The University Mission

- Pursuit of excellence by all through relevant, effective and convenient education.

- Equal educational opportunity for all racial, ethnic and socio-economic groups.

- Program offerings of liberal arts and sciences along with job and career related professional education geared to the service economy of modern times.

- Service to humankind with a global, multi-cultural and future-oriented perspective.

PURPOSE AND STATUS
This online academic catalog is the official source for East-West University academic programs and courses. Students are encouraged to utilize the catalog along with materials provided by the individual academic programs (and the advising worksheet) to plan their path to graduation.

The online academic catalog offers many features to assist students, including advanced search options, intuitive navigation, and easier access to East-West University’s main web pages. Students are encouraged to meet with their academic adviser at least once each term and reference the catalog under which they enroll as degree-seeking.

The online academic catalog will be published annually, allowing changes to programs and courses in order to be more visible for each new academic year. The current schedule of classes is available on East-West University’s main web page.

The provisions of this catalog are not to be regarded as an irrevocable contract between the University and the student, nor an offer to enter into a contract. While every effort is made to ensure the accuracy of the information provided in this catalog, it must be understood that all courses, course descriptions, designations of instructors, curricular and degree requirements and other academic information described herein are subject to change or elimination at any time without notice or published amendment to this catalog. The University reserves the right to change any provision or requirement at any time. This right to change provisions and requirements includes, but is not limited to, the right to reduce or eliminate course offerings in academic fields to add requirements for graduation. Fees and all other charges are subject to change at any time without notice. Students should consult the appropriate academic or administrative department, or other service provider, for currently accurate information on any matters described in this catalog.
LOOKING FOR A DIFFERENT CATALOG?
Students are expected to meet the program and degree requirements under the catalog year in which they are first enrolled as degree-seeking, provided that they complete graduation requirements within a continuous period of no more than eight years. See Catalog Year and Degree Requirements for more information.

- 2013-2016 Academic Catalog (Archived) - Select from the drop-down menu in the top right corner of the screen.
- 2012 or earlier catalogs: Contact the Registrar’s Office.

DIVERSITY AND INCLUSIVITY
East-West University strives to celebrate humanity in all its wondrous and complex variation. Because we value diversity, it is our mission to sustain a community where all may flourish, safe to embrace both shared experiences and differences. To this end, we treat all with respect and compassion. We respect, understand, and embrace the differences and similarities among our students, staff, faculty and the community we proudly serve. As a community, East-West University encourages the richness of diversity and values the dignity of all persons. We strive to foster an equal and positive learning environment that reflects the diverse nature of the people of Chicago, Illinois, the nation, and the world. We seek to connect East-West University campus culture and behavior to our commitment to inclusivity and diversity by cultivating an environment of acceptance using open conversations to improve awareness and enhance harmonies and by hosting events and sponsoring activities that reflect our mission.

It is the policy of East-West University not to discriminate improperly against any matriculated student, employee or prospective employee on account of age, race, color, religion, ethnic or national origin, gender, sexual orientation, or being differently abled. Such policy is in compliance with the requirements of Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Rehabilitation Act of 1973, and all other applicable federal, state, and local statutes, ordinances, and regulations. Inquiries concerning the application of any of these laws may be directed to the University Provost or to the Director of the Office for Civil Rights, Department of Education, Washington, D.C. for laws, such as Title IX of the Education Amendments of 1972 and the Rehabilitation Act of 1973, administered by that department.

ACCREDITATION
East-West University (the University) in Chicago, Illinois, is accredited since 1983 by the Higher Learning Commission (HLC) of the North Central Association of Colleges and Schools.

For information on NCA accreditation, contact (800) 621-7440
230 South LaSalle Street, Suite 7-500, Chicago, IL 60604-1411
Contents

5    Academic Calendar
9    Looking for Something
13   The University
23   Admission and Registration Information
41   Academic Information
52   Liberal Arts and Sciences
62   Computer and Information Science
67   Electronics Engineering Technology
73   Business Administration
78   Office Administration
80   Special Academic Programs
85   Course Descriptions
144  Directory
147  Glossary of Terms
### Academic Calendar 2017-2018

<table>
<thead>
<tr>
<th>Fall Quarter 2017</th>
<th>September 25 - December 7</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Student Orientation</td>
<td>Friday, September 22</td>
</tr>
<tr>
<td>Last day to withdraw without penalty</td>
<td>Friday, September 22</td>
</tr>
<tr>
<td>Last day for proficiency testing</td>
<td>Friday, September 22</td>
</tr>
<tr>
<td>Classes begin</td>
<td>Monday, September 25</td>
</tr>
<tr>
<td>Late registration</td>
<td>Monday, September 25 - Friday, September 29</td>
</tr>
<tr>
<td>Last day to change schedule</td>
<td>Friday, September 29</td>
</tr>
<tr>
<td>Midterms</td>
<td>Wednesday, October 25 - Thursday, October 26</td>
</tr>
<tr>
<td>Last day to withdraw from a class (W grade recorded)</td>
<td>Friday, November 10</td>
</tr>
<tr>
<td>Thanksgiving break (University closed)</td>
<td>Thursday, November 23 - Sunday, November 26</td>
</tr>
<tr>
<td>Final examination period</td>
<td>Wednesday, December 6 - Thursday, December 7</td>
</tr>
<tr>
<td>Winter break (for students)</td>
<td>Saturday, December 9 - Sunday, January 7</td>
</tr>
<tr>
<td>Winter break for staff (University closed)</td>
<td>Wednesday, December 20 - Monday, January 1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Winter Quarter 2018</th>
<th>January 8 - March 22</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Student Orientation</td>
<td>Friday, January 5</td>
</tr>
<tr>
<td>Last day to withdraw without penalty</td>
<td>Friday, January 5</td>
</tr>
<tr>
<td>Last day for proficiency testing</td>
<td>Friday, January 5</td>
</tr>
<tr>
<td>Classes begin</td>
<td>Monday, January 8</td>
</tr>
<tr>
<td>Late registration</td>
<td>Monday, January 8 - Friday, January 12</td>
</tr>
<tr>
<td>Last day to change schedule</td>
<td>Friday, January 12</td>
</tr>
<tr>
<td>Martin Luther King Jr. day (University closed)</td>
<td>Monday, January 15</td>
</tr>
<tr>
<td>Midterms</td>
<td>Wednesday, February 7 - Thursday, February 8</td>
</tr>
<tr>
<td>Last day to withdraw from a class (W grade recorded)</td>
<td>Friday, February 23</td>
</tr>
<tr>
<td>Final examination period</td>
<td>Wednesday, March 21 - Thursday, March 22</td>
</tr>
<tr>
<td>Good Friday (University closed)</td>
<td>Friday, March 30</td>
</tr>
<tr>
<td>Spring break (for students)</td>
<td>Saturday, March 24 - Sunday, April 1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Spring Quarter 2018</th>
<th>April 2 - June 14</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Student Orientation</td>
<td>Friday, March 30</td>
</tr>
<tr>
<td>Last day to withdraw without penalty</td>
<td>Friday, March 30</td>
</tr>
<tr>
<td>Last day for proficiency testing</td>
<td>Friday, March 30</td>
</tr>
<tr>
<td>Classes begin</td>
<td>Monday, April 2</td>
</tr>
<tr>
<td>Late registration</td>
<td>Monday, April 2 - Friday, April 6</td>
</tr>
<tr>
<td>Last day to change schedule</td>
<td>Friday, April 6</td>
</tr>
<tr>
<td>Midterms</td>
<td>Wednesday, May 2 - Thursday, May 3</td>
</tr>
<tr>
<td>Apply for graduation</td>
<td>Monday, May 7 - Friday, May 11</td>
</tr>
<tr>
<td>Last day to withdraw from a class (W grade recorded)</td>
<td>Friday, May 18</td>
</tr>
<tr>
<td>Major field assessment test (required for all seniors and optional for juniors)</td>
<td>Friday, May 18</td>
</tr>
<tr>
<td>Event</td>
<td>Date</td>
</tr>
<tr>
<td>--------------------------------------------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>Memorial day (University closed)</td>
<td>Monday, May 28</td>
</tr>
<tr>
<td>Final examination period</td>
<td>Wednesday, June 13 - Thursday, June 14</td>
</tr>
<tr>
<td>Graduation ceremony</td>
<td>Saturday, June 16</td>
</tr>
<tr>
<td>Summer break (for students)</td>
<td>Saturday, June 16 - Sunday, July 1</td>
</tr>
<tr>
<td><strong>Summer Quarter 2018</strong></td>
<td>July 9 - August 30</td>
</tr>
<tr>
<td>Last day to withdraw without penalty</td>
<td>Friday, July 6</td>
</tr>
<tr>
<td>Classes begin</td>
<td>Monday, July 9</td>
</tr>
<tr>
<td>Late registration</td>
<td>Monday, July 9 - Tuesday, July 10</td>
</tr>
<tr>
<td>Last day to change schedule</td>
<td>Friday, July 13</td>
</tr>
<tr>
<td>Midterms</td>
<td>Wednesday, August 1 - Thursday, August 2</td>
</tr>
<tr>
<td>Last day to withdraw from a class (W grade recorded)</td>
<td>Friday, August 10</td>
</tr>
<tr>
<td>Final examination period</td>
<td>Wednesday, August 29 - Thursday, August 30</td>
</tr>
</tbody>
</table>
## Academic Calendar 2018-2019

<table>
<thead>
<tr>
<th>Fall Quarter 2018</th>
<th>October 1 - December 13</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Student Orientation</td>
<td>Thursday, September 27</td>
</tr>
<tr>
<td>Last day to withdraw without penalty</td>
<td>Friday, September 28</td>
</tr>
<tr>
<td>Last day for proficiency testing</td>
<td>Friday, September 28</td>
</tr>
<tr>
<td>Classes begin</td>
<td>Monday, October 1</td>
</tr>
<tr>
<td>Late registration</td>
<td>Monday, October 1 - Friday, October 5</td>
</tr>
<tr>
<td>Last day to change schedule</td>
<td>Friday, October 5</td>
</tr>
<tr>
<td>Midterms</td>
<td>Wednesday, October 31 - Thursday, November 1</td>
</tr>
<tr>
<td>Last day to withdraw from a class (W grade recorded)</td>
<td>Friday, November 16</td>
</tr>
<tr>
<td>Thanksgiving break (University closed)</td>
<td>Thursday, November 22 - Sunday, November 25</td>
</tr>
<tr>
<td>Final examination period</td>
<td>Wednesday, December 12 - Thursday, December 13</td>
</tr>
<tr>
<td>Winter break (for students)</td>
<td>Saturday, December 15 - Sunday, January 13</td>
</tr>
<tr>
<td>Winter break for staff (University closed)</td>
<td>Monday, December 24 - Friday, January 4</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Winter Quarter 2019</th>
<th>January 14 - March 28</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Student Orientation</td>
<td>Friday, January 11</td>
</tr>
<tr>
<td>Last day to withdraw without penalty</td>
<td>Friday, January 11</td>
</tr>
<tr>
<td>Last day for proficiency testing</td>
<td>Friday, January 11</td>
</tr>
<tr>
<td>Classes begin</td>
<td>Monday, January 14</td>
</tr>
<tr>
<td>Late registration</td>
<td>Monday, January 14 - Friday, January 18</td>
</tr>
<tr>
<td>Last day to change schedule</td>
<td>Friday, January 18</td>
</tr>
<tr>
<td>Martin Luther King Jr. day (University closed)</td>
<td>Monday, January 21</td>
</tr>
<tr>
<td>Midterms</td>
<td>Wednesday, February 13 - Thursday, February 14</td>
</tr>
<tr>
<td>Last day to withdraw from a class (W grade recorded)</td>
<td>Friday, March 1</td>
</tr>
<tr>
<td>Final examination period</td>
<td>Wednesday, March 27 - Thursday, March 28</td>
</tr>
<tr>
<td>Spring break (for students)</td>
<td>Saturday, March 30 - Sunday, April 7</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Spring Quarter 2019</th>
<th>April 8 - June 20</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Student Orientation</td>
<td>Friday, April 5</td>
</tr>
<tr>
<td>Last day to withdraw without penalty</td>
<td>Friday, April 5</td>
</tr>
<tr>
<td>Last day for proficiency testing</td>
<td>Friday, April 5</td>
</tr>
<tr>
<td>Classes begin</td>
<td>Monday, April 8</td>
</tr>
<tr>
<td>Late registration</td>
<td>Monday, April 8 - Friday, April 12</td>
</tr>
<tr>
<td>Last day to change schedule</td>
<td>Friday, April 12</td>
</tr>
<tr>
<td>Good Friday (University closed)</td>
<td>Friday, April 19</td>
</tr>
<tr>
<td>Midterms</td>
<td>Wednesday, May 8 - Thursday, May 9</td>
</tr>
<tr>
<td>Apply for graduation</td>
<td>Monday, May 13 - Friday, May 17</td>
</tr>
<tr>
<td>Last day to withdraw from a class (W grade recorded)</td>
<td>Friday, May 24</td>
</tr>
<tr>
<td>Major field assessment test(required for all seniors and optional for juniors)</td>
<td>Friday, May 17</td>
</tr>
<tr>
<td>Memorial day (University closed)</td>
<td>Monday, May 27</td>
</tr>
<tr>
<td>Event</td>
<td>Dates</td>
</tr>
<tr>
<td>--------------------------------------------</td>
<td>-------------------------------</td>
</tr>
<tr>
<td>Final examination period</td>
<td>Wednesday, June 19 - Thursday, June 20</td>
</tr>
<tr>
<td>Graduation ceremony</td>
<td>Saturday, June 22</td>
</tr>
<tr>
<td>Summer break (for students)</td>
<td>Monday, June 24 - Sunday, July 7</td>
</tr>
<tr>
<td><strong>Summer Quarter 2019</strong></td>
<td><strong>July 8 - August 29</strong></td>
</tr>
<tr>
<td>Last day to withdraw without penalty</td>
<td>Friday, July 5</td>
</tr>
<tr>
<td>Classes begin</td>
<td>Monday, July 8</td>
</tr>
<tr>
<td>Late registration</td>
<td>Monday, July 8 - Tuesday, July 9</td>
</tr>
<tr>
<td>Last day to change schedule</td>
<td>Friday, July 12</td>
</tr>
<tr>
<td>Midterms</td>
<td>Wednesday, July 31 - Thursday, August 1</td>
</tr>
<tr>
<td>Last day to withdraw from a class (W grade recorded)</td>
<td>Friday, August 9</td>
</tr>
<tr>
<td>Final examination period</td>
<td>Wednesday, August 28 - Thursday, August 29</td>
</tr>
<tr>
<td>LOOKING FOR</td>
<td>ROOM</td>
</tr>
<tr>
<td>------------------------------------------</td>
<td>-------------------------------------------</td>
</tr>
<tr>
<td>Academic Advising and Counseling</td>
<td>The L Lounge/E102</td>
</tr>
<tr>
<td>Admissions</td>
<td>Admissions Office/W830</td>
</tr>
<tr>
<td>Alumni Services</td>
<td>Development Office/W819</td>
</tr>
<tr>
<td>Academic Program Director</td>
<td>Receptionist/W800</td>
</tr>
<tr>
<td>Building Management</td>
<td>Management Office/W610</td>
</tr>
<tr>
<td>Book Store</td>
<td>Bookstore/SLC Lobby</td>
</tr>
<tr>
<td>Career Services</td>
<td>W813</td>
</tr>
<tr>
<td>Chancellor</td>
<td>Chancellor’s Office/W804</td>
</tr>
<tr>
<td>Computer Services</td>
<td>Computer Services/E210</td>
</tr>
<tr>
<td>Co-op Education</td>
<td>Co-op Office/W410</td>
</tr>
<tr>
<td>Credit by Examination</td>
<td>Associate Provost’s Office/SLC 5th Floor</td>
</tr>
<tr>
<td>Development and Grants Office</td>
<td>Development Office/W819</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>Financial Aid Office/W806</td>
</tr>
<tr>
<td>General Information</td>
<td>Receptionist/W800</td>
</tr>
<tr>
<td>Human Resources</td>
<td>Business Office/W808</td>
</tr>
<tr>
<td>Instructors</td>
<td>Receptionist/W800</td>
</tr>
<tr>
<td>International Students Services</td>
<td>Admissions Office/W828</td>
</tr>
<tr>
<td>Library Services</td>
<td>Library/SLC 5th Floor</td>
</tr>
<tr>
<td>Lost and Found</td>
<td>Security Office/SLC Lobby</td>
</tr>
<tr>
<td>Donation</td>
<td>Development Office/W820</td>
</tr>
<tr>
<td>News and Notices</td>
<td>Public Relations Office/W821</td>
</tr>
<tr>
<td>Payment</td>
<td>Business Office/W811</td>
</tr>
<tr>
<td>Publications</td>
<td>Publications Office/W821</td>
</tr>
<tr>
<td>Public and Media Relations</td>
<td>Public Relations Office/W821</td>
</tr>
<tr>
<td>Registration</td>
<td>Registrar’s Office/W802</td>
</tr>
<tr>
<td>Scholarships and Awards</td>
<td>Financial Aid Office/W806</td>
</tr>
<tr>
<td>Security</td>
<td>Security Office/SLC Lobby</td>
</tr>
<tr>
<td>Student Activities</td>
<td>The L Lounge/E102</td>
</tr>
<tr>
<td>Student Housing</td>
<td>SLC/6th Floor</td>
</tr>
<tr>
<td>Student Success Center</td>
<td>Success Center/W3rd Floor</td>
</tr>
<tr>
<td>Transcripts</td>
<td>Registrar’s Office/W802</td>
</tr>
<tr>
<td>Tutoring</td>
<td>Tutorial Lab/SLC 5th Floor</td>
</tr>
<tr>
<td>Veteran’s Information</td>
<td>Financial Aid Office/W806</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ACADEMIC INFORMATION</th>
<th>ROOM</th>
<th>CALL (312)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Behavioral and Social Sciences</td>
<td>SLC/5th Floor</td>
<td>939-0111 ex. 3501</td>
</tr>
<tr>
<td>Biological Sciences</td>
<td>E407</td>
<td>939-0111 ex. 2407</td>
</tr>
<tr>
<td>Business Administration</td>
<td>W816</td>
<td>939-0111 ex. 1816</td>
</tr>
<tr>
<td>Computer and Information Science</td>
<td>E212</td>
<td>939-0111 ex. 2212</td>
</tr>
<tr>
<td>Electronics Engineering Technology</td>
<td>E301</td>
<td>939-0111 ex. 2301</td>
</tr>
<tr>
<td>English and Communications</td>
<td>E403</td>
<td>939-0111 ex. 2403</td>
</tr>
<tr>
<td>Islamic Studies</td>
<td>W800</td>
<td>939-0111 ex. 1800</td>
</tr>
<tr>
<td>Mathematics</td>
<td>E206</td>
<td>939-0111 ex. 2206</td>
</tr>
<tr>
<td>Office Administration</td>
<td>W816</td>
<td>939-0111 ex. 1816</td>
</tr>
<tr>
<td>Provost</td>
<td>W803</td>
<td>939-0111 ex. 1803</td>
</tr>
</tbody>
</table>
East-West University Organizational Chart
FOUNDED IN 1978

East-West University represents a unique development in the annals of higher education institutions in the city of Chicago and its suburbs. The University is established primarily to preserve and extend and to integrate and transmit knowledge of human beings concerning themselves, the universe, and their Creator. It strives to develop in its graduates the wisdom derived from human heritage, the spirit of inquiry that leads to discovery, and the sense of dedication which spends itself in the service of humankind. It inspires the students to pursue natural and supernatural truths and imbibe the urge to live a fuller and more fruitful life. It is both comprehensive and pluralistic in terms of clientele, academic programs, educational delivery systems, research and publication projects, and sources of financial support.

MISSION

- Pursuit of excellence by all through relevant, effective and convenient education.
- Equal educational opportunity for all racial, ethnic and socio-economic groups.
- Program offerings of liberal arts and sciences along with job and career related professional education geared to the service economy of modern times.
- Service to humankind with a global,

The University

FOUNDING AND LEGAL AUTHORIZATION

In December 1978 a diverse group of visionaries began to plan a new, urban, non-denominational institution of higher learning in Chicago. These founders recognized a need to expand educational access in the city, and had a unique vision for doing so. East-West University was incorporated in Wisconsin as a non-profit corporation on February 22, 1979, and was legally recognized by all three states (Wisconsin, Illinois, and Indiana) that make up the greater Chicago metropolitan area. The Internal Revenue Service awarded East-West University 501(c)3 status, making it tax-exempt and eligible to receive tax-deductible charitable gifts.

The University received approval and operating authority from the Illinois Board of Higher Education in May 1980, and the University’s first class began on September 15, 1980. The Illinois Student Assistance Commission certified the University in June 1980, and the United States Department of Education did so in July of 1981, making the University students eligible for all types of financial aid. In November 1981 the University was authorized by the United States Citizenship and Immigration Service (now a part of the Department of Homeland Security) to enroll non-immigrant students from other countries and certify student visa applications.

East-West University is listed in all comprehensive higher education directories and guides. The University has been regionally accredited by the Higher Learning Commission since December, 1983, and is currently on probation, preparing for a review in November 2016.

PHILOSOPHY

East-West University represents a unique development in the annals of higher education institutions in the city of Chicago and its suburbs. The University is established primarily to preserve and extend and to integrate and transmit knowledge of human beings concerning themselves, the universe, and their Creator. It strives to develop in its graduates the wisdom derived from human heritage, the spirit of inquiry that leads to discovery, and the sense of dedication which spends itself in the service of humankind. It inspires the students to pursue natural and supernatural truths and imbibe the urge to live a fuller and more fruitful life. It is both comprehensive and pluralistic in terms of clientele, academic programs, educational delivery systems, research and publication projects, and sources of financial support.

MISSION

- Pursuit of excellence by all through relevant, effective and convenient education.
- Equal educational opportunity for all racial, ethnic and socio-economic groups.
- Program offerings of liberal arts and sciences along with job and career related professional education geared to the service economy of modern times.
- Service to humankind with a global,
multi-cultural and future-oriented perspective.

PURPOSES
The following are the purposes in support of the University’s philosophy and mission:

To Provide Relevant, Effective and Convenient Education:
The founders of East-West University believe there will always be a need for colleges and universities which offer relevant, diversified, and attractive academic programs at convenient times and places, which employ effective modes of educational delivery, and which adopt a policy of low tuition and opportunities to seek financial aid. To meet the needs of students coming from different racial, ethnic, cultural, and socioeconomic backgrounds, the academic programs of East-West University encompass many aspects of human life. They include both liberal and professional education as well as studies related to the arts, family, and practical living so intellects are sharpened, perspectives broadened, and effectiveness in life and in vocations increased.

To Foster Equal Educational Opportunity for All Racial, Ethnic and Socio-Economic Groups:
The principle of equality of educational opportunity and of human worth is the centerpiece of all academic and fiscal planning of East-West University.

To Offer Programs in Liberal Arts and Sciences Along With Job and Career Related Professional Education Geared to the Service Economy of Modern Times:
Higher education plays an important part in the trend towards increasing consumption of professional services. Indeed, it is virtually the only source of personnel for such services. The production of services uses few raw materials and is remarkably clean in its environmental effects. Services, particularly of the professional type such as health care, business and engineering professions, entertainment and recreation, the arts, religion, government and education at all levels, are uniquely related to human welfare and to the development of human beings. They touch profoundly the lives of individuals and determine the range of personal opportunity.

To Cultivate Dedication to Serve Humankind With a Global, Multi-Cultural and Future-Oriented Perspective:
Also worthy of serious thought is a global, multi-cultural, and future-oriented perspective of higher learning that is often neglected in universities and colleges. We are living in an increasingly interdependent and interconnected world in which exponential growth is causing a serious shrinkage of space and resources. Astonishing advances in scientific and technological innovations transgress, indeed in some cases obliterate, national boundaries. National interest can no longer be defined and attained in isolation from the global interest. If humankind is to survive in this fast changing world, we need a profound reshaping of higher education, so an international intellectual community can be created which has the ability to adapt to an uncertain future and which can innovate, improvise, and solve problems with no precedent. As its name connotes, East-West University strives to meet these goals in its educational, research, and informational programs. Its international faculty resources focus on building bridges of harmony and
cooperation among nations and people of the East and of the West for a better understanding of the human family

**THE LOCALE AND CONSTITUENCY OF THE UNIVERSITY**

The locale of East-West University is the City of Chicago and its suburbs extending beyond the State of Illinois into the States of Wisconsin and Indiana – one of the largest metropolitan areas of the world. Not only is this area the merging point of the eastern and western United States, but it has become a confluence of the distinctive features of the western world and the eastern world communities. Almost 22% of the population of the City of Chicago, over half a million people, are either foreign-born or native-born of foreign or mixed parentage. About 36% of Chicagoans, 5 years and over, speak a language other than English at home. There are literally hundreds of thousands of west and east Europeans, Italians, Greeks, Turks, Africans, Arabs, Iranians, Pakistanis, Indians, Southeast Asians, Chinese and Japanese, as well as African-Americans, Hispanic-Americans, Latin-Americans and others living here together – an incredibly rich and vital constituency worthy of pride for any great university.

**LOCATION AND CAMPUS FACILITIES**

The Chicago campus facilities of East-West University consists of the East building located at 816 South Michigan Avenue, the West building at 819 South Wabash Avenue, and the Student Life Center (SLC) located at 829 South Wabash Avenue, in the South Loop of the downtown area. The three buildings are connected by an enclosed walkway. Michigan Avenue is one of the most imposing thoroughfares in America. Grant park and Lake Michigan are located to the east of the campus and the towering buildings to the west and the north form a setting that is attractive and memorable. The architectural grandeur and beauty of downtown Chicago is world-renowned. Chicago’s Museum Campus, comprising the Adler Planetarium, the Field Museum of Natural History, and the Shedd Aquarium, is a short walk to the southeast of the campus. The Chicago Public Library Cultural Center, Millennium Park, the Art Institute, Buckingham Fountain, Orchestra Hall, Soldier Field, theaters, the financial district, federal and state office buildings, and fine restaurants are all within easy walking distance.

**STUDENT LIFE CENTER**

The Student Life Center provides academic and recreational facilities, meeting and conference rooms, informal gathering places, a restaurant and 70 apartments for college students affiliated with a promising institution of higher learning: East-West University (EWU). Recreational facilities include the full-size basketball court, a cardio and strength training fitness center as well as a yoga room.

Academic facilities include the University library, tutoring center, an open computer lab and two classroom spaces, one traditional and another computer lab-based. Conference facilities include the Riaz H. Waraich Auditorium for lectures, Conference Rooms East and West for small group meetings as well as the 17th Floor Multipurpose Room and terrace for receptions.

The Student Life Center provides free open wireless on all main floors (floors 1-6) for members of the University community.
Student housing called Flats at East-West University is located on floors 7-16 of the Student Life Center. Apartments are furnished with a bed, desk, desk chair, dresser, wardrobe as well as a refrigerator, freezer and microwave. Utilities are included within the license agreement (including cable TV, Internet, heat, water, garbage, and electricity). Other amenities available to residents include lounges, on-site laundry, vending machines and bicycle storage. License agreements are valid for 9 months (late September-mid June). Summer housing is also available. Applications are available online at www.theflatsstudenthousing.com. The Flats Student Housing Office can be contacted at 312.939.0112 or theflats@eastwest.edu.

STUDENT POPULATIONS
East-West University serves all those who are desirous and capable of undertaking higher education. The student populations that the University is specifically committed to serve include among others: students who are seeking quality education to pursue excellence in their lives; students from low-income families who are motivated to enroll with the help of state and federal tuition grants, loans, and institutional scholarships; active employees of business and industrial concerns who want to enroll in conveniently offered programs with the help of financial assistance or employer provided tuition reimbursement; mature and experienced persons who have acquired competencies needed for a successful life and are now seeking to earn a degree; students from various ethnic and immigrant communities; and foreign students.

CHARACTERISTICS OF THE INSTRUCTIONAL SYSTEM
The more important characteristics of the University’s instructional system are the following:

- Courses are offered in the day and evening to fit time preferences of the majority of students.
- The instructional methods are reviewed periodically, so students have the benefit of effective learning settings.
- Academic support services help instructors incorporate technological and pedagogical innovations and resources in their teaching.
- Students and faculty are encouraged to adopt the spirit and practice of learned inquiry and contribute to research and publications as far as possible.
- The existence of administrative core group, faculty council and curriculum committee ensures participatory academic governance.
- The University’s annual schedule is comprised of three quarters of 11 weeks each and a summer session which varies in duration.
- Research and publication programs, institutes and centers of different area studies and national and international level conferences and symposia organized on a continuing basis over time are other salient features of the University’s educational delivery system.
- Small class sizes.

The University’s organization includes students, faculty, staff, administrators, directors and trustees, and interested community members working together in a closely integrated manner and interacting in
university governance. The receptiveness to each other’s evaluation in terms of expectancies and commitments made creates a high level of accountability in the development and implementation of plans related to the instructional system.

**STUDENT BILL OF RIGHTS**
All students enrolled at East-West University may rightfully expect that the faculty and administrators of the University will maintain the conditions which facilitate learning. Students are encouraged to exercise their right to free inquiry in a reasonable and peaceful manner.

**STATEMENT OF ACADEMIC FREEDOM**
As an essential element of living up to the philosophy, adhering to the mission, and pursuing the purposes of East-West University as stated in its publications, the University endorses in principle the Statement of Academic Freedom adopted by the American Association of University Professors in 1940, inclusive of later amendments. More specifically:

a. Teachers are entitled to full freedom in research and in the publication of the results, subject to adequate performance of their other academic duties; but research for pecuniary return should be based upon an understanding with the authorities of the institution.
b. Teachers are entitled to freedom in the classroom in discussing their subject, but they should be careful not to introduce into their teaching matter which has no relation to their subject.
c. College and university teachers are citizens, members of a learned profession, and officers of an educational institution. When they speak or write as citizens, they should be free from institutional censorship or discipline, but their special position in the community imposes special obligations. As scholars and educational officers, they should remember that the public may judge their profession and their institution by their utterances. Hence they should at all times be accurate, should exercise appropriate restraint, should show respect for the opinion of others, and should make every effort to indicate that they are not speaking for the institution.

The institutional policies and regulations applicable to any and all of the above areas are discussed in East-West University publications and provide the interpretative and legal basis for institutional actions.

**GOVERNANCE AND ADMINISTRATION**

**Board of Directors of the Corporation**
Ultimate custodianship of the University’s interests is vested in a seven-member Corporate Board of Directors, which includes the founders of the University Corporation. The board functions as a Foundation Board in accordance with the provisions of its Articles of Incorporation, by-laws, and all pertinent statutes. Directors may attend meetings of the Board of Trustees as non-voting observers.

**Board of Trustees**
The operation and development of the University and the regulation and management of its affairs are governed by the 13-21 member Board of Trustees. Nominations to membership of the Board of Trustees may be made by any current Trustee of the University. The Board of Trustees has direct responsibility for the operations of the University through its powers to appoint and
supervise the Chancellor of the University. Other functions of the Trustees include mobilizing resources and building assets of the University on a continuing basis, approving policies and strategic plans, and the annual budget for the University’s operation and development. The incumbent trustees of the University represent a wide variety of backgrounds, demonstrate exceptional professional caliber, and bring a wide experience of community involvement and public interest work.

The Chancellor
The Chancellor is the Chief Executive Officer of the University and an ex-officio member of the Board of Trustees and of all Committees of the Board. Among the Chancellor’s responsibilities are:

- Supervising the day-to-day operation of the University in accordance with the policies approved by the Board of Trustees.
- Enforcement of University rules and regulations.
- Management of fiscal matters.
- Appointment, supervision, evaluation and removal of all academic and administrative personnel of the University.
- Initial approval and presentation to the Board of Trustees of the policies and procedures of all academic and administrative committees and councils of the University.
- Preparation of reports on the state of the University required by various agencies.
- Managing the University’s relations with other educational agencies and institutions.

Administrative Organization
The organizational structure of the University integrates relationships and functions of employees in a way designed to support the institutional mission. The organizational chart illustrates this organizational structure and fundamental accountability, authority, and responsibility relationships.

A team decision-making approach ensures extensive communication among top and midlevel executives and the faculty, improving the quality of decisions, facilitating team allegiance, and educating team members concerning the intricacies of each major operating unit of the University. It also provides peer regulation of performance expectations and timeliness. Key decision-making groups are comprised of selected members of the administrative and academic staff of the University and include:

- The Administrative Core Group, which oversees University management issues, and makes or reviews recommendations to the Chancellor and the Board of Trustees.
- The Faculty Council, which adopts and revises academic policies, programs, curriculum, and faculty personnel policies.
- The Curriculum and General Education Committee, which makes recommendations to the Faculty Council on all curricular matters and the General Education program.
- The Standing Committee on University Planning, which creates, tracks, and adjusts the strategic plan.
- The Development and University Relations Committee, which coordinates the functions of the offices.
of development, grantsmanship, public relations, and publications.

The Student Success Committee, which works to enhance student persistence, retention, and graduation.

The General Assembly of the University consists of all full-time members of the academic and administrative staff and the Chancellor. It meets at least twice a year for planning retreats. It makes policy recommendations for action by the Chancellor for purposes of the University’s efficient operation and development. It may also appoint advisory committees on academic programs, and recommend policies regulating student work, fiscal resources, administrative organization, and other aspects of institutional governance.
Admission and Registration Information
Admission and Registration Information

ADMISSION REQUIREMENTS
East-West University welcomes applications for admission from all who are desirous and capable of undertaking college-level education. The University’s programs require seriousness of purpose, high motivation, and emotional maturity.

East-West University has rolling admissions; applications for admission are reviewed and processed all year round. Students can begin their studies at the University either in the fall quarter, which normally starts at the end of September, or the winter quarter, which begins in early January, or the spring quarter, which begins in April, or the summer session which begins in early July.

The following are requirements for all applicants seeking an associate or a bachelor’s degree:

- Graduation from an accredited high school, G.E.D. or high school equivalent.
- Official transcript from an accredited high school and/or college.
- ACT or SAT examination results.

In addition to the above requirements, applicants seeking individual courses should be aware that other requirements might apply depending on the course/program of study. Special consideration will be given to those who may not meet the above requirements on a case-by-case basis.

THE ADMISSION PROCESS
A student applying for admission at East-West University must:

- Submit a completed East-West University application for admission and the non-refundable application fee.
- Submit a high school diploma or the G.E.D. certificate.
- Submit official copies of transcripts from all previously attended schools, colleges and universities.
- Submit completed FERPA form.
- Submit ACT or SAT test results.
- Meet with a University admissions counselor.
- Take the University placement tests in English and mathematics, if applicable. These tests are administered free of charge. Students with at least 12-quarter hours of college level transfer credits or equivalent in English and mathematics with grades of C or better from an accredited institution may be exempted from these tests.

IMMUNIZATION
As required by the Illinois Department of Public Health, full-time students born on or after January 1, 1957, and enrolling or continuing at East-West University must present proof of immunization as described in Illinois Public Act 85-1315, title 77: Public Health, part 694 as amended.
TRANSFER STUDENTS AND CREDIT BY EXAMINATION

East-West University welcomes students who wish to transfer from other schools, colleges and universities. Applicants must follow the regular admission procedure. Transfer students should contact the admissions office for further details.

East-West University considers granting transfer credit for the following:

- College level courses in which a student has earned a C grade or better taken at regionally accredited or state approved institutions of higher learning in the United States.
- College level courses in which a student has earned a D grade can be applied towards General Education courses only.
- 92 credit hours of credit will be awarded upon review if the student earned an associate degree from an accredited institution upon review.
- Foreign transcripts evaluated at the student’s expense by an outside agency designated by the University.
- Credits from independent study courses approved by the National University Extension Association.
- Proficiency examinations such as the College Level Examination Program (CLEP), DANTES, or an East-West University proficiency examination in program-specific courses.
- Military service school courses.
- Assessment of knowledge gained from experience, independent study, or other non-traditional approaches to education in accordance with the University procedures.

Such transfer credits will be applied to the requirements of a degree program if students complete their residency requirement and the remaining coursework in their major and minor fields of study. Credit for transfer courses completed more than ten years before the time of admission may be denied. No credit for the course work completed at another institution will be accepted if the same or equivalent course is taken at East-West University. Credit hours earned at colleges which operate on a semester basis will be multiplied by 1.5 in order to convert them to quarter hours.

PRIOR LEARNING ASSESSMENT

East-West University recognizes the growing geographic and career mobility of modern post-industrial society. The University also recognizes that the traditional timetable for higher education is not appropriate for everyone, particularly working adults who may have already acquired relevant, useful, and verifiable competencies from nonacademic experiences — career employment, special training, volunteer work or community service, recreation and travel, military experience, or self-directed study.

To meet the need of such students, the University offers an option for Prior Learning Assessment within each of its existing degree programs. Prior Learning Assessment (PLA) is a process through which learners identify areas of learning from their past experiences, demonstrate that learning through appropriate documentation, and submit their materials related to specific course objectives so that they can be assessed and possibly awarded academic credit. PLA will reduce the repetition of relevant, course-related material for learners with prior learning (or with prior degrees). PLA can reduce the time required to earn a degree.
Prior Learning Portfolio Development is a process that East-West University provides for students to document their prior learning. East-West University makes no promises to prospective students regarding credit for prior learning until this Portfolio evaluation has been conducted. In PLA200, Prior Learning Assessment (a course designed in accordance with the principles established by the Council for Adult and Experiential Learning), each student prepares and submits a collection of documents that establish and support a claim that he or she has the particular skills, knowledge, values, attitudes, understandings, achievements, experiences, competencies, training, and certifications that will align with specific EWU course outcomes. The portfolio developed in the PLA200 course should not only describe the relevant experience but should also identify the particular learning outcomes. Students will also offer a critical self-assessment of what college-level learning has been acquired through selected non-traditional experiences.

Once the Prior Learning Portfolio is completed and submitted, faculty evaluators appraise it for the evidence demonstrating that those skills are tied to the outcomes of specific EWU courses. Faculty evaluators who are subject matter experts will determine if the Prior Learning is acceptable for credit.

PLA provides a method to help encourage non-traditional learners to pursue a degree. It can help them make the transition to higher education, permit them to avoid redundant courses that cover what they have already learned, and shorten their time to graduation.

East-West University assesses fees for the evaluation of Prior Learning Assessment Portfolios based on the evaluation services performed by faculty experts. Quarter credits awarded to students through Prior Learning Assessment are posted to the student’s record after payment of a reduced tuition charge of $250/quarter credit.

INTERNATIONAL STUDENTS

The University welcomes students from all over the world. Any student who is not a citizen or permanent resident of the United States or its territories will be considered an international student. All international students transferring from another U.S. institution or coming directly from abroad are encouraged to contact the International Student Advisor as soon as they decide to study at East-West University. In addition to the standard requirements, international student applicants must complete the following steps before they are accepted for admission and before a U.S. immigration form I-20 is issued:

- Submit the East-West University international application for admission with the non-refundable processing fee.
- Submit a financial affidavit of support from a parent, guardian, sponsor or government agency.
- Submit original and English translation of official transcripts from secondary school through college level.
- Submit the Test of English as a Foreign Language (TOFEL) results for students from non-English speaking countries.

Upon arrival at the University, the students are required to take the University placement tests, unless they can demonstrate TOFEL score of at least 520 (score of 200 on the computer based test) or they are transferring at
least 12-quarter hours of college level credit in English with grades of C or better from a U.S. institution.

Submit a transfer release form for transferring students to East-West University. Transfer release forms are obtained from the International Student Advisor of East-West University.

International students arriving from abroad should immediately contact the University to arrange for classes and other necessary matters. For additional information, please consult the International Student Advisor. The University will issue an I-20 form upon the receipt of all necessary documents and associated fees. For employment authorization, the I-20 will be endorsed only after the student completes one full year of study (three quarters). Likewise, a transfer I-20 will be issued only after one full year of study at East-West University.

Effective Fall 18 quarter, you are allowed to take vacation in Summer Quarter. Due to extenuating circumstances, i.e. illness in family, emergency leave can only be approved by the International Student Advisor with proper documentation. It is mandatory that proper permission is granted so you can maintain your F1 status.

