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.

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.

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.
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.

- 2013-2019 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

<table>
<thead>
<tr>
<th>Page</th>
<th>Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>Academic Calendar</td>
</tr>
<tr>
<td>12</td>
<td>Looking for Something</td>
</tr>
<tr>
<td>13</td>
<td>The University</td>
</tr>
<tr>
<td>21</td>
<td>Admission and Registration Information</td>
</tr>
<tr>
<td>39</td>
<td>Academic Information</td>
</tr>
<tr>
<td>50</td>
<td>Liberal Arts and Sciences</td>
</tr>
<tr>
<td>71</td>
<td>Computer and Information Science</td>
</tr>
<tr>
<td>76</td>
<td>Electronics Engineering Technology</td>
</tr>
<tr>
<td>81</td>
<td>Business Administration</td>
</tr>
<tr>
<td>87</td>
<td>Office Administration</td>
</tr>
<tr>
<td>89</td>
<td>Special Academic Programs</td>
</tr>
<tr>
<td>91</td>
<td>Course Descriptions</td>
</tr>
<tr>
<td>164</td>
<td>Directory</td>
</tr>
<tr>
<td>167</td>
<td>Glossary of Terms</td>
</tr>
</tbody>
</table>
# Academic Calendar 2021-2022

## Fall Quarter 2021  
### September 27 - December 9

<table>
<thead>
<tr>
<th>Event</th>
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<tbody>
<tr>
<td>New Student Orientation</td>
<td>Wednesday, September 22</td>
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<tr>
<td>New Student Orientation</td>
<td>Tuesday and Wednesday, September 22 and 23</td>
</tr>
<tr>
<td>Last day to withdraw without penalty</td>
<td>Friday, September 25</td>
</tr>
<tr>
<td>Last day for proficiency testing</td>
<td>Friday, September 25</td>
</tr>
<tr>
<td>Classes begin</td>
<td>Monday, September 28</td>
</tr>
<tr>
<td>Late registration</td>
<td>Monday, September 28 - Friday, October 2</td>
</tr>
<tr>
<td>Last day to change schedule</td>
<td>Friday, October 2</td>
</tr>
<tr>
<td>Midterms</td>
<td>Wednesday, October 28 - Thursday, October 29</td>
</tr>
<tr>
<td>Last day to withdraw from a class (W grade recorded)</td>
<td>Friday, November 13</td>
</tr>
<tr>
<td>Thanksgiving break (University closed)</td>
<td>Thursday, November 26 - Sunday, November 29</td>
</tr>
<tr>
<td>Final examination period</td>
<td>Wednesday, December 9 - Thursday, December 10</td>
</tr>
<tr>
<td>Winter break (for students)</td>
<td>Saturday, December 12 - Sunday, January 10</td>
</tr>
<tr>
<td>Winter break for staff (University closed)</td>
<td>Monday, December 21 - Friday, January 1</td>
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## Winter Quarter 2022  
### January 11 - March 25

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<td>Friday, January 8</td>
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<tr>
<td>Last day for proficiency testing</td>
<td>Friday, January 8</td>
</tr>
<tr>
<td>Classes begin</td>
<td>Monday, January 11</td>
</tr>
<tr>
<td>Late registration</td>
<td>Monday, January 11 - Friday, January 15</td>
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<tr>
<td>Last day to change schedule</td>
<td>Friday, January 15</td>
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<tr>
<td>Martin Luther King Jr. day (University closed)</td>
<td>Monday, January 18</td>
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<tr>
<td>Midterms</td>
<td>Wednesday, February 10 - Thursday, February 11</td>
</tr>
<tr>
<td>Last day to withdraw from a class (W grade recorded)</td>
<td>Friday, February 26</td>
</tr>
<tr>
<td>Final examination period</td>
<td>Wednesday, March 24 - Thursday, March 25</td>
</tr>
<tr>
<td>Spring break (for students)</td>
<td>Saturday, March 27 - Sunday, April 4</td>
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## Spring Quarter 2022  
### April 4 - June 16

<table>
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<tr>
<td>New Student Orientation</td>
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<tr>
<td>Last day to withdraw without penalty</td>
<td>Monday, April 5</td>
</tr>
<tr>
<td>Last day for proficiency testing</td>
<td>Thursday, April 1</td>
</tr>
<tr>
<td>Classes begin</td>
<td>Monday, April 5</td>
</tr>
<tr>
<td>Event</td>
<td>Dates</td>
</tr>
<tr>
<td>----------------------------------------------------</td>
<td>----------------------------</td>
</tr>
<tr>
<td>Late registration</td>
<td>Monday, April 5 - Friday, April 9</td>
</tr>
<tr>
<td>Good Friday</td>
<td>Friday, April 2</td>
</tr>
<tr>
<td>Last day to change schedule</td>
<td>Friday, April 9</td>
</tr>
<tr>
<td>Midterms</td>
<td>Wednesday, May 5 - Thursday, May 6</td>
</tr>
<tr>
<td>Apply for graduation</td>
<td>Monday, May 10 - Friday, May 14</td>
</tr>
<tr>
<td>Last day to withdraw from a class (W grade recorded)</td>
<td>Friday, May 21</td>
</tr>
<tr>
<td>Major field assessment test (required for all seniors and optional for juniors)</td>
<td>Friday, May 14</td>
</tr>
<tr>
<td>Memorial day (University closed)</td>
<td>Monday, May 31</td>
</tr>
<tr>
<td>Final examination period</td>
<td>Wednesday, June 15 - Thursday, June 16</td>
</tr>
<tr>
<td>Graduation ceremony</td>
<td>Saturday, June 19</td>
</tr>
<tr>
<td>Summer break (for students)</td>
<td>Saturday, June 19 - Sunday, July 4</td>
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**Summer Quarter 2022**  
**July 5 - August 26**

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Last day to withdraw without penalty</td>
<td>Friday, July 2</td>
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<tr>
<td>Classes begin</td>
<td>Monday, July 5</td>
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<tr>
<td>Late registration</td>
<td>Monday, July 5 - Tuesday, July 6</td>
</tr>
<tr>
<td>Last day to change schedule</td>
<td>Friday, July 9</td>
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<tr>
<td>Midterms</td>
<td>Wednesday, July 28 - Thursday, July 29</td>
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<tr>
<td>Last day to withdraw from a class (W grade recorded)</td>
<td>Friday, August 13</td>
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<tr>
<td>Final examination period</td>
<td>Wednesday, August 25 - Thursday, August 26</td>
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</table>
# Academic Calendar 2022-2023

<table>
<thead>
<tr>
<th>Fall Quarter 2022</th>
<th>September 26 - December 8</th>
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<tbody>
<tr>
<td>New Student Orientation</td>
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<td>Friday, September 23</td>
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<td>Last day for proficiency testing</td>
<td>Friday, September 23</td>
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<tr>
<td>Classes begin</td>
<td>Monday, September 26</td>
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<tr>
<td>Late registration</td>
<td>Monday, September 26 - Friday, September 30</td>
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<tr>
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<td>Friday, September 30</td>
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<tr>
<td>Midterms</td>
<td>Wednesday, October 26 - Thursday, October 27</td>
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<tr>
<td>Last day to withdraw from a class (W grade recorded)</td>
<td>Friday, November 11</td>
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<tr>
<td>Thanksgiving break (University closed)</td>
<td>Thursday, November 24 - Sunday, November 27</td>
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<tr>
<td>Final examination period</td>
<td>Wednesday, December 7 - Thursday, December 8</td>
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<tr>
<td>Winter break (for students)</td>
<td>Saturday, December 10 - Sunday, January 8</td>
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<tr>
<td>Winter break for staff (University closed)</td>
<td>Monday, December 19 - Friday, December 30</td>
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<table>
<thead>
<tr>
<th>Winter Quarter 2023</th>
<th>January 9 - March 23</th>
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<tr>
<td>New Student Orientation</td>
<td>Friday, January 6</td>
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<td>Last day to withdraw without penalty</td>
<td>Friday, January 6</td>
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<tr>
<td>Last day for proficiency testing</td>
<td>Friday, January 6</td>
</tr>
<tr>
<td>Classes begin</td>
<td>Monday, January 9</td>
</tr>
<tr>
<td>Late registration</td>
<td>Monday, January 9 - Friday, January 13</td>
</tr>
<tr>
<td>Last day to change schedule</td>
<td>Friday, January 13</td>
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<tr>
<td>Martin Luther King Jr. day (University closed)</td>
<td>Monday, January 16</td>
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<tr>
<td>Midterms</td>
<td>Wednesday, February 8 - Thursday, February 9</td>
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<td>Last day to withdraw from a class (W grade recorded)</td>
<td>Friday, February 24</td>
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<td>Wednesday, March 22 - Thursday, March 23</td>
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<td>Spring break (for students)</td>
<td>Saturday, March 25 - Sunday, April 2</td>
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<table>
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<th>Spring Quarter 2023</th>
<th>April 3 - June 15</th>
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<td>Friday, March 31</td>
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<tr>
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<td>Good Friday</td>
<td>Friday, March 31</td>
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<td>Friday, April 7</td>
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<tr>
<td>Midterms</td>
<td>Wednesday, May 3 - Thursday, May 4</td>
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<tr>
<td>Apply for graduation</td>
<td>Monday, May 8 - Friday, May 12</td>
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<tr>
<td>Last day to withdraw from a class (W grade recorded)</td>
<td>Friday, May 19</td>
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<tr>
<td>Major field assessment test (required for all seniors and optional for juniors)</td>
<td>Friday, May 12</td>
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<tr>
<td>Memorial day (University closed)</td>
<td>Monday, May 29</td>
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<tr>
<td>Final examination period</td>
<td>Wednesday, June 14 - Thursday, June 15</td>
</tr>
<tr>
<td>Graduation ceremony</td>
<td>Saturday, June 17</td>
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<tr>
<td>Summer break (for students)</td>
<td>Saturday, June 17 - Tuesday, July 4</td>
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**Summer Quarter 2023**

<table>
<thead>
<tr>
<th>Event</th>
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<tr>
<td>Last day to withdraw without penalty</td>
<td>Friday, June 30</td>
</tr>
<tr>
<td>Classes begin</td>
<td>Wednesday, July 5</td>
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<tr>
<td>Late registration</td>
<td>Tuesday, July 4 - Thursday, July 6</td>
</tr>
<tr>
<td>Last day to change schedule</td>
<td>Friday, July 7</td>
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<tr>
<td>Midterms</td>
<td>Wednesday, July 26 - Thursday, July 27</td>
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<tr>
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<td>LOOKING FOR</td>
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<td>Academic Advising and Counseling</td>
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<td>Alumni Services</td>
<td>Development Office/W819</td>
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<td>Receptionist/W800</td>
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<td>Building Management</td>
<td>Management Office/W610</td>
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<td>Book Store</td>
<td>Bookstore/SLC Lobby</td>
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<td>Career Services</td>
<td>W813</td>
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<td>Chancellor’s Office/W804</td>
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<td>Computer Services/E210</td>
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<td>Credit by Examination</td>
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<td>Financial Aid</td>
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<td>Veteran’s Information</td>
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**ACADEMIC INFORMATION**

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<td>E315</td>
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<td>E301</td>
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<tr>
<td>Provost</td>
<td>W803</td>
<td>939-0111 ex. 1803</td>
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</table>
The University
1. Board of Trustees
2. Corporate Board
3. Chancellor (CEO)
4. Receptionist
5. Administrative Core Group
6. Provost (CAO)
7. Director of Admissions
8. Director of Counseling and Student Affairs
9. Dean for Development and University Relations
10. Facilities Manager
11. Academic Programs
12. Faculty Council
13. Biological Sciences
14. Computer and Information Science
15. English and Communications
16. Behavioral and Social Sciences
17. Academic and Support Services
18. Business Administration
19. Electronics Engineering
20. Mathematics
21. Library/Librarian
22. Assistant Librarian
23. Administrative Assistant, HR and Accounts
24. Registrar
25. Manager, Computer Center
26. Network Specialist
27. Director of Financial Aid
28. Financial Aid Assistant
29. Admissions Counselor
30. Admissions Counselor
31. Admissions Counselor
32. International Student Advisor
33. Academic Advisor
34. Basketball Team Coach
35. Director of Development and Community Engagement
36. Grant Writer and Researcher
37. Administrative Assistant
38. Webmaster
39. Maintenance Staff
40. Janitorial Staff
41. Janitorial Staff
42. SLC Front Desk
43. South Michigan Avenue
Front Deak
Wabash Avenue Security
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.

