ENROLL NOW
Classes Begin in January
Schedule of Credit Classes
SPRING 2019

Getting Started
Steps to apply to Cecil College

Scholarships & Financial Aid
How to get help paying for college. Free FAFSA workshops. Cecil College Foundation scholarships.

Advising & Transfer
Learn how we will guide you to accomplishing your educational goals. Veteran and service member resources. Important dates and early bird registration.

Academic Support & Campus Life
Discover free academic support and tutoring available to Cecil College students. Get the most out of being a Cecil student. Learning options.

Schedule of Classes
Online and on-campus classes beginning January 2019.

Admission & Financial Aid
Office hours. Campus tours. Admissions application. Registration form.

Tuition & Fees

Need to Know for Enrolled Student

For Your Success
Career and job placement. Disability support services. Learning support centers.

Student Life
Things to do on campus. Athletics. Multicultural student services. College policies and regulations.

Campus Map

Index

NEED A RIDE TO CLASS? Cecil Transit Comes to Cecil College
Special discount for Cecil College students! 20 rides for $20
Visit www.ccgov.org for current schedules.
Message from the President…

Welcome to Cecil College where students are our focus! The entire Cecil College community is committed to helping you achieve your educational and career goals. Our faculty, staff and leadership team work hard to ensure access and success for every student.

At Cecil College, we honor and practice our mission, vision, and core values. We also pursue the goals in our strategic plan, striving to improve our institutional effectiveness and our learning outcomes for students.

We are glad that you have discovered Cecil College and are confident you will define it as a place where you can create your individual path to a better future through education. Every member of the college community is here to support you in reaching your academic goals.

It is my sincere hope that you find a home at Cecil College. Please let our dedicated team of professionals know how we can best meet your needs. I look forward to seeing you when you are on campus.

Warmest regards,

Mary Way Bolt
Mary Way Bolt, EdD
President

1 Complete the Admissions Application
Apply online at www.cecil.edu
It’s FREE to apply!
Cecil College is an open access community college. When you submit the admissions application, you are accepted.

2 Apply for Financial Aid
Complete the FAFSA at www.fafsa.ed.gov
We can help!
Attend a free FAFSA WORKSHOP
Tuesdays, 10 a.m. – Noon, Thursdays, 5 – 7 p.m.
North East Campus • Financial Aid Office
Visit www.cecil.edu/FinAid or call 410-287-1003

3 Visit the Admission Office
North East Campus, Building A, Room A201
Monday – Friday, 8 a.m. – 4:30 p.m.
No appointment necessary!
Schedule a campus tour in advance of your visit at cecil.edu, admissions@cecil.edu or 410-287-1006

Every effort is made to honor the schedule herein; however, circumstances may require
the alteration or cancellation of courses, seminars, or programs. Cecil College reserves
the right to modify the schedule as is deemed necessary with regard to courses offered,
instructor assignments, location, tuition, courses and fees.
FINANCIAL AID @ CECIL COLLEGE
Financial aid labs provide prospective and current students with assistance in completing the FAFSA and Cecil College Foundation scholarship application. We are here to answer your financial aid questions. Call 410-287-1003.

FREE FAFSA WORKSHOPS
TUESDAYS, 10 a.m. – Noon • THURSDAYS, 5 – 7 p.m.
Cecil College, North East Campus • Financial Aid Office
So that we may assist you with your questions and completion of the FAFSA, please be sure to come to the lab with the appropriate federal tax returns, W-2 forms, and any other additional income information you may have.
- Applicants who are dependents under 24 years of age require the presence of a parent or legal guardian.
Visit www.cecil.edu/FinAid or call 410-287-1003.

ATTENTION NEW STUDENTS
Join Us for New Student Orientation
Thursday, January 17
11 a.m. or 6 p.m.
Cecil College, Technology Center, Room 106
YOU WILL LEARN...
- about valuable academic support and technology services
- from students about how to be successful in your classes
- how you can benefit from getting involved in campus life
- anything else you might want to know – bring your questions!!
All students and family members welcome!
For more information, or to RSVP, email studentlife@cecil.edu or call 410-287-1000.

Get Help Paying for College

CECIL COLLEGE
Foundation Scholarships
The Cecil College Foundation provides scholarships to recent high school graduates as well as adult students. All current and future students of the College are encouraged to apply.
Awards are need and non-need based and range from one hundred dollars to full tuition and fees.

APPLY EARLY
- Apply between October 1 and April 30.
- Apply early and complete the FAFSA for best consideration.
- Applications are reviewed and awards made on a rolling basis once all information is submitted.

Complete your application at cecil.edu/scholarships

CECIL COLLEGE FOUNDATION, INC.
foundation@cecil.edu • 410-287-1053
**Veteran & Service Member Resources**

@ CECIL COLLEGE

**VETERAN RESOURCES**
A resource center is available through the financial aid office and provides student veteran information related to college and VA resources.

**VETERAN BENEFITS**
Veterans can meet the College's VA Certification Officer to ensure that they receive the maximum level of benefits available to them.

**PRIORITY ENROLLMENT**
Cecil College grants priority enrollment to currently serving members, dependents, and veterans of the armed forces of the United States. Eligible students may meet with an advisor for enrollment purposes beginning three days prior to general registration.

**STUDENT LIFE**
A veteran student organization provides programs specific to the needs of veteran students.

Cecil College is a member of the State of Maryland’s College Collaboration for Student Veterans. Every effort is made to ensure the educational success of our returning Veterans, including their recruitment, successful transition to higher education, retention and eventual graduation.

For more information, email veterans@cecil.edu or call 410-287-1003.

**MARK YOUR CALENDAR**
November 1 .......... Spring Registration Opens
January 2 .......... Accelerated Degree Classes Begin
January 17 .......... New Student Orientation 11 a.m. or 6 p.m.
January 22 .......... Spring Semester Classes Begin
January 22-25 .......... Welcome Week for Students
March 18-22 .......... Spring Break - No Classes (except Accelerated Degree sessions)
College Offices Open (except Friday, March 22)
May 7-13 .......... Spring Semester Exams
May 19 .......... College Graduation

To view the full academic calendar, visit www.cecil.edu.

**Early Bird Registration**
Register by December 7 and receive $35 off the registration fee.

The earlier you register, the more choices you have!

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**ADVISING & TRANSFER**

**ADVISING**
Advisors are here to help you begin your educational journey. We will guide you every step of the way as you work towards accomplishing your educational goals.

**Meeting With Your Advisor**
All new students meet with their advisors after completing the admissions process. Students are encouraged to stay in contact with their advisors throughout their educational experiences at Cecil College.

Advisors are available to:
- help you determine the best pathway to meet your educational, career, and personal goals.
- provide you with the information you need to select a program of study.
- assist you in developing an educational plan and selecting your courses.
- give you individualized attention and educational planning to help keep you on track for degree or certificate completion.
- guide you through your transfer opportunities to four-year colleges and universities.

**TRANSFER**
The College has entered into several formalized articulation agreements with four-year institutions throughout the state of Maryland and the region. Articulation agreements provide the opportunity for students to enter into program-to-program transfer agreements, or course-to-course equivalencies, with partnering institutions.

For more information, please visit www.cecil.edu or call 410-287-1000.
ACADEMIC SUPPORT @CECIL COLLEGE

At Cecil College, your academic success is our number one priority. As an enrolled student at Cecil College, you will have access to free academic support and tutoring.

TECHNOLOGY RESOURCE CENTERS
The Technology Resource Centers offer the following:
- computer stations (PC and Mac)
- copiers which students can use for printing
- Internet capability
- current software programs
- charging stations for mobile devices

Lab proctors are available to assist students with basic computer skills. In addition, one-on-one tutoring for students taking computer courses is available by appointment.

MATH LAB
The Math Lab provides free tutoring for students experiencing difficulty in any math course offered at Cecil College. The staff is experienced and can explain concepts, making sure students understand what they are learning.

THE WRITING CENTER
The Writing Center offers free tutoring in the areas of reading and writing to all Cecil College students at all level of abilities. Students are encouraged to make The Writing Center part of their writing process.

Visit www.cecil.edu for more information about academic support at Cecil College, or see page 58.

CAMPUS LIFE @CECIL COLLEGE
Get the most out of being a Cecil student!

The Student Life Office provides opportunities for students to be involved on-campus by offering enriching programs and engaging activities to enhance your overall College experience.

In addition, the Student Support & Resource Center provides a confidential, supportive environment for assistance with academic and personal concerns.

Increase your knowledge in the classroom and expand your experiences outside of the classroom.

Visit www.cecil.edu to learn more about campus life at Cecil College, or see page 59.

www.cecil.edu
LEARNING OPTIONS

Where you need us, when you need us…

Cecil College offers alternative formats for learning that will make college more accessible to your busy schedule. If your work schedule, family obligations, or transportation make it difficult to attend regularly scheduled classes, try one or more of these formats of learning.

Look for the following symbols throughout this course schedule and select a learning option that fits your learning needs.

Co-Listed Courses

The co-listed option affords students the opportunity to select their enrollment status (credit or non-credit). Formalized instructional agreements between the credit and non-credit divisions have been developed in selected courses ensuring that rigorous academic and technical competencies are a part of the desired outcomes. Students must be able to read and write at a college level.

Condensed Sessions

Cecil offers courses in formats other than 15-week semesters, to include 1-week, 7-week, 9-week, and 10-week sessions. Times and dates for courses are available in this Course Schedule.

Online Courses

Students may choose to enroll in an online course that offers the flexibility of working off campus. Online courses require the same level of dedication as on-campus courses. Course materials are available online. Students must use their Cecil College email address when they register for an online course. While offered in a format that allows the student more flexibility in completing coursework, students must adhere to the assignment schedule to allow for interaction with other online students. Section letter “Z” designate online courses. Students may be required to take exams at an authorized testing center. Students are responsible for contacting their instructors once enrolling in online courses.

Hybrid Courses

Hybrid courses reduce the amount of time students spend on campus by blending on-campus and online learning activities. Students must use their Cecil College e-mail address when they register for a hybrid course. Section letter “H” designates hybrid courses. Students may be required to take exams at an on campus authorized testing center. Course delivery varies among hybrid courses. Class attendance required on campus also varies. Students are responsible for contacting their instructors once enrolling in hybrid courses.

Elkton Station

Courses are offered at the Elkton Station location at 107 Railroad Avenue in Elkton, MD.

MarylandOnline

MarylandOnline (MOL) is a consortium of Maryland colleges and universities that offer certificate and degree programs in an online format. To see if MarylandOnline offers an instructional format that meets your needs, visit their Web site at www.marylandonline.org/prospective_students/.

Accelerated Studies for the Adult Professional (ASAP)

Cecil College offers programs of study in Leadership and Management as well as Social Work for working adults who would like to complete their degree in a 17-month time frame. Courses are offered in nine-week sessions. Students can earn nine to 11 credits in each session in a combination of classroom, online, and hybrid learning environments.

Independent Study

An independent study requires an agreement between an instructor and a student, whereby the instructor establishes the required workload and the student agrees to achieve the objectives of a specific course primarily through interaction with the instructor apart from a regular schedule of class meetings. Independent study requires the student to meet with an advisor who will then forward the completed form for the required approval of the department head and the academic dean. This method of instruction is to be used for extenuating circumstances when the student does not have the opportunity to earn credit for the required course.

College-Based Work Experience Program (CBWEP)

CBWEP is a required course in several programs at Cecil College. It offers an opportunity for students to participate in a supervised college work experience program with local employers in the student’s area of study. All students who plan to enroll in CBWEP MUST complete the Intent Form the semester prior to enrollment in the CBWEP course. For additional information contact 410-287-6060, ext. 1468.

Cecil College offers programs that have Gainful Employment Disclosures. For more information, please go to http://www.cecil.edu/GE

MyCecil is your 24/7 access to information and resources you’ll need to be successful at Cecil College.

- Registration and payment
- E-mail and Blackboard access
- Grades online
- Course schedules and transcripts
- Events and calendars
- Campus announcements
- Clubs and athletics
- Faculty information and contacts

Get started today at www.my.cecil.edu.
### Online Learning at CECIL - Spring 2019

Enjoy the flexibility of learning from home. Online classes work with your schedule and meet your needs. Learn when it's best for you!

**SPRING 2019**

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<td>ACC201 Z1 Accounting II</td>
<td>HEA136 Z1 Stress Management</td>
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<td>ACC204 Z1 Payroll Accounting</td>
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<td>ACC205 Z1 Business Spreadsheet Applications</td>
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<td>BUS231 Z1 Management of Human Resources</td>
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<td>BUS280 Z1 Strategic Planning Concepts</td>
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<td>PSY101 Z1 Introduction to Psychology</td>
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<td>CSC140 Z1 Introduction to Networking</td>
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<td>CSC156 Z1 Microsoft Windows Server 2012</td>
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<td>ECO221 Z1 Economics-Micro</td>
<td>SOC101 Z1 Introduction to Sociology</td>
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<td>ECO222 Z1 Economics-Macro</td>
<td>SOC102 Z1 Social Problems</td>
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<tr>
<td>PHE180 Z1 Introduction to Matlab</td>
<td>TRL130 Z1 Production &amp; Operations Management</td>
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<td>EGL102 Z1 Composition &amp; Literature</td>
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<td>EGL211 Z1 Technical Writing</td>
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<td>PRO121 Z1 Legal Issues in Government Procurement</td>
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<td>PRO210 Z1 Procurement Acquisition II</td>
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<td>PRO215 Z1 Advanced Procurement Acquisition</td>
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<td>PRO220 Z1 Pricing and Contract Integration</td>
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<td>PRO230 Z1 Procurement Contract Negotiations</td>
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Look for this icon on the following pages for course descriptions, tuition and fees. Register by calling 410-287-1000, or online at www.my.cecil.edu.
CECIL COLLEGE Elkton Station

Looking for classes at Cecil College’s Elkton Station? The following classes are offered at our Elkton Station location.

SPRING 2019

ART
ART152 01 Sculpture I
ART160 01 Beginning Ceramics
ART179 01 Surface Design for Ceramics
ART182 01 Sculpture II
ART194 01 Wheel-Thrown Ceramics
ART195 01 Integrated Arts
ART196 01 Wheel-Thrown Ceramics II
ART201 01 Three-Dimensional Design
ART260 01 Intermediate Ceramics
ART261 01 Advanced Ceramics
ART291 01 Portfolio Production I
ART292 01 Portfolio Production II
ART293 01 Professional Portfolio Production
ART296 01 Wheel-Thrown Ceramics III

EDUCATION
EDU101 01 Foundations of Education
EDU131 01 Principles of Early Childhood
EDU132 01 Early Childhood Curriculum/Methods
EDU210 01 Processes & Acquisitions of Reading
EDU250 01 Classroom Management
EDU251 01 Intro to Exceptional Child & Youth
EDU263 01 Teaching Reading Secondary Content I

ENGLISH
EGL101 12 Freshman Composition
EGL102 09 Composition & Literature

MATHEMATICS
MAT133 01 Mathematical Concepts & Structure I
MAT134 01 Mathematical Concepts & Structure II

MUSIC
MUC111 01 Music Theory & Musicianship II
MUC114 01 Piano Class II
MUC120 01 Chamber Ensemble I - IV
MUC124 01 Chamber Choir I - IV
MUC128 01 Introduction Audio Technology
MUC211 01 Music Theory & Musicianship IV
MUC228 01 Recording Techniques
MUC264 01 Diction for Singers II (Fr./Ger.)
MUL101 01 Guitar Bass Lessons I - VII
MUL105 01 Classical Guitar Lessons I - VII
MUL113 01 Voice Lessons I - VII
MUL117 01 Woodwind Lessons I - VII
MUL121 01 Piano Lessons I - VII
MUL125 01 String Lessons I - VII
MUL129 01 Drum Percussion Lessons I - VII
MUL133 01 Brass Lessons I - VII

PHYSICAL EDUCATION
PED175 02 Hatha Yoga I
PED277 03 Hatha Yoga II

PSYCHOLOGY
PSY203 01 Child Growth and Development
PSY207 01 Educational Psychology

SOCIAL WORK
SWK102 H1 Basic Interviewing Skills

SOCIOLOGY
SOC102 01 Social Problems

SPEECH
SPH121 03 Interpersonal Communication
SPH141 08 Public Speaking

THEATER
THE104 01 Script Analysis
THE108 01 Movement for Actors
THE164 01 Applied Theatre I
THE262 H1 Theatre History I
THE263 01 Directing
THE264 01 Applied Theatre II
THE275 H1 Theatre History II
ACCOUNTING

ACC101 — Accounting I introduces the concepts and practices used in financial accounting. Topics studied include the use of journals and ledgers as well as the preparation of financial statements. Additional topics studies include cash, accounts and notes receivable, merchandise inventory, depreciation, current liabilities, and principles. Procedures for maintaining the records for service and merchandise firms are emphasized. 3 credits
Course Fee: $40.00
ACC101 01  W  6:00 PM to 8:50 PM  1/22/2019 to 5/13/2019  D214  STAFF
ACC101 02  TF  10:00 AM to 11:20 AM  1/22/2019 to 5/13/2019  D416  FOLTZ

ACC102 — Accounting II develops financial and managerial accounting concepts related to generally accepted accounting principles, the conceptual framework of accounting and the objectives of financial reporting, long term liabilities, the statement of cash flows, financial statement analysis, introductory management accounting, manufacturing accounting, and job order and process accounting are studied. 3 credits
Pre-requisite: ACC 101 (BUS101) grade of C or higher.
Course Fee: $40.00
ACC102 01  TF  8:00 AM to 9:20 AM  1/22/2019 to 5/13/2019  D416  FOLTZ
H ACC102 H1  1/22/2019 to 5/13/2019  FOLTZ

ACC103 — QuickBooks will teach students the concepts and techniques of recording various business transactions, including sales, receivables, payables, and payroll. Various accounting reports and end of period accounting procedures for both a service and merchandising accounting system are covered. Procedures for converting a manual accounting system to a computerized system are covered. Only data information needed to complete assignments is provided on a CD. The QuickBooks® software is not provided to the student. Additional lab time may be needed to complete assignments. 3 credits
Pre-requisite: ACC101.
Course Fee: $40.00
ACC103 Z1  1/22/19 to 5/13/19  FOLTZ

ACC201 — Accounting III is designed to provide the student with a thorough knowledge of the components of financial statements. Using Financial Accounting Standards Board (FASB) pronouncements and guidelines, the complex relationship between reporting methods and statements is examined. Other topics studied include asset valuations, revenue recognition, inventory valuation, acquisition and disposal of property, plant and equipment, depreciation and depletion, and intangibles. 3 credits
Pre-requisite: ACC102 (BUS102).
Course Fee: $40.00
ACC201 Z1  Online  1/22/2019 to 5/13/2019  BERKERIDGE

ACC202 — Accounting IV covers investments in debt and equity securities, debt and equity financing activities, pensions and other compensation issues, contingencies, earnings per share, accounting changes and error corrections, cash flow statement, and analysis of financial statements. Excel is used to solve a number of assigned problems. 3 credits
Pre-requisite: Grade of C or better in ACC102 (BUS102) or ACC201 (BUS226).
Course Fee: $40.00
ACC202 01  W  9:00 AM to 11:50 AM  1/22/2019 to 5/13/2019  C358  BERKERIDGE

ACC203 — Tax Accounting is an in-depth study of the procedures for filing federal income tax forms at the personal level. Topics include forms, schedules and statements that support the return. In addition to theory lectures, students are given opportunity to apply the concepts and principles through preparation of simulated tax returns. Students are also given an opportunity to prepare individual returns using a tax software package. Related state income tax concepts are studied. 4 credits
Pre-requisites: ACC101 (BUS101).
Course Fee: $40.00
ACC203 01  T  6:00 PM to 8:50 PM  1/22/2019 to 5/13/2019  D306  BERKERIDGE

ACC204 — Payroll Accounting is a basic course in computerized payroll fundamentals, including computing and paying wages and salaries as well as analyzing and journalizing payroll transactions. In addition, the legal aspects of social security, income tax withholding and unemployment compensation taxes will be covered. The course includes the completion of a payroll project. 3 credits
Pre-requisites: EGL093.
Course Fee: $40.00
ACC204 Z1  Online  3/11/2019 to 5/11/2019  PRICE

ACC205 — Business Spreadsheet Applications students perform accounting data analysis using EXCEL spread sheeting. Templates provided in the software package are used in some of the applications while students will need to prepare their own templates for other applications. Applications include, but are not limited to, comparative financial statements, comparing of ratios and other analytical data, preparation of budgets and miscellaneous spread sheeting applications. 3 credits
Pre-requisites: ACC101 (BUS101).
Course Fee: $40.00
ACC205 Z1  Online  1/22/2019 to 5/13/2019  BERKERIDGE

Prerequisite Notice to Students
Students must complete prerequisite courses with a grade of C or better prior to enrollment in the course for which the prerequisite is required. The College reserves the right to drop students when the prerequisites have not been met. See an academic advisor if you have any questions.
ANT101 — **Cultural Anthropology (SS)** is an introduction to the basic concepts involved in analyzing human experience in religion, kinship, and political systems, as well as mating, marriage, and other cultural characteristics. Anthropological methods which relate to the study of small-scale and large-scale societies will be examined and discussed. 3 credits
Pre-requisite: EGL093.
Course Fee: $35.00

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<thead>
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<th>Course</th>
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<td>M</td>
<td>6:00 PM to 8:50 PM</td>
<td>D423 GALLOWAY</td>
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<tr>
<td>ART101</td>
<td>Z1</td>
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<td>PERSSON BENNETT</td>
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ART230 — **Figure Drawing** is an introductory course in drawing the human figure. The first half of the course emphasizes accuracy in proportion and achieving solid form and structure; the second half deals with characterization. Projects will deal with the form and structure of the body, as well as subjective aspects of the pose. Previous drawing experience is highly recommended before enrolling in this course. 3 credits
Course Fee: $50.00
Note: Additional studio work time required.

ART140 — **Painting I (H)** introduces students to various approaches to painting in oils in the studio. It is intended for the beginning painter with little or no background in painting. Technical skills are developed through demonstrations, structured assignments, lectures, and critiques. 3 credits
Course Fee: $50.00
Note: Additional studio work time required.

ART240 — **Painting II (H)** is a studio course concerned with the further development of compositional organization, technical skills, and color usage. Emphasis is on individualized approaches to painting and personal exploration with reference to past and contemporary artists. Students are encouraged to experiment with combinations of media and techniques for exploration in representational, abstract, and non-objective work. This course is intended for the student with previous painting experience. 3 credits
Pre-requisite: ART140.
Course Fee: $50.00
Note: Additional studio work time required.
ART160 — *Beginning Ceramics (H)* introduces the student to processes, tools, and aesthetics of ceramic forms, both functional and sculptural. Students explore various hand-building, wheel-throwing, decorating, glazing, and firing techniques. Studio performance concerning technical, aesthetic, and skill development is stressed. 3 credits
Course Fee: $80.00
Note: Additional studio work time required.

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ART260 — *Intermediate Ceramics (H)* examines personal approaches to clay building and decorating and the creative potential of the medium in relationship to concept, function, and aesthetics. Major emphasis is on the development of skills, ideas, personal style, areas of special interest, and on the refinement of forms and craftsmanship. This course includes an introduction to glaze mixing and firing theory. 3 credits
Pre-requisite: ART160.
Course Fee: $80.00
Note: Additional studio work time required.

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ART261 — *Advanced Ceramics* expands on personal approaches to clay building and decorating from Intermediate Ceramics. This course focuses on the further development of skills, ideas, style, areas of special interest, and on the refinement of forms and craftsmanship. Experimentation with form development, surface decoration, and personal symbolism is emphasized. 3 credits
Pre-requisite: ART260.
Course Fee: $80.00
Note: Additional studio work time required.

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ART179 — *Surface Design for Ceramics* explores a variety of surface techniques for ceramics. The elements and principles of design will be discussed and utilized to create surface designs for ceramic forms. Students will explore techniques to manipulate form and surface throughout the stages of the ceramic process. This course includes techniques for greenware and bisqueware as well as post-firing techniques. Students will mix glazes and experiment with materials for low and mid-fire temperatures. The relationship between form and surface will be emphasized. 3 credits
Pre-requisite: ART160.
Course Fee: $80.00
Note: Additional studio work time required.

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ART194 — *Wheel-Thrown Ceramics (H)* introduces students to the pottery wheel with emphasis on the skill development of throwing techniques. The course will focus on the development of personal style, perfection of thrown forms and craftsmanship. A wide range of pottery forms and surface treatments will be studied and applied to the work made. Students will be given a foundation in the history, aesthetic, and technical aspects of working with clay on the potter’s wheel. Students will explore the pottery wheel as a tool for construction in conjunction with other building techniques. 3 credits
Course Fee: $80.00
Note: Additional studio work time required.

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ART196 — *Wheel-Thrown Ceramics II* expands on the skills introduced in Wheel-Thrown Ceramics. Emphasis is placed on advanced techniques for throwing and decorating surfaces. The course encourages developing a personal style as well as refining craftsmanship and thrown forms. Students will utilize the pottery wheel as a tool for construction in conjunction with other building techniques. Students are expected to explore the creative potential of the medium in relationship to concepts, aesthetics and function. 3 credits
Pre-requisite: ART194.
Course Fee: $80.00
Note: Additional studio work time required.

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ART296 — *Wheel-Thrown Ceramics III* expands on the skills introduced in Wheel-Thrown Ceramics II. Emphasis is on the further development of thrown forms and surface decoration techniques. Students will create a body of work demonstrating refinement of thrown forms, craftsmanship, advanced throwing techniques. 3 credits
Pre-requisite: ART196.
Course Fee: $80.00
Note: Additional studio work time required.

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ART180 — Basic Photography (H) introduces students to the fundamental aesthetics and techniques of photography, to the practice of creative thinking, and to communication through visual imagery. Digital cameras and digital imaging work stations are available for student use in class. 3 credits
Course Fee: $140.00

ART181 — Introduction to Movie Making (H) is an introduction to the theory and practice of movie making with electronic video technology. Topics include creative concept development, production planning, capturing, and editing for artistic expression. Students work in a hands-on environment to develop and produce short movies. 3 credits
Course Fee: $140.00

ART183 — Digital Illustration I teaches traditional illustration methods combined with computer illustration techniques to enable students to learn contemporary professional illustration practices. Emphasis is placed on creative concept development, composition, design, research, workflow, drawing techniques for hand and computer, and portfolio production. Topics include fine art illustration, still life illustration, product illustration, book illustration, and editorial illustration. Previous drawing experience is preferred. 4 credits
Course Fee: $140.00
Note: Additional studio work time required.

ART185 — Integrated Arts introduces students to the areas of dance, literary arts, music, theatre, and the visual arts. Students will learn the knowledge and skills of each art form and how these disciplines can be integrated into classroom instruction. Consideration is given to the current research and influences of arts education. This experience will enhance self-expression and foster a better understanding of the role that the arts play in teaching and learning. This course meets the integrated arts requirements of the Maryland State Associate of Arts in Teaching (AAT).
Pre-requisite: EDU101 or EDU131.
Course Fee: $80.00
Note: Additional studio work time required.

ART201 — Three-Dimensional Design (H) is a studio course that introduces students to various aspects of three-dimensional design. Students deal with the application of design concepts to three-dimensional problems. Individual creative approaches to materials and techniques are encouraged. 3 credits
Pre-requisite: ART101.
Course Fee: $50.00
Note: Additional studio work time required.

ART242 — Survey of Modern Art History (H) explores the development of the art of Western Civilization, specifically painting, sculpture, and architecture. Emphasis is placed on 19th and 20th century art and aesthetic intentions, as well as their roots in the late 18th century. The course examines works of art that are most characteristic of each period and discusses questions such as: Why do we create art? What influences our choice of imagery? How does knowledge of the past help us to understand the art of the present? 3 credits
Pre-requisite: EGL093.
Course Fee: $50.00

ART291 — Portfolio Production I provides an opportunity for advanced art students to concentrate on building portfolios in individual areas of interest to further their educational, career and personal goals. Students will create a focused body of artwork to produce a portfolio. 1 credit
Pre-requisite: EGL101.
Course Fee: $50.00
Note: Additional studio work time required.

