

Division of Math, Science & Business Technology

Dean: Dr. Curtis Smith

Contact: MSBT@kckcc.edu

MISSION STATEMENT

The Academic Division of Mathematics, Science, & Business Technology is committed to excellence in all of its courses. Through a supportive learning environment, the mission of the dean, faculty, and staff is to provide our students with programs that range from technical certifications, to associate degrees in Art, Science, General Studies, and Applied Science.

Associate in Applied Science Degrees (AAS)

Accounting
Administrative Office Professional
Business Administration
Marketing

Associate in Arts Degrees (AA)

Forensic Chemistry
Pre-Sports Management

Associate in Science Degrees (AS)

Biology
Business
Chemistry
Environmental Studies
Forensic Chemistry
Physics
Pre-Agriculture
Pre-Chiropractic
Pre-Clinical Laboratory Science
Pre-Dental
Pre-Engineering
Pre-Exercise Science
Pre-Medical/Pre-Optometry
Pre-Nutrition
Pre-Pharmacy
Pre-Veterinary

Associate in Applied General Studies (AGS)

Biology
Chemistry
Environmental Studies
Forensic Chemistry
Physics
Exercise Science – Athletic Trainer
Exercise Science – Coaching
Exercise Science – Health/Fitness
Exercise Science – Physical Education
Exercise Science – Sports Management
Pre-Agriculture
Pre-Chiropractic
Pre-Clinical Laboratory Science
Pre-Engineering
Pre-Medical/Pre-Dental/Pre-Optometry
Pre-Nutrition
Pre-Pharmacy
Pre-Veterinary

Certificates

Accounting Assistant Certificate
Accounting Specialist Certificate
Administrative Office Professional
Biomanufacturing
Exercise Leader
Office Assistant

Certificates of Completion

Customer Service
Entrepreneurship
Marketing

Since the transferability of courses will vary depending on the specific four-year institution, it is strongly recommended that if students are intending to transfer to a four-year institution, they must consult with the transfer institution and with their respective KCKCC advisor before enrolling in order to determine the transferability of their courses. It is the student's responsibility to follow the transfer requirements established by his/her transfer institution.

Accounting

Associate in Applied Science

Program Code: ACCT.AAS/52.0305

Credits Required: 61

Division: Math, Science & Business Technology

Contact: BUSN@kckcc.edu

Accreditation: Accreditation Council for Business Schools and Programs (ACBSP)

This program is designed to prepare students for immediate employment in the fields of accounting and business. Many of the courses listed below will transfer to a number of four-year colleges and universities. However, students who plan to transfer for a Bachelor's Degree in Accounting, should follow the Associate in Science transfer degree for Business. These students should also contact the Student Advising Center and the four-year college of their choice to obtain a list of course requirements of the transfer institution. Any deviation from the program must be approved by the Dean of Math, Science & Business Technology.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
BUSN 0110	Business Math**	3
	Humanities Elective	3
ECON 0201 OR PSYC 0101	Principles of Macroeconomics OR Psychology*	3
	Natural & Physical Science Elective	3-5
Total Hours for General Education Requirements		21

*See course syllabus for prerequisite.

** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Accounting Requirements*

Course		Credit Hours
Business Core Requirement:		
BUSN 0101	Accounting I	3
BUSN 0204	Business Law I	3
BUSN 0210	Introduction to Business	3
BUSN 0211	Business Communications	3
CIST 0111	Microcomputer Business Software	3
Total Hours for Business Requirements		15
Accounting Specialization Requirement:		
BUSN 0102	Accounting II	3
BUSN 0164	Income Tax Procedures	3
BUSN 0203	Managerial Accounting	3
BUSN 0205	Intermediate Accounting	3
BUSN 0206	Business Law II	3
BUSN 0209	Computerized Accounting	3
CIST 0166	Microcomputer Application I: (Spreadsheets)	3
Electives - Choose one of the following:		
BUSN 0105	Personal Finance	3
BUSN 0166 AND	Volunteer Income Tax Assistance (VITA) Tax Preparation AND	
BUSN 0167	Volunteer Income Tax Assistance (VITA) Tax Preparation Internship	
BUSN 0286	Principles of Management	
Total Hours for Accounting Specialization Requirement		24
Total Hours for Accounting Requirements		39
*See course syllabi for Accounting course prerequisites.		

Total Hours for an Associate in Applied Science in Accounting Degree	61
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Administrative Office Professional

Associate in Applied Science

Program Code: ADOP.AAS/52.0401

Credits Required: 63

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Accreditation: Accreditation Council for Business Schools and Programs (ACBSP)

This two-year program prepares students for an administrative office professional's position. Besides possessing a mastery of office skills, the administrative office professional must know about business organization and policies which are included in the course of study. Enrollees must complete one semester of on-the-job training. Students who have scored 500 or higher on the CAP® Exam may receive academic credit hours from KCKCC. Contact the Administrative Office Professional Coordinator for more information. Any deviation from the program must be approved by the Dean of Math, Science, & Business Technology.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I *	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
BUSN 0110	Business Math**	3
PSYC 0101 OR ECON 0201	Psychology* OR Principles of Macroeconomics	3
	Humanities Elective OR Natural and Physical Science Elective	3
Total Hours for General Education Requirements		18

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Administrative Office Professional Requirements*

Course		Credit Hours
BUSN 0124	Accounting Software Application	3
BUSN 0204	Business Law I	3
BUSN 0210	Introduction to Business	3
BUSN 0211	Business Communications	3
BUSN 0108	Human Relations in Business	3
BUSN 0140	Essential Career Skills	1
BUSN 0191	Microcomputer Applications I-II: (Advanced Word)	2
BUSN 0250	Obtaining Employment	1
BUSN 0267	Supervision Skills	2
BUSN 0285	Occupational Internship I	3
BUSN 0292	Current Topics in Supervision & Management: Meeting & Event Planning	3
BUSN 1151	Basic Keyboarding	1
BUSN 1152	Document Formatting	1
BUSN 1153	Speedbuilding I	1
BUSN 2201	Records Management	1
BUSN 2202	Business English	1
BUSN 2203	Proofreading	1
BUSN 2251	Office Simulations	3
BUSN 2253	Customer Service	2
CIST 0111	Microcomputer Business Software	3
CIST 0166	Microcomputer Applications I: (Spreadsheets)	3
Total Hours for Administrative Office Professional Requirements		44
*See course syllabi for Administrative Office Professional course prerequisites.		

Total Hours for an Associate in Applied Science in Administrative Office Professional Degree	63
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Business Administration

Associate in Applied Science

Program/CIP Code: BADM.AAS/52.0201

Credits Required: 60

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Accreditation: Accreditation Council for Business Schools and Programs (ACBSP)

This program provides courses to prepare students for immediate employment in many areas of work. Students interested in a transfer program should follow the suggested listing of courses for The Associate in Science in Liberal Arts & Sciences transfer degree for Business and they are required to fulfill all degree requirements of the transfer institution. Deviations must be approved by the Dean of Math, Science & Business Technology.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
BUSN0110	Business Math**	3
	Humanities Elective	3
ECON0201 OR PSYC0101	Principles of Macroeconomics OR Psychology*	3
	Natural and Physical Science Elective	3-5
Total Hours for General Education Requirements		21

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Business Administration Requirements*

Course		Credit Hours
BUSN 0101	Accounting I	3
BUSN 0204	Business Law I	3
BUSN 0210	Introduction to Business	3
BUSN 0211	Business Communications	3
CIST 0111	Microcomputer Business Software	3
BUSN 0102	Accounting II	3
BUSN 0104 OR BUSN 0108	Small Business Management OR Human Relations in Business	3
BUSN 0206	Business Law II	3
BUSN 0213 OR BUSN 0280	Introduction to Employment Law OR Human Resource Management	3
BUSN 0286	Principles of Management	3
BUSN 0294	Introduction to Entrepreneurship: FastTrac®	3
Electives: Choose 5-6 credits from the following:		
BUSN 0104	Small Business Management	3
BUSN 0105	Personal Finance	3
BUSN 0113	Marketing	3
BUSN 0166 AND BUSN 0167	Volunteer Income Tax Assistance (VITA) Tax Preparation AND Volunteer Income Tax Assistance (VITA) Tax Preparation Internship	2 1
BUSN 0181	Is Business Ownership for Me? – Ice House-The Entrepreneurial Mindset	2
BUSN 0203	Managerial Accounting	3
BUSN 0214	International Business Cultures	3
BUSN 0216	E-Marketing	3
BUSN 0260	Principles of Advertising	3
BUSN 0263	Consumer Behavior	3
BUSN 0264	Integrated Marketing Communications	3
BUSN 0266	Principles of Selling	3
BUSN 0267	Supervision Skills	2
BUSN 0269	Services Marketing	3
BUSN 0292	Current Topics in Supervision and Management	3
BUSN 0293	Business Dynamics	2
BUSN 0294	Introduction to Entrepreneurship: FastTrac®	3
BUSN 2253	Customer Service	2
Total Hours for Business Administration Requirements		38
*See course syllabi for Business Administration course prerequisites.		

Total Hours for an Associate in Applied Science in Business Administration Degree	60
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Marketing

Associate in Applied Science

Program/CIP Code: MKTG.AAS/52.0201

Credits Required: 61

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Accreditation: Accreditation Council for Business Schools and Programs (ACBSP)

Marketing is a fundamental component of all business operations and is a critical aspect of the success of a business. Prepare yourself for a career in today's dynamic business environment with a Marketing degree. Jobs in the field of marketing include: advertising, sales, communications, public relations, promotions, e-marketing, fundraising, and research analyst. The program is firmly committed to providing opportunity for leadership development, social and civic awareness, and increased understanding of marketing and management. Many of the courses listed below will transfer to a number of four-year colleges and universities. However, students who plan to transfer for a Bachelor's Degree in Marketing, should follow the Associate in Science transfer degree for Business. These students should also contact the Student Advising Center and the four-year college of their choice to obtain a list of course requirements of the transfer institution. Any deviation from the program must be approved by the Dean of Math, Science, & Business Technology.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course	Credit Hours
BLUE 0101 Freshman Seminar	1

General Education Requirements

Course	Credit Hours
ENGL 0101 Composition I*	3
ENGL 0102 Composition II*	3
SPCH 0151 OR SPCH 0201 Public Speaking OR Interpersonal Communication	3
BUSN 0110 Business Math**	3
Humanities Elective	3
ECON 0201 OR PSYC 0101 Principles of Macroeconomics OR Psychology*	3
Natural and Physical Science Elective	3-5
Total Hours for General Education Requirements	21

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Marketing Requirements*

Course		Credit Hours
BUSN 0101	Accounting I	3
BUSN 0204	Business Law I	3
BUSN 0210	Introduction to Business	3
BUSN 0211	Business Communications	3
CIST 0111	Microcomputer Business Software	3
BUSN 0113	Marketing	3
BUSN 0216	E-Marketing	3
BUSN 0263	Consumer Behavior	3
BUSN 0266	Principles of Selling	3
BUSN 0294 OR BUSN 0104	Introduction to Entrepreneurship: FastTrac® OR Small Business Management	3
BUSN	Electives	9
Total Hours for Marketing Requirements		39
*See course syllabi for Marketing course prerequisites.		

