoming barriers to productivity, and 4) managing and evaluating team dynamics, team decision-making processes, team leadership and motivational strategies.
- BC561 Emerging Communications Technologies in the Workplace**
3 Semester Credits *Tuition: \$475* *International University*
Receive an introduction to the technologies that affect the creation, content and flow of information within and between organizations. The beginning of the course focuses on technological functionality such as analog and digital switching, the characteristics of voice, data, image and video information, and such basic concepts as switching, transmission, signaling and multiplexing. The course presents both on-premises and off-premises systems for handling the different types of communication traffic—for example: telephone, data, video teleconferencing, e-mail, and computer-aided conferencing. Other discussion includes how the adoption and use of technologies are shaped by the characteristics of the technology, social practices, economic considerations and policy issues.
- BC562 Creating Business Solutions with Telecommunications Technologies**
3 Semester Credits *Tuition: \$475* *International University*
Build on the knowledge you have gained in course BC561 and learn the techniques of systems analysis and design as used in telecommunications. You gain an understanding of engineering techniques, including queuing/traffic theory, and an appreciation of the tradeoffs between switching and transmission in network design. You also learn how to conduct an internal “market study,” how to prepare a Request for Proposal (“RFP”) and how to analyze vendor responses. Use this knowledge to analyze real-world problems.
- BC590 Current Issues and Readings**
3 Semester Credits *Tuition: \$475* *International University*
Discuss current issues in human and electronic communication, and consult readings in both historical and contemporary literature on communication. You review communication theory and the chronological development of the communication discipline, and also probe contemporary issues that affect the study of business and professional communication. Interviews, round table discussions and lectures illuminate current topics in communication in the area of business, public sector activities and the academic world. You receive a basis for understanding communication as a discipline and the influences of communications technologies on human communication through critical analysis of readings along with extensive reading of the literature.
- BC592 Using the Internet in Business**
Semester Credits *Tuition: \$475* *International University*
This course focuses on the application of the Internet in business. A case study approach is employed to illustrate “real life” examples of how and why business enterprises are using the Internet to add value. Though students are expected to use the Internet for class assignments, the discussion will center on broader organizational, financial and communication topics. Specific topics that are covered include: marketing and sales, customer service, human factors, financial decisions and transactions, and organizational communications and change.

BC625 Advanced Oral and Written Business Communication*3 Semester Credits**Tuition: \$475**International University*

Communication patterns and usage are effective in business settings. Move beyond basic oral and written skills to advanced skill building in speaking and writing. Principles of communication provide a deeper understanding of communication patterns. You practice identifying different types of audiences to build competence in targeting oral and written communication for increased effectiveness.

BC628 Perfecting the Presentation*3 Semester Credits**Tuition: \$475**International University*

This course is for students who have already mastered basic speaking skills. Learn the conceptual and practical tools necessary for preparing, organizing and presenting polished and professional speeches. Participate in demonstrations and discussions concerning the development and use of media that support and enhance the presentation of information. Examine strategies and techniques for presenting complex technical information.

BC680 Capstone Course*3 Semester Credits**Tuition: \$475**International University*

Integrate your new knowledge and skills of Business Communication. The purpose of this seminar is to help you develop a "big picture" view of how your courses logically fit together into a consistent framework. Based on this analysis, you create and implement a "plan of action" for applying your academic knowledge and skills to your professional and personal pursuits.

Business Law**BA481a Business Law I***3 Semester Credits**Tuition: \$555 (In Colorado: \$591)**Regis University*

This is an introductory course in business law that places an emphasis on three major areas: (1) An overview of the law and legal system that introduces the student to civil dispute resolution, criminal law, tort law and the Uniform Commercial Code; (2) Contracts, which covers topics as contract formation, written agreements performance of the contract and contract remedies; (3) Sales, examining sales contracts, remedies, warranties and product liability.

BUSL3213A-V Legal and Regulatory Environment of Business (From the telecourse "Business and the Law")*3 Semester Credits**Tuition: \$465**Oklahoma State University*

General concepts regarding the nature of the legal system, ethical issues in business decision making, dispute resolution processes, basic constitutional limitations on the power of government to regulate business activity, the nature of government regulation and fundamental principles of tort and contract law. *At this time, consortium certification for financial aid is not available from OSU.*

Business Law - Graduate Level**BL619/PAD519 Legal & Ethical Dimensions of Administration I***3 Semester Credits**Tuition: \$650**University of Colorado at Colorado Springs*

Provides understanding of the private and public law essential for graduate study in business and public administration.