HONORS PROGRAM
Acceptance into the program will be based on a composite of grade point average and ACT scores. In addition to the coursework, the Honors program will offer special benefits and activities for its students, such as priority registration, an Honors Webpage, social functions, and internship opportunities. To complete a degree from the Honors program a student must maintain a 3.25 GPA. Students who complete the Honors program will have a special designation on their diplomas as well as their name added to a special honors plaque at the University.

RE-ENTERING STUDENTS
Students who interrupt their studies at East-West University for more than one full academic year must complete a readmission form at the Counseling and Student Affairs Office. Such students will be subject to the most current program and degree requirements.

FINANCES: TUITION AND FEE STRUCTURE
The tuition and fees listed are applicable for 2017-18 academic year.
## Tuition and Fees

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application for admission fee (non-refundable)*</td>
<td>$40.00</td>
</tr>
<tr>
<td>Application for admission fee for foreign students residing in the U.S (non-refundable)*</td>
<td>$40.00</td>
</tr>
<tr>
<td>Application processing fee for students abroad (non-refundable)*</td>
<td>$300.00</td>
</tr>
<tr>
<td>Registration fee per quarter (non-refundable)</td>
<td>$15.00</td>
</tr>
<tr>
<td>Late registration fee applied during the first week of a quarter (non-refundable)</td>
<td>$200.00</td>
</tr>
<tr>
<td>Tuition per quarter hour</td>
<td>$670.00</td>
</tr>
<tr>
<td>Tuition per quarter for students taking 10 to 16 credit hours</td>
<td>$6,700.00</td>
</tr>
<tr>
<td>(Full-time status requires at least 12 credit hours.)</td>
<td></td>
</tr>
<tr>
<td>Laboratory fee per course</td>
<td>$200.00</td>
</tr>
<tr>
<td>Change of schedule fee</td>
<td>$20.00</td>
</tr>
<tr>
<td>Non-refundable fee per quarter hour for proficiency examination</td>
<td>$250.00</td>
</tr>
<tr>
<td>Prior learning assessment fee per quarter hour of credit earned by student</td>
<td>$250.00</td>
</tr>
<tr>
<td>University services fee</td>
<td>$435.00</td>
</tr>
<tr>
<td>Replacement fee for student ID</td>
<td>$10.00</td>
</tr>
<tr>
<td>Graduation fee**</td>
<td>$250.00</td>
</tr>
<tr>
<td>Diploma replacement fee</td>
<td>$125.00</td>
</tr>
<tr>
<td>Transcript fee (3-5 business days)</td>
<td>$5.00</td>
</tr>
<tr>
<td>Urgent next-day request transcript fee</td>
<td>$10.00</td>
</tr>
<tr>
<td>Urgent same-day request transcript fee</td>
<td>$20.00</td>
</tr>
<tr>
<td>Returned check fee</td>
<td>$50.00</td>
</tr>
<tr>
<td>Mailing fee out of U.S.</td>
<td>$100.00</td>
</tr>
<tr>
<td>Airport pick-up fee</td>
<td>$100.00</td>
</tr>
<tr>
<td>Credit card processing fee on total payment</td>
<td>3.5%</td>
</tr>
<tr>
<td>Check processing fee</td>
<td>$10.00</td>
</tr>
<tr>
<td>Collection agency fee on total debt</td>
<td>25%</td>
</tr>
</tbody>
</table>

* These fees are payable once and include the costs of processing the application.

** Graduation fees provide for the diploma, cap and gown, and commencement exercises. It is payable at least one month before graduation.

NOTE: Tuition and fees for 2018 - 2019 will be announced later.
PAYMENT OPTIONS
Students must pay all tuition and fees due and payable at the time of registration for every quarter under one of the following two options:

Option one: Single payment of full tuition at the time of registration or prior to the beginning of the quarter. Option two: one-half of the tuition to be paid at the time of registration, one fourth of the tuition plus an additional charge of $30.00 four weeks after classes begin, and the remaining one fourth plus an additional charge of $30.00 seven weeks after classes begin.

Failure to pay all charges by the eighth week of the quarter might result in the student’s dismissal from all classes and the loss of academic credit for the quarter, unless the student makes arrangements with the Business Office. Interest will be charged on outstanding balances.

The Director of Financial Aid will verify in writing if the student is eligible to receive financial assistance, which will be credited to student’s account when received by the University.

In extenuating circumstances, the student may make special payment arrangements directly with the Business Office.

No student having any unpaid account will be issued an official transcript, letter of verification or diploma. Furthermore, students will not be allowed to register for any new quarter until all accounts for the preceding quarter are adjusted with the Business Office. Students who are eligible to participate in the various financial aid programs available from the U.S. Department of Education and other government agencies are responsible for the timely submission of all forms, applications and documentation required by those agencies. If a student fails to submit the necessary materials by the proper deadlines and therefore is deemed ineligible for financial aid, the student then becomes solely responsible for making payments due to the University.

FINANCIAL AID AND SCHOLARSHIPS
The Student Financial Aid Office is responsible for administering and coordinating aid funds from federal, state, private and University sources. The primary goal of the Student Financial Aid Office is to provide adequate financial assistance to applicants who, without such aid, would be unable to attend East-West University. Through grants, part-time employment and scholarships, students are provided monetary assistance to meet the basic cost of their educational program.

A variety of financial aid is available to qualified students attending East-West University. Programs, policies and application procedures are defined in the East-West University Financial Aid Narrative, which may be obtained from the Student Financial Aid Office. Questions concerning financial aid should be directed to this office.
FEDERAL AND STATE GRANTS

Illinois Student Assistance Commission
Monetary Award Program (MAP)
This program is administered by the Illinois Student Assistance Commission (ISAC) and assists Illinois residents who attend an approved Illinois college. Awards are based on information reported on the Free Application of Federal Student Aid (FAFSA). ISAC rules limit eligibility to dependent students whose parents are Illinois residents and to self-supporting or independent students who have resided in Illinois for 12 continuous months prior to September 1 of the award year for which the grant is made. The maximum amount of an award for 2017-2018 academic year is $4,720.00.

Federal Pell Grant (FPELL)
The Federal Pell grant is a federally funded program. Eligibility requires that an applicant has not received a bachelor’s or professional degree and is a U.S. citizen or permanent resident and demonstrates financial need. The amount of the award is based on the student’s prior-prior calendar year income and asset information provided on the FAFSA. The maximum amount of an award for the 2017-2018 academic year is $5,920.

Federal Direct Loan Program
There are two types of Federal Direct Loans – Subsidized and Unsubsidized. Subsidized federal direct loans are based on financial need and University policies. Repayment is deferred until the student graduates or ceases to enroll at least half-time, and the government pays the interest while he/she is enrolled in school. Unsubsidized federal direct loans are not based on need. A student may borrow the cost of education minus all other financial aid received, including any subsidized federal direct loan, according to University policies. However, the student must pay the interest while he/she is enrolled, or it may be accrued and capitalized. Repayment of the principal is deferred until after the student graduates or ceases to enroll at least half-time.

Federal PLUS Loan
PLUS loans enable parents with a good credit history to borrow money to help pay education and housing expenses for their dependent undergraduate students.

The interest rate is set on July 1 and varies annually. Housing loan funds are only available for the Flats at the Student Life Center (SLC), 829 S. Wabash Avenue, Chicago, IL 60605.

Federal Direct Loan maximums vary according to academic level. Students apply for all direct loans by filling out the FAFSA. For specific information students should contact the Student Financial Aid Office.

Federal Supplemental Educational Opportunity Grant (FSEOG)
The FSEOG is a federally funded program. The purpose of this grant is to provide additional aid to students who exhibit exceptional financial need. To become eligible, the student must file the FAFSA and have a valid Student Aid Report (SAR) on file indicating eligibility for a Federal Pell grant. The amount awarded to a recipient depends on financial need, the amount of other aid received, and the availability of funds at East-West University.

Federal Work Study Program (FWSP)
The FWSP provides salaries for jobs for
students with demonstrated financial need and who maintain satisfactory academic progress. Students awarded FWSP funds can earn money to help pay education expenses. Students can work either on- or off-campus. Off-campus jobs will be with private, non-profit organizations or public agencies that encourage community service work. Students awarded Federal Work Study are paid at least the current federal minimum wage or higher, depending on the type of work performed. Students are paid by the hour and receive a paycheck biweekly. Federal Work Study students are not permitted to work more than 20 hours per week during the academic year and cannot work during their scheduled class times. Students apply for Federal Work Study by filing the FAFSA.

**EAST-WEST UNIVERSITY FUNDED SCHOLARSHIP PROGRAMS**

All scholarship awards are subject to availability of funds. Only full-time students (taking a minimum of 12 credit hours per quarter) are eligible for one of the following scholarships except the Merit Scholarship which can be combined with one additional scholarship.

<table>
<thead>
<tr>
<th>Scholarship</th>
<th>Maximum Award (upto)</th>
<th>Fall 2016</th>
<th>Winter 2017</th>
<th>Spring 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Institutional Academic Scholarship</strong></td>
<td>$6,030</td>
<td>$2,010</td>
<td>$2,010</td>
<td>$2,010</td>
</tr>
</tbody>
</table>

*To be eligible for the above scholarship, a student must complete his/her degree program (Associate and/or Bachelor’s) and maintain a quarterly and cumulative GPA of 2.0 or higher and pass designated course with a “C” or better. A student must continue as full-time without interruption until graduation. Students may carry the cumulative scholarship balance, interest free, from quarter to quarter in the same academic year. The entire amount of the cumulative scholarship will be credited to the student’s account upon completion of each academic year.

<table>
<thead>
<tr>
<th>Scholarship</th>
<th>Maximum Award (upto)</th>
<th>Fall 2016</th>
<th>Winter 2017</th>
<th>Spring 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Continuing Education Scholarship</strong></td>
<td>$5,025</td>
<td>$1,675</td>
<td>$1,675</td>
<td>$1,675</td>
</tr>
</tbody>
</table>

Obtain sponsorship by employer and maintain quarterly GPA of 2.5 or higher.

<table>
<thead>
<tr>
<th>Scholarship</th>
<th>Maximum Award (upto)</th>
<th>Fall 2016</th>
<th>Winter 2017</th>
<th>Spring 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Graduation Incentive Scholarship</strong></td>
<td>$1,200</td>
<td>$400</td>
<td>$400</td>
<td>$400</td>
</tr>
</tbody>
</table>

Maintain quarterly GPA of 2.0 or higher.
<table>
<thead>
<tr>
<th>Merit-5 Scholarship</th>
<th>$1,500</th>
<th>$500</th>
<th>$500</th>
<th>$500</th>
</tr>
</thead>
</table>

Maintain quarterly and cumulative GPA of 3.5 or higher.

<table>
<thead>
<tr>
<th>Merit-3 Scholarship</th>
<th>$1,000</th>
<th>$333</th>
<th>$333</th>
<th>$334</th>
</tr>
</thead>
</table>

Maintain quarterly and cumulative GPA of 3.0 or higher.

**HIGH SCHOOL SCHOLARSHIP Merit Based Awards**
All East-West University Scholarships will not exceed the direct cost of attendance (tuition) when combined with federal grant awards such as the Pell Grant and Illinois MAP Awards.

<table>
<thead>
<tr>
<th>GPA</th>
<th>ACT 17-18 SAT 800-899</th>
<th>ACT 19-21 SAT 900-999</th>
<th>ACT 22-36 SAT 1000-1600</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.5 - 4.0</td>
<td>$4,500</td>
<td>$6,000</td>
<td>$7,000</td>
</tr>
<tr>
<td>3.0 - 3.49</td>
<td>$3,000</td>
<td>$4,500</td>
<td>$6,000</td>
</tr>
<tr>
<td>2.5 - 2.99</td>
<td>$1,500</td>
<td>$2,000</td>
<td>$2,500</td>
</tr>
</tbody>
</table>

Recipients of High School Merit Based Awards must maintain a cumulative GPA equivalent to, or exceeding, the transfer GPA of acceptance at EWU. The cumulative GPA will be evaluated quarterly.

**TRANSFER MERIT SCHOLARSHIP**

<table>
<thead>
<tr>
<th>GPA</th>
<th>Transfer Merit</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.5 - 4.0</td>
<td>$3,500</td>
</tr>
<tr>
<td>3.0 - 3.49</td>
<td>$2,500</td>
</tr>
<tr>
<td>2.0 - 2.99</td>
<td>$2,000</td>
</tr>
</tbody>
</table>

Recipients of Transfer Merit Based Awards must have a minimum of 30 earned credit hours and maintain a cumulative GPA equivalent to, or exceeding, the transfer GPA of acceptance at EWU. The cumulative GPA will be evaluated quarterly.
Students are required to submit financial aid applications on an annual basis. Priority consideration for receipt of financial aid and scholarship funds administered by the Student Financial Aid Office shall be given to students who submit all required documentation by the assigned deadline. The following forms, depending on the individual’s status, are required to process the financial aid:

- Free Application of Federal Student Aid (FAFSA).
- Federal income tax returns with all schedules and W-2 forms for the prior-prior year. Dependent students must submit their tax returns and the returns of their parents or guardians.
- Income Certification Statements – Students or parents on public aid or social security are required to submit the income statements from corresponding offices.
- Non-tax Filer Verification Statement – Students and/or parents who did not file the tax return are required to sign a statement and have it attested by the local IRS office.
- Verification Worksheet – Students selected for verification identified by the star on the Effective Family

### NEED BASED SCHOLARSHIP Freshman and Transfer

<table>
<thead>
<tr>
<th>GPA</th>
<th>EFC 0-2000</th>
<th>EFC 2001-4000</th>
<th>EFC 4001-5273</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.75 -4.0</td>
<td>$4,000</td>
<td>$3,500</td>
<td>$3,000</td>
</tr>
<tr>
<td>3.5 - 3.74</td>
<td>$3,500</td>
<td>$3,000</td>
<td>$2,500</td>
</tr>
<tr>
<td>3.0 - 3.49</td>
<td>$3,000</td>
<td>$2,500</td>
<td>$2,000</td>
</tr>
<tr>
<td>2.0 - 2.99</td>
<td>$2,500</td>
<td>$2,000</td>
<td>$1,500</td>
</tr>
</tbody>
</table>

### ACADEMIC PROGRESS SCHOLARSHIP Freshman and Transfer

Need Based Awards for freshmen and transfers using a combination of high school or transfer GPA and Expected Family Contribution (EFC). Recipients of Need Based Awards must maintain a cumulative GPA equivalent to, or exceeding, the transfer GPA of acceptance at EWU. The cumulative GPA will be evaluated quarterly.

<table>
<thead>
<tr>
<th>Class Year</th>
<th>Maximum Award</th>
<th>Fall 2016</th>
<th>Winter 2017</th>
<th>Spring 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sophomore (45+)</td>
<td>$1,500</td>
<td>$500</td>
<td>$500</td>
<td>$500</td>
</tr>
<tr>
<td>Junior (90+)</td>
<td>$2,000</td>
<td>$666</td>
<td>$667</td>
<td>$667</td>
</tr>
<tr>
<td>Senior (135+)</td>
<td>$2,500</td>
<td>$833</td>
<td>$833</td>
<td>$834</td>
</tr>
</tbody>
</table>

Maintain quarterly GPA of 3.0 or higher.

### HOW TO APPLY

Independent students, as defined by the US Department of Education, must submit their tax returns and their spouse’s if applicable. Tax returns must be signed or have the preparer’s sections completed.

- Income Certification Statements – Students or parents on public aid or social security are required to submit the income statements from corresponding offices.
- Non-tax Filer Verification Statement – Students and/or parents who did not file the tax return are required to sign a statement and have it attested by the local IRS office.
- Verification Worksheet – Students selected for verification identified by the star on the Effective Family
Contribution are required to submit this worksheet with proper signature.

- Citizenship/Residency Verification – A copy of the Resident Alien Card or citizenship documents must be submitted to the Student Financial Aid Office.
- Student Certifications – Students must fill out information concerning statement of educational purpose, the statement of registration status and the certification of the Anti-Drug Abuse Act.
- Immunization records.
- Copy of Social Security Card.
- A picture ID.

WHO CAN APPLY
To be eligible to receive federal assistance, a student must:

- Be enrolled for 8-16 credit hours in a degree-seeking program.
- Have a high school diploma or G.E.D. certificate.
- Be registered with the Selective Service if required to do so
- Be a U.S. citizen, U.S. national (including natives of American Samoa or Swain’s island), U.S. permanent resident who has an I-151 or I-551 or I-551-C, refugee, indefinite parolee and/or humanitarian parolee, Cuban-Haitian entrant, conditional entrant, or non-citizen with a temporary resident card (I-688). Supporting documentation may be required to verify residency or citizenship status.
- Maintain satisfactory academic progress.
- Not be in default of any loan or owe a repayment on a Federal Pell Grant, FSEOG, or state grant.

DETERMINING FINANCIAL AID
The number and amount of financial awards and payments are subject to availability of institutional, federal, and state aid funds. The Student Financial Aid Office will help the student determine the type of aid available and applicable. Several types of aid may be combined or packaged to meet the student’s computed financial need. Need is determined by subtracting the expected family contribution from the student’s total educational expenses. The parents’ contribution is calculated on the basis of their income and assets as well as a consideration of family size, number of family members currently in college, retirement allowances, tax paid, and other allowable factors. The student is also expected to make a calculated contribution toward college expenses from income, savings and other assets. A federal need analysis, called Federal Methodology approved by the U.S. Congress, is used to evaluate a family’s financial circumstances. A student who meets the independent student definition is evaluated on the basis of his or her (and spouse’s, if applicable) financial circumstances.

WHEN TO APPLY
Financial aid applications must be submitted each academic year. Students are encouraged to apply early (after October 1st). The Student Financial Aid Office attempts to provide currently enrolled East-West University students with information about applying for financial aid, but ultimately it is the student’s responsibility to contact the Student Financial Aid Office regarding application procedures. For specific application deadlines, contact the Student Financial Aid Office.
REFUNDS AND THE RETURN OF TITLE IV REFUNDS POLICY
If a student withdraws from the University, then the school or the student may be required to return some of the federal funds awarded to the student. The student may also be eligible for a refund of a portion of the tuition and fees paid to East-West University for the quarter. If the student received financial assistance from outside of the family, then a portion of the refund will be returned to the grant, scholarship or loan source from which the assistance was received. East-West University’s refund policy exists for calculating the refund of institutional charges.

The federal "Return of Title IV Funds" formula dictates the amount of Federal Title IV aid that must be returned to the federal government by the school and the student. The federal formula is applicable to a student receiving federal aid, other than Federal Work-Study, if that student withdraws on or before the 60% point in time in the quarter. The federal formula requires a return of Title IV aid if the student received federal financial assistance in the form of a FPELL grant, FSEOG, Federal Direct Student Loan (unsubsidized and subsidized) and Direct Plus (Parent) loan and withdrew on or before completing 60% of the quarter. The official withdrawal date is recorded by the Registrar on the administrative management system. Last day of student academic activity is considered as an unofficial withdrawal date in case student did not officially withdraw. If the student officially withdraws from all classes, Title IV Refund calculation will be done using ED express within 30 days of withdrawal. The percentage of Title IV aid to be returned is equal to the number of calendar days remaining in the quarter divided by the number of calendar days in the quarter. Scheduled breaks of more than four consecutive days are excluded. The order of return will be Federal Direct Unsubsidized loan, Federal Direct Subsidized loan, Federal Direct Plus loan, FPELL, and FSEOG.

If the student did not receive all of the funds that were earned prior to withdrawing, a post-withdrawal disbursement may be due. If the post-withdrawal disbursement includes loan funds, the student must give permission before the funds can be disbursed. East-West University may automatically use all or a portion of the post-withdrawal disbursement of grant funds for tuition, fees, and room and board charges. Permission is required to use the post-withdrawal grant disbursement for all other school charges if any. Students will be notified of post-withdrawal disbursement eligibility within 30 days of the date of withdrawal determination. The school must return the Title IV funds within 45 days of the date the school determines the student withdrew.

NOTE: If funds are released to a student because of a credit balance on the student’s account, then the student may be required to repay some of the federal grants if the student withdraws.

REFUND POLICY
If a student wishes to withdraw, completely or partially, from courses for which the student has registered, the student must complete, sign and submit, personally or by mail, the prescribed forms to the Registrar’s Office. Verbal withdrawals are not accepted. If a student officially withdraws from all courses before classes begin, all money paid to the University, except the nonrefundable fees, will be refunded within 30 days of said withdrawal. Full-time
students who partially withdraw to less than 12 hours before classes begin will have their tuition adjusted to the hourly rate. After classes begin, the following schedule is effective based on the date of complete official withdrawal:

- During the first week of classes 80% of the tuition and refundable fees will be credited to the student’s account or refunded.
- During the second week of classes 50% of the tuition and refundable fees will be credited to the student’s account or refunded.
- During the third week of classes 30% of the tuition and refundable fees will be credited to the student’s account or refunded.
- Effective the first day of the fourth week of classes, no credit will be made for complete or partial withdrawal.

Cash refunds will be disbursed directly to the student only if all official charges to the student’s account are paid in full.

All applicable refunds will be disbursed to the student within thirty days after receiving a withdrawal request. In the event of a student’s death, all remaining charges on the student’s account will be cancelled.

COUNSELING AND STUDENT AFFAIRS
The Office of Counseling and Student Affairs oversees extra-curricular activities and assists in creating co-curricular activities. Each of the East-West students is assigned an advisor from that office so there is always someone from the University available to help that student achieve academic, vocational, and career goals, select courses that will lead to progress towards a degree, and discuss university-related or personal problems. Apart from academic advising, counseling is also available from the Student Success Center and the Financial Aid Office.

The staff of the Counseling and Student Affairs Office engage in the following activities:

- Meet with program directors regularly to ensure continuity for students.
- Counsel students who have not met the University’s Satisfactory Academic Progress requirement and monitor their success.
- Participate in assigned University committees.
- Act as intermediaries between the student body and University personnel, explaining University policies and procedures to the former and bringing student opinions to the latter.
- Ensure that students are properly advised and are aware of all program requirements, including advising students who plan to transfer credits to East-West University.
- Coordinate registration activities.
- Enforce the Student Code of Conduct for the safety and protection of the University community.
- Organize activities to help students and alumni identify and secure employment, internships and cooperative education activities.
- Plan and coordinate the graduation ceremony.

ALUMNI SERVICES
University alumni are offered privileges to use the University library and computing facilities, audit courses upon payment of registration fees only, and use career services.
BOOKSTORE SERVICES
The bookstore at East-West University carries textbooks and other classroom assigned instructional materials. It also carries classroom supplies and University promotional items. Book rental services are also available.

CAMPUS SECURITY
The security of the campus and its occupants is the responsibility of the security staff. They monitor identification of all persons on campus. Students, faculty and staff should report injuries, thefts, accidents, items lost and found or any unusual circumstances to the security staff office.

COMPUTER SERVICES
All East-West University students have access to e-mail, the worldwide web and current academic and non-academic computer programs. The University maintains state-of-the-art computer laboratories both for instructional purposes and student work. Email is an official means for communication within East-West University. Students are expected to check their official East-West University account on a frequent and consistent basis in order to stay current with University communications on the Student Portal. Students are also expected to use their East-West University account for communication with instructors in their courses. The use of an outside email account for assignment submissions and faculty correspondence is discouraged as a University policy.

STUDENT ACTIVITIES
Co-curricular (outside of the classroom) activities are intended to provide students with the opportunity to be better prepared to fulfill the duties of citizenship in a democratic society and enrich their educational and personal development. Such goals may be accomplished through cultural and social activities, the mentoring program, volunteer programs related to the instructional program, athletics and student government. The University encourages and supports the formation of student organizations and clubs that allow students to work together towards a common goal. The University administration must approve all organizations.

STUDENT PUBLICATIONS
The Phantom Press is the official student newspaper of the University, published periodically throughout the academic year. The University also supports and encourages other student publications.

TUTORIAL SERVICES
The University provides tutorial services in areas of Mathematics, Writing, Computer Science, Biology, and Electronics Engineering Technology at no cost to students. Additional tutorial services will be added as needed.

STUDENT POLICIES
All students enrolled at East-West University may rightfully expect that faculty and administrators of the University will maintain the conditions which facilitate learning. Students are encouraged to exercise their right to free inquiry and free speech in a reasonable and peaceful manner.

STANDARDS OF STUDENT CONDUCT
All persons shall respect and obey civil and criminal laws and shall be subject to legal penalties for violation of the laws of the city, county, state, or the nation. All persons shall obey the rules, regulations and policies of the University. Violation of such rules and regulations, which include but are not limited
to the following, may result in disciplinary action including probation, suspension and/or dismissal:

- Failure to display University ID while on campus.
- Unauthorized presence on or use of University property.
- Dishonesty such as cheating, plagiarism, or knowingly furnishing false information to the University administration or faculty.
- Forging, altering or misusing any University document or identification card.
- Willful disobedience to directions of University officials acting in the performance of their duties.
- Obstruction or disruption of classes, administration or any authorized University activity. Theft or deliberate damage to property belonging to the University, a member of the University community or a campus visitor.
- Smoking on the University campus.
- Assaulting, threatening, harassing or endangering the health or safety of any individual.
- Using, possessing or distributing alcoholic beverages on University premises or at functions authorized by the University.
- Using, possessing or distributing any illegal controlled substance on the University campus or at an activity authorized by the University.
- Being under the influence of alcohol or any illegal controlled substance on the University campus or at an activity authorized by the University.
- Possessing or using firearms, explosives, dangerous chemicals or other objects that might be used as lethal weapons on the University campus or at functions authorized by the University.
- Discriminatory behavior while on the University campus or at an event authorized by the University which is inconsistent with the University, city, county, state, or federal non-discrimination policies and statutes.
- Threatening or using physical force, obstructing or attempting to obstruct any student or instructor from attending or instructing classes at the University.
- Threatening or using physical force, obstructing or attempting to obstruct employees of the University from the performance of their duties.
- Dressing in blatantly inappropriate attire.

Violation of the above code stipulations may also lead to the termination of a student’s federal, state, and institutional financial aid and/or scholarship. The Student Conduct Committee decides on most violations. Depending on the severity of the violation, immediate action may be taken by the Committee.

**DISCIPLINARY ACTION**

Students are required to abide by the rules, regulations and principles of the University as stated in the Student Handbook and other University publications. They are expected to conduct themselves at all times and in all places with propriety. A breach of University rules or conduct prejudicial to the interests of the University may require appearance before the Student Conduct Committee. This Committee is composed of faculty, administrative staff members and students.
All concerned parties will appear before the Committee and abide by the action taken. The Student Conduct Committee decisions can be arbitrated through the Office of the Provost or the Office of the Chancellor. All appeals must be submitted in writing. A student dismissed from the University for reasons other than academic work will be required to appear before the Student Conduct Committee for re-entrance. Additional information and details are available in the Student Handbook.

**RESPONSIBILITY FOR LOSS OR DAMAGE**
The University is not responsible for any personal injury or the loss of personal property on the premises of the University, whether such injury or loss occurs by theft, fire or otherwise. Students will be personally responsible for any damage caused by them to laboratory equipment, furniture, facilities or any other University property and will be charged for such damage. Charges of this kind will be treated as a regular fee and must be paid by the end of the term during which such damage was caused or assessed. Financial aid will not cover for the charges incurred.

**DRUG FREE CAMPUS**
East-West University adheres to, supports and is in full compliance with the requirements that maintain it as a drug-free institution of higher learning.

**SMOKING POLICY**
The East-West University campus is a smoke-free campus. Smoking is not permitted on the University campus and off-campus sponsored activities.
Academic Information
Academic Information

ADVISING AND COUNSELING
East-West University assigns each of its students an academic advisor so that there is always an experienced and knowledgeable guide to help the student achieve academic, vocational, and career goals; select courses that will lead to progress towards a degree; and provide a mature and trusted counselor with whom he or she can consult on university-related or personal problems. Apart from academic advising, counseling is available from the Student Success Center and the financial aid staff as well.

DEVELOPMENTAL COURSES
The University offers courses in writing, reading comprehension, mathematics and freshman seminar for students who need additional work in preparing for college-level study. Incoming students may be required to take the University’s placement tests in these areas. Those students who score below the designated cutoff points are then placed in the appropriate developmental courses which they must take in addition to the 92 or 180 credit hours needed to graduate with an associate or bachelor’s degree respectively. These developmental courses do not count towards graduation requirements.

DEGREE REQUIREMENTS
92 credit hours is the established minimum graduation requirement for the Associate of Arts or Associate of Applied Science degree and 180 credit hours is the established minimum graduation requirement for the Bachelor of Arts or Bachelor of Science degree. Graduating student must have a cumulative GPA of 2.0 or better.

STUDENT CLASS STANDING
Class standing is determined according to the number of quarter hours earned by a student:

<table>
<thead>
<tr>
<th>Hours</th>
<th>Standing</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-44 hours</td>
<td>Freshman</td>
</tr>
<tr>
<td>45-89 hours</td>
<td>Sophomore</td>
</tr>
<tr>
<td>90-134 hours</td>
<td>Junior</td>
</tr>
<tr>
<td>135 and above</td>
<td>Senior</td>
</tr>
</tbody>
</table>

Students with substantial college experience may be granted advanced standing after the proper assessment and evaluation of such experience by the appropriate faculty members and, in the case of foreign transcripts, a recognized outside evaluation agency. Students having foreign transcripts are responsible to pay such evaluation agency’s fee. Information and forms are available in the Registrar’s Office.

FULL TIME/PART TIME STATUS
Students attending 12 or more hours during a term are considered full-time. Those attending less than 12 hours during a term are part-time. Students are advised to take 16 credit hours of work per quarter if they wish to complete the associate or bachelor’s degree in two years or four years respectively.

Each credit hour is based on the equivalent of one hour of classroom instruction and other required work each week for eleven weeks of the quarter. Courses which include laboratory experience may include additional contact hours but not additional credit hours. Students have an overload if they are registered for more than 16 credit hours each
quarter. Students who wish to register for an overload must be given permission by the relevant program director or academic advisor. Overload requires additional fees. The maximum load permitted is 20 credit hours.

PROFICIENCY EXAMINATION
East-West University recognizes that some students have acquired proficiency in college-level material outside the traditional college classroom. The College Level Examination Program (CLEP) provides these students with the opportunity to demonstrate their college-level learning through examinations that assess the knowledge and skills taught in common college courses. Students who pass CLEP examinations are awarded the number of credits suggested by the CLEP system. The academic credit awarded through CLEP is added in the number of credit hours earned, but not added to the quarter hours attempted, nor is it included in the grade point average.

The University may offer its own proficiency examinations for those courses for which CLEP examinations are not available. Credits earned through these examinations may be used to satisfy course requirements and credit hour requirements.

Students who wish to take proficiency examinations in these courses must follow these procedures:

- Complete the application form available from the Registrar’s Office prior to the beginning of the quarter in which the proficiency examination is desired by the student.
- Pay the appropriate fee in advance.
- Take the examination on the prescribed date.

The academic credit awarded through the proficiency examination is added to the quarter hours earned but is not added to the quarter hours attempted, nor is it included in the grade point average. Proficiency examinations are subject to the following regulations:

- Proficiency examinations may not be taken to improve grades or remove failures in courses.
- A student may take a proficiency examination only once in each course approved for proficiency examination.
- Proficiency examination does not count towards fulfillment of residency requirement for an associate or bachelor’s degree.
- Proficiency examinations are generally administered on the Friday before the start of every term (excluding summer).
- A student may be granted credit through proficiency examinations for a maximum of 20 credit hours.

A non-refundable fee is charged for each East-West University proficiency examination. If a course requires a laboratory demonstration, an additional laboratory fee may be charged.

Students may also take proficiency examinations in order to waive CI101
(Computer Technology and Applications) requirement. Such test will be administered by the Admissions Department. There is no charge for such proficiency examination.

INDEPENDENT STUDY
Under special circumstances, a student may take a course as independent study with the prior permission of the program director. The appropriate forms must be obtained from, and after completion must be submitted, to the Registrar’s Office within the first week of the relevant term.

STUDENT ATTENDANCE
All students are required to attend their classes and do their academic work with punctuality and diligence. Students who miss any class or classes for any reason are entirely responsible for the classes missed, and it is the individual student’s duty to contact the instructor(s) concerning any make-up work. Furthermore, failure to attend classes in which a student is enrolled will jeopardize financial aid awards.

Students can interrupt their educational program at East-West University without prejudice but are encouraged to notify their academic advisor in writing. Students absent from the University for more than one year must complete an Application for Readmission with the Counseling and Student Affairs Office.

ACADEMIC STANDARDS
East-West University adheres to the requirements and recommendations of the Illinois Board of Higher Education, the Higher Learning Commission of the North Central Association of Colleges and Schools and to the federal and state regulations governing student financial aid. Every student must meet the specific performance criteria of each course as set forth by the University faculty before credit is given.

RESIDENCY REQUIREMENTS
A minimum of 24 and 48 credit hours of work completed in residence (at least half of which should be in the major) is required for students working towards an associate and a bachelor’s degree respectively. Residency is defined as class work which is completed by a student at East-West University during a particular quarter. No extension courses, credit by examination, assessment of experiential learning, or developmental courses apply towards residency requirement.

MAJOR FIELD EXAMINATION
As part of qualifying for graduation, all students scheduled to complete degree programs must satisfy all requirements of the University’s assessment program. This program assesses the competencies in the student’s field of study.

GRADUATION PROCEDURES
Students entering East-West University for the first time are bound by the catalog of their year of entrance. If a student misses one academic year he/she will be considered as a re-entering student and is bound by the catalog of the year of re-entrance.

The graduation ceremony to award associate and bachelor’s degrees is held annually at the end of the spring quarter. The date of graduation stated on the diploma will be the end of the quarter date in which the student completes the degree requirements.

Bachelor’s degree seeking students who have earned 135 quarter hours or more and
associate degree seeking students who have earned 45 quarter hours or more will be notified during the summer by the Registrar’s Office of their eligibility for graduation. The student must then contact during the fall quarter the appropriate program director who will complete a degree audit and will develop the graduation contract to be signed by the student. The contract will be submitted to the Registrar’s Office for review and forwarded to the program director for approval.

Candidates for a bachelor’s degree can participate in the graduation ceremony pending the completion of no more than 16 credit hours after they have fulfilled the residency requirement and have attained the required cumulative GPA of 2.0 by the end of the winter quarter preceding the ceremony and must register for the following quarter.

Candidates for an associate degree can participate in the graduation ceremony pending the completion of no more than 8 credit hours after they have fulfilled the residency requirement and have attained the required cumulative GPA of 2.0 by the end of the winter quarter preceding the ceremony and must register for the following quarter.

Only degree candidates may participate in the graduation ceremony. Every student graduating from East-West University must:

- Meet the academic requirements of the program in which he/she is majoring.
- Attain a cumulative GPA of 2.0.
- Pass all outcome measures required by the major field examination.
- Fulfill the residency requirement.
- Submit the Application for Graduation to the Registrar’s Office by the specified deadline.
- Clear all financial obligations to the University.

Graduating students who achieved cumulative GPA of 3.5, 3.75 and 4.0 will have their diplomas designated cum laude, magna cum laude and summa cum laude respectively.

DOUBLE MAJOR
A student interested in pursuing a double major in the same division must meet all requirements for both majors. One diploma will be awarded to a student completing two majors in the same division. Separate diplomas will be awarded to a student completing majors in two different divisions.

DEAN’S LIST
Full-time students who achieve a cumulative grade point average of 3.5 or higher qualify for inclusion in the Dean’s list.

HONORS LIST
Full-time students who achieve a quarterly grade point average of 3.5 or higher qualify for inclusion in the Honors List.

SATISFACTORY ACADEMIC PROGRESS POLICY
All students at East-West University must meet the University’s standards for Satisfactory Academic Progress (SAP). The following policy (effective Fa-16 quarter) applies to all undergraduate students, regardless of programs, in the completion of all coursework up to and including the bachelor’s degree at the University. Students are expected to adhere to the guidelines of SAP for both Grade Maintenance (Qualitative) and Timely Completion.
(Quantitative). Students work closely with their advisor to maintain good academic standing.

**SECTION 1: Measurement of Grade Maintenance**
To achieve satisfactory academic progress for Grade Maintenance, the student must achieve a cumulative C (2.0) grade point average (GPA) at the end of every quarter. When the student’s cumulative GPA falls below 2.0, the student is placed on Academic/Financial Aid Warning, Academic/Financial Aid Probation or Academic/Financial Aid Dismissal.

1. An Academic/Financial Aid Warning or Academic/Financial Aid Probation period is an 11 week quarter. During the warning period or probation period.
2. At the end of the Probation period, if the student is not making Satisfactory Academic Progress, all financial aid will be terminated and the student is subject to Academic Dismissal. The student has the opportunity to continue enrollment only if the Academic Progress Committee accepts his/her appeal based on mitigating circumstances. (See Appeal Process)
3. After a successful appeal, the student will be placed on Academic/Financial Aid Probation for the subsequent quarter. An Academic Plan will be provided to the student by an appropriate advisor (depending on the major) which includes the completion rate by quarter and the required GPA. If the student is meeting the requirements of the Academic Plan, financial aid eligibility will continue.
4. The student’s progress in meeting the progress requirements of the Academic Plan will be evaluated every quarter.

**SECTION 2: Measurement of Timely Completion**
Credit evaluation for measurement of Timely Completion is calculated as follows:

- Grades of A, B, C, or D are earned credits for completion in a timely manner.
- Grades of F, W, or I are considered hours attempted, but no credit is earned.
- Developmental courses grades of A, B, C, or D are considered to be earned credit for completion in a timely manner.
- Incomplete grades are not earned credit until a passing grade is posted. An Incomplete grade will revert to an F if the work is not completed by the end of the following quarter.
- Repeated classes are considered hours attempted in all quarters, but are earned credit in the quarter the highest passing grade is posted.

To achieve Satisfactory Academic Progress for Timely Completion, the student must complete 67% of the cumulative hours attempted. Timely completion is audited quarterly. When a student is not in good standing for Timely Completion, the Academic Progress Committee will implement Academic/Financial Aid Probation or Academic Dismissal status.

1. An Academic/Financial Aid Warning or Academic/Financial Aid Probation period is an 11 week quarter. During the warning or probation period, the student is eligible for financial aid.
2. At the end of the Probation period, if the student is not making Satisfactory Academic Progress, all financial aid will
be terminated and the student is subjected to Academic Dismissal. The student has the opportunity to continue enrollment only if the Academic Progress Committee accepts his/her appeal based on mitigating circumstances. (See Appeal Process)

3. After a successful appeal, the student will be placed on Academic/Financial Aid Probation for the subsequent quarter. An Academic Plan will be provided to the student by an appropriate advisor (depending on the major) which includes the completion rate by quarter and the required GPA. If the student is meeting the requirements of the Academic Plan, Financial Aid eligibility will continue.

4. The student’s progress in meeting the timely completion requirement of the Academic Plan will be evaluated every quarter.

5. The maximum hours attempted cannot exceed 150% of the hours stated in the catalogue for program completion, or Academic Dismissal may result. East-West University requires a minimum of 92 credit hours for associate and 180 hours for bachelor’s degree completion. Hence, the attempted hours cannot exceed more than 138 or 270 hours for associate or bachelor’s degree respectively.

6. Attempted hours will be counted towards maximum time frame even if the student does not receive Title IV aid. Grades from accepted transfer coursework are not included in the East-West University grade point average. Accepted transfer coursework is included in a student’s calculation of completion rate and maximum time frame. Transfer credits are considered as hours attempted and hours earned.

7. Students have an option to change their major and/or pursue a second degree. However, the existing SAP policy will still apply in both cases.

8. SAP policy applies to students enrolled in summer term.

**Appeal Process**

When mitigating circumstances (illness, injury, or life change) interfere with Satisfactory Academic Progress, the student shall have the opportunity to appeal. The appeal must include why he/she failed to make Satisfactory Academic Progress, and what has changed that will allow the student to achieve Satisfactory Academic Progress. Students will be given three chances to make an appeal. The first two appeals are done through the Counseling and Student Affairs department. If the appeals are approved, the student will be placed on Academic Probation 1 and 2. If the student does not meet the Academic Plan and does not make Satisfactory Academic Progress, the student will then have to apply for a 3rd and final appeal before the Academic Progress Committee. Supporting documentation will be required for 3rd appeal. The Academic Progress Committee will review Academic Probation 3 or Academic Dismissal taking into consideration eligibility for enrollment and the student’s probability for success in the program. If the Committee approves the appeal, the student must follow the Academic Plan to ensure future success.