Total Hours for an Associate in Applied Science in Marketing Degree	61
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Forensic Chemistry

Associate in Arts

Program Code: CHEM.FOR.AA/24.0101

Credits Required: 65

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The Department of Forensic Chemistry supports the mission of the college and of the Division of Math, Science & Business Technology by providing transfer education, career education, and general education opportunities. The faculty is committed to providing a learning environment in which students are exposed to a variety of teaching methods and active learning experiences.

The goal for this program is continuation of degree in forensic, chemistry, dentistry, pre-law, pre-med, environmental science, etc.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102 OR ENGL 0206	Composition II* OR Technical Writing	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0105 OR MATH 0108	College Algebra** OR Pre-Calculus** Mathematics	3
	Humanities Core Elective (3 Disciplines)	9
CRJS 0201	Criminal Investigation I	3
SOSC 0134	Criminology	3
CHEM 0111	College Chemistry I and Lab*	5
BIOL	Elective (Lecture and Lab)	4
LANG	Elective	5
Total Hours for General Education Requirements		41

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Forensic Chemistry Requirements*

Course		Credit Hours
CHEM 0101	Introduction to Forensic Science and Laboratory	5
CHEM 0112	College Chemistry II and Lab	5
CHEM 0201	Forensic Science Analytical Techniques	3
NASC 0130 AND NASC 0131 OR NASC 0231 OR NASC 0232 OR NASC 0245 OR NASC 0246	Introductory Physics AND Introductory Physics Lab OR General Physics I & Lab OR General Physics II & Lab OR Engineering Physics I & Lab OR Engineering Physics II & Lab	4
	Electives	6
Total Hours for Forensic Chemistry Requirements		23
*See course syllabi for Forensic Chemistry course prerequisites.		

Total Hours for an Associate in Arts in Forensic Chemistry Degree	65
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Pre-Sports Management

Associate in Arts

Program/CIP Code: PRE.SPTM.AA/24.0101

Credits Required: 61

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Students interested in completing the bachelor's degree program in sports management should follow this course of study. Two years of a general education programs and two years sports management courses must be completed. Students should consult with the college where they plan to transfer at an early date in their college career.

The Associate in Arts Degree meets the Board of Regents Transfer and Articulation Agreement. A Student completing this program and transferring to a public university, therefore, "will be accepted as having satisfied the general education requirements of all Kansas public universities."

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0105	College Algebra** or higher	3
PHIL 0206	Ethics	3
	Humanities Elective	3
ECON 0201 ECON 0202	Principles of Macroeconomics OR Principles of Microeconomics	3
PSYC 0101	Psychology*	3
BIOL 0141	Human Anatomy & Laboratory	4
LANG	Elective	5
Total Hours for General Education Requirements		33

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Sports Management Requirements*

Course		Credit Hours
BUSN 0101	Accounting I	3
BUSN 0102	Accounting II	3
BUSN 0286	Principles of Management	3
BUSN 0204	Business Law I	3
BUSN/EXSC 0215	Introduction to Sports Management	3
EXSC 0201	Introduction to Exercise Science	3
EXSC 0205	Personal School Community Health	3
EXSC 0206	Lifetime Fitness	3
EXSC 0211	Care and Prevention of Athletic Injuries	3
Total Hours for Pre-Sports Management Requirements		27
*See course syllabi for Pre-Sports Management course prerequisites.		

Total Hours for an Associate in Arts in Pre-Sports Management Degree	61
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Biology

Associate in Science

Program Code: BIOL.AS/24.0101

Credits Required: 63

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The Biology Department provides coursework that allows students substantial flexibility in biologically based career options while instilling an appreciation for the complexity and diversity of life. Our biology laboratory courses prepare students with the hands on skills necessary to pursue professional positions in the medical field, industry, and research. In biology lecture courses, students learn the mechanisms, theory, history, and philosophy of each biological science. The most fundamental goals of teaching and learning in biology are to develop an appreciation for the study of life, to enhance scientific literacy, and to foster a desire for continued acquisition of knowledge.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I *	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0105	College Algebra** or higher	3
	Humanities Electives (2 disciplines)	6
	Social Science Electives (2 disciplines)	6
BIOL 0135	Principles of Cell and Molecular Biology	4
CHEM 0111	College Chemistry I and Lab*	5
Total Hours for General Education Requirements		33

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Biology Requirements*

Course		Credit Hours
BIOL 0225	Diversity of Organisms	5
BIOL 0240	Introduction to Genetics	4
BIOL 0261	Microbiology	3
BIOL 0262	Microbiology Lab	2
CHEM 0112	College Chemistry II and Lab	5
CHEM 0211	Organic Chemistry I	3
CHEM 0213	Organic Chemistry I Lab (recommended)	2
NASC 0231	General Physics I & Lab	5
Total Hours for Biology Requirements		29
*See course syllabi for Biology course prerequisites.		

Total Hours for an Associate in Science in Biology Degree	63
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Business

Associate in Science

Program/CIP Code: BUSN.AS/24.0101

Credits Required: 60

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Accreditation: Accreditation Council for Business Schools and Programs

This transfer program is designed to meet general education requirements for students planning to transfer to a four-year college or university program in Business. Students should contact the Student Advising Center and the four-year college of their choice to obtain the course requirements of the transfer institution. Any deviation from the program must be approved by the Dean of Math, Science & Business Technology.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0105	College Algebra** or higher	3
	Humanities Elective (2 disciplines)	6
PSYC 0101	Psychology*	3
	Social Science Elective	3
BIOL	Elective Lecture and Lab Course	4
NASC OR CHEM	Elective Lecture and Lab Course	4
Total Hours for General Education Requirements		32

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Business Requirements*

Course		Credit Hours
BUSN 0101	Accounting I	3
BUSN 0102	Accounting II	3
BUSN 0203	Managerial Accounting	3
BUSN 0204	Business Law I	3
BUSN 0206	Business Law II	3
CIST 0111	Microcomputer Business Software	3
ECON 0201	Principles of Macroeconomics	3
ECON 0202	Principles of Microeconomics	3
MATH 0115 OR MATH 0120	Statistics OR Calculus I (Non-Engineering)	3
Total Hours for Business Requirements		27
*See course syllabi for Business course prerequisites.		

Total Hours for an Associate in Science in Business Degree	60
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Chemistry

Associate in Science

Program Code: CHEM.AS/24.0101

Credits Required: 67

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The Chemistry Department's goal is to provide high quality educational programs for all students who study chemistry at KCKCC. Faculty strive to teach chemistry in ways that help students to become life-long learners, develop effective written and oral communicators, and explore the relationship of chemistry to other fields. The department endeavors to integrate education and research by incorporating recent discoveries, modern techniques, and research-grade instrumentation into the curriculum. As mentors for collaborative student-faculty research and creative projects, faculty works with students to expand fundamental knowledge in chemistry and develop students' abilities for independent scholarship. The department strives to prepare chemistry majors for direct employment in chemistry, entry into four-year colleges and universities or professional programs.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0122	Calculus and Analytic Geometry I**	5
	Humanities Elective	3
ENGL	Elective	3
	Social Science Electives (2 disciplines)	6
CHEM 0111	College Chemistry I and Lab*	5
CHEM 0112	College Chemistry II and Lab*	5
Total Hours for General Education Requirements		36

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Chemistry Requirements*

Course		Credit Hours
CHEM 0211	Organic Chemistry I	3
CHEM 0213	Organic Chemistry I Lab	2
CHEM 0212	Organic Chemistry II	3
CHEM 0214	Organic Chemistry II Lab	2
MATH 0123	Calculus and Analytic Geometry II	5
MATH 0224	Calculus and Analytic Geometry III	5
NASC 0231	General Physics I & Lab	5
NASC 0232	General Physics II & Lab	5
Total Hours for Chemistry Requirements		30
*See course syllabi for Chemistry course prerequisites.		

Total Hours for an Associate in Science in Chemistry Degree	67
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Environmental Studies

Associate in Science

Program/CIP Code: ENST.AS/24.0101

Credits Required: 62

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

	Course	Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

	Course	Credit Hours
ENGL 0101	Composition I *	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
PHIL 0206	Ethics*	3
ENGL	Elective	3
ECON 0201 OR ECON 0202	Principles of Macroeconomics OR Principles of Microeconomics	3
	Social Science Elective	3
MATH 0120	Calculus I **(Non-Engineering)	3
BIOL 0131	Environmental Science	3
BIOL 0132	Environmental Science Lab*	2
CHEM 0111	College Chemistry I and Lab*	5
Total Hours for General Education Requirements		34
* See course syllabus for prerequisite.		
** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.		

Environmental Studies Requirements*

Course		Credit Hours
BIOL 0135	Principles of Cell and Molecular Biology	4
BIOL 0225	Diversity of Organisms	5
BIOL	Elective	3
CHEM 0112	College Chemistry II and Lab	5
CHEM 0211	Organic Chemistry I	3
CHEM 0213	Organic Chemistry I Lab	2
CHEM 0212	Organic Chemistry II	3
CHEM 0214	Organic Chemistry II Lab	2
Total Hours for Environmental Studies Requirements		27

*See course syllabi for Environmental Studies course prerequisites.