ART292 — Portfolio Production II provides an opportunity for advanced art students to concentrate on building an in-depth portfolio in individual areas of interest to further their educational, career and personal goals. Students will create a focused body of artwork to produce a portfolio. 2 credits
Pre-requisite: EGL101.
Course Fee: $50.00
Note: Additional studio work time required.
ART293 — Professional Portfolio Production enables art majors who have completed 18 credit hours of art courses to concentrate on creating a Capstone Portfolio of artwork, images, and written documentation to prepare for application to a transfer institution and/or for personal or career goals. With guidance from an instructor, students create a cohesive body of work to produce a professional portfolio and a capstone art exhibit that is presented to the community. 3 credits
Pre-requisite: EGL101.
Course Fee: $50.00
Note: Additional studio work time required.

ASTRONOMY

AST103 — Principles of Astronomy (SL) provides the basic concepts of the astronomical study of the universe and involves the development of astronomical ideas from ancient times to the present. The course emphasizes the relationship of Earth to the universe. The scientific principles needed to understand the concepts in astronomy are presented and include Newton’s laws of motion and of universal gravitation, the nature of light, spectroscopy, atomic structure, special relativity, thermonuclear reactions, and general relativity. Topics include the solar system, the sun and other stars, galaxies, and modern ideas in cosmology. Appropriate laboratory exercises and at-home activities are integrated into the course. 4 credits
Pre-requisites: EGL093, MAT092 or MAT097.
Course Fee: $50.00

BIOLOGY

BIO101 — General Biology (S) introduces the student to the basic biological principles common to all living things, with emphasis on evolution, molecular biology, diversity, ecology, physiology and genetics. 3 credits
Prerequisite: MAT092 or MAT097.
Co-requisites: BIO103 and EGL101.
Course Fee: $35.00

BIO103 — Principles of Biology I (S) is the first semester of a two-semester general biology sequence designed for students majoring in areas of science or health science. Basic principles of biology will be studied with emphasis on cellular and molecular biology. 3 credits
Co-requisites: BIO131, EGL101, MAT121 or MAT127.
Course Fee: $55.00

BIO111 — General Biology Lab is a laboratory course designed to actively involve the student in the process of science. The student will perform experimental activities in the field or lab that study ecology, molecular biology, and genetics using team work and scientific instrumentation. 1 credit
Pre-requisite: MAT092 or MAT097.
Course Fee: $55.00

BIO113 — Introduction to Zoology will study the animal kingdom, methods of classification, evolution, genetics, comparative anatomy, physiology and behavior of various animal groups. 3 credits
Pre-requisite: MAT093 or MAT097.
Co-requisites: BIO113 and EGL101.
Course Fee: $35.00

BIO123 — Foundations of Nutrition (S) introduces the non-science major to the basic nutritional principles used to prepare a sound diet and live a healthy nutrition lifestyle. Particular emphasis is placed on: food origins/ethnic foods, general food groups, fuel nutrients, diet analysis and energy expenditure, food safety, societal and fad eating trends and their relationship to health. 3 credits
Pre-requisite: MAT093 or MAT096.
Co-requisites: EGL093 and MAT097.
Course Fee: $55.00
BIO131 — Principles of Biology I Lab is the first semester of a two-semester general biology laboratory sequence designed for students majoring in areas of science or health science. Students will develop and perform experiments involving molecular biology, biochemistry, genetics, and cell biology. 1 credit
Co-requisite: BIO130.
Course Fee: $55.00
BIO131 01 T 12:00 PM to 1:50 PM 1/22/2019 to 5/13/2019 C431 KURAGUNTLA

BIO132 — Principles of Biology II (S) is the second semester of a two-semester general biology sequence designed for students majoring in areas of science or health science. Basic principles of biology will be studied with emphasis on evolution, classification of life forms and their environments, ethology, and ecology of populations and communities. 3 credits
Pre-requisites: BIO130, BIO131, MAT121.
Co-requisite: BIO133.
Course Fee: $35.00
BIO132 01 TF 12:00 PM to 1:20 PM 1/22/2019 to 5/13/2019 D218 WARWICK

BIO133 — Principles of Biology Lab II is the second semester of a two-semester general biology laboratory sequence designed for students majoring in areas of science or health science. Students will perform experimental activities in the lab and field that include the study of evolution, organismal diversity and their environments, ethology, and ecology of populations and communities. 1 credit
Co-requisite: BIO132.
Course Fee: $55.00
BIO133 01 W 10:00 AM to 11:50 AM 1/22/2019 to 5/13/2019 C431 CADOGAN

BIO200 — Microbiology (S) surveys the roles of microorganisms in today’s environment. We examine the history and development of microbiology, survey the diversity of microbes, and compare the structures of procaryotic and eukaryotic organisms. Metabolic processes such as fermentation, photosynthesis, aerobic and anaerobic respiration are studied. Beneficial microbes and epidemiology are discussed. We will examine the growing role of microbes, through bioengineering and immunology, in maintaining our environmental and personal health. 3 credits
Pre-requisites: MAT093 or MAT095 or MAT097.
Co-requisites: BIO210, EGL101.
Course Fee: $35.00
BIO200 01 MTh 8:30 AM to 9:50 AM 1/22/2019 to 5/13/2019 D218 WARWICK
BIO200 02 TF 8:30 AM to 9:50 AM 1/22/2019 to 5/13/2019 D416 WARWICK
BIO200 03 MW 6:00 PM to 7:20 PM 1/22/2019 to 5/13/2019 D414 LAVERTY

BIO210 — Microbiology Lab introduces the student to methods for studying microbes including various types of microscopy, staining techniques, transformation and culture methods. Students will participate in lab experiments that stress the importance of microbe diversity, their unique physical and chemical growth requirements, and appropriate identification processes. Students are required to spend additional time in the lab to monitor lab results on non-lab days. 1 credit
Co-requisite: BIO200.
Course Fee: $55.00
Note: Students are expected to spend additional time on nonscheduled days in the lab to monitor lab results.
BIO210 01 T 12:00 PM to 1:50 PM 1/22/2019 to 5/13/2019 C409 RANAUTO
BIO210 02 T 2:00 PM to 3:50 PM 1/22/2019 to 5/13/2019 C409 RANAUTO
BIO210 04 T 6:00 PM to 7:50 PM 1/22/2019 to 5/13/2019 C409 LAVERTY
BIO210 05 T 10:00 AM to 11:50 AM 1/22/2019 to 5/13/2019 C409 WARWICK

BIO203 — Nutrition studies the principles of nutrition in health and throughout the life cycle, as well as their application to certain nutrition-related diseases. The course is intended primarily for students going into nutrition, nursing, or related fields. 3 credits
Pre-requisites: BIO101 or BIO130 or BIO208.
Course Fee: $35.00
BIO203 H1 1/22/2019 to 5/13/2019 VINTON

BIO208 — Human Anatomy and Physiology I (S) studies the structural and functional organization of the human organism with initial emphasis on the concepts of homeostasis and levels of organization. This is followed by a brief survey of histology and then the study of four organ systems: integumentary, skeletal, muscular and nervous. It is strongly recommended that students take an introductory Biology course before enrolling in an Anatomy and Physiology course. 3 credits
Pre-requisites: MAT093 or MAT097.
Co-requisites: BIO218, EGL101.
Course Fee: $35.00
BIO208 01 MTh 8:30 AM to 9:50 AM 1/22/2019 to 5/13/2019 D221 VINTON
BIO208 02 TF 12:00 PM to 1:20 PM 1/22/2019 to 5/13/2019 D414 BURKE
BIO208 03 TTh 6:00 PM to 7:20 PM 1/22/2019 to 5/13/2019 D412 MOHR
BIO208 04 MTh 12:00 PM to 1:20 PM 1/22/2019 to 5/13/2019 D221 BURKE

Prerequisite Notice to Students
Students must complete prerequisite courses with a grade of C or better prior to enrollment in the course for which the prerequisite is required. The College reserves the right to drop students when the prerequisites have not been met. See an academic advisor if you have any questions.
**BIO218 — Human Anatomy and Physiology I Lab** reinforces the topics covered in the lecture course BIO208 with hands-on activities. Students will use models, wall charts, microscopes, dissections and experimental observations. Students will study basic histology as well as the structure and function of the skin, skeletal, muscular, and nervous systems. It is strongly recommended that students take an introductory Biology course before enrolling in an Anatomy and Physiology course. 1 credit

Co-requisite: BIO208.
Course Fee: $55.00

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**BIO209 — Human Anatomy and Physiology II (S)** completes the sequence of study of the human body by studying the following organ systems: endocrine, cardiovascular, respiratory, digestive, urinary and reproductive. Relevant topics of metabolism, electrolyte balance and human genetics and development are included. 3 credits

Pre-requisites: BIO208, BIO218, and MAT093 or MAT097.
Course Fee: $35.00

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**BIO219 — Human Anatomy and Physiology II Lab** uses models, microscopes, dissections and experimental observations to reinforce topics in the endocrine, cardiovascular, digestive, respiratory, urinary and reproductive systems. 1 credit

Pre-Requisite BIO218.
Co-Requirement: BIO209.
Course Fee: $55.00

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**BIO222 — Genetics** encompasses transmission genetics, molecular genetics, population genetics, genomics, and proteomics with a focus on understanding concepts and their applications. This course should be of interest to students pursuing careers in advanced studies in biology, molecular biology, biochemistry, science teaching, and health sciences. 3 credits

Pre-requisite: BIO130 or BIO101.
Co-requisite: BIO232.
Course Fee: $35.00

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**BIO232 — Genetics Lab** uses an experimental approach to illustrate and explain the basic concepts of genetics, including recombinant DNA techniques and classical, molecular, and population genetics. Students will have hands-on experience with DNA analysis, PCR, Western blots, protein analysis, and simulations to reinforce the topics covered in the lecture. This course will prepare students to employ the techniques used in genomics, proteomics, and bioinformatics. 1 credit

Pre-requisites: BIO101 and BIO111 or BIO130 and BIO131.
Co-requisite: BIO222.
Course Fee: $55.00

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**BUS103 — Introduction to Business** provides an overview of the major functional areas of business and our economic systems. Organizational areas include business systems, management, human resources, marketing, production, and operations and information. Blended throughout the course are business-world trends of the continuing growth of the service sector, the need to manage information and communication technology and the role of ethics and social responsibility. This course should be taken early in the student’s program. 3 credits

Course Fee: $40.00

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<td>6:00 PM to 8:50 PM</td>
<td>D421</td>
<td>BEARCH</td>
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<td>03</td>
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<td>D214</td>
<td>WALTON</td>
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<td>04</td>
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<td>2:00 PM to 3:20 PM</td>
<td>D416</td>
<td>LAMPKIN</td>
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</tbody>
</table>

**BUS108 — Principles of Purchasing** examines the purchasing process including inventory control, price determination, vendor selection, negotiation techniques, and ethical issues. This course will also provide an overview of the Defense Federal Acquisition Regulation Supplement, which covers simplified acquisition procedures (SAP). 3 credits

Pre-requisite: EGL093.
Course Fee: $40.00

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<thead>
<tr>
<th>Course</th>
<th>Section</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>BUS108</td>
<td>Z1 Online</td>
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<td>ROBERTSON</td>
</tr>
</tbody>
</table>

**BUS103 Z1 Online**
Courses start on dates listed and run through the final exam date. Complete schedule of courses and syllabus available online.

**BUS108 Z1 Online**
Courses start on dates listed and run through the final exam date. Complete schedule of courses and syllabus available online.

www.cecil.edu
BUS131 — Principles of Management introduces the various principles and theories associated with management. Ethical and practical considerations are integrated through the use of lectures and the studying of management cases. 3 credits
Course Fee: $40.00

BUS131 01 W 12:00 PM to 2:50 PM D307 BOULDEN
1/22/2019 to 5/13/2019

BUS131 H1 Th 6:00 PM to 7:50 PM D416 ROBERTSON
1/22/2019 to 5/13/2019

BUS131 03 MTh 10:00 AM to 11:20 AM D218 BOULDEN
1/22/2019 to 5/13/2019

BUS131 Z1 Online WETTERAU
1/22/2019 to 5/13/2019

BUS131 Z2 Online KRYSIAK
3/11/2019 to 5/11/2019

BUS187 — Business Ethics focuses on an examination of typical ethical dilemmas encountered in the business environment. Ethical theories and principles are studied as a foundation for resolving ethical challenges. Through selected readings and classic and contemporary case studies, students will develop skills to identify pertinent aspects of various ethical dilemmas, identify stakeholders, apply a model for decision making, and evaluate the consequences of actions or inaction. 3 credits
Pre-requisite: EGL101.
Course Fee: $40.00

BUS187 01 T 6:00 PM to 8:50 PM D218 BELL
1/22/2019 to 5/13/2019

BUS187 02 W 12:00 PM to 2:50 PM D219 KRYSIAK
1/22/2019 to 5/13/2019

BUS187 Z1 Online DANLEY
1/22/2019 to 5/13/2019

BUS187 Z2 Online BELL
3/11/2019 to 5/11/2019

BUS207 — Introduction to Public Relations introduces the student to the study of public relations, a distinctive management function which establishes and maintains mutual lines of communication between an organization and its public. 3 credits
Pre-requisite: EGL093.
Course Fee: $40.00

BUS207 Z1 Online VOGELSONG
1/22/2019 to 5/13/2019

BUS207 Z2 Online VOGELSONG
3/11/2019 to 5/11/2019

BUS210 — Business Law covers topics including the sources of law, the regulatory environment, and the growing legal considerations involved with commercial activity. Emphasis is placed on contract law, personal property law, sales, and the use of the uniform commercial code. Case analysis and outside reading assignments are also used throughout the course. 3 credits
Pre-requisite: EGL093.
Course Fee: $40.00

BUS210 01 W 9:00 AM to 11:50 AM D221 VOGELSONG
1/22/2019 to 5/13/2019

BUS210 02 M 6:00 PM to 8:50 PM D421 BAYNES
1/22/2019 to 5/13/2019

BUS212 — Principles of Marketing emphasizes the growing field of marketing. Topics studied include product service planning, marketing information management, purchasing, pricing, promotion, selling, risk management, finance, and distribution. Applicable ethics to this field are studied and discussed. In addition to the class lectures, videos and films are used to emphasize the principles. Students participate in case analysis and various marketing projects. Familiarity with computer applications, including Internet operations and some word processing, is essential for success in this course. 3 credits
Pre-requisite: BUS212.
Course Fee: $40.00

BUS212 01 W 8:30 AM to 11:20 AM D218 KRYSAIK
1/22/2019 to 5/13/2019

BUS212 H1 W 6:30 PM to 8:20 PM D305 LONGER
1/22/2019 to 5/13/2019

BUS212 Z1 Online KRYSAIK
3/11/2019 to 5/11/2019

BUS212 Z2 Online KRYSAIK
3/11/2019 to 5/11/2019

BUS216 — Organizational Leadership is a study of the characteristics and traits constituting effective leadership and its impact on organizations. Students will review the history of leadership, the various theories of leadership, and topics on organizational behavior, personality, and attitudes related to work. Additional topics studied include work motivation, interpersonal communication, use of teams and groups in organizations, and group dynamics. Also included is a review and discussion of past and current writings of various leaders. 3 credits
Pre-requisite: BUS131.
Course Fee: $40.00

BUS216 Z1 Online VOGELSONG
1/22/2019 to 5/13/2019

BUS216 Z2 Online VOGELSONG
3/11/2019 to 5/11/2019

BUS231 — Management of Human Resources provides the student an opportunity to learn the fundamental concepts of human resource management and to apply those concepts to current management practices through appropriate management problem solving situations, projects, and case studies. Topics studied include, but are not limited to, equal employment opportunity, job requirements, human resources planning and recruitment, selection of personnel, career development, appraising and improving performance, compensation, incentives and employee benefits, safety and health concerns, labor relations and collective bargaining, and creating high performance work systems. 3 credits
Course Fee: $40.00

BUS231 H1 W 6:00 PM to 7:50 PM D219 KOZAK
1/22/2019 to 5/13/2019

BUS231 02 MTh 10:00 AM to 11:20 AM D416 SWANN
1/22/2019 to 5/13/2019

BUS231 Z1 Online BEARCH
3/11/2019 to 5/11/2019

BUS243 — Personal Selling is an integral part of the promotional mix. In today's highly competitive market, an effective sales approach which focuses on defining customer's needs, explaining product value, and ultimately having the customer's joint agreement in said value is essential to a successful business. 3 credits
Pre-requisite: BUS212.
Course Fee: $40.00

BUS243 H1 Th 6:30 PM to 9:20 PM D216 LONGER
3/11/2019 to 5/11/2019
BUS280 — Strategic Planning Concepts focuses on the processes involved in the development and implementation of a strategic plan. Topics include the variety of perspectives, models, and approaches used in strategic planning. Topics related to the planning process include organizational leadership, organizational culture, organizational environment, size of the organization, and expertise of planners. Students should complete 75% of their degree coursework prior to enrolling in this course. 3 credits
Pre-requisites: BUS103.
Course Fee: $40.00

CHM103 — General Chemistry I (S) studies the fundamental principles of chemistry including measurement, atomic structure, stoichiometry, energy relationships, chemical bonding, molecular structure, and gases. 3 credits
Co-requisites: CHM114.
Pre-requisites: CHM103, CHM113.
Course Fee: $35.00
Note: Students are expected to spend additional time on nonscheduled days in the lab to monitor lab results.

CHM113 — General Chemistry I Lab will expose students to basic chemistry laboratory techniques and procedures such as sample preparation, data collection, gravimetric analysis and titration. Because this course is designed to complement the General Chemistry I lecture course, conceptual topics include physical properties, determination of molecular weights, stoichiometry, energy, and gas laws. 1 credit
Co-requisite: CHM103.
Course Fee: $55.00

CHM109 — Chemistry and Art studies the application of chemical principles to various aspects of the visual arts. Topics include elements, compounds, atomic structure, the periodic table, chemical bonding, chemical reactions, acids and bases, oxidation-reduction reactions, and polymers. These concepts are introduced where appropriate in the exploration of the chemistry of art media such as paints, dyes metals, glass, ceramics, plastics, paper, fibers, and photographic materials. Laboratory activities have been designed to complement and enhance the lecture topics. The instructional approach used in CHM 109 is a combination of lecture, demonstrations, small group work, experiential exercises, and discussion. CHM 109 fulfills the physical science requirement in the majority of programs and curricula. 4 credits
Pre-requisite: MAT092 or MAT097
Co-requisite: EGL101

CHM104 — General Chemistry II (S) is a continuation of General Chemistry I. Topics include solutions, chemical kinetics, chemical equilibrium, acids and bases, equilibria in aqueous solution, chemical thermodynamics, electrochemistry, nuclear chemistry, and coordination chemistry. 3 credits.
Pre-requisites: CHM103, CHM113.
Co-requisites: CHM114.
Course Fee: $35.00
Note: Students are expected to spend additional time on nonscheduled days in the lab to monitor lab results.

CHM114 — General Chemistry II Lab will build upon the basic chemistry laboratory techniques and procedures learned in Chemistry 103. This course covers conceptual topics including qualitative analysis, chemical reactions in aqueous solution, acid-base reaction, reaction rates, chemical equilibrium, electrochemistry, and oxidation-reduction reactions. 1 credit
Pre-requisites: CHM103, CHM113.
Co-requisite: CHM104.
Course Fee: $55.00

CHM204 — Organic Chemistry II with Lab is the continuation of CHM203. Topics include organometallic compounds, carbonyl compounds, carboxylic acids and their derivatives, condensation reactions, amines, aryl halides, and phenols. Special topics include carbohydrates, proteins, and nucleic acids. The laboratory portion is designed to reinforce concepts discussed in lecture and to teach organic chemistry laboratory techniques. 4 credits
Pre-requisite: CHM203.
Course Fee: $85.00

COLO81 — College Success Seminar I is an entry-level course that presents study skills for courses in all disciplines. Course content from various disciplines, guest lecturers, and orientation assignments combine to provide each student with learning strategies to build student success. Assignments require students to apply academic strategies to other courses. 1 credit
Course Fee: $25.00
COMPUTER INFORMATION SYSTEMS

CIS101 — Introduction to Computer Concepts (I) is a non-technical course covering the use of word processing, spreadsheets, databases, and presentation software. Emphasis is placed on computer literacy and the use of personal computers. Students with limited keyboarding skills should take CIS105, Keyboarding, at the same time, or prior to, enrolling in this course. 3 credits.
Course Fee: $55.00
Note: This is a Windows based course.

CIS101 01 T 2:00 PM to 4:50 PM
1/22/2019 to 5/13/2019 C358 SWANN

CIS101 02 Th 6:30 PM to 9:20 PM
1/22/2019 to 5/13/2019 D308 BADSTIBNER

CIS101 03 Th 10:00 AM to 12:50 PM
1/22/2019 to 5/13/2019 D308 LAMPKIN

CIS101 H1 F 10:00 AM to 11:50 AM
1/22/2019 to 5/13/2019 D308 SWANN

CIS101 H2 T 10:00 AM to 11:50 AM
1/22/2019 to 5/13/2019 D308 WILSON

CIS101 Z1 Online 1/2/2019 to 3/5/2019 WALTON

CIS101 Z2 Online 1/2/2019 to 3/5/2019 WALTON

CIS101 Z3 Online 1/2/2019 to 3/5/2019 RAWLS

CIS101 Z4 Online 1/2/2019 to 3/5/2019 RAWLS

CIS101 Z5 Online 3/11/2019 to 5/11/2019 LAMPKIN


CIS105 — Keyboarding is the foundation skill required for effective computer usage in virtually every profession. The keyboard is now a tool used extensively by educators, managers, scientists, engineers, attorneys, physicians, factory workers, and employees in a vast array of positions. This course is designed to help you achieve the goal of using proper techniques and meaningful practice to key accurately and rapidly. 1 credit
Course Fee: $55.00

CIS105 Z1 Online 1/2/2019 to 5/13/2019 PRICE

COMPUTER SCIENCE

CSC109 — Introduction to Programming covers core concepts and techniques needed to logically plan and develop computer programs, including object-oriented programming and modular design. This course uses the Python programming language. 3 credits
Pre-requisite: MAT097.
Course Fee: $55.00

CSC109 01 MTh 12:00 PM to 1:50 PM
1/22/2019 to 5/13/2019 D320 WILSON

CSC109 H1 M 3:00 PM to 6:50 PM
1/22/2019 to 5/13/2019 D323 WILSON

CSC110 — Ethics in Information Technology explores the ethical dilemmas that exist where human beings, information objects, and information systems interact. The course introduces students to a variety of ethical situations from historical and cross-cultural perspectives and then explores the relevance to a variety of new and emerging technologies that are inherently social in their construction and use. 3 credits
Course Fee: $55.00

CSC110 Z1 Online 1/2/2019 to 5/13/2019 GREEN-COLON

CSC112 — Intermediate CAD is the second in the series of courses in AutoCAD. Emphasis is on tools available to gain information from the CAD drawings and export information to other programs, fundamental to the design process. The course provides some customization of the user interface, template settings, advanced plotting techniques, use of fields, blocks, block attributes and tables which will make the student more proficient in his/her use of AutoCAD. 3 credits
Pre-requisite: CSC111
Course Fee: $55.00

CSC112 01 T 6:00 PM TO 9:50 PM
1/22/19 TO 5/13/19 D305 CUMMINGS

CSC130 — Introduction to Linux+ prepares students to take and to pass the Linux+ certification exam. The course provides comprehensive coverage of topics related to Linux + certification, including Linux + distributions, installation, administration, X-Windows, networking, and security. 3 credits
Co-requisite: CSC102 or CSC140.
Course Fee: $105.00

CSC130 Z1 Online 1/2/2019 to 5/13/2019 STINCHCOMBE

CSC140 — Introduction to Networking provides an introduction to the basic concepts of computer networks and preparation for CompTIA's Network + certification exam. The course covers a broad range of networking-related topics, including protocols, topologies, transmission media, and network operating systems as well as the practical skills of network design, maintenance, security, and troubleshooting. 3 credits
Course Fee: $55.00

CSC140 01 W 6:00 PM to 9:50 PM
1/22/2019 to 5/13/2019 D320 MORGAN

CSC140 Z1 Online 1/2/2019 to 5/13/2019 MORGAN

Prerequisite Notice to Students
Students must complete prerequisite courses with a grade of C or better prior to enrollment in the course for which the prerequisite is required. The College reserves the right to drop students when the prerequisites have not been met. See an academic advisor if you have any questions.
CSC141 — **Information Security Fundamentals** provides the student with network security principles and implementation. The technologies used and principles involved in creating a secure computer networking environment will be included as well as authentication, the types of attacks and malicious code that may be used against networks, the threats and countermeasures for e-mail, Web applications, remote access, and file and print services. A variety of security topologies will be discussed as well as technologies and concepts used for providing secure communications channels, secure internetworking devices, and network medium. 3 credits.

Pre-requisite: CSC140.

Course Fee: $55.00

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<th>Course Code</th>
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<tr>
<td>CSC141</td>
<td>01</td>
<td>T</td>
<td>6:00 PM to 9:50 PM</td>
<td>D323 MORGAN</td>
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CSC156 — **Windows Server** prepares students to administer networks and to pass the MCITP 70-646 certification exam. This course includes topics such as installing, configuring, managing and troubleshooting Windows Server.

Pre-requisite: CSC140 or permission of the instructor.

Course Fee: $55.00

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<td>CSC156</td>
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<td>6:00 PM to 9:50 PM</td>
<td>STINCHCOMBE</td>
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</table>

CSC205 — **Computer Science I** is an introduction to the basic concepts of an object-oriented programming language such as Java or C++. This course introduces such programming concepts as data types, structures, decision making, looping, functions, arrays, files, and objects. 3 credits.

Pre-requisite: CSC106 or CSC109 or permission of instructor.

Course Fee: $55.00

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<th>Course Code</th>
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<tbody>
<tr>
<td>CSC205</td>
<td>01</td>
<td>M</td>
<td>9:00 AM to 11:50 AM</td>
<td>D323 WILSON</td>
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</table>

CSC218 — **Computer Science II** continues the development of object-oriented programming and problem-solving skills by using an object-oriented language such as Java or C++. The student will obtain a solid foundation in advanced object-oriented topics such as abstract data types, overload operators, dynamic memory, exception handling, inheritance, and polymorphism. The student will also examine data structures such as stacks, queues, and trees, as well as perform efficiency analysis on searching and sorting algorithms. 4 credits.

Pre-requisites: CSC205, MAT201 or consent of instructor.

Course Fee: $60.00

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<tr>
<td>CSC218</td>
<td>01</td>
<td>W</td>
<td>9:00 AM to 12:50 PM</td>
<td>D320 WILSON</td>
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CSC225 — **Tactical Perimeter Defense** is a course in the principles and practices of advanced network security fundamentals and technologies involved in securing the network perimeter. The student will obtain a solid foundation in security practices such as TCP/IP addressing, routing, packet filtering, and the installation of proxy servers, firewalls, and virtual private networks (VPNs). This course prepares the student to take the current Security Certified Network Specialist (SCNS) exam. 3 credits.

Pre-requisite: CSC141 or permission of instructor.

Course Fee: $100.00

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<tr>
<td>CSC225</td>
<td>01</td>
<td>M</td>
<td>6:00 PM to 9:50 PM</td>
<td>D320 BEDWELL</td>
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</table>

CSC230 — **Advanced Programming in Python** builds upon the basic Python programming skills learned in CSC109. Students focus on object-oriented programming while learning advanced concepts. The course will progress into a series of real-world development projects using third party modules in the areas of scientific computing, web development and data analysis. 3 credits

Pre-requisite: CSC109.

Course Fee: $55.00

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<th>Course Code</th>
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<tr>
<td>CSC230</td>
<td>01</td>
<td>M</td>
<td>9:00 AM to 12:50 PM</td>
<td>D323 WILSON</td>
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</table>

CSC273 — **College-Based Work Experience** provides the opportunity for a student to obtain work experience that is productive in nature and an essential part of the overall educative process. The work assignment is related to the student’s field of study and/or career interests. The work assignment serves as an extended laboratory and training station supervised by a faculty member from the field of study and an on-site representative of the employer and coordinated by the CBWEP Coordinator. 1-3 credits

Pre-requisites: GPA of 2.0 and completion of all relevant courses as listed in the program option.

Course Fee: $55.00

Note: After registering, students must contact the instructor.