The student will be on Academic Probation 1, 2 or 3 for one quarter only. If the Academic Plan is being followed successfully, then Academic Probation 1, 2 or 3 will continue. The student is eligible for financial aid for each quarter that Academic Probation 1, 2 or 3 is extended. If the student does not meet the requirements of the Academic Plan, the student may be Academically Dismissed after Probation 1, 2 or 3.
Students who have been Academically Dismissed after Academic Probation 3 are ineligible to appeal their academic standing and must follow the Readmission after Dismissal process.

**Readmission after Dismissal**

Students who do not complete an appeal or whose appeal is denied must sit out from East-West University for at least one consecutive quarter. During this time, the student must attend another college or university and demonstrate academic progress at that institution for at least one consecutive quarter prior to applying for readmission at East-West University. However, a student is eligible for readmission after taking off for one academic year. Students interested in readmission should speak with the Counseling and Student Affairs Office.

A readmitted student will be placed on an Academic Plan and must meet their academic plan and fill out an Appeal for Reinstatement. Proof of successful completion of one quarter with a 2.0 (c) average from another school will be required at the time of readmission. A readmitted student will be eligible for financial aid.

**EVALUATION AND GRADING**

Student performance in a course is evaluated through standardized and instructor-developed tests, classroom performance in exercises and assignments, oral conferences, and/or other norm-referenced and criterion referenced measures. A permanent record of the grade in each course is maintained in the Registrar’s Office. Course outcomes are recorded on the official transcript by letter grades:

- A (excellent)
- B (good)
- C (average)
- D (lowest passing grade)
- F (failure)
- P (pass)
- I (incomplete)
- W (withdrawal)
- AU (audit) GF (Grade Forgiveness)

A grade of W indicates official withdrawal from a course through the last day of the seventh week of classes. A student may not officially withdraw from any classes after the seventh week except in case of illness or serious injury causing incapacity before the end of the quarter. The grades of I, P, GF and W are not counted in the computation of the grade point average, but will be counted towards attempted hours.

A grade of I (incomplete) may be changed to A, B, C, or D if, within one quarter of the award of such a grade, the student satisfactorily completes all the course requirements. If the student fails to complete the work required within the following quarter (not including summer session), the incomplete will automatically be changed to F. Incomplete grade does not affect the measures of quantitative and qualitative progress.

Students may choose to audit a course. Under this option the student’s obligation is to attend the course. Tests and other forms of evaluation are optional. No credit is earned, but an entry of AU (audit) is included on the permanent record. An AU cannot be converted into any other grade. Standard fees are charged for audited courses.

Both the grade point average during a particular quarter and a student’s cumulative grade point average are computed by:
Calculating quality points by multiplying the number of credit hours of a particular course by the numerical equivalent of the grade earned in the course (A=4.0, B=3.0, C=2.0, D=1.0, F=0.0),

Adding all the quality points of all the courses taken by the student at East-West University in which grades from A to F were earned, and

Dividing the total of quality points by the number of credit hours of all those courses.

**PROCEDURE FOR RECORDING GRADES**

Faculty members submit grades within 48 hours of the last day of the quarter. An instructor has one quarter to change incorrect grades. After the deadline is passed, a grade assigned by the instructor can be changed only by special petition to the Chief Academic Officer. An adjunct instructor cannot assign a grade of incomplete (I) to a student unless the instructor obtains consent from the Program Director.

**GRADE APPEALS**

Students contesting a grade must file a written appeal with the supporting documents to the Registrar’s Office within one quarter of receipt of that grade.

**REPEATING A COURSE**

The policy for repeating a course to improve a previously earned grade includes the following provisions:

- The repeated course is subject to regular registration and financial policies.
- Both the earlier and the later grade will appear on the student’s permanent record and will appear on transcript.

- Only the higher grade will be calculated in computing the grade point average which will affect the qualitative and quantitative components of satisfactory academic progress.

- A grade earned at East-West University cannot be replaced by transferring the equivalent course from another college.

- A financial aid recipient may only repeat a course in which a grade of D is earned if that course falls in the major field of study.

**SCHEDULE CHANGES**

Courses may be changed with an additional charge. Change of schedule forms must be signed by the advisor and submitted to the Registrar’s Office.

Students may withdraw from courses by submitting a withdrawal form to the Registrar’s Office within the first seven weeks of a quarter. Dropped courses will be designated by a W on the student’s permanent record.

A student who does not follow the appropriate procedure will receive an F grade for the course not completed.

Official withdrawal occurs only when a withdrawal form has been submitted to the Registrar’s Office. Notification to an instructor or withdrawal by telephone is not sufficient to withdraw or cancel registration.

**TRANSCRIPTS**

Transcripts of the academic record show students’ courses and grades, and for graduates, the degree, major or majors and academic honors. An official East-West University transcript may be issued to the
student, and mailed or faxed to a third party directly with consent of student. Applicable fees are listed under the tuition and fees structure.

Transcripts may be requested in person, in writing, or online at www.getmytranscript.org. For routine processing, transcripts are issued within five working days from the request. Same day and next-day processing of transcripts is also available. Transcripts will be issued upon clearance of all outstanding charges. The fee for all transcripts is nonrefundable.

**PRIVACY OF RECORDS**

East-West University complies fully with the Family Educational Rights and Privacy Act (FERPA) of 1974 as amended. Only East-West University faculty and staff, acting in the student’s educational interest or performing University related functions, shall have access to student records.

No one outside the University shall have access to, nor shall the University disclose information from, student records without the written consent of the student except in accordance with the law.

Prior student consent is required to disclose student records to the parent of a dependent student as defined by Section 152 of the Internal Revenue Code of 1954.

A student may inspect information contained in his or her record with the exception of financial information submitted by parents or confidential recommendations related to admission.

A student may challenge the accuracy of the University record with the appropriate University office.

East-West University can release certain information on a discretionary basis without prior student consent. Such information is never knowingly provided to any requester for commercial purposes. Requests to withhold information should be made in writing to the Registrar’s Office.

**COOPERATIVE EDUCATION PROGRAM**

East-West University’s Cooperative Education program provides the opportunity for students to gain valuable workplace experience while receiving college credit. As a result of this program, students can graduate with experience related to their majors.

Cooperative Education provides qualified students with the opportunity to develop academically, personally and professionally. The program is open to degree seeking students with a GPA of 2.5 or higher. Degree seeking students must have completed a minimum of 45 credit hours in order to be eligible for the Cooperative Education program.

Bachelor’s degree seeking students can earn up to eight hours of academic credit toward their major for Cooperative Education work; associate degree seeking students can earn up to four hours of credit. Students are required to complete 100 documented hours of work for the employers to receive college credit. In addition, students must submit a journal/log documenting the activities, submit a reflective paper, and submit an employer evaluation.

Students interested in Cooperative Education should contact their academic advisor.
ACADEMIC PROGRAMS
The overall objectives of the University’s academic programs leading to the degrees listed in the chart are:

- To encourage the acquisition and improvement of knowledge, attitudes, values and marketable skills required for intellectual excellence and job efficiency.
- To develop and strengthen open, accepting and understanding human relationships.
- To develop an appreciation of and interaction with the social experiences of all cultures.
<table>
<thead>
<tr>
<th>Academic Programs</th>
<th>Associate of Arts</th>
<th>Associate of Applied Science</th>
<th>Bachelor of Arts</th>
<th>Bachelor of Science</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liberal Arts</td>
<td>•</td>
<td>•</td>
<td>•</td>
<td>•</td>
</tr>
<tr>
<td>Behavioral Sciences</td>
<td>•</td>
<td>•</td>
<td>•</td>
<td>•</td>
</tr>
<tr>
<td>English and Communications</td>
<td>•</td>
<td>•</td>
<td>•</td>
<td>•</td>
</tr>
<tr>
<td>Mathematics</td>
<td>•</td>
<td>•</td>
<td>•</td>
<td>•</td>
</tr>
<tr>
<td>Biology</td>
<td>•</td>
<td>•</td>
<td>•</td>
<td>•</td>
</tr>
<tr>
<td>Computer and Information Science</td>
<td>•</td>
<td>•</td>
<td>•</td>
<td>•</td>
</tr>
<tr>
<td>Electronics Engineering Technology</td>
<td>•</td>
<td>•</td>
<td>•</td>
<td>•</td>
</tr>
<tr>
<td>Business Administration</td>
<td>•</td>
<td>•</td>
<td>•</td>
<td>•</td>
</tr>
<tr>
<td>Office Administration</td>
<td>•</td>
<td>•</td>
<td>•</td>
<td>•</td>
</tr>
</tbody>
</table>
Liberal Arts and Sciences

Purpose
The Liberal Arts and Sciences division offers several fields of concentration and an opportunity for studying the relationships among the disciplines. It helps students develop the reading, writing, and thinking skills necessary for success in both academic and professional life.

Objectives
The Liberal Arts and Sciences are meant to prepare students to examine the world critically, to understand the consequences of actions, and to appreciate human potential and the beauty of our world. These classes can lay a foundation for vocational eminence, develop character, and transmit cultural heritage. Successful graduates grow in self-understanding and are able to act effectively in their social world.

The division offers courses to meet the University’s general education requirements, to complete the associate and/or bachelor’s degree programs in liberal arts, or to take a minor, minors, or free electives in Biology, Chemistry, Criminal Justice, Economics, English and Communications, History, Humanities, Islamic Studies, Mathematics, Physics, Political Science, Psychology, Sociology, or Spanish.

Associate of Arts (AA) Degree in Liberal Arts

Major Area of Concentration:
92 credit hours as follows:

General Education Core
(44 credit hours)

English and Communications
(12 credit hours higher than EN 150)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN151</td>
<td>Rhetoric and Style</td>
</tr>
<tr>
<td>EN152</td>
<td>Writing from Sources</td>
</tr>
<tr>
<td>EN166</td>
<td>Speech</td>
</tr>
</tbody>
</table>

Mathematics, Biological, and Physical Sciences
(12 credit hours including one mathematics course higher than Math 150 and one biological or physical science course)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
</table>

Humanities
(4 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HM279</td>
<td>East-West Signature Course</td>
</tr>
</tbody>
</table>

Behavioral and Social Sciences
(8 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
</table>

Computer and Information Science
(8 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
</table>

(May receive credit by examination)
Major Field of Concentration  
(40 credit hours)

Concentration: All these courses must be taken from liberal arts and sciences.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HM280</td>
<td>Research in the Liberal Arts</td>
</tr>
</tbody>
</table>

Free Electives  
(8 credit hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
</table>

BIOLOGICAL SCIENCES  
Purpose

The Biological Sciences program offers a Bachelor’s degree in Biology that prepares students for more advanced career paths in biotechnology fields and health care. With a terminal Bachelor’s degree, students can become research technologists in pharmaceutical, biomedical, or ecological fields. Those interested in teaching biological sciences would pursue such a degree and then a Master’s or Doctoral degree depending on the academic level they wish to ultimately teach. Students interested in careers in nursing, pharmacy, dentistry, medicine, or biological research will use the training provided during the Bachelor’s degree to move to the next level of professional schooling including nursing, dental, medical, or graduate schools. The curriculum also prepares students for the MCAT, GRE, and similar exams required for admission to medical, graduate, or other professional schools. Students are provided a thorough understanding of the physical and chemical basis of life and the basis for the modern molecular biology renaissance. Training in advanced topics such as advanced physiology and genetics as well as scientific research are part of the curriculum. Students completing Bachelor’s degree will take a series of courses leading up to their Biology Capstone Project that may lead to research publications in peer reviewed journals for excellent original research. Those pursuing medical or graduate schools will find the research experience enhance their likelihood of admission into the professional school of their choice.

Students can also take courses in the department that will help them enter the fields of neurotechnology (EEG), polysomnography: sleep technology (PSG), and intraoperative monitoring (IOM). Departmental courses provide the basic science prerequisites for a career in these exciting areas of clinical-diagnostic medicine. Specific courses provide the theoretical and practical knowledge in neurodiagnostic technology with internships in major Chicago-area teaching hospitals and specialized clinics. The affiliated clinical sites include, among others, Northwestern Memorial Hospital, University of Chicago Medical Center, and University of Illinois Medical Center. The neurodiagnostics program trains individuals to become skilled technologists through rigorous classroom and laboratory exercises and placement for board exams in neurodiagnostic specialties of EEG,
PSG, or IOM. The University uses state-of-the-art neurodiagnostics instruments to train students for real-world applications. The courses are taught by practicing experts in the neurodiagnostic and neuroscience fields. After graduation, students often find employment at one of the major medical centers in the Chicago-area and generally at one of the centers where the student interns.

**PROGRAM OBJECTIVES**

- Provide students with rigorous academic preparation for the pursuit of careers in the biological sciences such as nursing, pharmacy, dentistry, veterinary medicine, clinical medicine, and biological and clinical research.
- Provide students with knowledge of cells, tissues, organs, and organisms by correlating anatomy and physiology so that they can better appreciate health and disease processes.
- Provide students with fundamental training in the chemical and physical basis of biology with an emphasis on biochemistry and modern molecular biology theory and practice.
- Provide students with understanding of research literature and opportunities for practical research experience in multiple clinical research areas. Excellent student research is submitted for publication in peer-reviewed research journals.
- Prepare and train proficient neurodiagnostic technologists in the field of electroencephalography (EEG), polysomnography (PSG) and intraoperative monitoring (IOM).

**BACHELOR OF SCIENCE (BS) in BIOLOGY**

Summary: 180 credit hours

General Education – 64 credit hours
- Core – 48 credit hours
- Cognate – 24 credit hours
- Concentration – 24 credit hours
- Electives – 16 credit hours
- Biology Capstone Project – 4 credit hours

*indicates mandatory courses

**General Education Core**

**English and Communications**

(20 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN151</td>
<td>Rhetoric and Style</td>
</tr>
<tr>
<td>EN152</td>
<td>Writing from Sources</td>
</tr>
<tr>
<td>EN154</td>
<td>Technical Writing</td>
</tr>
<tr>
<td>EN166</td>
<td>Speech</td>
</tr>
<tr>
<td>EN491</td>
<td>Senior Seminar</td>
</tr>
</tbody>
</table>

**Mathematics and Science**

(20 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MT155</td>
<td>Intermediate Algebra</td>
</tr>
<tr>
<td>MT156</td>
<td>General Education Math</td>
</tr>
<tr>
<td>MT158</td>
<td>College Algebra</td>
</tr>
<tr>
<td>MT160</td>
<td>Elementary Plane Trigonometry</td>
</tr>
</tbody>
</table>

**Behavioral & Social Sciences and Humanities**

(20 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HM279</td>
<td>East-West Signature Course</td>
</tr>
<tr>
<td>PS101</td>
<td>Introduction to Psychology</td>
</tr>
<tr>
<td>SC101</td>
<td>Introduction to Sociology</td>
</tr>
<tr>
<td>PL101</td>
<td>Introduction to American Government</td>
</tr>
<tr>
<td>HM</td>
<td>Elective</td>
</tr>
</tbody>
</table>
Bachelor of Arts (BA) degrees offered by the Division of Liberal Arts

The Division of Liberal Arts offers three Bachelor of Arts degrees:

- Behavioral Sciences
- English and Communications
- Mathematics.

BA Degree Requirements

All three of the BA degrees offered by the Division of Liberal Arts require 180 credit hours distributed as follows:

- 64 credit hours in the University's general education core courses which should include:
  - 20 credit hours in English and Communications of a level higher than EN150, specified as EN151, EN152, EN166, EN491 (required), and one course from EN154, EN213, or EN214
  - 20 credit hours in Mathematics and Science
    - 4 credit hours in Mathematics of a level higher than MT150, specified as MT154 or MT155 or MT156
    - 4 credit hours in Biology (BL), Chemistry (CH), or Physics (PH).
    - 12 credit hours of any combination of Biology, Chemistry, Mathematics, and Physics
  - 20 credit hours in Behavioral and Social Sciences and Humanities
    - HM279 required
    - 16 credit hours of any combination of English (EN), History (HS), Humanities (HM), Islamic Studies (IS), Political Science (PL), Psychology (PS), Sociology (SC), and Spanish (SP).
  - 4 credit hours in Computer and Information Science, CI101, from which
a student may be exempted by examination.

- At least 60 credit hours in the major area of concentration of which at least 30 credit hours must be in 300 or 400 (upper level) courses.
- 56 credit hours (or the remaining credit hours from a total of 180) of freely selected courses which may be earned in any of the following ways:
- As free electives: courses in fields other than the student's major area of study which are not required by that major. Half or more of these courses must be numbered 300 or above.
- In a second major field of concentration: courses already counted in the general education core or the first major field which are required for the second major may count towards the 60 or more hours required for the second major. The second major may be chosen from any area in which EWU offers a Bachelor's degree.
- In a minor field of concentration plus free electives: the requirement for a minor in a field is at least 32 hours of credit, of which 16 must be earned in courses numbered 300 and above. The minor field may be chosen from the same fields that are available for a second major. Courses already counted in the general education core or major field may not be counted in the minor.
- In two minor areas: no course may count towards fulfilling more than one of the minor area requirements. Note: The types of courses to be selected should maximally benefit the career and intellectual objectives of the student.

The following is a sample outline of the general education core requirements for the BA degree in Liberal Arts (minimum 180 credit hours):

**English and Communications**
(20 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN151</td>
<td>Rhetoric and Style</td>
</tr>
<tr>
<td>EN152</td>
<td>Writing from Sources</td>
</tr>
<tr>
<td>EN154</td>
<td>Technical Writing</td>
</tr>
<tr>
<td>EN166</td>
<td>Speech</td>
</tr>
<tr>
<td>EN491</td>
<td>Senior Seminar</td>
</tr>
</tbody>
</table>

**Mathematics and Science**
(20 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MT154</td>
<td>Essential Mathematics</td>
</tr>
<tr>
<td>*</td>
<td></td>
</tr>
<tr>
<td>*</td>
<td></td>
</tr>
<tr>
<td>*</td>
<td></td>
</tr>
</tbody>
</table>

* Any course in BL, CH, MT, PH

**Behavioral & Social Sciences and Humanities**
(20 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HM279</td>
<td>East-West Signature Course</td>
</tr>
<tr>
<td>PS101</td>
<td>Introduction to Psychology</td>
</tr>
<tr>
<td>SC101</td>
<td>Introduction to Sociology</td>
</tr>
<tr>
<td>PL101</td>
<td>Introduction to American Government</td>
</tr>
<tr>
<td>HM</td>
<td>Elective</td>
</tr>
</tbody>
</table>

* Any course from EN, HS, HM, IS, PL, PS, SC, or SP

**Computer and Information Science**
(4 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI101</td>
<td>Computer Technology and Applications</td>
</tr>
</tbody>
</table>

(May receive credit by examination)
**BEHAVIORAL SCIENCES**

The Bachelor of Arts degree program in Behavioral Sciences (BHS) consists of those disciplines which primarily focus on the behavior of human beings as individuals and as members of the society. These disciplines include the entire range of academic study of the human behavior, societal and institutional functioning, social structures, and relational impacts. The BHS disciplines include anthropology, criminal justice, economics, foreign languages, history, Islamic studies, political science, psychology, sociology, and social work. Students opting to select this program are encouraged to take a broad and interdisciplinary approach to the academic study of Behavioral Sciences, and may in addition focus on a particular discipline or combination of disciplines.

The program combines applied scientific research with a sound grasp of major theories in the behavioral sciences. Students will obtain the technical ability and theoretical comprehension to recognize, articulate, and assess artistic, social, and scientific contributions of many different cultures and peoples; implications of the comprehensive global interconnectedness and interdependence of all forms of life as specifically related to humankind; key assumptions of diverse sociopolitical, historical, and psychological theories; critical functions and importance of science and technology in social and human development, and the needs and aspirations of human beings which contribute to the basis of all socio-economic, political and cultural activities.

Upon completion of the program students will be in a position to contribute proactively toward a positive solution to contemporary and future-oriented challenges resulting from all forms of globalization and all levels of global interdependence.

Generically structured, the program provides options for students to assist them in the preparation for graduate studies and/or professional careers in the fields of criminal justice, political science, history, law, psychology, sociology, social work, international relations, government, public relations, urban and social planning, human resource management, and related areas.

Specific career positions for graduates include:

- Career counseling
- Child welfare administration
- Probation/parole officer positions
- Government and foreign service
- Research and evaluation
- Public relations
- Human services case work
- Personnel analyst
- Human resource specialist.

To complete the program students are required to earn 64 credit hours of general education core, 60 credit hours of the program core courses specified as CI213; EC201 or EC202; HS326; MT221; PL310; PL311; PL381; PS311; SC322; SC335; one of PS310 or PS321 or PS341; one of SC333 or SC363 or SC384; two BHS courses above the 100 level; two BHS courses above the 200 level; and 56 credit hours of free electives for a total of at least 180 credit hours.
Among the 56 credit hours of free electives, students are encouraged but not required, to select at least one area of focused interest, as determined by the educational goals and objectives of the student, from the following:

- African-American Studies
- Criminal Justice
- International Relations
- Psychology
- Social Work
- Sociology

Students pursuing professional careers in the human services area are encouraged to take courses in the division of Business Administration, Computer and Information Science, Electronics Engineering Technology, or any of the Liberal Arts and Science areas. All students are also encouraged to take a sequence of three courses in a foreign language. These courses will be counted in the free electives category.

A: General Education Core Courses
(64 Credit hours)

B: Behavioral Sciences Major Courses
(60 Credit hours)

One of PS310 or PS321 or PS341:
Urban Psychology, Social Psychology or Theories of Personality. One of SC333 or SC363 or SC384: Social Problem Solving, The Family, or Society and Culture. One 200/300/400 level course in CJ, HS, PL, PS, or SC. One 300/400 level course in CJ, HS, PL, PS, or SC.

C: Free Electives (56 credit hours)
Suggested areas of focused interest in the BHS program, with a recommended sequence of courses, include:

### African-American Studies

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN341</td>
<td>African-American Literature</td>
</tr>
<tr>
<td>HS231</td>
<td>African History</td>
</tr>
<tr>
<td>HS336</td>
<td>African-American History</td>
</tr>
<tr>
<td>PL313</td>
<td>Politics of American Minorities</td>
</tr>
<tr>
<td>PS203</td>
<td>Psychology of the African-American Experience</td>
</tr>
</tbody>
</table>

### Criminal Justice

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJ201</td>
<td>Introduction to the Criminal Justice System</td>
</tr>
<tr>
<td>CJ202</td>
<td>Administration of the Criminal Justice System</td>
</tr>
<tr>
<td>CJ203</td>
<td>Administration of the Juvenile Justice System</td>
</tr>
<tr>
<td>CJ220</td>
<td>Criminal Law and Procedure</td>
</tr>
<tr>
<td>CJ230</td>
<td>Introduction to Investigation</td>
</tr>
<tr>
<td>CJ240</td>
<td>Police Organization and Management</td>
</tr>
<tr>
<td>CJ250</td>
<td>Professional Responsibility in Criminal Justice</td>
</tr>
<tr>
<td>CJ260</td>
<td>Constitutional Law</td>
</tr>
<tr>
<td>CJ270</td>
<td>Crisis Intervention and Deviant Behavior</td>
</tr>
<tr>
<td>CJ276</td>
<td>Criminal Profiling</td>
</tr>
</tbody>
</table>
Students who opt not to select one of these focused areas of interest must still complete the general education requirements (64 quarter hours), the BHS major courses (60 quarter hours); and an additional 56 quarter hours for a total of 180 credit hours.

**ENGLISH AND COMMUNICATIONS**

The Bachelor of Arts degree program in English and Communications is varied, flexible and dynamic. It combines practical communications with the study of literature and culture.

English and Communications majors can later work in the entertainment industry, the field of politics, social media, online reputation management, business, law, management, or any other field that requires clear communication skills, understanding other people, and critical thinking.

Students learn to understand how history, technology and culture affect communication, to see the design of what they read and to design what they write thoughtfully, to see the possibilities of various genres, to shape arguments to needs and audiences, and to appreciate the differing values in visions of human existence.

Students are encouraged to see the world through the eyes of other people, other cultures, and other time periods and to compare those responses to their own responses to the world.

They will be able to interpret and create rational and persuasive arguments for a variety of audiences in a variety of styles.

Finally, they will be able to design and present documents in print and other media.

By the time they finish their Bachelor’s degree program, students will have mastered the following skills:

- They will be able to analyze expository
and persuasive texts; identify thesis, premises, logic, and implications; and evaluate the quality of the rhetoric and evidence.

- They will be able to construct and deliver an argument both in oral and written form.
- They will be able to support arguments with credible, recent, and authoritative academic sources and cite the sources appropriately.
- They will be able to analyze the generic features of texts.
- They will be able to relate texts to their historical and cultural contexts.
- They will be able to analyze the ideological implications of texts.
- They will be able to analyze constraints on language.
- They will be able to analyze and apply communication theory in professional and personal contacts.

A background in English and Communications prepares students for a number of challenging and rewarding fields including, but not limited to Graduate study

- Law
- Teaching professions
- Social media management
- Editing, journalism, public relations, technical writing, and copywriting for advertising agencies
- Poetry, fiction, and drama

Students who wish to earn a Bachelor of Arts degree in English and Communications must take EN214 Persuasion and Public Issues and six other courses in English at the 100-200 level, EN301 Advanced Composition, EN440 Persuasion and Debate and seven other courses at the 300-400-level (total 60 credit hours, i.e.15 classes in the major). Students may choose 14 electives. All students are also required to take 64 credit hours (16 courses) in General Education.
MATHEMATICS
The Bachelor of Arts degree program in Mathematics is designed to provide students with the mathematical skills that can be used in many careers, as well as in everyday life. Mathematics plays a dual role of academic discipline on its own, and serves as the basic language for all sciences. Certain skills learned in the program will prepare students to apply mathematics to real-life situations, while other skills will provide a solid base for statistical research. Upon completion of the program, a student will be well rounded enough to be able to choose either a career in industry or further studies in academia. The aim of the Mathematics department is to prepare students to move into jobs for the future.

The discipline of mathematics offers a variety of programs in pure and applied mathematics to meet the needs of students in different academic and career areas. Program options include:

- Specialized classes in Math that will prepare students who major in other disciplines to increase their effectiveness in their own particular fields.
- An Associate of Arts degree program in which a general liberal arts education can be combined with a solid background in Mathematics.
- A Bachelor of Arts degree program in Mathematics, which prepares the student for a math-related career.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MT158</td>
<td>College Algebra</td>
</tr>
<tr>
<td>MT160</td>
<td>Elementary Plane Trigonometry</td>
</tr>
<tr>
<td>MT170</td>
<td>Finite Mathematics</td>
</tr>
<tr>
<td>MT200</td>
<td>Business Calculus</td>
</tr>
<tr>
<td>MT201</td>
<td>Calculus I</td>
</tr>
<tr>
<td>MT202</td>
<td>Calculus II</td>
</tr>
<tr>
<td>MT203</td>
<td>Calculus III</td>
</tr>
<tr>
<td>MT221</td>
<td>Fundamentals of Statistics</td>
</tr>
<tr>
<td>MT301</td>
<td>Advanced Calculus I</td>
</tr>
<tr>
<td>MT302</td>
<td>Advanced Calculus II</td>
</tr>
<tr>
<td>MT306</td>
<td>Linear Algebra</td>
</tr>
<tr>
<td>MT310</td>
<td>Elementary Differential Equations</td>
</tr>
<tr>
<td>MT311</td>
<td>Abstract Algebra</td>
</tr>
<tr>
<td>MT322</td>
<td>Inferential Statistics</td>
</tr>
<tr>
<td>MT411</td>
<td>Introduction to Real Analysis</td>
</tr>
</tbody>
</table>

Jobs in Mathematics
Mathematical training is an excellent qualification for jobs in areas such as:

- Architecture
- Actuarial work
- Banking and tax analysis
- Computer engineering
- Consulting
- Government agencies
- Investment analysis
- Management and marketing
- Material and inventory control
- Math teacher/education
- Stocks and commodities trading.
Computer and Information Science

PURPOSE
The Computer and Information Science program at East-West University offers a Bachelor of Science (BS) and an Associate of Applied Science (AAS) degree programs.

The Computer and Information Science program puts forth great emphasis on technical and professional education that merges the academic coursework with relevant “hands-on” laboratory experiences. The study of Computer Science is the combination of computation and solving information-based problems in the world by the application of theoretical and practical techniques. The study involves well-organized methodologies and skills of programming, scripting languages, algorithms, databases, networking, cyber security and cryptography, computer architecture, operating systems, cloud computing, web information retrieval, artificial intelligence, software techniques, digital media, data warehousing and business intelligence development.

The courses in this program are designed to prepare students with the requisite theoretical, technical and practical knowledge for a professional or technology-related career.

The Computer and Information Science program is dedicated to bridging the gap between academic pursuits and technical competencies required in the business environment. The program provides a wide range of courses to lay the foundation for further studies and graduate work.

OBJECTIVES

- Develop/design an enterprise data warehouse (EDW) infrastructure to support the increasing needs of business to facilitate critical decision-making.
- Develop a Business intelligence/Analytics solution to bring business users, data, and reporting to key decision makers.
- Design distributed processing computer networks including telecommunications and data transmission techniques.
- Design/develop E-commerce infrastructure, web sites, and payment systems.
- Create dynamic animation for digital media and the web.
- Develop comprehensive projects integrating video and audio technologies, and create complex, realistic video games.

The graduate with a BS degree in Computer and Information Science can become a

- Business Analysis Specialist  
  - Employment opportunities are available in the fields of sales, accounting, manufacturing, banking, telecommunication, financing, and education.
- Web Technology Specialist  
  - Employment opportunities include positions in web application development, computer-related sales, and marketing.
- Information Systems Analyst  
  - Employment opportunities range from planning technical solutions, recommending software and systems, coordinate development projects, and technical specification writing.
- Digital Media Specialist  
  - Employment opportunities include graphics and media training solutions, using video effects(animation, graphic design, print communication, and advanced flash animation.

- Create software packages in a variety of programming languages.
- Customize applications by using commercial spreadsheets, presentation and/or database applications.
- Develop client or web-based database applications.
Software Engineering Specialist
- Employment opportunities range from software risk analyst, software quality assurance, software engineer, and programmer to software architect.

Telecommunications Specialist
- Employment opportunities are available in the areas of network planning, design, development, operation, and maintenance.

ASSOCIATE OF APPLIED SCIENCE (AAS) DEGREE IN COMPUTER AND INFORMATION SCIENCE requires a minimum of 92 credit hours distributed as follows:

32 credit hours in the University’s general education core courses which should include:

- 12 credit hours in English and Communications higher than EN150, EN157 required
- 12 credit hours in Mathematics higher than MT150, MT158 or MT170 required
- 4 credit hours in Humanities, HM279 required
- 4 credit hours in Behavioral Sciences

12 credit hours in cognate or supporting fields which should include:

- 4 credit hours in Business, BS101 required
- 8 credit hours from either Accounting (AC), Business (BS), Economics (EC), Finance (FN), Management (MN), or Marketing (MR)

32 credit hours in the University’s general education core courses which should include:

- 8 credit hours from either Accounting (AC), Business (BS), Economics (EC), Finance (FN), Management (MN), or Marketing (MR)

48 credit hours in the major field of concentration which should include:

- a total of at least twelve courses, specified as CI101, CI105, CI214, CI215, CI216, CI245, CI246, CI256, CI275, and any three courses higher than CI/DM200.

The following is a sample outline of the graduation requirements for the AAS degree in Computer and Information Science (minimum 92 credit hours):

**GENERAL EDUCATION CORE**
(32 credit hours)

**English and Communications**
(12 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN151</td>
<td>Rhetoric and Style</td>
</tr>
<tr>
<td>EN152</td>
<td>Writing from Sources</td>
</tr>
<tr>
<td>EN157</td>
<td>Practical Research Writing</td>
</tr>
</tbody>
</table>

**Mathematics**
(12 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MT155</td>
<td>Intermediate Algebra</td>
</tr>
<tr>
<td>MT156</td>
<td>General Education Math</td>
</tr>
<tr>
<td>MT158 or MT170</td>
<td>College Algebra or Finite Mathematics</td>
</tr>
</tbody>
</table>

**Humanities**
(4 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HM279</td>
<td>East-West Signature Course</td>
</tr>
</tbody>
</table>

**Behavioral Sciences**
(4 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
</table>

48 credit hours in the major field of concentration which should include:

- a total of at least twelve courses, specified as CI101, CI105, CI214, CI215, CI216, CI245, CI246, CI256, CI275, and any three courses higher than CI/DM200.

The following is a sample outline of the graduation requirements for the AAS degree
in Computer and Information Science (minimum 92 credit hours):

**Cognate or Supporting Courses**  
(12 credit hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BS101</td>
<td>Introduction to Business</td>
</tr>
<tr>
<td>*</td>
<td></td>
</tr>
<tr>
<td>*</td>
<td></td>
</tr>
</tbody>
</table>

* Select any course from AC, BS, EC, FN, MN, or MR

**Major Field of Concentration**  
(48 credit hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI101</td>
<td>Computer Technology and Applications</td>
</tr>
<tr>
<td>CI105</td>
<td>Web Page Design</td>
</tr>
<tr>
<td>CI214</td>
<td>Desktop Database Management</td>
</tr>
<tr>
<td>CI215</td>
<td>JAVA I</td>
</tr>
<tr>
<td>CI216</td>
<td>C# I</td>
</tr>
<tr>
<td>CI245</td>
<td>JAVA II</td>
</tr>
<tr>
<td>CI246</td>
<td>C# II</td>
</tr>
<tr>
<td>CI256</td>
<td>HTML5</td>
</tr>
<tr>
<td>CI275</td>
<td>Computer Organization and Architecture</td>
</tr>
<tr>
<td>*</td>
<td></td>
</tr>
<tr>
<td>*</td>
<td></td>
</tr>
<tr>
<td>*</td>
<td></td>
</tr>
</tbody>
</table>

* Any courses higher than CI/DM200

**Bachelor of Science (BS) Degree in Computer and Information Science**  
requires a minimum of 180 credit hours distributed as follows:

64 credit hours in the University's general education core courses which should include:

- 20 credit hours in English and Communications of a level higher than EN150, specified as EN151, EN152, EN157, EN166, and EN491
- 20 credit hours in Mathematics and Science
- 12 credit hours in Mathematics at a level higher than MT150, specified as MT153, MT156, and MT158
- 8 credit hours from Biology (BL), Chemistry (CH), Electronics (ET), or Physics (PH)
- 20 credit hours in the Behavioral Sciences and Humanities
  - HM279 required
  - 16 credit hours from English (EN), History (HS), Humanities (HM), Islamic Studies (IS), Political Science (PL), Psychology (PS), Sociology (SC), or Spanish (SP)
- 4 credit hours in Computer and Information Science, CI101 required*.
  * CI101 can be waived by placement test.

At least 52 credit hours in Computer and Information Science courses specified as follows: CI215, CI216, CI245, CI246, CI256, CI275, CI301, CI310, CI321, CI354, CI355, CI358, and CI492/DM490*.
  (* Digital Media Specialist only)

At least 12 credit hours in cognate or supporting field courses, specified as BS101, MT160, and MT201/EN170*.
  (* Digital Media Specialist only)

At least 32 credit hours from any of the following concentrations: Business Analysis Specialist, Web Technology Specialist, Information System Analyst, Software Engineering Specialist, and Telecommunication Specialist.

20 credit hours of electives of which 8 credit hours should be at the 300 or 400 level.

The following is a sample outline of the graduation requirements for the BS degree in Computer and Information Science (minimum 180 credit hours):
GENERAL EDUCATION CORE
(64 credit hours)

English and Communications
(20 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN151</td>
<td>Rhetoric and Style</td>
</tr>
<tr>
<td>EN152</td>
<td>Writing from Sources</td>
</tr>
<tr>
<td>EN154</td>
<td>Technical Communication</td>
</tr>
<tr>
<td>EN166</td>
<td>Speech</td>
</tr>
<tr>
<td>EN491</td>
<td>Senior Seminar</td>
</tr>
</tbody>
</table>

Mathematics and Science
(20 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MT155</td>
<td>Intermediate Algebra</td>
</tr>
<tr>
<td>MT156</td>
<td>General Education Math</td>
</tr>
<tr>
<td>MT158</td>
<td>College Algebra</td>
</tr>
</tbody>
</table>

* one course from BL, CH, ET, or PH

Behavioral Sciences and Humanities
(20 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HM279</td>
<td>East-West Signature Course</td>
</tr>
</tbody>
</table>

*Courses from EN, HS, HM, IS, PL, PS, SC, or SP

Computer and Information Science
(4 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI101*</td>
<td>Computer Technology and Applications</td>
</tr>
</tbody>
</table>

* CI101 can be waived by placement test

CIS MAJOR AREA COURSES
(96 credit hours)

Core Courses
(52 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI215</td>
<td>JAVA I</td>
</tr>
<tr>
<td>CI216</td>
<td>C# I</td>
</tr>
<tr>
<td>CI245</td>
<td>JAVA II</td>
</tr>
<tr>
<td>CI246</td>
<td>C# II</td>
</tr>
<tr>
<td>CI256</td>
<td>HTML5</td>
</tr>
<tr>
<td>CI275</td>
<td>Computer Organization and Architecture</td>
</tr>
<tr>
<td>CI301</td>
<td>Data Communications</td>
</tr>
<tr>
<td>CI310</td>
<td>Principles of Database</td>
</tr>
<tr>
<td>CI321</td>
<td>Computer Operating Systems</td>
</tr>
<tr>
<td>CI354</td>
<td>SQL Server Database Programming</td>
</tr>
<tr>
<td>CI355</td>
<td>Data Warehousing</td>
</tr>
<tr>
<td>CI358</td>
<td>Data Warehousing and Business Intelligence I</td>
</tr>
<tr>
<td>CI492/DM490*</td>
<td>Senior Project/ Digital Media Portfolio Production*</td>
</tr>
</tbody>
</table>

* For Digital Media Specialist only

Cognate or Supporting Courses
(12 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BS101</td>
<td>Introduction to Business</td>
</tr>
<tr>
<td>MT160</td>
<td>Elementary Plane Trigonometry</td>
</tr>
<tr>
<td>MT201/EN170*</td>
<td>Calculus I/ Writing for Digital Media*</td>
</tr>
</tbody>
</table>

* For Digital Media Specialist only

SPECIALIST COURSES
(32 credit hours)

Select from the following sections:
1. Business Analysis Specialist

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI415</td>
<td>Data Mining</td>
</tr>
<tr>
<td>CI425</td>
<td>Cloud Computing</td>
</tr>
<tr>
<td>CI456</td>
<td>Business Intelligence II</td>
</tr>
<tr>
<td>CI458</td>
<td>Advanced Business Intelligence</td>
</tr>
</tbody>
</table>

* Any courses from specialist sections 2, 3, 4, 5, or 6
### 2. Web Technology Specialist

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI105</td>
<td>Web Page Design</td>
</tr>
<tr>
<td>CI205</td>
<td>Advanced Web Page Design</td>
</tr>
<tr>
<td>CI270</td>
<td>Introduction to Mobile Development</td>
</tr>
<tr>
<td>CI335</td>
<td>E-Commerce and Web I</td>
</tr>
<tr>
<td>CI365</td>
<td>ASP.NET MVC Web Application</td>
</tr>
<tr>
<td>CI435</td>
<td>E-Commerce and Web II</td>
</tr>
<tr>
<td>CI455</td>
<td>E-Commerce Web User Experience</td>
</tr>
</tbody>
</table>

### 3. Information Systems Analyst

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI214</td>
<td>Desktop Database Management</td>
</tr>
<tr>
<td>CI312</td>
<td>Systems Analysis and Design</td>
</tr>
<tr>
<td>CI340</td>
<td>Artificial Intelligence</td>
</tr>
<tr>
<td>CI460</td>
<td>Management Information Systems</td>
</tr>
<tr>
<td>MN201</td>
<td>Principles of Management</td>
</tr>
<tr>
<td>MN310</td>
<td>Organization Theory and Development</td>
</tr>
</tbody>
</table>

* Any courses from specialist sections 1, 2, 4, 5, or 6

### 4. Digital Media Specialist

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI105</td>
<td>Web Page Design</td>
</tr>
<tr>
<td>DM240</td>
<td>Computer Graphic Design</td>
</tr>
<tr>
<td>DM260</td>
<td>Digital Imaging: Photoshop I</td>
</tr>
<tr>
<td>DM290</td>
<td>Digital Video Production</td>
</tr>
<tr>
<td>DM</td>
<td></td>
</tr>
<tr>
<td>DM</td>
<td></td>
</tr>
</tbody>
</table>

* Select from DM or CI205

### 5. Software Engineering Specialist

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI320</td>
<td>Data Structures</td>
</tr>
<tr>
<td>CI356</td>
<td>Object-Oriented Programming in JAVA</td>
</tr>
<tr>
<td>CI357</td>
<td>Software Engineering</td>
</tr>
<tr>
<td>CI420</td>
<td>Algorithms</td>
</tr>
<tr>
<td>CI457</td>
<td>Software Development and Testing</td>
</tr>
</tbody>
</table>

* Select from CI215, CI216, CI245, CI246, or CI312

### 6. Telecommunication Specialist

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI421</td>
<td>Advanced Operating Systems</td>
</tr>
<tr>
<td>CI431</td>
<td>Telecommunications Network I</td>
</tr>
<tr>
<td>CI432</td>
<td>Telecommunications Network II</td>
</tr>
<tr>
<td>CI434</td>
<td>Network Security</td>
</tr>
</tbody>
</table>

* Select from CI215, CI216, CI245, CI246, or CI312

### Elective Courses

(20 credit hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

20 credit hours of electives of which 8 credit hours should be at the 300 or 400 level.
Electronics Engineering Technology

PURPOSE
The department of Electronics Engineering Technology has been playing a vital role in producing engineers of high caliber. The department offers a program that caters to the challenging needs of technical excellence in all areas of electronics engineering such as Analog and Digital Circuits, Digital Communication, Optical Fiber Communication, RF Engineering, Electronics, Industrial Technology, Environmental Engineering, Unix for Engineers, etc.