Total Hours for an Associate in Science in Environmental Studies Degree	62
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Forensic Chemistry

Associate in Science

Program/CIP Code: CHEM.FOR.AS/24.0101

Credits Required: 66

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The program of Forensic Chemistry supports the mission of the college and of the Division of Math, Science & Business Technology by providing transfer education, career education, and general education opportunities. The faculty is committed to providing a learning environment in which students are exposed to a variety of teaching methods and active learning experiences.

The goal for this program is the continuation of degree in forensic, chemistry, dentistry, pre-law, pre-med, environmental science, etc.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

	Course	Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

	Course	Credit Hours
ENGL 0101	Composition I *	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
ENGL	Elective	3
	Humanities Elective	3
SOSC 0134	Criminology	3
PSYC 0101	Psychology*	3
CHEM 0111	College Chemistry I and Lab*	5
MATH 0122	Calculus and Analytical Geometry I**	5
BIOL	Elective (Lecture and Lab)*	4
Total Hours for General Education Requirements		35
* See course syllabus for prerequisite.		
** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.		

Forensic Chemistry Requirements*

	Course	Credit Hours
CHEM 0101	Introduction to Forensic Science and Laboratory	5
CHEM 0112	College Chemistry II and Lab	5
CHEM 0211	Organic Chemistry I	3
CHEM 0213	Organic Chemistry Lab	2
CHEM 0212	Organic Chemistry II	3
CHEM 0214	Organic Chemistry II Lab	2
CHEM 0201	Forensic Science Analytical Techniques	3
NASC 0130 AND NASC 0131 OR NASC 0231 OR NASC 0232 OR NASC 0245 OR NASC 0246	Introductory Physics AND Introductory Physics Lab OR General Physics I & Lab (Recommended) OR General Physics II & Lab OR Engineering Physics I & Lab OR Engineering Physics II & Lab	4
LANG OR CIST	Elective OR Elective	3
Total Hours for Forensic Chemistry Requirements		30
*See course syllabi for Forensic Chemistry course prerequisites.		

Total Hours for an Associate in Science in Forensic Chemistry Degree	66
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Physics/Physical Science

Associate in Science

Program/CIP Code: NASC.AS/24.0101

Credits Required: 69

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The Department of Physical Science strives to develop in its students a comprehensive grasp of the principles of Physics and to generate opportunities for optimized learning of Physical Science concepts through interdisciplinary interactions. We offer high quality learning experiences that include a variety of courses appropriate for a diverse student body.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
	Humanities Elective (2 disciplines)	6
	Social Science Elective (2 disciplines)	6
MATH 0122	Calculus and Analytic Geometry I**	5
MATH 0123	Calculus and Analytic Geometry II**	5
CHEM 0111	College Chemistry I and Lab	5
CHEM 0112	College Chemistry II and Lab	5
Total Hours for General Education Requirements		41

* See course description for prerequisite.

** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Physics Requirements*

Course		Credit Hours
MATH 0224	Calculus and Analytic Geometry III	5
MATH 0227	Differential Equations	3
NASC 0245	Engineering Physics I	5
NASC 0246	Engineering Physics II	5
NASC 0248	Statics	3
NASC 0249	Dynamics	3
	Computer Programming Elective	3
Total Hours for Physics Requirements		27
*See course syllabi for physics prerequisites.		

Total Hours for an Associate in Science in Physics/Physical Science Degree	69
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Pre-Agriculture

Associate in Science

Program/CIP Code: PRE.AGRI.AS/24.0101

Credits Required: 63

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
	Humanities Elective (2 disciplines)	6
PSYC 0101	Psychology	3
	Social Science Elective	3
MATH 0108	Pre-Calculus**	3
MATH 0112	Trigonometry**	2
NASC 0231	General Physics I and Lab*	5
BIOL 0121	General Biology	5
Total Hours for General Education Requirements		36

*See course syllabus for prerequisites.

** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Agriculture Requirements*

Course		Credit Hours
BIOL 0231	Animal Biology	3
BIOL 0232	Animal Biology Lab	2
CHEM 0111	College Chemistry I and Lab	5
CHEM 0112	College Chemistry II and Lab	5
MATH 0120	Calculus I (Non-Engineering)	3
CIST	Elective	3
	Natural and Physical Science Elective (w/lab)	5
Total Hours for Pre-Agriculture Requirements		26
*See course syllabi for Pre-Agriculture course prerequisites.		

Total Hours for an Associate in Science in Pre-Agriculture Degree	63
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Pre-Chiropractic

Associate in Science

Program/CIP Code: PRE.CHIR.AS/24.0101

Credits Required: 66

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Chiropractic medicine is a branch of health care that focuses on treating patients without the use of drugs or surgery. This profession advocates a holistic philosophy, which emphasizes prevention and wellness over treating disease and injury. Chiropractic physicians are trained in diagnosis and treatment of diseases of all body systems with a concentration in the nervous and musculoskeletal systems.

The goal of the Pre-Chiropractic Program is to prepare the students who wish to complete the prerequisites for the Doctor of Chiropractic Program. The program offers coursework in preparation for application to Chiropractic school. Upon completion of these undergraduate prerequisites, students may apply to the chiropractic school of their choice. Students should check specific requirements of the four-year college where they plan to transfer and specific requirements of the Chiropractic college(s) where they plan to apply for admission. Students should select honors courses whenever they are offered.

Note: Students who plan to practice as chiropractors in Kansas must obtain a bachelor's degree to be admitted to a chiropractic college.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
	Humanities Elective (2 disciplines)	6
PSYC 0101	Psychology*	3
	Social Science Elective	3
MATH 0120	Calculus I (Non-Engineering)**	3
CHEM 0111	College Chemistry I and Lab*	5
BIOL 0135	Principles of Cell and Molecular Biology	4
Total Hours General Education Requirements		33

*See course syllabus for prerequisites.

** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Chiropractic Requirements*

Course		Credit Hours
BIOL 0141	Human Anatomy and Lab	4
BIOL 0145	Nutrition	3
CHEM 0112	College Chemistry II and Lab	5
CHEM 0211	Organic Chemistry I	3
CHEM 0213	Organic Chemistry I Lab	2
CHEM 0212	Organic Chemistry II	3
CHEM 0214	Organic Chemistry II Lab	2
NASC 0231	General Physics I and Lab	5
NASC 0232	General Physics II and Lab	5
Total Hours for Pre-Chiropractic Requirements		32
*See course syllabi for Pre-Chiropractic course prerequisites.		

Total Hours for an Associate in Science in Pre-Chiropractic Degree	66
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Pre-Clinical Laboratory Science

Associate in Science

Program/CIP Code: PRE.CLINLABSCI.AS/24.0101

Credits Required: 69

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

MISSION

The mission of the Pre-Clinical Laboratory Science program is to graduate competent and ethical clinical laboratory professionals with the knowledge and the skills for career entry. It is also the program mission to prepare graduates for leadership roles in the clinical laboratory and professional organizations and to instill an understanding of the need for maintaining continuing competency in a rapidly changing and dynamic profession. The Clinical Laboratory Science program has a strong commitment to the career ladder approach to higher education. With Career Ladder programs, the students can transfer to universities to enroll in the Bachelor of Science in Clinical Laboratory Science. The AAS graduates who wish to obtain a bachelor's degree in Clinical Laboratory Science may "career ladder" without loss of credit.

Note: To be considered for admissions to the clinical laboratory science program at the University of Kansas Medical Center, students must have an overall grade-point average of 2.00 and a grade-point average of 2.30 in chemistry, biology, and microbiology.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
	Humanities Elective (2 disciplines)	6
	Social Science Elective (2 disciplines)	6
MATH 0105 OR MATH 0108	College Algebra** OR Pre-Calculus**	3
CHEM 0111	College Chemistry I and Lab*	5
BIOL 0135	Principles of Cell and Molecular Biology	4
Total Hours for General Education Requirements		33

*See course syllabus for prerequisites.

** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Clinical Laboratory Science Requirements*

Course		Credit Hours
BIOL 0261	Microbiology	3
BIOL 0262	Microbiology Lab	2
BIOL 0271	Physiology	3
BIOL 0272	Physiology Laboratory	1
CHEM 0112	College Chemistry II and Lab	5
CHEM 0211	Organic Chemistry I	3
CHEM 0213	Organic Chemistry I Lab	2
CHEM 0212	Organic Chemistry II	3
CHEM 0214	Organic Chemistry II Lab	2
NASC 0231	General Physics I	5
MATH 0115	Statistics	3
CIST	Elective	3
Total Hours for Pre-Clinical Laboratory Requirements		35
*See course syllabi for Pre-Clinical course prerequisites.		

Total Hours for an Associate in Science in Pre-Clinical Laboratory Degree	69
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Pre-Dental

Associate in Science

Program/CIP Code: PRE.DENT.AS/24.0101

Credits Required: 68

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The Pre-Dental Program is designed to prepare students for entry into dental school. The program is a rigorous science and math-based program that can be combined with any major. It is important to note that the Pre-Dental Program is not a major but rather a program consisting of 69-70 credit hours.

These courses serve as the prerequisites for application to dental school. The pre-dental advisers can assist students in tandem with their major adviser. The pre-dental advisor informs the student of prerequisite courses, admissions test dates, and application deadlines, as well as provides workshops and letters of evaluation for application to dental school. Students should check specific requirements of the four-year college where they plan to transfer and specific requirements of the Dental college(s) where they plan to apply for admission. Students should select honors courses whenever they are offered.

The following program provides a foundation of general education while fulfilling prerequisites for the study of dentistry. Students should select honors courses whenever they are offered.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 SPCH 0201	Public Speaking OR Interpersonal Communication	3
	Humanities Elective (2 disciplines)	6
	Social Science Elective (2 disciplines)	6
MATH 0120	Calculus I (Non-Engineering)**	3
CHEM 0111	College Chemistry I and Lab*	5
BIOL 0135	Principles of Cell and Molecular Biology	4
Total Hours General Education Requirements		33

*See course description for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Dental Requirements*

Course		Credit Hours
BIOL 0141	Human Anatomy and Lab	4
BIOL 0261	Microbiology	3
BIOL 0262	Microbiology Lab	2
CHEM 0112	College Chemistry II and Lab	5
CHEM 0211	Organic Chemistry I	3
CHEM 0213	Organic Chemistry I Lab	2
CHEM 0212	Organic Chemistry II	3
CHEM 0214	Organic Chemistry II Lab	2
NASC 0231	General Physics I and Lab	5
NASC 0232	General Physics II and Lab	5
Total Hours for Pre-Dental Requirements		34
*See course syllabi for Pre-Dental course prerequisites.		