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<th>Course Code</th>
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<tr>
<td>CSC273</td>
<td>H1</td>
<td>W</td>
<td>3:00 PM to 4:50 PM</td>
<td>D214 TYLER</td>
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COUNSELING

COU101 — **Career Development** is designed to provide assistance to the student in making appropriate career selections. Students will engage in an assessment of personal interests, values and skills. Students will also focus on goal setting, job hunting techniques, and the world of work and workplace issues. 3 credits

Course Fee: $35.00

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<tr>
<td>COU101</td>
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<td>TTh</td>
<td>3:00 PM to 5:20 PM</td>
<td>D410 COSTON</td>
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</tbody>
</table>

COU102 — **Dynamics of Human Interaction (SS)** utilizes a group counseling approach to the study of personal growth and healthy personality. Needs of the group determine the topics to be emphasized from among the following: influence of self-concept and self-esteem upon college achievement, self-disclosure as a means of building friendships, coping with stress and anxiety, patterns of sexual behavior, ideas for improving marriage relationships, and development of the ability to relate to other individuals in productive and meaningful ways. This course provides an opportunity to increase interpersonal effectiveness via lectures, discussions, and direct student involvement in an ongoing group experience.

Course Fee: $35.00

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<th>Course Code</th>
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<tr>
<td>COU102</td>
<td>H1</td>
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<td>6:00 PM to 7:50 PM</td>
<td>D214 DURANGE</td>
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</table>

COU106 — **Theories of Counseling** provides a survey of the major theoretical approaches to psychotherapy; explores psychoanalytic, Adlerian, Person-Centered, Gestalt, Existential, Cognitive-Behavioral, Rational Emotive and Reality Therapy and focuses on techniques associated with each theory. 3 credits

Pre-requisite: EGL101.

Co-requisite: COU104.

Course Fee: $35.00

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<tr>
<td>COU106</td>
<td>01</td>
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<td>5:00 PM to 7:50 PM</td>
<td>C359 BECKLES</td>
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</table>
CRIMINAL JUSTICE

CRJ101 — Introduction to the Criminal Justice System is an introduction to the social and historical background of law enforcement and corrections. This course includes an orientation to the United States criminal justice system while examining the roles of the modern federal, state, and local law enforcement and correctional agencies. 3 credits
Pre-requisite: EGL093.
Course Fee: $35.00
CRJ101 01 W 6:00 PM to 8:50 PM 1/22/2019 to 5/13/2019 G306 STAFF

CRJ108 — Police Supervision and Personnel Management will introduce students to methods and techniques involved in becoming an effective police supervisor. The course focuses on police leadership issues regarding the responsibilities toward administrative, legal, and personnel problems. 3 credits
Pre-requisite: CRJ101.
Course Fee: $35.00
CRJ108 01 Th 5:00 PM to 7:50 PM 1/22/2019 to 5/13/2019 D307 DE COURCEY

CRJ110 — Police Community Relations will introduce students to the influences of culture, race, and ethnicity and emphasize building relationships between law enforcement and the community they serve. This course focuses on the contact police officers have with the community and stresses the importance of cultural awareness, understanding, and respect. 3 credits
Pre-requisite: CRJ101.
Course Fee: $35.00
CRJ110 01 MTh 10:00 AM to 11:20 AM 1/22/2019 to 5/13/2019 D214 MURRAY

CRJ133 — Forensic Techniques in Crime Scene Investigations will introduce students to the theory and methods of the collection, preservation, and identification of physical evidence. Emphasis is on the history and development of forensic science, processing the crime scene, and the introduction to various items of physical evidence, including firearms, identification of ballistics, document examination, fingerprints, properties of glass and soil, and dangerous drugs. 3 credits
Pre-requisite: CRJ101.
Course Fee: $35.00
CRJ133 01 W 10:00 AM to 12:50 PM 1/22/2019 to 5/13/2019 D416 BOOKER

CRJ201 — Criminal Investigation is a study of the basic principles of investigation. This course will introduce students to the theory of investigation, search of the crime scene, questioning of witnesses and suspects, collection and preservation of evidence, sources of information, interviews and interrogations, techniques in surveillance, stakeouts, and raids for their implications in proper criminal investigative reports and court proceedings. 3 credits
Pre-requisite: CRJ101.
Course Fee: $35.00
CRJ201 01 W 2:00 PM to 4:50 PM 1/22/2019 to 5/13/2019 D416 BOOKER

CRJ205 — Principles of Criminal Law will introduce students to the general legal principles of American criminal law. This course will survey the historical development of criminal law, the elements of crime under the common law, and the fundamental theories of criminal responsibility. 3 credits
Pre-requisite: CRJ101.
Course Fee: $35.00
CRJ205 01 M 5:00 PM to 7:50 PM 1/22/2019 to 5/13/2019 D221 STAFF

CRJ208 — Ethics in Criminal Justice provides the student with the information needed to examine ethical dilemmas within the complex criminal justice system. The course begins with a discussion of the major ethical systems, moral development, and the ideal of justice. The course will include an analysis of types of misconduct and corruption in policing, courts, and corrections. The course will provide not only a theoretical foundation, but also practical applications, allowing each student to make individual decisions.
Pre-requisite: CRJ101.
Course Fee: $35.00
CRJ208 01 T 10:00 AM to 12:50 PM 1/22/2019 to 5/13/2019 D410 RUSSELL

CRJ214 — Delinquency and Juvenile Justice will introduce students to all aspects of juvenile justice from arrest, intake, adjudicatory hearings, dispositions, and aftercare. This course is an orientation to the divergent theories, philosophies, values, attitudes, and historical events that have contributed to the operation of the modern juvenile justice system. It will examine the legal rights of juveniles and landmark U.S. Supreme Court cases. 3 credits
Pre-requisite: CRJ101.
Course Fee: $35.00
CRJ214 H1 Th 6:30 PM to 9:20 PM 1/22/2019 to 5/13/2019 D410 RUSSELL

CRJ221 — Criminology will introduce students to the general theories of crime causation and the impact crime has on society. This course will provide a general survey of the nature and causes of crime and efforts of the criminal justice system to predict, prevent, modify, and correct this behavior. 3 credits
Pre-requisite: CRJ101.
Course Fee: $35.00
CRJ221 01 T 10:00 AM to 12:50 PM 1/22/2019 to 5/13/2019 D219 STAFF

CRJ299 — Cooperative Education Experience in Criminal Justice will enable students to connect academic course work to the knowledge, skills, and emotional challenges that are found in the professional world. The course focuses on the many issues involved in the total externship experience, especially those related to student's personal and professional development during his/her externship education. 3 credits
Pre-requisite: CRJ101.
Course Fee: $35.00
CRJ299 01 1/22/2019 to 5/13/2019 RUSSELL
ECONOMICS

ECO221 — Economics – Micro (SS) is the study of economic behavior of individual households and firms and the determination of the market prices of individual goods and services. The basics of demand, supply, elasticity, price theory, and factor markets is stressed and students are shown how to graph and explain basic economic relationships. 3 credits
Pre-requisite: MAT092 or MAT097.
Course Fee: $35.00
ECO221 01 TF 12:00 PM to 1:20 PM 1/22/2019 to 5/13/2019 D221 LAMPKIN
ECO221 02 Th 6:30 PM to 9:20 PM 1/22/2019 to 5/13/2019 G314 LAMPKIN
ECO221 Z1 Online 3/11/2019 to 5/11/2019 LAMPKIN

ECO222 — Economics – Macro (SS) is the study of large-scale economic phenomena. Emphasis is placed on the impact of government, inflation, unemployment, and fiscal and monetary policies. International trade and currency considerations as comparative economic systems are included. 3 credits
Pre-requisite: MAT092 or MAT097.
Course Fee: $35.00
ECO222 01 TF 10:00 AM to 11:20 AM 1/22/2019 to 5/13/2019 D218 LAMPKIN
ECO222 02 T 6:30 PM to 9:20 PM 1/22/2019 to 5/13/2019 D221 LAMPKIN
ECO222 Z1 Online 1/22/2019 to 5/13/2019 KNAPPER

EDUCATION

EDU101 — Foundations of Education is a survey course designed to introduce students to the American educational system. Students will examine the history of education, educational philosophies, student diversity, learning styles, school organization, school law, and current issues in education. 3 credits
Co-requisites: EDU102, EGL101.
Course Fee: $35.00
EDU101 01 Th 6:00 PM to 8:50 PM 1/22/2019 to 5/13/2019 ES327 JOHNSON
EDU101 02 W 6:00 PM to 8:50 PM 1/22/2019 to 5/13/2019 ES212 MACDOWEL

EDU102 — Foundations of Education – Field Experience is the school-based companion course to Foundations of Education. Students will work with classroom teachers (minimum of 15 hours) to develop an understanding of the teaching profession, students and schools. 1 credit
Co-requisite: EDU101.
Course Fee: $35.00
EDU102 01 1/22/2019 to 5/13/2019 SCOTT-GREENFIELD
EDU102 02 1/22/2019 to 5/13/2019 SCOTT-GREENFIELD

EDU131 — Principles of Early Childhood Education is a foundations course, which examines early childhood education from a variety of perspectives including historical and developmental. Students will examine typical and atypical child development, learning theories, diversity, developmentally appropriate practice, teaching models, and critical issues related to teaching and child growth and development. Approved by the Maryland State Department of Education. 3 credits
Co-requisite: EDU131.
Course Fee: $35.00
EDU131 01 W 6:00 PM to 8:50 PM 1/22/2019 to 5/13/2019 ES314 VAUGHAN

EDU132 — Early Childhood Curriculum and Methods introduces the student to the curriculum, materials, and methods that support the creation of developmentally appropriate environments, developing curriculum based on Early Childhood Standards (National Association for the Education of Young Children; Head Start), and differentiated instruction to meet the needs of children birth to eight years of age. 3 credits
Pre-requisite: EDU131.
Course Fee: $35.00
EDU132 01 T 6:00 PM to 8:50 PM 1/22/2019 to 5/13/2019 ES314 VAUGHAN

EDU132 — Early Childhood Curriculum and Methods introduces the student to the curriculum, materials, and methods that support the creation of developmentally appropriate environments, developing curriculum based on Early Childhood Standards (National Association for the Education of Young Children; Head Start), and differentiated instruction to meet the needs of children birth to eight years of age. 3 credits
Pre-requisite: EDU131.
Course Fee: $35.00
EDU132 01 T 6:00 PM to 8:50 PM 1/22/2019 to 5/13/2019 ES212 LOWE

EDU202 — Principles of Early Childhood – Field Experience is the child care center/school-based companion course to Principles of Early Childhood I. Students will work with classroom teachers (minimum of 15 hours) to develop an understanding of the teaching profession, students, schools, and child care centers. 1 credit
Co-requisite: EDU131.
Course Fee: $35.00
EDU202 01 1/22/2019 to 5/13/2019 SCOTT-GREENFIELD
EDU203 — Early Childhood Curriculum and Methods – Field Experience is the childcare center/school-based companion course to Early Childhood Curriculum and Methods. Students will work with classroom teachers (minimum of 15 hours) to develop an understanding of the teaching profession, students, and childcare centers. 1 credit
Co-requisite: EDU132.
Course Fee: $35.00
1/22/2019 to 5/13/2019

EDU207 — Educational Psychology – Field Experience is the school-based companion course to Educational Psychology (PSY207). Students will work with classroom teachers (minimum of 15 hours) to develop an understanding of the teaching profession, students, and schools. 1 credit
Co-requisite: PSY207.
Course Fee: $35.00
1/22/2019 to 5/13/2019

EDU210 — Processes and Acquisition of Reading focuses on the concepts of how children learn to read, cognitive processing, and the development of language, including the structure of language and the cognitive precursors to reading acquisition. This course will also investigate the role of prior knowledge, motivation, reading difficulties, and personal significance to developing readers. 3 credits
Pre-requisite: EDU101 or EDU131.
Course Fee: $35.00
1/22/2019 to 5/13/2019

EDU250 — Classroom Management is designed to assist future and current teachers in the development of systematic strategies and techniques for organizing and managing classroom activities and students. Research and practitioner-based models for classroom management will be introduced and explored. Emphasis will be based on real-world solutions for creating supportive and respectful environments that encourage all students to view themselves and learning in a positive light. 3 credits
Prerequisites: EDU101 or EDU131.
Course Fee: $35.00
1/22/2019 to 5/13/2019

EDU251 — Introduction to Exceptional Children and Youth is an introductory survey of the field of special education in which the psychological, sociological, behavioral, and physical characteristics of exceptional children and youth are explored. Emphasis is placed on characteristics, issues, laws, and educational approaches to teaching the exceptional child. 3 credits
Pre-requisite: EDU101 or EDU131.
Co-requisite: EDU253.
Course Fee: $35.00
1/22/2019 to 5/13/2019

EDU253 — Introduction to Exceptional Children and Youth – Field Experience is the school-based companion course to Introduction to Exceptional Children and Youth. Students will work with classroom teachers (minimum of 15 hours) to develop an understanding of the teaching profession, exceptional students, and schools. 1 credit
Co-requisite: EDU251.
Course Fee: $35.00
1/22/2019 to 5/13/2019

EDU260 — Children’s Literature provides opportunities to select, read, evaluate, and utilize a wide variety of children’s literature from preschool through middle school. It is expected that students become familiar with various authors, poets, and illustrators of these books, as well as explore the role of children’s literature across the curriculum. Resources that support the use of children’s literature will also be explored. 3 credits
Pre-requisite: EGL102.
Course Fee: $35.00
1/22/2019 to 5/13/2019

PHE100 — Introduction to Autodesk Inventor will prepare students to use the 3D solid modeling software, Autodesk Inventor, for Computer Aided Engineering. The course will cover the development of 3D parametric, solid models; assembly modeling and checking; and production of engineering drawings. Also covered are introductions to sheet metal modeling, motion analysis, and stress analysis using Finite Element Analysis (FEA). Upon completion of the course, students will be prepared to take the Autodesk Inventor Certified Associate Exam. Students will be required to complete projects, write reports, and make presentations. 3 credits
Pre-requisites: EGL101, MAT121.
Course Fee: $75.00
1/22/2019 to 5/13/2019

PHE101 — Introduction to Engineering Design is a project-based course that introduces the product development process. Working in teams and using modern computer tools, students complete the design of a complex system requiring problem specification, product research, product design, product modeling and analysis, fabrication, testing, redesign and product presentation. Engineering fundamentals such as units and dimensions, CAD modeling and analysis, creation of engineering drawings, data analysis with spreadsheets, properties of materials, mechanics, heat transfer, circuits, computer programming and other engineering topics are studied. 3 credits
Co-requisite: MAT201.
Course Fee: $75.00
1/22/2019 to 5/13/2019

Prerequisite Notice to Students
Students must complete prerequisite courses with a grade of C or better prior to enrollment in the course for which the prerequisite is required. The College reserves the right to drop students when the prerequisites have not been met. See an academic advisor if you have any questions.
PHE285 — Principles of Electric Circuits with Lab will introduce students to the analysis, simulation, construction, and evaluation of analog electrical circuits. The topics covered include: Kirchhoff’s laws, Thévenin’s and Norton’s theorems, node and mesh analysis, DC and AC steady state and transient analysis for first and second order circuits, operational amplifiers and diode elements, as well as Laplace transform analysis. Problem-solving, software simulation, and electrical laboratory skills will be emphasized in this course. 4 credits
Pre-requisite: PHY208.

Course Fee: $75.00
PHE285 01 MW 6:00 PM to 8:50 PM
1/22/2019 to 5/13/2019 G203 HOPKINS

ENGLISH

EGL091 — Integrated Reading, Writing, and Study Skills offers students the fundamental skills necessary for college coursework across disciplines, including critical reading, distinction of main versus supporting ideas, comprehension strategies, vocabulary, note taking, and requires, in addition, persuasive writing and intermediate document. All aspects of this course will incorporate reading and writing as reciprocal skills. 4 credits
Pre-requisites: Appropriate placement scores.

Course Fee: $45.00
EGL091 01 MTh 9:30 AM to 11:50 AM
1/22/2019 to 5/13/2019 C358 WEISS

EGL091 02 MW 6:00 PM to 8:20 PM
1/22/2019 to 5/13/2019 D304 PORTER

EGL091 03 TF 9:30 AM to 11:50 AM
1/22/2019 to 5/13/2019 C352 WEISS

EGL093 — Integrated Reading and Writing Level II offers the writing, reading, and critical thinking skills necessary for success in college-level English. Students will read and write paragraphs, essays, and summaries, as well as practice documentation and grammar. This course covers the objectives of EGL092 at a more sophisticated level and requires, in addition, persuasive writing and intermediate documentation. 4 credits
Pre-requisites: Appropriate placement scores or a C or better in EGL090 and EGL092.
Co-requisite: COL081 unless the student has previously earned a C or higher in EGL090.

Course Fee: $40.00
EGL093 01 MTh 8:00 AM to 9:50 AM
1/22/2019 to 5/13/2019 D308 BERNADZIKOWSKI

EGL093 02 MTh 10:00 AM to 11:50 AM
1/22/2019 to 5/13/2019 D305 FRISCHKORN

EGL093 03 MTh 12:00 PM to 1:50 PM
1/22/2019 to 5/13/2019 C352 FRISCHKORN

EGL093 05 MW 6:00 PM to 7:50 PM
1/22/2019 to 5/13/2019 C358 FRISCHKORN

EGL093 06 TF 10:00 AM to 11:50 AM
1/22/2019 to 5/13/2019 D305 BERNADZIKOWSKI

EGL093 07 TF 8:00 AM to 9:50 AM
1/22/2019 to 5/13/2019 D308 BERNADZIKOWSKI
EGL101 — Freshman Composition (E) teaches students the skills necessary to read college-level texts critically and to write effective, persuasive, thesis-driven essays for various audiences. The majority of writing assignments require students to respond to and synthesize texts (written and visual) through analysis and/or evaluation. Students also learn how to conduct academic research, navigate the library’s resources, and cite sources properly. The course emphasizes the revision process by integrating self-evaluation, peer response, small-group collaboration, and individual conferences. Additionally, students are offered guided practice in appropriate style, diction, grammar, and mechanics. Beyond completing multiple readings, students produce a minimum of 7,500 words, approximately 5,000 words of which are formal writing in four-five assignments, including a 2,000-word persuasive research essay. 3 credits
Pre-requisites: C or better in COL081 and EGL093 or equivalent skills assessment.
Course Fee: $35.00

EGL102 — Composition and Literature (H) introduces students to the genres of fiction, poetry, and drama. Focused on these literary forms, the writing assignments further the skills of close reading, critical analysis, source-based inquiry, research, and synthesis. 3 credits.
Prerequisite: Grade of C or higher in EGL101.
Course Fee: $35.00
EGL206 — **American Literature 1865 to Present (H)** covers the development of American literature from the Civil War through the present. Through readings, class discussions, and lectures, the student should discover the ways in which writers projected the meaning of the developing American experience. Social and intellectual background will receive special emphasis. 3 credits
Pre-requisite: Satisfactory completion of EGL102.
Course Fee: $35.00
EGL206 01 MTh 12:00 PM to 1:20 PM
1/22/2019 to 5/13/2019 C222 LEVI

EGL206 — **Topics in World Literature (I)** places Western and non-Western works of literature in dialogue, focusing on a particular theme, time period, or genre. By featuring works of literature from five continents, the course will analyze the ways culture does and does not inform aesthetic decisions and historical interpretations. The class will address questions about how dominant narratives are created, challenged, and revised, as well as address meaningful commonalities in the literature of disparate cultures. 3 credits
Pre-requisite: EGL102.
Course Fee: $35.00
EGL206 01 MTh 10:00 AM to 11:20 AM
1/22/2019 to 5/13/2019 A218 TAGG

EGL211 — **Technical Writing** entails the study and practice of written communications in professional settings. In an ongoing workshop, students will be asked to think critically about rhetorical situations; analyze and address case studies; collaborate with team members; research, design, and write effective, ethical texts; develop multiple literacies for multiple audiences; respond constructively to peer writers; present texts through a variety of electronic media; and improve oral presentation and discussion skills. 3 credits
Pre-requisite: EGL101.
Course Fee: $35.00
EGL211 02 MTh 12:00 PM to 1:20 PM
1/22/2019 to 5/13/2019 C359 GASPARE

EGL211 Z1 Online
1/22/2019 to 5/13/2019 GASPARE

EGL211 Z2 Online
1/22/2019 to 5/13/2019 GASPARE

Note: Each online course has its own set of due dates and times. Student should log into the course before or at the beginning of the first week to find the syllabus and familiarize themselves with the course schedule.

EGL214 — **Introduction to Journalism** introduces students to the basics of reporting and news writing. Students will learn about researching articles, reporting, and conducting interviews, then use those skills to write several articles. Students learn the history of news coverage, news judgment, the importance of the First Amendment, and basic libel law. The course emphasizes the reporting and writing skills necessary for newswriting work. 3 credits
Pre-requisite: EGL101.
Course Fee: $35.00
EGL214 01 W 12:00 PM to 2:50 PM
1/22/2019 to 5/13/2019 D304 SYMONDS

EGL215 — **Introduction to Creative Writing (H)** introduces students to the techniques and practice of writing and reading the genres of poetry, fiction, and literary nonfiction with the goal of understanding the creative process of writers, the state of contemporary culture as seen in current literature, and the students’ own writing process, passions, and limitations. 3 credits
Pre-requisite: EGL101.
Course Fee: $35.00
EGL215 01 MTh 12:00 PM to 1:20 PM
1/22/2019 to 5/13/2019 C357 ORSI

EGL210 — **Children’s Literature (H)** provides opportunities to select, read, evaluate, and utilize a wide variety of children's literature from preschool through middle school. It is expected that students become familiar with various authors, poets, and illustrators of these books as well as explore the role of children's literature across the curriculum. Resources that support the use of children's literature will also be explored. 3 credits
Pre-requisite: EGL102.
Course Fee: $35.00
EGL210 01 MTh 10:00 AM to 11:20 AM
1/22/2019 to 5/13/2019 D313 STAFF

ENV106 — **Introduction to Environmental Science (S)** is an introduction to major changes in the local, regional and global environment and to the use of the scientific process in protecting and restoring the environment. This course includes such topics as climate change, groundwater contamination, and the reduction of the human carbon footprint. 3 credits
Co-requisites: EGL101, ENV116, and MAT093 or MAT095, or MAT097.
Course Fee: $35.00
ENV106 H1
1/22/2019 to 5/13/2019

ENV116 — **Introduction to Environmental Science Lab** is designed to actively involve the student in the process of science. The student will perform experimental activities that include direct experience with real phenomena, use of technology, and the collection, analysis, interpretation, and presentation of data. 1 credit
Co-requisite: ENV106.
Course Fee: $55.00
ENV116 01 W 2:00 PM to 3:50 PM
1/22/2019 to 5/13/2019 C431 STAFF
EQUINE SCIENCE

EQS137 — Horseback Riding (ACT) will allow students, through self-scheduled lessons, to earn activity credits while learning how to ride a horse or improving current riding skills. Students are required to arrange their own weekly riding lessons in consultation with a College approved instructor, at a College approved facility. Lessons are the student's expense and may be taken in any discipline: English, Western or other. 1 credit
Co-requisite: EQS139.
Course Fee: $30.00
EQS137 01
1/22/2019 to 5/13/2019  STAFF

EQS139 — Basic Horse Handling provides an introduction to safe handling procedures for working with a variety of horses and situations. This course will model ways a student may develop competence and self assurance around horses. 2 credits
Course Fee: $30.00
EQS139 01
1/22/2019 to 5/13/2019  STAFF

EQS145 — Equine Health Maintenance will provide students with knowledge and opportunities to recognize equine health parameters. Topics include general care, routine health care, equine emergencies, digestive disorders, respiratory disorders, parasites, equine dentistry, hoof care, and diagnosis, treatment, and prevention of equine lameness. Students will be exposed to the skills necessary for basic horse care as well as the treatment and prevention of common horse ailments. 3 credits
Co-requisite: EQS139.
Course Fee: $30.00
EQS145 01 M 6:00 PM to 8:50 PM
1/22/2019 to 5/13/2019  GIBISON

EQS148 — Equine Anatomy and Physiology will enable students to understand the horse's systems, growth and development. This course will cover the skeletal, muscular, circulatory, respiratory, digestive, urinary, nervous, and endocrine systems. Through this course students will acquire the knowledge and training to understand the structure and function of the horse's body. 3 credits
Co-requisite: EQS139.
Course Fee: $30.00
EQS148 01 T 6:00 PM to 8:50 PM
1/22/2019 to 5/13/2019  GIBISON

EQS243 — Business Management in the Horse Industry is designed to prepare students for running their own equine business. Lessons will demonstrate elements of farm management: communication, regulation, marketing, staff management, sales & service, and skills necessary for running a successful horse business. 3 credits
Course Fee: $30.00
EQS243 01 W 6:00 PM to 8:50 PM
1/22/2019 to 5/13/2019  DAWSON

Prerequisite Notice to Students
Students must complete prerequisite courses with a grade of C or better prior to enrollment in the course for which the prerequisite is required. The College reserves the right to drop students when the prerequisites have not been met. See an academic advisor if you have any questions.