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.
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 an overseer entity in accordance with the provisions of its Articles of Incorporation, by-laws, and all pertinent statutes.

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 operation 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.

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.
ADMISSIONS 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 69.4 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.
- 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 a 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 CAEL (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 an accredited 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 2018 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 on the opposite page are applicable for 2020-21 academic year.

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.
## Tuition and Fees | 2020-2021

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Amount</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>$710.00</td>
</tr>
<tr>
<td>Tuition per quarter for students taking 10 to 16 credit hours</td>
<td>$7,100.00</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.
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 2020-2021 academic year is $5,340.00.

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 2020-2021 academic year is $6,345.

**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 grants 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.

Military Students
East-West University has a long history of serving veterans. The Veterans Assistance Program is proud to serve prospective and current students of all levels who are serving or have served in the US Military or reserve branches.

Beginning August 1, 2019, East-West University will not take any of the following four actions toward any student using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while their payment from the United States Department of Veterans Affairs is pending.

■ Prevent their enrollment;
■ Assess a late penalty fee;
■ Require they secure alternative or additional funding;
■ Deny their access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for the above provision, students may be required to:

■ Produce the VA’s Certificate of Eligibility by the first day of class;
■ Provide written request to be certified;
■ Provide additional information needed to properly certify the enrollment as described in other institutional policies (see our VA School Certifying Official for all requirements).

We are able to assist veterans as well as their dependents with questions as they relate to:

■ Applying for admission or readmission to East-West University
■ Understanding your veteran educational benefits and financial aid
■ Connecting veterans with a variety of on and off campus resources
■ College readiness and academic opportunities.

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.
To be eligible for the above scholarship, a student must complete his/her degree program *Associate and/or Bachelor’s*) at EWU, maintain a quarterly and cumulative GPA of 2.0 or higher and pass designated course with a “C” grade 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 2020</th>
<th>Winter 2021</th>
<th>Spring 2021</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>

<table>
<thead>
<tr>
<th>Scholarship</th>
<th>Maximum Award (upto)</th>
<th>Fall 2020</th>
<th>Winter 2021</th>
<th>Spring 2021</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 2020</th>
<th>Winter 2021</th>
<th>Spring 2021</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>Scholarship</th>
<th>Maximum Award (upto)</th>
<th>Fall 2020</th>
<th>Winter 2021</th>
<th>Spring 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Merit-5 Scholarship</strong></td>
<td>$1,500</td>
<td>$500</td>
<td>$500</td>
<td>$500</td>
</tr>
</tbody>
</table>

Maintain quarterly and cumulative GPA of 3.5 or higher.

<table>
<thead>
<tr>
<th>Scholarship</th>
<th>Maximum Award (upto)</th>
<th>Fall 2020</th>
<th>Winter 2021</th>
<th>Spring 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Merit-3 Scholarship</strong></td>
<td>$1,000</td>
<td>$333</td>
<td>$333</td>
<td>$334</td>
</tr>
</tbody>
</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.

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>
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.

**ACADEMIC PROGRESS SCHOLARSHIP Freshman and Transfer**

<table>
<thead>
<tr>
<th>Class Year *</th>
<th>Maximum Award</th>
<th>Fall 2020</th>
<th>Winter 2021</th>
<th>Spring 2021</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>

* quarter hours of credit completed.

Maintain quarterly GPA of 3.0 or higher.

**HOW TO APPLY**

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. Independent students, as defined by the US Department of Education, must submit their tax returns and their spouses 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 Statements – 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 activity 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.
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, Office of Counselling and Student Services 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>Class Standing</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-44</td>
<td>Freshman</td>
</tr>
<tr>
<td>45-89</td>
<td>Sophomore</td>
</tr>
<tr>
<td>90-134</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:

- Consult with the program director to find if a proficiency examination has been approved for the specific course.
- Obtain permission from the program director to take the proficiency examination in that course.
- 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.
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.

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. SAP status will be reset if student has a gap of two or more years.

University will evaluate SAP for Fall, Winter, and Spring Quarters.

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

Probation 1, 2, and 3
Student must submit to Counseling and Student Affairs (CSA) an Appeal for Reinstatement after each probationary status. Student can be placed on Probation 1, 2, and 3 if approved by the Director of CSA.

Probation 3.1, 3.2, and 3.3
Student must submit to Counseling and Student Affairs (CSA) an Appeal for Reinstatement after each probationary status. Student can be placed on same probationary status if she/he meet the requirement of Academic Plan. However, she/he can be placed on Probation 3.1, 3.2, and 3.3 if student does not follow the Academic Plan developed by student/faculty advisor.
Dismissal
Student subjected to Dismissal after Probation 3.3.

1. An Academic/Financial Aid Warning or Academic/Financial Aid Probation period is 11 week quarter. During the warning or probation period, the student is eligible for financial aid.

2. Grade Maintenance is audited quarterly. The student has the opportunity to continue enrollment for Probation 1, 2, and 3 if the director of CSA accepts his/her Appeal for Reinstatement 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 and financial aid eligibility will continue. For Probation 3.1, 3.2, and 3.3, an Academic Plan will be developed by student/faculty advisor in consultation with student. The Plan will include 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. The student has the opportunity to continue enrollment for Probation 3.1, 3.2, and 3.3 upon the approval of SAP Committee and meeting the requirement of Academic Plan. (See Appeal Process).

4. The student's progress in meeting the 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 the highest passing grade is counted towards the earned credit.

The maximum hours attempted cannot exceed 150% of the hours stated in the catalogue for program completion. 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.

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.

An Academic/Financial Aid Warning or Academic/Financial Aid Probation period is 11 week quarter.

To achieve SAP 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 student has the opportunity to continue enrollment for Probation 1, 2, and 3 if the director of CSA accepts his/her Appeal for Reinstatement based on mitigating circumstances. (See Appeal Process)
The same policy listed Number 3 above under Measurement of Grade Maintenance will be applied.
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.

**Appeal Process**

When mitigating circumstances (illness, injury, death in the family, or other special circumstances) interfere with Satisfactory Academic Progress, the student shall have the opportunity to appeal. The appeal must include why he/she failed to make SAP, and what has changed that will allow the student to achieve SAP. The Appeal for Reinstatement must be submitted to CSA office. Supporting documentation will be required only for Academic Probation 3.1, 3.2, and 3.3. The SAP committee will review only Academic Probation 3.1, 3.2, 3.3, and 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. If the student does not meet the requirements of the Academic Plan, the student may be Academically Dismissed after Probation 3.3. Students who have been Academically Dismissed after Academic Probation 3.3 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 quarter. During this time, the student must attend another college or university and demonstrate academic progress at that institution for at least one quarter prior to applying for readmission at East-West University. 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.

A readmitted student will be placed upon readmission on Academic Probation 3.1 and must follow the requirement of Academic Plan. Students interested in readmission should speak with the Counseling and Student Affairs Office.

**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 class. 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 only 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>
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<td>⬤</td>
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<tr>
<td>Mathematics</td>
<td></td>
<td></td>
<td>⬤</td>
<td></td>
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<tr>
<td>Biology</td>
<td></td>
<td></td>
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<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>
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<td></td>
<td>⬤</td>
</tr>
<tr>
<td>Office Administration</td>
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</tr>
</tbody>
</table>
### 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)

**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)

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

(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>EN157</td>
<td>Practical Research Writing</td>
</tr>
</tbody>
</table>

Free Electives
(8 credit hours)

BIOLOGICAL SCIENCES

Purpose
The goal of the Biological Sciences Program is to provide students with the knowledge and skills necessary to enter a career or graduate program in the biological sciences. The Program aims to provide quality education in the life sciences to a diverse student body using wide ranging and experiential classroom interventions. The objective is to create and maintain a challenging, yet supportive learning environment which facilitates student success in the field of science.

The program offers a Bachelor of Science in Biology, which provides students with a rigorous background in the field. Students interested in Nursing may also pursue an Associate degree in Liberal Arts with a focus on Biology, which provides them with the necessary prerequisites for Nursing School. The Biological Sciences program is designed to increase and optimize the student's future opportunities. It prepares them for graduate work, entrance exams, professional and/or research-oriented further studies and careers in biology and health sciences. To elaborate, the University offers courses such Anatomy and Physiology, Microbiology, Chemistry, Statistics, Life Span Development and Abnormal Psychology, most of which are the prerequisites for nursing school.

OBJECTIVES
The educational objectives of the Biological Sciences Program are to produce graduates who:

- Describe the basic structures and fundamental processes of life at molecular, cellular and organismal levels.
- Explain the relationship between life forms and their environment and ecosystems.
- Find, select and evaluate various types of scientific information including primary research articles, mass media sources and web information.
- Effectively analyze and apply scientific knowledge and methodologies for evaluating scientific issues that affect daily life and society.
- Communicate effectively in written and oral forms.
- Demonstrate comprehensive knowledge of the biological sciences by passing the MFAT exam at the end of the degree program.