Electronic technology is intricately-woven into many sectors of industry which influences our daily lives. Every year, new and exciting communications in wired, wireless, and satellite services impact devices and machines which change the way people live, work, and interact. It is a dynamic environment that requires professionals to sustain its progress. Wired Phone and Cable TV, Cellular, Broadband, Mobile Internet and Satellite TVs are all impacted by electronic engineering technology. The investment in automated manufacturing also is changing the demands for a skilled workforce. Increasing demand for these services creates the need for engineers and technicians with skills to assist these growing sectors of the world economy. Engineering technologists play a critical role, serving as a binding link between engineers and technicians. From conception to design, development, testing, and production, they are essential to the entire production process.

Electronics Engineering Technology degree at East-West University is a skills-based degree with hands on labs, simulations, and faculty with industry experience. The University’s year-round schedule can earn a Bachelor of Science degree in Electronics Engineering Technology in less than four years.

East-West University offers a Bachelor of Science (BS) degree and an Associate of Applied Science (AAS) degree in Electronics Engineering Technology (EET). The electronics-engineering technology curriculum focuses on the analysis and design, and synthesis aspects of modern electronic systems, including devices and signals for a broad range of applications such as wireless or network communication, environmental electronics, electrical power and control and multimedia information technology. The program provides a wide background in the fundamental theory of electronics engineering, mathematics, and various scientific tools necessary to meet the current and future demand. The field of electronics engineering is currently evolving at a rapid pace since it has a major role in the accelerated growth of the technological world. This requires the modern electronics engineer not only to have a sound basis in the fundamental principles but also to have the capacity to learn and assimilate novel advances as soon as they materialize.

The electronics engineering technology curriculum is also designed to provide laboratory practice in several areas of electronic circuits, communication, signal processing, industrial electronics, and digital systems. The curriculum incorporates design projects in the student’s experience starting from the freshman year and culminating in a capstone design project in the senior year.
Senior project requires the students to undertake a complex and real-time design that enriches and enhances their knowledge in practical aspects of engineering principles and methodologies. The curriculum also requires the student to acquire oral and writing skills in expressing their professional ideas and ethical norms.

The electronics engineering technology curriculum has an array of courses covering computer engineering and traditional electronics engineering. Since computer engineering requires both hardware and software engineering courses, students upon completing these courses are very well versed in the field of firmware engineering.

Computer engineers design, develop, analyze, research, and manufacture hardware, software, and systems that process, store, and convey digital information. These range from large to small computers to special-purpose computing hardware and software embedded within devices and systems. Computer engineers develop applications to organize, process, and communicate data, communicate over mobile and satellite networks, improve digital sound and picture processing for entertainment, household appliances, automotive systems, manufacturing process control, biomedical instrumentation, machine control, and innumerable other fields.

The curriculum in electronics engineering technology program demands a strong background in mathematics, physics, and computer science. Electronics engineering technology students are required to take additional courses in computer science and mathematics to provide the additional programming and applications background.

Objectives of EET program

The Electronics Engineering Technology program offers courses in the areas of solid-state devices, digital systems, RF communications, filters, integrated circuits, networks, analog circuits, fiber optics, industrial electronics, environmental electronics, and Unix operating system for engineers.

The specific objectives of the EET program are as follows:

- to prepare students to understand the traditional aspects of electronics as well as to explore the developments, which are changing the industry at a very rapid pace
- to provide students with the ability to apply hypothesis, theorems, axioms, and postulates while designing and testing electronic circuits
- to teach students to apply state-of-the-art technology with an emphasis on analog circuits, digital systems, A/D communications, VLSI tools and design, RF analysis and synthesis, environmental engineering, industrial engineering, embedded technology, and using Unix operating systems and simulation protocols
- to use testing and measuring instruments to acquire data, analyze problems, and design a system or process
- to identify, analyze, and solve technical problems
- to demonstrate an ability to manage engineering technology projects
- to analyze and implement systems containing hardware and software components
to prepare and encourage students to pursue graduate education.

Career opportunities for graduates with degrees in electronics engineering technology continue to be plentiful and diverse. As the technology develops, the demand for graduates in such areas also increases. Graduates of electronics engineering technology secure jobs as:

- Systems design engineers
- Quality control engineers
- Communications engineers
- Firmware engineers
- Test engineers
- RF engineers
- Digital systems designers
- Information technologists
- Quality assurance engineers
- Technical marketing specialists
- Environmental engineers
- Prototyping technologists
- Embedded circuit design engineers
- Logic circuit technologists

Associate of Applied Science (AAS) Degree in Electronics Engineering Technology

The Associate of Applied Science degree program requires a minimum of 92 credit hours with instruction and laboratory work distributed as follows:

- 32 credit hours in the University’s general education core courses, which should include:
  - 12 credit hours in English and Communications: EN151, EN152, EN154
  - 12 credit hours in Mathematics: MT155, MT158, and MT160
  - 4 credit hours in the Humanities: specified as HM279

- 16 credit hours in Behavioral and Social Sciences: SC101

- 44 credit hours in the cognate or supporting fields of Computer and Information Science and Mathematics: CI101, CI105, CI125 and MT170

- 44 credit hours in the Major Field of Concentration:
  - ET101, ET102, ET106/107, ET150/151, ET155/156, ET203, ET208, and ET330

The following is a sample outline of the graduation requirements for the AAS degree in Electronics Engineering Technology (minimum 92 credit hours):

**General Education Core**

(32 credit hours)

**English and Communications**

(12 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN151</td>
<td>Rhetoric and Style</td>
</tr>
<tr>
<td>EN152</td>
<td>Writing from Sources</td>
</tr>
<tr>
<td>EN154</td>
<td>Technical Writing</td>
</tr>
</tbody>
</table>

**Mathematics**

(12 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MT155</td>
<td>Intermediate Algebra</td>
</tr>
<tr>
<td>MT158</td>
<td>College Algebra</td>
</tr>
<tr>
<td>MT160</td>
<td>Elementary Plane Trigonometry</td>
</tr>
</tbody>
</table>

**Humanities**

(4 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HM279</td>
<td>East-West Signature Course</td>
</tr>
</tbody>
</table>

**Behavioral and Social Sciences**

(4 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SC101</td>
<td>Introduction to Sociology</td>
</tr>
</tbody>
</table>
Cognate or Supporting Courses
(16 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI101</td>
<td>Computer Technology and Applications</td>
</tr>
<tr>
<td>CI105</td>
<td>Web Page Design</td>
</tr>
<tr>
<td>CI125</td>
<td>JAVA I</td>
</tr>
<tr>
<td>MT170</td>
<td>Finite Mathematics</td>
</tr>
</tbody>
</table>

Major Field of Concentration
(44 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ET101</td>
<td>Basic Electronics</td>
</tr>
<tr>
<td>ET102</td>
<td>Basic Electronics Workshop</td>
</tr>
<tr>
<td>ET106</td>
<td>Circuit Analysis</td>
</tr>
<tr>
<td>ET107</td>
<td>Circuit Analysis Laboratory</td>
</tr>
<tr>
<td>ET150</td>
<td>Introduction to Digital Systems</td>
</tr>
<tr>
<td>ET151</td>
<td>Digital Systems Laboratory</td>
</tr>
<tr>
<td>ET155</td>
<td>Solid State Devices</td>
</tr>
<tr>
<td>ET156</td>
<td>Solid State Devices Laboratory</td>
</tr>
<tr>
<td>ET203</td>
<td>Communication Engineering</td>
</tr>
<tr>
<td>ET208</td>
<td>UNIX for Engineers</td>
</tr>
<tr>
<td>ET330</td>
<td>Industrial Electronics I</td>
</tr>
</tbody>
</table>

Bachelor of Science (BS) Degree in Electronics Engineering Technology

The Bachelor of Science degree in Electronics Engineering Technology requires a minimum of 180 credit hours distributed as follows:

64 credit hours in the University’s general education core courses, which should include:

- 20 credit hours in English and Communications of a level higher than EN150, specified as EN151, EN152, EN166, EN491, and one course from EN154 and EN213
- 20 credit hours in Mathematics and Science
- 12 credit hours in Mathematics of a level higher than MT150, specified as MT155, MT158, and MT160
- 8 credit hours in Physics, specified as PH220 and PH221
- 20 credit hours in the Behavioral Sciences and Humanities
  - HM279 required
  - 16 credit hours from English (EN), History (HS), Humanities (HM), Islamic Studies (IS), Political Science (PL), Psychology (PS), Sociology (SC), or Spanish (SP)
- 4 credit hours in Computer and Information Science specified as CI101 which can be waived by placement test

84 credit hours in Electronics Engineering Technology courses in accordance with the following specifications:

- 32 credit hours of core courses specified as ET101, ET102, ET106/107, ET150/151, and ET155/156,
- 48 credit hours in the major field of concentration selected from the following courses:
- 4 credit hours of Senior Project ET492

28 credit hours in the cognate or supporting fields:

The cognate or supporting field is designed to provide the student a strong background in Mathematics and Computer and Information Science. Specifically these courses are CI105, CI215, CI216, MT170, MT201, MT202 and MT203.
4 credit hours of an elective to be selected from Computer and Information Science, Mathematics, Chemistry, Business, or Biology.

The following is a sample outline of the graduation requirements for the B.S. degree in Electronics Engineering Technology (minimum 180 credit hours)

### General Education Core
(64 credit hours)

### English and Communications
(20 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN151</td>
<td>Rhetoric and Style</td>
</tr>
<tr>
<td>EN152</td>
<td>Writing from Sources</td>
</tr>
<tr>
<td>EN166</td>
<td>Speech</td>
</tr>
<tr>
<td>EN491</td>
<td>Senior Seminar</td>
</tr>
</tbody>
</table>

* One course from EN154 and EN213.

### Mathematics and Physics
(20 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MT155</td>
<td>Intermediate Algebra</td>
</tr>
<tr>
<td>MT158</td>
<td>College Algebra</td>
</tr>
<tr>
<td>MT160</td>
<td>Elementary Plane Trigonometry</td>
</tr>
<tr>
<td>PH220</td>
<td>Engineering Physics</td>
</tr>
<tr>
<td>PH221</td>
<td>Engineering Physics Laboratory</td>
</tr>
</tbody>
</table>

### Behavioral & Social Sciences and Humanities
(20 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HM279</td>
<td>East-West Signature Course</td>
</tr>
</tbody>
</table>

* Courses from EN, HS, HM, IS, PL, PS, SC, or SP.

### Computer and Information science
(4 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI101</td>
<td>Computer Technology and Applications</td>
</tr>
</tbody>
</table>

* CI101 can be waived by placement test

### EET MAJOR AREA COURSES
(84 credit hours)

### Core Courses
(32 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ET101</td>
<td>Basic Electronics</td>
</tr>
<tr>
<td>ET102</td>
<td>Basic Electronics Workshop</td>
</tr>
<tr>
<td>ET106</td>
<td>Circuit Analysis</td>
</tr>
<tr>
<td>ET107</td>
<td>Circuit Analysis Laboratory</td>
</tr>
<tr>
<td>ET150</td>
<td>Introduction to Digital Systems</td>
</tr>
<tr>
<td>ET151</td>
<td>Digital Systems Laboratory</td>
</tr>
<tr>
<td>ET155</td>
<td>Solid State Devices</td>
</tr>
<tr>
<td>ET156</td>
<td>Solid State Devices Laboratory</td>
</tr>
</tbody>
</table>

### Senior Project
(4 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ET492</td>
<td>Senior Project</td>
</tr>
</tbody>
</table>
**Major Field of Concentration**  
*(48 credit hours)*

Choose 48 credit hours with at least three 400 level courses from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ET203</td>
<td>Fundamentals of Communication Engineering</td>
</tr>
<tr>
<td>ET208</td>
<td>UNIX for Engineers</td>
</tr>
<tr>
<td>ET270</td>
<td>Digital Circuits I</td>
</tr>
<tr>
<td>ET271</td>
<td>Digital Circuits Laboratory I</td>
</tr>
<tr>
<td>ET290</td>
<td>Microcontrollers</td>
</tr>
<tr>
<td>ET291</td>
<td>Microcontrollers Lab</td>
</tr>
<tr>
<td>ET295</td>
<td>Electronics CAD</td>
</tr>
<tr>
<td>ET300</td>
<td>Filter Design</td>
</tr>
<tr>
<td>ET301</td>
<td>Filter Design Laboratory</td>
</tr>
<tr>
<td>ET303</td>
<td>Digital Communication Engineering I</td>
</tr>
<tr>
<td>ET315</td>
<td>Integrated Circuits</td>
</tr>
<tr>
<td>ET316</td>
<td>Integrated Circuits Laboratory</td>
</tr>
<tr>
<td>ET320</td>
<td>Laser Fundamentals</td>
</tr>
<tr>
<td>ET330</td>
<td>Industrial Electronics I</td>
</tr>
<tr>
<td>ET364</td>
<td>RF Circuit Design and Applications II</td>
</tr>
<tr>
<td>ET370</td>
<td>Digital Circuits II</td>
</tr>
<tr>
<td>ET371</td>
<td>Digital Circuits Laboratory II</td>
</tr>
<tr>
<td>ET375</td>
<td>Environmental Electronics I</td>
</tr>
<tr>
<td>ET378</td>
<td>Digital Signal Processing</td>
</tr>
<tr>
<td>ET379</td>
<td>Digital Signal Processing Laboratory</td>
</tr>
<tr>
<td>ET403</td>
<td>Digital Communications Engineering II</td>
</tr>
<tr>
<td>ET420</td>
<td>Fiber Optics</td>
</tr>
<tr>
<td>ET430</td>
<td>Industrial Electronics II</td>
</tr>
<tr>
<td>ET475</td>
<td>Environmental Electronics II</td>
</tr>
<tr>
<td>ET485</td>
<td>Embedded Design</td>
</tr>
<tr>
<td>MT430</td>
<td>Engineering Math</td>
</tr>
</tbody>
</table>

**Cognitive or Supporting Field**  
*(28 credit hours)*

**Computer and Information Science**  
*(12 credit hours)*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI105</td>
<td>Web Page Design</td>
</tr>
<tr>
<td>CI215</td>
<td>JAVA I</td>
</tr>
<tr>
<td>CI216</td>
<td>C# I</td>
</tr>
</tbody>
</table>

**Mathematics**  
*(16 credit hours)*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MT170</td>
<td>Finite Mathematics</td>
</tr>
<tr>
<td>MT201</td>
<td>Calculus I</td>
</tr>
<tr>
<td>MT202</td>
<td>Calculus II</td>
</tr>
<tr>
<td>MT203</td>
<td>Calculus III</td>
</tr>
</tbody>
</table>

**Elective**  
*(4 credit hours)*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>*</td>
<td>To be selected from Computer and Information Science, Mathematics, Chemistry, Business or Biology</td>
</tr>
</tbody>
</table>
Business Administration

PURPOSE
The Business and Management division offers a program of study leading to the Bachelor of Science (BS) degree in Business Administration. The BS degree program provides students with a broad base of knowledge in the business disciplines, to prepare them for career possibilities in business-related areas, to provide them with the fundamental skills necessary to participate in a civil society and to provide a foundation for further studies and graduate professional work.

The BS degree in Business Administration offers students diversified and challenging core courses that all East-West University business students must take as well as specialty courses providing them with a solid foundation in business theory and applications.

In addition to traditional courses like accounting, economics, finance, and management, students also take courses in other challenging areas such as digital and social media marketing, personal financial planning, forensic accounting, and international business. The objective of these courses is to provide students with a diverse background of current business topics. Current events are covered in every class as the opportunity arises. In a global and diverse society, it is imperative to bring and discuss critical issues in the classroom as they are occurring in real time.

Many career-oriented publications speak of verbal communication as one of the main traits prospective applicants must possess. Courses in the Business Administration department at EWU are not traditional lecture classes. Because of small class size, students will participate and become active and engaged learners and will develop excellent verbal and written communication skills. They will also learn to work together in real and virtual teams, acquiring skill sets that will become invaluable in today’s ever-changing job market and society. The program integrates a strong global theme that runs throughout the business curriculum. Students are encouraged to take classes in negotiation, intercultural communication, and social media as part of the Business degree plan.

The concentration areas of the program are accounting and finance, forensic studies, general business, international business, management, and digital and social media marketing. The accounting and finance concentration offers students a solid survey of both fields and helps them see the relationship between the two. General business, international business, and management concentrations are interdisciplinary in nature. Forensic studies offer courses in criminal tax practice and procedure and fraud investigation. Students have the opportunity to take an elective course in criminal justice as well. General business requires courses from accounting, finance, international business, management, marketing, forensic studies, and digital and social media marketing for a well-rounded grounding in the Business arena. A general business concentration is also available which is designed for the student who wishes to be a generalist. The digital and social media program is especially designed for students who wish to work in that burgeoning area of endeavor so critical in today’s world. The focus is on practical experience connecting theory to real-world experience. Courses in finance, marketing, and wealth creation are specifically designed to give students a heads up on the competition when they look for a position. The international business concentration requires courses in international business, economics, finance, and intercultural communication.

Students with a concentration in management have an option to take courses in either psychology or sociology besides more traditional management
courses like organizational behavior. And students can choose a unique course like Sports and Entertainment Management or Marketing as well as courses in team-building and intercultural communication. Throughout the business curriculum, there is an emphasis on ethics. East-West University follows the trends in American business closely.

The curriculum incorporates changes in the business environment as they occur. All classes in the business area use case studies to present real-life ethical dilemmas. English, writing, communication, and analytical thinking skills are emphasized. The program carefully builds on general education requirements and takes advantage of the liberal arts base of the institution to provide a balanced education for the student. Effective written communication and writing is a significant component in every business course. The BS degree is cross-curricular. Students have opportunities and flexibility to take classes that are applicable to their major in outside departments such as Behavioral Sciences, English and Communications, and Computer and Information Science.

Objectives
Graduates of the East-West University Business Administration program will:

- Apply fundamental knowledge concerning the related fields in business administration by emphasizing the tools and technology essential for problem-solving and decision-making.
- Develop competencies necessary for accomplishing managerial goals.
- Extend their knowledge, expertise, and skills through application of research to business problems and issues.
- Understand the entrepreneurial concepts of business.
- Obtain experience in the design and implementation of communication, verbal, oral and virtual, in the broad field of business administration.
- Develop their ability to understand the changing environment of US and international business together with their analytical and written communication skills for further graduate or professional study.
- Develop skills necessary to work in real and virtual teams.
- Demonstrate the importance of the role of business ethics in today’s world.
- Demonstrate ways current economic and business events impact the society as a whole.
- Demonstrate how to use social media tools and techniques appropriately in the current business environment.
- Understand the importance of diversity in the operation of a successful business in the profit and non-profit sectors. Graduates of this program will have a significant number of career opportunities. These include, but are not necessarily limited to:
  - Accountant and auditor
  - Forensic accountant
  - Bank officer (management or operations)
  - Entrepreneur
  - Financial analyst
  - Small business owner
  - Management consultant
  - Entrepreneurship manager
  - Principal of an entrepreneurship company
  - Public relations professional
  - Advertising professional
  - Marketing manager
  - Federal, state or local government official
  - Digital and social media marketing professional
Bachelor of Science (BS) degree in Business Administration
The Bachelor of Science degree in Business Administration requires a minimum of 180 credit hours distributed as follows:

64 credit hours in the University’s general education core courses which should include:

- 20 credit hours in English and Communications of a level higher than EN150, specified as EN151, EN152, EN166, EN491, and one course from EN154 and EN213
- 20 credit hours in Mathematics and Science
  - 12 credit hours in Mathematics of a level higher than MT150, specified as MT155, MT156, and MT 221
  - 8 credit hours: any courses from BL, CH, ET and PH.
- 20 credit hours in Behavioral Sciences and Humanities
  - HM279, and any four courses from EN, HS, HM, IS, PL, PS, SC or SP
- 4 credit hours in Computer and Information Science, CI101 required which can be waived by examination.

68 credit hours in Business Administration core courses specified as follows: AC101, AC102, AC207, BS101, BS201, BS205, BS210, BS321, BS350, BS441, CI213, EC201, EC202, FN201, MN201, MR201, and MT200.

24 credit hours in an area of concentration selected from one of the following:

Accounting and Finance
The required courses are AC303, AC401, EN370 and 3 Finance courses of 300 level or higher.

Digital and Social Media Marketing
The required courses are MR 311, MR 340, EN370, EN371, EN373 and any two 300-400 level BS, EC, FN, MN and MR courses.

Forensic Studies
The required courses are AC320, AC330, AC340, AC420 and any two 300-400 level AC,BS,MR,EC,FN, MN or CJ courses approved by the Program Director.

General Business
The required courses are BS421, EN370, FN205 or FN302, MN341 or MN421, two additional electives in AC, BS, MR, or MN of 300-400 level or EN371 and EN373 or EN380.

International Business
The required courses are BS421, EC 311 or MR355, EC431, EN370, EN373, EN380 or FN341.

Management
The required courses are EN370, MN310, MN312, MN316, and any two 300-400. MN courses or one MN course and EN371 or EN373.

Elective Courses (24 credit hours)
12 hours of 300/400 level courses and 12 hours of any other level courses

The following is a sample outline of the graduation requirements of BS degree in Business Administration (Minimum 180 credit hours):

General Education Core Courses
(64 credit hours)

English and Communications
(20 credit hours)
### Mathematics and Science
(20 credit hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MT155</td>
<td>Intermediate Algebra</td>
</tr>
<tr>
<td>MT156</td>
<td>General Education Math</td>
</tr>
<tr>
<td>MT221</td>
<td>Fundamentals of Statistics</td>
</tr>
<tr>
<td>*</td>
<td></td>
</tr>
</tbody>
</table>

* Any courses from BL, CH, ET and PH

### Behavioral Sciences and Humanities
(20 credit hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HM279</td>
<td>East-West Signature Course</td>
</tr>
<tr>
<td>*</td>
<td></td>
</tr>
</tbody>
</table>

* Any four courses from EN, HS, HM, IS, PL, PS, SC and SP

### Computer and Information Science
(4 credit hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI101</td>
<td>Computer Technology and Applications</td>
</tr>
</tbody>
</table>

* CI101 can be waived by placement test

### Business Administration Courses
(92 credit hours)

#### Business Core Courses
(68 credit hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>AC101</td>
<td>Financial Accounting I</td>
</tr>
<tr>
<td>AC102</td>
<td>Financial Accounting II</td>
</tr>
<tr>
<td>AC207</td>
<td>Managerial Accounting I</td>
</tr>
<tr>
<td>BS101</td>
<td>Introduction to Business</td>
</tr>
<tr>
<td>BS201</td>
<td>Entrepreneurship</td>
</tr>
<tr>
<td>BS205</td>
<td>Business Communications</td>
</tr>
<tr>
<td>BS210</td>
<td>Business Law</td>
</tr>
<tr>
<td>BS321</td>
<td>International Business</td>
</tr>
<tr>
<td>BS350</td>
<td>Business Ethics</td>
</tr>
<tr>
<td>BS441</td>
<td>Strategic Management and Policy</td>
</tr>
<tr>
<td>CI213</td>
<td>Desktop Spreadsheet Application</td>
</tr>
<tr>
<td>EC201</td>
<td>Principles of Micro-economics</td>
</tr>
<tr>
<td>EC202</td>
<td>Principles of Macro-economics</td>
</tr>
<tr>
<td>FN201</td>
<td>Principles of Corporate Finance</td>
</tr>
<tr>
<td>MN201</td>
<td>Principles of Management</td>
</tr>
<tr>
<td>MR201</td>
<td>Principles of Marketing</td>
</tr>
<tr>
<td>MT200</td>
<td>Business Calculus</td>
</tr>
</tbody>
</table>

### Area of Concentration
(24 credit hours)

Select from the following concentrations:

#### Accounting and Finance

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>AC303</td>
<td>Intermediate Accounting I</td>
</tr>
<tr>
<td>AC401</td>
<td>Auditing Theory</td>
</tr>
<tr>
<td>EN370</td>
<td>Group Dynamics and Team Building</td>
</tr>
<tr>
<td>*</td>
<td></td>
</tr>
</tbody>
</table>

* Any three 300-400 level Finance courses

#### Digital and Social Media Marketing

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MR311</td>
<td>Public Relations</td>
</tr>
<tr>
<td>MR340</td>
<td>Marketing Research</td>
</tr>
<tr>
<td>EN371</td>
<td>Social Media in Today's Workplace</td>
</tr>
<tr>
<td>EN370 or EN373</td>
<td>Group Dynamics and Team Building/Intercultural Communication</td>
</tr>
<tr>
<td>----------------</td>
<td>-------------------------------------------------------------</td>
</tr>
<tr>
<td>*</td>
<td></td>
</tr>
<tr>
<td>*</td>
<td></td>
</tr>
</tbody>
</table>

\* Any two 300-400 level BS, EC, FN, MN and MR courses.

**Forensic Studies**

- AC320 Forensic Accounting
- AC330 Criminal Tax Practice and Procedure
- AC340 Principles of Fraud Investigation I
- AC420 Current Topics and Cases in Forensic Accounting
  
\* Any two 300-400 level AC, BS, EC, FN, MN, MR or CJ courses

**General Business**

- BS421 Current Topics in International Business
- EN370 Group Dynamics and Team Building
- FN205 or FN302 Personal Finance Planning/Stock Market and Investments
- MN341 or MN421 Ethical Leadership/Current Topics in Management
  
\* Any 300-400 level AC, BS, MN or MR course

\* EN371 or EN373 or EN380

**International Business**

- BS421 Current Topics in International Business
- EC311 or MR355 Comparative Economic Systems/International Marketing Strategies
- EC431 International Economics
- EN370 Group Dynamics and Team Building
- EN373 Intercultural Communication
- FN341 or EN380 International Finance/Negotiation

**Management**

- EN370 Group Dynamics and Team Building
- MN310 Organization Theory and Development
- MN312 Human Resource Management

<table>
<thead>
<tr>
<th>MN316</th>
<th>Current Issues in Labor and Management Law</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN371 or EN373</td>
<td>Social Media in Today’s Workplace/Intercultural Communication</td>
</tr>
<tr>
<td>*</td>
<td></td>
</tr>
</tbody>
</table>

\*one 300-400 level MN course

**Elective Courses**

24 credit hours of electives of which 12 credit hours must be at the 300-400 level

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Office Administration

Office Administration
Office Administration
Associate of Applied Science (AAS) Degree in Office Administration

Purpose
The Office Administration program leads to an Associate of Applied Science degree in Office Administration. The program familiarizes students with current technologies and procedures of today’s work environment in real or virtual settings and develops skills in a wide variety of corporate communication methodologies. Graduates can seek a terminal degree or enter into the corporate workforce. A mandatory internship is a required part of the curriculum. The program will prepare students to work in virtual teams and in telecommunicating careers as well. This program seamlessly articulates into a four-year terminal degree in Business Administration or English and Communications.

Objectives
The basic objectives of the Office Administration program are to teach the students:

- Standard professional business communication
- Use of data, word processing, presentation and desktop publishing software
- Use of professional multimedia software
- Use of appropriate social media tools and skills required for telecommunicating careers
- Corporate and intercultural communication: techniques and practice Business etiquette and ethics.

Some of the many careers open to graduates with the Associate of Applied Science degree in Office Administration are the following:

- Administrative and executive assistants
- Office managers
- Desktop publishers
- Multimedia specialists
- Corporate communication specialists concentrating in marketing, public relations and advertising.

The AAS degree in Office Administration requires a minimum of 92 credit hours distributed as follows:

General Education Core
(28 credit hours)
28 credit hours in the University’s general education core courses should include:

- English and Communications
  (12 credit hours)
  
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN151</td>
<td>Rhetoric and Style</td>
</tr>
<tr>
<td>EN152</td>
<td>Writing from Sources</td>
</tr>
<tr>
<td>EN166</td>
<td>Speech</td>
</tr>
</tbody>
</table>

- Mathematics
  (4 credit hours)

- Biological or Physical Sciences
  (4 credit hours)

- Humanities
  (4 credit hours)
  
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HM279</td>
<td>East-West Signature Course</td>
</tr>
</tbody>
</table>

- Computer and Information Science
  (4 credit hours)
  
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI101</td>
<td>Computer Technology and Applications</td>
</tr>
</tbody>
</table>
### Cognate or Supporting Fields
**(16 credit hours)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>AC101</td>
<td>Financial Accounting I</td>
</tr>
<tr>
<td>BS101</td>
<td>Introduction to Business</td>
</tr>
<tr>
<td>MN201</td>
<td>Principles of Management</td>
</tr>
<tr>
<td>MR201</td>
<td>Principles of Marketing</td>
</tr>
</tbody>
</table>

### Major Field of Concentration
**(40 credit hours)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Electives
**(8 credit hours)**

Select from multimedia or business courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN228</td>
<td>Desktop Publishing</td>
</tr>
<tr>
<td>EN370</td>
<td>Group Dynamics and Team Building</td>
</tr>
<tr>
<td>EN371</td>
<td>Social Media in Today’s Workplace</td>
</tr>
<tr>
<td>OA109 or CI213</td>
<td>Windows, Word, Excel/ Desktop Spreadsheet Application</td>
</tr>
<tr>
<td>OA110 or CI214</td>
<td>Access, Powerpoint, Outlook/ Desktop Database Management</td>
</tr>
<tr>
<td>OA231 or CP300</td>
<td>Special Projects in Office Administration or Cooperative Education I</td>
</tr>
</tbody>
</table>

### Select from multimedia or business courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HM279</td>
<td>East-West Signature Course</td>
</tr>
<tr>
<td>CI101</td>
<td>Computer Technology and Applications</td>
</tr>
<tr>
<td>AC101</td>
<td>Financial Accounting I</td>
</tr>
<tr>
<td>BS101</td>
<td>Introduction to Business</td>
</tr>
<tr>
<td>MN201</td>
<td>Principles of Management</td>
</tr>
<tr>
<td>MR201</td>
<td>Principles of Marketing</td>
</tr>
<tr>
<td>BS205</td>
<td>Business Communications</td>
</tr>
<tr>
<td>BS350</td>
<td>Business Ethics</td>
</tr>
<tr>
<td>CI105</td>
<td>Web Page Design</td>
</tr>
<tr>
<td>EN154</td>
<td>Technical Communication</td>
</tr>
</tbody>
</table>
Special Academic Programs

The Institute of Islamic Studies
East-West University’s founding plans envisaged the establishment of an Institute of Islamic Studies in order to promote teaching, research, information dissemination, publications and field services in the area; to integrate Islamic thought in the courses of liberal arts, humanities, and behavioral and social sciences; and to provide an academically credible forum for organizing conferences, seminars and symposia. The Institute has been planned to function as an autonomous center of excellence and inter-departmental stimulator and coordinator of research interests, programs and resources in the field of Islamic studies.

The studies undertaken by the Institute would infuse and enrich the various academic programs of the University. It offers a core program of four courses which may be taken as electives, with preference given to students seeking the institutional academic scholarship. Islam is one of the major religions of the contemporary world claiming over one and a half billion adherents, or about one-fourth of the entire humankind. Muslim populations are concentrated in the Middle East, in Central, South and Southeast Asia, and in Africa. Stretching from Senegal to Indonesia, the Muslim world’s natural resources and raw materials, its markets and economic opportunities and its geo-political and strategic importance are crucial to the peace and security of the world.

North America itself has a small but growing Muslim population, a sizable portion of which resides in the Chicagoland area. An understanding of the contemporary world scene cannot be complete without the study of Muslim people, their modes of thinking and behavior, and the determinants of their culture and civilization especially with reference to the sources of Islamic thought and its development through history. The interdependence between North America and Western Europe on the one hand and the Muslim world on the other is increasingly becoming evident. Teaching, research, information dissemination, publications and field services in the area of Islamic studies will significantly contribute to the fulfillment of East-West University’s mission and purposes.

Islamic Studies Core Program
The three major sub-divisions of the Islamic studies core program are:

- Origin and sources of Islamic thought
- History of Islamic thought and Muslim civilization
- Contemporary Muslim thought and reality.

At the undergraduate level, the origin and sources of Islamic thought are studied in courses consisting of the central themes of the Quran, major dimensions of the Sunnah, and biography of Prophet Mohammad (peace be upon him), all three integrated so as to explicate the system of beliefs, worships and moral code of conduct enunciated by Islam. A survey of Islamic thought and civilization is conducted in all four courses of the core program. Besides the social, political and economic history, emphasis is placed on
intellectual developments and the contributions to Islamic thought made through such Islamic sciences as tafsir, hadith, fiqh and usul-ul fiqh, kalam, falsafah, and tasawwuf. Historical studies focus on such Muslim attitudes, aspirations, behavior patterns and institutions as have shown resilience to endure through temporal and spatial changes.

As contemporary Muslim societies and institutions come under study, the strains generated by Western colonialism and modern technology and the Islamic response to their impact form the content of these courses. Recent emphasis on Islam as an ideology and way of life is related to the actual sociocultural, political and economic conditions in countries with Muslim majority and minority populations. The main trends of thought and behavior on such issues as the appropriate form of political organization, institutions and statehood, economics and resource management, role of women in society, status of non-Muslims in an Islamic state, Muslim participation in world affairs and cooperation among Muslim countries are studied in these courses.

In the area of research, the Institute of Islamic Studies plans to focus on state-of-the-art surveys of each discipline of knowledge from the Islamic point of view; status studies of Muslim people objectively delineating where they stand at the present time – socially, educationally, politically and economically; studies of goals and targets in important spheres of individual and social life of the Muslims; and studies of policy formation, strategies of reform, governmental action and evaluation research.
ACCOUNTING

AC101 | Fall/Winter
FINANCIAL ACCOUNTING I
4 CREDITS | COREQUISITE: MT155
This introductory financial accounting course presents accounting as an information system that produces summary financial statements, primarily for external users. Students study the forms of business organization, recording and analyzing transactions, and financial statement preparation. Ethical situations will also be addressed.

AC102 | Winter/Spring
FINANCIAL ACCOUNTING II
4 CREDITS | PREREQUISITE: AC101
A sequel to AC101, this financial accounting course continues the study of the fundamental principles and procedures of accounting. The course includes a study of cash; inventories; property, plant, and equipment; intangible assets; current liabilities; corporations (including capital stock and dividends); long-term liabilities (bonds and notes); the statement of cash flows, and financial statement analysis. Ethical situations will also be addressed.

AC207 | Fall/Spring
MANAGERIAL ACCOUNTING I
4 CREDITS | PREREQUISITE: AC102
This course presents accounting as a system of producing information for management decisionmaking. The course emphasizes the identification and interpretation of data for planning, controlling, and evaluating performance of a business and its components. Manufacturing cost systems, incremental analysis, and capital budgeting are covered in the context of business returns.

AC303 | Winter
INTERMEDIATE ACCOUNTING I
4 CREDITS | PREREQUISITE: AC207
This intermediate accounting course is a continuation of the study of accounting theory and practice as it relates to current assets, including monetary assets, receivables, and inventories.

There will also be examination of the standard-setting process, the accrual process, and preparation of financial statements. This course uses a rules-based approach to solve complex accounting problems with consideration of US and international standards. Ethical considerations will be addressed.

AC305 | Spring/Even year
TAXATION
4 CREDITS | PREREQUISITES:
AC102 or consent of the Program Director
A study of the theory and principles of federal income taxation for individuals. The course reviews preparation of tax returns in accordance with the internal revenue code and other supplementary IRS rulings. Emphasis is given to real-life scenarios and cases. Students will prepare complex individual tax returns using a professional computer package.

AC306 | Spring or as needed
MANAGERIAL ACCOUNTING II
4 CREDITS | PREREQUISITE: AC207
A sequel to Accounting 207, this course continues the study of accounting as a system of producing information internal management use. This course includes a study of centralized and decentralized organizations, responsibility accounting, transfer pricing, differential analysis, cost allocation, activity-based costing, and cost management for just-in-time environments.

AC310 | Spring or as needed
ADVANCED TOPICS IN TAXATION
4 CREDITS | PREREQUISITES: AC305 and Consent of the Program Director
Taxation of corporations, partnerships, and specific trusts. Students will practice preparation of various types of tax returns. There is coverage of tax regulations related to specific current topics in taxation and continued discussion on representation of clients before the Internal Revenue Service.
AC315 | Spring/Odd year
ACCOUNTING INFORMATION SYSTEMS
4 CREDITS | PREREQUISITES: AC102 & CI1101
A study of internal control systems, data processing concepts, and accounting procedures and controls. The course focuses on typical accounting information systems. Using professional software, students gain hands-on experience in financial planning and modeling.

AC320 | Fall or as needed
FORENSIC ACCOUNTING
4 CREDITS | PREREQUISITES: Consent of the Program Director & Junior standing
Emphasis on federal legislation related to fraud examinations. Topics include coverage of laws preserving the rights of individuals suspected of committing fraud, laws that govern civil and criminal prosecutions, the admittance of evidence, and the testimony of expert witnesses.

AC330 | Spring or as needed
CRIMINAL TAX PRACTICE AND PROCEDURE
4 CREDITS | PREREQUISITES: AC305 and Consent of the Program Director and Junior standing
This course studies federal criminal tax law and procedure, including the prosecution and defense of Title 18 and Title 26 criminal tax offenses, federal and local rules of criminal procedure, pre-trial practice, methods of proof, representation of witnesses, federal sentencing guidelines, and related civil considerations.

AC340 | Winter or as needed
PRINCIPLES OF FRAUD INVESTIGATION I
4 CREDITS | PREREQUISITES: Consent of the Program Director and Junior standing
An introductory course in fraud examination methodology covering skimming, cash larceny, billing schemes, check tampering, payroll schemes, fraudulent financial statements, interviewing witnesses and writing investigative reports.

AC345 | Winter or as needed
PRINCIPLES OF FRAUD INVESTIGATION II
4 CREDITS | PREREQUISITES: AC340, Consent of the Program Director & Junior standing
An intermediate course in fraud examination elaborating on topics which are introduced in AC340. Most examination will contain representative questions from the CFE (Certified Fraud Examiner) examination.