EXERCISE SCIENCE

FWS120 — Fundamentals of Personal Training I is designed to introduce students to the knowledge and skills necessary to work with populations beyond the "apparently healthy." Coursework includes basic exercise prescriptions for various populations such as: youth, sports-specific, obese, pre/postnatal, senior, and clientele experiencing an illness affecting health and wellness. 3 credits
Pre-requisites: FWS110 and FWS111.
Co-requisite: FWS121.
Course Fee: $35.00
FWS120 01 MTh 2:00 PM to 3:20 PM
1/22/2019 to 5/13/2019  ROMAN

FWS121 — Fundamentals of Personal Training II Lab is the college/clinical lab for students to continue to practice and demonstrate skills associated with the personal trainer role. Emphasis will be placed on fitness center services which include conducting orientations and assessments, health promotion programming, and writing basic exercise prescriptions. 1 credit
Pre-requisites: FWS110 and FWS111.
Co-requisite: FWS120.
Course Fee: $75.00
FWS121 01 T 6:00 PM to 7:50 PM
1/22/2019 to 5/13/2019  E221

FWS135 — Physiology of Exercise provides a basis for understanding the body's physiological responses to exercise and sport. Emphasis will be placed upon the practical application of exercise physiology principles to physical training practices. 3 credits
Pre-requisites: BIO208, BIO209, BIO218, BIO219, EGL101.
Course Fee: $35.00
FWS135 01 W 10:00 AM to 12:50 PM
1/22/2019 to 5/13/2019  E223

FWS180 — Fitness Prescription for Special Populations emphasizes the skills and knowledge necessary to work with populations beyond the “apparently healthy.” Coursework includes basic exercise prescriptions for various populations such as: youth, sports-specific, obese, pre/postnatal, senior, and clientele experiencing an illness affecting health and wellness. 3 credits
Pre-requisites: BIO208, BIO218, FWS110, FWS111.
Co-requisite: BIO203.
Course Fee: $35.00
FWS180 01 MTh 12:00 PM to 1:20 PM
1/22/2019 to 5/13/2019  E202

GEOGRAPHY

GEO101 — Physical Geography (SS) is an introduction to geography as a discipline: its concepts, scope, and tools as well as the physical elements such as climate, land forms, natural resources, processes, and their relationships. 3 credits
Pre-requisite: EGL093.
Course Fee: $35.00
GEO101 01 M 6:30 PM to 9:20 PM
1/22/2019 to 5/13/2019  NAGLE
GEO102 — Cultural Geography (SS) examines the distribution of humanity over the globe. Human settlement, culture, and land use patterns, as well as complex factors which interact to create cultural diversity, cultural conflicts, and differences in levels of economic development, are studied. Basic map reading and interpretation skills are included. 3 credits
Pre-requisite: EGL093.
Course Fee: $35.00
GEO102 01  Th  6:30 PM to 9:20 PM
1/22/2019 to 5/13/2019 D421 FOX

GOVERNMENT CONTRACTING

PRO110 — Procurement and Acquisition I is a broad overview of the federal acquisition processes, practices and management. Topics include the federal marketplace, regulations, policies, roles and responsibilities, the federal acquisition process, socioeconomic goals, contract types, fundamentals of contract solicitation, award and administration. 3 credits
Pre-requisite: BUS108.
Course Fee: $35.00

PRO110 Z1 Online

PRO121 — Legal Issues in Government Procurement provides an overview of the procurement process with specific concern for ethical practices and decision making throughout the lifecycle of the procurement process. Legal issues encountered during the procurement process will be discussed as they relate to federal acquisition reform. 3 credits
Pre-requisites: PRO110.
Course Fee: $35.00

PRO121 Z1 Online

PRO210 — Procurement and Acquisition II will provide an overview of the Department of Defense (DoD) marketplace. Topics will include defense acquisition planning, market research, competition requirements, defense acquisition of commercial items, proposal preparation and submission, protests, disputes and appeals, terminations, special categories of contracting, and subcontracting. 3 credits
Pre-requisite: PRO110.
Course Fee: $35.00

PRO210 Z1 Online

PRO215 — Advanced Procurement and Acquisition builds on the knowledge acquired in previous procurement and acquisition courses. Topics include the Department of Defense's acquisition life cycle phases, milestones and the key activities associated with each, as well as earned value management and acquisition strategies. 3 credits
Pre-requisites: PRO110, PRO210.
Course Fee: $35.00

PRO215 Z1 Online
3/11/2019 to 5/11/2019 KRYSIAK

PRO220 — Pricing and Contract Integration develops skills in pricing, cost analysis, and managing contract issues. Students will develop a proactive, strategic approach to satisfy the customer's evolving requirements. 3 credits
Pre-requisite: PRO120.
Course Fee: $35.00

PRO220 Z1 Online
3/11/2019 to 5/11/2019 KRYSIAK

PRO230 — Procurement Contract Negotiation introduces terminology, methods and techniques necessary to analyze a contractor's cost proposal and to develop a government negotiation objective. 3 credits
Pre-requisites: BUS108, PRO110.
Notes: Students may enroll for this course with permission of instructor.
Course Fee: $35.00

PRO230 Z1 Online
3/11/2019 to 5/11/2019 KRYSIAK

HEALTH

HEA130 — Healthful Living I (I) investigates the concept of total wellness and the consequences of behavior. By defining wellness techniques and identifying risk factors, students will be able to attain their optimal level of health. The course will explore pertinent aspects of the composition of health, stress management, human sexuality, disease prevention, addictive substances, nutrition, weight control, contraception and the life cycle. 3 credits
Pre-requisite: EGL090.
Course Fee: $35.00

HEA130 Z1 Online
1/22/2019 to 5/13/2019 CRIVARO

HEA130 Z2 Online
1/22/2019 to 3/11/2019 GREEN

HEA130 Z3 Online
3/25/2019 to 5/11/2019 NESS

HEA130 Z4 Online
3/25/2019 to 5/11/2019 GREEN

HEA136 — Stress Management is designed to assist the student in understanding the concept of stress. Students will learn to identify and assess their stressors and be able to implement techniques to assuage and eliminate stress. 3 credits
Pre-requisite: EGL090.
Course Fee: $35.00

HEA136 Z1 Online
1/22/2019 to 5/13/2019 STAFF

HEA173 — Human Sexuality provides the student with the opportunity to view this topic from a variety of perspectives: cultural, social, political, physical, and psychological. Issues are examined from viewpoints such as gender, individual, family, and professional roles. 3 credits
Pre-requisite: EGL090.
Course Fee: $35.00

HEA173 Z1 Online
1/22/2019 to 5/13/2019 NESS

HEA174 — Women's Health Issues provides an introduction to women’s health concerns over the adult life span, with a primary focus on health promotion and proactive care. Common health issues affecting women from biological, medical, economic, historical, socio-cultural and political perspectives will be explored. 3 credits
Pre-requisite: EGL090.
Course Fee: $35.00

HEA174 Z1 Online
1/22/2019 to 5/13/2019 NESS
HEALTH CARE PROFESSIONS

HCD120 — Medical Terminology is designed to improve the students’ professional medical vocabulary. Students will build medical vocabulary, while recognizing the prefixes, suffixes, root words, combining forms and abbreviations. Topics include how to spell, define and pronounce medical terms associated with the major body systems as well as label basic anatomy and recognize common pathology terms. 3 credits
Co-requisite: EGL090 or EGL091.
Course Fee: $35.00

HCD120 H1 1/22/2019 to 5/13/2019 ROBELL
HCD120 H2 1/22/2019 to 5/13/2019 LEWIS

HCD232 — Introduction Clinical Pharmacology will introduce the student to pharmacological concepts, medication uses, classification systems, administration, safety precautions, side effects, contraindications, and adverse reactions. Appropriate patient monitoring and teaching related to prototype drugs from each major classification will also be addressed. This course will benefit those students enrolled in health professions programs. 3 credits
Pre-requisites EGL101 and MAT092.
Course Fee: $35.00

HCD232 Z1 Online 1/22/2019 to 5/13/2019 DAVIS

HISTORY

HST101 — Western Civilization I (to 1715) (H) is an overview of western Civilization from prehistory to the early 18th century. Topics include Ancient Near East, Minoan Civilization, Greek Civilization, Rome, the Middle Ages, the Renaissance, the Reformation, and the Scientific Revolution. 3 credits
Co-requisite: EGL101.
Course Fee: $35.00

HST101 01 M 6:00 PM to 8:50 PM 1/22/2019 to 5/13/2019 D218 HOLLOWAY

HST102 — Western Civilization II (H) covers the development of Western Civilization from the early 18th century to the present. Topics include the Old Regime, the Enlightenment, the French Revolution, socialism, imperialism, nationalism, World War I, totalitarianism, World War II, and the Post War Era. 3 credits
Co-requisite: EGL101.
Course Fee: $35.00

HST102 01 MTh 6:00 PM to 8:50 PM 1/22/2019 to 5/13/2019 D423 KELLEHER
HST102 02 TF 10:00 AM to 11:20 AM 1/22/2019 to 5/13/2019 D423 KELLEHER
HST102 Z1 Online 1/2/2019 to 3/5/2019 TOY

HST111 — World History II (H) begins with the Age of Discovery and addresses the unfolding of the Modern Era and the evolution of the global village. The impact of such forces as the Scientific Revolution, democratic revolutions, Industrial Revolution, nationalism, Marxism, colonial independence, the world wars, and technology are explored in a world context. 3 credits
Co-requisite: EGL101.
Course Fee: $35.00

HST111 01 Th 6:00 PM to 8:50 PM 1/22/2019 to 5/13/2019 D423 HOLLOWAY

HORTICULTURE SCIENCE

HCS153 — Landscaping Construction and Maintenance will provide the student with an understanding of the materials, equipment, preparations, and methods of installation used in landscape construction. 3 credits
Course Fee: $35.00

HCS153 01 S 1:00 PM to 3:50 PM 1/22/2019 to 5/13/2019 D214 STAFF

HCS154 — Botanical Garden Studies investigates regional public gardens. Topics may include landscaping for conservation, native plants, warm season meadows, rain gardens, formal gardens, wildflowers and woodland gardens, conservatories, topiary, green roofs, woody plants in the landscape, children’s gardens, historical gardens, seasonal gardens, Japanese gardens, butterfly gardens, community gardens, and garden design. As there are numerous public gardens, topics and gardens visited will change from session to session. 3 credits
Course Fee: $100.00

HCS154 H1 1/22/19 to 5/13/19 DILLENGER
## MATHEMATICS

**MAT096 — Math Fundamentals** prepares students with essential arithmetic skills in whole numbers, fractions, decimals, ratios, proportions, percentages and measurement. 2 credits

- **Co-requisites:** COL081 and EGL091.
- **Course Fee:** $50.00

### MAT096 01
- **MTh**
- **Time:** 8:00 AM to 9:50 AM
- **Location:** C352
- **Instructor:** MOFFIT
- **Dates:** 1/22/2019 to 5/13/2019

### MAT096 02
- **MTh**
- **Time:** 10:00 AM to 11:50 AM
- **Location:** G313
- **Instructor:** BIDDY
- **Dates:** 1/22/2019 to 5/13/2019

### MAT096 03
- **MTh**
- **Time:** 12:00 PM to 1:50 PM
- **Location:** G313
- **Instructor:** LEAVY
- **Dates:** 1/22/2019 to 5/13/2019

### MAT096 04
- **MTh**
- **Time:** 2:00 PM to 3:50 PM
- **Location:** G313
- **Instructor:** LEAVY
- **Dates:** 1/22/2019 to 5/13/2019

### MAT096 06
- **MTh**
- **Time:** 4:00 PM to 5:50 PM
- **Location:** G313
- **Instructor:** JOHANSEN
- **Dates:** 1/22/2019 to 5/13/2019

### MAT096 09
- **TF**
- **Time:** 10:00 AM to 11:50 AM
- **Location:** G313
- **Instructor:** KYLE
- **Dates:** 1/22/2019 to 5/13/2019

### MAT096 10
- **TF**
- **Time:** 12:00 PM to 1:50 PM
- **Location:** G313
- **Instructor:** DRACH
- **Dates:** 1/22/2019 to 5/13/2019

### MAT096 11
- **TF**
- **Time:** 2:00 PM to 3:50 PM
- **Location:** G313
- **Instructor:** GETZ
- **Dates:** 1/22/2019 to 5/13/2019

### MAT096 12
- **TF**
- **Time:** 10:00 AM to 1:50 PM
- **Location:** G313
- **Instructor:** VOIGHT
- **Dates:** 1/22/2019 to 5/13/2019

### MAT096 16
- **TTTh**
- **Time:** 6:00 PM to 7:50 PM
- **Location:** G313
- **Instructor:** VOIGHT
- **Dates:** 1/22/2019 to 5/13/2019

### MAT096 19
- **S**
- **Time:** 8:00 AM to 11:50 AM
- **Location:** G313
- **Instructor:** TINGLEY
- **Dates:** 1/22/2019 to 5/13/2019

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**MAT097 — Introductory and Intermediate Algebra** introduces the fundamental study of signed numbers, exponents, radicals, polynomials, rational expressions, variation, first and second-degree equations, and graphing of linear equations and formulas, function notation, quadratic functions, exponential functions, logarithmic functions and composition of functions. 4 credits

- **Pre-requisite:** Grade of C or better in MAT091 or MAT096.
- **Co-requisite:** EGL093.

### MAT097 01
- **MTh**
- **Time:** 8:00 AM to 9:50 AM
- **Location:** C352
- **Instructor:** MOFFIT
- **Dates:** 1/22/2019 to 5/13/2019

### MAT097 02
- **MTh**
- **Time:** 10:00 AM to 11:50 AM
- **Location:** G313
- **Instructor:** BIDDY
- **Dates:** 1/22/2019 to 5/13/2019

### MAT097 03
- **MTh**
- **Time:** 12:00 PM to 1:50 PM
- **Location:** G313
- **Instructor:** LEAVY
- **Dates:** 1/22/2019 to 5/13/2019

### MAT097 04
- **MTh**
- **Time:** 2:00 PM to 3:50 PM
- **Location:** G313
- **Instructor:** LEAVY
- **Dates:** 1/22/2019 to 5/13/2019

### MAT097 06
- **MTh**
- **Time:** 4:00 PM to 5:50 PM
- **Location:** G313
- **Instructor:** JOHANSEN
- **Dates:** 1/22/2019 to 5/13/2019

### MAT097 07
- **TF**
- **Time:** 10:00 AM to 11:50 AM
- **Location:** C358
- **Instructor:** STAFF
- **Dates:** 1/22/2019 to 5/13/2019

### MAT097 09
- **TF**
- **Time:** 10:00 AM to 11:50 AM
- **Location:** G313
- **Instructor:** KYLE
- **Dates:** 1/22/2019 to 5/13/2019

### MAT097 10
- **TF**
- **Time:** 12:00 PM to 1:50 PM
- **Location:** G313
- **Instructor:** DRACH
- **Dates:** 1/22/2019 to 5/13/2019

### MAT097 11
- **TF**
- **Time:** 2:00 PM to 3:50 PM
- **Location:** G313
- **Instructor:** VOIGHT
- **Dates:** 1/22/2019 to 5/13/2019

### MAT097 12
- **W**
- **Time:** 10:00 AM to 1:50 PM
- **Location:** G313
- **Instructor:** VOIGHT
- **Dates:** 1/22/2019 to 5/13/2019

### MAT097 16
- **TTTh**
- **Time:** 6:00 PM to 7:50 PM
- **Location:** G313
- **Instructor:** SEYDELL
- **Dates:** 1/22/2019 to 5/13/2019

### MAT097 19
- **S**
- **Time:** 8:00 AM to 11:50 AM
- **Location:** G313
- **Instructor:** TINGLEY
- **Dates:** 1/22/2019 to 5/13/2019

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**Notes:** For MAT096-H1-H2 you must attend one of the following mandatory orientation sessions that counts towards your grade:
- Tuesday, January 15th from 6pm to 8pm
- Thursday, January 17th from 10am to 12pm
- Saturday, January 19th from 10am to 12pm

Make sure you check the Cecil College assigned email address and Blackboard at least one week before the semester for date changes and other important information. For this course you must have access to the web or you will have to do nearly all of your work at the College. You will be required to spend a number of hours each week in the Math Lab and take tests at the College’s Testing Center which are both located on the North East campus in the Engineering and Math Building.
MAT098 — Advanced Intermediate Algebra (STEM) provides higher-level pre-requisite mathematical knowledge that is needed in a variety of college level courses. Solutions to absolute value, radical, rational, exponential, logarithmic, and other higher-order equations are found using both graphical and analytical methods. Additional topics include the solving of inequalities and systems of linear and nonlinear equations. 2 credits
Pre-requisite: Grade of C or better in MAT092 or MAT095 or MAT097.
Co-requisite: EGL093.
Course Fee: $50.00

MAT121 — Precalculus (M) prepares the student for the study of calculus, discrete mathematics, and other mathematics intensive disciplines through the study of algebraic, exponential, logarithmic, and trigonometric functions. Topics include functions, laws of logarithms, trigonometric and inverse trigonometric functions, trigonometric identities, solutions of trigonometric equations, the Laws of Sines and Cosines, and vectors. A problem solving approach utilizes applications and a graphing calculator throughout the course. 4 credits
Pre-requisites: EGL093 and grade of C or better in MAT093 or MAT098.
Course Fee: $50.00

MAT123 — Finite Math (M) uses problem solving to develop critical thinking skills and illustrate mathematics in daily life. Each student will be exposed to a variety of problem solving methods including but not limited to the following: systems of linear equations, matrices, the Gauss-Jordan method, inequalities and linear programming, sets and counting techniques, probability, difference equations, Markov processes and game theory. 3 credits
Pre-requisites: EGL093 and grade of C or better in MAT093 or MAT095 or MAT097.
Course Fee: $50.00

MAT127 — Introduction to Statistics (M) introduces students to the study of measures of central tendency, measures of variation, graphical representation of data, least squares regression, correlation, probability, probability distributions, sampling techniques, parameter estimation, and hypothesis testing. The emphasis is on applications from a variety of sources including newspapers, periodicals, journals, and many of the disciplines that students may encounter in their college education. Students shall be expected to gather and analyze data, and formally report the results of their research. The use of technology and statistical software is integrated throughout the course. 4 credits
Pre-requisites: EGL093 and grade of C or better in MAT093 or MAT095 or MAT097.
Course Fee: $50.00

Notes: For MAT098-H1-H2 you must attend one of the following mandatory orientation sessions that counts towards your grade: Tuesday, January 15th from 6pm to 8pm OR Thursday, January 17th from 10am to 12pm OR Saturday, January 19th from 10am to 12pm in Room G313. Make sure you check the Cecil College assigned email address and Blackboard at least one week before the semester for date changes and other important information. For this course you must have access to the web or you will have to do nearly all of your work at the College. You will be required to spend a number of hours each week in the Math Lab and take tests at the College’s Testing Center which are both located on the North East campus in the Engineering and Math Building.
MAT133 — Mathematical Concepts and Structures I is a course for elementary education majors. It focuses on solving word problems, operations on sets and their properties, functions and their notation, logic, development of numeration systems through rational numbers, arithmetic operations and algorithms, the real numbers using exponents and decimals, and algebraic thinking and notation. 4 credits
Pre-requisites: EGL093 and grade of C or better in MAT093 or MAT097. Course Fee: $50.00

MAT134 — Mathematical Concepts and Structures II is a course for elementary education majors. It focuses on applications of ratios and proportions, percents, simulations in probability, counting theory, graph theory, statistical concepts and their applications, basic notation in geometry, polygonal curves, linear measures, basic shapes and relationships in two- and three-dimensions, geometric networks, congruence and similarity, geometric constructions, areas and volumes of geometric shapes, and the Cartesian coordinate system with reflections and translations. 4 credits
Pre-requisites: EGL093 and grade of C or better in MAT093 or MAT097. Course Fee: $50.00

MAT201 — Calculus I with Analytic Geometry (M) introduces students to the mathematical techniques for limits (including L'Hopital's Rule), differentiation, and integration of algebraic, trigonometric, inverse trigonometric, logarithmic, exponential, hyperbolic, and inverse hyperbolic functions. Applications of differentiation and integration are studied. 4 credits
Pre-requisites: EGL093 and grade of C or better in MAT121. Course Fee: $50.00

MAT202 — Calculus II with Analytic Geometry (M) introduces integration techniques, improper integrals, sequences, infinite series, conic sections and polar coordinates. Students will solve applied problems related to limits, differentiation, integration, and infinite series. A computer algebra system, such as Maple, is introduced and used. 4 credits
Pre-requisite: Grade of C or better in MAT201. Course Fee: $50.00

MAT203 — Multivariable Calculus (M) provides the student with a study of three-dimensional space, introduction to hyperspace, partial differentiation, multiple integration, vectors in a plane, and topics in vector calculus to include Green's Theorem, Stokes' Theorem, and the divergence theorem. Knowledge of a computer algebra system, MAPLE, is expanded. There will be a capstone project required in this course. The capstone project will give students the opportunity to choose from a list of projects or one that a student suggests with the approval of the instructor. The project must include elements of all previous math classes, especially Calculus II, Multivariable Calculus, and Introductory Statistics. 4 credits
Pre-requisite: MAT202. Course Fee: $50.00

MAT236 — Discrete Structures (M) introduces the fundamental tools, topics, and concepts of discrete mathematics. This course emphasizes counting methods, proof techniques, and problem-solving strategies. Topics include Boolean algebra, set theory, symbolic logic, predicate calculus, number theory, the methods of proofs (direct, indirect, and inductive), objective functions, equivalence relations, graphs, set partitions, combinatorics, modular arithmetic, summations, and recurrences. 3 credits
Pre-requisite: MAT201. Course Fee: $50.00

MAT246 — Introduction to Differential Equations (M) introduces the basic techniques for solving and/or analyzing first and second order differential equations, both linear and nonlinear, and systems of differential equations. The use of a mathematical software system is an integral part of the course. 3 credits
Pre-requisite: Grade of C or better in MAT202. Course Fee: $50.00

MUSIC

MUC111 — Music Theory and Musicianship II will focus on further skill mastery of the fundamental rudiments of music that are essential for all musicians. Concepts and elements of musical design and theory, including a study of triads, cadences, dominants, and suspensions are studied concurrently with musicianship elements, including mastery of pitch and rhythm and the development of aural skills through sight singing, dictation, improvisation, and keyboarding applications. 4 credits
Pre-requisite: MUC110. Co-requisites: MUC114 and either MUC121 or MUC125 or MUC154. Course Fee: $35.00

MUC114 — Piano Class II is the study of early intermediate music skills as they apply to piano playing. Music theory, sound production, pedal techniques, posture, hand position, and knowledge of early intermediate solo and ensemble repertoire are developed through weekly reinforcement in a group setting. 1 credit
Pre-requisite: MUC102 or permission of instructor. Course Fee: $35.00
MUC122 — Music Appreciation (H) is a survey of the development of music from ancient civilizations to the present day. Emphasis is placed on major genres, composers, and repertoire from the Middle Ages through the Contemporary eras. Listening skills and music terminology are discussed. No music reading skills necessary. 3 credits

Pre-requisite: EGL093.

Course Fee: $35.00

1/22/2019 to 5/13/2019

MUC122 Z1 Online

DICKENSON

MUC120 — MUC221 — Chamber Ensemble I – IV will focus on the performance of a range of musical styles in a chamber ensemble setting. Students will learn repertoire and participate in rehearsals culminating in a public performance while working with other students and a music director. Musical elements such as technique, musicality, ensemble cooperation, vocabulary, and performance practice will be incorporated throughout the class. 2 credits

Course Fee: $35.00

Note: All classes meet at Elkton Station.

1/22/2019 to 5/13/2019

MUC120 01 W
10:00 AM to 12:50 PM
ES138 DERRICO

MUC121 01 W
10:00 AM to 12:50 PM
ES138 DERRICO

MUC220 01 W
10:00 AM to 12:50 PM
ES138 DERRICO

MUC221 01 W
10:00 AM to 12:50 PM
ES138 DERRICO

MUC124 — MUC225 — Chamber Choir I – IV will focus on the performance of a range of musical styles in a vocal ensemble setting. Students will learn repertoire and participate in rehearsals culminating in a public performance while working with other students and a music director. Musical elements such as technique, musicality, ensemble cooperation, vocabulary, harmonizing, and performance practice will be incorporated throughout the class. 2 credits

Course Fee: $35.00

Note: All classes meet at Elkton Station.

1/22/2019 to 5/13/2019

MUC124 01 W
10:00 AM to 12:50 PM
ES113 SUH

MUC125 01 W
10:00 AM to 12:50 PM
ES113 SUH

MUC224 01 W
10:00 AM to 12:50 PM
ES113 SUH

MUC225 01 W
10:00 AM to 12:50 PM
ES113 SUH

MUC128 — Introduction to Audio Technology (I) provides instruction and hands-on experience with a variety of audio equipment. Students learn the principles of electricity, electronics, acoustical theory, and the operation of audio equipment. 3 credits

Course Fee: $35.00

1/22/2019 to 5/13/2019

MUC128 01 F
10:00 AM to 1:00 PM
ES328 BOSTIC

MUC135 — History of Rock (I) (H) is a survey of the development of popular music in the 20th and 21st centuries. The origins of rock music, significant artists, influences from different genres, and influence on cultural society will be discussed. Selected representative pieces will be absorbed through directed listening. Topical research papers are required. No music reading skills necessary. 3 credits

Course Fee: $35.00

1/22/2019 to 5/13/2019

MUC135 Z1 Online

DICKENSON

MUC143 — Music Fundamentals (II) introduces students to beginning musical concepts. Note reading, intervals, scales, triads, and structures are discussed along with music history, instruments, and repertoire. No prior music experience necessary. 3 credits

Course Fee: $35.00

1/22/2019 to 5/13/2019

MUC143 Z1 Online

DICKENSON

MUC211 — Music Theory and Musicianship IV completes the music major’s study of chromatic harmony and large-scale traditional forms, which are studied concurrently with musicianship elements such as mastery of pitch and rhythm and the development of aural skills through sight singing, dictation, improvisation, and keyboarding applications. 4 credits

Pre-requisite: MUC210

Co-requisites: MUC221 or MUC225

MUC211 01 MTh
1:00 PM to 2:50 PM
ES113 SUH

MUC228 — Recording Techniques provides instruction in engineering and studio techniques as well as hands-on experience with audio equipment. Audio theory such as signal flow, microphone theory, and the physics of sound will be discussed alongside practical experience and demonstrations. 3 credits

Pre-requisite: MUC128.

Course Fee: $35.00

1/22/2019 to 5/13/2019

MUC228 01 Th
10:00 AM to 12:50 PM
ES138/328 BOSTIC

MUC264 — Diction for Singers II (French/German) is the study of French and German diction as it applies to vocal arts. Students will have the opportunity to learn the International Phonetic Alphabet (IPA), learn pronunciation, and demonstrate a basic understanding of French and German words. Throughout the semester, students will learn repertoire to apply the techniques learned in class. 2 credits

Pre-requisite: MUC263.

Course Fee: $35.00

1/22/2019 to 5/13/2019

MUC264 01 W
2:00 PM to 3:50 PM
ES113 SUH

Prerequisite Notice to Students

Students must complete prerequisite courses with a grade of C or better prior to enrollment in the course for which the prerequisite is required. The College reserves the right to drop students when the prerequisites have not been met. See an academic advisor if you have any questions.
### MUSIC LESSONS

**MUL101 – MUL204 — Guitar/Bass Lessons I —** are the study of music skills as they apply to playing guitar or bass guitar. Students choose acoustic guitar, electric guitar, or bass guitar and learn technique and music of pop and rock musicians. Music theory, sound production techniques, posture, and knowledge of repertoire are developed through weekly reinforcement. Students meet once a week in a private lesson. Practice time outside of class is required. 1 credit

Course Fee: $375.00

Note: Students will be contacted by instructor to arrange lesson times at Elkton Station. Students must use their Cecil email address throughout the semester.

<table>
<thead>
<tr>
<th>Course</th>
<th>CRN</th>
<th>Start Date</th>
<th>End Date</th>
<th>Location</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Guitar/Bass Lessons I</td>
<td>MUL101</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 DICKENSON</td>
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<tr>
<td>Guitar/Bass Lessons II</td>
<td>MUL102</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 DICKENSON</td>
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<tr>
<td>Guitar/Bass Lessons III</td>
<td>MUL103</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 DICKENSON</td>
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<tr>
<td>Guitar/Bass Lessons IV</td>
<td>MUL104</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 DICKENSON</td>
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<tr>
<td>Guitar/Bass Lessons V</td>
<td>MUL201</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 DICKENSON</td>
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<tr>
<td>Guitar/Bass Lessons VI</td>
<td>MUL202</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 DICKENSON</td>
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<td>Guitar/Bass Lessons VII</td>
<td>MUL203</td>
<td>1/22/2019 to 5/13/2019</td>
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<td>Guitar/Bass Lessons VIII</td>
<td>MUL204</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 DICKENSON</td>
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</tbody>
</table>

**MUL105 – MUL208 — Classical Guitar Lessons I – VIII** are the study of music skills as they apply to vocal arts. Music theory, sound production techniques, breathing, posture, and knowledge of repertoire are developed through weekly reinforcement. Students meet once a week in a private lesson. Practice time outside of class is required. 1 credit

Course Fee: $375.00

Note: Students will be contacted by instructor to arrange lesson times at Elkton Station. Students must use their Cecil email address throughout the semester.

<table>
<thead>
<tr>
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<th>Start Date</th>
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<th>Location</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>Classical Guitar Lessons I</td>
<td>MUL105</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 SUH</td>
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<tr>
<td>Classical Guitar Lessons II</td>
<td>MUL106</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 SUH</td>
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<tr>
<td>Classical Guitar Lessons III</td>
<td>MUL107</td>
<td>1/22/2019 to 5/13/2019</td>
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<td>Classical Guitar Lessons IV</td>
<td>MUL108</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 SUH</td>
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<td>1/22/2019 to 5/13/2019</td>
<td>ES113 SUH</td>
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<tr>
<td>Classical Guitar Lessons VI</td>
<td>MUL206</td>
<td>1/22/2019 to 5/13/2019</td>
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<tr>
<td>Classical Guitar Lessons VII</td>
<td>MUL207</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 SUH</td>
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<tr>
<td>Classical Guitar Lessons VIII</td>
<td>MUL208</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 SUH</td>
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</table>

**MUL113 – MUL — Voice Lessons I – VIII** are the study of music skills as they apply to playing woodwind instruments. Music theory, sound production techniques, breathing, posture, and knowledge of repertoire are developed through weekly reinforcement. Students choose an instrument from the woodwind family (clarinet, saxophone, flute, etc.) and meet once a week in a private lesson. Practice time outside of class is required. 1 credit

Course Fee: $375.00

Note: Students will be contacted by instructor to arrange lesson times at Elkton Station. Students must use their Cecil email address throughout the semester.