A graduate in Biology can pursue the following career opportunities:

- Nurse Practitioner
- Physician's Assistant
Biology Graduation Requirements
1. 180 credits
   - 100 Major
   - 64 Gen Ed
   - 16 Electives

2. Mandatory courses
   (included in the 180 credits)
   - English Senior Seminar
   - Computer Science 101
   - EWU Signature Course
   - Biology Capstone

3. Pass
   MFAT exam in Biology

Graduation Requirements:
1. Credit Requirements:
   Bachelor of Science (BS) in Biology
   Total Course Requirement: 180 credit hours

GENERAL EDUCATION 64 credit hours
*indicates mandatory courses for graduation
Remedial courses do not count towards graduation

General Education Courses
English and Communications
(20 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN151</td>
<td>Rhetoric and Style</td>
<td>4</td>
</tr>
<tr>
<td>EN152</td>
<td>Writing from Sources</td>
<td>4</td>
</tr>
<tr>
<td>EN157</td>
<td>Technical Writing</td>
<td>4</td>
</tr>
<tr>
<td>EN166</td>
<td>Speech</td>
<td>4</td>
</tr>
<tr>
<td>EN491*</td>
<td>Senior Seminar</td>
<td>4</td>
</tr>
</tbody>
</table>

Mathematics and Science
(20 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MT153</td>
<td>General Education Math</td>
<td>4</td>
</tr>
<tr>
<td>MT155</td>
<td>Intermediate Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MT158</td>
<td>College Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MT160</td>
<td>Fundamentals of Statistics</td>
<td>4</td>
</tr>
</tbody>
</table>

Behavioral & Social Sciences and Humanities
(20 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HM279*</td>
<td>East-West Signature Course</td>
<td>4</td>
</tr>
<tr>
<td>PS101</td>
<td>Introduction to Psychology</td>
<td>4</td>
</tr>
<tr>
<td>PS311</td>
<td>Life Span Development</td>
<td>4</td>
</tr>
<tr>
<td>PS330</td>
<td>Abnormal Psychology</td>
<td>4</td>
</tr>
<tr>
<td>SC101</td>
<td>Introduction to Sociology</td>
<td>4</td>
</tr>
</tbody>
</table>

Computer Science
(4 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI101</td>
<td>Computer Technology and Applications</td>
<td>4</td>
</tr>
</tbody>
</table>
**Major** 100 credit hours

**Core Courses**
(48 credit hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BL111/112</td>
<td>Biology of the Cell/Lab</td>
<td>6</td>
</tr>
<tr>
<td>BL121/122</td>
<td>Biology of the Organism/Lab</td>
<td>6</td>
</tr>
<tr>
<td>BL227/228</td>
<td>Botany/Lab</td>
<td>6</td>
</tr>
<tr>
<td>BL230/231</td>
<td>Zoology/Lab</td>
<td>6</td>
</tr>
<tr>
<td>CH111/112</td>
<td>Inorganic Chemistry I/Lab</td>
<td>6</td>
</tr>
<tr>
<td>CH151/152</td>
<td>Inorganic Chemistry II/Lab</td>
<td>6</td>
</tr>
<tr>
<td>CH211/212</td>
<td>Organic Chemistry I/Lab</td>
<td>6</td>
</tr>
<tr>
<td>CH261/262</td>
<td>Organic Chemistry II/Lab</td>
<td>6</td>
</tr>
</tbody>
</table>

**Major Field Courses + Capstone**
(52 credit hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PH110/111</td>
<td>College Physics I/Lab</td>
<td>6</td>
</tr>
<tr>
<td>PH210/211</td>
<td>College Physics II/Lab</td>
<td>6</td>
</tr>
<tr>
<td>BL289</td>
<td>Seminar in Biology</td>
<td>4</td>
</tr>
<tr>
<td>BL340</td>
<td>Scientific Research</td>
<td>4</td>
</tr>
<tr>
<td>BL391</td>
<td>Biostatistics</td>
<td>4</td>
</tr>
<tr>
<td>BL202/203</td>
<td>Anatomy and Physiology I/Lab</td>
<td>6</td>
</tr>
<tr>
<td>BL202/203</td>
<td>Anatomy and Physiology II/Lab</td>
<td>6</td>
</tr>
<tr>
<td>BL351</td>
<td>Genetics</td>
<td>4</td>
</tr>
<tr>
<td>BL210/211</td>
<td>Microbiology/Lab</td>
<td>6</td>
</tr>
<tr>
<td>CH351</td>
<td>Biochemistry</td>
<td>4</td>
</tr>
<tr>
<td>BL451</td>
<td>Molecular Physiology</td>
<td>4</td>
</tr>
<tr>
<td>BL499*</td>
<td>Senior Project Capstone</td>
<td>4</td>
</tr>
</tbody>
</table>

**Elective Courses**
(16 credit hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CI213</td>
<td>Desktop Applications</td>
<td>4</td>
</tr>
</tbody>
</table>

Electives Ideally from the Major and/or Psych courses

**Associate degree in Liberal Arts** (focus on Biology)
Total Course Requirement: 92 credit hours

**General Education** 44 credit hours

**Major + Capstone** 40 credit hours

**Electives** 8 credit hours

1. **Residency Requirement:**
A minimum of 48 or 24 credit hours of work completed in residence (at least half of which should be in the major) is required for students working towards a bachelor’s or an associate degree respectively. Residency is defined as class work which is completed by a student at East-West University during a quarter. No extension course, credit by examination, assessment of experiential learning, or HEB/ESL course applies towards residency requirement.

2. **GPA Requirement:**
Minimum grade point average required for advancement and graduation:
Students must maintain a minimum grade point average of 2.00 to remain in good standing in the program.

**Policies on provisional or probationary status:**

- Students who fail to maintain a cumulative grade point average of 2.00 will be placed on probation. Students will have two quarters to raise their overall grade point average to 2.0 or above, or they may be dropped from the program at the discretion of the Program Director.
- Students who do not achieve a 2.00 average for the program will not graduate.

**Assessment Program Requirements:**
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 student’s competencies in two basic areas:

**Degree Assessment Exam**
- Associate General Education
- Bachelor’s Major Field Aptitude Test (MFAT)

Students in the final year of their program are eligible for this assessment.

**Bachelor of Arts (BA)**

degrees offered by the Division of Liberal Arts. The Division of Liberal Arts offers three Bachelor of Arts degrees in:
- Behavioral Sciences
- English and Communications
- Mathematics

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 MT153 or MT155
  - 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 (SO), 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 Code</th>
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<tbody>
<tr>
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<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 Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MT153</td>
<td>General Education Math</td>
</tr>
</tbody>
</table>

* Any course in BL, CH, MT, PH

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

(May receive credit by examination)

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**BEHAVIORAL SCIENCES**

If you want career options, like working with and for others, and you're looking for a relevant degree program, say one in behavioral and social sciences in Chicago, then find it at East-West University.

Our Department of Behavioral and Social Sciences provides a number of multidisciplinary academic offerings with disciplines focused primarily on the behavior of human beings as individuals, and as members of society in a contextual setting.

**What is Behavioral/Social Science?**

At its core, behavioral and social sciences study human behavior, and the evolution and process of change of the structure and function of individuals, societies, and institutions. Our program emphasizes inter- and intra-connected contextual impacts. Disciplines include anthropology, criminal justice, economics, political science, psychology, sociology, and social work – with foreign languages, history, and Islamic Studies as additional areas.

Our Bachelor of Arts in Behavioral Sciences gives you the flexibility to customize your education through areas of concentration in African-American studies, criminal justice, international relations, psychology, social work, or sociology. Explore social science in Chicago to pursue your degree as a broad generalist or with a focus on a specific discipline – whichever best fits your educational goals and objectives.

Combining applied scientific research with a sound grasp of major theories in the behavioral and social sciences, you’ll gain the technical ability and theoretical comprehension to recognize, articulate, and assess:
Artistic, social, and scientific contributions of different cultures, societies, and peoples
Implications of comprehensive global interconnectedness and interdependence of forms of life as related to humankind
Key assumptions of diverse socio-political, historical, cultural, and psychological theories
Critical functions and importance of science and technology in social and human development
Needs and aspirations of human beings as contributing factors of societal, that is to say: socio-economic, political, and cultural activities.

Upon completion of the program, you will be able to contribute proactively to solutions of current and future challenges substantially resulting from globalization and global interdependence.

This program is particularly suited to merging your vocational sense of mission in service of humanity with that of a highly skilled profession. It also provides excellent and permanent employment opportunities. All of the major areas – be it political science, psychology, criminal justice, social work, or sociology – embrace high degree of realistic, practical, hands-on application, thorough familiarity with foundational theoretical knowledge, and comprehensive reflective assessment allowing for constant improvement and growth. Your focus ultimately remains on making the world community a better place to live.

Curricular Requirements
Curricular requirements for the Bachelor of Arts degree in Behavioral Sciences comply with all general academic requirements for a bachelor’s degree, which include

- Completion of 180 quarter hours
- Residency requirement of 48 quarter hours
- Completion of HM 279 (East-West University Signature course)
- Completion of HM 491 (Senior Seminar)
- An overall GPA of 2.0 and a 2.5 GPA in the major
- Compliance with Satisfactory Academic Progress policy pertaining to both Grade Maintenance and Timely Completion
- Successful completion of all program assessment outcome measures
- All financial obligations must be cleared.

The degree requirements consist of three basic components for a total of no less than 180 quarter hours of credit:

- I: General Education Core (64 credit hours)
- II: BHS core and concentration courses (80 credit hours)
- III: Elective courses (32 credit hours)

I: General Education Core courses:
Five specified courses in English and Communications for a total of 20 quarter hours; One specified mathematics course; one course in biology, and 12 additional courses from mathematics, biology, physics, chemistry for a total of 20 hours; From humanities HM279 East-West Signature Course, and the four Behavioral Sciences courses. PL101 Introduction to American Government, SC101 Introduction to Sociology, PS101 Introduction to Psychology, and CJ101 Introduction to Criminal Justice for a total of 20 hours. One specified course from computer and information science of 4 hours.
II: BHS Core and selected concentration area courses:
48 credits in specified BHS core courses, and an additional 32 credits in BHS elective courses for the concentration, for a total of 80 hours.

III: Elective courses:
36 credits from freely selected courses

Concentration Areas
It is suggested that students select one of the nine concentration areas which include:

- Educational Psychology
- Clinical Psychology
- Sociology
- Social Work
- Domestic/International Crime
- Forensic Fraud Investigation
- Computer Crime
- Criminology
- Victimology

Students pursuing professional careers in the human services are especially encouraged to take courses in Business Administration or Computer and Information Science as well as to take a sequence of courses in a foreign language. Practical examples of selective cross-departmental matriculation would be planning and implementing a social service agency; a youth information organization; and professions engaged in assuring socio-economic, educational, and cultural equal opportunity.

Criminal Justice

Bachelor of Arts in Behavioral Sciences – Criminal Justice Concentrations
What do you think of when you think about criminal justice programs in Chicago? Righting all the wrongs in the system ... fighting crime ... seeking justice – the truth is, it’s all that and more. Let East-West University’s BHS program with a criminal justice concentration prepare you for a life of service and significance for your community and society in one of our fields of Criminal Justice.

Like many institutions with accredited criminal justice courses, our bachelor’s degree program will guide you through a strong general education core ... a focused criminal justice concentration ... and relevant electives to meet your specific educational – and career – goals. The program is designed to:

- Prepare you for professional services in the area of criminal justice in a variety of settings
- Offer the education foundation necessary to continue life-long professional development
- Foster commitment toward a local, regional, and global humane service-oriented perspective and dedication to professional values in the area of criminal justice
- Help you develop within the criminal justice profession and in its responses to the changing needs of the society

At the completion of this program, you’ll be able to:

- Apply theoretical and empirical knowledge from the liberal arts, the sciences, and criminal justice to provide professional services in many areas of criminal justice.
- Pursue further studies in a graduate-level program for Criminal Justice or closely related fields
- Employ relevant best practices to protect the growth and wellbeing of contemporary society
- Promote equity and equality as they relate to criminal justice
- Improve services to disadvantaged communities in the area of criminal justice
- Internalize criminal justice best practices on personal and professional values which incorporate a humane, service-oriented perspective
- Accept responsibility and accountability for professional and personal development.

**Why a Concentration in Criminal Justice from East-West University?**
In line with our mission, this concentration is designed to help you improve your life and make the world a better place. To that end, a post-secondary education is often valued, if not required, to open the door to opportunities in a number of life-changing career fields. This program can help you prepare for a relevant and fulfilling career in the field of criminal justice.