Total Hours for an Associate in Science in Pre-Dental Degree	68
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Pre-Engineering

Associate in Science

Program/CIP Code: PRE.ENGR.AS/24.0101

Credits Required: 66

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The mission of the Engineering Program is to produce two-year graduates with the breadth and depth of knowledge in engineering to become lifelong productive members of the regional workforce and the local society. The main goal of the Pre-Engineering program is to prepare students to successfully complete an engineering degree program at an institution of their choice. The faculty members serve as advisors to students who plan to study engineering. Students who complete the two-year program may enter most engineering schools as juniors.

The pre-engineering program provides courses in computer drafting, computer programming, and all the English, mathematics, and science courses generally required in the first two years of an engineering curriculum. When students complete the pre-engineering program, they may transfer to a college of engineering at another university.

Note: Students should seek advisement from a counselor/advisor about how requirements vary in the different fields of engineering.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
	Humanities Elective (2 disciplines)	6
	Social Science Elective (2 disciplines)	6
MATH 0122	Calculus and Analytic Geometry I**	5
MATH 0123	Calculus and Analytic Geometry II**	5
CHEM 0111	College Chemistry I and Lab*	5
BIOL 0121	General Biology	5
Total Hours for General Education Requirements		41

*See course syllabus for prerequisites.

** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Engineering Requirements*

Course		Credit Hours
MATH 0224	Calculus and Analytic Geometry III	5
MATH 0227	Differential Equations	3
NASC 0245	Engineering Physics I	5
NASC 0246	Engineering Physics II	5
NASC 0248	Statics	3
NASC 0249	Dynamics	3
Total Hours for Pre-Engineering Requirements		24
*See course syllabi for Pre-Engineering course prerequisites.		

Total Hours for an Associate in Science in Pre-Engineering Degree	66
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Pre-Exercise Science

Associate in Science

Program/CIP Code: PRE.EXSC.AS/24.0101

Credits Required: 61

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Students interested in completing the bachelor's degree program in exercise science should follow this course of study. Two years of a general education programs and two years exercise science courses must be completed. Students should consult with the college where they plan to transfer at an early date in their college career. The Associate in Science Degree meets the Board of Regents Transfer and Articulation Agreement. A Student completing this program and transferring to a public university, therefore, "will be accepted as having satisfied the general education requirements of all Kansas public universities."

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0105	College Algebra** or higher	3
	Humanities Elective (2 disciplines)	6
PSYC 0101	Psychology*	3
SOSC 0107	Sociology	3
BIOL 0141	Human Anatomy & Lab	4
CHEM 0111	College Chemistry I & Lab*	5
Total Hours for General Education Requirements		33

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Exercise Science Requirements*

Course		Credit Hours
BIOL 0121	General Biology	5
BIOL 0145	Nutrition	3
BIOL 0271	Physiology	3
BIOL 0272	Physiology Lab	1
EXSC 0201	Introduction to Exercise Science	3
EXSC 0204	Sport and Exercise Psychology	3
EXSC 0205	Personal School Community Health	3
EXSC 0206	Lifetime Fitness	3
PSYC 0203	Human Development	3
Total Hours for Pre-Exercise Science Requirements		27
*See course syllabi for Pre-Exercise Science course prerequisites.		

Total Hours for an Associate in Science in Pre-Exercise Science Degree	61
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Pre-Medical/Pre-Optometry

Associate in Science

Program/CIP Code: PRE.MOPT.AS/24.0101

Credits Required: 68

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The following program provides a foundation of general education while fulfilling prerequisites for the study of medicine. Students should check specific requirements of the four-year college where they plan to transfer and specific requirements of the medical college(s) where they plan to apply for admission. Students should select honors courses whenever they are offered.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
	Humanities Elective (2 disciplines)	6
	Social Science Elective (2 disciplines)	6
MATH 0120	Calculus I (Non-Engineering)**	3
CHEM 0111	College Chemistry I and Lab*	5
BIOL 0135	Principles of Cell and Molecular Biology	4
Total Hours for General Education Requirements		33

*See course syllabus for prerequisites.

** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Medical/Pre-Optometry Requirements*

Course		Credit Hours
BIOL 0141	Human Anatomy and Lab	4
BIOL 0261	Microbiology	3
BIOL 0262	Microbiology Lab	2
CHEM 0112	College Chemistry II and Lab	5
CHEM 0211	Organic Chemistry I	3
CHEM 0213	Organic Chemistry I Lab	2
CHEM 0212	Organic Chemistry II	3
CHEM 0214	Organic Chemistry II Lab	2
NASC 0231	General Physics I and Lab	5
NASC 0232	General Physics II and Lab	5
Total Hours for Pre-Medical/Pre-Optometry Requirements		34
*See course syllabi for Pre-Medical/Pre-Optometry course prerequisites.		

Total Hours for an Associate in Science in Pre-Medical/Pre-Optometry Degree	68
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Pre-Nutrition

Associate in Science

Program/CIP Code: PRE.NUTR.AS/24.0101

Credits Required: 66

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Nutrition is a desirable science elective for the Associate in Science, Associate in Arts, and Associate in General Studies degree at Kansas City Kansas Community College. It is a practical and valuable subject useful throughout life whether at work, at home, or traveling. Students study how nutrients are used by the body and their relation to the new pyramid food groups and food labels. Proper nutrition for each stage of the human life cycle will be examined, as well as good nutrition in exercise, considerations of diet related health problems, and individual diet assessments.

The following suggested sequence of courses is designed for a transfer program to the College of Human Ecology at Kansas State University. The requirements are for the Bachelor of Science Foods and Nutrition and the Bachelor of Science in Dietetics at Kansas State. Students should contact a pre-nutrition academic advisor at Kansas State to stay up to date with the very latest information on course transferability.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
PHIL 0206	Ethics*	3
	Humanities Elective	3
PSYC 0101	Psychology*	3
PSYC 0203	Human Development*	3
BIOL 0135	Principles of Cell and Molecular Biology	4
CHEM 0111	College Chemistry I and Lab*	5
MATH 0105 OR MATH 0108	College Algebra** OR Pre-Calculus**	3
Total Hours for General Education Requirements		33

* See course syllabus for prerequisite.

** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Nutrition Requirements*

Course		Credit Hours
BIOL 0141	Human Anatomy and Lab	4
BIOL 0145	Nutrition	3
BIOL 0261	Microbiology*	3
BIOL 0262	Microbiology Lab	2
BIOL 0271	Physiology	3
BIOL 0272	Physiology Lab	1
EXSC 0105	Personal School Community Health	3
CHEM 0203	General Organic Chemistry	5
CHEM 0112	College Chemistry II and Lab	5
MATH 0115	Statistics	3
Total Hours for Pre-Nutrition Requirements		32
*See course syllabi for Pre-Nutrition course prerequisites.		

Total Hours for an Associate in Science in Pre-Nutrition Degree	66
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Pre-Pharmacy

Associate in Science

Program/CIP Code: PRE.PHARM.AS/24.0101

Credits Required: 62

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

MISSION

The following program provides a foundation of general education while fulfilling prerequisites for the study of pharmacy. Students should check specific requirements of the pharmacy school where they plan to apply for admission. Students should select honors courses whenever they are offered.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
PHIL 0206	Ethics*	3
	Humanities Elective	3
	Social Science Elective	6
BIOL 0135	Principles of Cell and Molecular Biology	4
CHEM 0111	College Chemistry I and Lab*	5
MATH 0120	Calculus I **(Non-Engineering)	3
Total Hours for General Education Requirements		33

*See course syllabus for prerequisite.

** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Pharmacy Requirements*

	Course	Credit Hours
BIOL 0261	Microbiology	3
BIOL 0262	Microbiology Lab	2
BIOL 0271	Physiology	3
BIOL 0272	Physiology Lab	1
CHEM 0112	College Chemistry II and Lab	5
CHEM 0211	Organic Chemistry I	3
CHEM 0213	Organic Chemistry Lab	2
CHEM 0212	Organic Chemistry II	3
CHEM 0214	Organic Chemistry II Lab	2
NASC 0231 OR NASC 0130 AND NASC 0131	General Physics I and Lab OR Introductory Physics I AND Introductory Physics Laboratory	4
Total Hours for Pre-Pharmacy Requirements		28
*See course syllabi for Pre-Pharmacy course prerequisites.		

Total Hours for an Associate in Science in Pre-Pharmacy Degree	62
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Pre-Veterinary

Associate in Science

Program/CIP Code: PRE.VET.AS/24.0101

Credits Required: 64

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

MISSION

The Pre-Veterinary Program is designed to prepare students for acceptance into veterinary school. Nationally recognized for its hands-on approach, this program provides both for the strong academic foundation necessary for professional school and the practical animal experience needed to perform veterinary medicine today. The Pre-Veterinary Program draws students with farm, suburban, and urban backgrounds from all over the United States.

Students should check specific requirements of the four-year college where they plan to transfer and specific requirements of the medical college(s) where they plan to apply for admission.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
ENGL	Elective	3
	Humanities Elective	3
	Social Science Elective (2 disciplines)	6
BIOL 0135	Principles of Cell and Molecular Biology	4
CHEM 0111	College Chemistry I and Lab*	5
MATH 0108	Pre-Calculus**	3
Total Hours for General Education Requirements		33

*See course syllabus for prerequisite.

** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Veterinary Requirements*

Course		Credit Hours
BIOL 0261	Microbiology	3
BIOL 0262	Microbiology Lab	2
CHEM 0112	College Chemistry II and Lab	5
CHEM 0211	Organic Chemistry I	3
CHEM 0213	Organic Chemistry Lab	2
CHEM 0212	Organic Chemistry II	3
CHEM 0214	Organic Chemistry II Lab	2
NASC 0231	General Physics I and Lab	5
NASC 0232	General Physics II and Lab	5
Total Hours for Pre-Veterinary Requirements		30
*See course syllabi for Pre-Veterinary course prerequisites.		