AC401 | Spring/Odd year
AUDITING THEORY
4 CREDITS | PREREQUISITES: AC102 & Junior standing
An examination of the accounting profession, professional ethics, auditors’ legal responsibilities, and financial audits by external auditors. The course surveys the development of auditing standards: the generally accepted auditing standards and official pronouncements. Practical applications are presented as illustrative cases. The case coverage includes audit planning, internal control evaluation, substantive audits and audit reporting. Sarbanes-Oxley is also presented.

AC420 | Spring or Needed
CURRENT TOPICS AND CASES IN FORENSIC ACCOUNTING
4 CREDITS | PREREQUISITE: Consent of the Program Director & Junior standing
This course will cover applicable current issues in forensic accounting and review questions from the CFE (Certified Fraud Examiner) examination.

AR101 | Fall
ELEMENTARY ARABIC | 4 CREDITS | PREREQUISITE: None
An aural-oral approach to the Arabic language, pronunciation and fundamental grammatical principles introduced through drill in the basic language. Special emphasis is placed on skills of listening and speaking, followed by practice in reading and writing.
AR102 | Winter | ELEMENTARY ARABIC II | 4 CREDITS | PREREQUISITE: AR101 or equivalent or consent of instructor
A continuation of AR101.

AR103 | Spring | ELEMENTARY ARABIC III | 4 CREDITS | PREREQUISITE: AR102 or equivalent or consent of instructor
A continuation of AR102.

AR201 | Fall | INTERMEDIATE ARABIC I | 4 CREDITS | PREREQUISITE: AR103 or equivalent or consent of instructor
A course for students who have completed one year of Arabic; review of grammar with emphasis on the irregular verbs and syntax; practice in reading, composition and conversation based on matter relating to the Middle Eastern countries.

AR202 | Winter | INTERMEDIATE ARABIC II | 4 CREDITS | PREREQUISITE: AR201 or equivalent or consent of instructor
A continuation of AR201.

AR203 | Spring | INTERMEDIATE ARABIC III | 4 CREDITS | PREREQUISITE: AR202 or equivalent or consent of instructor
A continuation of AR202.

AR310 | Fall | SURVEY OF ARABIC LITERATURE: CLASSICAL PERIOD | 4 CREDITS | PREREQUISITE: Junior standing
A study of pre-Islamic period to 1500 CE; the golden age of Arabic poetry; the rise of bellettristic writings; prose style; folk literature; selected readings; narrative genres: sacred and profane.

BL101 | Fall/Winter/Spring | INTRODUCTION TO BIOLOGY | 4 CREDITS | PREREQUISITE: Completion or placement out of EN123
An introductory science course covering the nature of science, the unity, diversity, and classification of life forms and the evolution of life. Activities include videos, lectures, discussions, and a term paper.

BL103 | As Needed | INTRODUCTION TO GENERAL BIOLOGY | 4 CREDITS | PREREQUISITE: None
Provides an understanding of the diversity of life on earth. The course describes the basic concepts of life sciences such as order and organization in living organisms, cell structure & function, cell division, photosynthesis, pathways of cellular respiration, DNA-RNA-Protein paradigm, the human body, genes & heredity characteristics and evolution.

BL111 | Fall/Winter | BIOLOGY OF THE CELL | 4 CREDITS | PREREQUISITE: Prerequisite: Completion or placement out of EN123 and MT123 COREQUISITE: BL112
An exploration of the architecture of matter from the level of the atom through the level of the cell. The structure and bonding behavior of atoms and biological molecules, essentials of biochemistry, structure and functions of cell organelles, and the reproduction and differentiation of cells is emphasized.

BL112 | Fall/Winter | BIOLOGY OF THE CELL: LABORATORY | 2 CREDITS | PREREQUISITE: Prerequisite: Completion or placement out of EN123 and MT123 COREQUISITE: BL111
Demonstrations and experiments are performed which illustrate the principles of Biology 111. Also included are microscopy, field trips, videos, and a term paper.
**BL121** | Winter/Spring  
**BIOLOGY OF THE ORGANISM**  
4 CREDITS | PREREQUISITE: BL111 and BL112 | COREQUISITE: BL122  
The comparative anatomy and physiology of organisms is explored with the aim of understanding how life forms have evolved and how each life form is adapted to its respective niche. Emphasis is placed on plants and animals, selected aspects of human anatomy and physiology, and basic ecological principles.

**BL122** | Winter/Spring  
**BIOLOGY OF THE ORGANISM LABORATORY**  
2 CREDITS | PREREQUISITE: BL111 and BL112 | COREQUISITE: BL121  
Examination of the adaptive strategies of diverse organisms. Activities include field trips, experiments, videos, microscopy, dissections, use of anatomical models, and a term paper.

**BL140** | Fall/Spring  
**BIOGEOGRAPHY**  
4 CREDITS | PREREQUISITE: Completion or placement out of EN123  
Natural history and evolution of planet earth. The geological structure of the earth tectonic plates will be discussed: how ocean floor and continents form, break apart and reform – and the physical sources of volcanoes and earthquakes. Interactions among the earth’s solid surface, hydrosphere, atmosphere, and biosphere will be covered; term paper included.

**BL161** | Fall  
**INTRODUCTORY EEG I**  
4 CREDITS | PREREQUISITE: Completion or placement out of EN123 and MT123 | COREQUISITE: BL162  
The first course of a series designed to educate students on methods of measurement, notation, and methodology in a clinical electroencephalography (EEG) laboratory. Essential mathematical concepts, responsibilities and ethics of laboratory technologists, instrumentation, and interpretation of data are discussed. In conjunction with BL162, this course introduces students to laboratory techniques essential for Neurotechnologists.

**BL162** | Fall  
**INTRODUCTORY EEG I LABORATORY**  
2 CREDITS | PREREQUISITE: Completion or placement out of EN123 and MT123 | COREQUISITE: BL161  
Measuring technique is emphasized. Students practice and gain proficiency in the 10-20 system of electrode placement.

**BL171** | Winter  
**INTRODUCTORY EEG II**  
2 CREDITS | PREREQUISITE: BL161 and BL162 | COREQUISITE: BL172  
A course designed to introduce students to the theory and science of electroneurodiagnostics technology with an emphasis on safety, polarity, localization and types of electrodes, as well as optimal impedance of electrodes.

**BL172** | Winter  
**INTRODUCTORY EEG II LABORATORY**  
2 CREDITS | PREREQUISITE: BL161 and BL162 | COREQUISITE: BL171  
Electrode placement and measuring techniques are emphasized and students gain further proficiency in the 10-20 system of electrode placement.

**BL173** | As Needed  
**INTRODUCTORY PSG**  
2 CREDITS | PREREQUISITE: BL161 and BL162 | COREQUISITE: BL174  
The history and overview of sleep medicine, ethics, roles, and professional behavior of sleep technologists are covered. Patient and equipment preparation procedures, monitoring techniques and documentation, therapeutic interventions, protocols for monitoring, intervention and scoring, cardiac event recognition and management (EKG), patient safety and emergency protocols are all discussed.
BL174 | As Needed
INTRODUCTORY PSG LABORATORY | 2 CREDITS | PREREQUISITE: BL161 and BL162 | COREQUISITE: BL173
Sleep pattern recognition, instrumentation, cardiac event recognition and management (EKG), practical sessions and other appropriate practicals to support BL173.

BL175 | As Needed
INTRODUCTORY IOM, EP AND NEUROTECHNOLOGY | 2 CREDITS | PREREQUISITE: BL161 and BL162 | COREQUISITE: BL176
Analysis of the anatomy and physiology of the central and peripheral nervous system, sensory and motor pathways necessary for understanding the procedures and applications of Intraoperative Neuromonitoring (IOM). Includes an introduction to the electronics and instrumentation for IOM hardware and software. Foundational concepts of Intraoperative Neuromonitoring and evoked potentials are covered.

BL176 | As Needed
INTRODUCTORY IOM, EP AND NEUROTECHNOLOGY LABORATORY | 2 CREDITS | PREREQUISITE: BL161 and BL162 | COREQUISITE: BL175
Appropriate practical and technical sessions to illustrate and support concepts described in BL175.

BL180 | Fall/Winter/Spring
INTERNSHIP I | 2 CREDITS | PREREQUISITE: BL161 and BL162
Practical experience in a hospital setting where students observe the practice and application of medical technology including observation of and participation in diagnostic procedures under the direct supervision of a qualified neurotechnologist.

BL201 | As Needed
GENETICS AND EVOLUTION | 4 CREDITS | PREREQUISITE: EN151 and MT155
Classical Mendelian genetics, modern molecular biology of DNA regulation, natural selection and evolutionary history are discussed. Special emphasis placed on human evolution. Activities include field trips, videos, and a term paper.

BL202 | Winter/Spring
HUMAN ANATOMY AND PHYSIOLOGY I | 4 CREDITS | PREREQUISITE: BL111 and 112 or BL121 and 122 | COREQUISITE: BL203
Investigation of the structure and function of the human body from cells, to tissues, organs, and organ systems. Integumentary, skeletal, muscular, and nervous system are covered. Videos, computer software, and online resource, are used to illustrate basic concepts of anatomy and physiology. Term paper included.

BL203 | Winter/Spring
HUMAN ANATOMY AND PHYSIOLOGY I LABORATORY | 2 CREDITS | PREREQUISITE: BL111 and 112 or BL121 and 122 | COREQUISITE: BL202
The structure and function of the human body are explored through various activities including use of anatomical models, microscopy, demonstrations, experiments, and applicable dissections to illustrate and expand the topics of BL202.

BL204 | Spring/Summer
HUMAN ANATOMY AND PHYSIOLOGY II | 4 CREDITS | PREREQUISITE: BL202 and BL203 | COREQUISITE: BL205
Endocrine, cardiovascular, lymphatic, immunity, respiratory, digestive, urinary, and reproductive systems are covered in this second part of Anatomy and Physiology sequence. Term paper included as part of course.
BL205 | Spring/Summer
HUMAN ANATOMY AND PHYSIOLOGY II LABORATORY | 2 CREDITS | PREREQUISITE: BL202 and BL203 | COREQUISITE: BL204
The structure and function of the human body are explored through various activities including use of anatomical models, microscopy, demonstrations, experiments, and applicable dissections to illustrate and expand the topics of BL204.

BL210 | As Needed
MICROBIOLOGY
4 CREDITS | PREREQUISITE: BI111 and 112 and CH111 and 112 | COREQUISITE: BI211
Biology of microorganisms such as bacteria, viruses, fungi, and protozoa are covered. Pathogens, antiseptic and sterilization techniques, and medical applications are discussed. Term paper required.

BL211 | As Needed
MICROBIOLOGY LABORATORY
2 CREDITS | PREREQUISITE: BI111 and 112 and CH111 and 112 | COREQUISITE: BI210
Laboratory to accompany BL210 lecture. Safety, sterile technique, culture and identification of microorganisms is emphasized. Includes study of anaerobic pathogens.

BL214 | As Needed
HOLISTIC HEALTH
4 CREDITS | PREREQUISITE: None
Provides an exposure and working knowledge to the role of holistic health practices and integrative medicine. The course will introduce the terminology used to facilitate discussion with healthcare providers and integrate holistic health practices into the healthcare system. This course will enhance knowledge of holistic health protocols that can restore wellness for good health and when particular ailments demonstrate an imbalance in the body and lifestyle.

BL222 | Fall/Winter/Spring
REPRODUCTION AND SEXUALITY
4 CREDITS | PREREQUISITE: Sophomore Standing
Reproductive strategies of diverse life forms are compared and contrasted with that of humans. The anatomy and physiology, neuroendocrinology, and development of the female and male reproductive systems, as well as human embryology, are emphasized. The biology of sex determination and sexual orientation and cultural factors that affect sexuality and gender roles are also considered. Special emphasis is placed on birth control methods, abortion, sexually transmitted diseases, and new reproductive technologies. Term paper included.

BL223 | Fall/Winter/Spring
NUTRITION
4 CREDITS | PREREQUISITE: Sophomore Standing
An examination of the role of nutrition in human health and disease. Human digestion and metabolism as well as macronutrients and micronutrients are discussed with the goal of enabling the student to become a more sophisticated consumer and to practice preventive medicine through appropriate nutrition and lifestyle choices. Students learn how to evaluate their nutritional intake and improve their nutritional status so as to improve the quality of their lives. Nutrition assessment and term paper required.

BL227 | Winter/Spring
BOTANY | 4 CREDITS | PREREQUISITE: BI111 and 112 or BI121 and 122 | COREQUISITE: BL228
An in-depth study of plant structure and function, survey of various phyla of the plant kingdom, and related evolutionary and environmental issues of botany are discussed. Term paper required.
BL228 | Winter/Spring
BOTANY LABORATORY
2 CREDITS PREREQUISITE: BL111 and 112 or BL121 and 122 | COREQUISITE: BL227
Laboratory studies to complement BL227. Lab activities include microscopy, live and preserved specimens examination, and field trips.

BL230 | Spring
ZOOLOGY
4 CREDITS | PREREQUISITE: BL111 and 112 or BL121 and 122 | COREQUISITE: BL231
Survey of the animal kingdom with focus on comparative anatomy and evolution. This course is based on phylogenetic overview of the animal kingdom, examining selected classes of invertebrates and vertebrates to elucidate the evolution of the major organ systems, especially digestive, excretory, reproductive, and nervous systems. Term paper included.

BL231 | Spring
ZOOLOGY LABORATORY | 2 CREDITS | PREREQUISITE: BL111 and 112 or BL121 and 122 | COREQUISITE: BL230
Laboratory studies to correlate with BL231. Lab activities include microscopy and use of preserved animal specimens.

BL233 | Winter/Spring
BRAIN HEALTH
4 CREDITS | PREREQUISITE: Sophomore Standing
Structure and function of the human brain including details of sensory, motor, and integrative systems important for our perceptions and behavior are covered. The role of nutrition, exercise, and meditation or prayer in maintaining brain health is explored. Practical techniques to improve brain use to maximize the student’s long-term academic and professional potential are discussed. Term paper included.

BL251 | As Needed
MOLECULAR AND CELLULAR BIOLOGY
4 CREDITS | PREREQUISITE: BL111 and 112 or BL121 and 122 | COREQUISITE: BL252
This course covers the structural, functional, and genetic characteristics of prokaryotic and eukaryotic cells and selected viruses, macromolecular synthesizes, regulation of gene expression, chromosome organization, and intracellular protein trafficking. The molecular basis of cellular ultrastructure, hormone action, signal transduction mechanisms, cell cycle control, proliferation, and differentiation will also be examined. Term paper included.

BL252 | As Needed
MOLECULAR AND CELLULAR BIOLOGY LABORATORY | 2 CREDITS
PREREQUISITE: BL111 and 112 or BL121 and 122
COREQUISITE: BL251
Experimental techniques of molecular biology and molecular genetics designed to accompany the lectures in BL251.

BL261 | Spring
INTERMEDIATE EEG
2 CREDITS | PREREQUISITE: BL171 and BL 172
OREQUISITE: BL262
The student is provided with a foundation in the theory and practice of a medically oriented laboratory. Instrumentation, activation procedures, and chart abstracting are emphasized. Study of medical instrumentation and theory, including basics of analog and digital instrumentation, calibration, care and use of electrodes, electrical safety, activation procedures, artifacts, montages, and classification of wave activity. Emphasis in this course is on clinical correlations.

BL262 | Spring
INTERMEDIATE EEG LABORATORY
2 CREDITS | COREQUISITE: BL261
Instrument operation, recognition of artifacts, and performance of medical monitoring are introduced in a laboratory setting. Emphasis is placed on
performance of routine EEG. A continuation of EEG wave pattern recognition and interpretation and the relationship between pattern recognition and diagnostic technique.

- **BL263 | As Needed**  
  **INTERMEDIATE POLYSOMNOGRAPHY**  
  2 CREDITS  
  PREREQUISITE: BL173 and BL174  
  COREQUISITE: BL264  
  Discussions of clinical detection of sleep disorders and use of EEG technology in sleep labs. Neural aspects of sleep pathways and the autonomic nervous system are also discussed.

- **BL264 | As Needed**  
  **INTERMEDIATE POLYSOMNOGRAPHY LABORATORY**  
  2 CREDITS  
  COREQUISITE: BL263  
  Appropriate practicals to support BL263 including examples of various sleep disorders.

- **BL265 | As Needed**  
  **INTERMEDIATE IOM**  
  2 CREDITS  
  PREREQUISITE: BL175, BL176, BL341  
  Fundamental concepts in anesthesia basics and practical anesthesia are discussed. Basic pharmacology of sedatives, muscle relaxants, and other drugs and their respective effects on IOM. A wide array of IOM surgical cases are explored with further investigation into IOM hardware and software including program construction. Other topics include the surgical environment, HIPPA, JHACO, AORN, CPT billing and hospital coding protocol. Includes a laboratory component.

- **BL271 | Fall/Winter**  
  **ADVANCED EEG**  
  2 CREDITS  
  PREREQUISITE: BL261 and BL262  
  EEG pattern interpretations in disorders such as seizures, headaches, brain tumors, cerebral vascular lesions, encephalitis, psychiatric disorders, premature birth, brain abscess, coma, chorea, and drug intoxication are discussed in detail. Laboratory work is integrated with lecture.

- **BL273 | As Needed**  
  **ADVANCED POLYSOMNOGRAPHY**  
  2 CREDITS  
  PREREQUISITE: BL263 and BL264  
  Scoring event recognition and management, instrumentation, multiple sleep latency testing (MSLT), multiple wake testing, abnormal and pediatric sleep is described. Students are taught in preparation for the RPSGT registry exam given by the Board of Registered Polysomnographic Technologists.

- **BL275 | As Needed**  
  **ADVANCED IOM**  
  2 CREDITS  
  PREREQUISITE: BL265 and BL341  
  Theory and performance of procedure based monitoring plans used in Intraoperative Neuromonitoring. Trouble shooting and instrumentation setup, MEP, SEP, Free run and Triggered EMG for all spinal surgeries including minimally invasive techniques are considered SSEP, MEP, ABR and EEG for craniotomies and skull base procedures, cranial nerve EMG monitoring, SSEP and MEP brain mapping, documentation and legal issues are also discussed. Laboratory work is integrated with lecture.

- **BL279 | As Needed**  
  **SCIENTIFIC THOUGHT AND PROCESSES**  
  4 CREDITS  
  PREREQUISITE: EN152 and sophomore standing  
  The course provides a survey of scientific landmarks in history and the essence of scientific thought and methodology are explored. In addition, physical, chemical, and biological theories and laws are discussed to help students better understand the scientific process and appreciate their place in the Cosmos.
BL280 | Fall/Winter/Spring
INTERNERSHIP II | 2 CREDITS | PREREQUISITE: BL180
Practical experience in a hospital setting where students observe the practice and application of a medical technology including observation of and participation in diagnostic procedures under the direct supervision of a qualified technologist.

BL291 | As Needed
SEMINAR IN BIOLOGY | 4 CREDITS | PREREQUISITE: Completion of at least one 200-level Biology course
A literature research course that involves reading primary research papers in scientific and technical journals, assessment of experimental designs, and interpretation of data in these primary papers. Students present their findings in class presentations and a term paper is required.

BL321 | As Needed
ADVANCED CELL BIOLOGY | 4 CREDITS | PREREQUISITE: BL251/252
The course will provide an in depth study of different developmental diseases on a cellular level. Principles of cell biology and genetics of specific syndromes will be stressed. Specifically, the course will develop insight into the complexities of cell structure and function and the molecular events that mediate cellular processes, with a focus on cytoskeletal dynamics, metabolic processes, cell signaling and genetics. In this course, you will be provided with an understanding of the cytoskeleton, nuclear import/export, protein quality control, membrane trafficking and more. We will highlight how these processes contribute to the function of the whole organism and how their disruption can lead to disease.

BL329 | As Needed
SPECIAL TOPICS IN MOLECULAR BIOLOGY | 2 CREDITS | PREREQUISITES: Junior standing
A seminar style course covering research literature related to molecular biology. Students will present seminars related to specific research topics and lead discussions with peers related to the selected research. Term paper related to the research topic is required.

BL340 | Fall/Winter/Spring
SCIENTIFIC RESEARCH | 4 CREDITS | PREREQUISITES: Junior standing
This course will prepare students for research by exploring topics that include the selection of appropriate project, formulation of hypotheses, and experimental design. Hands on research is included and term papers that are exceptional will be submitted for publication in research journals.

BL341 | Winter/Spring
EVOKED POTENTIALS | 2 CREDITS | PREREQUISITE: BL175 and 176
COREQUISITE: BL265
Recording techniques and basic data recognition of visual, auditory, and somatosensory evoked potentials. Students perform evoked potentials according to the ACNS guidelines and are prepared for the ABRET registration exam in evoked potentials.

BL351 | As Needed
GENETICS | 4 CREDITS | PREREQUISITE: BL111 and 112 or BL121 and 122
This course deals with the traditional principles of Mendelian genetics, population and evolutionary genetics, and molecular genetics. Emphasis is placed on human genetic diseases and molecular biotechnology applications in the twenty-first century. Term paper required.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Type</th>
<th>Course Title</th>
<th>Credits</th>
<th>Prerequisite</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>BL354</td>
<td>As Needed</td>
<td>HISTOLOGY</td>
<td>4</td>
<td>PREREQUISITE: Junior standing</td>
<td>This course will focus on the basic characteristics and identification of the primary vertebrate tissues, as well as their organization into organ systems. Where appropriate microanatomy will be integrated with organ functions. Examination of microscope slides, light micrographs, and electron micrographs of tissues and organs will be used in the study of vertebrate histology. Lecture and laboratory. Term paper required.</td>
</tr>
<tr>
<td>BL390</td>
<td>As Needed</td>
<td>MOLECULAR RESEARCH METHODS AND LABORATORY TECHNIQUES</td>
<td>4</td>
<td>PREREQUISITES: BL321 and 322</td>
<td>A survey of modern molecular methods including those in nucleic acid, protein, and immunological areas. The course is designed to introduce methods to students that will allow them to apply modern biological laboratory techniques to research questions and clinical practice. Term paper included.</td>
</tr>
<tr>
<td>BL391</td>
<td>As Needed</td>
<td>BIOSTATISTICS</td>
<td>4</td>
<td>PREREQUISITE: MT221</td>
<td>Application of statistics in biological science with emphasis on quantitative analysis of data and statistical inferences. The course will cover probability theory and distributions, descriptive statistics for central tendency and dispersion, hypothesis testing and confidence intervals for means, variances, and proportions, the chi-square statistic, categorical data analysis, linear correlation and regression model, as well as analysis of variance. Term paper required.</td>
</tr>
<tr>
<td>BL392</td>
<td>As Needed</td>
<td>EPILEPSY AND LONG TERM MONITORING</td>
<td>4</td>
<td>PREREQUISITE: BL271 or Consent of Instructor</td>
<td>Covers techniques of recording EEG with and without synchronous audio-video. Types of seizures, clinical manifestations, and pattern recognition are covered. Ambulatory EEG and pentobarbital coma, Wada testing, and awake cortical stimulation are also considered.</td>
</tr>
<tr>
<td>BL398</td>
<td>Spring</td>
<td>NEUROTECHNOLOGY CAPSTONE COURSE</td>
<td>4</td>
<td>PREREQUISITE: BL343 or Consent of Instructor</td>
<td>A capstone course for the neurotechnology, polysomnography, and intraoperative neurophysiological monitoring programs that will culminate in students integrating their understanding of neuroscience and EEG, PSG, or IOM. Students will review the research literature, write papers, and present seminars based on their theoretical and clinical knowledge.</td>
</tr>
<tr>
<td>BL402</td>
<td>Fall</td>
<td>NEUROSCIENCE I</td>
<td>4</td>
<td>PREREQUISITES: BL202 and BL203</td>
<td>A comprehensive examination of the human nervous system including study of the surface and cross-sectional anatomy of the spinal cord, brainstem, and cortex. Sensory, motor, and limbic pathways and their normal function and pathophysiology are described. Advanced topics in the scientific literature are researched by students and presented in oral and written format to further deepen their understanding of neuroscience. Term paper required.</td>
</tr>
<tr>
<td>BL403</td>
<td>Winter</td>
<td>NEUROSCIENCE II</td>
<td>2</td>
<td>PREREQUISITE: BL342</td>
<td>Sensory, motor, and limbic neural systems are examined in this course with clinical correlations of related neuropathology. Sensory organs and sensory processing as well as motor function and muscle physiology are considered along with higher cortical functions such as language. Term paper required.</td>
</tr>
<tr>
<td>BL411</td>
<td>As Needed</td>
<td>ADVANCE GENETICS</td>
<td>4</td>
<td>PREREQUISITES: Junior standing</td>
<td>This course is designed for upper level undergraduate students, builds on Genetics, and emphasizes human medical genetics. Topics</td>
</tr>
</tbody>
</table>
covered include but are not restricted to: known human genetic disorders, use of karyotyping, microsatellite analysis, and sequencing in the diagnosis of genetic disorders. Use of pedigrees, epidemiological and molecular studies in the identification of genetic contributions to multifactorial conditions and diseases are also discussed. Term paper included.

- **BL413 | As Needed**
  **IMMUNOLOGY | 4 CREDITS**
  **PREREQUISITE: Junior standing**
  Cells and organs of immune system in health and disease are discussed. Topics covered include innate and adaptive immunity, molecular mechanisms of antibody diversity, major histocompatibility complex, complement system, immunodeficiency, allergies, immunology of cancer and organ transplantation. Recent developments in techniques and immunotherapies will also be discussed. Term paper required.

- **BL414 | As Needed**
  **ENDOCRINOLOGY | 4 CREDITS**
  **PREREQUISITES: Junior standing**
  The study of hormones and other signaling molecules and their functions in growth control, maintaining homeostasis, and reproduction. Term paper incorporated into course.

- **BL451 | As Needed**
  **MOLECULAR PHYSIOLOGY | 4 CREDITS**
  **PREREQUISITES: Junior standing**
  The emphasis is on the molecular and cellular mechanisms underlying physiological processes. Structure-function relationship will be addressed throughout the course. The primary goal of the course is to develop an understanding of the principles of the physiological processes at molecular and cellular levels. Term paper required.

- **BL493 | As Needed**
  **READINGS IN BIOLOGY | 2 CREDITS**
  **PREREQUISITE: Junior standing**
  A literature research course, which involves reading of primary research papers in scientific and technical journals, assessment of the experimental designs, and interpretation of the data in these primary papers. Students present their findings in class presentations; term paper included.

- **BL499 | As Needed**
  **SENIOR CAPSTONE PROJECT | 4 CREDITS**
  **PREREQUISITE: Senior standing**
  Capstone project for seniors in the Biology Program. Students explore a research topic in conjunction with faculty in the department who serves as project advisor. Students develop hypotheses and conduct experiments that are part of ongoing research efforts of biology department faculty. Students will present their research findings in oral and written format and as appropriate research findings are presented at local and national meetings as well as submitted for publication.

**BUSINESS ADMINISTRATION**

- **BS101 | Fall/Winter/Spring**
  **INTRODUCTION TO BUSINESS | 4 CREDITS**
  **PREREQUISITE: Consent**
  **COREQUISITES: EN151 & MT155**
  An examination and analysis of the basic structure and practices of the business community and their impact on economic, political and social institutions of the American society. This course will cover current business topics. Students will present in oral and written format throughout the course.

- **BS201 | Winter**
  **ENTREPRENEURSHIP | 4 CREDITS**
  **PREREQUISITES: AC101**
  A fundamental approach to entrepreneurship and opening a small business. The course considers planning, capital procurement, profit analysis, regulatory requirements, management arts, and business plan requirements. A final project consisting of a detailed business plan will be required.
BS205 | Fall/Spring  
BUSINESS COMMUNICATIONS  
4 CREDITS | PREREQUISITES: BS101  
This course will assist students in developing the skills needed to communicate effectively in diverse work environments. The course will examine and practice essential skills for success in management. Emphasis is placed on research, organization, writing, and presentation of business communications. Topics integrated throughout the course include global communication, business ethics, and cultural differences in the business environment. Technological applications and ethical/cross-cultural considerations in the workplace are also discussed.

BS210 | Fall  
BUSINESS LAW  
4 CREDITS | PREREQUISITE: BS101  
A study of the concepts, principles, and rules of law that apply to the practice of business in an everchanging world. This course includes legal and equitable principles related to business associations, partnerships and corporations. Students are exposed to the functions and responsibilities of how various business departments relate to a legal construct. A strong ethical responsibility is emphasized throughout the class. Other concepts include diversity, employment law, cyber law and privacy, Equal Employment Opportunity issues.

BS251 | Fall  
MANAGING GROWTH OF THE BUSINESS  
4 CREDITS | PREREQUISITE: BS 101  
This course exposes students to the unique challenges of managing the growth of small businesses. It concentrates on company issues during implementation and growth phases, as well as long-term management considerations. The differences between small firms and large organizations, management needs, practices, and financial resources are examined.

BS271 | Winter  
ENTREPRENEURSHIP AND THE USE OF TECHNOLOGY  
4 CREDITS | PREREQUISITE: BS 201  
Students will learn the necessary skills to create successful, high-value enterprises, with an emphasis on markets for technology and venture capital. Case studies will analyze current information and marketing technologies.

BS281 | Fall  
ENTREPRENEURIAL MARKETING  
4 CREDITS | PREREQUISITE: BS 201  
The course focuses on the key marketing strategies relative to new venture initiation, as well as marketing decisions for small and growing organizations. In the course, students learn to apply marketing concepts and address special challenges and opportunities unique to entrepreneurial firms. The course will also address creative approaches to marketing communications.

BS301 | Winter/Spring  
ENTREPRENEURIAL FINANCE  
4 CREDITS | PREREQUISITES: BS 201 & FN 201  
This course identifies and follows the wealth creation cycle beginning with company startups, successive stages of private equity financing, and ending with the harvesting of created wealth through a sale, merger, or initial public offering. Emphasis is placed adaption of financing and financial contracts for entrepreneurial firms. Topics also include information asymmetry problems, the high degree of uncertainty, and conflicts of interest associated with start-ups.

BS 310 | Spring or Summer  
ADVANCED TOPICS IN BUSINESS LAW  
4 CREDITS | PREREQUISITE: BS 210  
Current topics in Business Law are addressed with emphasis related to current events. A current example would be the role of the United States Supreme Court or laws related to diversity issues.
BS321 | Fall
INTERNATIONAL BUSINESS
4 CREDITS | PREREQUISITES: BS101 & Junior standing
An analysis of the international business environment and the role and behavior of multinational corporations in today’s ever-changing geopolitical landscape. The course considers the implications of sovereign states, economic blocks and world trade, monetary transactions, national cultural structures, political, social and ethical issues. Emphasis is placed on contemporary issues and related ethical considerations.

BS350 | Winter
BUSINESS ETHICS | 4 CREDITS
PREREQUISITES: BS101 & Junior standing
A study of contemporary moral standards and their relationship to professional ethics in all areas of business and management. Ethical dilemmas will be presented with a focus on the idea that “Following the Rules is Sometimes Not Enough.” The case method will be utilized.

BS421 | Winter
CURRENT TOPICS IN INTERNATIONAL BUSINESS
4 CREDITS | PREREQUISITE: BS321
This course is designed to follow BS 321. The course examines strategic management concepts as they relate to international business. The focus of this course will be on current events that affect the landscape of international business. This allows the student to apply his/her knowledge of international business to a particular region of the world with a strategic emphasis and to learn the impediments and opportunities for international commerce. The area of focus changes.

BS441 | Winter
STRATEGIC MANAGEMENT AND POLICY
4 CREDITS | PREREQUISITE: Senior standing
This course is the capstone course of the business administration curriculum. Emphasis is on implementation and control issues. This course uses case studies to reinforce the essential concepts of the business administration curriculum.

BS 493 | As needed
DIRECTED READINGS
4 CREDITS | PREREQUISITE: Consent of the Program Director
This course allows students to pursue study with a faculty member in an area not offered in the traditional business curriculum. It may be used to satisfy elective credit and may not be used as a substitute for a concentration course without the written permission of the Program Director.

BS 494 | As needed
INDEPENDENT STUDY IN BUSINESS
4 CREDITS | PREREQUISITE: Consent of the Program Director
This course allows students to pursue independent study with a faculty member in an area not offered in the traditional business curriculum. It may be used to satisfy elective credit and may not be used as a substitute for a concentration course without the written permission of the Program Director.

CHEMISTRY

CH101 | Fall/Winter/Spring
INTRODUCTORY CHEMISTRY
4 CREDITS | PREREQUISITE: EN123 and MT123
An introductory chemistry course recommended for science majors. Fundamentals of chemistry and basic mathematical premise required for higher chemistry courses are covered. Topics include scientific measurements, mole concept, chemical bonding, and stoichiometry. Practical sessions included and term paper required.

CH111 | Fall/Winter
INORGANIC CHEMISTRY I | 4 CREDITS | PREREQUISITE: Completion or placement out of EN123 and MT123 | COREQUISITE: CH112
Basic concepts of atomic structure, the elements and periodic table, compound formation, chemical
bonding, nomenclature, chemical equations, and the nature of chemical reactions. The student will learn analytical thinking and advance their problem solving skills. Term paper required.

- **CH112 | Fall/Winter**
  **INORGANIC CHEMISTRY I LABORATORY**
  2 CREDITS | PREREQUISITE: Completion or placement out of EN123 and MT123 | COREQUISITE: CH111
  Fundamental laboratory procedures involving glassware, weighing balances, and manipulations of materials are performed. Laboratory skills in observation and reporting are gained by hands-on experience.

- **CH151 | Winter/Spring**
  **INORGANIC CHEMISTRY II | 4 CREDITS** | PREREQUISITE: CH111 and CH112 | COREQUISITE: CH152
  A continuation of CH111 covering the study of solids, liquids, gases, solutions, acids, bases, and neutralization. Application of physical and chemical theory to inorganic chemistry including chemical equilibrium, chemical kinetics, solution theory, electrochemistry, as well as a brief introduction to the chemistry of carbon containing compounds with special emphasis on biological systems are covered. Term paper included.

- **CH152 | Winter/Spring**
  **INORGANIC CHEMISTRY II LABORATORY**
  2 CREDITS | PREREQUISITE: CH111 and CH112 | COREQUISITE: CH151
  Further development of laboratory techniques is emphasized; Use of modern laboratory instrument is introduced and qualitative analysis scheme, kinetic assays and equilibria are explored.

- **CH211 | Spring**
  **ORGANIC CHEMISTRY I | 4 CREDITS** | PREREQUISITE: CH151 and CH152 | COREQUISITE: CH212
  Introduction to the chemistry of carbon containing compounds. The structure, nomenclature, types, and reactions of the groups of organic compounds are discussed. By building upon the concepts developed in previous chemistry courses, the student will understand the synthesis of organic compounds used in medicine, industry, and commerce. Term Paper included.

- **CH212 | Spring/Summer**
  **ORGANIC CHEMISTRY I LABORATORY**
  2 CREDITS | PREREQUISITE: CH151 and CH152 | COREQUISITE: CH211
  The chemistry of living compounds is developed. Behavior, origins, and properties of the amino acids, proteins, nucleic acids, and other compounds of life are covered. Special emphasis is given to enzymatic reactions.

- **CH261 | Fall/Winter**
  **ORGANIC CHEMISTRY II | 4 CREDITS** | PREREQUISITE: CH211 and CH212 | COREQUISITE: CH262
  A continuation of CH211 expanding on the chemistry of life: carbohydrates, proteins, lipids, nucleic acids, organization of molecules into membrane structures and other organelles. Special emphasis on metabolism and enzymatic reactions. Term Paper included.

- **CH262 | Fall/Winter**
  **ORGANIC CHEMISTRY II LABORATORY**
  2 CREDITS | PREREQUISITE: CH211 and CH212 | COREQUISITE: CH261
  Laboratory exercises to enhance knowledge of biomolecular structure and function. Concepts of chromatography, electrophoresis, centrifugation, and enzymatic characterizations are covered.

- **CH351 | BIOCHEMISTRY**
  4 CREDITS | PREREQUISITE: CH211 and CH212
  Chemistry of life is explored: carbohydrates, proteins, lipids, nucleic acids, organization of molecules into membrane structures and other organelles. Course is a culmination of the chemistry curriculum as it relates to biology.
COMPUTER AND INFORMATION SCIENCE

■ CI101 | FALL/WINTER/SPRING
COMPUTER TECHNOLOGY AND APPLICATIONS
4 CREDITS
PREREQUISITE: None
This course is a general introduction to hardware and software as they apply to personal computers. It emphasizes the use of typical software packages including word-processing, spreadsheet, presentation, and web page design. In addition, students will be introduced to the concepts of operating systems, network, security, and privacy. Lab fee assessed.

■ CI105 | FALL/WINTER/SPRING
WEB PAGE DESIGN
4 CREDITS
PREREQUISITE: CI101
An introductory web design course that explains the fundamentals of how the Web works, including working knowledge of HTML. Topics include how to create page layouts, templates, and links, set font styles, create tables, align images, create rollovers, work with form objects, redefine HTML with CSS (Cascading Style Sheets) and integrate images. Lab fee assessed.

■ CI205 | SPRING
ADVANCED WEB PAGE DESIGN
4 CREDITS
PREREQUISITE: CI105
This course is designed for students who are interested in web site development. The students will be introduced to basic principles of programming and client side script language. The course will use JavaScript to develop dynamic web pages. By the end of the class, the students will understand core JavaScript including language elements and client side JavaScript including objects that control the browser and its contents. Lab fee assessed.

■ CI213 | FALL/WINTER/SPRING
DESKTOP SPREADSHEET APPLICATION
4 CREDITS
PREREQUISITE: CI101
A windows-based spreadsheet application will be used in this course. Topics include design, formatting, printing, formulas and functions, graphing and data analysis. Lab fee assessed.

■ CI214 | FALL/WINTER
DESKTOP DATABASE MANAGEMENT
4 CREDITS
PREREQUISITE: CI101
A windows-based database application will be introduced in this course. Topics include database design, database creation, database maintenance, creating tables, queries, forms and reports, and simple macros. Lab fee assessed.

■ CI215 | FALL/WINTER/SPRING
JAVA I
4 CREDITS
PREREQUISITE: CI101
This is an introductory course of JAVA programming. It covers control structures including selection and loops, methods, single-dimensional arrays, multidimensional arrays, and foundation of objects and classes. Lab fee assessed.

■ CI216 | FALL/WINTER/SPRING
C# I
4 CREDITS
PREREQUISITE: CI101
This is an introductory course of C#, an object-oriented programming language. It covers C# control structures, methods, object-oriented programming, and string. It is focused on building the foundation necessary to understand the capabilities of the C# programming language. Lab fee assessed.
CI219 | SPRING  
INFORMATION ETHICS  
4 CREDITS  
PREREQUISITE: Sophomore standing  
This course will introduce to the student the current patent, trademark, intellectual copyright law and code of ethics conducted in the information technology environment.

CI221 | FALL/SPRING  
PYTHON I  
4 CREDITS  
PREREQUISITE: CI101  
This is an introductory course of Python, an object-oriented programming language. It covers Python decision structures, repetition structures, functions, files, lists and tuples, and string. It is focused on building the foundation necessary to understand the capabilities of the Python programming language. Lab fee assessed.

CI245 | FALL/SPRING  
JAVA II  
4 CREDITS  
PREREQUISITE: CI215  
This course is in continuation of CI215 and covers strings and Text I/O, inheritance and polymorphism, abstract classes and interfaces. Design platform-independent Graphical User Interfaces using Swing. Lab fee assessed.

CI246 | WINTER/SPRING  
C# II  
4 CREDITS  
PREREQUISITE: CI216  
A continuation of CI216 covering the topics of arrays, event-driven programming, user interfaces, and inheritance. Lab fee assessed.

CI251 | WINTER  
PYTHON II  
4 CREDITS  
PREREQUISITE: CI221  
A continuation of CI221 covering the topics of dictionaries, recursion, classes and objects, inheritance, recursion, and Graphical User Interface (GUI) programming. Lab fee assessed.