**The Criminal Justice Curriculum**
- Includes both liberal and professional instruction to prepare graduates for life in general and a career in high demand.
- Its geographic and demographic location is situated in the center of an urban area with a population of over 9 million people; it has the opportunity to make use of the urban and suburban infrastructure and resources. Other resources include nursing related industries, agencies, and organizations, a job market within convenient commuting distance, health and health-related facilities, as well as the entire range of “rest and recreation” opportunities.
- Demographically, there is hardly a place with a greater and more balanced multicultural mix, with greater ethnic and socio-economic diversity, and with a broader range of exceptionalities. It is situated in one of the major diverse and multicultural urban areas of the world which presents an ideal “laboratory” for first-hand experience/observation of an extended variety of crimes and issues with which criminal justice is concerned at the present time.
- Offers education in a career that is geared to the service economy. Few professions touch the lives of so many, individuals, families, communities, the society at large, in so many different ways and are proactive, preventative, and reactive, restorative.
- Offers practical experience in agencies and organizations directly or substantively related to aspects of criminal justice within the metropolitan Chicago area that are state of the art and enjoy educational opportunities that include the most modern advances.
- The number of potential professionals in areas of criminal justice is projected to increase moderately, according to U.S. Department of Labor information and by the Illinois Department of Commerce and Economic Opportunity (DCEO).
- Substantial opportunities for personal contact and interaction with multicultural populations will be an ongoing part of the student’s practical experiences.
- Agencies and organizations of criminal justice have assumed increased responsibilities in recent years. The need for highly educated criminal justice professionals continues to grow. Students have the option to pursue specialized professional programs in the areas, for instance, of law, law enforcement, aspects of social service, and governmental agencies.
Curricular Requirements
Curricular requirements must comply with all general academic requirements for a bachelor’s degree, including:

- Completion of 180 quarter hours,
- Residency requirement of 48 quarter hours,
- Completion of HM 279 (East-West University Signature course),
- Completion of HM 491 (Senior Seminar),
- An overall GPA of 2.0 and a 2.5 GPA in the major,
- Compliance with Satisfactory Academic Progress policy pertaining to both Grade Maintenance and Timely Completion,
- All outcome measures required by the assessment program must be passed successfully,
- All financial obligations must be cleared.

The program embodies three broad blocks of curricular requirements or components:

I: General Education Core (64 quarter hours);
II: BHS core and concentration courses (80 quarter hours);
III: Elective courses (36 quarter hours), for a total of 180 quarter hours.

I: General Education Core courses:
- 5 specified courses in English and Communications for a total of 20 quarter hours;
- 1 specified mathematics course, one biology course, and 12 additional hours from biology, chemistry, mathematics, physics for a total of 20 hours;
- 1 specified humanities course and 16 additional quarter hours selected from behavioral and social sciences and humanities for a total of 20 hours;
- 1 specified course from computer and information science for a total of 4 hours.

II: BHS Core and selected Criminal Justice concentration area courses
- 12 specified BHS core courses, and an additional 32 hours BHS elective courses for a total of 80 hours

III: Elective courses:
- 36 quarter hours from freely selected courses

Psychology

Bachelor of Arts in Behavioral Sciences – Psychology Concentration
Mental health is a growing issue in today’s always-on-the-go world. Professionals with a psychology background and education are needed in every walk of life. If you’re looking for a local program focusing on psychology degree in Chicago, East-West University has a solution: a Bachelor of Arts in Behavioral Sciences with your option to focus on Psychology.

Psychology is typically defined as the systematic and scientific study of behavior and mental processes. The goals of psychology are the description, explanation, prediction and control of behavior and mental processes. Psychology is considered one of the most popular, if not the most popular, undergraduate major, with well over 70,000 graduates every year receiving their degrees. However, most graduates with just an undergraduate concentration in psychology do not immediately go to work in the field, except at an entry-level position.

Typically, some form of graduate training at the master’s or doctoral level is required to truly progress professionally in this area.
What Career Options are Available in Psychology?

You might be asking yourself, “What can I do with a Psychology degree?” A B.A. degree with a concentration in psychology from EWU can qualify you for a variety of entry-level jobs which require the use of “people skills.” Graduates may assist psychologists and other professionals in community mental health centers, vocational rehabilitation offices, correctional facilities, or similar social service agencies. Job titles are likely to be something other than “psychologist” which is a professional label and might include case workers, therapy aides, counselors, social workers, rehabilitation assistants, and the like. In business, the job titles might be in the areas of sales, marketing, and personnel. Some management training programs also recognize the value of training in psychology. However, we encourage additional academic training, in order to expand your employment opportunities.

Those who pursue further study in psychology might consider exploring career information in any one of the following areas:

- Clinical Psychology/Counseling Psychology
- Developmental Psychology
- Cognitive and Perceptual Psychology
- Forensic Psychology
- Educational Psychology
- Social Psychology
- Neuropsychology
- Research and Related Professional Careers

Surveys have shown nearly two-thirds of all B.A. graduates in this area are eventually working in business settings or in the sales/service sector. Such students often possess good research and writing skills, good problem solving ability, and have higher-level thinking ability when it comes to analyzing, synthesizing, and evaluating information. Many find jobs in such fields as:

- Employment counselors
- Counselor trainees
- Interviewers
- Personnel analysts
- Probation officers
- Writers

Pursuing Graduate Study in Psychology

If you are interested in a career as a psychologist, you should complete graduate study in psychology. Take time to research your choices. The program you select should match your interests and level of academic preparation. A graduate school’s catalogue, brochures, and web sites are usually the best and most direct source of information about each program and their respective admission requirements. However, it is suggested that you discuss your plans with your advisor and seek out more information by contacting the American Psychological Association (APA):

APA Education Directorate
750 First Street, NE
Washington, DC 20002
e-mail: education@apa.org

Both undergraduate and graduate students in psychology can have affiliation with the APA and attend their annual convention. Student affiliates can receive free subscriptions to the American Psychologist journal and Grad Psych, the quarterly magazine written especially for psychology students. Grad Psych covers information students need to succeed in their career goals and also has extensive job listings. The APA also sponsors a program called Minority Undergraduate Students of Excellence (MUSE). The MUSE Program is
administered by the APA Office of Ethnic Minority Affairs. It provides information on application and financial aid procedures for outstanding minority undergraduate students. For more information contact the APA at www.apa.org

Curricular Requirements
Curricular requirements must comply with all general academic requirements for a bachelor’s degree, including:

- Completion of 180 quarter hours,
- Residency requirement of 48 quarter hours,
- Completion of HM 279 (East-West University Signature course)
- Completion of HM 491 (Senior Seminar),
- An overall GPA of 2.0 and a 2.5 GPA in the major,
- Compliance with Satisfactory Academic Progress policy pertaining to both Grade Maintenance and Timely Completion,
- All outcome measures required by the assessment program must be passed successfully,
- All financial obligations must be cleared.

The program embodies three broad blocks of curricular requirements or components:

I: General Education Core (64 quarter hours);
II: BHS core and concentration courses (80 quarter hours);
III: Elective courses (36 quarter hours), for a total of 180 quarter hours.

I: General Education Core courses:
- 5 specified courses in English and Communications for a total of 20 quarter hours;
- specified mathematics course, one biology course, and 12 additional hours from biology, chemistry, mathematics, or physics for a total of 20 hours;
- specified humanities course and 16 additional quarter hours selected from behavioral and social sciences and humanities for a total of 20 hours;
- specified course from computer and information science for a total of 4 hours.

II: BHS Core and selected Psychology concentration area courses
- 12 specified BHS core courses, and an additional 32 hours BHS elective courses for a total of 80 hours

III: Elective courses:
- 36 quarter hours from freely selected courses

Sociology

Bachelor of Arts in Behavioral Sciences – Sociology Concentration

If you’re interested in studying human behavior, particularly as it relates to patterns of human group activity and interaction, then you should look at East-West University’s bachelor’s degree in behavioral sciences with a focus on sociology. In studying patterns of human behavior and interaction as well as the tension between individual choice and agency, the science of sociology explores a wide range of human behavior. From child-rearing patterns and the social meaning behind religious practices to the behavior of prisoners under a lockdown or even variations of levels of trust in government among members of different ethnic groups, sociology covers a lot of ground. The right degree program in sociology can also open doors to job possibilities in several fields.
As you explore careers for sociology degrees, a number of opportunities can be found in the human, community or social service industries. Workers who provide administrative support to managers and information technology personnel also represent another major bloc of workers with sociology undergraduate degrees.

Degree requirements are wide-ranging, giving students of this concentration excellent preparation for a variety of social science graduate degree programs. If you want to prepare for a graduate or professional school program, you should take courses in statistics, math, network analysis, computer programming, written and oral communication, foreign languages, and interpersonal skill development. These subjects will complement your sociological background and give you the ability to apply analytics tools to social and business problems. These courses also give you the ability to communicate with and lead diverse teams who work on these problems.

A BHS degree with a sociology focus can also serve as an effective pre-law or pre-public policy preparation. Social issues and activism frequently lie at the intersection of sociology, law, and public policy, including criminal justice, family law, feminist policy, and environmental affairs. Related sociology internships and/or volunteer work can expose students to legal and policy issues and activist opportunities for social change.

Federal labor resources and professional sociological researchers strongly suggest that students should pursue an internship or volunteer work related to their sociology studies to enhance their employment prospects and post-graduation satisfaction. Beyond the mainstream online job searching databases, BHS sociology students may find internship opportunities through Idealist.org, npo.net, human resources Web sites of various governmental (e.g., USAJOBS.gov) or major non-for-profit organizations.

East-West University’s location in Chicago’s South Loop is near many organizations that use sociologically focused employees; this location also provides networking opportunities to meet professionals. Finding employment is often the result of expanding one’s social network to include more distant acquaintances, associates, co-workers, mentors, and other affiliates beyond one’s immediate friends and family members, an idea from sociology itself.

Curricular Requirements
Curricular requirements include all general academic requirements for a bachelor’s degree, including:

- Completion of 180 quarter credit hours,
- Residency requirement of 48 quarter hours,
- Completion of HM 279 (East-West University Signature course),
- Completion of HM 491 (Senior Seminar),
- An overall GPA of 2.0 and 2.5 in the major,
- Compliance with Satisfactory Academic Progress policy pertaining to both Grade Maintenance and Timely Completion,
- All outcome measures required by the assessment program must be passed successfully,
- All financial obligations must be cleared

The program embodies three broad blocks of curricular requirements or components:
I: General Education Core (64 quarter hours);
II: BHS core and concentration courses (80 quarter hours);
III: Elective courses (36 quarter hours), for a total of 180 quarter hours.

I: General Education Core courses:
- 5 specified courses in English and Communications for a total of 20 quarter hours;
- one specified mathematics course, one biology course, and 12 additional hours from biology, chemistry, mathematics, and/or physics for a total of 20 hours;
- one specified humanities course and 16 additional quarter hours selected from behavioral and social sciences and humanities for a total of 20 hours;
- one specified course from computer and information science for a total of 4 hours.

II: BHS Core and selected Sociology concentration area courses
- 12 specified BHS core courses, and an additional 32 hours of BHS elective courses for a total of 80 hours

III: Elective courses:
- 36 quarter hours from freely selected courses.

Bachelor of Arts in Behavioral Sciences – Social Work Concentration

From job-ending injuries to life-altering addictions, the sad truth is people all over the world need help. Social work is a field devoted to helping individuals improve the quality of their lives. Such persons might otherwise be experiencing a broad range of social, economic or personal concerns, including poverty, homelessness, substance abuse, elder care, or even domestic violence.

This is why social work courses in Chicago and, indeed, everywhere are so important. By earning a bachelor's degree with a focus on social work, you're gaining the skills you need to pursue a career in social work and help people.

You’ll have the ability to provide a variety of primary and secondary supportive services directly to clients ... or help plan, implement and evaluate those services, managing programs and developing intervention strategies for individuals, groups, and organizations. Many social workers work within child and family service agencies, mental health facilities, and extend social and educational services within correctional and related facilities. Bottom line: the right social work education in Chicago can make a world of difference.