Total Hours for an Associate in Science in Pre-Veterinary Degree	64
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Biology

Associate in General Studies

Program Code: BIOL.AGS/24.0101

Credits Required: 63

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The Biology Department provides coursework that allows students substantial flexibility in biologically based career options while instilling an appreciation for the complexity and diversity of life. Our biology laboratory courses prepare students with the hands on skills necessary to pursue professional positions in the medical field, industry, and research. In biology lecture courses, students learn the mechanisms, theory, history, and philosophy of each biological science. The most fundamental goals of teaching and learning in biology are to develop an appreciation for the study of life, to enhance scientific literacy, and to foster a desire for continued acquisition of knowledge.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0105	College Algebra** or higher	3
	Humanities Electives (2 disciplines)	6
	Social Science Electives (2 disciplines)	6
BIOL 0135	Principles of Cell and Molecular Biology	4
Total General Education Hours		28

* See course syllabus for prerequisite.

** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Biology Requirements*

Course		Credit Hours
BIOL 0225	Diversity of Organisms	5
BIOL 0240	Introduction to Genetics	4
BIOL 0261	Microbiology	3
BIOL 0262	Microbiology Lab	2
CHEM 0111	College Chemistry I and Lab*	5
CHEM 0112	College Chemistry II and Lab	5
CHEM 0211	Organic Chemistry I	3
CHEM 0213	Organic Chemistry I Lab (recommended)	2
NASC 0231	General Physics I & Lab	5
Total Hours for Biology Requirement		34
*See course syllabi for Biology course prerequisites.		

Total Hours for an Associate in General Studies in Biology Degree	63
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Chemistry

Associate in General Studies

Program Code: CHEM.AGS/24.0101

Credits Required: 62

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The Chemistry Department's goal is to provide high quality educational programs for all students who study chemistry at KCKCC. Faculty strive to teach chemistry in ways that help students to become life-long learners, develop effective written and oral communicators, and explore the relationship of chemistry to other fields. The department endeavors to integrate education and research by incorporating recent discoveries, modern techniques, and research-grade instrumentation into the curriculum. As mentors for collaborative student-faculty research and creative projects, faculty works with students to expand fundamental knowledge in chemistry and develop students' abilities for independent scholarship. The department strives to prepare chemistry majors for direct employment in chemistry, entry into four-year colleges and universities or professional programs.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0122	Calculus and Analytic Geometry I**	5
	Humanities Elective (2 disciplines)	6
PSYC 0101	Psychology*	3
	Social Science Elective (ANTH, ECON, SOSC)	3
CHEM 0111	College Chemistry I and Lab*	5
Total Hours for General Education Requirements		31

*See course syllabus for prerequisite.

** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Chemistry Requirements*

Course		Credit Hours
CHEM 0112	College Chemistry II and Lab*	5
CHEM 0211	Organic Chemistry I	3
CHEM 0213	Organic Chemistry I Lab	2
MATH 0123	Calculus and Analytic Geometry II	5
MATH 0224	Calculus and Analytic Geometry III	5
NASC 0231	General Physics I & Lab	5
NASC 0232	General Physics II & Lab	5
Total Hours for Chemistry Requirements		30
*See course syllabi for Chemistry course prerequisites.		

Total Hours for an Associate in General Studies in Chemistry Degree	62
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Environmental Studies

Associate in General Studies

Program/CIP Code: ENST.AGS/24.0101

Credits Required: 62

Division: Math, Science & Business Technology

Contact: BIOL@kckcc.edu

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

	Course	Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

	Course	Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
PHIL 0206	Ethics	3
	Humanities Elective (ENGL, LANG, SPCH)	3
ECON 0201 OR ECON 0202	Principles of Macroeconomics OR Principles of Microeconomics	3
	Social Science Elective (ANTH, PSYC, SOSC)	3
MATH 0120	Calculus I (Non-Engineering)**	3
CHEM 0111	College Chemistry I and Lab*	5
Total Hours for General Education Requirements		29

* See course syllabus for prerequisite.

** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Environmental Studies Requirements*

Course		Credit Hours
BIOL 0131	Environmental Science	3
BIOL 0132	Environmental Science Lab*	2
BIOL 0135	Principles of Cell and Molecular Biology	4
BIOL 0145	Nutrition	3
BIOL 0225	Diversity of Organisms	5
CHEM 0112	College Chemistry II and Lab	5
CHEM 0211	Organic Chemistry I	3
CHEM 0213	Organic Chemistry I Lab	2
CHEM 0212	Organic Chemistry II	3
CHEM 0214	Organic Chemistry II Lab	2
Total Hours for Environmental Studies Requirements		32
*See course syllabi for Environmental Studies course prerequisites.		

Total Hours for an Associate in General Studies in Environmental Studies Degree	62
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Forensic Chemistry

Associate in General Studies

Program/CIP Code: CHEM.FOR.AGS/24.0101

Credits Required: 62

Division: Math, Science & Business Technology

Contact: CHEM@kckcc.edu

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

	Course	Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

	Course	Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0122	Calculus and Analytical Geometry I**	5
	Humanities Elective (2 disciplines)	6
SOSC 0134	Criminology*	3
	Social Science Elective (ANTH, ECON, PSYC)	3
CHEM 0111	College Chemistry I and Lab*	5
Total Hours for General Education Requirements		31

*See course syllabus for prerequisite.

** Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Forensic Chemistry Requirements*

	Course	Credit Hours
CHEM 0101	Introduction to Forensic Science and Laboratory	5
CHEM 0112	College Chemistry II and Lab	5
CHEM 0211	Organic Chemistry I	3
CHEM 0213	Organic Chemistry Lab	2
CHEM 0212	Organic Chemistry II	3
CHEM 0214	Organic Chemistry II Lab	2
CHEM 0201	Forensic Science Analytical Techniques	3
	Biology Elective	3
NASC 0130 AND NASC 0131 OR NASC 0231 OR NASC 0245 OR NASC 0246	Intro. Physics AND Intro. Physics Lab OR General Physics I and Lab OR General Physics II and Lab OR Engineering Physics II and Lab	4
	Total Hours for Forensic Chemistry Requirements	30
*See course syllabi for Forensic Chemistry course prerequisites.		

Total Hours for an Associate in General Studies in Forensic Chemistry Degree	62
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Physics/Physical Science

Associate in General Studies

Program/CIP Code: NASC.AGS/24.0101

Credits Required: 63

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

MISSION

The Department of Physical Science strives to develop in its students a comprehensive grasp of the principles of Physics and to generate opportunities for optimized learning of Physical Science concepts through interdisciplinary interactions. We offer high quality learning experiences that include a variety of courses appropriate for a diverse student body.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0122	Calculus and Analytic Geometry I**	5
	Humanities Elective (2 disciplines)	6
ECON 0201	Principles of Macroeconomics	3
	Social Science Elective (ANTH, SOSC)	3
CHEM 0111	College Chemistry I and Lab*	5
Total Hours for General Education Requirements		31

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Physics/Physical Science Requirements*

Course		Credit Hours
CHEM 0112	College Chemistry II and Lab*	5
MATH 0123	Calculus and Analytic Geometry II	5
MATH 0224	Calculus and Analytic Geometry III	5
MATH 0227	Differential Equations	3
NASC 0245	Engineering Physics I	5
NASC 0246	Engineering Physics II	5
NASC 0248 OR NASC0249	Statics OR Dynamics	3
Total Hours for Physics/Physical Science Requirements		31
*See course syllabi for Physics/Physical Science course prerequisites.		

Total Hours for an Associate in General Studies in Physics/Physical Science Degree	63
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Exercise Science-Athletic Trainer

Associate in General Studies

Program/CIP Code: EXSC.ATHTRAIN.AGS/24.0101

Credits Required: 62

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The Exercise Science Program offers an Associate in General Studies in Liberal Arts & Sciences Degree and a Certificate Program. Within the associate degree program, students can select one of four areas of specialization: health/fitness, physical education, coaching, or athletic trainer. Students selecting the Health/Fitness specialization are eligible upon completion of this degree to take the American College of Sports Medicine Health/Fitness Certification Exam. NSCA (National Strength and Conditioning Association) officially recognizes the Health/Fitness specialization curriculum as meeting their established criteria and are eligible to take the NSCA, Personal Trainer Certificate Exam. Students who complete the certificate program are eligible to take the American College of Sports Medicine Exercise Leader Certification Exam.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0104	Intermediate Algebra**or higher	3
	Humanities Elective (2 disciplines)	6
	Social Science Elective (2 disciplines)	6
BIOL 0141	Human Anatomy & Lab	4
BIOL 0271	Physiology*	3
BIOL 0272	Physiology Lab*	1
Total Hours for General Education Requirements		32

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Exercise Science – Athletic Trainer Requirements*

Course		Credit Hours
BIOL 0160	Kinesiology	3
EXSC 0115	First Aid and CPR	2
EXSC 0116	Current Topics in Exercise Science	1
EXSC 0186-10	Techniques of Strength Training	2
EXSC 0201	Introduction to Exercise Science	3
EXSC 0204	Sport Exercise Psychology	3
EXSC 0205	Personal School and Community Health	3
EXSC 0206	Lifetime Fitness	3
EXSC 0211	Care and Prevention of Athletic Injuries	3
EXSC 0212	Exercise Physiology	3
EXSC 0250	Athletic Training Practicum	3
Total Hours for Exercise Science – Athletic Trainer Requirements		29
*See course syllabi for Exercise Science – Athletic Trainer course prerequisites.		