CI256 | FALL/WINTER/SPRING  
HTML5  
4 CREDITS  
PREREQUISITE: CI101  
An introductory web design course that explains the family of current and future document types and modules that reproduce, subset, and extend HTML. Topics include how to create syntax and document, create tables and forms, design page layouts, use graphics, video, local storage, color, images and tools, validate files, and use Cascading Style Sheets (CSS). Lab fee assessed.

CI270 | WINTER  
INTRODUCTION TO MOBILE DEVELOPMENT  
4 CREDITS  
PREREQUISITE: CI256  
An introductory course in developing applications on mobile platforms such as: iPad, Android, and Blackberry. The development platform will be jQuery Mobile that will use a touch optimized HTML5 UI to enable students to get a feel for the effort required in building applications on mobile devices. Lab fee assessed.

CI275 | SPRING  
COMPUTER ORGANIZATION AND ARCHITECTURE  
4 CREDITS  
PREREQUISITES: CI101 and MT156  
This course covers numeric representation logical gates, latches, adder design, architectural components, ALU, bus, I/O devices and processors, memory organization, instruction set design, tradeoffs addressing techniques, interconnection structures, CPU structures, parallel processing and computer architecture systems.
CI301 | FALL
DATA COMMUNICATIONS
4 CREDITS
PREREQUISITE: CI275
Introduction to data communication concepts and facilities with an emphasis on protocols and interface specifications. It will cover terminology, common carriers, modes, codes used, application, and concepts of electronic communication systems.

CI310 | WINTER
PRINCIPLES OF DATABASE
4 CREDITS
PREREQUISITES: Sophomore standing and consent of instructor
An introductory course to address the fundamentals of database modeling principles and the language provided by database management systems. Complete coverage of the relational model and an updated coverage of SQL plus an overview of network and hierarchical systems. Lab fee assessed.

CI312 | WINTER
SYSTEMS ANALYSIS AND DESIGN
4 CREDITS
PREREQUISITES: BS101 and CI214
This course covers the process of systems analysis and design through solving real life case studies. It covers how to plan, determine and analyze requirements and design information systems. This course also covers file and database design, system architecture design, application development and system operation and technical support implementation.

CI320 | FALL
DATA STRUCTURES
4 CREDITS
PREREQUISITE: CI245
Implementation and application of the essential data structures used in computer science. It covers basic data structures such as linked lists, stacks, queues, and trees. Particular emphasis is given to the use of object-oriented design and data abstraction in the creation and application of data structures. Lab fee assessed.

CI321 | WINTER
COMPUTER OPERATING SYSTEMS
4 CREDITS
PREREQUISITES: CI215 or CI216 and CI275
Introduction to operating system concepts, including system organization for uniprocessors and multiprocessors, scheduling algorithms, process management, deadlocks, paging and segmentation, files and protection, and process coordination and communication.

CI325 | FALL/EVEN YEAR
PC TROUBLESHOOTING AND CONFIGURATION
4 CREDITS
PREREQUISITE: CI275
This course covers the Windows hardware environment with emphasis on management and administration, database communication and utilization, diagnostic utilities, information backup, basic equipment servicing and replacement, and scanning and image processing. This course will prepare students to take the A+ certificate exam.

CI335 | FALL
E-COMMERCE AND WEB I
4 CREDITS
PREREQUISITE: CI205
This course is designed for students who are interested in web-based e-commerce applications. Students will be introduced to the technology infrastructure that forms the foundation for all web, internet security, and encryption. By the end of the course, students will understand the different types of e-commerce, concepts of business and revenue model, web infrastructure, web sites, security and encryption, and payment systems.
CI340 | SPRING
INTRODUCTION TO ARTIFICIAL INTELLIGENCE
4 CREDITS
PREREQUISITES: CI245
This course covers concepts and applications of Artificial Intelligence (AI). A fundamental logical model, knowledge, reasoning, rules, and basic machine learning methods will be discussed. Some expert systems will also be introduced.

CI354 | SPRING
SQL SERVER DATABASE PROGRAMMING
4 CREDITS
PREREQUISITE: CI310
This course covers defining data storage, constructing simple and complex SQL queries, implementing primary key, domain and referential integrity, writing stored procedures and triggers. Lab fee assessed.

CI355 | FALL
DATA WAREHOUSING
4 CREDITS
PREREQUISITE: CI354
This course covers the fundamental concepts of data warehousing and its function in an organization. Students will be introduced to the concepts of designing business requirements, dimensional modeling.

CI356 | FALL
OBJECT-ORIENTED PROGRAMMING IN JAVA
4 CREDITS
PREREQUISITE: CI245
This course covers Object-Oriented Designing and Programming. It includes inheritance, static and dynamic binding, exception handling, event-driven programming, java collections framework, and multithreading. Lab fee assessed.

CI357 | SPRING/EVEN YEAR
SOFTWARE ENGINEERING
4 CREDITS
PREREQUISITE: CI320
This course covers the fundamentals of software engineering. Topics include the concepts of software quality, design methodologies, process models, software testing and maintenance.

CI358 | WINTER
DATA WAREHOUSING AND BUSINESS INTELLIGENCE I
4 CREDITS
PREREQUISITE: CI355
A continuation of CI355 covering the topics of master data management, designing and developing the Extract Translate and Load (ETL) System, Online Analytical Processing (OLAP) design, and familiarization with the Microsoft Data Warehousing/Business Toolkit. Lab fee assessed.

CI365 | FALL
ASP.NET MVC WEB APPLICATION
4 CREDITS
PREREQUISITES: CI246, CI256, and CI354
This course provides students with hands on experience creating dynamic web applications using ASP.NET MVC and C#, and working with Microsoft SQL server as database backend. Topics include Entity Framework, URL routing, creating web services, RESTful services, security, authentication and responsive design. Each student will build a web application project such as online game, chat, E-commerce, forum or wiki. Lab fee assessed.

CI415 | SPRING/EVEN YEAR
DATA MINING
4 CREDITS
PREREQUISITE: CI310
This course covers the concepts and the process of data mining. Students will understand knowledge such as clustering, classification, regression, decision tree and the methods to interpret the results.
CI420 | WINTER/ODD YEAR
ALGORITHMS
4 CREDITS
PREREQUISITE: CI320
This course introduces the design, behavior and analysis of computer algorithms and their relationship to the basic data structures. Searching, sorting and combinational algorithms are emphasized. Worst case and average bounds, on-time and space usage.

CI421 | SPRING/ODD YEAR
ADVANCED OPERATING SYSTEMS
4 CREDITS
PREREQUISITE: CI321
This course covers in detail the design and implementation of processes, interprocess communication, semaphores, monitors, message passing, remote procedure calls, scheduling algorithm, I/O, device drivers, memory management, file system design, network file servers, atomic transactions, security and protection mechanisms. The hardware-software interface is examined in detail.

CI425 | SPRING
CLOUD COMPUTING
4 CREDITS
PREREQUISITE: CI321
This course covers the various concepts, technologies, and architectures related to cloud computing. Topics include cloud characteristics, cloud delivery models (IaaS, PaaS, and SaaS), cloud deployment model (public clouds, community clouds, private clouds, and hybrid clouds), and cloud computing mechanisms.

CI431 | WINTER
TELECOMMUNICATIONS NETWORKS I
4 CREDITS
PREREQUISITE: CI301
Study of real-time and distributed processing computer networks including telecommunications and data transmission techniques. Design and implementation of typical systems.

CI432 | SPRING/ODD YEAR
TELECOMMUNICATIONS NETWORKS II
4 CREDITS
PREREQUISITE: CI431
A continuation of CI431. Advanced topics in Telecommunications Networks I. Lab fee assessed.

CI433 | FALL/ODD YEAR
CRYPTOGRAPHY
4 CREDITS
PREREQUISITE: CI275
This course provides an introduction to the theory and practice of cryptography. It covers conventional and public-key cryptography, authentication and digital signatures.

CI434 | WINTER/EVEN YEAR
NETWORK SECURITY
4 CREDITS
PREREQUISITE: CI301
This course provides an introduction to web security. Topics include privacy, ethics, firewalls, Internet security protocols, intrusion prevention and detection, mobile code, and viruses.

CI435 | WINTER
E-COMMERCE AND WEB II
4 CREDITS
PREREQUISITE: CI335
This course is designed for students who are interested in e-commerce. Students will be introduced to the business concepts and social-legal issues that surround the development of e-commerce and the real world e-commerce experience. By the end of course, students will understand e-commerce marketing concepts and communication, ethical, social, and political issues of e-commerce, retail, services, business-to-business, auctions, portal, social media, and digital online media.
CI455 | SPRING
E-COMMERCE WEB USER EXPERIENCE
8 CREDITS
PREREQUISITES: CI365 and CI435
This course is designed for students who are interested in designing usable web sites. The students will be introduced to the usability engineering lifecycle. By the end of the course, students will understand how to design, develop, and evaluate web sites including guidelines, heuristic evaluation, and paper prototyping. Students will design a simple web site. Lab fee assessed.

CI456 | SPRING
BUSINESS INTELLIGENCE II
4 CREDITS
PREREQUISITE: CI358
This course covers the concepts of business intelligence using the Microsoft SSRS toolkit with the following topics: BI architecture, design and development, deployment, security, usage monitoring, and operations and maintenance. Lab fee assessed.

CI457 | FALL/ODD YEAR
SOFTWARE DEVELOPMENT AND TESTING
4 CREDITS
PREREQUISITE: CI357
This course covers in detail the design and implementation of software systems using the waterfall life-cycle model. It covers the software testing strategies, designing test plans and test cases, design reviewing and inspections, required specification, and user manuals. Lab fee assessed.

CI458 | FALL
ADVANCED BUSINESS INTELLIGENCE
4 CREDITS
PREREQUISITE: CI456
A continuation of CI456 covering more advanced topics using the Microsoft Toolkit of Microsoft SQL Server Reporting Services (SSRS), Analytics Services (SSAS), and Integration Services (SSIS). These are the three main development components of a functional BI architecture. Lab fee assessed.

CI460 | FALL
MANAGEMENT INFORMATION SYSTEMS
4 CREDITS
PREREQUISITE: CI312
This course covers information technology in two sectors: business (hardware, software, telecommunications, network, Internet, Intranet, data management) and management (interorganizational and international information system). It also covers decision support, expert system and planning, acquisition and control of the information system.

CI492 | AS NEEDED
SENIOR PROJECT
4 CREDITS
PREREQUISITES: Senior standing and consent of instructor
Senior students present a practical project in any business field by using any programming language or website script language. Lab fee assessed.

CI493 | AS NEEDED
SPECIAL TOPICS IN CIS TECHNOLOGY
4 CREDITS
PREREQUISITES: Senior standing and consent of instructor
Topics in this course will cover the most up-to-date technology in hardware or software development.

COOPERATIVE EDUCATION

CP300 | As needed
COOPERATIVE EDUCATION I
1-4 CREDITS
PREREQUISITE: Sophomore standing
Students apply what they have learned in their academic programs to the workplace under the supervision of both the employer and the University. Cooperative education objectives are particularized in accordance with demands of the workplace and career needs of the student.
### CRIMINAL JUSTICE

- **CP301** | As needed  
**COOPERATIVE EDUCATION II**  
1-4 CREDITS | PREREQUISITE: CP300  
Continuation of CP300. The course requires students to assume greater responsibility and achieve more complex objectives than in the previous course.

- **CJ201** | Fall/Winter/Spring  
**INTRODUCTION TO THE CRIMINAL JUSTICE SYSTEM**  
4 CREDITS | PREREQUISITE: EN152  
The study of the evolution and contemporary operations of criminal justice agencies and how different parts of the system interrelate; major policy issues and problems facing the system from policing through probation and parole and the use of discretion.

- **CJ202** | Winter  
**ADMINISTRATION OF THE CRIMINAL JUSTICE SYSTEM**  
4 CREDITS | PREREQUISITE: CJ201  
Justice administration in the United States including determinate sentencing laws and community policing and corrections; exploration of the roles and responsibilities of the police in society with special emphasis on leadership and community relations; legal, technical, and administrative topics in justice administration.

- **CJ203** | Fall  
**ADMINISTRATION OF THE JUVENILE JUSTICE SYSTEM**  
4 CREDITS | PREREQUISITE: CJ201  
Organization and administration of the juvenile justice system in the United States; a review of criminological theories, organizational decision-making, and a consideration of contemporary justice policies with specific attention to juveniles.

- **CJ220** | Winter  
**CRIMINAL LAW AND PROCEDURE**  
4 CREDITS | PREREQUISITE: CJ201  
Overview of the development of law and legal institutions from historical, comparative and contemporary perspectives; legal issues associated with investigation of crime, collection of evidence, adjudication, sentencing and appellate rights.

- **CJ230** | Spring  
**INTRODUCTION TO INVESTIGATION**  
4 CREDITS | PREREQUISITE: CJ201  
Review and critique of methods used for reconstructing criminal acts using information derived from people, physical evidence and records; scientific, organizational and legal considerations in conducting such investigations.

- **CJ240** | Fall  
**POLICE ORGANIZATION AND MANAGEMENT**  
4 CREDITS | PREREQUISITE: CJ202  
An exploration of the functions, management and organization of police and related investigative agencies, with special emphasis given to those on the local level; understanding the nature and experience of being a police officer.

- **CJ250** | Winter  
**PROFESSIONAL RESPONSIBILITY IN CRIMINAL JUSTICE**  
4 CREDITS | PREREQUISITE: CJ202  
The historical evolution, philosophical justification and political context of human rights is explored. The balance between individual rights and social responsibility within the context of the contemporary criminal justice system is explored.

- **CJ260** | Spring  
**CONSTITUTIONAL LAW** | 4 CREDITS | PREREQUISITE: CJ202  
The development of United States constitutional law and legal institutions from historical and contemporary perspectives; interrelationships of law, custom, morality and social change. The legal profession is also explored.
CJ270 | Fall
CRISIS INTERVENTION AND DEVIAN'T BEHAVIOR
4 CREDITS | PREREQUISITE: CJ202 or PS330 or consent of instructor
The application of theories and multidisciplinary approaches to planning for crisis intervention for incidents which threaten the safety and security of both the public and individuals; causes and consequences of social deviancy and its impact on the individual, group and society.

CJ276 | Winter
CRIMINAL PROFILING
4 CREDITS | PREREQUISITE: CJ270 or PS330 or consent of instructor
Examines theories of crime causation with respect to crimes committed by the most violent offenders in society. Identifies research done, and the history of Criminal Personality Profiling, beginning with the earliest explanations through the beliefs of modern science, as well as psychological and sociological explanations. Identifies various known offenders, examines their backgrounds, and explains how current research into homicide, sexual offenses and serial killers can provide clues to the identity of unknown offenders.

CJ280 | As needed
CRIMINAL JUSTICE INTERNSHIP
4 CREDITS | PREREQUISITES: CJ202 & CJ220
Observation and participation in the work of a criminal justice agency, public or private; work is supervised by a faculty member and management personnel of the agency.

CJ494 | As needed
CONTEMPORARY TOPICS IN CRIMINAL JUSTICE
4 CREDITS | PREREQUISITES: 12 hours in criminal justice and consent of instructor
Critical study of a select topic concerning specific aspects of criminal justice. Emphasis will be placed on the use of primary sources. May be repeated once for credit.

DIGITAL MEDIA

DM180 | SUMMER/EVEN YEAR
DIGITAL PHOTOGRAPHY
4 CREDITS
PREREQUISITE: None
Theory and practice of digital photography. Focus on composition, lighting, and software enhancements. Lab fee assessed.

DM/EN225 | WINTER
DESKTOP PUBLISHING
4 CREDITS
PREREQUISITE: CI101 or consent of instructor
Principles and practices of gathering, evaluating, and presenting information for mass audiences, with attention to print and electronic media. Students will learn the latest publishing software. Lab fee assessed.

DM240 | SPRING
COMPUTER GRAPHIC DESIGN
4 CREDITS
PREREQUISITES: CI101 and Sophomore standing
Using Adobe Illustrator software, the visualization of graphic design problems is explored. This course concentrates on the application of design elements in graphic design. Lab fee assessed.

DM260 | FALL
DIGITAL IMAGING: PHOTOSHOP I
4 CREDITS
PREREQUISITE: CI101 or consent of instructor
This course introduces the most features of Adobe Photoshop. Student will learn how to work with layers, make selections, incorporate color techniques, painting tools, working with special layer functions, creating special effects with filters, adjusting colors, clipping masks, transforming type, liquefying an image, performing image surgery, and creating images for the Web. Lab fee assessed.
DM265 | WINTER
DIGITAL IMAGING: PHOTOSHOP II
4 CREDITS
PREREQUISITE: DM260 or consent of instructor
This course is the second course of Adobe Photoshop. Using Adobe Photoshop software, students learn to perform complex image manipulations. Various image rotation, editing, and enhancement techniques will be covered. Lab fee assessed.

DM285 | FALL/WINTER/SUMMER
ANIMATION FOR THE WEB I
4 CREDITS
PREREQUISITE: CI101 or consent of instructor
This course introduces a leading web animation tool for drawing objects, creating animated graphics and movies, adding sound/video and publishing animated movies for digital media and web. Lab fee assessed.

DM/EN290 | SPRING
DIGITAL VIDEO PRODUCTION
4 CREDITS
PREREQUISITE: CI101 or consent of instructor
Focus on film editing. Particular emphasis on working with large audio and image files. Lab fee assessed.

DM/EN295 | SUMMER/ODD YEAR
DIGITAL AUDIO PRODUCTION
4 CREDITS
PREREQUISITE: CI101 or consent of instructor
This course acquaints the student with the theory and techniques of sound recording as applied to film and video. Professional digital sound creation and editing software will be introduced. This course will also examine how the artist uses the techniques of multi-track sound recording principles to achieve the goal of integrating audio and visual imagery. Lab fee assessed.

DM300 | AS NEEDED
INTEGRATED CAPSTONE WEB AND PRINT MEDIA
4 CREDITS
PREREQUISITES: Consent of instructor and DM225 or DM 240 or DM260 or DM285
Cooperative education and/or practical field experience.

DM305 | SPRING
ANIMATION FOR THE WEB II
4 CREDITS
PREREQUISITE: DM285
This course is the continuation of DM 285, and introduces the students to advanced features of web animation. The course covers the latest techniques for creating cutting edge productions. Students will earn more advanced skills such as masking, transformation, distortion, motion techniques and character animations to create vivid movies for digital media and the web. Lab fee assessed.

DM320 | FALL/ODD YEAR
DIGITAL VIDEO/AUDIO PRODUCTION
4 CREDITS
PREREQUISITE: DM290
This course is integrated of digital video and audio productions. It includes a comprehensive project using all the technologies covered in DM290. Final project an approximately twenty-minute film. Lab fee assessed.

DM325 | SPRING/EVEN YEARS
VIDEO SPECIAL EFFECT DESIGN
4 CREDITS
PREREQUISITES: CI101 and Sophomore standing
The student will learn the tools of After Effects for compositing, animation and special effects that motion-graphics exports, visual effects artists, web designers and film and video professionals need. Students will practice and composite layers in various methods, apply and combine sophisticated visual and audio effects and animate both objects and effects. Lab fee assessed.
DM365 | SPRING/ODD YEAR
ANIMATION FOR THE WEB: ACTIONSCRIPT
4 CREDITS
PREREQUISITE: DM285
This course introduces using the scripting language to add interactivity and control effects to make websites more dynamic. The topics will include: event handlers, the hierarchy of timelines, target paths, ActionScript’s built-in objects and functions.

DM370 | WINTER/EVEN YEAR
3D ANIMATION DESIGN
4 CREDITS
PREREQUISITES: CI101 and Sophomore standing
The course covers computer-based 3D animation techniques, and incorporating the use of drawn, vector, and bitmapped formats as a means of generating animated sequences. This course will integrate the features of Photoshop with the concepts and practices of animation. Lab fee assessed.

DM375 | FALL
COMPUTER GAME DESIGN
4 CREDITS
PREREQUISITES: CI101 and Sophomore standing
This course takes students through the creative game-making process from theory to project completion. Students will use software to create a complex, realistic video game with everything from health meters to collision detection. Lab fee assessed.

DM377 | WINTER/ODD YEAR
3D GAME DESIGN
4 CREDITS
PREREQUISITES: CI101 and Sophomore standing
This course offers the chance for students to immerse themselves in a 3D world. Students will create complex virtual 3D landscapes, work with existing models and skins, design levels, assign character actions, and create lighting and shadow effects. Lab fee assessed.

DM490 | AS NEEDED
DIGITAL MEDIA PORTFOLIO PRODUCTION
4 CREDITS
PREREQUISITES: Senior level and DM240, DM260, DM285 and DM290
This course requires senior students to finish a comprehensive project using all the technologies covered in the previous courses. The project will include print and web design components.

EC201 | Fall/Winter
PRINCIPLES OF MICROECONOMICS
4 CREDITS | PREREQUISITE: EN151 or Consent of BHS or BS Program Director
A study of the theories of microeconomics including the relationship between supply and demand, price and production in perfectly competitive, monopolistic competitive and oligopoly, and monopolistic market structures. Emphasis and examples are related to current local, national, and international events which relate to microeconomic theory.

EC202 | Winter/Spring
PRINCIPLES OF MACROECONOMICS
4 CREDITS | PREREQUISITE: EN151 or Consent of BHS or BS Program Director
A study of macroeconomic issues including factors of economic growth (productivity), unemployment and inflation. Government policy that attempts to balance economic, political and social considerations is examined with an emphasis on contemporary events.
EC311 | Spring
COMPARATIVE ECONOMIC SYSTEMS
4 CREDITS | PREREQUISITE: Consent of BHS or BS Program Director
A study of the historical development of economic theories of capitalism, fascism, socialism, and communism. The relationship between economic theory and current global macroeconomic issues is examined with small group discussion and presentation requirements. Current topics in the geopolitical world are covered as necessary.

EC431 | Fall
INTERNATIONAL ECONOMICS
4 CREDITS | PREREQUISITES: EC202 & Senior standing
An examination of global economic considerations including trade issues and current trade treaties, international monetary policy, balance of payment issues and regional economic integration. Special emphasis is given to matters related to current economic events and how they affect both global and domestic economic policy.

ET101 | Fall/Winter/Spring
BASIC ELECTRONICS
4 CREDITS | PREREQUISITE: None
Areas of study include fundamentals of atomic structure, electronic configuration, SPDF levels, charge, current, EMF, power, resistors, capacitors, inductors as active and passive elements, construction of passive elements, frequency, sweepetime, principles of various instruments such as D.C. power supply, function generator, oscilloscope and sweep generator. Introduction to AC, Electromagnetism, Motors and Generators

ET102 | Fall/Winter/Spring
BASIC ELECTRONICS WORKSHOP
4 CREDITS | PREREQUISITE: ET101
COREQUISITE: MT155
Construction of simple and complex circuits using resistors, inductors and capacitors with D.C. and A.C. power supplies Hands-on training with D.C. power supply, function generator, oscilloscope and sweep generator, Spectrum analysis, logic probe and pulsars. Building a simple motors, and dynamo.

ET106 | Winter/Spring
CIRCUIT ANALYSIS
4 CREDITS
PREREQUISITE: ET102, MT156
COREQUISITES: ET107 and MT160
Volt-ampere characteristics for circuit elements; independent and dependent sources; Kirchhoff’s laws and circuit equations; Source transformations; Thevenin's and Norton's theorems; Millman’s theorem and superposition theorem Step response of 1st order (RC, RL) and 2nd order (RLC) circuits, Phasor analysis, impedance calculations, and computation of sinusoidal steady state responses; Instantaneous and average power, complex power, maximum power transfer, apparent and real power, power factor correction.

ET107 | Winter/Spring
CIRCUIT ANALYSIS LABORATORY
4 CREDITS | COREQUISITE: ET106
Laboratory experiments in the measurement of circuit analysis. Design and implementation of circuits, such as Thevenin, Norton, Millman, and Superposition theorems, Pi-to-Star and Star-to-Pi, RC, RL, and RLC series and parallel combinations; experimental exercises in the use of laboratory instruments; voltage, current, impedance, frequency and waveform measurements; frequency and transient response
ET150 | Fall/Winter/Spring
INTRODUCTION TO DIGITAL SYSTEMS
4 CREDITS | PREREQUISITE: ET106
COREQUISITES: ET151 & MT158
Areas of study include base conversions, base
operations, complements, logic gates, Boolean
algebra, proof by induction, SOP, POS, universal
gates, combination circuits, K-maps, multiplexers,
decoders, encoders, comparators, PLA, PLC, PAL,
RAM and ROM.

ET151 | Fall/Winter/Spring
DIGITAL SYSTEMS LABORATORY
4 CREDITS | COREQUISITE: ET150
Laboratory activities involve design,
implementation and trouble shooting of SSI, MSI
and LSI integrated chips with concepts introduced
in ET150. Cost effectiveness, compact circuits and
reliability are the principal goals while using IC’s.
Intro to OPAMPS

ET155 | Winter/Spring
SOLID STATE DEVICES
4 CREDITS | PREREQUISITE: ET106
COREQUISITES: ET156 & MT160
Introduces and explains terminology, models,
properties, and concepts associated with
semiconductor devices. Provides detailed insight
into the internal workings of the “building-block”
device structures such as the pn-junction diode,
Schottky diode, BJT, MOS capacitor and MOSFET.
Presents information about a wide variety of other
devices including solar cells, LEDs, HBTs, and
modern field –effect devices. Systematically
develops the analytical tools needed to solve
practical device problems. Solar Cells LED and
HBTs

ET156 | Winter/Spring
SOLID STATE DEVICES LABORATORY
4 CREDITS | COREQUISITE: ET155
Lab experiments include designing, testing, and
fabricating HW rectifiers, FW rectifiers, biasing,
BJT, UJT, MOSFETS, and small signal amplifiers.
Experiments with solar cells and LEDs

ET203 | Fall
FUNDAMENTALS OF COMMUNICATION
ENGINEERING
4 CREDITS | PREREQUISITES: ET155 & MT 160
Types of noise, S/N ratio, frequency spectrum,
block diagram of communication system and
signals, Am, FM, PM, and Angle modulations,
spectra Angle modulation, Frequency division,
multiplexing. Sampling theory, Quantization
theory, Digital line coding methods, Digital signal,
Analog versus digital communications. Emphasis
on engineering applications of theory to
communication system.

ET208 | Winter
UNIX FOR ENGINEERS
4 CREDITS | PREREQUISITES: CI 209 & ET 155
COREQUISITE: MT201
Fundamental concepts of operating systems,
hands-on introduction to UNIX, user interfaces,
UNIX shell commands, the UNIX file system, task
management, common system utilities, the UNIX
programming environment, applications
for circuit verification and testing, port interfaces.

ET270 | Fall/Spring
DIGITAL CIRCUITS I
4 CREDITS | PREREQUISITES: ET150 and MT201
COREQUISITE: ET271
Tri-state logic, latches, flip-flops and characteristics,
counters, shift registers, sequential circuits, state
table, state equation, state reduction and race
problem.

ET271 | Fall/Spring
DIGITAL CIRCUITS LABORATORY I
4 CREDITS | COREQUISITE: ET270
Practical lab experience with LSI, MSI chips is used
to construct memory elements, counters, registers
and various synchronous circuits. Micrologic
software is used to simulate circuits. Labs on
analyzing sequential circuits and EPROM
ET290 | Fall/Spring
MICROCONTROLLERS
4 CREDITS | PREREQUISITES: ET270 & CI216

ET291 | Fall/Spring
MICROCONTROLLERS LAB
4 CREDITS | COREQUISITE: ET270 & CI216
Simple arithmetic operations: Multi precision addition / subtraction / multiplication / division. Programming with control instructions: Increment / Decrement, Ascending / Descending order, Maximum / Minimum of numbers, Rotate instructions, Hex / ASCII / BCD code conversions, Interface Experiments: A/D Interfacing, D/A Interfacing, Traffic light controller, Interface Experiments: Simple experiments using 8251, 8279, 8254, Demonstration of basic instructions with 8051 Microcontroller execution, Conditional jumps, looping, Calling subroutines, Stack parameter testing, Parallel port programming with 8051 using port 1 facility, Stepper motor and D / A converter, Study of Basic Digital IC's (Verification of truth table for AND, OR, EXOR, NOT, NOR, NAND, JK FF, RS FF, D FF), Implementation of Boolean Functions, Adder / Subtractor circuits. Combination Logic; Adder, Subtracter, Code converters, Encoder and Decoder, Sequential Logic; Study of Flip-Flop, Counters) synchronous and asynchronous), Shift Registers, Clipper, Clamper, Peak detector, Timer IC application, VCO and PLL.

ET295 | Winter/Spring
ELECTRONICS CAD
4 CREDITS | PREREQUISITE: ET290

ET300 | Winter/Spring
FILTER DESIGN
4 CREDITS | PREREQUISITES: ET216 & MT203
COREQUISITE: ET301
Solution to the filtering approximation problem via Butterworth, and Chebyshev, transfer function scaling and type transformations. Effects of A/D and D/A conversion, digital filter design methods, active filter design using operational amplifiers, operation and design of switched capacitor filters, active filter design using operational amplifiers, operation and design of switched capacitor filters. Single supply Op-Amp.
ET301 | Winter/Spring
FILTER DESIGN LABORATORY
4 CREDITS | COREQUISITE: ET300
Laboratory experiments in the design, synthesis and testing of filter circuits involving Nth order VCVS, multi-stage circuits, notch filters and single source are conducted. Frequency response experiment

ET303 | Winter
DIGITAL COMMUNICATION ENGINEERING I
4 CREDITS | PREREQUISITE: ET203
PREREQUISITE: MT201
Introduction to analog communication systems, signals and spectra, electromagnetic spectrum and its usage, communication channels and propagation characteristics, amplitude modulation, and demodulation - spectra, circuits and systems, frequency modulation/demodulation, frequency division multiplexing, radio transmitters and receivers, sampling theory, pulse modulation and demodulation spectra, circuits & systems, circuit noise, performance of analogue communication systems in AWGN and fading channels.

ET315 | Winter/Spring
INTEGRATED CIRCUITS
4 CREDITS | PREREQUISITE: ET300 and MT201
COREQUISITE: ET316
Analysis, design and fabrication of silicon bipolar and MOSFET monolithic integrated circuits. Consideration of amplifier circuit design and fabrication techniques. Integrated operational amplifiers with different amplifiers, current sources, active loads, and voltage references. Design of IC analog circuit building blocks.

ET316 | Winter/Spring
INTEGRATED CIRCUITS LABORATORY
4 CREDITS | COREQUISITE: ET315
Circuit simulation using Spice-2 is strongly emphasized while designing and verifying integrated circuit layout, fabrication techniques and building monolithic integrated circuits.

ET320 | Fall
LASER FUNDAMENTALS
4 CREDITS | PREREQUISITE: ET155 and MT201
Introduction to lasers, energy states and gain, the Fabry-Perot Etalon, transverse mode properties, gain saturation, transient processes. Introduction to nonlinear optics, supportive technologies, design of laser systems, conventional gas lasers, conventional solid-state lasers, transition metal solid-state lasers, and other major commercial lasers.

ET330 | Fall/Spring
INDUSTRIAL ELECTRONICS I
4 CREDITS | PREREQUISITE: ET155 & MT202
Signal sources, RF power amplifier fundamentals, high power RF amplifiers, impedance matching, general aspects of industrial standards, protocols, limitations, and applications.

ET340 | Winter/Spring
RF CIRCUIT DESIGN AND APPLICATIONS II
4 CREDITS | PREREQUISITE: ET330 & MT202
Interconnecting networks, network properties and applications, scattering parameters, basic resonator and filter configurations, special filter, realizations, filter implementation, coupled Filter semiconductor basics, RF diodes, bipolar- junction transistor. RF field effect transistors, high electron mobility, transistors. Diode models, transistor models, measurement of active devices, scattering parameter device characterization.

ET370 | Fall/Winter
DIGITAL CIRCUITS II
4 CREDITS | PREREQUISITE: ET270 & MT203
COREQUISITE: ET371
Fault analysis, testing, fault detection, fault masking, error correction codes, D/A converter circuitry, DAC specification, DAC application, A/D converter circuitry, digital RAMP and A/D converter.
ET371 | Fall/Winter
DIGITAL CIRCUITS LABORATORY II
4 CREDITS | COREQUISITE: ET370
Lab projects involving fault detection, D/A circuits, A/D circuits and fault masking are demonstrated.

ET375 | Winter/Spring
ENVIRONMENT ELECTRONICS DESIGN AND APPLICATIONS
4 CREDITS | PREREQUISITE: ET155 & MT201
Understanding environment, analysis, different types of energy, system design, power electronics, energy calculations, conservation of energy, alternate fuels and practical approach, storing energy.

ET378 | Fall
DIGITAL SIGNAL PROCESSING
4 CREDITS | PREREQUISITE: ET364 & MT430
COREQUISITE: ET379
Discrete time signals and systems and properties, analysis of discrete time systems, frequency response, Z-transform and properties, stability and complete response, structures for discrete time systems, properties of analog filters and frequency transformations, design of finite impulse response digital filters, design of infinite impulse response, digital filters, discrete fourier transform and fast fourier transform algorithm and applications.

ET379 | Fall
DIGITAL SIGNAL PROCESSING LABORATORY
4 CREDITS | COREQUISITE: ET378
Practical lab experiments are conducted to various frequency response of digital and analog filters. Micro logic software is used to simulate circuits.

ET403 | Spring
DIGITAL COMMUNICATION ENGINEERING II
4 CREDITS | PREREQUISITE: ET303 & MT430
Classification of signals and systems, orthogonal functions, fourier series, fourier transform, Spectra and filtering, sampling theory, Nyquist theorem, random processes, autocorrelation, power spectrum, systems with random input/output, quantization, compression, and PCM, elements of compression, Huffman coding, elements of quantization theory, pulse code modulation (PCM) and variations, Rate/bandwidth calculations in communication systems, Communication over AWGN channels, signals and noise, Eb/No, receiver structure, demodulation and detection, correlation receiver and matched filter, and MFSK, coherent and non-coherent detection, communication over band-limited AWGN channel, elements of coding.

ET420 | Fall/Spring
FIBER OPTICS
4 CREDITS | PREREQUISITE: ET378 & MT202
Optical energy, optical fibers, fiber optic light sources, fiber optic transmitters and receivers and fiber optic systems are covered. Spectroscope, Diffraction Grating, Polarization of light.

ET430 | Winter | Spring | INDUSTRIAL ELECTRONICS II
4 CREDITS | PREREQUISITE: ET330 & MT203
Introduction to transmission lines, basic understanding of electrical grid, Smith charts, power measurement and control, troubleshooting and maintenance of RF power systems in modern electronics communications, industrial applications of RF Power.

ET475 | Fall/Spring
ENVIRONMENT ELECTRONICS DESIGN AND APPLICATIONS II
4 CREDITS | PREREQUISITE: ET375 & MT202
Study of solar energy, solar panels, conversion factors, losses, invertors, DC and AC signals, storing and conversion ratio, reflectors, optics and energy.
ET485 | Spring
EMBEDDED DESIGN
4 CREDITS | PREREQUISITE: ET150 & MT203
COREQUISITE: ET486
Introduction to CPU architecture, instruction Set, QwikFlash target Board, program development, (P1 Template), structured assembly preprocessor, alphanumeric liquid-crystal displays (P2 Template), rotary pulse generators, interrupts and interrupt timing, analog-to-digital conversion, I/O pin considerations.

ET486 | Spring
EMBEDDED DESIGN LABORATORY
4 CREDITS | COREQUISITE: ET485
Labs are conducted using the PIC18F452, time-interval measurements, and serial peripheral interface for I/O expansion, output time-interval control (P4 Template), SMBus/I2C for peripheral chip Access, UART, and Programming peripheral chips.

ET492 | Fall/Winter/Spring
SENIOR PROJECT
4 to 8 CREDITS | PREREQUISITE: Senior standing or consent of Instructor
Topics for the senior project may involve analog circuits, communication, digital or network. Students are encouraged to design, implement and verify circuits based on an innovative and practical approach.

EN081 | As needed
ESL LOW-INTERMEDIATE
WRITING/GRAMMAR
PREREQUISITE: Placement
The course will help non-native speakers write correct sentences and paragraphs in English. It will introduce the concepts of topic sentence, support and the concluding sentence of a paragraph. By the end of the course students should be able to write short paragraphs about themselves, their families, their jobs, their experiences in America, etc. The course will help non-native speakers create formally correct simple sentences and understand the meanings of different verb and noun forms. By the end of the class, students should be able to recognize and correctly use such verb forms as simple present, past and future and progressive past, present and future.

EN083 | As needed
ESL LOW-INTERMEDIATE ORAL
COMMUNICATION
PREREQUISITE: Placement
The course will help non-native speakers reduce their accent, practice using English with native speakers, and make short presentations about themselves, their jobs, their hobbies, etc. The course will also involve listening to radio, TV and audiotapes.

EN084 | As needed
ESL LOW-INTERMEDIATE READING
PREREQUISITE: Placement
Non-native speakers will work on understanding printed texts in formal English, increase vocabulary, and learn to read faster. Texts will include short narratives, poems, newspaper articles and other appropriate genres.
EN091 | As needed
ESL INTERMEDIATE WRITING/GRAMMAR
PREREQUISITE: Completion of low-intermediate level or placement
The course will help non-native speakers express their ideas in written English. Students will write a 5-paragraph narratives and practice developing memos (e.g. field trip report), resumes, letters (e.g. a letter of complaint, a letter of recommendation, etc.). Students will also practice writing formal letters for academic and work-related purposes. The course will help nonnative speakers use and understand the meanings of most formal grammatical structures. By the end of the class, students should be able to recognize and correctly use all verb forms and conditional infinitives as well as modal verbs for past events. Attention will be given to academic patterns, such as the use of the passive voice. Emphasis is on daily use in practical situations.

EN093 | As needed
ESL INTERMEDIATE ORAL COMMUNICATION
PREREQUISITE: Completion of low-intermediate level or placement
This course will help non-native speakers reduce their accent, differentiate between similar sounding English words and make formal presentations on academic and cultural topics. The course will involve note-taking while listening to guest speakers and mass media. Conversation strategies will be discussed and practiced. Students will make presentations using PowerPoint and other media.

EN094 | As needed
ESL INTERMEDIATE READING
PREREQUISITE: Completion of low-intermediate level or placement
Non-native speakers will work on their vocabulary and reading strategies. Texts will cover specific academic areas, mass media and fiction. Students will practice textual analysis and discuss their readings. Some TOEFL-preparation strategies will be used.

EN095 | As needed
ESL ADVANCED WRITING/GRAMMAR
PREREQUISITE: Completion of intermediate level or placement
Non-native speakers will express their ideas in formal academic English. Students will learn about the conventions of work-related documents, such as cover letters and reports, as well as academic prose, such as essays. Students will write a short research paper using MLA and/or APA style of citation; look at differences in style between newspaper articles, personal letters, fiction, creative non-fiction; develop memos and cover letters; and further develop resumes. TOEFL-preparation strategies will be used. Non-native speakers will use and understand the meanings of complex grammatical structures, such as conditional and complex subject (e.g. “He is known to have published several books”), commonly used in formal English. The course will concentrate on real-life usage of formal structures, drawing examples from political speeches, respectable mass media outlets and academic lectures. Upon completion students may transfer into college-level Rhetoric courses.

EN097 | As needed
ESL ADVANCED ORAL COMMUNICATION
4 CREDITS | PREREQUISITE: Completion of low/intermediate level or placement
Non-native speakers will practice English intonation patterns, make formal presentations on academic and cultural topics, and practice notetaking. Students will role-play work related and academic situations and use conversation strategies such as expressing disagreement, expressing support, changing subject, and introducing examples. The course will include watching and discussing video materials as well as listening to news broadcasts and recorded novels.
EN098 | As needed
ESL ADVANCED READING
4 CREDITS | PREREQUISITE: Completion of low/intermediate level or placement
Non-native speakers will prepare to read complex academic and business materials. TOEFL reading strategies and exercises will be used. Students will also read and discuss a novel, some of the texts required in American high schools, and materials of current interest.

EN121 | Fall/Winter/Spring
COLLEGE READING
4 CREDITS | PREREQUISITE: Placement
This reading course is designed to help students master the foundational reading skills of word recognition, vocabulary, development, and basic comprehension. To improve reading skills, students practice their writing skills as reading and writing are related skills needed for success in college. Reading and writing are based on relevant contemporary materials. Credits do not count towards graduation.