We are on a mission to prepare professionals for social work. We’re focused on guiding students through courses grouped around a strong general education core, an area concentration focused on social work, and area-complementary electives reflecting their specific educational goals. We help:

1. Prepare beginning level practitioners who are responsible to providing professional services in the area of social work in a variety of settings.
2. Provide a foundation of post-baccalaureate and/or graduate professional education and continuing life-long professional development.
3. Foster commitment toward a local, regional, and global humane service-oriented perspective and dedication to professional values in the area of social work.
4. Prepare program participants to be able to participate after they graduate in the development of the social work profession and in its responses to the changing needs of society.

Why a Concentration in Social Work from East-West University?
Usually the academic and professional requirements for entry level positions in this field are a bachelor’s degree in Behavioral Sciences with an area concentration in social work. A substantial number of the interdisciplinary courses in this program can prepare you for social work or related vocations.

The Social Work area concentration complements the philosophy and supports the mission of the University in that it “is dedicated to pursuit of excellence by all through relevant, effective and convenient education, and service to humankind with a global, multi-cultural and future-oriented perspective. It is both comprehensive and pluralistic in terms of clientele, academic programs, educational delivery systems, research and publication projects, and sources of financial support.”

The concentration curriculum for the Social Work degree:

- Includes both liberal and professional instruction to prepare graduates for life in general and a career in high demand.
- Offers a geographic and demographic location in the center of an urban area with a population of over 9 million people; it has the opportunity to make use of the urban and suburban infrastructure and resources. Other resources include nursing related industries, the entire range of criminal justice services, agencies, and organizations, and a job market within convenient commuting distance, health and health-related facilities, as well as the entire range of “rest and recreation” opportunities.
- Is demographically blended, providing ethnic and socio-economic diversity, and with a broader range of exceptionalities. It is situated in one of the major diverse and multicultural urban areas of the world which presents an ideal “laboratory” for first-hand experience/observation of an extended variety of social work and social service issues.
- Provides education in a career geared to the service economy. Few professions touch the lives of so many, individuals, families, communities, the society at large, in so many different ways and are proactive, preventative, and reactive, restorative.
- Offers practical experience in agencies and organizations directly or substantively related to aspects of social work within the metropolitan Chicago area that are state of the art and enjoy educational opportunities that include the most modern advances.
- Fulfills requirements for career growth – the number of potential professionals in areas of social work is projected to increase.
- Substantial opportunities for personal contact and interaction with multi-cultural populations will be an ongoing part of the student’s practical experiences.
- Contact with the area agencies and organizations of social work that will assume increased responsibilities in the future. Students have the option to pursue specialized professional programs in the areas, for instance, of law, criminal justice, aspects of environmental and urban planning, and governmental agencies.
At the completion of the Bachelor of Arts degree in Behavioral Science with emphasis on social work, graduates are prepared to:

1. Apply theoretical and empirical knowledge from the liberal arts and sciences to provide professional services in the area of social work.
2. Enroll into a graduate or (specialized) professional program in social work or a closely related field.
3. Find methods and apply relevant best practices to protect the growth and wellbeing of contemporary society.
4. Identify and apply policies to promote equity and equality as they relate to social work.
5. Structure programs to improve services to disadvantaged communities in the area of social work.
6. Base social work best practices on personal and professional values which incorporate a humane, service-oriented perspective.
7. Accept responsibility and accountability for professional and personal development.

Curricular Requirements
Curricular requirements must comply with all general academic requirements for a bachelor’s degree, including:

- Completion of 180 quarter hours,
- Residency requirement of 48 quarter hours,
- Completion of HM 279 (East-West University Signature course),
- Completion of HM 491 (Senior Seminar),
- An overall GPA of 2.0 and 2.5 GPA in the major,
- Compliance with Satisfactory Academic Progress policy pertaining to both Grade Maintenance and Timely Completion,
- All outcome measures required by the assessment program must be passed successfully,
- All financial obligations must be cleared.

The program embodies three broad blocks of curricular requirements or components:

I: General Education Core (64 quarter hours);
II: BHS core and concentration courses (80 quarter hours),
III: Elective courses (36 quarter hours), for a total of 180 quarter hours

I: General Education Core courses:
- five specified courses in English and Communications for a total of 20 quarter hours;
- specified mathematics course,
- one biology course, and 12 additional hours from biology, chemistry, mathematics, and/or physics for a total of 20 hours;
- specified humanities course and 16 additional quarter hours selected from behavioral and social sciences and humanities for a total of 20 hours;
- specified course from computer and information science for a total of 4 hours.

II: BHS Core and selected Social Work concentration area courses
- 12 specified BHS core courses, and an additional 32 hours BHS elective courses for a total of 80 hours

III: Elective courses:
- 36 quarter hours from freely selected courses
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; PL210; PL 311; PL381; PS 311; SC322; SC335; one of PS 310 or PS321 or PS341; one of SC 333 or SC 363 or SC 384; 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
- Sociology
- Social Work

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)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>CI213</td>
<td>Desktop Spreadsheet Application</td>
</tr>
<tr>
<td>EC201</td>
<td>Principles of Microeconomics; Principles of Macroeconomics</td>
</tr>
<tr>
<td>EC311</td>
<td>Comparative Economic Systems</td>
</tr>
<tr>
<td>HS326</td>
<td>Contemporary America</td>
</tr>
</tbody>
</table>

B: Behavioral Sciences Major Courses
(60 Credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MT221</td>
<td>Fundamentals of Statistics</td>
</tr>
<tr>
<td>PL310</td>
<td>Development of Political Thought</td>
</tr>
<tr>
<td>PL381</td>
<td>International Relations</td>
</tr>
<tr>
<td>PS311</td>
<td>Life Span Development</td>
</tr>
<tr>
<td>SC322</td>
<td>Crime, Society and Social Justice</td>
</tr>
<tr>
<td>SC335</td>
<td>Social Research Methods</td>
</tr>
<tr>
<td>CJ276</td>
<td>Criminal Profiling</td>
</tr>
</tbody>
</table>

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

**Criminal Justice**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJ201</td>
<td>Introduction to the Criminal Justice</td>
</tr>
<tr>
<td>CJ202</td>
<td>Administration of the Criminal Justice</td>
</tr>
<tr>
<td>CJ203</td>
<td>Administration of the Juvenile Justice</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>
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 for the 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.

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 theses, 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.

Students who wish to earn a Bachelor of Arts degree in English and Communications must take 16 courses of the General Education Core and 15 classes in their major.

The following classes are required:
- EN217 Persuasion and Public Issues
- EN227 Introduction to Literature
- EN301 Advanced Composition
- EN440 Persuasion and Debate

The remaining 11 courses can be chosen based on the student’s interest:

**Classes recommended for students interested in communication, media and public relations:**
Courses in this area prepare you to effectively use social media, to design and present documents both in print and electronically, and to argue persuasively for a variety of audiences in a variety of styles. You can work in such areas as advertising, marketing, blogging, radio, film, and event planning. We recommend that students choose from the following courses:

1. EN371 Social Media in Today’s Workplace
2. BS205 Business Communications
3. CI105 Web Page Design
4. EN155 Introduction to Journalism
5. EN175 Introduction to Digital Media
6. EN205 Creative Writing
7. EN217 Persuasion and Public Issues
8. DM/EN225 Desktop Publishing
9. DM/EN220 Introduction to Digital Film
10. EN380 Negotiation
11. EN370 Group Dynamics and Team building
12. EN440 Persuasion and Debate
13. MR311 Public Relations
14. CP300 and CP301 Cooperative Education
15. EN412 Media and Society
16. Students can also take electives in Marketing and Advertising

**Classes recommended for students interested in law:**
Courses in this area prepare for law school and law practice, students must learn to interpret complex texts, increase their vocabulary, and create rational and persuasive arguments. We recommend that students choose from the following courses:

1. BS210 Business Law
2. EN205 Creative Writing
3. EN217 Persuasion and Public Issues
4. PL310 Development of Political Thought
5. EN440 Persuasion and Debate
6. EN412 Media and Society
7. EN433 Language and Society
8. EN260 Applied Grammar
9. EN301 Advanced Composition
10. EN341 African-American Literature
11. EN342 Latin American Fiction
12. CP300 and CP301 Cooperative Education
13. Students can also take electives in Business Law, Ethics, Philosophy and Criminal Justice.

**Classes recommended for students interested in writing, literature, poetry:**
Courses in this area prepare you to look at
the world through the eyes of other people, other cultures and other time periods; it will give you new perspectives. You will leave the program with a firm grasp of historical and critical principles and with the ability to examine the values of the past and the present. You can become a writer or prepare for graduate school in any profession. If you wish to focus on literature, select from the following:

1. EN205 Creative Writing
2. EN227 Introduction to Literature
3. EN260 Applied Grammar
4. EN301 Advanced Composition
5. EN270 Mythologies of the World
6. EN271 Science Fiction
7. EN342 Latin American Fiction
8. EN360 Narrative and Horror
9. EN361 The Role of Romance in Literature
10. EN362 Mystery and Suspense
11. EN366 Comedy
12. EN406 William Shakespeare
13. CP300 and CP301 Cooperative Education
14. EN249 Introduction to Film Studies

Major in English and Communications
(60 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN217</td>
<td>Persuasion and Public Issues</td>
</tr>
<tr>
<td>EN227</td>
<td>Introduction to Literature</td>
</tr>
<tr>
<td>EN301</td>
<td>Advanced Composition</td>
</tr>
<tr>
<td>EN440</td>
<td>Persuasion and Debate</td>
</tr>
</tbody>
</table>

* 7 classes must be 300-400 level

C: Free Electives
(56 credit hours)

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

* 7 electives must be 300-400 level

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 being an academic discipline on its own, and serving 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 to be able to choose either a career in industry or pursuing further studies in academia. The aim of the Mathematics department is to prepare students to move into jobs of 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.

**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.

**Major in Mathematics courses: 15**

<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>MT311</td>
<td>Introduction to Real Analysis</td>
</tr>
</tbody>
</table>

In addition students need to complete 16 courses of the General Education Core and 14 elective courses for a total of 45 courses or 180 quarter hours of credit.
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 course work 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, programming skills, scripting languages, algorithms, databases, networking, cyber security and cryptography, computer architecture, operating systems, cloud computing, web development, mobile application development, 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**

- Create software applications in a variety of programming languages.
- Develop client, web or mobile based applications.
- 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/implement various security infrastructures in the cyber security field.
- Create dynamic animation for digital media and the web.
- Develop comprehensive projects integrating video and audio technologies, and create complex, realistic video games.
- Learn Artificial Intelligence and Data Science technologies

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, finance, telecommunication, and education.
- Mobile and Web Technology Specialist
  - Employment opportunities include positions in web and mobile application development across all industries.
Artificial Intelligence and Data Science Specialist
- Employment opportunities range in careers as Data Analyst, Data Engineer, Marketing Analyst and Data Architect.

Digital Media Specialist
- Employment opportunities include positions in graphic design, video production, game design, web design and animation design.

Software Engineering Specialist
- Employment opportunities range from software risk analyst, software quality assurance, software engineer, and software developer to software architect.

Cyber Security Specialist
- Employment opportunities range from chief information security officer, forensic computer analyst, information security analyst, security architect, security engineer, and security systems administrator to security consultant.