Total Hours for Associate in General Studies in Exercise Science – Athletic Trainer Degree	62
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Exercise Science-Coaching

Associate in General Studies

Program/CIP Code: EXSC.COACH.AGS/24.0101

Credits Required: 61

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The Exercise Science Program offers an Associate in General Studies in Liberal Arts & Sciences Degree and a Certificate Program. Within the associate degree program, students can select one of four areas of specialization: health/fitness, physical education, coaching, or athletic trainer. Students selecting the Health/Fitness specialization are eligible upon completion of this degree to take the American College of Sports Medicine Health/Fitness Certification Exam. NSCA (National Strength and Conditioning Association) officially recognizes the Health/Fitness specialization curriculum as meeting their established criteria and are eligible to take the NSCA, Personal Trainer Certificate Exam. Students who complete the certificate program are eligible to take the American College of Sports Medicine Exercise Leader Certification Exam.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0104	Intermediate Algebra**or higher	3
	Humanities Elective (2 disciplines)	6
	Social Science Elective (2 disciplines)	6
BIOL 0141	Human Anatomy & Lab	4
BIOL 0271	Physiology*	3
BIOL 0272	Physiology Lab*	1
Total Hours for General Education Requirements		32

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Exercise Science - Coaching Requirements*

Course		Credit Hours
EXSC 0115	First Aid and CPR	2
EXSC 0116	Current Topics in Exercise Science	1
EXSC 0186-10	Techniques of Strength Training	2
EXSC 0201	Introduction to Exercise Science	3
EXSC 0203	Foundations in Coaching	3
EXSC 0204	Sport and Exercise Psychology	3
EXSC 0205	Personal School and Community Health	3
EXSC 0206	Lifetime Fitness	3
EXSC 0210	Sports Officiating	2
EXSC 0211	Care and Prevention of Athletic Injuries	3
EXSC 0212	Exercise Physiology	3
Total Hours for Exercise Science – Coaching Requirements		28
*See course syllabi for Exercise Science - Coaching course prerequisites.		

Total Hours for an Associate in General Studies in Exercise Science – Coaching Degree	61
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Exercise Science-Health/Fitness

Associate in General Studies

Program/CIP Code: EXSC.HLTH.AGS/24.0101

Credits Required: 64

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The Exercise Science Program offers an Associate in General Studies in Liberal Arts & Sciences Degree and a Certificate Program. Within the associate degree program, students can select one of four areas of specialization: health/fitness, physical education, coaching, or athletic trainer. Students selecting the Health/Fitness specialization are eligible upon completion of this degree to take the American College of Sports Medicine Health/Fitness Certification Exam. NSCA (National Strength and Conditioning Association) officially recognizes the Health/Fitness specialization curriculum as meeting their established criteria and are eligible to take the NSCA, Personal Trainer Certificate Exam. Students who complete the certificate program are eligible to take the American College of Sports Medicine Exercise Leader Certification Exam.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0104	Intermediate Algebra**or higher	3
	Humanities Elective (2 disciplines)	6
	Social Science Elective (ANTH, ECON, GEOG, POSC, SOSC)	3
PSYC 0203	Human Development*	3
BIOL 0141	Human Anatomy & Lab	4
BIOL 0271	Physiology*	3
BIOL 0272	Physiology Lab*	1
Total Hours for General Education Requirements		32

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Exercise Science – Health/Fitness Requirements*

Course		Credit Hours
BIOL 0145	Nutrition	3
BIOL 0160	Kinesiology	3
EXSC 0115	First Aid and CPR	2
EXSC 0186-10	Techniques of Strength Training	2
EXSC 0201	Introduction to Exercise Science	3
EXSC 0204	Sport and Exercise Psychology	3
EXSC 0206	Lifetime Fitness	3
EXSC 0211	Care and Prevention of Athletic Injuries	3
EXSC 0212	Exercise Physiology	3
EXSC 0213	Exercise Testing	3
EXSC 0251	Wellness Practicum	3
Total Hours for Exercise Science – Health/Fitness Requirements		31
*See course syllabi for Exercise Science – Health/Fitness course prerequisites.		

Total Hours for an Associate in General Studies in Exercise Science – Health/Fitness Degree	64
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Exercise Science-Physical Education

Associate in General Studies

Program/CIP Code: EXSC.PHYSED.AGS/24.0101

Credits Required: 61

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The Exercise Science Program offers an Associate in General Studies in Liberal Arts & Sciences Degree and a Certificate Program. Within the associate degree program, students can select one of four areas of specialization: health/fitness, physical education, coaching, or athletic trainer. Students selecting the Health/Fitness specialization are eligible upon completion of this degree to take the American College of Sports Medicine Health/Fitness Certification Exam. NSCA (National Strength and Conditioning Association) officially recognizes the Health/Fitness specialization curriculum as meeting their established criteria and are eligible to take the NSCA, Personal Trainer Certificate Exam. Students who complete the certificate program are eligible to take the American College of Sports Medicine Exercise Leader Certification Exam.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0104	Intermediate Algebra**or higher	3
	Humanities Elective (2 disciplines)	6
	Social Science Elective (2 disciplines)	6
BIOL 0141	Human Anatomy & Lab	4
BIOL 0271	Physiology*	3
BIOL 0272	Physiology Lab*	1
Total Hours for General Education Requirements		32

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Exercise Science – Physical Education Requirements*

Course		Credit Hours
EXSC 0115	First Aid and CPR	2
EXSC 0116	Current Topics in Exercise Science	1
EXSC 0186-10	Techniques of Strength Training	2
EXSC 0201	Introduction to Exercise Science	3
EXSC 0204	Sport and Exercise Psychology	3
EXSC 0205	Personal School and Community Health	3
EXSC 0206	Lifetime Fitness	3
EXSC 0209	Physical Education for Elementary Teachers	3
EXSC 0210	Sports Officiating	2
EXSC 0211	Care and Prevention of Athletic Injuries	3
EXSC 0212	Exercise Physiology	3
Total Hours for Exercise Science – Physical Education Requirements		28
*See course syllabi for Exercise Science – Physical Education course prerequisites.		

Total Hours for an Associate in General Studies in Exercise Science – Physical Education Degree	61
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Exercise Science-Sports Management

Associate in General Studies

Program/CIP Code: EXSC.SPTSMGMT.AGS/24.0101

Credits Required: 60

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The Exercise Science Program offers an Associate in General Studies in Liberal Arts & Sciences Degree and a Certificate Program. Within the associate degree program, students can select one of four areas of specialization: health/fitness, physical education, coaching, or athletic trainer. Students selecting the Health/Fitness specialization are eligible upon completion of this degree to take the American College of Sports Medicine Health/Fitness Certification Exam. NSCA (National Strength and Conditioning Association) officially recognizes the Health/Fitness specialization curriculum as meeting their established criteria and are eligible to take the NSCA, Personal Trainer Certificate Exam. Students who complete the certificate program are eligible to take the American College of Sports Medicine Exercise Leader Certification Exam.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0104	Intermediate Algebra**or higher	3
	Humanities Elective (2 disciplines)	6
	Social Science Elective (2 disciplines)	6
BIOL 0141	Human Anatomy & Lab	4
BIOL 0271	Physiology*	3
BIOL 0272	Physiology Lab*	1
Total Hours for General Education Requirements		32

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Exercise Science – Sports Management Requirements*

Course		Credit Hours
BUSN 0101	Accounting I	3
EXSC 0116	Current Topics in Exercise Science	1
EXSC 0186-10	Techniques of Strength Training	2
EXSC 0201	Introduction to Exercise Science	3
EXSC 0204	Sport and Exercise Psychology	3
EXSC 0205	Personal School and Community Health	3
EXSC 0206	Lifetime Fitness	3
EXSC 0211	Care and Prevention of Athletic Injuries	3
EXSC 0212	Exercise Physiology	3
EXSC 0215	Intro to Sports Management	3
Total Hours for Exercise Science - Sports Management Requirements		27
*See course syllabi for Exercise Science – Sports Management course prerequisites.		

Total Hours for an Associate in General Studies in Exercise Science – Sports Management Degree	60
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Pre-Agriculture

Associate in General Studies

Program/CIP Code: PRE.AGRI.AGS/24.0101

Credits Required: 62

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

	Course	Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

	Course	Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0105	College Algebra or higher **	3
MATH 0112	Trigonometry**	2
	Humanities Elective (2 disciplines)	6
	Social Science Elective (ANTH, ECON, SOSC)	3
PSYC 0101	Psychology*	3
BIOL 0135	Principles of Cell and Molecular Biology	4
Total Hours for General Education Requirements		30

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Agriculture Requirements*

Course		Credit Hours
BIOL 0145	Nutrition	3
BIOL 0225	Diversity of Organisms	5
CHEM 0111	College Chemistry I and Lab	5
CHEM 0112	College Chemistry II and Lab	5
MATH 0120	Calculus I (Non-Engineering)	3
NASC 0231	General Physics I and Lab*	5
BIOL OR CHEM OR NASC	Elective OR Elective OR Elective	5
Total Hours for Pre-Agriculture Requirements		31
*See course syllabi for Pre-Agriculture course prerequisites.		

Total Hours for an Associate in General Studies in Pre-Agriculture Degree	62
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Pre-Chiropractic

Associate in General Studies

Program/CIP Code: PRE.CHIR.AGS/24.0101

Credits Required: 64

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Chiropractic medicine is a branch of health care that focuses on treating patients without the use of drugs or surgery. This profession advocates a holistic philosophy, which emphasizes prevention and wellness over treating disease and injury. Chiropractic physicians are trained in diagnosis and treatment of diseases of all body systems with a concentration in the nervous and musculoskeletal systems.

The goal of the Pre-Chiropractic Program is to prepare the students who wish to complete the prerequisites for the Doctor of Chiropractic Program. The program offers coursework in preparation for application to Chiropractic school. Students should check specific requirements of the four-year college where they plan to transfer and specific requirements of the Chiropractic college(s) where they plan to apply for admission. Students should select honors courses whenever they are offered. Upon completion of these undergraduate prerequisites, students may apply to the chiropractic school of their choice.

Note: Students who plan to practice as chiropractors in Kansas must obtain a bachelor's degree to be admitted to a chiropractic college.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

	Course	Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

	Course	Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0120	Calculus I or higher ** (Non-Engineering)	3
	Humanities Elective (2 disciplines)	6
PSYC 0101	Psychology*	3
	Social Science Electives (ANTH, ECON, SOSC)	3
BIOL 0135	Principles of Cell and Molecular Biology	4
Total Hours for General Education Requirements		28
*See course syllabus for prerequisite.		
**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.		

Pre-Chiropractic Requirements*

Course		Credit Hours
BIOL 0143	Human Anatomy and Physiology	5
CHEM 0111	College Chemistry I and Lab*	5
CHEM 0112	College Chemistry II and Lab	5
CHEM 0211	Organic Chemistry I AND	3
CHEM 0213	Organic Chemistry I Lab	2
CHEM 0212	Organic Chemistry II AND	3
CHEM 0214	Organic Chemistry Lab II	2
NASC 0231	General Physics I and Lab	5
NASC 0232	General Physics II and Lab	5
Total Hours for Pre-Chiropractic Requirements		35
*See course syllabi for Pre-Chiropractic course prerequisites.		