<table>
<thead>
<tr>
<th>Course</th>
<th>CRN</th>
<th>Start Date</th>
<th>End Date</th>
<th>Location</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>Voice Lessons I</td>
<td>MUL113</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 SUH</td>
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<tr>
<td>Voice Lessons II</td>
<td>MUL114</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 SUH</td>
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<td>Voice Lessons III</td>
<td>MUL115</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 SUH</td>
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<td>Voice Lessons IV</td>
<td>MUL116</td>
<td>1/22/2019 to 5/13/2019</td>
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<td>Voice Lessons V</td>
<td>MUL213</td>
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<td>Voice Lessons VI</td>
<td>MUL214</td>
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<td>Voice Lessons VII</td>
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<td>1/22/2019 to 5/13/2019</td>
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<td>Voice Lessons VIII</td>
<td>MUL216</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 SUH</td>
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</table>

**MUL117 – MUL — Woodwind Lessons I – VIII** are the study of music skills as they apply to playing woodwind instruments. Music theory, sound production techniques, breathing, posture, and knowledge of repertoire are developed through weekly reinforcement. Students choose an instrument from the woodwind family (clarinet, saxophone, flute, etc.) and meet once a week in a private lesson. Practice time outside of class is required. 1 credit

Course Fee: $375.00

Note: Students will be contacted by instructor to arrange lesson times at Elkton Station. Students must use their Cecil email address throughout the semester.

<table>
<thead>
<tr>
<th>Course</th>
<th>CRN</th>
<th>Start Date</th>
<th>End Date</th>
<th>Location</th>
<th>Instructor</th>
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<tr>
<td>Woodwind Lessons I</td>
<td>MUL117</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 RIFFERT</td>
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<tr>
<td>Woodwind Lessons II</td>
<td>MUL118</td>
<td>1/22/2019 to 5/13/2019</td>
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<tr>
<td>Woodwind Lessons III</td>
<td>MUL119</td>
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<tr>
<td>Woodwind Lessons IV</td>
<td>MUL120</td>
<td>1/22/2019 to 5/13/2019</td>
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<tr>
<td>Woodwind Lessons V</td>
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<td>1/22/2019 to 5/13/2019</td>
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<tr>
<td>Woodwind Lessons VI</td>
<td>MUL218</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 RIFFERT</td>
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<tr>
<td>Woodwind Lessons VII</td>
<td>MUL219</td>
<td>1/22/2019 to 5/13/2019</td>
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<tr>
<td>Woodwind Lessons VIII</td>
<td>MUL220</td>
<td>1/22/2019 to 5/13/2019</td>
<td>ES113 RIFFERT</td>
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</tbody>
</table>
MUL121 – MUL — Piano Lessons I – VIII are the study of music skills as they apply to playing piano. Music theory, sound production techniques, breathing, posture, and knowledge of repertoire are developed through weekly reinforcement. Students meet once a week in a private lesson. Practice time outside of class is required. 1 credit
Course Fee: $375.00
Note: Students will be contacted by instructor to arrange lesson times at Elkton Station. Students must use their Cecil email address throughout the semester.

Piano Lessons I
MUL121 01 1/22/2019 to 5/13/2019 ES113 CAMPBELL

Piano Lessons II
MUL122 01 1/22/2019 to 5/13/2019 ES113 CAMPBELL

Piano Lessons III
MUL123 01 1/22/2019 to 5/13/2019 ES113 CAMPBELL

Piano Lessons IV
MUL124 01 1/22/2019 to 5/13/2019 ES113 CAMPBELL

Piano Lessons V
MUL221 01 1/22/2019 to 5/13/2019 ES113 CAMPBELL

Piano Lessons VI
MUL222 01 1/22/2019 to 5/13/2019 ES113 CAMPBELL

Piano Lessons
MUL223 01 1/22/2019 to 5/13/2019 ES113 CAMPBELL

Piano Lessons VIII
MUL224 01 1/22/2019 to 5/13/2019 ES113 CAMPBELL

MUL125 – MUL — String Lessons I – VIII are the study of music skills as they apply to playing a string instrument. Music theory, sound production techniques, breathing, posture, and knowledge of repertoire are developed through weekly reinforcement. Students choose an instrument from the string family (violin, cello, etc.) and meet once a week in a private lesson. Practice time outside of class is required. 1 credit
Course Fee: $375.00
Note: Students will be contacted by instructor to arrange lesson times at Elkton Station. Students must use their Cecil email address throughout the semester.

String Lessons I
MUL125 01 1/22/2019 to 5/13/2019 ES113 DICKENSON

String Lessons II
MUL126 01 1/22/2019 to 5/13/2019 ES113 DICKENSON

String Lessons III
MUL127 01 1/22/2019 to 5/13/2019 ES113 DICKENSON

String Lessons IV
MUL128 01 1/22/2019 to 5/13/2019 ES113 DICKENSON

String Lessons V
MUL225 01 1/22/2019 to 5/13/2019 ES113 DICKENSON

String Lessons VI
MUL226 01 1/22/2019 to 5/13/2019 ES113 DICKENSON

String Lessons VII
MUL227 01 1/22/2019 to 5/13/2019 ES113 DICKENSON

String Lessons VIII
MUL228 01 1/22/2019 to 5/13/2019 ES113 DICKENSON

MUL129 – MUL — Drum/Percussion Lessons I – VIII are the study of music skills as they apply to playing drums and/or percussion instruments. Music theory, sound production techniques, breathing, posture, and knowledge of repertoire are developed through weekly reinforcement. Students meet once a week in a private lesson. Practice time outside of class is required. 1 credit
Course Fee: $375.00
Note: Students will be contacted by instructor to arrange lesson times at Elkton Station. Students must use their Cecil email address throughout the semester.

Drum/Percussion Lessons I
MUL129 01 1/22/2019 to 5/13/2019 ES113 GOLDMAN

Drum/Percussion Lessons II
MUL130 01 1/22/2019 to 5/13/2019 ES113 GOLDMAN

Drum/Percussion Lessons III
MUL131 01 1/22/2019 to 5/13/2019 ES113 GOLDMAN

Drum/Percussion Lessons IV
MUL132 01 1/22/2019 to 5/13/2019 ES113 GOLDMAN

Drum/Percussion Lessons V
MUL229 01 1/22/2019 to 5/13/2019 ES113 GOLDMAN

Drum/Percussion Lessons VI
MUL230 01 1/22/2019 to 5/13/2019 ES113 GOLDMAN

Drum/Percussion Lessons VII
MUL231 01 1/22/2019 to 5/13/2019 ES113 GOLDMAN

Drum/Percussion Lessons VIII
MUL232 01 1/22/2019 to 5/13/2019 ES113 GOLDMAN

MUL133 – MUL — Brass Lessons I – VIII are the study of music skills as they apply to playing brass instruments. Music theory, sound production techniques, breathing, posture, and knowledge of repertoire are developed through weekly reinforcement. Students choose an instrument from the brass family (trumpet, trombone, horn, etc.) and meet once a week in a private lesson. Practice time outside of class is required. 1 credit
Course Fee: $375.00
Note: Students will be contacted by instructor to arrange lesson times at Elkton Station. Students must use their Cecil email address throughout the semester.

Brass Lessons I
MUL133 01 1/22/2019 to 5/13/2019 ES113 LUTHER

Brass Lessons II
MUL134 01 1/22/2019 to 5/13/2019 ES113 LUTHER

Brass Lessons III
MUL135 01 1/22/2019 to 5/13/2019 ES113 LUTHER

Brass Lessons IV
MUL136 01 1/22/2019 to 5/13/2019 ES113 LUTHER

Brass Lessons V
MUL233 01 1/22/2019 to 5/13/2019 ES113 LUTHER

Brass Lessons VI
MUL234 01 1/22/2019 to 5/13/2019 ES113 LUTHER

Brass Lessons VII
MUL235 01 1/22/2019 to 5/13/2019 ES113 LUTHER

Brass Lessons VIII
MUL236 01 1/22/2019 to 5/13/2019 ES113 LUTHER
NURSING

NUR105 — Care of Adult and Aging Clients emphasizes the nursing care of adult and aging clients experiencing medical-surgical stressors. Course work includes the study of clients undergoing alterations in levels of wellness related to physiological stressors. Study involves application of the Neuman Systems Model and the nursing process to promote attainment/maintenance of optimal levels of wellness. 4 credits
Pre-requisites: NUR101, NUR104, and NUR114.
Co-requisites: NUR115
Course Fee: $230.00
NUR105 01 W 8:00 AM to 1:00 PM
1/22/2019 to 5/13/2019 D412 DAWSON

NUR115 — Clinical Lab II: Medical/Surgical Settings provides clinical laboratory learning experience in medical/surgical settings. Emphasis is on the utilization of the nursing process and the Neuman Systems Model in the care of adults and aging clients experiencing physiological stressors. 4 credits
Pre-requisites: NUR101, NUR104, NUR114.
Co-requisite: NUR105.
Course Fee: $200.00
NUR115 01 MTTHF 1/22/2019 to 5/13/2019 DAWSON

NUR204 — Care of Clients with Complex Stressors utilizes the Neuman Systems Model (NSM) and the nursing process to emphasize care of adult and aged clients in various healthcare settings and includes study of clients experiencing complex alterations in level of wellness related to pathophysiological and/or psychological stressors. The concept of synthesis and integration of nursing knowledge in the care of multiple clients is included. 4 credits
Pre-requisites: NUR201, NUR211, and PSY201.
Co-requisites: NUR208 and NUR214.
Course Fee: $230.00
NUR204 01 W 1:30 PM to 3:25 PM
1/22/2019 to 5/13/2019 D412 GHARBIN

NUR208 — Professional Issues in Nursing stresses the professional, social, legal, political, and ethical issues which influence the nurse’s role and responsibilities in today’s health care environment. Concerns and issues which confront nurses, particularly the new nursing graduate, are discussed and problem-solving techniques are utilized. Evidence-based nursing practice, professional activities and continued education in the field of nursing are emphasized. 3 credits
Co-requisite: NUR204.
Course Fee: $45.00
NUR208 01 Th 11:00 AM to 1:55 PM
1/22/2019 to 5/13/2019 D412 RASH

NUR214 — Clinical Lab IV: Medical/Surgical/Psychiatric stresses the assessment, planning, implementation, and evaluation of clients in the medical/surgical and psychiatric settings using the Neuman Systems Model and the nursing process. In the medical/surgical clinical settings, the students are provided opportunities to develop their leadership and organizational skills through supervision of peers and other nursing personnel and multiple patient assignments. In the psychiatric clinical setting, the therapeutic skills necessary for providing nursing care for psychiatrically hospitalized clients are utilized. 4 credits
Pre-requisites: NUR201, NUR211, PSY201.
Co-requisite: NUR204.
Course Fee: $200.00
NUR214 01 MT 1/22/2019 to 5/13/2019 GHARBIN

PHILOSOPHY

PHI101 — Introduction to Philosophy (H) introduces students to traditional philosophical problems. The course objectives are to learn to think critically about philosophical topics and to apply basic philosophical concepts to everyday life. 3 credits
Pre-requisite: EGL093.
Course Fee: $35.00
PHI101 01 MTh 10:00 AM to 11:20 AM
1/22/2019 to 5/13/2019 E223 COHEN

PHI201 01 TF 12:00 PM to 1:20 PM
1/22/2019 to 5/13/2019 D412 COHEN

PHI201 02 T 6:30 PM to 9:20 PM
1/22/2019 to 5/13/2019 D423 CHANNEILL

PHI201 — Ethics — Contemporary Moral Issues (H) introduces students to philosophical thinking about morality, moral problems, and moral judgments. 3 credits
Pre-requisite: EGL093.
Course Fee: $35.00
PHI201 01 TF 12:00 PM to 1:20 PM
1/22/2019 to 5/13/2019 D412 COHEN

PHI201 02 T 6:30 PM to 9:20 PM
1/22/2019 to 5/13/2019 C357 STAFF

PHYSICAL EDUCATION

PED104 — Walking for Fun and Fitness I (ACT) This introductory course is designed to provide students with the skills and knowledge necessary to continue participation in fitness and wellness activities as a lifelong commitment to maintaining physical fitness. Emphasis is placed on general walking terminology, logging and/or journaling, health-related components, and injury prevention and care. Students will be given the opportunity to design a walking program, and modify it to meet his or her individual short- and long-term goals. 1 credit
Course Fee: $30.00
PED104 H1 M 5:00 PM to 6:20 PM
1/22/2019 to 3/11/2019 E103 O’BRIEN

PED104 Z1 Online 3/25/2019 to 5/11/2019 CRIVARO

PED104 Z2 Online 3/25/2019 to 5/11/2019 STROH

PED204 — Walking for Fun and Fitness II (ACT) is a continuation of PED104 and provides the student with advanced techniques for the serious walker. Emphasis is placed on improving distance and time, race walking, prevention of injuries, and motivation techniques. 1 credit
Pre-requisite: PED104.
Course Fee: $30.00
PED204 H1 M 5:00 PM to 6:20 PM

PED204 H2 W 5:00 PM to 6:20 PM

PED204 Z1 Online 3/25/2019 to 5/11/2019 STROH
PED106 — Running for Fun and Fitness is designed to provide students with the theoretical and practical knowledge and experience to enhance their cardiovascular fitness, primarily through running. The course will explore basic concepts in running mechanics, safety considerations, and setting up a training program. Students will complete a pre- and post-assessment of their fitness, with the opportunity to create goals and attain them within the course. 1 credit
Course Fee: $30.00
PED106 H1 W 3/25/2019 to 5/11/2019 2:00 PM to 3:50 PM E221 ROMAN

PED206 — Running for Fun and Fitness II (ACT) is a continuation of PED106 and is designed to provide students with expanded theoretical and practical knowledge and experience to enhance cardiovascular fitness, primarily through running. All Cecil College Physical Education courses are designed to provide educational opportunities that empower students to practice lifelong positive health behaviors. The course will further explore concepts in running mechanics, safety considerations, and setting up an advanced training program. Students will complete a pre- and post-assessment of their fitness, with the opportunity to create goals and attain them within the course. 1 credit
Pre-requisite: PED106.
Course Fee: $30.00
PED206 H1 W 3/25/2019 to 5/11/2019 2:00 PM to 3:50 PM E218 ROMAN

PED109 — Cardiovascular Fitness (ACT) is an introductory course designed to provide opportunities for students to practice and improve their cardiovascular fitness, muscular endurance and strength, body composition and flexibility. All Cecil College Physical Education courses are designed to provide educational opportunities that empower students to practice lifelong positive health behaviors. In particular, this course will prepare students to learn about the proper use of equipment such as treadmills, ellipticals, versa climbers and rowing machines, in addition to using outdoor facilities such as the walking track and nature trail as a part of their exercise program. An individual workout routine, developed by the student and instructor, will be followed throughout the course. 2 credits
Course Fee: $30.00
PED109 H1 Th 1/22/2019 to 5/13/2019 10:00 AM to 11:20 AM D410 LAWLER

PED135 — First Aid and CPR will provide students with the opportunity to learn the skills needed to act quickly and effectively in the case of an accident or emergency situation. Students participate in various simulated injury and emergency situations. Students may achieve American Red Cross certification in Adult, Child and Infant CPR and First Aid. 3 credits
Course Fee: $30.00
PED135 01 W 1/22/2019 to 5/13/2019 6:30 PM to 9:20 PM E103 RATLIFF

PED169 — T’ai Chi Ch’uan (ACT) introduces the student to the Yang style of this ancient Chinese martial art, which promotes a highly sophisticated mode of body coordination and more acute mental processes. It has been used for centuries as both a method of relaxation and fitness. Students will be given the opportunity to learn the basic principles, characteristics, history, and performance of the Yang style of T’ai Chi Ch’uan. 1 credit
Course Fee: $30.00
PED169 01 MW 1/22/2019 to 5/13/2019 5:30 PM to 6:20 PM E220 RATLIFF

PED174 — Weight Training I (ACT) is a physical activity-based course designed to incorporate aspects of resistance training. Students will be given guidelines for a workout routine during the first phase of the course including recommended nutritional practices. During the second phase of the course, students will design their own weight training program geared to reaching their personal goals. The emphasis of the course is the development of muscular strength and endurance. 2 credits
Course Fee: $30.00
PED174 H1 T 1/22/2019 to 5/13/2019 10:00 AM to 11:50 PM E221 RUSSELL
PED174 H3 M 1/22/2019 to 5/13/2019 4:00 PM to 5:50 PM E218 ROMAN

PED175 — Hatha Yoga I (ACT) introduces students to the principles of postural alignment, breathing techniques for increased energy, and body/mind relaxation techniques for stress reduction. It is an activity-based class that encourages the students to enhance their health and skill-related fitness. 2 credits
Course Fee: $30.00
PED175 01 M 1/22/2019 to 5/13/2019 10:00 AM to 12:50 PM E220 ROBB
PED175 02 W 1/22/2019 to 5/13/2019 10:00 AM to 12:50 PM ES216 ROBB
PED175 03 W 1/22/2019 to 5/13/2019 6:00 PM to 8:50 PM ES216 ROBB
PED175 04 TF 1/22/2019 to 5/13/2019 12:00 PM to 1:20 PM E220 PODOS

PED277 — Hatha Yoga II (ACT) will expand on students’ current skill level. Students are encouraged to hold poses for longer periods of time, practice new poses and construct routines. Students will demonstrate moderate to advanced yoga poses with acquired flexibility and strength, breath awareness, nutrition awareness, and balance and have opportunities for leadership roles in class. 2 credits
Pre-requisite: PED175.
Course Fee: $30.00
PED277 02 W 1/22/2019 to 5/13/2019 10:00 AM to 12:50 PM ES216 ROBB
PED277 03 W 1/22/2019 to 5/13/2019 6:00 PM to 8:50 PM ES216 ROBB
PED277 04 TF 1/22/2019 to 5/13/2019 12:00 PM to 1:30 PM E220 PODOS

PED180 — Introduction to Physical Education introduces students to the foundations of physical education and career opportunities. Emphasis is placed on the physiological, socio-cultural, and psychological foundations of the profession. This course also explores career opportunities within areas of exercise science, coaching, health, fitness, and sport. This course does not satisfy activity requirements in any degree or certificate program. 3 credits
Co-requisite: EGL101.
Course Fee: $30.00
PED180 H1 W 1/22/2019 to 5/13/2019 10:00 AM to 11:20 AM E218 ROBELL

PED196 — Tennis I (ACT) is a physical activity-based introduction to tennis. Emphasis will be on the fundamentals of the basic strokes and strategies in singles and doubles play. Topics will also include selection of equipment, scoring the game, and proper etiquette. 1 credit
Course Fee: $30.00
PED196 01 S 3/25/2019 to 5/11/2019 10:00 AM to 1:00 PM E103 CRIVARO
PSC105 — **General Physical Science with Lab (SL)** is a survey of systems of measurement, motion, heat, light, sound, the physical states of matter, mechanics, electricity, magnetism, simple chemistry, geology, climate, meteorology, and astronomy. The labs reinforce the principles introduced in lecture and provide an opportunity for personal study of physical phenomena. 4 credits
Pre-requisites: EGL093 and MAT092 or MAT097.
Course Fee: $85.00

PSC220 — **Meteorology (SL)** with laboratory is the study of the atmosphere, weather elements, air masses, cloud development, atmospheric motion, fronts and storms, thunderstorms, tornadoes, and hurricanes. Principles of weather forecasting will be discussed. The labs reinforce lecture principles and provide an opportunity for personal study of these phenomena. This class may be used to fulfill the general education requirement in science. 4 credits
Pre-requisites: EGL093, and MAT093 or MAT098.
Course Fee: $80.00

PSC135 — **Introduction to Climate Science with Lab** investigates the seasonal and long-term environmental patterns of the earth. The processes that influence the climate can be different from those that determine the weather. Climate, climate variability, climatic change, the influence of human activities, along with the ecological, economic, and societal impacts of climate will be explored and analyzed. Climatic connections with the atmosphere, lithosphere, hydrosphere, cryosphere, and biosphere will be examined. Experiments, model simulations and real-world, climatic data will be used to study the Earth’s climate system. 4 credits
Pre-requisites: EGL093, MAT092 or MAT097.
Course Fee: $80.00

PTA102 — **Clinical Kinesiology and Biomechanics** will present advanced anatomy of the musculoskeletal system with emphasis on joint mechanics, human movement, and palpation of anatomical landmarks. The student will learn the principles of normal and abnormal posture and gait. In lab, students will practice the identification and palpation of musculoskeletal structures and identify their related function. 3 credits
Pre-requisites: BIO208, BIO218.
Co-requisites: PTA103, PTA104.
Course Fee: $55.00

PTA103 — **Clinical Skills for the PTA** is an introduction to the technical and professional skills needed to care for patients in varied settings. This course introduces documentation and examination of physiological measures, range of motion, strength and balance. In addition, it covers positioning and draping, body mechanics, and functional activity training. Common diseases and conditions encountered in the field of physical therapy are introduced. In lab, students will practice: manual muscle testing, vital sign measurement, posture, balance and exertion scales, pain scales, functional mobility training and documentation. 3 credits
Pre-requisites: BIO208, BIO218.
Co-requisites: PTA102, PTA104.
Course Fee: $55.00

PTA104 — **Fundamentals of PT Practice I** provides an introduction and orientation to the field of physical therapy. Course includes historical background, scope of the Physical Therapist Assistant (PTA) practice, medical-professional ethics and conduct, the role of the Physical Therapist Assistant as part of the health care team, Physical Therapist/Physical Therapist Assistant (PT/PTA) collaboration, documentation, and orientation to psychological and social needs of the ill and disabled. 2 credits
Pre-requisites: BIO208, BIO218, EGL101.
Co-requisites: PTA102, PTA103.
Course Fee: $55.00

PTA213 — **Fundamentals of PT Practice III** is the final of three seminars addressing the themes of professional issues, core values, and the development of an entry level professional candidate. Fundamentals of PT Practice III is in the terminal spring semester and will challenge students to apply professional theme content during patient scenarios as introduced through a variety of case studies. This seminar will cover career development, communication, and continuing professional competence. Activities will include national board exam review preparation, job search strategies, resume development, and professional interview skills. 2 credits
Pre-requisites: PTA211, PTA230.
Co-requisites: PTA234, PTA232.
Course Fee: $150.00
Notes: Students will meet six (6) times during the semester and need to be available; March 11, 12, 14, 25, 26, 28.
PTA232 — **Clinical Practice II** provides students with the second of three clinical experiences in a selected physical therapy setting, involving supervised reinforcement of previously learned clinical skills and application of newly learned clinical skills. Students will continue to utilize the skills learned and applied during PTA230 (Clinical Practicum I), while employing additional clinical skills including special orthopedic tests and measures, advanced orthopedic treatment interventions, neurologic testing and treatment interventions, cardiopulmonary testing and treatment, and specialty treatment interventions of various patient populations along the lifespan where applicable to the clinical setting. Students will provide the clinical staff of the host facility with a physical therapy-related presentation as approved by the clinical instructor and ACCE. 6 credits

Pre-requisites: PTA220, PTA222, PTA224, PTA228, PTA230.
Co-requisite: PTA213, PTA234.
Course Fee: $160.00

PTA232 01  MTWThFS  8:00 AM to 4:30 PM  
1/22/2019 to 3/5/2019  SMITH

PTA234 — **Clinical Practice III** provides students with the third of three clinical experiences in a selected physical therapy setting, involving supervised reinforcement of previously learned clinical skills and application of newly learned clinical skills. Students will continue to utilize the skills learned and applied during PTA230 (Clinical Practice I) and PTA232 (Clinical Practice II), while employing additional clinical skills that approach and achieve entry-level PTA performance. This course will also emphasize skills beyond clinical treatment activities, including professional development, billing and reimbursement considerations, community health and wellness promotion, and global management of patient cases in partnership with and under the direction and supervision of the physical therapist. A presentation will be presented to the staff of the host facility as approved by the clinical instructor and ACCE. 6 credits

Pre-requisites: PTA220, PTA222, PTA224, PTA228, PTA230.
Co-requisite: PTA213, PTA232.
Course Fee: $160.00

PHYSICS

PHY182 — **Introductory College Physics II with Lab (SL)** is the second part of a two-semester, algebra-based, physics course. Topics include electricity, magnetism, light, optics, and modern physics. Conceptual understanding will be integrated with problem-solving and lab experience. Previous exposure to physics principles and strong math skills are highly recommended. 4 credits

Pre-requisite: PHY181.
Course Fee: $85.00

PHY182 01  TF  12:30 PM to 3:20 PM  
1/22/2019 to 5/13/2019  G208  WYANT

PHY217 — **General Calculus Physics I with Lab (SL)** is the first course of a three-semester calculus-based general physics course sequence. This course provides a comprehensive introduction for students interested in physics and engineering. Topics related to mechanics include linear and rotational kinematics and dynamics, energy and momentum conservation, collisions, equilibrium of rigid bodies, and oscillations. Problem-solving and laboratory skills will be emphasized in this course. Previous exposure to physics principles and strong mathematics skills are highly recommended. 4 credits

Pre-requisite: MAT212.
Co-requisite: MAT201.
Course Fee: $85.00

PHY217 01  MTh  10:00 AM to 1:20 PM  
1/22/2019 to 5/13/2019  G208  CARNEY

PHY218 — **General Calculus Physics II with Lab (SL)** is the second course of a three-semester calculus-based general physics course sequence. This course provides a comprehensive introduction to students interested in physics and engineering. Topics include: thermodynamics, electricity, magnetism, and radioactivity. Problem-solving and laboratory skills will be emphasized in this course. 4 credits

Pre-requisite: PHY217 with a grade of C or better.
Course Fee: $85.00

PHY218 01  TF  8:00 AM to 11:20 AM  
1/22/2019 to 5/13/2019  G208  WYANT

PHY218 02  TTh  4:30 PM to 7:55 PM  
1/22/2019 to 5/13/2019  G208  WYANT

POLITICAL SCIENCE

POS201 — **American Government (SS)** offers an understanding of how our political system works and how active involvement of the citizenry can make a difference in the responsiveness of our government to the needs of its people. This course provides an overview of the basic government institutions and the processes of American government. The course also examines the relationships between governmental institutions and how the public influences the process. 3 credits

Pre-Requisite EGL093.
Course Fee: $35.00

POS201 01  W  6:30 PM to 9:20 PM  
1/22/2019 to 5/13/2019  D416  HOLLOWAY
### PSYCHOLOGY

**PSY101 — Introduction to Psychology (SS)** is both the scientific and philosophical study of behavior and thought. Topics covered include methods used to study behavior, perspectives on personality, biological basis of behavior, states of consciousness, human development, learning, memory, motivation, emotion, social psychology, and mental health and adjustment. 3 credits

Pre-requisite: EGL103.

Course Fee: $35.00

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<th>Course Code</th>
<th>Section</th>
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<td>PSY101</td>
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<td>D421 LUTZSTEHL</td>
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<td>12:00 PM to 1:20 PM</td>
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<td>03</td>
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<td>10:00 AM to 11:20 AM</td>
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**PSY101 Z1 Online**

1/22/2019 to 5/13/2019 TOY

1/22/2019 to 5/13/2019 RASH

3/11/2019 to 5/11/2019 HRITZ

**PSY201 — Human Growth and Development (SS)** studies the developing person from conception through adolescence. Current research and applications are used to describe and explain physical, cognitive, personality, social, and emotional development. The importance of specific environmental contexts in development is emphasized. Some of the major topics explored in the course include: prenatal development, birth, attachment, language development, abuse and neglect, parenting, moral development, gender role development, and problems and challenges of adolescence. 3 credits

Pre-requisite: PSY101.

Course Fee: $35.00

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<td>PSY201</td>
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<td>D219 LUTZSTEHL</td>
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<td>02</td>
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<td>9:00 AM to 11:50 AM</td>
<td>D307 MARTIN</td>
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Notes: The course will meet twice during the semester. The instructor will contact students via their Cecil email address with the dates for the course meetings prior to the beginning of the semester. Students must use their Cecil email address throughout the semester.

**PSY203 — Child Growth and Development** studies the developing person from conception through adolescence. Current research and applications are used to describe and explain physical, cognitive, personality, social, and emotional development. The importance of specific environmental contexts in development is emphasized. Some of the major topics explored in the course include: prenatal development, birth, attachment, language development, abuse and neglect, parenting, moral development, gender role development, and problems and challenges of adolescence. 3 credits

Pre-requisite: PSY101.