EN123 | Fall/Winter/Spring
COLLEGE WRITING
4 CREDITS | PREREQUISITE: Placement
This course helps students express their ideas in writing. Students improve their grammar while discussing and writing about topics relevant to their life. The course builds skills necessary for college-level writing. Credits do not count towards graduation.

EN151 | Fall/Winter/Spring
RHETORIC AND STYLE
4 CREDITS | PREREQUISITE: EN123 or Placement
This course is designed to familiarize students with the writing process, empowering them to effectively produce polished, coherent academic essays, which employ critical, analytical and research skills. This course applies a holistic approach to academic writing while helping students to develop clear, thoughtful essays in standard academic forms.

EN152 | Fall/Winter/Spring
WRITING FROM SOURCES
4 CREDITS | PREREQUISITE: EN151
The second part of the required freshman writing sequence. Students read essays and books written for a general educated audience, paraphrase and summarize them, isolate premises and evaluate the evidence of arguments. Students incorporate their readings into original papers, and practice documenting their research.

EN153 | Fall
HONORS ENGLISH
4 CREDITS | PREREQUISITE: Placement
Students analyze outstanding literary and nonfiction texts, write documented research papers, and give talks based on their research papers. Freshman writing course which members of the Honors Program can take instead of the EN151/EN152 sequence.

EN154 | Fall/Winter/Spring
TECHNICAL COMMUNICATION
4 CREDITS | PREREQUISITE: EN152
Organization and design of standard documents common to business, science and technology, letters, memos, reports and resumes. Emphasis is placed on audience, purpose and style.
EN155 | Fall
INTRODUCTION TO JOURNALISM
4 CREDITS | PREREQUISITE: placement above EN 123
The course addresses the following issues: What is fake news? What is real news? How do ethics, honesty and bias weigh in when gathering and reporting news? What are the most effective ways of presenting and reporting news to the public? Students understand the changing role of journalism and learn the art of reporting and writing narrative stories. Readings include some of the best examples of modern journalism from a diverse range of authors and sources. Coursework includes news reports, features, narratives and interviews that are ready for publication. The students leave class with a mastery of basic journalism skills and a portfolio of their best pieces.

EN156 | Fall
ENGLISH TUTORING WORKSHOP
4 CREDITS | PREREQUISITE: EN152
An introduction to tutoring. Course conducted as a practicum in the Writing Center, overseen by the head of tutoring. Emphasis is placed on interaction between tutor and client and strategies to help the client master written Standard English. Includes a review of mechanics and punctuation, written clarity, methods of research, standard documentation, and a survey of the types of writing demanded by different disciplines and addresses the different strategies required for English as a second language students and native speakers.

EN160/CI105 | Fall/Winter/Spring
WEB PAGE DESIGN
4 CREDITS | PREREQUISITE: CI101
An introductory web design course that explains the fundamentals of how the web works, including working knowledge of HTML and web-authoring tools. Topics include how to create links, set font styles, create tables, align images, build frames, create rollovers, work with form objects, redefine HTML with style sheets and integrate images.

EN166 | Fall/Winter/Spring
SPEECH
4 CREDITS | Prerequisite: None
An introduction to public speaking. Requires oral presentations by students in a variety of public speaking situations. Emphasis is placed on diction, delivery, audience analysis, purpose and research.

EN175 | Fall/Even Year
INTRODUCTION TO DIGITAL MEDIA
4 CREDITS | PREREQUISITE: placement above EN123
This course deals with the language and concepts of contemporary media. Students study the digital communication tools and their effect on communication and economic and social structures. Students acquire basic writing skills necessary to create messages for the multimedia environment, such as web-based and other digital formats including text, audio, still images and moving images. Upon completion of the course students will be able to write multimedia scripts, understand the nuances of writing for multimedia vs. standalone texts, and understand the limitations and advantages of multimedia as conduits for communication.
EN201/BS205 | Fall/Spring
BUSINESS COMMUNICATION
4 CREDITS
PREREQUISITES: BS101, EN152, and EN166
This course will assist students in developing the
skills needed to communicate effectively in an
increasingly diverse work environment.
Communication theories and skills essential for
success in management, with emphasis placed on
research, organization, writing, and presentation of
business communications will be examined. Topics
integrated throughout the course include global
communication, business ethics, and cultural
differences in the business environment. Included
are technological applications and ethical and cross-
cultural considerations in the workplace.

EN205 | Fall
CREATIVE WRITING
4 CREDITS | PREREQUISITE: EN151
A writing workshop for students interested in
writing fiction and poetry. Basic techniques of story
telling and description.

EN217
PERSUASION AND PUBLIC ISSUES
4 CREDITS | PREREQUISITE: EN152
Students study the ways to present versions of
reality by selecting and structuring information.
Students analyze the nature and impact of rhetoric
in public controversy. Critical analysis of the effect
of speeches, debates, commentaries. Rhetorical
analysis of arguments. Students explore and
practice effective persuasive techniques.

EN227 | as needed
INTRODUCTION TO LITERATURE
4 CREDITS | PREREQUISITE: EN152
The course studies what makes a poem, a story or a
play good literature. Students learn to appreciate
cultural contexts, conventions of genres,
innovations and skills of the writers, and to make
informed value judgments about works of
literature.

EN/DM220 | Fall
INTRODUCTION TO DIGITAL FILM
4 CREDITS | PREREQUISITE: None
Introduction to video production. Includes
screenwriting, lighting, camera work, and video and
sound editing. Final project an approximately five
minute film. Lab fee assessed.

EN/DM228 | Winter/Even Year
DESKTOP PUBLISHING
4 CREDITS | PREREQUISITES: CI101 and EN152
Principles and practices of gathering, evaluating,
and presenting information for mass audiences,
with attention to print and electronic media.
Students will learn the latest publishing software.
Lab fee assessed.

EN249 | as needed
INTRODUCTION TO FILM
4 CREDITS | PREREQUISITE: placement above
123
What makes a movie a great film? There 1000 of
movies. Then there are films! By taking
Introduction to Film, students will understand the
difference between the two. This course will focus
primarily on a survey of genres, directors,
aesthetics, and the cultural relevance that these
films impacted their respective audiences and
society, from the silent 20's to the classic Noir of the
40's, the iconic cinema of the 1970's and into the
age of the blockbuster and independent cinema of
our era. Students who take this cinematic journey
will have a greater understanding of great films and
what they mean to the human condition.
EN260 | Fall
APPLIED GRAMMAR
4 CREDITS | PREREQUISITE: EN152
The course explores the difference between prescriptive and descriptive approaches to grammar, and introduces the structure of the English language on the level of phonetics, morphology and syntax. The students learn how the knowledge of structure can be applied to their writing, to views about non-standard dialects, and to teaching English.

EN270 | Fall/Odd Year
MYTHOLOGIES OF THE WORLD
4 CREDITS | PREREQUISITE: placement above 123
Myths from Africa, Asia, Europe, and the Americas. Study of the relation between myths and the cultures that create them. Contemporary fiction influenced by the mythic tradition.

EN271 | Fall/Even Year
SCIENCE FICTION
4 CREDITS | PREREQUISITE: EN152
Discusses classic and modern science fiction literature and films. Identifies the appeal of the genre, its generic features, and the social issues it addresses.

EN/DM290 | Winter
DIGITAL VIDEO PRODUCTIONS
4 CREDITS
PREREQUISITE: CI101 or consent of instructor
Focus on film narration and editing. Particular emphasis on working with large audio and image files. Lab fee assessed.

EN/DM295 | Winter
DIGITAL AUDIO PRODUCTION
4 CREDITS
PREREQUISITE: CI101 or consent of instructor
This course acquaints the student with the theory and techniques of sound recording as applied to film and video. Professional digital sound creation and editing software will be introduced. This course will also examine how the artist uses the techniques of multi-track sound recording principles to achieve the goal of integrating audio and visual imagery. Lab fee assessed.

EN301 | as needed
ADVANCED COMPOSITION
4 CREDITS | PREREQUISITE: EN152
Sophisticated level of reading and writing. Intensive analysis of complex essays, using the ideas of one essay to explore the implications of another. Study of unusual writing techniques. Practice creating writing pieces modelled on unusual techniques of advanced writers.

EN341 | Fall/Odd Year
AFRICAN-AMERICAN LITERATURE
4 CREDITS | PREREQUISITE: EN157 and sophomore standing
Major works of fiction, prose and poetry by African American writers. A brief overview of the historical, social, and political context of African-American literature.

EN342 | Winter/Odd Year
LATIN AMERICAN FICTION
4 CREDITS | PREREQUISITE: EN157 and sophomore standing
Major works of fiction by Latin American writers. A brief overview of the historical, social, and political context of Latin American literature.
EN351 | Fall/Odd Year
FILM ADAPTATION
4 CREDITS | PREREQUISITE: EN157 and sophomore standing
Students will analyze the film adaptation of novels. Emphasis on film language, editing, and pacing.

EN352/DM320 | Spring
DIGITAL VIDEO/AUDIO PRODUCTION
4 CREDITS
PREREQUISITES: EN290 and EN295
This course integrates digital video and audio productions. It includes a comprehensive project using all the technologies covered in EN290 and EN295. Final project an approximately twenty minute film. Lab fee assessed

EN360 | As needed
NARRATIVE AND HORROR
4 CREDITS | PREREQUISITE: EN157 and sophomore standing
Discusses classic and modern horror literature and films. Enhances students ability to identify patterns. Identifies the appeal of the genre, generic features, and the social and psychological issues it addresses.

EN361 | As needed
THE ROLE OF ROMANCE IN LITERATURE
4 CREDITS | PREREQUISITE: EN157 and sophomore standing
Discusses classic and modern romance novels and films. Enhances students ability to identify patterns. Identifies the appeal of the genre, generic features, and the social and psychological issues it addresses.

EN362 | As needed
MYSTERY AND SUSPENSE
4 CREDITS | PREREQUISITE: EN157 and sophomore standing
Discusses classic and modern mystery and suspense novels and films. Enhances students ability to identify patterns. Identifies the appeal of the genre, generic features, and the social and psychological issues it addresses.

EN366 | as needed
COMEDY
4 CREDITS
PREREQUISITE: EN157 and sophomore standing
The course explores what makes a work of literature of a film funny. What are the patterns which create a comedy? Students read and view comedic literary works and films. They explore the structure and conventions of comedy, and comedy’s role in imaginative and human life as seen through ethical, cognitive, and literary theory. Enhances students ability to identify patterns.

EN370 | Fall/Winter/Spring
GROUP DYNAMICS AND TEAM BUILDING
4 CREDITS | PREREQUISITE: EN152
Application of the principles of group dynamics to effective communication in a variety of contexts. Students examine the effects of group structure, collaboration, and decision-making on performance. Special emphasis on critical thinking and personal involvement in the group process. Students will work on a collaborative research project and will organize a symposium.

EN371 | Winter
SOCIAL MEDIA IN TODAY’S WORKPLACE
4 CREDITS | PREREQUISITE: EN152
This applications-based course provides an overview of technology tools used in the digital age. Students will learn how to create projects using new media such as Facebook and Twitter, as well as analyze the appropriate use of media choices in professional settings. The course is designed to assist students in understanding and effectively using a variety of technology tools.

EN373 | Fall
INTERCULTURAL COMMUNICATION
4 CREDITS | PREREQUISITE: EN152
A study of the communication variables in intercultural contexts including culture and meaning, nonverbal styles across cultures, culture shock and communication, and values in intercultural professional settings.
EN375/MR311 | Winter/Even Year  
PUBLIC RELATIONS  
4 CREDITS  
PREREQUISITE: MR201 or consent of instructor  
This course emphasizes the communication and the presentation elements of the public relations function. The course introduces strategic issues and effective practices of communication between organizations and their constituencies. Includes the study of public opinion research, media relations, public communication campaigns, consumer identity, and representational ethics. Students gain practical experience in writing news releases, conducting surveys, and designing integrated campaigns. Oral and written group and individual presentations are required.

EN380 | Spring/Odd Year  
NEGOTIATION  
4 CREDITS | PREREQUISITE: EN152  
Negotiation theory and its application to the world of work. Topics covered include negotiating in multi-party situations; challenges of representing groups whether they are corporations, class parties, or families; the effect of intra-group and inter-group negotiations, barriers to dispute resolution; and the role of third parties in complex negotiations.

EN404 | Fall/Even Year  
STUDIES IN THE BIBLE  
4 CREDITS | PREREQUISITE: EN157 and sophomore standing  
This course is appropriate for people of any faith (Hindu, Buddhist, Muslim, atheist, Christian, Hebrew or Zoroastrian). It addresses the origins and structure of the foundational text of the three Abrahamic faiths. Who wrote the Bible? When? Where? How do we know? Explores selections from the Old and New Testament. Analysis of literary form and of the historical and cultural contexts. Discussion of sources and canon formation.

EN406 | Winter/Even Year  
WILLIAM SHAKESPEARE  
4 CREDITS | PREREQUISITE: EN157 and sophomore standing  
We will study seven of the greatest plays ever written. They depict the joys and ambiguities of love, the illusions of politics, the depths of hatred, and the need for forgiveness. They portray some of the greatest characters in literature in the most beautiful language in English.

EN412 | Spring/Odd Year  
MEDIA AND SOCIETY  
4 CREDITS | PREREQUISITE: EN152  
A study of the way media shape messages; the economic, psychological, and cultural effects of media; and the interaction of media with humans.

EN433 | Spring/Even Year  
LANGUAGE AND SOCIETY  
4 CREDITS | PREREQUISITE: EN260  
An introduction to sociolinguistics with emphasis on the relation of language to social stratification and cohesion. Students explore the role of language as a social and political instrument.

EN440 | Winter  
PERSUASION AND DEBATE  
4 CREDITS | PREREQUISITE: EN157 and sophomore standing  
The persuasion and debate course is designed to improve critical thinking and argumentation skills. The student will develop the ability to apply those skills in a variety of communication situations (business, legal, personal). Students will research, analyze, and develop sound arguments on various relevant issues and apply the basic principles of argumentation to various forms of debate.
EN453 | Summer/Odd Year
GENDER AND IDENTITY
4 CREDITS | PREREQUISITE: EN152
Investigates how gender is constituted, how it changes over time, how it interacts with other cultural institutions and symbols, and considers the social and individual consequences of notions of gender and the role of gender in forming identity and structuring personal experience.

HM491
SENIOR SEMINAR
4 CREDITS | PREREQUISITE: Senior standing
Capstone course to East-West University’s bachelor’s degree general education requirement. Students explore the relationship between technology and humanity. Course requires close textual explications, class presentations, and a major research project. Required for all graduating seniors.

EN493 | As needed
READINGS IN ENGLISH AND COMMUNICATIONS
4 CREDITS | PREREQUISITE: Senior standing
An intensive study of a major writer or issue of current interest.

FINANCE

FN201 | Winter/Spring
PRINCIPLES OF CORPORATE FINANCE
4 CREDITS | PREREQUISITE: BS101
An overview of basic concepts, principles, and recent innovations in financial management. Topics covered will include risk and return, valuation, capital budgeting, capital structure and cost of capital, dividend policy, financial planning, international financial management and corporate restructuring. Current events related to corporate finance will be addressed.

FN205 | Fall/Winter
PERSONAL FINANCIAL PLANNING
4 CREDITS | PREREQUISITE: BS101
This course includes basics of personal financial planning for different objectives, based upon the risk tolerance and financial position of the individual investor. Portfolio planning and asset allocation, retirement planning, housing and its financing, estate planning, and elder issues are included. Students will gain an understanding of personal financial planning and develop the skills necessary to make informed decisions about personal finance. Information related to the CFP (Certified Financial Planner) examination will be presented.

FN302 | Fall
THE STOCK MARKET AND INVESTMENTS
4 CREDITS | PREREQUISITE: FN201 or consent of the Program Director
Introduction to securities markets and how they function. This course covers the interpretation of market changes, capital flow, and factors influencing stock market prices. Strategies and theories of investing are studied using various analytical tools and sources of investment information. Case studies and stock market games are used to simulate real-life scenarios. Special attention is given to investing in difficult and everchanging economic conditions. The role of ethics in stock trading is also a topic of discussion.

FN320 | Spring
MONEY AND BANKING
4 CREDITS | PREREQUISITE: BS101
This course addresses classical and contemporary issues in the thMotion in one, two and three dimensions, kinematics equations and problem-solving. Newton’s laws and applications, work, power, and energy, impulse, momentum, center of mass, circular motion, gravity, and solids and fluids are considered. Heat and temperature, laws of thermodynamics, thermal properties and processes, heat calculations and production of energy through solar panels, adiabatic and isothermal properties of alternate fuel source are also discussed. Term paper
required.ory of money, banking, and financial institutions. Topics covered include the gold standard, the structure of central banks and the Federal Reserve system, theories of money demand and money supply, the relationship between money supply and overall economic activity, and the theoretical and practical aspects of monetary policy. Current topics related to the economy will be discussed.

- **FN323 | Winter**
  **COMMERCIAL BANKING**
  4 CREDITS | PREREQUISITE: FN201 or consent of the Program Director
  A comprehensive study of commercial banking and its role in the economy. This course emphasizes the practical application of economic principles as they relate to bank management and regulatory policy. Topics include banking history and regulation, consumer and commercial credit analysis, asset and liability management, risk management, loan policy, and money management services. Current trends such as bailouts, on-line banking, and internationalization will also be addressed.

- **FN333 | Fall**
  **FINANCIAL STATEMENTS ANALYSIS**
  4 CREDITS | PREREQUISITE: AC101, FN201 or FN205, or consent of the Program Director
  This course, designed to prepare students to effectively interpret and analyze financial statements, explores financial reporting topics in depth. This course will cover the ethical challenges faced relative to financial statement analysis and stock analysis. statement analysis.

- **FN341 | Winter**
  **INTERNATIONAL FINANCE**
  4 CREDITS | PREREQUISITE: FN201 or FN 205 or consent of the Program Director
  This course will introduce students to global financial markets. Emphasis is placed on operations of multinational firms and foreign exchange markets. Topics include international financial markets, international banking, currency derivative markets, Euromarkets, risk management, and investment decisions in the global marketplace. The current state of international banking will also be discussed.

- **FN350 | Fall**
  **REAL ESTATE ANALYSIS**
  4 CREDITS | PREREQUISITE: FN201 or FN 205 or consent of the Program Director
  This course covers finance related to residential and commercial real estate. The material covered will explore functions of commercial banks and other financial institutions that provide funding for real estate projects, as well as direct entry into the real estate industry. Financial analysis of commercial real estate projects will be covered.

---

**FRENCH**

- **FR101 | Fall**
  **ELEMENTARY FRENCH I**
  4 CREDITS | PREREQUISITE: None
  An aural-oral approach to the French language. Pronunciation and fundamental grammatical principles are introduced through drill and basic language. Special emphasis is placed on skills of listening and speaking followed by practice in reading and writing.

- **FR102 | Winter**
  **ELEMENTARY FRENCH II**
  4 CREDITS | PREREQUISITE: FR101 or consent of instructor
  A continuation of FR101.

- **FR103 | Spring**
  **ELEMENTARY FRENCH III**
  4 CREDITS | PREREQUISITE: FR102 or consent of instructor
  A continuation of FR102.
FR201 | Fall
INTERMEDIATE FRENCH I
4 CREDITS | PREREQUISITE: FR103, its equivalent or consent of instructor
A course for students who have completed one year of French; review of grammar with emphasis on the irregular verb and syntax, practice in reading, composition and conversation based on matters relating to French-speaking peoples and cultures.

FR202 | Winter
INTERMEDIATE FRENCH II
4 CREDITS | PREREQUISITE: FR201, its equivalent or consent of instructor
A continuation of FR201.

FR203 | Spring
INTERMEDIATE FRENCH III
4 CREDITS | PREREQUISITE: FR202, its equivalent or consent of instructor

HS231 | Fall
AFRICAN HISTORY
4 CREDITS | PREREQUISITE: Sophomore standing
A survey of African civilization from pre-colonial through the modern period of emerging independent nations. Select countries will be used to illustrate the varying patterns of colonialism and nation building in Africa.

HS241 | Winter
SURVEY OF LATIN AMERICAN CIVILIZATION
4 CREDITS | PREREQUISITE: Sophomore standing
A survey of the development of Latin American civilization from its origins to the present time. The course gives an overview of the political, social, economic, cultural, and intellectual developments of Latin America with emphasis on the traditions of indigenous people, the nature and impact of European intrusions, colonial institutions, evolution of the modern nation states, and current challenges.

HS251 | Spring
SURVEY OF MIDDLE EASTERN CIVILIZATION
4 CREDITS | PREREQUISITE: Sophomore standing
A survey of the development of Middle Eastern civilization from its origins to the present time. This course gives an overview of the political, social, economic, cultural, and intellectual developments of the Middle East with emphasis on the traditions of indigenous people, their cultural and political impact on regional and world history, imperial expansions and invasions, evolution of the modern states and movements, and current challenges.

HS326 | Winter
CONTEMPORARY AMERICA
4 CREDITS | PREREQUISITES: one history course or PL101 & Junior standing
A description and critical analysis of contemporary America, including social, cultural, economic, intellectual and political conditions of the United States since 1945.
HS336 | Fall/Winter
AFRICAN-AMERICAN HISTORY
4 CREDITS | PREREQUISITE: Junior standing
A survey of African-American history from its African background until modern times. The evolution and legacy of slavery, the significance of Reconstruction and its opposition, the rise of discrimination, self-help organizing by African-Americans, two World Wars and major northward migrations, and the civil rights and nationalist movements will be analyzed.

HS491 | Spring
TOWARDS A GLOBAL COMMUNITY
4 CREDITS | PREREQUISITES: One history course & Junior standing
A description, analysis and interpretation of 20th century world history with emphasis on a global perspective. This course focuses on the interaction and interdependence of contemporary civilizations and regions, inter-and intra-cultural tensions, the emergence of a global society confronted with demographic, technological, environmental, and ideological challenges with emphasis on the time since 1945.

HM101 | Fall
HUMANITIES I
4 CREDITS | COREQUISITE: EN151
An analysis of the artistic and philosophical creations of a specific culture and the relationships of those creations to that culture’s historical situation, social institutions, and technological capabilities.

HM102 | Winter
HUMANITES II
4 CREDITS | COREQUISITE: EN151
An analysis of how ideas develop as they pass from one culture to another, adapting to changing world views and different artistic media in the process.

HM103 | Spring
HUMANITIES III
4 CREDITS | COREQUISITE: EN152
An analysis of one contemporary issue as it is presented in both discursive and artistic form with particular emphasis on its historical origin and the languages and ideologies through which it is characteristically represented.

HM111 | Spring
INTRODUCTION TO ART
4 CREDITS | COREQUISITE: EN151
Analysis of the visual arts with emphasis both on composition and cultural and social influences.

HM120 | Fall
INTRODUCTION TO MUSIC
4 CREDITS | COREQUISITE: EN151
Study of music fundamentals, rhythmic structure, and form, together with listening lessons to illustrate different forms of music.

HM210 | Winter/Spring
INTRODUCTION TO PHILOSOPHY
4 CREDITS | PREREQUISITE: EN152
A survey of the fundamental questions about self, society, and the universe. Focus is on metaphysics, ethics, aesthetics, theories of knowledge, as well as philosophical concepts and methodologie
HM211 | Spring
ETHICS AND SOCIETY
4 CREDITS | PREREQUISITE: EN152
A study of contemporary moral standards and their relationship to society. Emphasis is on discussions concerning modern ethical systems as they influence personal, professional and public conduct. Topics include the nature of the human personality with its rights and duties, the individual’s relation to the family and society, and the nature of social justice.

HM279 | Fall/Winter/Spring
EAST-WEST SIGNATURE COURSE
4 CREDITS
PREREQUISITES: EN152 and sophomore standing
An interdisciplinary examination of the challenges and opportunities created by the development of technology and contact of different cultural groups. Required for all graduating students.

HM280 | Fall/Winter/Spring
RESEARCH IN THE LIBERAL ARTS
4 CREDITS | PREREQUISITE: EN152
Students will create a comprehensive project that synthesizes the concepts learned throughout their associate of arts degree in the Liberal Arts. This course serves as the capstone course of the associate arts degree and will be taken the last quarter of their pursuit of that degree.

IS111 | INTRODUCTION TO ISLAM AND MUSLIM CIVILIZATION
4 CREDITS | COREQUISITE: EN151
An interdisciplinary course on religions of man and civilization with special reference to Islam; philosophical issues of reality, knowledge and values; Islamic system of beliefs, worship and values derived from the Quran and Sunnah; the nature of Muslim society and its social, political and economic dimensions; a review of Muslim history since 610 CE; Muslim contributions to civilization, culture, sciences and the arts; and the issues and concerns of Muslims of the modern era.

IS112 | KNOWLEDGE AND HUMANITY: THE ISLAMIC PERSPECTIVE
4 CREDITS | PREREQUISITE: EN151
A general survey of the important areas of knowledge impacting human life. Preliminary facts, concepts, theories and generalizations concerning matter and energy, the earth, life on earth, human life, human society, art, technology, religion and history are reviewed. Basic beliefs and commandments of Islam about knowledge and humanity are discussed. The course is intended to help students develop their own self-concept, worldview and philosophy of life and understand the perennial questions of why some communities and nations rise and others fall in various time-space contexts and what role religion plays in this process.

IS221 | THE CONTEMPORARY MUSLIM WORLD
4 CREDITS | PREREQUISITE: EN151
A geographical, demographic and socioeconomic survey of the contemporary Muslim world; religious unity and sociocultural/linguistic diversity of the Muslims of Asia, Africa and the Western world; the ‘Ummah’ consciousness; Muslim revivalist and reform movements; Orientalism and its critique; Islam as an ideology and complete way of life; aspirations and struggles of present day Muslims; contemporary Muslim organizations; Muslim minorities in the contemporary world; and planning for the future of Muslims.

IS222 | FUNDAMENTALS OF RELIGION: FOCUS ON ISLAM
4 CREDITS | PREREQUISITE: EN151
An interdisciplinary course on religions of man, focusing on Judaism, Hinduism, Buddhism, Christianity and Islam. Basic beliefs, commandments and institutions of each religion are studied in historical perspective and with
reference to contemporary realities. The present day world of Islam is discussed in relation to the believers of other principal faiths. The ideal and real impact of each religion on the individual human being and on the economic, social and political dimensions of the society is investigated.

- **IS331 | BASIC SOURCES OF ISLAMIC THOUGHT**  
  4 CREDITS | PREREQUISITE: EN151  
  The course has three main topics: The Quran and Tafsir, nature of revelation, compilation and preservation of the Quran, its structure, content and major themes, its inimitability and uniqueness and its translations and major commentaries. Sunnah and Hadith: the Prophet's life and traditions, transmission and methodology of Hadith, principles of authenticity and credibility, major compilations of Hadith and the role and relevance of Hadith to determine Islamic injunctions. Fiqh and Shariah: the Islamic law and jurisprudence, legislative functions of the Quran and Sunnah, constitutional, criminal, civil and family laws of Islam, major schools of Islamic law and their distinguishing features.

- **IS441 | CONTEMPORARY MUSLIM THOUGHT**  
  4 CREDITS | PREREQUISITE: EN151  
  A study of Islamic thought relating to the experience and challenges of modern man, Muslim theology, eschatology and the principles of justice, law and freedom. Muslim thinkers of the last two centuries and their systems of thought, the Islamization debate, Muslim economic and political thought, Muslim philosophy of science and sociology, Muslim universities and educational endeavors, and the futures of Muslim thought.

- **MN201 | Fall/Winter**  
  PRINCIPLES OF MANAGEMENT  
  4 CREDITS | PREREQUISITE: BS101  
  A study of the function and underlying social and motivational issues that affect managers and supervisors in today’s complex and diverse business environment. Emphasis is on the practical applications of management principles in existing and emerging businesses. This course considers leadership theory, decision-making issues, communication issues and motivational theory.

- **MN310 | Winter**  
  ORGANIZATION THEORY AND DEVELOPMENT  
  4 CREDITS | PREREQUISITE: MN201  
  A study of the elements of organizational behavior that focus on human behavior, diversification, and global awareness. Elements of quality, technology, ethics, organizational design, performance, conflict, leadership and behavior modification are examined.

- **MN312 | Fall/Spring**  
  HUMAN RESOURCE MANAGEMENT  
  4 CREDITS | PREREQUISITE: MN201 or consent of instructor  
  This course examines the Human Resource (HR) function in today’s multicultural, diverse and changing business environment. The purpose of the approach is to expose the student to the functions and responsibilities of the modern HR department with a strong ethical emphasis. Individual and group presentations, as well as roleplay, are included.

- **MN314 | Winter**  
  WAGE AND BENEFITS ADMINISTRATION  
  4 CREDITS | PREREQUISITE: MN201 or consent of instructor  
  This course covers the administration and execution of compensation and benefits in the modern firm. Compensation models and theory
are included as well as monetary and non-monetary benefits, job sharing, flex-time, cafeteria plans and domestic partner benefits and rights.

- **MN316 | Spring**
  CURRENT ISSUES IN LABOR AND MANAGEMENT LAW
  4 CREDITS | PREREQUISITE: Consent of the Program Director
  This course focuses on the growth and development of employee–sensitive organizations and unions. The course considers labor laws, equal employment opportunity, collective bargaining techniques, negotiation techniques, grievance procedures and government participation in labor/management processes. Emphasis is given to current events in the area of employment.

- **MN317 | As needed**
  BASICS OF MANAGEMENT SCIENCE
  4 CREDITS | PREREQUISITES: MT221 & Junior standing
  An introduction to the application of mathematical models in the management decision-making processes. Topics such as linear transformation, matrices, mathematical models, constraint optimization, linear programming and formulation solution are studied.

- **MN325 | Fall and as needed**
  CONTEMPORARY ISSUES IN SPORTS AND ENTERTAINMENT MANAGEMENT
  4 CREDITS | PREREQUISITES: MN201, Junior standing, & consent of the Program Director
  This course is a survey course and is designed to provide students with an overview of the basic organizational and business structure of the sport, fitness, and leisure industries. The content areas include professional, Olympic, intercollegiate, and the fitness promotion business sector as well as an introduction to the management of a signed artist in the entertainment sector. The course introduces students to a variety of managerial topics that are unique to the S&F industry. Topics covered will include marketing, management, finance, facility operations, and legal aspects.

- **MN341 | Spring and as needed**
  ETHICAL LEADERSHIP AND CORPORATE SOCIAL RESPONSIBILITY
  4 CREDITS | PREREQUISITES: MN201 & BS350 or consent of instructor
  This course will examine the ethical dilemmas of leadership, the foundations, and context of moral choice, the moral implication of decision-making within public organizations and the impact upon staff, morale, personal integrity and citizens. The purpose is to make visible the ethical challenges and decisions criteria facing leaders, to explore the leadership role in sharing the organization’s ethical culture, and to examine governmental alternatives in a post-Enron, post-Madoff world.

- **MN421 | Spring**
  CURRENT TOPICS IN MANAGEMENT
  4 CREDITS | PREREQUISITES: MN201 & Senior standing
  This course is a seminar on current topics in management. The topics include a critical evaluation of crisis management and corporate crisis communication, polarity management, change management, diversity management and engagement with various local, state and federal political entities in a business environment. Activities involving ethical lobbying will also be included.

- **MN493 | As needed**
  SPECIAL TOPICS IN MANAGEMENT
  4 CREDITS | PREREQUISITE: Senior standing
  Special contemporary topics in management will be identified and presented with emphasis on application and implications of management techniques.
**MARKETING**

- **MR201 | Fall/Winter**
  **PRINCIPLES OF MARKETING**
  4 CREDITS | PREREQUISITE: BS101
  An introduction to marketing using a managerial approach. Topics include product development, pricing methodology, promotional strategies and product distribution. The course also analyzes marketing strategy’s social, environmental and ethical impact.

- **MR310 | Fall/Even year or as needed**
  **ADVERTISING**
  4 CREDITS | PREREQUISITE: MR201 or consent of instructor
  This course defines the principles, processes, and deployment of advertising and sales promotion functions for both profit and non-profit organizations. Major advertising media such as print, display, radio, television and internet methodology are considered. An extensive final group project is required.

- **MR311 | Winter/Even year or as needed**
  **PUBLIC RELATIONS**
  4 CREDITS | PREREQUISITE: MR201 or consent of instructor
  This course is an examination of socializing agents, structural constraints and demographic parameters that influence consumer behavior and buying decisions in a market-defined social environment. The emphasis is on communication and on the presentation elements of the public relations function. The course introduces strategic issues and effective practices of communication between organizations and their constituencies. It includes the study of public opinion research, media relations, public communication campaigns, consumer identity, and representational ethics. Students gain practical experience in writing news releases, conducting surveys, and designing integrated campaigns. Oral and written group and individual presentations are required.

- **MR325 | Winter/odd year**
  **SELLING TECHNIQUES**
  4 CREDITS | PREREQUISITES: MR201 & Junior standing
  This course covers sales and selling methods, the integration of the art of selling into the total marketing processes and programs, and the value of establishing appropriate communication between sellers and buyers. Ethical and social factors are also studied.

- **MR335 | Winter**
  **ADVANCED MARKETING MANAGEMENT**
  4 CREDITS | PREREQUISITES: MR201 & Junior standing
  Methods of marketing management are studied with emphasis on organization, buyer behavior, product and market development, and promotion. There are also ethical dimensions and international marketing integrated throughout the course. Case studies, oral and written presentations, and market plans are included.

- **MR340 | Spring**
  **MARKETING RESEARCH**
  4 CREDITS | PREREQUISITES: MR201 & Junior standing
  This course introduces techniques of marketing research. The emphasis is placed on systematic research design and the accumulation and interpretation of information for marketing decision-making.

- **MR355 | Winter**
  **INTERNATIONAL MARKETING STRATEGIES**
  4 CREDITS | PREREQUISITE: MR201
  This course introduces students to the environment and basic principles underlying the design and implementation of marketing strategies across countries and within foreign countries. Topics will cover the global market environment, and the decision issues and problems faced by international marketers in planning and conducting activities on product, distribution, promotion, and pricing. Students will
concentrate on a particular country or region and will use this country as a source for their final project and presentation.

- **MR360 | Spring or as needed**
  **SPORTS AND ENTERTAINMENT MARKETING**
  **PREREQUISITES: MR201 & Junior standing**
  This course will compare and contrast the field of sports and entertainment marketing with the practices and applications of mainstream marketing. Coursework will include a historical overview of sports marketing and will examine the application of marketing principles to collegiate and professional sports organizations and the entertainment industry and the professional sports enterprise in general. Course content will be a combination of lecture, guest speakers, assigned readings, videos, case studies, research assignments and special projects.

- **MR420 | As needed**
  **SPECIAL TOPICS IN MARKETING**
  **4 CREDITS | PREREQUISITE: Senior standing**
  Special and contemporary topics in marketing will be identified and presented with emphasis on application and implications of management techniques.

- **MR440 | Spring**
  **STRATEGIC MARKETING PROBLEMS**
  **4 CREDITS | PREREQUISITES: MR201 & Senior standing**
  This course is a presentation of concepts, principles and case studies of strategic problems in product and service development. The primary emphasis is on pricing tactics, consumer reaction and market impact in relation to the product life cycle.

### MATHEMATICS

- **MT121 | Fall/Winter/Spring/Summer**
  **COLLEGE-PREPARATORY MATHEMATICS**
  **4 CREDITS | PREREQUISITE: Placement**
  The objective of this course is to increase competence in working with basic numbers so as to solidify students’ foundational math skills. Topics include whole numbers, fractions, decimals, percents and signed numbers. Topics are integrated into the order of operations with an introduction to the blueprint for problem-solving. Students are assigned to this course based on placement tests. Credits do not count towards graduation.

- **MT123 | Fall/Winter/Spring/Summer**
  **ELEMENTARY ALGEBRA**
  **4 CREDITS**
  **PREREQUISITE: MT121 or placement**
  This is the first in a sequence of algebra courses. Topics include transition to algebra, evaluating algebraic expressions, equations and inequalities, applications and word problems, the graph of a linear equation, slope of a line, properties of exponents, scientific notation, polynomials and operations with polynomials. Credits do not count towards graduation.

- **MT154 | Fall/Winter/Spring/Summer**
  **ESSENTIAL MATHEMATICS**
  **4 CREDITS | Prerequisite: MT123 or placement**
  This course is specifically intended for students majoring in English or the Behavioral Sciences. It provides a wide variety of mathematical topics, including algebraic equations, inequalities, graphs, functions, and linear systems, along with subjects including probability theory, counting methods, and statistics.
MT155 | Fall/Winter/Spring/Summer
INTERMEDIATE ALGEBRA
4 CREDITS
PREREQUISITE: MT123 or placement
Continuation of introductory algebra. Topics include factoring, solutions of quadratic equations by factoring, systems of linear equations and inequalities, rational expressions, simplification of radicals and exponents, the quadratic formula, graphing and applications to be used throughout the course.

MT156 | Fall/Winter/Spring/Summer
GENERAL EDUCATION MATH
4 CREDITS | PREREQUISITE: MT155
Inductive reasoning, estimation, graph interpretation, sets, operations on sets, Venn diagrams, logical statements, arithmetic in different number bases, especially binary, octal and hexadecimal, consumer mathematics, geometry, sequential counting principle, combinations and permutations and basic concepts of probability, and statistics.

MT158 | Fall/Winter/Spring
COLLEGE ALGEBRA
4 CREDITS | PREREQUISITE: MT155 with “C” grade of r higher
Topics include graphing polynomial and rational functions, synthetic division, solution of quadratic equations and higher degree polynomial equations, exponential and logarithmic functions, matrix algebra, determinants and solutions of linear systems of equations.

MT160 | Winter/Spring
ELEMENTARY PLANE TRIGONOMETRY
4 CREDITS | PREREQUISITE: MT158
Right triangle and oblique triangle trigonometry, angles in degrees and radian measures and arcs; basic six trigonometric functions and their graphs, trigonometric identities, including addition laws, double- angle and half-angle formulas, inverse trigonometric functions, law of sines, law of cosines, the algebra of vectors, simple harmonic motions, polar representation of complex numbers.

MT170 | Winter/Spring
FINITE MATHEMATICS
4 CREDITS | PREREQUISITE: MT156
Methods from linear algebra and probability are developed and applied to applications related to business. Topics include functions, graphs, systems of linear equations and inequalities, matrix algebra, linear programming, counting technique and probability.

MT200 | Fall/Winter/Spring
BUSINESS CALCULUS
4 CREDITS | PREREQUISITE: MT156
For students majoring in business. Introduction to calculus topics include: limits, continuity, functions, differentiation and integration of polynomial. Applications are developed and applied to business oriented.

MT201 | Fall/Spring
CALCULUS I
4 CREDITS | PREREQUISITE: MT160
A first course in calculus sequence introduces the idea of limits, continuity, and derivatives. Further topics include techniques of differentiation, L'Hopital’s Rule, higher order derivatives, and related rates.
MT202 | Fall/Winter
CALCULUS II
4 CREDITS | PREREQUISITE: MT201
A continuation of MT201, this course covers applications of the derivative, the indefinite integral, and the definite integral and its applications. Newton's method, the mean-value theorem, and the fundamental theorem of calculus are among the other topics covered.

MT203 | Spring
CALCULUS III
4 CREDITS | PREREQUISITE: MT202
A continuation of MT202, this course covers the advanced techniques of integration, the evaluation of the improper integrals, an introduction to differential equations, and infinite series. Specific topics include integrating with computer algebra systems, slope fields, Euler's method, and convergence tests for infinite series. Maclaurin and Taylor series are discussed as well.

MT221 | Fall/Winter/Spring/Summer
FUNDAMENTALS OF STATISTICS
4 CREDITS
PREREQUISITE: MT156 and CI213
Descriptive statistics, analysis and presentation of single variable data, including graphs, Pareto diagrams, histograms, measures of central tendency, measures of dispersion and measures of position, analysis of bivariate data, including linear correlation and linear regression, probability and probability distributions, including mean and variance of a discrete probability distribution and binomial distribution, normal distributions and applications of normal distributions.