Total Hours for an Associate in General Studies in Pre-Chiropractic Degree	64
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Pre-Clinical Laboratory Science

Associate in General Studies

Program/CIP Code: PRE.CLIN.LABSCI.AGS/24.0101

Credits Required: 66

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Note: Students should observe the “See course description” footnotes that appear throughout the following programs. Many courses in these programs have prerequisites or are offered only during certain semesters or at certain times. This program provides students with their basic education and prepares them to transfer to a four-year college. To be considered for admissions to the medical technology program at the University of Kansas Medical Center, students must have an overall grade-point average of 2.00 and a grade-point average of 2.30 in chemistry, biology, and microbiology.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0105	College Algebra or higher **	3
	Humanities Electives (2 disciplines)	6
	Social Science Electives (2 disciplines)	6
BIOL 0135	Principles of Cell and Molecular Biology	4
Total Hours for General Education Requirements		28

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Clinical Laboratory Science Requirements*

Course		Credit Hours
BIOL 0261	Microbiology	3
BIOL 0262	Microbiology Laboratory	2
BIOL 0271	Physiology	3
BIOL 0272	Physiology Laboratory	1
CHEM 0111	College Chemistry I and Lab*	5
CHEM 0112	College Chemistry II and Lab	5
CHEM 0211 AND	Organic Chemistry I AND	3
CHEM 0213	Organic Chemistry I Lab	2
CHEM 0212 AND	Organic Chemistry II AND	3
CHEM 0214	Organic Chemistry Lab II	2
NASC 0231	General Physics I	5
MATH 0115	Statistics	3
Total Hours for Pre-Clinical Laboratory Science Requirements		37
*See course syllabi for Pre-Clinical Laboratory course prerequisites.		

Total Hours for an Associate in General Studies in Pre-Clinical Laboratory Science Degree	66
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Pre-Engineering

Associate in General Studies

Program/CIP Code: PRE.ENGR.AGS/24.0101

Credits Required: 62

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

	Course	Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

	Course	Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0122	Calculus and Analytic Geometry I**	5
	Humanities Elective (2 disciplines)	6
ECON 0201	Principals of Macroeconomics	3
	Social Science Elective (ANTH, SOSC)	3
CHEM 0111	College Chemistry I and Lab*	5
Total Hours for General Education Requirements		31

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Engineering Requirements

Course		Credit Hours
BIOL0135	Cell and Molecular Biology	4
MATH 0123	Calculus and Analytic Geometry II**	5
MATH 0224	Calculus and Analytic Geometry III**	5
MATH 0227	Differential Equations**	3
NASC 0245	Engineering Physics I*	5
NASC 0246	Engineering Physics II*	5
NASC 0248 OR NASC 0249	Statics OR Dynamics	3
Total Hours for Pre-Engineering Requirements		30
*See course syllabi for Pre-Engineering course prerequisites.		

Total Hours for an Associate in General Studies in Pre-Engineering Degree	62
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Pre-Medical/Pre-Dental/Pre-Optometry *Associate in General Studies*

Program/CIP Code: PRE.MOPT.AGS/PRE.DENT.AGS/24.0101

Credits Required: 64

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The following program provides a foundation of general education while fulfilling prerequisites for the study of medicine. Students should check specific requirements of the four-year college where they plan to transfer and specific requirements of the medical college(s) where they plan to apply for admission. Students should select honors courses whenever they are offered.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0120	Calculus I** (Non-Engineering)	3
	Humanities Elective (2 disciplines)	6
PSYC 0101	Psychology*	3
	Social Science Elective (ANTH, ECON, SOSC)	3
BIOL 0135	Principles of Cell and Molecular Biology	4
Total Hours for General Education Requirements		28

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Medical/Pre-Dental/Pre-Optometry Requirements*

Course		Credit Hours
BIOL 0143	Human Anatomy and Physiology	5
BIOL 0261	Microbiology	3
BIOL 0262	Microbiology Laboratory	2
CHEM 0111	College Chemistry I and Lab*	5
CHEM 0112	College Chemistry II and Lab	5
CHEM 0211	Organic Chemistry I AND	3
CHEM 0213	Organic Chemistry I Lab	2
CHEM 0212	Organic Chemistry II AND	3
CHEM 0214	Organic Chemistry Lab II	2
NASC 0231	General Physics I and Lab	5
Total Hours for Pre-Medical/Pre-Dental/Pre-Optometry Requirements		35
*See course syllabi for Pre-Medical/Pre-Dental/Pre-Optometry course prerequisites.		

Total Hours for an Associate in General Studies in Pre-Medical/ Pre-Dental/Pre-Optometry Degree	64
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Pre-Nutrition

Associate in General Studies

Program/CIP Code: PRE.NUTR.AGS/24.0101

Credits Required: 64

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The following suggested sequence of courses is designed for a transfer program to the College of Human Ecology, Kansas State University leading to a Bachelor of Science in Foods and Nutrition. A student should plan on attending KSU six semesters to complete this major.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0105	College Algebra or higher **	3
	Humanities Electives (2 disciplines)	6
	Social Science Electives (2 disciplines)	6
BIOL 0135	Principles of Cell and Molecular Biology	4
Total Hours for General Education Requirements		28

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Nutrition Requirements*

Course		Credit Hours
BIOL 0141	Human Anatomy and Lab	4
BIOL 0145	Nutrition	3
BIOL 0225	Diversity of Organisms	5
BIOL 0261	Microbiology	3
BIOL 0262	Microbiology Lab	2
CHEM 0111	College Chemistry I and Lab*	5
CHEM 0112	College Chemistry II and Lab	5
CHEM 0203	General Organic Chemistry	5
MATH 0115	Statistics	3
Total Hours for Pre-Nutrition Requirements		35
*See course syllabi for Pre-Nutrition course prerequisites.		

Total Hours for an Associate in General Studies in Pre-Nutrition Degree	64
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Pre-Pharmacy

Associate in General Studies

Program/CIP Code: PRE.PHARM.AGS/24.0101

Credits Required: 61

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

MISSION

The following program provides a foundation of general education while fulfilling prerequisites for the study of pharmacy. Students should check specific requirements of the pharmacy school where they plan to apply for admission. Students should select honors courses whenever they are offered.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

Course		Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0120	Calculus I*	3
	Humanities Elective (2 disciplines)	6
PSYC 0101	Psychology*	3
	Social Science Elective (ANTH, ECON, SOSC)	3
CHEM 0111	College Chemistry I and Lab*	5
Total Hours for General Education Requirements		29

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Pharmacy Requirements*

Course		Credit Hours
BIOL 0135	Principles of Cell and Molecular Biology	4
BIOL 0261	Microbiology	3
BIOL 0272	Microbiology Lab	2
CHEM 0112	College Chemistry II and Lab	5
CHEM 0211	Organic Chemistry I	3
CHEM 0213	Organic Chemistry I Lab	2
CHEM 0212	Organic Chemistry II	3
CHEM 0214	Organic Chemistry II Lab	2
NASC 0231 OR NASC 0130 AND NASC 0131	General Physics I and Lab OR Introductory Physics I AND Introductory Physics Lab	4-5
	Elective	3
Total Hours for Pre-Pharmacy Requirements		31
*See course syllabi for Pre-Pharmacy course prerequisites.		

Total Hours for an Associate in General Studies in Pre-Pharmacy Degree	61
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Pre-Veterinary

Associate in General Studies

Program/CIP Code: PRE.VET.AGS/24.0101

Credits Required: 64

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

MISSION

The Pre-Veterinary Program is designed to prepare students for acceptance into veterinary school. Nationally recognized for its hands-on approach, this program provides both for the strong academic foundation necessary for professional school and the practical animal experience needed to perform veterinary medicine today. The Pre-Veterinary Program draws students with farm, suburban, and urban backgrounds from all over the United States.

Students should check specific requirements of the four-year college where they plan to transfer and specific requirements of the medical college(s) where they plan to apply for admission.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

	Course	Credit Hours
BLUE 0101	Freshman Seminar	1

General Education Requirements

	Course	Credit Hours
ENGL 0101	Composition I*	3
ENGL 0102	Composition II*	3
SPCH 0151 OR SPCH 0201	Public Speaking OR Interpersonal Communication	3
MATH 0105	College Algebra or higher**	3
	Humanities Electives (2 disciplines)	6
PSYC 0101	Psychology*	3
	Social Science Electives (ANTH, ECON or SOSC)	3
BIOL0135	Principles of Cell and Molecular Biology	4
Total Hours for General Education Requirements		28

*See course syllabus for prerequisite.

**Math sequence is contingent upon previous high school mathematics background and transfer institution. Students should confer with an advisor to determine correct placement.

Pre-Veterinary Requirements*

Course		Credit Hours
BIOL0261	Microbiology	3
BIOL0262	Microbiology Laboratory	2
CHEM0111	College Chemistry I and Lab*	5
CHEM0112	College Chemistry II and Lab*	5
CHEM0211	Organic Chemistry I	3
CHEM0213	Organic Chemistry I Lab	2
CHEM0212	Organic Chemistry II	3
CHEM0214	Organic Chemistry II Lab	2
NASC0231	General Physics I and Lab	5
NASC0232	General Physics II and Lab	5
Total Hours for Pre-Veterinary Requirements		35
*See course syllabi for Pre-Veterinary course prerequisites.		

Total Hours for an Associate in General Studies in Pre-Veterinary Degree	64
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Accounting Assistant

Certificate

Program/CIP Code: ACCT.ASST.CERT/52.0305

Credits Required: 18

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

This certificate is designed to provide students with the necessary accounting skills for immediate employment in entry level accounting work. Courses serve as a solid function for further study in the accounting field and will transfer into the Accounting Specialist certificate with no loss of credit hours. Upon graduation, students will be able to communicate in a business environment, record basic accounting transactions, prepare financial statements, and use accounting software and spreadsheet applications.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

Accounting Assistant Requirements*

Course		Credit Hours
BUSN 0101	Accounting I	3
BUSN 0102	Accounting II	3
BUSN 0209	Computerized Accounting	3
BUSN 0211	Business Communications	3
CIST 0111	Microcomputer Business Software	3
CIST 0166	Microcomputer Applications I: Spreadsheets	3
*See course syllabi for Accounting Assistant course prerequisites.		