Course Fee: $35.00

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<td>PSY203</td>
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<td>10:00 AM to 12:50 PM</td>
<td>ES325 SCOTT-GREENFIELD</td>
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<tr>
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<td>02</td>
<td>Th</td>
<td>6:00 PM to 8:50 PM</td>
<td>ES325 SIMON</td>
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**PSY207 — Educational Psychology** involves an examination of psychological principles and practices as they apply to educational settings. Several topics related to teaching and learning are addressed, including: developmental theory and processes, student characteristics, learning, instruction, diversity, motivation, exceptionalities, effective learning environments, evaluation and measurement of learning outcomes. 3 credits

Pre-requisite: PSY101.

Co-requisite: EDU207.

Course Fee: $35.00

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<td>PSY207</td>
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<td>10:00 AM to 12:50 PM</td>
<td>ES325 SCOTT-GREENFIELD</td>
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**PSY222 — Organizational Psychology (SS)** applies the methods, facts, principles, and research of psychology to organizations and people at work. Work is an important role in the daily lives of people everywhere and represents a unique domain of psychological experience. This course will introduce major areas relevant to the behavior of people at work. Focus is on work behavior and organizational practices that contribute to overall performance and quality of life, as well as the effectiveness and efficiency of organizations. 3 credits

Pre-requisite: Grade of C or better in EGL101.

Course Fee: $35.00

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<tr>
<td>PSY222</td>
<td>Z1</td>
<td>Online</td>
<td>3/11/2019 to 5/11/2019</td>
<td>WALKER</td>
</tr>
</tbody>
</table>

**PSY227 — Introduction to Abnormal Psychology** introduces students to theoretical concepts that underlie psychological disorders. The course focuses on presenting the etiology, symptoms, patterns, assessment, treatment, and prevention of abnormal behavior. 3 credits

Pre-requisite: PSY101.

Course Fee: $35.00

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<tr>
<th>Course Code</th>
<th>Section</th>
<th>Days</th>
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<tbody>
<tr>
<td>PSY227</td>
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<td>2:00 PM to 4:50 PM</td>
<td>D416 BIANCA</td>
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</table>

### PUBLIC HEALTH

**PBH110 — Introduction to Epidemiology** provides an introduction to principles and methods of epidemiological investigation and introduces the application of different types of research design for investigating the etiology of disease. The course will focus on describing the patterns of illness in populations for both infectious and noninfectious diseases. 3 credits

Pre-requisites: BIO101, BIO111, MAT093 or MAT097.

Co-requisite: PBH104.

Course Fee: $30.00

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<tr>
<th>Course Code</th>
<th>Section</th>
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<tbody>
<tr>
<td>PBH110</td>
<td>Z1</td>
<td>Online</td>
<td>1/22/2019 to 5/13/2019</td>
<td>STAFF</td>
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</tbody>
</table>
PBH120 — The US Healthcare System focuses on the organization, financing, and delivery of healthcare in the US through exploration of the private and public sectors of healthcare. Students will learn about the interaction of payers, providers, and patients within the US healthcare system in order to understand the issues related to the allocation of healthcare resources among the population. Students will learn about the factors that influence healthcare spending, quality of care, and access to care. Students will also explore the function of health advocacy. 3 credits
Pre-requisites: EGL093, PBH104.

Course Fee: $30.00

SOCIAL WORK

SWK101 — Introduction to Social Work (SS) focuses on social work as a profession. The fundamental values, ethics, skills, and knowledge relevant to social work practice will be discussed. Students examine the history, principles, and nature of social welfare, including the relationship of social welfare institutions to society and the delivery systems for social services. Students explore concepts such as human diversity, social and economic justice, the needs of oppressed and disenfranchised populations, and policy in the context of social welfare. The course requires community service activities. 3 credits
Pre-requisite: EGL093.

Course Fee: $35.00

SWK102 — Basic Interviewing Skills is an introduction to the principles and practices of social work interviewing and counseling. Through the use of role-play and simulated interview sessions, students will develop basic interviewing skills for assessment, planning, and intervention. Throughout the exercises, students will evaluate the outcome of the interactions and the progress of the client. Students review personal ethics while developing a counseling orientation appropriate to working with people of various social and economic backgrounds. 3 credits

Course Fee: $35.00

SWK201 — Social Welfare Policy Research and Experience is an introductory course in social work policy research that includes an experiential learning component. The course emphasizes understanding and applying scientific knowledge and research methodologies in providing and evaluating social services. 3 credits
Pre-requisite: SWK101

Course Fee: $35.00

SWK202 — Elder Care Experiential Learning focuses on student participation in an elder care, agency-based setting under the supervision of an agency designed professional. Students will apply fundamental knowledge, skills, values, and ethics to practice. Students will examine the biological, psychological, and social changes that occur with age and how these changes influence the interactions between the elder person and his or her social environment. 2 credits
Pre-requisite: SWK101.

Course Fee: $35.00

SWK203 — Substance Abuse Experiential Learning focuses on the study of alcohol and drug abuse. Students will participate in a substance abuse facility under the supervision of an agency professional. Students will apply fundamental knowledge, skills, values, and ethics to practice. Students will examine the theoretical perspectives on abuse, pharmacological characteristics of commonly abused substances, and stages of dependence and addiction. 3 credits
Pre-requisite: SWK101.

Course Fee: $35.00

SOCIOLOGY

SOC101 — Introduction to Sociology (SS) focuses on the systematic study of social interaction, social organization, social institutions, and social change. The sociological theories of functionalism, conflict theory, and symbolic interactionism are used to examine events, interactions, and patterns. Students will learn to think critically about social issues and problems that confront our society, and everyday human actions and interactions.
Co-requisite: EGL093.

Course Fee: $35.00
### SPANISH

**SPN101 — Introductory Spanish I (H)**

An introduction to the Spanish language. It presents the fundamentals necessary for understanding, speaking, reading and writing basic Spanish. Topics include basic pronunciation and vocabulary, greetings, and other social conventions. Students will also be introduced to Spanish and Latin American culture, history, and geography. 3 credits

Course Fee: $30.00

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<th>Course Code</th>
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<td>MTh</td>
<td>12:00 PM to 3:00 PM</td>
<td>1/22/2019 to 5/13/2019</td>
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**SPN102 — Introductory Spanish II (H)**

The second semester of novice-level Spanish. The course continues the development of listening, speaking, reading, and writing skills begun in SPN101. Students will build upon basic pronunciation, vocabulary, and comprehension skills. 3 credits

Pre-requisite: SPN101.

Course Fee: $30.00

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<th>Course Code</th>
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<td>SPN102 01</td>
<td>MTh</td>
<td>6:00 PM to 8:50 PM</td>
<td>1/22/2019 to 5/13/2019</td>
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### SPEECH

**SPH121 — Interpersonal Communications (H)**

A survey course covering all facets of human communication. The course emphasizes basic communication skills and awareness of what contributes to effective communicating, as well as what contributes to messages miscommunicated. It also provides students with practice in verbal and listening skills. Students relate communication learning to all areas of life and career skills. Classroom discussions, activities, and experiments on a variety of topics are used as a basis for students’ growing awareness of perception and skills in communication. 3 credits

Pre-requisite: EGL093.

Course Fee: $35.00

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<th>Course Code</th>
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<td>SPH121 01</td>
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<td>SPH121 02</td>
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<td>12:00 PM to 1:20 PM</td>
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<tr>
<td>SPH121 03</td>
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<td>10:00 AM to 12:50 PM</td>
<td>1/22/2019 to 5/13/2019</td>
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<td>SPH121 04</td>
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<td>SPH121 05</td>
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<td>6:00 PM to 8:50 PM</td>
<td>1/22/2019 to 5/13/2019</td>
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**SPH141 — Public Speaking (H)**

The study of the principles and models of communication in conjunction with hands-on experience in the planning, structuring, and delivery of speeches. Students study and deliver several kinds of public address. The course also provides students with a model for constructive criticism to teach the students what contributes to effective public speaking. 3 credits

Co-requisite: EGL093.

Course Fee: $35.00

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<td>3/11/2019 to 5/11/2019</td>
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**THEATRE**

**THE104 — Script Analysis**

Focuses on the analysis and interpretation of play scripts as the foundation for theatrical production. Students will read varied genres of dramatic literature, compile research materials for selected plays, and attend live theatrical performances. Discussion, analysis, and written critique are essential components of this course. 3 credits

Pre-requisite: THE160.


Course Fee: $35.00

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<td>THE104 01</td>
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<td>1/22/2019 to 5/13/2019</td>
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**THE108 — Movement for Actors**

A course which analyzes the basic elements that shape the physical life of a character and how to use them effectively in building a role. Students will develop a heightened awareness of posture and physical patterns; learn basic breathing and movement techniques to support character development; analyze the impact of emotion, sociology and relationships on a character's physicality; and deepen their understanding of working on stage. 3 credits

Pre-requisite: THE160.


Course Fee: $35.00

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<td>THE108 01</td>
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<td>1/22/2019 to 5/13/2019</td>
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</table>
THE164 — Applied Theatre I is a study of the skills necessary to create a successful theatre production. Students will employ the skills learned in theatre classes and apply them to a full-length play. Students may contribute to the production as either a performer or as part of the stage crew. This credit may be fulfilled by participating in a theatre department production or, if approved by the theatre faculty, by working with an established company in the region. Students should contact the theatre department to find an appropriate company to work with, and an audition may be required. In addition to scheduled class time, students must be available for rehearsals off campus and are expected to prepare material outside of class. 1 credit
Pre-requisite: THE160.
Course Fee: $35.00

THE184 — Introduction to Acting for Screen and Stage (H) introduces the art and craft of acting in a variety of contemporary entertainment genres. Auditioning skills, acting for the stage and on-camera, how to write copy, interviewing skills, timing for voiceover, the business of acting are all introduced. Emphasis is placed on creativity, performing for an audience, auditioning and interacting with scene partners. 3 credits
Co-requisite: EGL093.
Course Fee: $35.00

THE262 — Theatre History I (H) is an in-depth study of the beginnings of theater in ancient Greece through the Elizabethan era. This course focuses on culture and the development of theatre exploring how each affected the other. Students will read various plays from the Greek, Roman, Medieval, Indian, Chinese, Renaissance, and Elizabethan theatres. Discussion, analysis, group presentation, and written critique are essential components of this course. 3 credits
Pre-requisite: EGL093 or permission of instructor.
Course Fee: $35.00

THE263 — Directing explores the varied techniques necessary to transform written drama into a stage performance with a specific point of view. Students will learn the fundamentals of play directing through exercises, projects, and directing short scenes to synthesize the efforts of the actors, designers, and the text into one unified production. 3 credits
Pre-requisite: THE104.
Co-requisite: THE264.
Course Fee: $35.00

THE264 — Applied Theatre II is a study of the skills necessary to create a successful theatre production. Students will employ the skills learned in theatre classes and apply them to a full-length play. Students may contribute to the production as either a performer or as part of the stage crew. This credit may be fulfilled by participating in a theatre department production or, if approved by the theatre faculty, by working with an established company in the region. Students should contact the theatre department to find an appropriate company to work with, and an audition may be required. In addition to scheduled class time, students must be available for rehearsals off campus and are expected to prepare material outside of class. 1 credit
Pre-requisite: THE164.
Course Fee: $35.00

THE275 — Theatre History II (H) is an in-depth study of theatre in the Spanish Golden Age, French Neoclassicism, the Restoration, and theatre in the 18th and 19th centuries. Students explore the major social, political and economical conditions as well as the milestones of theatre in each era. 3 credits
Pre-requisite: EGL093.
Course Fee: $35.00

TRANSPORTATION & LOGISTICS

TRL101 — Introduction to Logistics will introduce students to the planning and management of material flows and related information in both public and private sector organizations. This course provides a general overview of the functional areas of supply, maintenance, transportation, and services at each of the tactical, operational, and strategic levels. 3 credits
Course Fee: $35.00

TRL130 — Production and Operations Management will provide students with an overview of the translation of product and service requirements into facilities, procedures and operating organizations. Topics include product design, process design, production alternatives, facilities location and layout, resource requirements planning, customer loyalty, and quality control.
Pre-requisite: TRL101.
Course Fee: $35.00

TRL230 — Product Lifecycle Management (PLM) will introduce students to the processes of managing the entire lifecycle of a product from its conception, design and manufacture, to its service and disposal; the people, data, and business systems involved; and historical aspects of PLM in Logistics. 3 credits
Pre-requisite: TRL101.
Course Fee: $35.00

Prerequisite Notice to Students
Students must complete prerequisite courses with a grade of C or better prior to enrollment in the course for which the prerequisite is required. The College reserves the right to drop students when the prerequisites have not been met. See an academic advisor if you have any questions.
### VISUAL COMMUNICATIONS

**VCP101 — Photography I** introduces the art and craft of photography. Students learn digital camera operation, digital scanning, and print production. Emphasis is placed on visual thinking and visual communication. Students complete weekly lab assignments in addition to class activities, to produce a portfolio of fine black and white and color photographs. 4 credits  
Course Fee: $85.00  
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.  

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<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
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<tr>
<td>VCP101 01</td>
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<td>VCP101 04</td>
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**VCP111 — Studio Photography I** introduces the art and craft of studio photography. Students will use digital cameras for commercial applications. Studio lighting is emphasized for portrait, fashion, and advertising product photography. Students complete weekly studio and lab assignments, in addition to class activities, to produce a studio photography portfolio. Photography business practices are introduced. 4 credits  
Pre-requisite: VCP101 or VCP180.  
Course Fee: $140.00  
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.  

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<td>VCP111 01</td>
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<td>VCP111 02</td>
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</table>

**VCP114 — Special Project Studio Lab** enables advanced visual communications students to initiate or continue a special project. It can also provide additional studio and lab time for students currently enrolled in classes who wish to use the facility beyond the times allocated for the courses they are enrolled in. Credits for this course do not fulfill graduation requirements. 1 credit  
Pre-requisites: VCP101 or VCP117, or VCP210.  
Course Fee: $50.00  
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.  

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<td>VCP114 01</td>
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<td>C232</td>
</tr>
<tr>
<td>VCP114 02</td>
<td>M</td>
<td>6:30 PM to 9:20 PM</td>
<td>JACONO</td>
<td>C232</td>
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</tbody>
</table>

**VCP115 — Special Projects Studio Lab** enables advanced visual communications students to initiate or continue a special project. It can also provide additional studio and lab time for students currently enrolled in classes who wish to use the facility beyond the times allocated for the courses they are enrolled in. Credits for this course do not fulfill graduation requirements. 2 credits  
Pre-requisite: VCP101 or VCP117 or VCP210.  
Course Fee: $85.00  
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.  

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<th>Course Code</th>
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<td>VCP115 02</td>
<td>M</td>
<td>6:30 PM to 9:20 PM</td>
<td>C232</td>
<td>JACONO</td>
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</table>

**VCP116 — Digital Imaging I** introduces the student to the creation and manipulation of electronic imagery. Students learn to import digital images; scan film, prints, and artwork; create and manipulate images; prepare images for print and use in many other applications. 2 credits  
Pre-requisite: VCP101 or VCP180.  
Course Fee: $140.00  
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.  

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<td>VCP116 04</td>
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<td>6:30 PM to 9:20 PM</td>
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**VCP117 — Digital Imaging II** introduces students to basic graphic design concepts and intermediate digital imaging techniques. Students produce a portfolio of work including: a retouched image, a special effects image, a magazine cover, business cards, letterhead, high dynamic range (HDR), panoramic and personal project prints. 2 credits  
Pre-requisite: VCP116.  
Course Fee: $85.00  
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.  

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www.cecil.edu  
Co-Listed Courses  
Condensed Sessions  
Online Learning
VCP118 — Digital Imaging III advances the student's graphic design capabilities by using Adobe Illustrator and InDesign, two advanced professional graphic design programs, to combine words and images on the printed page in order to provide real-world skills essential for graphic design careers. Students will create and manipulate images and combine graphics such as text into page layouts. Students will learn the process of creating professional business cards, brochures, and logos from concept to print. 4 credits
Pre-requisite: VCP117.
Course Fee: $145.00
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.
VCP118 01 M 6:30 PM to 9:20 PM 1/22/2019 to 5/13/2019 C114 ARNOLD
VCP118 02 W 2:00 PM to 4:50 PM 1/22/2019 to 5/13/2019 C115A NEWBY

VCP119 — Digital Imaging IV introduces the student to Web page design. Students use Adobe Photoshop, Dreamweaver, and Flash to conceive and create effective Web sites that are easy to use and that meet the demands of the target market. 4 credits
Pre-requisite: VCP118.
Course Fee: $145.00
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.
VCP119 01 T 6:30 PM to 9:20 PM 1/22/2019 to 5/13/2019 C114 BERNSTINE

VCP120 — Digital Imaging V is an independent study course where students develop and implement a design project. Students meet weekly with the instructor to review progress and receive instruction. In addition to improving existing graphic skills, students will learn to develop a project proposal and implement that proposal in a successful design project. 4 credits
Pre-requisite: VCP118.
Course Fee: $145.00
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.
VCP120 01 T 6:30 PM to 9:20 PM 1/22/2019 to 5/13/2019 C114 BERNSTINE

VCP140 — Web Design I – Design Fundamentals provides an overview of the major design considerations for well-balanced website construction to include the planning cycle, web technologies, usability, site structure, and navigation styles. Emphasis is placed on design issues as each category is explored using HTML, CSS and basic JavaScript. Students will plan, design, and publish one fixed-width and one responsive website. 3 credits
Pre-requisite: EGL093.
Course Fee: $60.00
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.
VCP140 01 T 10:00 AM to 12:50 PM 1/22/2019 to 5/13/2019 C114 CONE
VCP140 02 T 6:30 PM to 9:20 PM 1/22/2019 to 5/13/2019 C114 CONE

VCP151 — Introduction to Game Design provides an introduction to computer game development, starting from concept development to implementation of a playable game prototype. Aesthetic and technical aspects of computer game development are covered, including game mechanics, story development, content creation, and game programming. 4 credits
Pre-requisites: VCP117.
Course Fee: $145.00
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.
VCP151 01 W 6:30 PM to 9:20 PM 1/22/2019 to 5/13/2019 C109 CONE

VCP180 — Applied Printing Techniques is the study of the fundamentals of black and white and color photography and digital printing. 1 credit
Co-requisite: ART180.
Course Fee: $50.00
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.
VCP180 01 W 10:00 AM to 12:50 PM 1/22/2019 to 5/13/2019 C232 JACONO

VCP210 — Video Production I introduces students to the techniques of video production. Emphasis is placed on problem-solving scenarios and hands-on experience. Several short video programs are directed and produced. Students have the opportunity to work on an individual basis as well as in teams. 4 credits
Course Fee: $145.00
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.
VCP210 01 M 2:00 PM to 4:50 PM 1/22/2019 to 5/13/2019 C109 KRUOKOSKY
VCP210 02 M 6:30 PM to 9:20 PM 1/22/2019 to 5/13/2019 C109 OLDEWURTEL
VCP210 03 Th 10:00 AM to 12:50 PM 1/22/2019 to 5/13/2019 C109 KRUOKOSKY
VCP212 — Video Production II expands upon the techniques covered in Video Production I. Emphasis is placed on problem solving scenarios and hands-on experience. Several short video programs are directed and produced. Students work on an individual basis as well as in teams. 4 credits
Pre-requisite: VCP210.
Course Fee: $145.00
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.

VCP214 — Video Production III provides the opportunity for the advanced visual communications student to concentrate on building a demo reel in an individual area of interest to further career and course goals. 4 credits
Pre-requisite: VCP210.
Course Fee: $145.00
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.

VCP215 — Guerilla Filmmaking introduces the techniques of HD digital short filmmaking with in-depth attention to traditional film lighting and sophisticated location shooting. Emphasis is placed on “hands-on” experiences and the coordination of all production elements including concept development, scriptwriting, production, and post-production. 4 credits
Pre-requisite: VCP210.
Course Fee: $145.00
Note: Course often meets off campus at a studio in Wilmington, DE.

VCP219 — 3D Modeling for Real-Time Environments covers polygon modeling techniques relevant to producing high quality textured meshes viewable in live-video situations. Anatomical structure and hard-surface forms are studied. Emphasis is placed on converting high-poly geometric details into low-poly geometry utilizing a variety of alternative modeling methods. 4 credits
Course Fee: $145.00
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.

VCP222 — Photojournalism I studies the approaches and techniques of photographic reportage. Topics include: news, features, issue reporting, journalistic portraits, sports, photo essay, documentary photography, and ethics and law. Emphasis is placed on visual interpretation and communication, composition, and photo editing. Students complete weekly shooting and lab assignments, participate in class discussions and critiques, create a picture story layout, plan and photograph a group project, and produce a strong photojournalism portfolio. 4 credits
Pre-requisites: VCP101 or VCP180 and ART180.
Course Fee: $145.00
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.

VCP230 — Graphic Design Studio implements design and production skills learned in prerequisite courses to create an integrated, singular portfolio of product design, page layout, and marketing collateral. This class prepares students for the workplace by teaching practical application and focusing on a real-world project that requires real-world solutions. Students will design, and produce all materials based on an overview of real-world marketplace expectations. 4 credits
Pre-requisite: VCP119.
Course Fee: $140.00
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.

VCP233 — Fictional Photography introduces and advances students through the convergence of visual, cinematic storytelling, combined with the impact of still photography. This course is centered on location-based strobe lighting, conceptual thinking, pre-visualization, location scouting, directing actors and assistants, and advanced post-production techniques. 4 credits
Pre-requisites: VCP111, VCP116.
Course Fee: $145.00
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.

VCP270 — Portfolio Production I provides an opportunity for advanced visual communications students to concentrate on building portfolios in individual areas of interest to further their career and personal goals. Students complete weekly lab assignments, in addition to class activities, to produce a portfolio. 4 credits
Pre-requisite: VCP101, ART180 or VCP117.
Course Fee: $145.00
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.

VCP279 — Professional Portfolio Production enables the visual communications major to prepare a capstone portfolio of imagery and written documentation suitable for presentation to meet graduation portfolio requirements, and for application to a transfer institution and/or for career advancement. Emphasis is placed on visual thinking and visual communication. Students complete weekly lab assignments, in addition to class activities, to produce a professional portfolio and a capstone presentation to the college community. 4 credits
Pre-requisite: 19 VCP credits.
Course Fee: $145.00
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.
VCP289 — Internship I is a supervised experience with a visual communications employer for 15 days/120 hours. In addition, the student has weekly conferences with the visual communications director. The student should apply for the internship with the visual communications director at least six weeks before the semester begins and complete an internship proposal before registering for the course. Students complete an internship notebook and present a capstone portfolio. 4 credits
Pre-requisite: EGL101.
Course Fee: $145.00
Note: In addition to classroom instruction, students reserve three to four hours weekly in the VCP lab to complete course.

VCP289 01  M  2:00 PM to 4:50 PM
1/22/2019 to 5/13/2019  C232  JACONO

VCP289 02  M  6:30 PM to 9:20 PM
1/22/2019 to 5/13/2019  C232  JACONO

VCP296 — Photography Seminar provides the opportunity for experienced photographers to advance their skills in digital image making and manipulation under the guidance of an expert in the field. Creativity and problem-solving are stressed. Students complete weekly studio and lab assignments, in addition to class activities, to produce a commercial photography portfolio. 4 credits
Course Fee: $145.00
Note: Course often meets off campus at a studio in Wilmington, DE.

VCP296 01  T  6:30 PM to 9:20 PM
1/22/2019 to 5/13/2019  C111  DEAN
Cecil College is an open access community college. When you submit the admissions application, you are accepted. Other steps, listed below, need to be completed. Information regarding admissions policies and procedures is available in the Cecil College catalog at www.cecil.edu. Contact admissions@cecil.edu for admissions questions.

- **Complete Admissions Application**
  Apply online at www.cecil.edu. A hard copy application is available in this Schedule of Classes and at the North East Campus and Elkton Station.

- **Apply for Financial Aid**
  Complete the FAFSA (Free Application for Federal Student Aid) at www.fafsa.ed.gov.

- **Visit the Admissions Office**
  Visit the Admissions Office, North East Campus, Building A, Room A201. Office hours are Monday – Friday 8 a.m. – 4:30 p.m.

**Admissions Hours:**

| Monday – Friday | 8:00 a.m. – 4:30 p.m. |

**Advising, Registration and Cashier’s Office Hours**

| Monday – Thursday | 8:00 a.m. – 7:00 p.m. |
| Friday            | 8:00 a.m. – 5:00 p.m. |
| Saturday          | 9:00 a.m. – Noon          |
|                   | (North East Campus, August and January) |
| Sunday            | CLOSED |

**Holidays and Closings:**

| January 1          | Holiday – College Closed |
| January 21         | Holiday – College Closed |
| March 22           | Spring Break – College Closed |
| May 27             | Holiday – College Closed |

**Campus Tours**
Schedule a tour at www.cecil.edu or admissions@cecil.edu.

**ID Cards**
As a new student, you may obtain a Cecil College identification card through the Registration Office. ID cards are issued during the Welcome Back Activities and during regular registration office hours. Your ID card identifies you for participation in campus activities and programs.

**Financial Aid Services**

The Office of Financial Aid Services is located on the ground floor of the Community Cultural Center in the Enrollment and Student Services area. The office is open Monday through Thursday from 8 a.m. to 7 p.m. and Friday from 8 a.m. to 5 p.m.

Students seeking financial assistance should complete the Free Application for Federal Student Aid (FAFSA) online at www.fafsa.ed.gov. Students are encouraged to apply before March 1 every year to be considered for Maryland state scholarships, and before April 30 for Cecil College Foundation scholarships.

To maintain eligibility for financial aid students must maintain a GPA of 2.0 or better and complete 70 percent of the credits attempted each semester. Students must complete their degree or certificate within 150 percent of the time it should take to earn the credential. Students not making academic progress will have financial aid eligibility suspended.

In order for financial aid to be applied to each enrolled course, you must select classes that are a requirement for your declared program of study at Cecil College. Courses taken outside of your program do not qualify for aid. You are responsible for payment for courses not required in your program of study.

If you intend to enroll in any late-start classes in combination with full semester courses it is important that you register for all courses you plan to take at the beginning of each semester in order for the Office of Financial Aid to accurately calculate your maximum eligibility. We cannot make adjustments to financial aid awards for classes added later. However, we must reduce financial aid amounts for students who drop courses with a starting date that begins after the official start of 15-week semester.

For Veterans Affairs Education Benefits information, contact the certifying official, Myra Castillo, at 410-287-6060, ext. 1891 or mcastillo@cecil.edu. To apply for Veterans Affairs Education Benefits, visit the VA website at www.gibill.va.gov and submit the on-line application to activate your VA education benefits. Students who have previously used their benefits at another school must complete the “Change of Program/Place Form 22-1995” and submit a copy to the Financial Aid Office. We must also receive official transcripts from all previously attended schools prior to certification of enrollment. VA toll free numbers are 1-888-442-4551 and 1-800-827-1000.

For more information on the types of financial aid available and other important information please visit our Website at www.cecil.edu/financial-aid, contact us at 410-287-1003, or visit Financial Aid TV at cecil.financialaidtv.com.

**Scholarships**

Each year the Cecil College Foundation provides numerous scholarships for tuition assistance and required textbooks for Cecil students. Tuition awards range from a few hundred dollars to full tuition and fees. All current and future students are encouraged to apply for a scholarship. Visit cecil.edu/scholarships for additional information. Simply submit one on-line application to be eligible for all foundation scholarships.

Apply early. Applications are reviewed and awards made on a rolling basis. Award notifications are sent to your College ‘chawk’ email account. Check your email often.

Scholarships are provided from individual donors and businesses for the benefit of Cecil College students. For additional information or to make a donation, please visit cecil.edu/foundation, or contact the foundation office at foundation@cecil.edu or 410-287-1053.
Complete this application for admission only. Upon registration, contact the Records & Registration Office (443-674-1600) to change any information.

1. Name: 
   Last Name 
   Middle Name 
   Preferred First Name 
   First Name 
   Prior/Other Last Name (Jr., Sr., III) 
   Please Note: Students may identify themselves with a preferred first name in addition to their legal name. The preferred first name will be on the student schedule, ID Card, instructor's roster and Blackboard. Students' educational records such as transcripts that require legal name will not be changed to the preferred name.