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 required
- 4 credit hours in Humanities, HM279 required
- 4 credit hours in Behavioral Sciences
- 8 credit hours in cognate or supporting fields:
  - 4 credit hours in Business, BS101 required
  - 4 credit hours from either Accounting (AC), Business (BS), Economics (EC), Finance (FN), Management (MN), or Marketing (MR)

52 credit hours in the major field of concentration which should include:
- a total of at least thirteen courses, specified as CI101, CI105, CI221, CI251, CI256, CI270, CI275, one course from CI215 or CI216, one course from CI245 or CI246, and any four 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>MT153</td>
<td>General Education Math</td>
</tr>
<tr>
<td>MT155</td>
<td>Intermediate Algebra</td>
</tr>
<tr>
<td>MT158</td>
<td>College Algebra</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)

Cognate or Supporting Courses  
(8 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>
</tbody>
</table>

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

Major Field of Concentration  
(52 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>CI215 or CI216</td>
<td>Java I or C# I</td>
</tr>
<tr>
<td>CI221</td>
<td>PYTHON I</td>
</tr>
<tr>
<td>CI245 or CI246</td>
<td>JAVA II or C# II</td>
</tr>
<tr>
<td>CI251</td>
<td>PYTHON II</td>
</tr>
<tr>
<td>CI256</td>
<td>HTML5</td>
</tr>
<tr>
<td>CI270</td>
<td>Introduction to Mobile Development</td>
</tr>
<tr>
<td>CI275</td>
<td>Computer Organization and Architecture</td>
</tr>
</tbody>
</table>

* Any course 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 HM491
  - 20 credit hours in Mathematics and Science
    - 12 credit hours in Mathematics of a level higher than MT150, specified as MT153, MT155, 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: CI221, CI251, CI256, CI270, CI275, CI301, CI310, CI321, CI328, CI354, one course from CI215 or CI216, one course from CI245 or CI246, and CI492/DM490*.

(* Digital Media Specialist only)

At least 12 credit hours in cognate or supporting field courses, specified as BS101, MT160, and MT201/EN175*.

(* Digital Media Specialist only)

At least 32 credit hours from any of the following concentrations: Business Analysis Specialist, Mobile and Web Technology Specialist, AI and Data Science Specialist, Digital Media Specialist, Software Engineering Specialist, and Cyber Security 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>EN157</td>
<td>Practical Research Writing</td>
</tr>
<tr>
<td>EN166</td>
<td>Speech</td>
</tr>
<tr>
<td>HM491</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>MT153</td>
<td>General Education Math</td>
</tr>
<tr>
<td>MT155</td>
<td>Intermediate Algebra</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>

* one course from EN, HS, HM, JS, 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 or CI216</td>
<td>Java I or C# I</td>
</tr>
<tr>
<td>CI221</td>
<td>PYTHON I</td>
</tr>
<tr>
<td>CI245 or CI246</td>
<td>Java II or C# II</td>
</tr>
<tr>
<td>CI251</td>
<td>PYTHON II</td>
</tr>
<tr>
<td>CI256</td>
<td>HTML5</td>
</tr>
<tr>
<td>CI270</td>
<td>Introduction to Mobile Development</td>
</tr>
<tr>
<td>CI275</td>
<td>Computer Organization and Architecture</td>
</tr>
<tr>
<td>CI301</td>
<td>Data Communication</td>
</tr>
<tr>
<td>CI310</td>
<td>Principles of Database</td>
</tr>
<tr>
<td>CI321</td>
<td>Computer Operating Systems</td>
</tr>
<tr>
<td>CI328</td>
<td>Introduction to Data Science and Big Data</td>
</tr>
<tr>
<td>CI354</td>
<td>SQL Server Database Programming</td>
</tr>
<tr>
<td>CI492/DM490*</td>
<td>Senior Project/</td>
</tr>
<tr>
<td></td>
<td>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/EN175*</td>
<td>Calculus I/Introduction to 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>CI335</td>
<td>Data Warehousing</td>
</tr>
<tr>
<td>CI358</td>
<td>Data Warehousing and Business Intelligence I</td>
</tr>
<tr>
<td>CI415</td>
<td>Data Mining</td>
</tr>
<tr>
<td>CI456</td>
<td>Business Intelligence II</td>
</tr>
</tbody>
</table>

*
Any course from specialist sections 2, 3, 5, or 6

2. Mobile and Web Technology Specialist

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>C1105</td>
<td>Web Page Design</td>
</tr>
<tr>
<td>C1205</td>
<td>Advanced Web Page Design</td>
</tr>
<tr>
<td>C1335</td>
<td>E-Commerce and Web I</td>
</tr>
<tr>
<td>C1365</td>
<td>ASP.NET MVC Web Application</td>
</tr>
<tr>
<td>C1435</td>
<td>E-Commerce and Web II</td>
</tr>
<tr>
<td>C1455</td>
<td>Mobile and Web User Experience</td>
</tr>
</tbody>
</table>

* Any course from specialist sections 1, 3, 4, 5, or 6

3. AI and Data Science Specialist

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>C1280</td>
<td>Data Analysis</td>
</tr>
<tr>
<td>C1340</td>
<td>Artificial Intelligence</td>
</tr>
<tr>
<td>C1415</td>
<td>Data Mining</td>
</tr>
<tr>
<td>C1428</td>
<td>Advanced Data Science and Big Data</td>
</tr>
</tbody>
</table>

* Select from DM or C1205

4. Digital Media Specialist

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>C1105</td>
<td>Web Page Design</td>
</tr>
<tr>
<td>DM240</td>
<td>Computer Graphic Design I</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>
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<tr>
<td>DM</td>
<td></td>
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<tr>
<td>DM</td>
<td></td>
</tr>
</tbody>
</table>

* Select from DM or C1205

5. Software Engineering Specialist

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>C1320</td>
<td>Data Structures</td>
</tr>
<tr>
<td>C1356</td>
<td>Object Oriented Programming in JAVA</td>
</tr>
<tr>
<td>C1357</td>
<td>Software Engineering</td>
</tr>
<tr>
<td>C1420</td>
<td>Algorithms</td>
</tr>
<tr>
<td>C1457</td>
<td>Software Development and Testing</td>
</tr>
</tbody>
</table>

* Select from DM or C1205

6. Cyber Security Specialist

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>C1220</td>
<td>Cyber Ethics</td>
</tr>
<tr>
<td>C1307</td>
<td>Cyber Security</td>
</tr>
<tr>
<td>C1309</td>
<td>Forensics and Incident Response</td>
</tr>
<tr>
<td>C1425</td>
<td>Cloud Computing</td>
</tr>
<tr>
<td>C1433</td>
<td>Cryptography</td>
</tr>
<tr>
<td>C1434</td>
<td>Network Security</td>
</tr>
</tbody>
</table>

* Select from DM or C1205

ELECTIVE COURSES
(20 credit hours)

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

Program
Almost every aspect of daily life depends on highly sophisticated electronics systems. From the time we wake up in the morning, using electronic tooth brushes, to the time we retire at night turning on the security system, we use gadgets made up of electronics. The challenges in designing and delivering reliable, safe and cost-efficient electronics engineering systems require a complex integration of application knowledge, software and electronics, interfaced to a rapidly changing world. With continuing advancing technologies and high expectations of users the need for suitably qualified and accredited engineers is as important as ever.

The Electronics Engineering Technology department at East-West University offers a program of study leading to a Bachelor of Science in Electronics Engineering Technology or an Associate of Applied Science in Electronics Engineering Technology. If you’re looking for a Chicago electronics engineering degree to prepare for any number of electronics engineering careers, these programs will equip you with a broad view of the systems involved.

Unlike pure computing degrees which often concentrate on the software, scientific and mathematical aspects of computing, our degree programs will give you the information about electronics engineering you need to succeed. They aim to provide a much wider range of engineering skills, particularly in hardware and electronic systems. The courses within our degree programs cover both hardware and software technologies and an understanding of their application to the design of systems, from the smallest embedded micro-processors to global communication systems. Electronic technology is intricately-woven into many sectors of industry which affects 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 play. It’s a dynamic environment that requires professionals to sustain its progress. Increasing demand for these services creates the need for technicians with skills to assist these growing sectors of the world economy. 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
- Drone Technology
- Optical Fiber Communication
- RF Engineering
- Industrial Technology
- Environmental Engineering
- UNIX for Engineers, etc.

Engineering technologists play a critical role, serving as a bond between engineers and technicians. From conception to design, development to testing, and quality control to fabrication, they are essential to the entire production process.
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
- 4 credit hours in the Behavioral and Social Sciences: SC101

16 credit hours in the cognate or supporting field of Computer and Information Science and Mathematics: CI101, CI215, CI221 and MT170

44 credit hours in the Major Field of Concentration:
ET101, ET102, ET106/107, ET150/151, ET155/156, DT103, 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>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>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>

**Cognate or Supporting Courses**
(16 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>
<tr>
<td>CI215</td>
<td>Introduction to JAVA</td>
</tr>
<tr>
<td>CI221</td>
<td>Python</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>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>DT103</td>
<td>Fundamentals of Drone Technology</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>Fundamentals of Communication Engineering</td>
</tr>
<tr>
<td>ET330</td>
<td>Industrial Electronics I</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>
The Bachelor of Science 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, EN157, EN166, and HM491.
- 20 credit hours in Mathematics and Science
  - 12 credit hours in Mathematics of a level higher than MT150, specified as MT155, MT158, and MT160 and
  - 8 credit hours in Physics, specified as PH220 and PH221
- 20 credit hours in Behavioral Sciences and Humanities specified as HM101, SC101, PL 101, HM279, and EC202
- 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:

- 36 credit hours of core courses specified as ET101, ET102, ET106/107, ET150/151, ET155/156, and DT103
- 4 credit hours of Senior Project ET 492
- 44 credit hours in the major field of concentration selected from the following courses: ET203, ET208, ET290, ET291, ET270/271, ET300/301, ET303, ET315/316, ET320, ET330, ET364, ET370/371, ET 375, ET378/379, ET403, ET420, ET430, MT430, ET475, DT202, DT302, DT 303, DT485, and DT486

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 Science. Specifically these courses are CI105, CI216, MT222, MT201, MT202 and MT203.