Total Hours for an Accounting Assistant Certificate	18
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Accounting Specialist

Certificate

Program/CIP Code: ACCT.SPEC.CERT/52.0305

Credits Required: 30

Division: Math, Science, and Business

Contact: MSBT@kckcc.edu

This program builds upon the fundamental skills learned in the Accounting Assistant certificate. This program provides additional training in specialized areas of accounting. Graduates may work in a small business and be responsible for all aspects of bookkeeping or work in a larger firm and specialize in a certain area under the supervision of an accountant. The program combines hands-on computer training with accounting concepts and procedures. Courses serve as a solid foundation for further study in the accounting field and will transfer into the Associate in Applied Science in Accounting with no loss of credit hours for students seeking an associate degree. Upon graduation, students will be able to communicate in a business environment, record accounting transactions, prepare financial statements, understand individual (sole proprietorship) tax laws, and use accounting software and spreadsheet applications.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

Accounting Specialist Requirements*

Course		Credit Hours
BUSN 0101	Accounting I	3
BUSN 0102	Accounting II	3
BUSN 0164	Income Tax Procedures	3
BUSN 0205	Intermediate Accounting	3
BUSN 0209	Computerized Accounting	3
BUSN 0211	Business Communications	3
CIST 0111	Microcomputer Business Software	3
CIST 0166	Microcomputer Applications I: Spreadsheets	3
Electives – Choose 6 Hours from the following:		
BUSN 0166 AND	Volunteer Income Tax Assistance (VITA) Tax Preparation AND	2
BUSN 0167	Volunteer Income Tax Assistance (VITA) Tax Preparation Internship	1
BUSN 0203	Managerial Accounting	3
BUSN 0286	Principles of Management	3
*See course syllabi for Accounting Specialist course prerequisites.		

Total Hours for an Accounting Specialist Certificate	30
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Administrative Office Professional

Certificate

Program/CIP Code: ADOP.TCERTB/52.0401

Credits Required: 34

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Students wishing to further their education may transfer their Office Assistant certificate to the AOP certificate. By adding classes such as Human Relations in Business, Business Communications, and Office Simulations, students may increase their opportunities for employment. The Administrative Office Professional certificate may be seamlessly transferred into the AOP AAS degree, which can be completed by adding an additional thirty credit hours. Any deviation from the program must be approved by the Dean of Math, Science & Business Technology.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

College Requirement

Course		Credit Hours
BLUE 0101	Freshman Seminar	1

Administrative Office Professional Education Requirements*

Course		Credit Hours
BUSN 0108	Human Relations in Business	3
BUSN 0124	Accounting Software Applications	3
BUSN 0140	Essential Career Skills	1
BUSN 0191	Microcomputer Apps I-II: Advanced WORD	2
BUSN 0211	Business Communications	3
BUSN0250	Obtaining Employment	1
BUSN 0285	Occupational Internship	3
BUSN 1151	Keyboarding	1
BUSN 1152	Document Formatting	1
BUSN 1153	Speedbuilding	1
BUSN 2201	Records Management	1
BUSN 2202	Business English	1
BUSN 2203	Proofreading	1
BUSN 2253	Customer Service	2
BUSN 2251	Office Simulations	3
CIST 0111	Microcomputer Business Software	3
CIST 0166	Microcomputer Applications I: Spreadsheets	3

*See course syllabi for Administrative Office Professional course prerequisites.

Total Hours for an Administrative Office Professional Certificate	34
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Biomanufacturing

Certificate

Program/CIP Code: BMFR.CERTA/41.0303

Credits Required: 16

Division: MSB

Contact: MSBT@kckcc.edu

The Biomanufacturing program is designed to prepare individuals to become biomanufacturing technologists in manufacturing facilities where aseptic techniques and biosafety concerns are needed (e.g., animal health, medical, or food packaging). The curriculum includes both theory and practical application by training in biomanufacturing and science laboratories. Upon completion of the program, students are eligible to take the MT1 certification exam, which has been adopted by the KC Animal Health Corridor.

Requirements for admission to the program:

- Reading score of 60 or higher on the Accuplacer.
- Contact program for program-specific advising.

Biomanufacturing Requirements*

	Course	Credit Hours
BIOL0105	Introduction to Biotechnology	2
BIOL0135	Principles of Cell and Molecular Biology	4
BMFR0100	Survey of Biomanufacturing	3
BMFR0145	Manufacturing Technician Training	3
BMFR0146	Techniques and Instrumentation for Biomanufacturing	4
*See course syllabi for Biomanufacturing course prerequisites.		
Total Hours for a Biomanufacturing Certificate		16

Exercise Leader

Certificate

Program/CIP Code: EXER.CERT/24.0101

Credits Required: 32

Division: Math, Science, and Business

Contact: MSBT@kckcc.edu

The Exercise Leader Certificate is designed for students interested in becoming certified as an Exercise Leader. Upon completion of this certificate, students are eligible to take the ACSM Exercise Leader Certification Exam or ACE American Council on Exercise Certified Personal Trainer.

Students will be prepared to make physical fitness assessments, prescribe exercise programs, and instruct individuals and groups in physical fitness activities. This one-year program is particularly appropriate for those who want to expand or upgrade their skills. Students completing the certificate program have the option to continue their study toward the completion of the Associate in Science in Exercise Science degree. Students who successfully complete the Certificate Program will be prepared to sit for national certification examinations. A 2.00 cumulative G.P.A. is required to graduate from KCKCC.

If no requirements

- No requirements for admission to the program.
- Contact program for program-specific advising.

Exercise Leader Requirements*

Course		Credit Hours
BIOL 0143	Human Anatomy and Physiology	5
BIOL 0145	Nutrition	3
EXSC 0115	First Aid	2
EXSC 0157 OR EXSC 0158	Personal Trainer Review Exam OR Group Fitness Instructor Exam Review	2
EXSC 0186-10	Techniques in Strength Training	2
EXSC 0201	Introduction to Exercise Science	3
EXSC 0206	Lifetime Fitness	3
EXSC 0211	Care and Prevention of Athletic Injuries	3
EXSC 0212	Exercise Physiology	3
EXSC 0213	Exercise Testing and Prescription	3
EXSC 0251	Practicum in Wellness and Fitness	3
*See course syllabi for Exercise Leader course prerequisites.		

Total Hours for an Exercise Leader Certificate	32
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Office Assistant

Certificate

Program/CIP Code: OFFA.TCERTA/52.0401

Credits Required: 18

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

The Office Assistant certificate prepares graduates for entry-level positions in office environments. Students receive training in courses such as Business English, Microcomputer Business Software, and Customer Service. The Office Assistant certificate can be transferred into the Administrative Office Professional certificate. Any deviation from the program must be approved by the Dean of Math, Science & Business Technology.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

Office Assistant Requirements*

Course		Credit Hours
BUSN 0140	Essential Career Skills	1
BUSN 0191	Microcomputer Apps I-II: Advanced Word	2
BUSN 0250	Obtaining Employment	1
BUSN 1151	Keyboarding	1
BUSN 1152	Document Formatting	1
BUSN 1153	Speedbuilding I	1
BUSN 2201	Records Management	1
BUSN 2202	Business English	1
BUSN 2203	Proofreading	1
BUSN 2253	Customer Service	2
CIST 0111	Microcomputer Business Software	3
CIST 0166	Microcomputer Applications I: Spreadsheets	3
*See course syllabi for Marketing course prerequisites.		

Total Hours for an Office Assistant Certificate	18
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Customer Service

Certificate of Completion

Credits Required: 7

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Respond to the needs of local employers with a Customer Service Certificate of Completion. This 7-credit hour certificate will prepare you, as you move into a supervisory role, in the areas of communications, human relations, motivation, problem-solving, supervision, and organizational skills. The higher quality of customer service you provide your employer, the more valuable an employee you will become. This certificate is geared for those who are new to a managerial role, as well as anyone who works with the public.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

Customer Service Certificate Requirements*

Course		Credit Hours
BUSN 0140	Essential Career Skills	1
BUSN 0293	Business Dynamics	2
BUSN 0267	Supervision Skills	2
BUSN 2253	Customer Service	2
*See course syllabi for Customer Service course prerequisites.		

Total Hours for an Customer Service Certificate of Completion	7
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Entrepreneurship

Certificate of Completion

Credits Required: 6

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Are you interested in starting a business? Do you have a concept for a business and want to develop a business plan for your idea? Do you want to explore the entrepreneurial mindset and the many facets of being a successful entrepreneur? Do you currently operate a business and want to take it to the next level?

If you answer 'yes' to any of those questions, then consider the 6-credit hour Entrepreneurship Certificate of Completion. These practical, hands-on business development courses are designed to help entrepreneurs hone the skills needed to create, manage, and grow successful businesses. You will not just learn about the business; you will work on your own business idea or venture.....moving those ideas to reality or to new levels of growth.

Requirements for Admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

Entrepreneurship Certificate Requirements*

Course		Credit Hours
BUSN 0140	Essential Career Skills	1
BUSN 0181	Is Business Ownership Right for Me?-The Entrepreneurial Mindset	2
BUSN 0294	Introduction to Entrepreneurship: FastTrac®	3
*See course syllabi for Entrepreneurship course prerequisites.		

Total Hours for an Entrepreneurship Certificate of Completion	6
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Marketing

Certificate of Completion

Credits Required: 10

Division: Math, Science & Business Technology

Contact: MSBT@kckcc.edu

Marketing is a fundamental component of all business operations and is a critical aspect of the success of a business. If you are ready to contribute more to your organization, or take on a new professional role, this 10-credit hour Marketing Certificate of Completion will provide you with a competitive edge and skills that will enhance your value to an employer.

Requirements for admission to the program:

- No requirements for admission to the program.
- Contact program for program-specific advising.

Marketing Requirements*

Course		Credit Hours
BUSN 0140	Essential Career Skills	1
BUSN 0263	Consumer Behavior	3
BUSN 0264	Integrated Marketing Communications	3
BUSN 0266	Principles of Selling	3
*See course syllabi for Marketing course prerequisites.		

Total Hours for a Marketing Certificate of Completion	10
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