2. Email Address: 

3. Permanent Home Address: (A P.O. Box is not accepted as a permanent address.)
   Number and Street (and Apt. #) 
   P.O. Box 
   City 
   State 
   Zip Code

4. Resident of:
   Cecil County
   Kent County
   Harford County
   Other MD County
   Out of State
   Have you lived at this residence for three (3) months or longer? 
   Yes
   No
   If no, date of Cecil Co. residency ___ / ___ / __________

5. Telephone Numbers:
   Home 
   Work 
   Cell

6. Date of Birth: month - day - year

7. Gender: 
   Male
   Female

8. Social Security Number: ___ ___- ___ ___ ___

9. Military Service: (Select one box or leave blank if this question does not apply to you)
   Veteran
   Active Duty
   Spouse or dependent of veteran/active duty
   Reserve Duty

10. Ethnicity: (Select one) Ethnicity/Race questions are used by the U.S. Department of Education. The information is collected solely for administrative purposes. Ethnicity/Race definitions are provided with the application.
   Hispanic/Latino
   Not Hispanic/Latino

Please complete reverse side.
11. Race: (You may select more than one category)

- American Indian or Alaska Native
- Black or African American
- White
- Asian
- Native Hawaiian or Other Pacific Islander

12. Citizenship Status: (Select one) U.S. Citizenship and Immigrant Service definitions are included in application.

- United States Citizen
- Permanent Resident
- Non-Resident Alien (Foreign)

(If you selected Non-Resident Alien or Permanent Resident, call 443-674-1892 for verification purposes and to proceed with admission.)

13. Country of Citizenship: ____________________________

Type of Visa: ____________________________

(If you are a non-U.S. Citizen)

14. Calendar year and term you plan to attend Cecil College:

Year: ___________ Term: ___________ Fall ___________ Spring ___________ Summer ___________

15. Degree or Certificate of Study: (List included in application)

16. Current or most recent high school attended:

- Bohemia Manor High School
- Tri-State Christian Academy
- Elkton High School
- Home Schooled
- Lighthouse Academy
- GED: Maryland
- GED: Out of State
- North East High School
- Perryville High School
- Rising Sun High School
- Tome School
- West Nottingham Academy
- Other Maryland High School
- Out of State High School

Name ____________________________

Name ____________________________

State ____________________________

17. High school or GED graduation date: (Use the 15th if you do not know the date of your graduation)

mm - dd - yyyy

18. Please review your responses, read the statement below, and affix your signature and date.

I certify the information on this application is true and complete. I understand it is my responsibility to notify the Records and Registration Department of any change to the application information.

I accept and agree to abide by the policies and regulations of Cecil College as presently in effect and/or hereafter enacted. I understand the unlawful use of drugs and alcohol will subject me to the penalties contained in the policies and regulations. College policies are available at www.cecil.edu and in the College catalog.

Student Signature ____________________________ Date ___________

Signature of Parent/Legal Guardian ____________________________ Date ___________

As the parent/legal guardian of a student under the age of 18 years by the first day of the student’s enrollment, I hereby approve this application.

Revised 9/2018

www.cecil.edu
### APPLICATION INSERT

Please indicate your Degrees or Certificates of Study in item number 15 of the admissions application.

<table>
<thead>
<tr>
<th>Program/Certificate</th>
<th>Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>AA Addictions and Chemical Dependency</td>
<td>AA Secondary Education</td>
</tr>
<tr>
<td>AA Arts - Ceramics</td>
<td>AAT Early Childhood Education</td>
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<tr>
<td>AA Arts - Drawing/Painting</td>
<td>AAT Elementary Education</td>
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<tr>
<td>AA Arts - Graphic Design</td>
<td>AAT Secondary Education - Chemistry Concentration</td>
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<tr>
<td>Planning Studies</td>
<td>AAT Secondary Education - English Concentration</td>
</tr>
<tr>
<td>AA Psychology</td>
<td>AAT Secondary Education - Mathematics Concentration</td>
</tr>
<tr>
<td>AA Social Work</td>
<td>AAT Secondary Education - Physics Concentration</td>
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<tr>
<td>AS Chemistry</td>
<td>AS Chemical Engineering</td>
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<tr>
<td>AS Environmental Science</td>
<td>ASE Electrical Engineering</td>
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<tr>
<td>AS Geology</td>
<td>ASE Civil Engineering</td>
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<tr>
<td>AS Mathematics</td>
<td>AS Mechanical Engineering</td>
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<tr>
<td>AS Meteorology</td>
<td>AS Engineering - Aerospace Engineering Concentration</td>
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<tr>
<td>AS Physics</td>
<td>AS Engineering - Chemical Engineering Concentration</td>
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<tr>
<td>AS Ocean Studies</td>
<td>AS Engineering - Computer Engineering Concentration</td>
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<tr>
<td>CERT Addictions and Chemical Dependency</td>
<td>AS Engineering - Science Concentration</td>
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<tr>
<td>CERT Art - Ceramics</td>
<td>CERT Equine Studies</td>
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<tr>
<td>CERT Art - Drawing &amp; Painting</td>
<td>CERT Equine Studies - Management</td>
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<tr>
<td>AAS Fire Science Technology</td>
<td>FSTR General Studies Transfer</td>
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<tr>
<td>AAS Health Information Technology</td>
<td>HTD General Studies Transfer</td>
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<tr>
<td>AAS Paramedic</td>
<td>EMTR General Studies - General Studies Concentration Transfer</td>
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<tr>
<td>AAS Physical Therapist Assistant</td>
<td>PTAH General Studies - English Concentration Transfer</td>
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<tr>
<td>AAS Exercise Sciences</td>
<td>ASB General Studies - History Concentration Transfer</td>
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<tr>
<td>AAS Healthcare Sciences</td>
<td>HCRS General Studies - Philosophy Concentration Transfer</td>
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<tr>
<td>AAS Nursing</td>
<td>NURR General Studies - Sociology Concentration Transfer</td>
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<tr>
<td>CERT Practical Nursing</td>
<td>LPSC General Studies - Management</td>
</tr>
</tbody>
</table>
| CERT Personal Trainer/Flight Manager | PFTC General Studies - 
|                                      | Performing Arts             |
| AFA Art & Design                     | AFA Performing Arts - Live Arts Concentration |
| AFA Art & Design - Drawing & Painting| AFA Performing Arts - Theatre Concentration |
| AFA Art & Design - Ceramics          | AFA Performing Arts - Theatre |
| AFA Art & Design - Graphic Design    | AFA Performing Arts - Theatre |
| AFA Fine Arts - Art History Concentration| AFA Performing Arts - 
|                                      | Performing Arts - Theatre |
| AFA Fine Arts - Ceramics & Sculpture Concentration| AFA Performing Arts - 
|                                      | Performing Arts - Theatre |
| AFA Fine Arts - Drawing & Painting Concentration| AFA Performing Arts - 
|                                      | Performing Arts - Theatre |
| AFA Fine Arts - Graphic Design       | AFGD CERT Basic Photography |
| AFA Fine Arts - Interactive & Motion Arts Concentration| AFIM CERT Digital Imaging |
| AFA Fine Arts - Photography & Digital Arts Concentration| AFPD CERT Photography Lab |
| AFA Fine Arts - Studio Arts          | AFSA CERT Portfolio Production |
| Business Administration Transfer     | BAR CERT Simulation & Gaming |
| Business & Commerce Technology       | BAB CERT Simulation & Gaming |
| AAS Accounting                       | ACCR CERT Video Production |
| AAS Leadership and Management        | BLMR CERT Video Technology |
| AAS Management                       | BCMN CERT Comm Arts Tech - Web Design & Multimedia |
| AAS Marketing                        | BCMS CERT Comm Arts Tech - Web Design & Multimedia |
| AAS Accounting                       | ACCR CERT Video Production |
| AAS Management                       | BMCL CERT Video Production |
| AAS Marketing                        | BMMA CERT Video Production |
| CERT Accounting                      | ACCR CERT Video Production |
| CERT Management                      | BMCL CERT Video Production |
| CERT Marketing                       | BMMA CERT Video Production |
| CERT Public Relations                | BMMA CERT Video Production |
| AAS Programming                      | CIPZ CERT Video Production |
| AAS Computer Aided Drafting & Design | CAGZ CERT Video Production |
| AAS Cybersecurity                    | ASCR CERT Video Production |
| AAS Computer Science                 | ASCC CERT Video Production |
| CERT Cybersecurity                   | CECY CERT Video Production |
| CERT Programming                     | CPDR CERT Video Production |
| Criminal Justice                     | CRR CERT Video Production |

<table>
<thead>
<tr>
<th>Degree Abbr.</th>
<th>Degree Name</th>
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<tbody>
<tr>
<td>AA</td>
<td>Associate of Arts</td>
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<tr>
<td>AAT</td>
<td>Associate of Arts in Teaching</td>
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<tr>
<td>AS</td>
<td>Associate of Science</td>
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<tr>
<td>AAS</td>
<td>Associate of Applied Science</td>
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<tr>
<td>AFA</td>
<td>Associate of Fine Arts</td>
</tr>
<tr>
<td>ASE</td>
<td>Associate of Science in Engineering</td>
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<tr>
<td>CERT</td>
<td>Certificate</td>
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</tbody>
</table>
# REGISTRATION FORM

**CHECK ONE:** [ ] FALL 20 ______ [ ] SPRING 20 ______ [ ] SUMMER 20 ______

---

**ID#**

**Date of Birth** / / 

**Last Name**

**First Name**

**Middle**

**Street Address**

**City**

**State**

**Zip**

**MD County of Residence**

**E-mail Address**

**Home Phone** ( )

**Cell Phone** ( )

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- **Check if you are a senior citizen (60 years and over).**

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**NEW** ethnicity and race categories are required by the federal government. The information is collected solely for administrative purposes.

- **Ethnicity (Check One)**
  - [ ] Hispanic/Latino
  - [ ] Not Hispanic/Latino

- **Race (Select more than one category if appropriate.)**
  - [ ] American Indian or Alaska Native
  - [ ] Black or African American
  - [ ] White
  - [ ] Asian
  - [ ] Native Hawaiian or Other Pacific Islander

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<table>
<thead>
<tr>
<th>Department</th>
<th>Course Number</th>
<th>Section Number</th>
<th>Title of Course</th>
<th>Semester Hours of Credit</th>
<th>Audit (Check here if auditing course)</th>
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<tbody>
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**TOTAL CREDITS:**

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**READ BEFORE SIGNING:** I request the courses indicated above and understand my information stated above will be updated. By my signature I acknowledge my responsibility for payment of the tuition and fee charges generated by this registration. I also acknowledge that I have read and understand the College’s policies with respect to drug and alcohol use, out-of-county/out-of-state charges, and refunds as published in the current Credit Course Schedule and the College catalog.

---

**Student's Signature:**

---

**Date:**

---

**Revised 7/2014**

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[www.cecil.edu](http://www.cecil.edu)
**Tuition and Fees**

### SUMMER/FALL 2018 TUITION AND FEE SCHEDULE

**TUITION:**
- Resident of Cecil County: $119.00/credit hour
- Other Maryland Resident: $226.00/credit hour
- Out of State Resident: $276.00/credit hour
- Credit By Examination: See Notes

**FEES:**
- Registration Fee*: $75.00/semester
- Student Development Fee**: $8.00/credit hour
- Course Fees: Variable
- Applied Music Fee: Variable

*Spring — Early bird registration through December 7, 2018.

**Not charged for summer session or senior citizens.

**Notes:**
- VISA, MasterCard, American Express and Discover cards will be accepted for online payments.
- Payment is due at the time of registration.
- By registering for courses, students acknowledge responsibility of tuition and fee charges generated by the registration.
- All tuition and fees are subject to change without prior notice.
- Students who audit courses are charged tuition at the same rate as students taking courses for credit.
- For refund dates not listed in the Refund Dates for Spring 2019, contact the Cashier's Office.
- Out-of-State seniors (age 60 and over) pay Out-of-State Tuition Rates and applicable fees.
- In-State seniors (age 60 and over) pay registration and course fees, tuition is waived. Waivers are subject to enrollment availability.
- Credit By Examination Fee and Portfolio Fee are the same as the tuition rate based on student’s residency.

The schedule of classes provides general information about Cecil College. The information included is subject to change based on federal and state laws, regulations, and policies approved by the Board of Trustees. The tuition and fees listed are the current approved charges for Cecil College and can change based on modifications of funding levels from local and state government. Although every effort is made to ensure accuracy of this information, the College reserves the right to adjust tuition and fee rates without further notice.

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**GENERAL INFORMATION FOR NEW AND RETURNING STUDENTS**

CECIL COLLEGE REQUIRES PAYMENT AT THE TIME OF REGISTRATION

It is the responsibility of a student to fulfill the following obligations:

1. **Immediately** following registration you must see a staff member of the Cashier's Office to ensure that you fulfill payment obligations. (Signing the registration form creates a binding contract with the College). Students receiving financial aid are responsible for any balance over the awarded amount of financial aid at the time of registration.

2. **Regardless** of whether you attend or choose not to attend the class or classes, you are responsible for payment to the College when you register. You must file a drop/refund form by the designated refund dates listed in the schedule to clear your payment obligation.

3. **Understand** that drop/refund dates differ from withdrawal dates and note that a withdrawal does not clear your obligation to pay for classes.

4. **Financial aid** students should verify their award amounts with the Financial Aid Office to ensure accurate and up-to-date information. **Remember:** a change in your class schedule will affect your award amount. If you choose not to attend a class or stop attending class, you must report the information to the Financial Aid Office immediately. You will be held responsible for any tuition and fees if your award is revoked.

5. **Students using the Payment Plan** are responsible to regularly review their financial accounts and report any discrepancies to the Cashier’s Office (410-287-1020).

6. **The deadline for students to qualify for a book voucher is January 9, 2019.** For the spring semester, all financial aid students must be registered and have “approved” financial aid status by the stated deadline of 1/9/19 in order to obtain a book voucher. Book vouchers will be available at the bookstore for use from 1/11/19 through 1/31/19. There will be no vouchers issued after 1/31/19 for the spring term. **Students with early start classes need to see the cashier for a voucher before 1/10/19 and must have financial aid prior to obtaining a voucher.**
5. Authorized Payment Plan – Credit Students Only

2. Checks
   • eChecks are accepted online at www.my.cecil.edu.
   • Pay on-line using the student portal at https://my.cecil.edu/ics
     Please verify with your bank representative that your account
     number and routing number is correct for ACH processing prior
     to making a payment. (Payments made on your behalf that are in
     the form of checks, such as employer payments, will be accepted
     at the cashier’s window).
     Checks will be accepted at the cashier’s window and should be
     made payable to Cecil College. Post-dated checks will not be
     accepted. (Please write your student ID# on your check).
     Please Note: If your check or electronic payment is returned from
     the bank, a $36 returned fee will be added to your account. Cecil
     will not re-deposit the check or ACH. You may be dropped from
     your classes and be required to re-register with payment in the
     form of cash, money order, cashiers check or credit card.
     “Returned checks” or “Stop payments” on a check or ACH will
     not officially drop or withdraw you from your classes. You must
     follow the drop or withdrawal process listed in this schedule.

3. Credit Cards (VISA, MC, AM Express and Discover)
   • Credit card payments are made through the student portal at
     https://my.cecil.edu/ics. If you do not know your user name and
     password, please call 410-287-1000.

4. Money Order
   • Make money order payable to Cecil College.
   • Write your Student ID# on the money order.

5. Authorized Payment Plan – Credit Students Only

   The plan is payable in monthly installments, which vary depending
   on your application date, and is available for the Fall and Spring
   semesters only. The total of your tuition and fees will be divided
   into four monthly payments. Students have a choice between the
   5th, 15th or 22nd of the month. Fall payments are scheduled dur-
   ing the months of August through November and Spring pay-
   ments are scheduled during the months of January through April.
   Your charges must total more than $305.00 and your classes must
   run longer than 3 months to qualify for a payment plan. Payments
   will be automatically deducted monthly from your checking, sav-
   ings, or credit card account. The processing fee for this plan is
   $15, and will be deducted from your bank account or credit card
   upon your enrollment. All arrangements for this plan are handled
   on-line using the student portal at https://my.cecil.edu/ics and
   must be made the day you register or you may be removed from
   your classes. This option is not available for the Summer Session.
   For assistance please contact a cashier at 410-287-1020.
   Please Note: It is important that you make your scheduled pay-
   ment. A $36 fee will be added to your account each time you miss
   a payment. If you fail to make payments as scheduled, the College
   has the right to demand immediate payment of the balance due in
   full. If you are delinquent on your payments, the College reserves
   the right to deny your enrollment for future semesters.

6. Employer Paid Tuition

   Present the purchase order, tuition assistance voucher, or letter of
   intent from your employer at the time of the payment. Without
   this documentation, payment in full at the time of registration will
   be required to reserve your space in class.
   If your reimbursement documentation states that payment will be
   made upon completion of class with a predetermined grade; then
   you will be responsible for payment at the time of registration as
   we do not consider the arrangement between you and your
   employer a guarantee of payment.
   The purchase order, tuition assistance voucher, or letter of intent
   should include your name, social security number or Student ID#,
   classes and amount to be paid, semester of enrollment, billing
   address, and signature of the person authorizing payment.
   Please Note: In the event the employer of tuition assistance
   agency refuses to pay after receipt of the bill, you are responsible
   for all charges on your account.

7. Financial Aid

   Present your award letter issued by the Financial Aid Office to the
   Cashier’s Office at the time of registration. When your aid does
   not cover all of your tuition and fees, you are responsible for the
   remaining balance to reserve your space in class. Payment is due
   upon registration.

8. Veterans Benefits

   If you are qualified disabled veteran, bring your payment voucher
   for tuition, fees and supplies issued by your VA case manager to
   the Cashier’s Office at the time of registration. Payment is required
   for all other veterans at the time of registration.

9. Special Tuition Reduction or Scholarship Programs

   Scholarships or discounts on tuition are offered through special
   programs for high school juniors and seniors. Maryland National
   Guard members, certain persons retired on disability, Maryland
   Foster Care recipients and senior citizens. Please contact the
   Cashier’s Office or Financial Aid for specific information.
   The College Bound Tuition Scholarship Program is an exciting
   opportunity for high school juniors and seniors, as well as
   approved talented/gifted students, to earn college credit from
   Cecil College while still in high school. The scholarship is avail-
   able to students from all of Cecil County’s public high schools,
   Elkton Christian School, The Tome School, and other schools
   approved by the College President. You can reduce the time it
   takes to earn a college degree, experience what it’s like to attend
   college and take advantage of a wide variety of excellent pro-
   grams and classes — at a reduction of half of the in-county tuition
   rate. Some fees may apply.
ESTIMATE YOUR SEMESTER COSTS

Step 1 - Tuition Cost
Choose appropriate residency:

- Cecil County Resident  □ YES □ NO $119.00
- Other Maryland Resident □ YES □ NO $226.00
- Out of State Resident □ YES □ NO $276.00

Multiply the number of credits times the residency rate.
(You can find the number of credits printed with each course description in this course schedule or online at:
http://www.cecil.edu/course-schedule/catalog.pdf.)

\[
\text{Course 1} \times \text{Rate} = \text{Course 1 Tuition}
\]

\[
\text{Course 2} \times \text{Rate} = \text{Course 2 Tuition}
\]

\[
\text{Course 3} \times \text{Rate} = \text{Course 3 Tuition}
\]

\[
\text{Course 4} \times \text{Rate} = \text{Course 4 Tuition}
\]

\[
\text{Course 5} \times \text{Rate} = \text{Course 5 Tuition}
\]

\[
\text{Total Credits} = \text{Step 1 Total Tuition}
\]

Step 2 - Course Fees
Course fees are listed with course descriptions and vary with each course.

\[
\text{Course 1} + \text{Course 2} + \text{Course 3} + \text{Course 4} + \text{Course 5} = \text{Step 2 Total Course Fee}
\]

Step 3 - Registration Fee
The registration fee is normally $75.00 per semester. You may qualify for a $35 discount if you register early. (Check the course schedule for “early” dates.)

\[
\text{Step 3 Registration Fee}
\]

Step 4 - Student Development Fee
This fee is mandatory for courses offered in the Fall and Spring (No SD fees for Summer)

\[
\text{Total credits from step 1 above} \times \$8.00 = \text{Step 4 Student Development Fee}
\]

Step 5 - Textbooks
You can find more on the cost of books at http://cecil.bntcollege.com

\[
\text{Course 1} + \text{Course 2} + \text{Course 3} + \text{Course 4} + \text{Course 5} = \text{Step 5 Textbook Estimate}
\]

Step 6 - Payment Plan Fee (optional)
$15 per semester (Offered for Fall and Spring Only)

\[
\text{Step 6 Payment Plan Fee}
\]

Step 7 - Estimate Total Cost
Add Steps 1, 2, 3, 4, 5, 6

\[
\text{Step 1} + \text{Step 2} + \text{Step 3} + \text{Step 4} + \text{Step 5} + \text{Step 6} = \text{Step 7 Total Estimated Cost}
\]

If you have questions regarding tuition or fees, call the Cashiers Office at 410-287-1020.
Academic success via Academic Advising
Academic advisors are your resource for academic exploring and planning your educational goals. Together we support your college career throughout completion of your degree and or transfer opportunities. Advising is required for all new students and highly recommended for returning students. Every student is an important member of the Cecil College community. It is the advising team’s mission to help students realize their academic and professional goals by developing an academic plan that is your pathway to completion. Although students are assigned advisors based on their program of study, all advisors are available to assist you on a walk-in basis. After you have completed the admissions process, you may view a list of advisors at the Advising Home section of the Advising tab at MyCecil.

Speak with an advisor when...
- selecting a pathway to completion and beyond.
- selecting a program of study.
- you need to establish your skill level.
- selecting courses to meet graduation requirements.
- starting the transfer planning process.
- selecting a transfer institution.
- selecting courses that will transfer as part of your program of study.
- applying for graduation.
- developing strategies to improve your academic progress for your success.

Advising by Walk-in
Academic advising is available on a walk-in basis. While it is our goal to serve you in a timely fashion, you may have to wait for the next available advisor. Your patience is appreciated, especially during peak registration times.

Advising by Phone/Email
Students wishing to contact an advisor regarding academic or career issues may do so by calling 410-287-1000 or by emailing advising@cecil.edu.

Advising by Appointment
Academic advising is available by appointment. Contact your advisor for availability at advising@cecil.edu or 410-287-1000.

Transfer Advising and Articulation
Once you apply check out our transfer pathways at MyCecil (Advising tab). Click on Transfer Opportunities to see a list of transfer pathways. ARTSYS (The Articulation System), a computerized transfer information program, contains information about the transferability of Cecil College courses to the colleges and universities in the University System of Maryland as well as several private schools. ARTSYS can be accessed on the Internet at http://www.artweb.usmd.edu. The web site is very user friendly and can be an invaluable tool to the student.

On-campus visits with representatives from many colleges and universities are held during the academic year. Cecil College holds a Spring and Fall Transfer Fair. Please email advising@cecil.edu for more information.

Cecil College has articulation agreements with a number of institutions and in many programs. See Advising for more details.

Registration for Returning Students
Select the registration process that best fits your schedule and needs.

MyCecil Registration
- MyCecil makes it easy to register and pay online at www.my.cecil.edu.

Advisor Registration
- Call 410-287-1000 to make an appointment to complete the registration process with an advisor.
- Returning students are not required to register with an advisor, but it is highly recommended and very beneficial.

Fax Registration
- Complete the registration form in this schedule. Be sure to sign the form.
- Fax the registration form to 410-287-1001.
- Call the Cashier’s Office at 410-287-1020 on the same day that you fax your registration to pay your bill.

Walk-In Registration
- Submit your registration form to the Registration Technician.
- Pay your bill on the same day that you register.
- Remember... if you have questions about courses or requirements, contact an advisor prior to registering.

Mail-In Registration
- Complete the registration form in this schedule.
- Make sure that you have met the pre-requisites and co-requisites noted in the course schedule.
- Mail your registration to:
  Cecil College
  Registration Office
  One Seahawk Drive
  North East, MD 21901
- Make payment arrangements with the Cashier’s Office by calling 410-287-1020.
Request a Transcript
An official transcript of course work completed at Cecil College is available to all students who complete and sign a Transcript Request Form located at MyCecil (Registration tab). There is no charge for transcripts but all financial obligations to the College must be cleared before a request will be honored. Please allow three to five days for processing. Unofficial transcripts are available at MyCecil (Academics tab).

Get my Grades Online
Grades can be found online at MyCecil (Academics tab).
The Office of the Registrar will not release individual grades. Inquiries about grades in specific courses should be directed to the instructor.

Change my Address
You must complete a Change of Student Information Form located at MyCecil (Registration tab) to change your address. The registration process may be delayed if address discrepancies exist. Change of Student Information Forms must be submitted to the Registration Office.

Apply for Graduation
Students must make an appointment with an advisor to complete the graduation application and graduation audit sheet, and file the application with the Registrar’s Office. The graduation application form can be found at MyCecil (Registration tab). There are three graduation evaluation periods: December, May, and August. Filing deadline dates and degree conferral dates are:

<table>
<thead>
<tr>
<th>Application Deadlines</th>
<th>Degree Conferral Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Graduation – November 1st</td>
<td>Late December</td>
</tr>
<tr>
<td>Spring Graduation – February 15th</td>
<td>Late May</td>
</tr>
<tr>
<td>Summer Graduation – July 1st</td>
<td>Late August</td>
</tr>
</tbody>
</table>

Important! Students must apply for graduation to begin the graduation clearance process.

Note: Students must complete and submit another application to the Registrar’s Office if they do not satisfactorily complete the degree or certificate requirements for the term in which they intended to graduate.

While students may graduate in the fall, spring, or summer, the College only holds one graduation ceremony in May. December and August graduates are invited to attend the graduation exercises held in May. Note, however, that attending the ceremony does not automatically denote graduation, since evaluation of records showing final grades may occur after the ceremony.

MANAGE MY SCHEDULE

Change my Course Schedule
If you need to make a change to your course schedule, you may do so online at MyCecil (Registration tab) within the add and drop deadlines printed in the course schedule, or in person at the Registration Office. Changes in your schedule may affect financial aid eligibility, athletic eligibility, and full-time/part-time enrollment status so you should discuss schedule changes with an academic advisor.

- Add a Class or Classes
  For full semester classes, you may add or change the section of a class(es) through the first week of the semester. You may add a course that is offered in an alternative learning format (condensed session) up to the first day of the class. If you have already registered, you may add classes without being charged an additional registration fee. To add a course, go to MyCecil or submit an add form to the Registration Office.

- Drop a Class or Classes
  It is important to remember that all courses in which you are registered after the drop date will be entered permanently on your academic transcript. By registering for courses, you are acknowledging responsibility for tuition and fee charges for all courses that are not dropped by the published deadlines. You may drop classes at MyCecil (Registration tab) by the drop/refund date noted in this schedule, or you may submit a drop form to the Registration Office.

- Audit a Class
  If you wish to take a class without receiving credit, you may enroll as an AUDIT student. Class work and examinations are not required, but you need to attend classes as required by the instructor. You may register to audit a class(es) at the time of registration, or change to audit status by the “withdrawal” deadline. Make sure you have met the pre-requisites and co-requisites noted in the course schedule.

- Withdrawal
  You must complete a Withdrawal Form to officially withdraw from a class(es). (Non-attendance does not constitute automatic withdrawal.) Withdrawal Forms are available in the Registration Office and located at MyCecil (Registration tab). No refunds will be granted for withdrawals. The grade of “W” will appear on your academic record. Prior to withdrawing, you should meet with an academic advisor to determine how the withdrawal(s) will offset eligibilities.

Course Load
You may take up to 18 credits during each fall and spring semester. To take more than the credit load limit, you must have the written approval of an academic advisor.

Drop for Non Payment
It is the responsibility of the student to drop class prior to the refund date to avoid any charges. Cecil does not guarantee you will be dropped for non-payment but reserves the right to do so at our discretion.

Pre-requisites
Pre-requisites are classes that must be completed before attending a higher level class. You can register for the next semester if you are presently enrolled in a prerequisite class(es). If you do not successfully complete the prerequisite, the College has the right to withdraw you from the higher level class(es). By setting skills prerequisites for key classes, we expect that all students who enroll in these classes can read, write and compute at a level adequate for success. A grade of C or better is required in all prerequisites.

Repeated Class(es)
Only the highest grade earned in a repeated course may be used in computing your cumulative grade point average. You must register and pay for the class(es) that you wish to repeat.