4 credit hours of an elective To be selected from Computer and Information Science, Mathematics, Chemistry, Business, ENDT or Biology

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>
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<tr>
<td>EN152</td>
<td>Writing from Sources</td>
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<tr>
<td>EN166</td>
<td>Speech</td>
</tr>
<tr>
<td>EN491</td>
<td>Senior Seminar</td>
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</tr>
</tbody>
</table>

* one course from EN154, EN213, or EN214

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 I</td>
</tr>
<tr>
<td>PH221</td>
<td>Engineering Physics Laboratory I</td>
</tr>
</tbody>
</table>
Behavioral and 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>PL101</td>
<td>Introduction to American Government</td>
</tr>
<tr>
<td>SC101</td>
<td>Introduction to Sociology</td>
</tr>
<tr>
<td>HM101</td>
<td>Humanities I</td>
</tr>
<tr>
<td>EC202</td>
<td>Macroeconomics</td>
</tr>
</tbody>
</table>

Computer and Information Science
(4 credits 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
(36 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
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<tbody>
<tr>
<td>ET101</td>
<td>Basic Electronics</td>
</tr>
<tr>
<td>ET102</td>
<td>Basic Electronics Workshop</td>
</tr>
<tr>
<td>DT103</td>
<td>Drone Technology</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>DT103</td>
<td>Fundamentals of Drone Technology</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 44 credit hours with at least three 400 level courses from the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>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>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>MT430</td>
<td>Engineering Math</td>
</tr>
<tr>
<td>ET475</td>
<td>Environmental Electronics II</td>
</tr>
<tr>
<td>DT202</td>
<td>Fundamentals of Aviation Engineering</td>
</tr>
<tr>
<td>DT302</td>
<td>Drone Fabrication Engineering</td>
</tr>
<tr>
<td>DT303</td>
<td>Drone Fabrication Engineering Lab</td>
</tr>
<tr>
<td>DT485</td>
<td>Embedded Technology</td>
</tr>
<tr>
<td>DT486</td>
<td>Embedded Technology Laboratory</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>Introduction to JAVA</td>
</tr>
<tr>
<td>CI216</td>
<td>C#</td>
</tr>
</tbody>
</table>

Mathematics
(16 credit hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<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>MT222</td>
<td>Finite Mathematics</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>
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</tr>
</tbody>
</table>

To be selected from Computer and Information and Science, Mathematics, Chemistry, Business, ENDT or Biology
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, healthcare administration 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 participate and become active and engaged learners and develop excellent verbal and written communication skills. They 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, digital and social media marketing, and healthcare administration. 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/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
Healthcare or Hospital Administration

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:

- 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 of a level higher than MT150, specified as MT153, MT155, 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)

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>EN151</td>
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<td>EN157</td>
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<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 Science
(20 credit hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MT153</td>
<td>General Education Math</td>
</tr>
<tr>
<td>MT155</td>
<td>Intermediate Algebra</td>
</tr>
<tr>
<td>MT221</td>
<td>Fundamentals of Statistics</td>
</tr>
</tbody>
</table>

* Any courses from BL, CH, ET and 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>

* 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</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

Business Administration Courses
(92 credit hours)

Business Core Courses
(68 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>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>

<table>
<thead>
<tr>
<th>Course</th>
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</tbody>
</table>
**Area of Concentration**
(24 credit hours)
Select from the following concentrations:

### Accounting and Finance
- **AC303** Intermediate Accounting I
- **AC401** Auditing Theory
- **EN370** Group Dynamics and Team Building

* Any three 300-400 level Finance courses

### Digital and Social Media Marketing
- **MR311** Public Relations
- **MR340** Marketing Research
- **EN371** Social Media in Today’s Workplace

* 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
- **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
- **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
- **MN316** Current Issues in Labor and Management Law
- **EN371 or EN373** Social Media in Today’s Workplace/Intercultural Communication

* Any two 300-400 level AC, BS, EC, FN, MN, MR or CJ courses

*one 300-400 level MN course
### Healthcare Administration

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HCM200</td>
<td>Introduction to Healthcare Management</td>
</tr>
<tr>
<td>HCM310</td>
<td>Accounting and Budgeting in the Healthcare Management Environment</td>
</tr>
<tr>
<td>HCM320</td>
<td>Current Issues in Healthcare Management</td>
</tr>
<tr>
<td>HCM330</td>
<td>Healthcare Finance and Reimbursement Issues</td>
</tr>
<tr>
<td>HCM340</td>
<td>Healthcare Information Systems</td>
</tr>
<tr>
<td>HCM350/ MN 312</td>
<td>Healthcare Human Resource Management</td>
</tr>
<tr>
<td>HCM400</td>
<td>Internship in Healthcare Management</td>
</tr>
<tr>
<td>EN370</td>
<td>Group Dynamics and Team Building</td>
</tr>
<tr>
<td>EN373</td>
<td>Intercultural Communication</td>
</tr>
</tbody>
</table>

### Elective Courses

24 credit hours of electives of which 12 credit hours must be at the 300-400 level.
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 Code</th>
<th>Course Title</th>
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</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 Code</th>
<th>Course Title</th>
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</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 Code</th>
<th>Course 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 Code</th>
<th>Course 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 Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<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>

### Electives
(8 credit hours)
Select from multimedia or business courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EN154</td>
<td>Technical Communication</td>
</tr>
<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</td>
</tr>
</tbody>
</table>
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.
Course Descriptions
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 & CI101**  
  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 as 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.

BIOLOGY

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: 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: 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 BL 112
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.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Term</th>
<th>Course Title</th>
<th>Credits</th>
<th>Prerequisites</th>
<th>Corequisites</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>BL122</td>
<td>Winter/Spring</td>
<td>Biology of the Organism Laboratory</td>
<td>2</td>
<td>Pre-Requisite: BL111 and BL 112</td>
<td>BL121</td>
<td>Examination of the adaptive strategies of diverse organisms. Activities include field trips, experiments, videos, microscopy, dissections, use of anatomical models, and a term paper.</td>
</tr>
<tr>
<td>BL132</td>
<td>Fall</td>
<td>Human Health and Fitness</td>
<td>4</td>
<td>Pre-Requisites: Completion or placement out of EN123</td>
<td></td>
<td>The objective of this course is to introduce students to the important concepts of health and wellness so as to motivate students to improve their health and prevent disease. Students will explore many topics and the factors that will influence their health and wellness, so that we can make health literate decisions regarding living a healthier life. The course creates opportunities to help students explore factors that affect their mental and physical health, including immunity and exercise, the impact of high risk behaviors, diet and exercise.</td>
</tr>
<tr>
<td>BL140</td>
<td>Fall/Spring</td>
<td>Biogeography</td>
<td>4</td>
<td>Pre-Requisite: Completion or placement out of EN123</td>
<td></td>
<td>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.</td>
</tr>
<tr>
<td>BL161</td>
<td>Fall</td>
<td>Introductory EEG I</td>
<td>4</td>
<td>Pre-Requisite: Completion or placement out of EN123 and MT123</td>
<td>BL162</td>
<td>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.</td>
</tr>
<tr>
<td>BL162</td>
<td>Fall</td>
<td>Introductory EEG I Laboratory</td>
<td>2</td>
<td>Pre-Requisite: BL161</td>
<td></td>
<td>Measuring technique is emphasized. Students practice and gain proficiency in the 10-20 system of electrode placement.</td>
</tr>
<tr>
<td>BL171</td>
<td>Winter</td>
<td>Introductory EEG II</td>
<td>2</td>
<td>Pre-Requisite: BL161 and BL162</td>
<td>BL172</td>
<td>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.</td>
</tr>
</tbody>
</table>
Electrode placement and measuring techniques are emphasized and students gain further proficiency in the 10-20 system of electrode placement.

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.

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.

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

INTRODUCTORY IOM, EP AND NEUROTECHNOLOGY LABORATORY
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.

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: BL111 and 112 and CH111 and 112
COREQUISITE: BL211
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: BL111 and 112 and CH111 and 112
COREQUISITE: BL210
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.

- **BL227** | Winter/Spring
  BOTANY
  4 CREDITS
  PREREQUISITE: BL111 and 112 or BL121 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.
<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Prerequisite(s)</th>
<th>Corequisite(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>BL231</td>
<td>Spring</td>
<td>ZOOLOGY LABORATORY</td>
<td>2</td>
<td>BL111 and 112 or BL121 and 122</td>
<td>BL230</td>
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<td></td>
<td></td>
<td>Laboratory studies to correlate with BL231. Lab activities include microscopy and use of preserved animal specimens.</td>
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<tr>
<td>BL233</td>
<td>Winter/Spring</td>
<td>BRAIN HEALTH</td>
<td>4</td>
<td>Sophomore Standing</td>
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<td>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 mediation 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.</td>
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<tr>
<td>BL251</td>
<td>As Needed</td>
<td>MOLECULAR AND CELLULAR BIOLOGY</td>
<td>4</td>
<td>BL111 and 112 or BL121 and 122</td>
<td>BL252</td>
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<td>This course covers the structural, functional, and genetic characteristics of prokaryotic and eukaryotic cells and selected viruses, macromolecular syntheses, 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.</td>
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<tr>
<td>BL252</td>
<td>As Needed</td>
<td>MOLECULAR AND CELLULAR BIOLOGY LABORATORY</td>
<td>2</td>
<td>BL111 and 112 or BL121 and 122</td>
<td>BL251</td>
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<td>Experimental techniques of molecular biology and molecular genetics designed to accompany the lectures in BL251.</td>
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<tr>
<td>BL261</td>
<td>Spring</td>
<td>INTERMEDIATE EEG</td>
<td>2</td>
<td>BL171 and BL172</td>
<td>BL262</td>
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<td>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.</td>
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<tr>
<td>BL262</td>
<td>Spring</td>
<td>INTERMEDIATE EEG LABORATORY</td>
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<td>BL261</td>
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<td>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.</td>
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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**
  **INTERNSHIP 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**
  **EVOKE 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.

■ BL391 | As Needed
BIOSTATISTICS
4 CREDITS |
PREREQUISITE: MT221
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.

■ BL354 | As Needed
HISTOLOGY
4 CREDITS
PREREQUISITE: Junior standing
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.

■ BL398 | Spring
NEUROTECHNOLOGY CAPSTONE COURSE
4 CREDITS
PREREQUISITE: BL343 or Consent of Instructor
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.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Term</th>
<th>Course Title</th>
<th>Credits</th>
<th>Prerequisites</th>
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<tbody>
<tr>
<td>BL402</td>
<td>Fall</td>
<td>NEUROSCIENCE I</td>
<td>4</td>
<td>BL202 and BL203</td>
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<tr>
<td></td>
<td></td>
<td>A comprehensive examination</td>
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<td>of the human nervous system including study of the surface and cross-sectional</td>
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<td>anatomy of the spinal cord, brainstem, and cortex. Sensory, motor, and</td>
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<td>limbic pathways and their normal function and pathophysiology are described.</td>
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<td>Advanced topics in the scientific literature are researched by students and</td>
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<td>presented in oral and written format to further deepen their understanding</td>
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<td>of neuroscience. Term paper required.</td>
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<tr>
<td>BL403</td>
<td>Winter</td>
<td>NEUROSCIENCE II</td>
<td>2</td>
<td>BL342</td>
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<td></td>
<td></td>
<td>Sensory, motor, and limbic</td>
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<td>neural systems are examined in this course with clinical correlations of</td>
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<td></td>
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<td>related neuropathology. Sensory organs and sensory processing as well as</td>
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<td>motor function and muscle physiology are considered along with higher</td>
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<td>cortical functions such as language. Term paper required.</td>
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<tr>
<td>BL411</td>
<td>As Needed</td>
<td>ADVANCE GENETICS</td>
<td>4</td>
<td>Junior standing</td>
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<tr>
<td></td>
<td></td>
<td>This course is designed for</td>
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<td>upper level undergraduate students, builds on Genetics, and emphasizes</td>
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<td>human medical genetics. Topics covered include but are not restricted to:</td>
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<td>known human genetic disorders, use of karyotyping, microsatellite analysis,</td>
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<td>and sequencing in the diagnosis of genetic disorders. Use of pedigrees,</td>
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<td>epidemiological and molecular studies in the identification of genetic</td>
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<td>contributions to multi-factorial conditions and diseases are also discussed.</td>
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<td>Term paper included.</td>
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<tr>
<td>BL413</td>
<td>As Needed</td>
<td>IMMUNOLOGY</td>
<td>4</td>
<td>Junior standing</td>
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<td>Cells and organs of immune</td>
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<td>system in health and disease are discussed. Topics covered include innate</td>
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<td>and adaptive immunity, molecular mechanisms of antibody diversity, major</td>
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<td>histocompatibility complex, complement system, immunodeficiency, allergies,</td>
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<td>immunology of cancer and organ transplantation. Recent developments in</td>
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<td>techniques and immunotherapies will also be discussed. Term paper required.</td>
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<tr>
<td>BL414</td>
<td>As Needed</td>
<td>ENDOCRINOLOGY</td>
<td>4</td>
<td>Junior standing</td>
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<tr>
<td></td>
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<td>The study of hormones and</td>
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<td>other signaling molecules and their functions in growth control, maintaining</td>
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<td>homeostasis, and reproduction. Term paper incorporated into course.</td>
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<tr>
<td>BL451</td>
<td>As Needed</td>
<td>MOLECULAR PHYSIOLOGY</td>
<td>4</td>
<td>Junior standing</td>
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<td></td>
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<td>The emphasis is on the</td>
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<td>molecular and cellular mechanisms underlying physiological processes.</td>
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<td>Structure-function relationship will be addressed throughout the course. The</td>
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<td>primary goal of the course is to develop an understanding of the principles</td>
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<td>of the physiological processes at molecular and cellular levels. Term paper</td>
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<td>required.</td>
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</table>
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: EN1151 & MT115
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
responsible 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.