MT301 | Fall
ADVANCED CALCULUS I
4 CREDITS | PREREQUISITE: MT203
Multiple integral and applications, differentiation and integration of vector fields and vector functions, line and surface integrals, Green's theorem, Stoke's theorem, divergence and curl and applications.

MT302 | Winter
ADVANCED CALCULUS II
4 CREDITS | PREREQUISITE: MT301
A continuation of MT301. Topics include multivariable differentiation, differentials, extremal problems, Lagrange multipliers, chain rule, mean value theorem, Taylor series in multivariate case, implicit and inverse mapping theorems, Jacobian and Laplace transforms.

MT306 | Spring
LINEAR ALGEBRA
4 CREDITS | PREREQUISITE: MT201 or MT200
Topics covered are: linear systems of linear equations, determinants, vector spaces, linear transformations and matrices, Inner orthogonality, eigenvalues; eigenvectors; and diagonalization together with selected applications, such as Markov processes, linear programming, economic models, least squares, and population growth. Some of the basic theorems will be explored rigorously while other results will be demonstrated informally.

MT310 | Fall
ELEMENTARY DIFFERENTIAL EQUATIONS
4 CREDITS | PREREQUISITE: MT203
An introductory look at classifying and solving basic types of differential equations. There is a focus on the first and second-order differential equations, both linear and non-linear, and their application to the physical sciences and engineering. Analytical and numerical techniques for solving will be discussed.

MT311 | Fall
ABSTRACT ALGEBRA
4 CREDITS | PREREQUISITE: MT203
Introduction to modern algebra. Topics include elements of axiomatic set theory, group theory, ring and field theory, permutation groups, subgroups, cosets and Lagrange's theorem.
MT322 | Spring
INFERENTIAL STATISTICS
4 CREDITS | PREREQUISITE: MT221
Inferential statistics with applications to business and behavioral science, hypothesis testing, including one-tailed and two-tailed tests in distributions for estimating (mean) with known (standard deviation), inferences involving one population, including Student’s statistic for estimating with unknown, Chi-square distributions for estimating variances, inferences involving two populations, including estimating mean difference using two dependent samples and two independent samples respectively, applications of Chi-square statistics, including multinomial experiments and contingency tables.

MT411 | Spring
INTRODUCTION TO REAL ANALYSIS
4 CREDITS | PREREQUISITE: MT301
A rigorous treatment of the topics from calculus: topological properties, sequences, the mean value theorem, convergence, continuity, Cauchy sequences, differentiability and integrability.

MT430 | Fall
ENGINEERING MATHEMATICS
4 CREDITS | PREREQUISITE: MT306 & MJ T310
An introduction to a variety of advanced mathematical topics, emphasizing their application to electrical engineering. These include complex variables, complex integral calculus, Taylor and Laurent series and the residue theorem. Also partial differential equations, specifically diffusion equations, wave equations, and the Laplace equation. Fourier series, Fourier integrals and Fourier transforms as well.

MD115 | As Needed
INTRODUCTION TO MEDICAL BILLING
4 CREDITS | PREREQUISITE: Certificate program or consent of the Program Director
Introduction to procedures and processes of medical billing. Areas covered include the professional environments such as medical office, government, insurance carriers, hospitals; types of health insurance, claims, contracts, payment plans and options, forms and legal issues.

MD117 | As Needed
MEDICAL TERMINOLOGY
4 CREDITS | PREREQUISITE: Certificate program or consent of the Program Director
This course provides an overview of the range of medical terminology (anatomic, diagnostic, systematic, and operative) commonly used in pharmaceutical, medical, orthopedic and rehabilitation, occupational and physical therapy, and allied health fields. Word formation, roots, prefixes and suffixes, standard abbreviations. Emphasis is placed on appropriate selection of available reference materials and correct and accurate usage.

MD120 | As Needed
MEDICAL TRANSCRIPTION
4 CREDITS | PREREQUISITE: Certificate program or consent of the Program Director
An introduction to the field of medical transcription; familiarization with the work environment, ethical and legal responsibilities. Emphasis will be placed on skills to transcribe with speed and accuracy, basic transcription guidelines, and preparation of medical documents. Areas covered include the integumentary, respiratory, cardiovascular, digestive and endocrine systems, and urinary, reproductive, musculoskeletal and nervous systems.
MD125 | As Needed
ADVANCED MEDICAL BILLING
4 CREDITS | PREREQUISITE: MD115
Continuation of MD 115.
Preparing claims with using major insurance carriers: Blue Cross/Blue Shield, Medicare and Medicaid. Champus. Correlation of health information with billing processes. Electronic claims. This course completes the preparation for certification in medical billing.

MD126 | Spring
HUMAN ANATOMY AND PHYSIOLOGY FOR MEDICAL OFFICE STAFF
4 CREDITS | PREREQUISITE: Certificate program or consent of the Program Director
This course investigates the structure and function of the human body from cells through tissues, organs and the various systems. Basic concepts of anatomy and physiology.

MD132 | As Needed
INTRODUCTION TO MEDICAL CODING
4 CREDITS | PREREQUISITE: Certificate program or consent of the Program Director
This course prepares the student for medical coding and data entry of medical information. Included are such topics as ICD-9-CM classification, HCFA-1500 form, diseases tabular list and diseases alphabetic index, coding processes, procedural coding, symbols and conventions, and primary and secondary statements.

MD136 | Spring
INTRODUCTION TO HUMAN DISEASES FOR MEDICAL OFFICE STAFF
4 CREDITS | PREREQUISITE: Certificate program or consent of the Program Director
This course will address the etiology of the human pathologic process. Various diseases will be studied encompassing the basic human functions such as cerebrovascular, neurological, cardiovascular, gastrointestinal, and post-mortem analysis of trauma and surgical related incidents. Emphasis will be placed on vocabulary proficiencies.

MD202 | Spring
ADVANCED MEDICAL CODING PROCEDURES
4 CREDITS | PREREQUISITE: Certificate program or consent of the Program Director
This course is a continuation of MD 132 and completes the preparation of the basic competencies required by the American Health Information Management Association (AHIMA) for certification.

MD220 | Spring
ADVANCED MEDICAL TRANSCRIPTION
4 CREDITS
A continuation of MD120. Emphasis will be placed on skills to transcribe with speed and accuracy and the preparation of medical documents.

MD234 | Spring
MEDICAL OFFICE AND SIMULATION MANAGEMENT
4 CREDITS | PREREQUISITE: Certificate program or consent of the Program Director
This course specifically prepares program participants to register and take the American Health Information Management Association (AHIMA) certification exam. AHIMA certification is the industry standard for health information specialists focusing on billing and coding.

OFFICE ADMINISTRATION

OA101 | Fall/Winter
KEYBOARDING I
4 CREDITS | PREREQUISITE: None
This course covers techniques of keyboarding and the fundamental skills of typing, mastering stroke control, building speed and accuracy. The student will learn the basic format for letters, manuscripts, tabulations and other simple communications and will achieve a minimum speed of 25 words per minute.
OA109 | Fall
MICROSOFT SUITE: WINDOWS, WORD, EXCEL
4 CREDITS | COREQUISITE: OA101
This course introduces select principles and practices of the Microsoft Office program, covering theoretical and practical applications of the Windows Operating System: Microsoft Word and Excel.

OA110 | Winter
MICROSOFT SUITE: ACCESS, POWERPOINT, OUTLOOK
4 CREDITS | PREREQUISITE: OA109 or consent of instructor
This second course in the operations of the Microsoft Office program covers the elements of the Access database, the presentation techniques of PowerPoint, and the basic features of the Outlook mail program. Emphasis is placed on using all the programs of the suite in an integrative fashion.

OA214 | Winter
BUSINESS WRITING
4 CREDITS | PREREQUISITE: OA101
Basic letter and memo writing principles, presenting models for composing effective correspondence. Emphasis is placed on preparing correspondence aimed at specific goals such as inquiries, applications, acknowledgments, and formal reports.

PH101 | Fall/Winter/Spring
INTRODUCTORY PHYSICS
4 CREDITS | PREREQUISITES: Completion or placement out of EN123 and MT155
A survey of concepts in physics for non-majors. Topical themes in mechanics and motion, heat, sound, waves, optics, electricity and magnetism are covered. Theories in quantum and nuclear physics conclude the course. Practical sessions included and term paper required.

PH110 | Fall/Winter
COLLEGE PHYSICS I
4 CREDITS | PREREQUISITE: MT160
COREQUISITE: PH111
Motion in one, two and three dimensions, kinematics equations and problem solving, Newton's laws and applications, work, power, and energy, impulse, momentum, center of mass, circular motion, gravity, and solids and fluids are considered. Heat and temperature, laws of thermodynamics, thermal properties and processes, heat calculations and production of energy through solar panels, adiabatic and isothermal properties of alternate fuel source are also discussed. Term paper required.

PH210 | Winter/Spring
COLLEGE PHYSICS II
4 CREDITS | PREREQUISITE: PH110 and PH111
COREQUISITE: PH211
Wave motion and sound, electricity, DC and AC systems, magnetism, light, reflection and refraction, polarization, diffraction, magnification, utilization of microscope and spectroscope, and relevant topics in modern physics are discussed. Term paper required.
PH211 | Winter/Spring
COLLEGE PHYSICS LABORATORY II
2 CREDITS | PREREQUISITE: PH110 and PH111 | COREQUISITE: PH210
Labs are conducted in kinematics, kinetic and potential energies, simple machines and circular motion. Labs also include thermal properties and solar energy verifications.

PH220 | Spring
ENGINEERING PHYSICS
4 CREDITS | PREREQUISITES: MT201
COREQUISITE: ET 106 & ET 155
Electrostatics and electrodynamics using integral and differential approach to Gauss's Law, Faraday's law, amperes circuitu law. Dielectric polarization, electric displacement, susceptibility and permittivity, Maxwell's equation and their importance are considered. Terminology and classification of magnetic materials, introduction to electrodynamics, optical fiber communication, optical fiber system. Introduction to atomic spectra, quantum mechanics, modern physics, solid state, high temperature superconductors are also discussed.

PH221 | Spring
ENGINEERING PHYSICS LABORATORY
4 CREDITS | PREREQUISITES: MT201
COREQUISITE: PH220
This laboratory course is a hands-on experimental approach of concepts taught in PH220. Labs include areas of electricity, magnetism, optics, and modern physics.

PH230 | Spring
COLLEGE PHYSICS III
4 CREDITS | PREREQUISITE: PH210 and PH211 | COREQUISITE: PH231
Introduction to hydraulics, calculation of forces inside the fluids; hydraulic system design and applications, mechanical advantages, Bernoulli's equation, tapering sections, center of gravity and meta-centric heights, buoyancy and specific gravity. Introduction to sound, transverse waves, longitudinal waves and calculations of SHM and wave length, resonance and calculations of the velocity of sound and frequencies of wave trains, ultra and super sonic waves, and Doppler's principle and applications are all discussed. Term paper required.

PH231 | Spring
COLLEGE PHYSICS LABORATORY III
2 CREDITS | PREREQUISITE: PH210 and PH211 | COREQUISITE: PH230
Labs are conducted in hydraulics and sound and complement the theory taught in PH230.

POLITICAL SCIENCE

PL101 | Fall/Winter/Spring
INTRODUCTION TO AMERICAN GOVERNMENT
4 CREDITS | PREREQUISITE OR COREQUISITE: EN151
An introduction to the study of the United States national government. Course consists of a general survey of the constitutional basis of American government and the development of representative, judicial and administrative procedures. An exploration of contemporary trends and problems of the democratic process are identified.

PL103 | Winter
STATE AND LOCAL GOVERNMENT: POLITICS AND POLICIES
4 CREDITS | PREREQUISITE OR COREQUISITE: EN151
This course covers structure and characteristics of state and local governments, revenue-generating methods to maintain state and municipal solvency, and problems caused by such federal policies as revenue sharing and income tax.
PL203 | Summer
POLITICAL GEOGRAPHY
4 CREDITS | PREREQUISITE: PL101
A critical survey and evaluation of global, hemispheric and regional structures of natural geographic patterns and the role such factors play in understanding socio-political, economic and cultural developmental processes of peoples and nations.

PL214 | Winter
POLITICS: PUBLIC OPINION, PRESSURE GROUPS, AND POLITICAL PARTIES
4 CREDITS | PREREQUISITE: PL101
Basis, formation, structure, and expressions of public opinion and influence of corporate and public sector lobby groups; an analysis of their potential influence in the formulation of perceived interests, subsequent public policy and political implementations.

PL226 | Spring
AMERICAN POLITICAL BEHAVIOR
4 CREDITS | PREREQUISITE: PL101
Structure and functioning of political parties at the local, state, and national levels; impact of socio-economic, demographic, cultural, and religious trends upon the political process.

PL310 | Winter
DEVELOPMENT OF POLITICAL THOUGHT
4 CREDITS | PREREQUISITE: PL101 & Junior standing
A study of major political theories, including anarchism, conservatism, liberalism, nationalism, fascism, socialism, communism, postmodernism and religious political movements. A survey of major political and social theorists will also be explored such as Plato, Ibn Khaldun, Machiavelli, Hobbes, Locke, French revolutionaries, John Stuart Mill, Thomas Jefferson, Andrew Jackson, Karl Marx, Lenin, Mao as well as contemporary political movements in Asia, Africa, and Central/South America.

PL311 | Winter
WORLD POLITICAL SYSTEMS: IDEAL AND ACTUAL
4 CREDITS | PREREQUISITES: PL101 & Junior standing
A study of the geo-political and socioeconomic characteristics of world political ideologies and systems such as democracy, capitalism, socialism, absolute and constitutional monarchy, theocratic and secular states, fascism and dictatorship.

PL313 | Fall/Winter
POLITICS OF AMERICAN MINORITIES
4 CREDITS | PREREQUISITES: PL101 & Junior standing
A survey and critique of sociopolitical activities of American minorities with special emphasis on the African-American, Hispanic-American and similar ethnic and social minority communities in the United States. Comparison of the potential application of contemporary international human and minority rights law, as contrasted with the more conventional use of domestic civil rights legislation, in addressing the concerns of such populations will be explored.

PL317 | Winter
AMERICAN CONSTITUTION AND THE SUPREME COURT
4 CREDITS | PREREQUISITE: PL313
An examination of the function of the U.S. Supreme Court and its historical and contemporary impact on American society. Emphasis will be given to cases and developments which directly influence current concerns and issues.

PL381 | Spring
INTERNATIONAL RELATIONS
4 CREDITS | PREREQUISITES: PL101 & Junior standing
A comprehensive study of selected topics related to international affairs and diplomacy, economic and political power relations among developed and developing nations of the world, their respective foreign and defense policies, and the role of
international organizations. Particular emphasis will be devoted to the current operations and challenges of the United Nations and its allied human rights, development, peacekeeping and humanitarian activities.

- **PL461 | Summer**
  **THE MODERN NATION STATE**
  4 CREDITS | PREREQUISITE: PL 311
  An examination of the assumptions of structure and functioning of the modern nation state and the strengths and limitations of addressing current national and global challenges; the impact of multinational corporations, environmental and health issues, and demographic shifts will be analyzed; issues concerning regional globalism and global regionalism will also be discussed.

- **PL493 | As Needed**
  **READINGS IN POLITICAL SCIENCE**
  4 CREDITS | PREREQUISITES: Senior standing, 12 hours in political science and/or history and consent of instructor
  Directed intensive readings with focus on a selected topic. May be repeated once for credit.

- **PL494 | As Needed**
  **CONTEMPORARY TOPICS IN POLITICAL SCIENCE**
  4 CREDITS | PREREQUISITES: one 300 level course in political science and consent of instructor
  Critical study of a select topic concerning specific aspects of political science. Emphasis will be placed on the use of primary sources. May be repeated once for credit.

---

**PSYCHOLOGY**

- **PS101 | Fall/Winter/Spring**
  **INTRODUCTION TO PSYCHOLOGY**
  4 CREDITS
  PREREQUISITE OR COREQUISITE: EN151
  Analysis and description of the structure and content of psychology and the application of scientific method in the study of human behavior and mental processes. A review of the biological, cognitive and environmental factors that influence human behavior and development.

- **PS201 | Fall/Winter/Spring**
  **CHILD DEVELOPMENT**
  4 CREDITS | PREREQUISITE: PS101
  A general introduction to physical, intellectual, emotional, social and personality development through early adulthood.

- **PS202 | Winter/Spring**
  **EDUCATIONAL PSYCHOLOGY**
  4 CREDITS | PREREQUISITE: PS101
  This course covers conditions and factors of learning as described in the basic theories, growth and development of the learner, and the issues of retention and transfer of learning.

- **PS203 | Fall/Winter/Spring**
  **PSYCHOLOGY OF THE AFRICAN-AMERICAN EXPERIENCE**
  4 CREDITS | PREREQUISITE: PS101
  A study of the socio-psychological and residual cultural influences of slave Americans. A review and critique of major contemporary research which evaluates discrimination both for and against various minority groups.
PS310 | Spring
URBAN PSYCHOLOGY
4 CREDITS | PREREQUISITES: PS101 & Junior standing
The application of psychological concepts and social research techniques in the study of urban problems. A review of the psychohistorical evolution of modern American cities and their subsequent ecological impact on the individual, family, community and institutional development.

PS311 | Winter
LIFE SPAN DEVELOPMENT
4 CREDITS | PREREQUISITES: PS101 & Junior standing
The scientific study of life span themes and the multimodal domains of human development. The course will explore the varied theories associated with human development, as well as the biological, cognitive, psychological, socio-cultural and life cycle forces. Students will cover the varied dimensions of human development from infancy into childhood and from childhood into adolescence and late adulthood.

PS321 | Winter
SOCIAL PSYCHOLOGY
4 CREDITS | PREREQUISITES: PS101 & Junior standing
Survey of research and theory in representative areas of social psychology including verbal and non-verbal communication, conformity, attitude development and change.

PS330 | Fall
ABNORMAL PSYCHOLOGY
4 CREDITS | PREREQUISITES: PS101 & Junior standing
The study of human behavior is considered on a continuum ranging from normal to abnormal. Description, treatment and prevention of adult behavior abnormalities including character disorders, neuroses, psychoses, organic disorders, and psychophysiolodic, autonomic and visceral disorders are covered.

PS341 | Fall/Spring
THEORIES OF PERSONALITY
4 CREDITS | PREREQUISITES: PS101 & Junior standing
An analysis of major humanistic, behavioristic and psychoanalytic theories of personality. This course focuses on the study of personality development over the life cycle including principles of personality assessment.

PS346 | Fall
MOTIVATION
4 CREDITS | PREREQUISITES: PS101 & Junior standing
This course covers the methods, results and interpretation of varied forms of research which are designed to explore basic motivational processes in animal and human subjects. An exploration of various sociopsychological, cognitive, behavioral, biogenetic models and experimental paradigms will be undertaken.

PS347 | Fall
INDUSTRIAL AND ORGANIZATIONAL PSYCHOLOGY
4 CREDITS | PREREQUISITES: PS 101 & Junior standing
Examines theories, research and analysis of human behavior within industrial environments. The basic theories and practices in the areas of job analysis and placement, training systems, evaluation and performance appraisal will be explored. Methods and findings of the studies of people at work will likewise be investigated.

PS350 | Winter/Spring
PHYSIOLOGICAL PSYCHOLOGY
4 CREDITS
PREREQUISITE: PS101 & Junior standing
This course studies the biological events, such as genetic, neural, and endocrine, that underlie human thoughts, feelings, and actions. It will investigate research in this area and focus on the relationship between bio-physiological processes and human behavior.
■ PS410 | Fall
EXPERIMENTAL PSYCHOLOGY
4 CREDITS
PREREQUISITES: PS101 & Junior standing
This course covers the design, conduct and interpretation of experiments in varied areas of psychology, experience in laboratory procedures and statistical analysis.

■ PS412 | Spring
PSYCHOLOGICAL TESTING
4 CREDITS | PREREQUISITE: PS101 & Junior standing
A survey of representative techniques and instruments used in psychological testing; emphasis is placed on the concepts of test objectivity, standardization, reliability and validity. Students will be exposed to basic instruments in assessing intelligence, personality, and career interest.

■ PS491 | As Needed
CONTEMPORARY ISSUES IN PSYCHOLOGY
4 CREDITS | PREREQUISITES: Senior standing, 12 hours in psychology, and consent of instructor
Directed intensive reading with focus on a selected topic. May be repeated once for credit.

SOCIOLGY

■ SC101 | Fall/Winter/Spring
INTRODUCTION TO SOCIOLOGY
4 CREDITS | PREREQUISITE OR COREQUISITE: EN151
This course covers major concepts and theories about human social behavior, its relationship to socialization and social change, social institutions and values. The application of the scientific method and data gathering techniques in the study of social behavior will be explored.

■ SC201 | Fall/Winter/Spring
SOCIALIZATION
4 CREDITS | PREREQUISITE: SC101
An interdisciplinary approach to socialization; the interrelated effects of maturity and understanding; and the role of culture, peer, family and reference groups.

■ SC202 | Winter/Spring
GROUP PROCESSES
4 CREDITS | PREREQUISITE: SC101
A participation approach to basic group contacts, understanding the individual's role as a group member, leadership roles and styles, effectiveness and strategies for encouraging group involvement and achievement of group goals.

■ SC212 | Winter
INTRODUCTION TO ANTHROPOLOGY
4 CREDITS | PREREQUISITE: SC101
The study of man, evolution of human beings, physical differences in races, cultural development and selected topics are covered.

■ SC301 | Winter
HISTORY OF SOCIOLOGICAL THOUGHT
4 CREDITS | PREREQUISITE: SC101 & Junior standing
Critical analysis and interpretation of sociological theories and writings with emphasis on those which have had a strong impact on contemporary sociological thought to illustrate both the breadth of ideas as well as contemporary controversies. Readings and discussion of representative sociological works with emphasis on 19th and 20th centuries.
SC311 | Fall/Winter
POPULATION AND HUMAN ECOLOGY | 4 CREDITS | PREREQUISITES: SC101 & Junior standing
The interdependence of population, environment, technology and patterns of social organization; interrelationship of human, natural and man-created resources; and a consideration of current theories, problems, issues and possible solutions, trends in population dynamics, fertility, mortality and migration are discussed.

SC312 | Spring
HUMAN RELATIONS | 4 CREDITS | PREREQUISITES: SC101 & Junior standing
A study of the interaction of people in the business and industrial complex. Emphasis is placed on the necessity for a cooperative environment to satisfy individual needs as well as to increase production efficiency.

SC313 | Fall
ENVIRONMENT OF THE COMMUNITY | 4 CREDITS | PREREQUISITES: SC101 & Junior standing
The technological and ecological systems in the urban community; the interrelated effects of socio-political actions, conflicts and programs; changes in the urban environment; the environment as a conditioning agent in human life; and an analysis of the relationship of mental health and social well-being to urban systems are discussed.

SC320 | Fall/Winter/Spring
INTRODUCTION TO SOCIAL WORK | 4 CREDITS | PREREQUISITES: SC101 & Junior standing
This course is an introduction to the social work profession through an identification of the major human problems in society and the role of both society and social service in response to such problems. Students will have the opportunity to critique the management and operations of a social service agency and evaluate current ways in which agencies interpret problems and administer services.

SC322 | Fall/Winter/Spring
CRIME, SOCIETY, AND SOCIAL JUSTICE | 4 CREDITS | PREREQUISITES: SC101 & Junior standing
An evaluation of current theories and philosophical frameworks concerning crime, types and frequencies of crimes, the adult and juvenile offender and an overview of current programs for rehabilitation and prevention. Such an analysis is done within the context of recognizing society’s obligation to maintain an appropriate balance between its need to maintain legitimate forms of social control while striving to ensure social justice for every citizen.

SC333 | Fall/Spring
SOCIAL PROBLEM SOLVING | 4 CREDITS | PREREQUISITES: SC101 & Junior standing
Theories of interpersonal, group and social conflict, analysis of communication patterns and diffusion processes, sources of conflicts, agents of change and applied intervention strategies are covered.

SC335 | Fall/Spring
SOCIAL RESEARCH METHODS | 4 CREDITS | PREREQUISITES: SC101, MT154 & Junior standing
An overview of basic data collection, research design and analysis techniques as they pertain to the major forms of social research. A pilot study project is required to familiarize the student with research design techniques and subsequent statistical and/or related options for data analysis.

SC363 | Winter/Spring
THE FAMILY | 4 CREDITS | PREREQUISITES: SC101 & Junior standing
An interdisciplinary, cross-cultural focus on the family as a social, psychological, political and economic unit; patterns of communication and respect; roles and adjustments of members; parent and child relationships; and the effects of culture and urban stress on family units.
■ SC371 | Fall/Spring
WOMEN IN SOCIETY
4 CREDITS | PREREQUISITES: SC101 & Sophomore standing
A sociological inquiry into the status, problems and prospects of women in contemporary society. Explores feminist political activities and female power resources.

■ SC384 | Fall/Spring
SOCIETY AND CULTURE
4 CREDITS | PREREQUISITES: SC101 & Junior standing
A multidisciplinary, multicultural overview of the nature of ethnic and racial groups, their characteristics and cultures, theories of immigration, assimilation and adjustment, social and cultural pluralism, and implications for using racial and cultural values for planning social programs.

■ SC424 | Fall/Winter
ISSUES IN WELFARE
4 CREDITS | PREREQUISITES: SC101 & Junior standing | COREQUISITE: SC430
A general overview of welfare programs from historical time to the present and legislative proposals presently under consideration by the federal government. Includes an in-depth study of federal policy process, program planning, budgeting, design and implementation of social welfare programs.

■ SC430 | Fall/Winter
SOCIAL WORK PRACTICE I
4 CREDITS | PREREQUISITE: SC320
This course provides students with a structured practice experience in a social agency setting. Theory from classroom is used and integrated with beginning practice skills.

■ SC431 | Spring
SOCIAL WORK PRACTICE II
4 CREDITS | PREREQUISITE: SC430
Builds on practice experience acquired in SC430. There is continued emphasis on integration and use of classroom theory.

■ SC493 | As Needed
READINGS IN SOCIOLOGY
4 CREDITS | PREREQUISITES: Senior standing, 12 hours in sociology & consent of instructor
Directed intensive readings with focus on a selected topic. May be repeated once for credit.

■ SC494 | As Needed
CONTEMPORARY TOPICS IN SOCIOLOGY
4 CREDITS | PREREQUISITES: one 300 level course in sociology and consent of instructor
Critical study of a select topic concerning specific aspects of sociology. Emphasis will be placed on the use of primary sources. May be repeated once for credit.

**SPANISH**

■ SP101 | Fall
ELEMENTARY SPANISH
4 CREDITS | PREREQUISITE: None
An aural-oral approach to the Spanish language. Pronunciation and fundamental grammatical principles are introduced through drill and basic language. Special emphasis is placed on skills of listening and speaking followed by practice in reading and writing.

■ SP102 | Winter
ELEMENTARY SPANISH II
4 CREDITS | PREREQUISITE: SP101 or consent of instructor
A continuation of SP101.
SP103 | Spring
ELEMENTARY SPANISH III
4 CREDITS | PREREQUISITE: SP102 or consent of instructor
A continuation of SP102.

SP201 | Fall
INTERMEDIATE SPANISH I
4 CREDITS | PREREQUISITE: SP103 or consent of instructor
A course for students who have completed one year of Spanish; review of grammar with emphasis on the irregular verb and syntax, practice in reading, composition and conversation based on matters relating to Latin American countries.
Directory

FOUNDATION BOARD

Dr. Khursheed A. Mallick
PRESIDENT
Dr. M. Wasiullah Khan
EXECUTIVE VICE RESIDENT
Dr. Daudur Rahman
SECRETARY
Dr. Madhu Jain
TREASURER
Mr. Safi Kaskas
Dr. Abdullah O. Nasseef
Mr. Bill Aossey

BOARD OF TRUSTEES

Dr. Abdullah O. Nasseef
PRESIDENT

Mr. James Thomas
VICE PRESIDENT AND CHAIRMAN
OF THE EXECUTIVE COMMITTEE

Dr. M. Wasiullah Khan
SECRETARY (EX-OFFICIO)

Mr. Shaikh Khalid A. Alireza
Mr. Bill Aossey
Ms. Carol Bell
Dr. Tariq Butt
Dr. Danny K. Davis
Dr. Rahul Deepankar
Dr. Abdul Sultan Hassam
Dr. Sakhawat Hussain
Dr. Khursheed A. Mallick
Rev. B. Herbert Martin Jr.
Mr. Tracy Meeks
Dr. M. Arshad Mirza
Dr. Daudur Rahman
Mr. Sher M. Rajput
Dr. M. Ashraf Toor

FULL TIME FACULTY

Mr. Robert C. Creel III
University of New Orleans
MS-Mathematics

Mr. Kenneth W. Gaines
Loyola University Chicago
BS-Cell Biology
Roosevelt University
MA-Training and Development/Telecommunications
MBA-Accounting and International Business

Dr. Madhu Jain
Jiwaji University (India)
BS-Physics, Chemistry, Mathematics
Rajasthan University (India)
MS-Physics
Rajasthan University (India)
PhD-Physics

Dr. Mohammad Wasiullah Khan
Panjab University (Pakistan)
BS-English Literature, Economics
MA-Urdu Literature
MEd-(Honors)-Secondary Education
Indiana University
EdS and PhD-Educational Administration

Dr. Injoo Kim
Kwangwoon University (Korea)
BS-Computer Science
Illinois Institute of Technology
MS-Computer Science
PhD-Computer Science

Mr. Kyle P. Miller
Ohio University
BS-Secondary Education
MEd-Mathematics Education

Mr. Badrinath Mirmira
Osmania University (India)
BS-Electrical Engineering
University of Illinois at Chicago
MS-Electrical Engineering & Computer Science

Dr. Karishma Mukherji
Y.M.T Homeopathic Medical College, Mumbai (India)
BA-Homeopathic Medicine & Surgery
DePaul University
MA-Community Counseling

Dr. Maria V. Polski
Moscow State University (Russia)
MA-English and Linguistics
Moscow State University (Russia)
PhD-Linguistics

Dr. Carolyn Stevenson
Northern Illinois University
BA-English
Governors State University
MA-Communications
Roosevelt University
MBA-Business Administration
Kaylan University
EdD-Educational Leadership and Organizational Charge

Dr. Ekkehard-Teja Wilke
University of Illinois at Urbana-Champaign
BA-History
Indiana University
MLS-Library Science
University of Illinois at Urbana-Champaign
PhD-History
Dr. Julie Zhang  
Beijing Broadcasting Institute (China)  
BS-Electrical Engineering  
University of Wisconsin-Stout  
MS-Management Technology  
DePaul University  
PhD-Computer Science

ADJUNCT FACULTY

Borman, David  
DePaul University  
MS-Accounting

Bromberg, Michael  
Sacramento State University  
MA-Communications

Carnes, Beverly  
University of Illinois  
MSW-Social Work

Chang, Keng-Wei  
University of Wisconsin-Madison  
MS-Food Science

Cooper, Carl  
California Coast University  
MBA  
Trinidad State University  
AAS-Law Enforcement

Cushingberry, Dana  
Governors State University  
MA-Communications

Gurramkonda, Reddy  
Sri Venkateswara University, (India)  
PhD-Zoology

Haji, Ogar  
DePaul University  
MS-Computer Science

Hallak, Nadia  
Argosy University  
PhD-Clinical Psychology

Kim, Haemoon  
Illinois Institute of Technology  
MBA-International Trade & Finance

Knight, Cranston  
Loyola University  
PhD-History

Kwon, Sung-uk  
Pace University  
MS-Computer Science

Lee, Chung  
Illinois Institute of Technology  
PhD-Computer Science

Levine, Jeffery  
John Marshall Law School  
JD-Law

Mesyef, Tatyana  
Illinois Institute of Technology  
PhD- Mechanical Engineering

Nowak, Edward C.  
John Marshall Law School  
JD – Law

Pi, Michael (Xiujun)  
University of Otago  
PhD-Anatomy

Pitzele, Robert  
University of Chicago  
MS-Physics

Rahim, Rizwana  
Osmania University, Hyderabad  
PhD-Botany

McKenney, Amanda  
State University of New York  
MA-Teaching Adolescent English Education

ACADEMIC AND ADMINISTRATIVE OFFICERS

Dr. M. Wasiullah Khan  
Chancellor

Dr. Madhu Jain  
Provost

Mr. Zafar A. Malik  
Dean for Development and University Relations

ADMINISTRATIVE ASSISTANT

Ms. Deborah Deji  
Administrative Assistant/HR and Accounting

RECEPTIONIST

Ms. Asha O. Jackson  
Receptionist

ADMISSIONS

Mr. Christopher Maxwell  
Director of Admissions

Ms. Anna Lobanova  
Assistant Director of Admissions

Mr. Ron Carter  
Admissions Advisor  
Veterans Affairs/Transfer Students

Mrs. Purvi Lodhavia  
Admissions Advisor

Mr. Vincent Palmeri  
Admissions Advisor

Ms. Katarzyna Petek  
International Students Outreach Advisor

COMPUTER CENTER

Mr. Xinghua Guo  
Network Specialist

Mr. Jesus Pacheco  
Manager, Computer Center

COUNSELING AND STUDENT AFFAIRS

Ms. Erin Panepucci  
Academic Advisor
DEVELOPMENT AND UNIVERSITY RELATIONS, PUBLICATIONS
Mr. Zafar A. Malik
Dean for Development and University Relations
Ms. Barbara Abrajano
Director of Development and Community Engagement
Mr. Kafi Khan
Assistant to the Chancellor
Mr. Armando Cornaglia
WEBMASTER

FINANCIAL AID
Mr. Cesar Campos
Director of Financial Aid
Ms. Beverly Lee
Asst. to Financial Aid Director

LIBRARY
Ms. Michelle Kopteros
Librarian
Mr. Houston Lawrence
Librarian

PHYSICAL FACILITIES
Mr. Tasleem Raja
Facilities Manager
Mr. Juan Gonzalez
Maintainence
Ms. Maria Coria
Custodian
Ms. Maria Zavala
Custodian

RECORDS
Ms. Asma Adnan
Registrar

STUDENT LIFE CENTER
Mr. Brady Adams
Property Manager
Ms. Kayla Rembert
Assistant Manager
Ms. Briana Johnson
Leasing Consultant
Mr. Steve Skolarz
Maintenance Supervisor
Glossary of Terms

ACADEMIC PROBATION
A student whose cumulative grade point average falls below 2.00 is placed on academic probation. A student whose cumulative grade point average falls below 2.00 for three consecutive quarters is subject to dismissal from the University.

ACADEMIC STATUS COMMITTEE
A committee comprised of selected faculty, staff and student members to which a student may appeal for reinstatement after academic or any other suspension.

ADMINISTRATION
Officials of the University who direct and supervise the activities of the institution.

APPLICATION FOR ADMISSION
A form provided by the University on which the student enters identifying data and requests admission to a specific quarter or session. A student may not register and enroll in classes until the application has been accepted.

ASSESSMENT EXAMINATION
Mandatory examination administered at East-West University to test the graduating students’ competency in an entire program area.

ASSOCIATE DEGREE (AA, AAS)
A degree granted by a college or university which recognizes a student’s satisfactory completion of an organized program of study consisting of 60 to 65 semester credits or 90 to 96 quarter credits, normally taking two years of full-time study.

BACHELOR’S DEGREE (BA, BS)
A degree granted by a college or university which recognizes a student’s satisfactory completion of an organized program of study consisting of 120 to 130 semester credits or 180 to 195 quarter credits, normally taking four years of full-time study.

COMMUNITY OUTREACH
Designed to assist with public awareness of the University.

CONTINUING STUDENT
A student registering for classes who attended the University during the previous quarters. A student registering for the fall quarter is a continuing student if he or she attended the University previously.

COREQUISITE
A requirement that must be satisfied at the same time a particular course is taken; usually a corequisite requires a concurrent enrollment in another course.

COUNSELING
Guidance provided by counselors in collegiate, vocational, social and personal matters.

COURSE
A particular portion of a subject selected for study. A course is identified by a subject title and course number with the prior two letters of the subject, for example: ACCOUNTING 101.

COURSE TITLE
A phrase descriptive of the course content, for example the course title of AC 101 is “Principles of Financial Accounting I.”

CREDIT
The amount of college credit earned by satisfactory completion of a specific course taken for one quarter. Each credit represents one hour per week of lecture or recitation, or a longer time in laboratory or other exercises not including preparation.

CREDIT BY EXAMINATION
Course or unit credit granted for demonstrated proficiency through testing.

CREDITS ATTEMPTED
Total number of credits in which the student is enrolled at the end of the non-penalty drop period, which is the total number of credits for all courses appearing on the student’s transcript.

CREDITS COMPLETED
Total number of credits in the courses for which a student received a grade of A, B, C, D, or P.

DISMISSAL
A student on academic or progress probation for three consecutive quarters may be dismissed from the University. Once dismissed, the student may not attend classes for a specified period and must petition for readmission at the end of that period of time.

EDUCATIONAL PROGRAM
A planned sequence of credit courses leading to a defined educational objective such as an Associate or a Bachelor’s degree.

ELECTIVES
Courses which a student may choose without the restriction of a particular major program area.

ENROLLMENT
That part of the registration process during which students select classes.

FULL-TIME STUDENT
A student may be verified as a full-time student if he/she is enrolled and active in 12 or more credits during a term.
**General Education Core Requirements**
A group of courses selected from several disciplines which are required for graduation regardless of the program major.

**Grade Points**
The numerical value of a college letter grade: A=4, B=3, C=2, D=1, F=0.

**Grade Point Average**
A measure of academic achievement used in decisions on probation, graduation and transfer. The GPA is determined by dividing the total grade points earned by the number of attempted credit hours.

**Grade Points Earned**
Grade points times the number of credit hours for a class.

**Incomplete**
The administrative symbol “I” is recorded on the student’s permanent record in situations where the student has not been able to complete a course due to circumstances beyond his/her control. The student must complete the course within the following quarter or the “I” becomes a letter grade determined by the instructor. Courses in which the student has received an Incomplete (“I”) may not be repeated unless the “I” is removed and has been replaced by a letter grade.

**Lower Division**
Courses at the freshman and sophomore levels of the University.

**Major**
A planned series of courses and activities selected by a student for a special area of concentration which are designed to teach certain knowledge and skills.

**Minor**
The subject field of study which a student chooses for secondary emphasis.

**Placement Tests**
Tests given prior to admission which are used to determine the student’s assignment to the most appropriate class level.

**Prerequisite**
A requirement that must be satisfied before enrolling in a particular course, usually a previous course, a test score or consent of the appropriate department.

**Proficiency Examination**
An examination by which a student demonstrates sufficient knowledge of a particular course.

**Quarter**
One-third of the academic year, usually 11 weeks.

**Records Office**
The office and staff that certifies a student’s legal record of college work; also provides legal statistical data for the University.

**Registration**
The process whereby a student whose application has been accepted formally enters the University for a specific quarter and receives a Registration/Fee Receipt. The student may enroll in open classes as part of the registration process.

**Satisfactory Academic Progress**
Student maintaining a cumulative grade point average of 2.0 or better.

**Schedule of Classes**
A publication used during registration giving the Subject Title, Course Number, Course Title, Credits, Time, Instructor, and Location of all classes offered in a quarter.

**Student Government Association**
An organization to which all currently enrolled East-West University students are eligible to join in order to serve their interests and to provide appropriate activities for them.

**Subject**
A division into which knowledge customarily is assembled for study, such as Mathematics or Psychology.

**Subject Deficiency**
Lack of credit for a course or courses required for some particular objective, such as graduation or acceptance by another institution.

**Transcript**
An official list of all courses taken at a college or university showing the final grade received for each course.

**Transfer**
Changing from one collegiate institution to another after having met the requirements for admission to the second institution.

**Transferable Credits**
College units earned through satisfactory completion of courses which have been articulated with other institutions.

**Transfer Courses**
Courses completed in another institution and accepted for credit by the University in lieu of equivalent courses offered by the University.

**Upper Division**
Courses at the junior and senior levels of the University.

**W**
An administrative symbol assigned to a student’s permanent record for all classes which a student has dropped.

**Withdrawal**
The action a student takes in dropping all classes during any quarter.