Wait List
If a class is closed when you attempt to register, you may request to be placed on the wait list for that class and section. If a space becomes available or a new section is created prior to the start of the semester, you will be notified by the College. Being placed on the wait list does not mean that you are registered for that class, nor does it guarantee you a space in the class. If you request to be placed on the wait list, you are required to meet with an advisor.
Inclement Weather or Incident Related Closings
In the event of inclement weather or an incident related closing, an early announcement will be made through the following venues:

- Electronic Media
  - Cecil College e2Campus Alert System
  - Facebook
  - Twitter
- www.cecil.edu – an expanded message may be posted here as required by the circumstance.
- College Voice Mail
  - 410-287-1000 College Information Center
- Public Media (TV & Radio)
  - WBAL TV 11 – Baltimore
  - WMAR TV 2 – Baltimore
  - WJZ TV 13 – Baltimore
  - WBFF FOX 45 – Baltimore
  - WGAL TV 8 – Lancaster
  - WDEL/WSTW 1150 AM/93.7 FM – Wilmington
  - WDSD 94.7 (includes 92.2 FM, 1450 AM, 1410 AM) – Wilmington

Cancellation of Class(es)/Assignment Change
If insufficient enrollment causes cancellation of a class offering, the College will refund tuition and applicable fees in full. The College reserves the right to change faculty and/or room assignments. Changes will be posted on the first day of classes.

Handicapped Parking Permits
Temporary handicapped parking permits may be obtained through the Public Safety Office, located in the Technology Center, Room 203. Please call 410-287-1000, ext. 1605 for more information.

Tobacco Free
Cecil College is a tobacco-free environment for all property owned and/or leased by the College.

Seahawk Alert
Please go to cecil.omnilert.net to enroll in alerts. Click on Sign Up in the upper right to create a new account. Fill out the form, enter your telephone number for text message alerts and click Add New. You will receive a four-digit validation code on your mobile device. You must then enter that code and click Validate. You can add an additional cell number or email at that time.

If you have questions contact the Public Safety Office located on the North East campus in the Technology Center, Room 203 or by calling 410-287-6060, ext. 1605.

PUBLIC SAFETY

Security and Crime Awareness
Cecil's campus offers a positive environment to learn and grow. A college campus, like any other community, however, can have its share of accidents, crimes and injuries. Safety depends on you doing your part. Working together, safety and security at Cecil College is everyone's concern. The information that follows is provided to you in accordance with the Campus Security Act of 1990.

Be Security Conscious
Whether you are a student, staff member or visitor at Cecil College, we are all partners in creating an environment which is safe and conducive to the learning process. Effective crime prevention includes certain elements. Everyone is asked to be alert, security conscious, and involved. A conscientious approach can protect you, your belongings, fellow students and your campus.

Report any suspicious activity or emergency to the Campus Switchboard by dialing 0 from a College phone or 1-410-287-1000 from your cell phone. On the North East campus dial 1601 from a College phone or 410-287-1601 from a cell phone. At Elkton Station dial 1602 from a College phone or 410-287-1602 from a cell phone. Crimes, injuries, thefts, assaults, safety incidents, accidents and any other personal infringements must be reported to the Public Safety Office located in the Technology Center, Room 203 or by calling 410-287-1601. Specific procedures are detailed in the College catalog.

Crime Statistics
The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act mandates the manner in which statistics are to be collected and the format in which statistics are to be published. Recent amendments to this Act changed the collection and publication process.

For complete crime statistics in compliance with The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act see the Annual Security Report. Copies of the report may be obtained in the Public Safety Office located in the Technology Center, Room 203 or by calling 410-287-1000, ext. 1605, or online at cecil.edu.
### IMPORTANT DATES TO REMEMBER

<table>
<thead>
<tr>
<th>Semester/Term</th>
<th>Drop/Refund Date</th>
<th>Withdrawal Date</th>
<th>Incomplete Grade Changes due to Registrar</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/22 – 5/13</td>
<td>February 1, 2019</td>
<td>April 8, 2019</td>
<td>June 24, 2019</td>
</tr>
</tbody>
</table>

**Accelerated (AD)**

<table>
<thead>
<tr>
<th>1st 9 week session</th>
<th>1/22 – 3/5</th>
<th>January 8, 2019</th>
<th>February 12, 2019</th>
<th>April 16, 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd 9 week session</td>
<td>3/11 – 5/11</td>
<td>March 15, 2019</td>
<td>April 23, 2019</td>
<td>June 22, 2019</td>
</tr>
</tbody>
</table>

**Regular Spring semester classes (start date of 1/22/19 and end date of 5/13/19, have a drop/refund date of 2/1/19.**

*Students may drop the course prior to the start date listed in this schedule of classes and receive a full refund.

The term “Drop” refers to a monetary refund. The term “Withdraw” has no monetary refund associated.

### REFUND DATES — SPRING 2019

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Refund Date</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>ACC204 Z1</td>
<td>3/15/19</td>
<td>CISP101 Z5</td>
<td>3/15/19</td>
<td>PTA234 01</td>
<td>4/4/19</td>
<td>SOC102 Z1</td>
<td>1/8/19</td>
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<td>ANT101 Z1</td>
<td>3/15/19</td>
<td>CISP101 Z6</td>
<td>3/15/19</td>
<td>SOC101 Z2</td>
<td>1/8/19</td>
<td>SOC101 Z4</td>
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<td>ART180 01</td>
<td>1/28/19</td>
<td>COL081 01</td>
<td>No Refund</td>
<td>PED104 01</td>
<td>3/29/19</td>
<td>SPM141 08</td>
<td>3/15/19</td>
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<tr>
<td>ART180 02</td>
<td>1/28/19</td>
<td>COL081 02</td>
<td>No Refund</td>
<td>PED104 02</td>
<td>3/29/19</td>
<td>SWK102 H1</td>
<td>1/8/19</td>
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<td>1/25/19</td>
<td>COL081 03</td>
<td>No Refund</td>
<td>PED106 H1</td>
<td>3/29/19</td>
<td>SWK201 H1</td>
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<td>PED204 H1</td>
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<td>SWK201 H1</td>
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<td>BUS131 Z2</td>
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<td>BUS216 Z2</td>
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<td>MAT098 14</td>
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<td>3/15/19</td>
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<td>CISP101 Z1</td>
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<td></td>
</tr>
</tbody>
</table>

Regular Spring semester classes (start date of 1/22/19 and end date of 5/13/19, have a drop/refund date of 2/1/19.

*Students may drop the course prior to the start date listed in this schedule of classes and receive a full refund.

The term “Drop” refers to a monetary refund. The term “Withdraw” has no monetary refund associated.

Drop/refund dates for classes created after the printing of this course schedule will be available in Registration, Advising, and Cashier’s Offices.
Career and Job Placement Services
Cecil College Career and Job Placement Services provides students with assistance in all aspects of job placement and career exploration.

- Job Placement – Career Services can help you with all aspects of your job search including developing a resume, preparing for an interview, and connecting you with local employers. To access Cecil College’s online jobsite, go to www.collegecentral.com/cecil.

- Career Exploration – Career advisors are available to meet with you to discuss your career planning needs and to help you formulate a plan. Career Cruising is Cecil College’s online system designed to assist students with career and educational planning.

For information, contact the director of career services at 410-287-1000 or acoston@cecil.edu, or visit the center located across the street from the North East campus in College Crossing at 3135 Joseph Biggs Memorial Highway.

Computer Lab
The Technology Resource Center, located in the Technology Center, Room 316, is available for your use. Hours are posted in the lab, and trained technicians are available to assist you.

Disability and Support Services
It is the policy of Cecil College to provide accessible programs, services, activities, and reasonable accommodations for any student with a documented disability as defined by Section 504 of the Rehabilitation Act of 1973 and by the Americans with Disabilities Act of 1990. Disability and Support Services works to ensure students with disabilities have an equal opportunity to pursue an education based on their ability rather than disability. The registered student should make contact to self-disclose and request accommodations. Students can contact Disability and Support Services by walk in (building D room 301 on the North East campus), phone (443-674-1993), or by email (disabilityservices@cecil.edu). Students are encouraged to schedule an intake appointment as soon as possible so requests can be met prior to the start of classes. However, students can make contact at any time during the semester.

Support Services
Disability and Support Services provides supportive services to students and faculty including on-site crisis management, intervention, linkage to community resources, advocacy on behalf of students and faculty, and education on various issues such as mental health and substance abuse. Disability and Support Services links with community agencies to bring resources to students of Cecil College. Contact can be made by walk in (building D room 301 on the North East campus), phone (443-674-1993), or by email (disabilityservices@cecil.edu).

LEARNING SUPPORT SERVICES

Math Lab
The Math Lab provides free tutoring for students experiencing difficulties in mathematics. The staff is experienced in answering questions, explaining concepts, and making sure students understand what they are learning. Cecil College’s Math Lab encourages all students who need assistance in mathematics to stop by Room 310 of building G. We can help in any math course offered at Cecil. While no appointment is necessary, students in advanced classes are encouraged to call ahead to assure a tutor skilled in a particular area is available.

Math Lab Hours:
- Monday 9 a.m. – 8 p.m.
- Tuesday 10 a.m. – 9 p.m.
- Wednesday 9 a.m. – 9 p.m.
- Thursday 10 a.m. – 9 p.m.
- Friday 10 a.m. – 4 p.m.
- Saturday 10 a.m. – 4 p.m.
- Sunday Closed

Hours subject to change. For additional information, call 443-715-3292.

The Writing Center
The Writing Center offers free, one-on-one tutoring in writing, reading, and study skills to all currently enrolled students. The Center’s experienced, professional tutors are prepared to discuss any stage of the writing, reading, and thinking process in any academic discipline. Students, including those taking developmental English or ESL courses, are encouraged to bring their ideas, inquiries, a rough draft of an essay, grammar questions, and MLA and APA citation queries. Help is also available with non-course related writing projects, including letters for college applications and scholarship applications.

The Writing Center is a learner-centered environment. The staff strives to teach students new ways to approach and improve their writing, reading, and thinking; therefore, tutors cannot edit or proofread papers. Tutors will, however, happily share strategies to help students proofread and edit their own work.

Appointments for tutoring are recommended, but drop-ins are welcome when tutors are available. There are several ways to schedule an appointment, including: coming to the Arts and Science Building, Room 354, calling The Writing Center at 443-674-1976, emailing us at thewritingcenter@cecil.edu, or scheduling an appointment online by following the directions located in the Online Writing Lab on Blackboard. Appointments are scheduled for half-hour or hour-long sessions, and each student may use up to one hour of tutoring per day. Students may schedule up to two total hours of tutoring per week.

The Writing Center’s hours may vary by semester, particularly during summer session. The hours during which tutoring is available will be announced during the first week of classes and posted on the college website, under Student Services, at www.cecil.edu. Electronic tutoring for your writing is also available online 24 hours a day, 7 days a week through the Online Writing Lab (OWL). You can ask a question or upload an essay draft and receive personalized feedback from a professional tutor within 24-48 hours. This is a free service to all Cecil College students. All you need to access the OWL is your current computer login and password to “self-enroll” and add it to your list of courses on Blackboard.
Testing Center
The Testing Center administers Cecil College skills assessments and certifications through Pearson VUE and PAN in addition to tests for Cecil Classes. These tests are administered in the Testing Center, North East Campus, Engineering and Math Building, Room 310. Walk-ins are welcome; no appointment is necessary. You must present a valid I.D. and know your social security number (skills assessment only). The testing center provides supplies (calculator, pencil, scratch paper) as needed.

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<td>Thursday</td>
<td>10 a.m.</td>
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<td>Friday</td>
<td>10 a.m.</td>
<td>4 p.m.</td>
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<tr>
<td>Saturday</td>
<td>10 a.m.</td>
<td>4 p.m.</td>
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<tr>
<td>Sunday</td>
<td>Closed</td>
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Hours are subject to change. For additional information, call 443-715-3292.

Tutoring
Cecil College offers FREE TUTORIAL SUPPORT. In addition to the Learning Center and Math Labs, the College extends its tutoring support, at no charge, for any class in which you are currently enrolled. This service may take the form of a study group, but is most frequently one-on-one peer tutoring. For information, call 443-715-3292.

STUDENT LIFE

Athletics
Cecil College is a participating member of the Maryland Junior College Athletic Conference and NJCAA Region XX. Cecil’s athletic programs provide a quality athletic experience for all student athletes and believe that such experiences will enhance your academic success and personal development. Currently, the College offers the following sports:

Fall Sports  Winter Sports  Spring Sports
Men’s Soccer  Men’s Basketball  Men’s Baseball
Women’s Soccer Women’s Basketball Women’s Softball
Women’s Volleyball  Men’s & Women’s  Men’s Lacrosse
Cross Country  – Fall 2019

Visit the athletics page of the College website at www.cecil.edu for a listing of Cecil’s games and other activities. Dates and times are subject to change and are updated on the website.

Interested in Sports? Please contact our Athletic Department at 410-287-1010 or email edurham@cecil.edu.

Bookstore Information
Cecil College Bookstore is located across the street from the North East campus, in the College Crossing Shopping Center, at 3135 Joseph Biggs Memorial Highway. We are a full service bookstore, open year round, with extended hours at the beginning of each semester. Did you know the bookstore offers new, used, and digital textbooks? Used books are discounted 25% off the new book price. Rental textbooks can be discounted up to 50% off the new price. The bookstore carries a complete assortment of school supplies, including backpacks, notebooks, binders, paper, pens, and pencils. We, also, carry a large assortment of Cecil apparel, gifts, trade books, art and technical supplies, and gift cards. You can purchase your materials in store or through our website at cecil.bncollege.com. The Bookstore will also buy back selected textbooks at the end of each semester, with a valid Cecil College Student ID. See bookstore for details. Hours of operation are posted at the Bookstore. For more information, please visit our website at cecil.bncollege.com, email us at bookstore@cecil.edu, or call at 410-287-4740.

Café
The Seahawk Café, located on the first floor of the Technology Center, offers a wide variety of breakfast and lunch choices. Café hours are 7:30 a.m. to 7 p.m. Monday through Thursday, and 7:30 a.m. to 5 p.m. on Friday.

Library
The Cecil County Veterans Memorial Library at Cecil College is your partner on the road-trip to successful completion. The library collection includes textbooks-on-reserve, print, eBooks and databases to support the College’s credit and career and community education programs. A librarian is available to assist with research in-person, by phone at 410-287-1005 or by texting Cecil to 66746, or email library@cecil.edu.

Multicultural Student Services
Multicultural Student Services at Cecil College includes two student clubs — Multicultural Student Union (MSU) and the Cecil International Affinity Organization (CIAO); career and community education services — Elkton Station Diversity Team (ESDT); and the College and community advisory board — Multicultural Student Services Advisory Board (MSSAB).

MSU recognizes Asian, Hispanic, Native American Heritage and Women’s History months, and sponsors a series of cultural activities for Black History Month, Dr. Martin Luther King Jr.’s birthday, and several special interest events to promote the development of a well-rounded person. Interested in Multicultural Student Services? Please email lhoxter@cecil.edu or call 410-287-1043.

Student Life
What helps you get the most out of being a Cecil student? Increasing your knowledge in the classroom and expanding your experiences outside of the classroom. The Student Life Office provides opportunities for students to be involved on-campus by offering enriching programs and engaging activities to enhance your overall College experience. Student Life coordinates leadership opportunities, off-campus trips, clubs, and a variety of on-campus activities geared to our diverse population.

Current student clubs are: Allies, Amazing Grace, AAT Honor Society, Art Club, CIAO, Cyber Security/Computer Science Club, Geekdom, Hoopnotic, Multicultural Student Union, Parents with a Purpose, Robotics Club, Student Leadership Council, and VCP Club.

If you have an idea for a new club or have a suggestion for a new program or event, please visit our office on the first floor of the Technology Center, Room 114 or studentlife@cecil.edu.
Credit Hour Definition

An amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than one hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks.

This definition is consistent with the U.S. Department of Education’s definition. The definition also extends to other academic work that leads to awarding credit hours.

Credit Hour Calculation

The minimum amount of time required for one credit hour is calculated using 50 minutes as the recognized length of a classroom “hour.”

One Hour of Classroom or Direct Faculty Instruction per Semester
(50 minutes x 15 weeks) ÷ 60 minutes in an hour = 12.5 hours of classroom or direct faculty instruction.

Two Hours of Student Work Out-of-Classroom or Direct Faculty Instruction per Semester
(2 x 50 minutes x 15 weeks) ÷ 60 minutes in an hour = 25 hours of out-of-class student work
12.5 hours of classroom or direct faculty instruction plus 25 hours of out-of-class or direct faculty instruction per semester equals 37.5 hours.

One Credit Hour equals 37.5 clock hours of instruction/student work per 15 week semester

The U.S. Department of Education is flexible on how much of this time accounts for 50 clock hours per semester or direct faculty instruction. Each course must account for 37.5 clock hours of instruction and student work per credit hour.

Clock hour Requirements for Courses

Note: In the following clock hour requirements, the term “instructional time” is synonymous with “in-class” and “direct faculty instruction.” Examinations may be included as instructional time. Instructional time applies to courses taught in all modalities, i.e., face-to-face, online, hybrid, etc. The term “student work” means all assignments or other academic activities required to be completed outside of instructional time. Student work may include reading, studying, writing, completing worksheets, research, etc.

15-Week Courses

Each 3-credit theory course requires 37.5 clock hours of instructional time, and 75 clock hours of student work for a total of 112.5 clock hours. These courses typically have 150 minutes per week of instructional time that accounts for 37.5 clock hours per semester [(50 minutes x 3 x 15 weeks) ÷ 60 minutes]. The remaining 75 clock hours (112.5 – 37.5) or the equivalent of 5 clock hours per week (75 ÷ 15) must be accounted for by student work outside of instructional time.

A 3-credit, 15-week course requires 5 clock hours of student work per week outside of instructional time.

Each 4-credit theory course requires 50 clock hours of instructional time and 100 clock hours of student work for a total of 150 clock hours. These courses typically have 200 minutes per week of instructional time that accounts for 50 clock hours per semester [(50 minutes x 4 credits x 15 weeks) ÷ 60 minutes]. The remaining 100 clock hours or the equivalent of 6 clock hours and 40 minutes per week must be accounted for by student work outside of instructional time. A 4-credit, 15-week course requires 6.67 clock hours of student work per week outside of instructional time.

Courses that meet for less than 15 weeks should be calculated accordingly.

Lab, Clinical, Studio and Theory Courses

Clock hour requirements for courses which consist of a combination of theory, clinical, laboratory, or studio credit should be calculated based upon the credit allocation and equivalencies. See the following example:

4-credit course: 3 credits of theory with 1 lab credit

3- Theory credits requires 37.5 clock hours of instructional time, and 75 clock hours of student work for a total of 112.5 clock hours. These courses typically have 150 minutes per week of instructional time that accounts for 37.5 clock hours per semester [(50 minutes x 3 x 15 weeks) ÷ 60 minutes]. The remaining 75 clock hours (112.5 – 37.5) or the equivalent of 5 clock hours per week (75 ÷ 15) must be accounted for by student work outside of instructional time.

Plus

1-lab credit = 3 clock hours: requires 37.5 clock hours of laboratory instructional time, and 25 clock hours of student work.

Combined requirements

37.5 clock hours of instructional time + 37.5 clock hours of laboratory instructional time + 100 clock hours of student work

A 4-credit, 15-week course requires 6.67 clock hours of student work per week outside of instructional time.

Online and Hybrid Courses

Online and hybrid courses must meet the same credit hour requirement as face-to-face courses. Faculty teaching online and hybrid courses must account for 12.5 clock hours of instructional time and 25 clock hours of student work for each credit hour. A three credit course requires 112.5 clock hours of instructional time and student work. Logging on constitutes neither active faculty teaching nor active student learning. Faculty must demonstrate active faculty engagement in online teaching/instructing students. Methods such as discussion boards, chats, etc. can serve as instructional time.

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<thead>
<tr>
<th>DEPT. CODE</th>
<th>COURSE #</th>
<th>COURSE TITLE</th>
<th>CREDIT HOURS</th>
<th>DAYS</th>
<th>START/END TIMES</th>
<th>LOCATION</th>
<th>INSTRUCTOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 101</td>
<td>TF</td>
<td>Accounting</td>
<td>3 credits</td>
<td>2:00 PM to 3:25 PM</td>
<td></td>
<td>D416</td>
<td>FOLTZ</td>
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COLLEGE POLICIES & REGULATIONS

By enrolling at Cecil College you accept and agree to abide by the policies and regulations of the College. You should understand that violation of these regulations will subject you to the penalties and sanctions contained in these policies. Copies of these policies are available in the College catalog.

The College has strict policies regarding drug and alcohol abuse, student conduct, sexual harassment, sexual assault, educational rights and privacy acts (FERPA), smoking and tobacco usage, and student right-to-know. See a current College catalog for full details.

Mission
Cecil College is an inclusive, open-access college committed to academic excellence and service to the greater region. The College provides a supportive learning environment to a diverse body of students as they build the skills and knowledge to achieve academic success, prepare to transfer, and enter the workforce. Further, Cecil College fosters intellectual, professional, and personal development through lifelong learning opportunities, the arts, and community engagement.

Equal Opportunity and Affirmative Action Statement
Cecil College practices equal opportunity in education and employment and is strongly and actively committed to diversity within the College community.

Fragrance-Free Statement
Cecil College strives to maintain an environment comfortable for all. As a courtesy to College employees and fellow students who express sensitivity to fragrances, the College requests students and staff to please refrain from wearing scented products on campus. The College deeply appreciates student and staff cooperation and support.

Graduation Rates
The following degrees and certificates awarded were reported in the years 2015, 2016, 2017.

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Degrees Awarded</td>
<td>384</td>
<td>393</td>
<td>292</td>
</tr>
<tr>
<td>Certificates Awarded</td>
<td>90</td>
<td>90</td>
<td>74</td>
</tr>
<tr>
<td>Total Awarded</td>
<td>474</td>
<td>483</td>
<td>366</td>
</tr>
</tbody>
</table>

Total Number of Student Athletes Who Graduated in 2017 = 30
The graduation/transfer rate for Cecil College students is 46 percent for the fall 2012 entering cohort four years after initial enrollment.

Middle States Accreditation
Cecil College is fully accredited by the Middle States Association of Colleges and Schools and the Maryland Higher Education Commission.

Non-Discrimination Policy
It is the policy of Cecil College not to discriminate against any individual by reason of race, color, sex, marital status, citizenship, national or ethnic origin, age, religion, sexual orientation or disability. Please refer to the College catalog for the complete and detailed Non-Discrimination Statement.

Residency Policy and Procedures
The Board of Trustees of Cecil College has established the following policy to determine student domicile for the purpose of establishing differential tuition rates. For the purpose of this policy, the “domicile” is taken to mean a person’s permanent place of abode, where physical presence and possessions are maintained and where the student intends to remain for an indefinite period of time.

To be eligible for county resident tuition, you must be legally domiciled in Maryland, in Cecil County, for at least three months prior to enrollment at Cecil College. Enrollment is considered to be the first day of the semester or term. All other students are determined to be out-of-state residents.

At the time of enrollment in any credit course at Cecil College, you will sign a statement affirming your domicile claims. You may be asked for documentation to support your claim. At the time of each subsequent enrollment, you must indicate in a new statement whether your domicile is the same as or different from that initially affirmed. The College considers enrollment to be the first day of the term or semester in which you are registered.

The domicile of a minor or a person who received more than one-half of his/her financial support from others and is in the domicile of the person contributing the greatest proportion of support, without regard to relationship by kinship or marriage.

In determining the factual basis for domicile declaration, College officials shall consider any or all of the following factors and may request evidence for substantiation:
1) Ownership or rental of local living quarters;
2) Substantially uninterrupted physical presence and plans to remain indefinitely;
3) Maintaining the presence of all or substantially all of your possessions;
4) Payment of Maryland state and local income taxes on income earned;
5) Registration to vote in the state and resident county;
6) Registration of a motor vehicle in Maryland, with local address specified;
7) Possession of a valid Maryland driver’s license with a local address specified.

Information for determining domicile may also apply to the following: military personnel and dependents, students in statewide and regional programs, and contracts with business and industry. Information regarding these specific provisions may be obtained from the Registrar.

International students are not eligible for in-state or in-county tuition rates.

You may request a change in residency classification by filing a written request and submitting evidence to the Registrar prior to the first day of enrollment for a given term or semester. You may appeal a residency classification within 30 (thirty) days of the decision of the Registrar by filing an appeal with the Vice President for Student Services and Institutional Effectiveness. The Vice President’s decision is final.
Race/Ethnicity Information

White: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Black or African American: A person having origins in any of the black racial groups of Africa.

Hispanic or Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America), and who maintains cultural identification through tribal affiliation or community attachment.

Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

U.S. Citizenship and Immigrant Service Definitions

U.S. Citizen: is an individual born in the United States, Puerto Rico, Guam, the Northern Marina Islands, the Virgin Islands, American Samoa, or Swain’s Island. U.S. citizens are also individuals granted citizenship status by Immigration and Naturalization Services (INS).

U.S. Permanent Resident: is a person who has been granted permission to remain in the U.S. indefinitely, so long as they continue to meet the qualifications or elect to relinquish the status. These individuals are also known as ‘green card’ holders.

Non-U.S. Citizen (Resident Alien or Foreign): is a person who is in the United States on a visa or temporary basis and does not have the right to remain indefinitely.

ANNUAL NOTICE TO STUDENTS OF RIGHTS UNDER FERPA

The Family Education Rights and Privacy Act (FERPA) affords students certain rights with respect to their educational records. They are:

1. The right to inspect and review their educational records within 45 days of the day the College received a request for access.

   Students should submit to the Registrar written requests that identify the record(s) they wish to inspect. The Registrar will make arrangements for access and notify the student of time and place where the records may be inspected.

2. The right to request an amendment of any of their educational records that the student believes are inaccurate or misleading.

   Students may ask the College to amend a record that they believe is inaccurate or misleading. They should write to the Registrar and clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

   If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student of his or her right to a hearing. The hearing procedures will be provided to the student when he or she is notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

   One exception which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic, research, or support staff position whom the College has contracted (such as an attorney, auditor, or the College bookstore); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

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

   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Avenue, SW
   Washington, DC 20202-4605

Cecil College designates the following categories of student information as public or “Directory Information”. Such information may be disclosed by the institution for any purpose, at its discretion: name, address, telephone number, dates of attendance, class, previous institution(s) attended, major field of study, awards, honors (including Dean’s list), degree(s) conferred (including dates), past and present participation in officially recognized sports and activities, physical factors (height, weight of athletes), date and place of birth, and photographs.

Currently enrolled students may withhold disclosure of any category of information under FERPA. To withhold disclosure, written notification must be received in the Registrar’s Office within two weeks after the first day of class for the semester/session. Forms requesting the withholding of “Directory Information”, with the exception of photographs, are available in the Registrar’s Office.

Cecil College assumes that failure on the part of any student to request withholding of categories of “Directory Information” indicates individual approval for disclosure.
ARTS AND SCIENCES BUILDING [C]
Classroom locations beginning with C are in the Arts and Sciences building, which is building C on the North East campus map.

BAINBRIDGE CENTER [BAIN]
Classroom locations listed as BAIN are at the Bainbridge Center located in Port Deposit, MD.

ELKTON STATION [ES]
Classroom locations beginning with ES are in the Elkton Station building, located at 107 Railroad Avenue in Elkton, MD.

ENGINEERING AND MATH BUILDING [G]
Classroom locations beginning with G are in the Engineering and Math building, which is on the North East Campus.

LIBRARY [A]
Classroom locations beginning with A are in the Cecil County Veteran's Memorial Library building at Cecil College, which is building A on the North East campus map.

MILBURN STONE THEATRE [B]
Classroom locations listed as B are in the Milburn Stone Theatre, which is building B on the North East campus map.

PHYSICAL EDUCATION BUILDING [E]
Classroom locations beginning with E are in the Physical Education building, which is building E on the North East campus map.

TECHNOLOGY CENTER [D]
Classroom locations beginning with D are in the Technology Center building, which is building D on the North East campus map.

FAIRWINDS FARM & STABLES [TS]
Classroom locations beginning with TS are located at Fairwinds Farm & Stables, which is just north of the College on 272 at 41 Tailwinds Lane, North East, MD.
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