Business Research

BA488 Introduction to Business Research*3 Semester Credits**Tuition: \$555 (In Colorado: \$591)**Regis University*

In this course students will be required to prepare a detailed research proposal for an actual or desired area of research in the business field. Students will learn about problem identification, research design, data collection, analysis and interpretation, research methods and techniques and how to present the results of research.

Business Research - Graduate Level

PAD528 Research Tools for Managers*3 Semester Credits**Tuition: \$650**University of Colorado at Colorado Springs*

This course is designed to help managers become informed consumers of research, technology and statistics. Students will learn how and in what circumstances research can assist them in making decisions. They will learn how to conceptualize their research question and review existing research through library databases and the Internet. Students will learn how to select an appropriate design and sample, how to develop and carry out surveys, focus groups and interviews, and how to analyze resulting data.

Economics

BUS210 Business and Economic Statistics (From the telecourse "Against all Odds")*5 Quarter Credits**Tuition: \$370**Seattle Central Community College*

Statistical methods and application to business and economical data.

Prerequisite: MAT101 or MAT156.

ECO201 Principles of Macroeconomics (From the telecourse "Economics USA")*3 Semester Credits**Tuition: \$360**Colorado Electronic Community College/Arapahoe Community College*

Presents an overview of the American economy, stressing the interrelationships among the consumer, business and government sectors. Analysis of savings and investment decisions, underemployment, inflation, national income accounting, Federal Reserve System and the money and banking system.

Prerequisite: College-level reading and writing skills.

ECO202 Principles of Microeconomics (From the telecourse "Economics USA")*3 Semester Credits**Tuition: \$360**Colorado Electronic Community College/Arapahoe Community College*

Analyzes the firm as it relates to the economy as a whole and economic issues. Students construct and study several economic models related to the firm: perfect competition, monopoly, oligopoly, and monopolistic competition.

Prerequisite: College-level reading and writing skills.

ECON151 Introduction to Microeconomics*3 Semester Credits**Tuition: \$585**University of Delaware*

Supply and demand concepts introduced with basic graphical tools of economic analysis. Models of perfect competition and imperfect competition are used to examine the determination of product price and quantities. Current microeconomic issues such as the effects of government regulation and environmental problems are examined.

ECON152 Introduction to Macroeconomics*3 Semester Credits**Tuition: \$585**University of Delaware*

Topics include the determinants of unemployment, inflation and national income. Also analyzed are policy issues relating to how the government can alter unemployment and inflation through control of government spending, taxes and the money supply. Special topics include wage and price controls and international trade.

Prerequisite: ECON151 Introduction to Microeconomics.

ECON2023V Introduction to Microeconomics (From the telecourse "Economics U\$A")*3 Semester Credits**Tuition: \$375**Oklahoma State University*

Goals, incentives and outcomes of economic behavior with applications and illustrations from current social issues; operation of markets for goods, services and factors of production; the behavior of firms and industries in different types of competition; and income distribution and international exchange.

Prerequisite: Introduction to Macroeconomics.

At this time, consortium certification for financial aid is not available from OSU.

ECON3613VX International Economic Relations*3 Semester Credits**Tuition: \$465**Oklahoma State University*

International trade and finance; international economic organizations; and the foreign economic policy of the U.S.

Prerequisite: 3 credit hours in economics.

At this time, consortium certification for financial aid is not available from OSU.

Finance - Graduate Level**FIN619/PAD518 Financial Reporting and Management***3 Semester Credits**Tuition: \$650**University of Colorado at Colorado Springs*

The process of creating value through raising and allocating funds is the heart of managing organizations. Topics include analyzing and interpreting financial statements for making effective decisions, budgeting and planning as key methods for influencing organizations through resource allocation and control and the process of raising funds in the capital markets. Each topic will include examples from the public, nonprofit, and business sectors showing similarities and differences among them.

General Business**BA493 Capstone: Business Administration***3 Semester Credits**Tuition: \$555 (In Colorado: \$591)**Regis University*

Provides the culminating experience of the major, focusing on integration and application of theory through research.

Prerequisites: Student must be classified as a senior (degree plan must have 92 credit hours, of which 21 hours are of upper division). This course is only for Business Administration majors.

BA495e/PL495e Ethical Decision Making in Business*3 Semester Credits**Tuition: \$555 (In Colorado: \$591)**Regis University*

This course will examine what ethics is, and then apply sound ethical thinking to a range of business issues such as government regulation, advertising, workplace rights and responsibilities, international business, the effects of business decisions on the environment as well as computer and accounting issues.