- **BS310 | 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
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.

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.

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.
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 | Winter**
  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 spreadsheet application will be used in this course. Topics include formatting, formulas, functions, pivot table/chart, graphing and data analysis. *Lab fee assessed.*
CI215 | Winter
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 | 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.*

CI220 | Spring
CYBER ETHICS
4 CREDITS
PREREQUISITE: Sophomore Standing
This course introduces the legal issues relating to the use of computers and the Internet. Topics being covered include privacy, professional ethics, freedom of speech, intellectual property in cyberspace, fair user and ethical hacking, trademarks, internet fraud, electronic evidence, and cybercrimes.

CI221 | Fall
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 | Spring
JAVA II
4 CREDITS
PREREQUISITE: CI215
This course is in continuation of CI215 and covers strings, Text I/O, class inheritance, polymorphism, abstract classes and interfaces. *Lab fee assessed.*

CI246 | Fall
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, classes and objects, inheritance, recursion, and Graphical User Interface (GUI) programming. *Lab fee assessed.*

CI256 | Fall
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 MT153

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.

### CI280 | Fall
**DATA ANALYSIS**
4 CREDITS
PREREQUISITE: CI221

This course covers the fundamentals of data analysis by using Python. Topics include introduction of numpy and pandas, importing and processing data, cleaning and transformation of data, grouping and aggregation, data visualization, and time series and statistical modeling. Lab fee assessed.

### 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.

### CI307 | Winter
**CYBER SECURITY**
4 CREDITS
PREREQUISITE: CI301

This course covers the basic concepts in computer security. Topics include privacy and personal information, computer crime, legal and ethical issues in computer security, identification and authentication, cryptography, operating system security, network security, World Wide Web security, and database security. Lab fee assessed.

### CI309 | Spring
**FORENSICS AND INCIDENT RESPONSE**
4 CREDITS
PREREQUISITE: CI307

Introduction to the topics of forensic fundamentals and technologies, digital evidence collection, and evidentiary reporting. Students will learn how to integrate these techniques into the incident response framework. Lab fee assessed.

### 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.

- **CI320 | Fall**
  **DATA STRUCTURES**
  4 CREDITS
  **PREREQUISITE: CI245**
  Introduction to data structures and algorithms. The topics include the lists, stacks, queues, binary trees, graphs, recursion and complexity analysis. Lab fee assessed.

- **CI321 | Winter**
  **COMPUTER OPERATING SYSTEMS**
  4 CREDITS
  **PREREQUISITES: CI215, CI216, or CI221 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.

- **CI328 | Winter**
  **INTRODUCTION TO DATA SCIENCE AND BIG DATA**
  4 CREDITS
  **PREREQUISITE: CI251**
  This course focuses on the fundamental topics in data science by using Python. Topics include data manipulation, simulation and static visualization, data analysis with statistics, machine learning, and methods for handling very large-scale data collections (Big Data). Lab fee assessed.

- **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**
  **ARTIFICIAL INTELLIGENCE**
  4 CREDITS
  **PREREQUISITE: CI251**
  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. Lab fee assessed.

- **CI354 | Spring**
  **SQL SERVER DATABASE PROGRAMMING**
  4 CREDITS
  **PREREQUISITE: CI310**
  This course covers Data Definition Language (DDL) and Data Manipulation Language (DML) to build database and retrieve data. Students will learn to create tables, update records, create database and 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.
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.

CI428 | Spring
ADVANCED DATA SCIENCE AND BIG DATA
4 CREDITS
PREREQUISITE: CI328
A continuation of CI328 covering the topics of natural language processing (language detection and translation), data mining twitter, machine learning (classification, regression and clustering), deep learning, and big data with Hadoop and Spark. 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 | Fall/Odd year
NETWORK SECURITY
4 CREDITS
PREREQUISITE: CI301
This course provides an introduction to network security. Topics include firewalls, security auditing and assessment tools, Virtual Private Network (VPN) and Intrusion Detection Systems (IDS). Lab fee assessed.

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
MOBILE AND WEB USER EXPERIENCE
8 CREDITS
PREREQUISITES: CI365 and CI435
This course is designed for students who are interested in designing usable web sites for both mobile and computer. 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. 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.

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.

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.

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.

CRIMINAL JUSTICE

CJ101 | 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.

CJ200 | Spring
CRIMINOLOGY
4 CREDITS | PREREQUISITE: CJ101
Examines the analysis, research design, problem-solving approaches, conceptualization, and implementation of various methodologies in the field of criminal justice, and applies these methods in a guided research project.

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.

■ CJ205 | Fall
ADMINISTRATION OF CORRECTIONS
4 CREDITS
PREREQUISITE: CJ201
An overview and analysis of the United States correctional system: history, evolution, and philosophy of punishment and treatment; operation and administration in institutional and non-institutional setting; and issues in constitutional law.

■ 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.

■ CJ235 | Spring
INTRODUCTION TO VICTIMIZATION
4 CREDITS
PREREQUISITE: CJ201
Surveys the historical development of victimology as a field of study. Analyses the victim-offender relationship, trends in crime victimization, and the identification of primary victimization data sources. Explores criminal justice reforms in victims' advocacy at the local, state, and federal levels, including restorative influences.

■ 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.

■ CJ255 | Fall
EXPLORING ETHICS IN THE JUSTICE SYSTEM
4 CREDITS
PREREQUISITE: CJ202
Examines ethical theories and their relevance to the criminal and juvenile justice systems, including the system of laws, enforcement, courts, corrections, probation, and parole. Considers the larger role ethics plays through application of normative ethical theories.
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: CJ202 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.

CJ300 | Winter
DIGITAL CRIME
4 CREDITS
PREREQUISITES: CJ202 & CJ220
An introduction to computer crime and computer crime investigative techniques. Topics will include cybercrime, computer terminology, the history of computer crime, legal and social issues relating to computer crime, computer forensic science, and the hardware and software used to solve computer crimes.

CJ300 | Spring
TERRORISM
4 CREDITS
PREREQUISITES: CJ202, CJ220, 260
An introduction to the complex issues surrounding terrorism and homeland security. The student is challenged to come to grips with the reality of terrorism and to be prepared to confront it as a criminal justice professional.

CJ302 | Spring
CRIMINAL INTELLIGENCE/CRIME ANALYSIS
4 CREDITS
PREREQUISITES: CJ201, CJ200, CJ220
Reviews the applied research design and implementation process. Discusses the legal use, limits of intelligence collection and requirements for deleting information. Introduces crime analysis, pattern recognition, hypothesis testing, and strategic assessment of problem-solving initiatives.

CJ303 | Spring
SPECIAL TOPICS
4 CREDITS
PREREQUISITES: Sophomore status
Used to address any special issues addressing society as well as used for
providing CPR certification / first aid certification as well as classes from (FEMA) federal emergency management. These classes allow for a number of certifications that will give students an edge for employment at state emergency management centers.

C400 | Spring
CAPSTONE
4 CREDITS
PREREQUISITES: Senior status
Integrates the concepts, issues, methodologies, policies and practices learned about the criminal justice system, subsystems, and processes. Culminates in the completion of a community-based action research project and formal presentation to community and professional partners. This course has been designated as a Writing Intensive course.

CJ401 | As needed
CRIMINAL JUSTICE INTERNSHIP
4 CREDITS
PREREQUISITES: Senior status
Observation and participation in the work of a criminal justice agency, public or private; work is supervised by a faculty member as well as 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 | Sunner/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/EN220 | 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.

DM/EN225 | Winter
DESKTOP PUBLISHING
4 CREDITS
PREREQUISITE: CI101
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 I
4 CREDITS
PREREQUISITE: CI101
This course will teach students to use Adobe Illustrator for graphic designs. The course concentrates on the application of design elements in graphic design. The topics are include drawing and composing illustrations, transforming and distorting object, creating and using patterns, applying different effects and creating 3D objects. Lab fee assessed.
DM245 | Fall
COMPUTER GRAPHIC DESIGN II
4 CREDITS
PREREQUISITE: DM240
This course is the second course of graphic designs. The course is focused on complex designs. Using Adobe Illustrator, students learn to finish complex designs. *Lab fee assessed.*

DM260 | FALL
DIGITAL IMAGING: PHOTOSHOP I
4 CREDITS
PREREQUISITE: CI101
This course introduces the most features of Adobe Photoshop. Students 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
This course is the second course of digital imaging. The course introduces advanced features of image processing. Using Adobe Photoshop software, students learn to perform complex image manipulations. Various image rotation, editing, and enhancement techniques will be covered. *Lab fee assessed.*

DM275 | Fall
COMPUTER GAME DESIGN I
4 CREDITS
PREREQUISITE: CI101
This course takes students through the creative game-making process from theory to project completion. Students will use software to create a video game with everything from health meters to collision detection. *Lab fee assessed.*

DM285 | Winter
ANIMATION FOR THE WEB I
4 CREDITS
PREREQUISITE: CI101
This course introduces an 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
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
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.*

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 year
VIDEO SPECIAL EFFECT DESIGN
4 CREDITS
PREREQUISITE: DM290
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.*

DM370 | Winter/Even year
3D ANIMATION DESIGN
4 CREDITS
PREREQUISITE: DM305
The course covers 3D animation designs, and incorporating the use of drawn, vector, and bitmapped formats as a means of generating animated sequences. *Lab fee assessed.*

DM377 | Winter/Odd year
COMPUTER GAME DESIGN II
4 CREDITS
PREREQUISITE: DM275
This course is the second course of computer game design. Students will create complex and realistic landscapes, work with existing models and skins, design levels, assign character actions, and create lighting and shadow effects. This course offers the chance for students to immerse themselves in a 3D world. *Lab fee assessed.*

DM490 | As needed
DIGITAL MEDIA PORTFOLIO PRODUCTION
4 CREDITS
PREREQUISITES: Senior level and DM240, DM260 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.

**DRONE TECHNOLOGY (SPECIALIZATION)**

DT103 | Winter/Summer
FUNDAMENTALS OF DRONE TECHNOLOGY
4 CREDITS
PREREQUISITES: None
Intro to Unmanned Aerial Vehicles (UAVs), and the technologies involved in their operation; Coverage includes UAV components, command and control (C2) communication systems, basics of flight, regulatory and regulations, safety and societal considerations; Components of UAVs. Basics of flight and flight control systems; Basic regulations applicable to UAV flight; Overview and background, definitions, history of UAVs c.
classifications of UAVs, scale, lift generation method, and contemporary design consideration.

Applications in military, government, civil, societal impact and agriculture. Operational considerations, liability, legal issues, insurance, and ethical implications. Telemetry launch / recovery systems, ground control stations. Concepts of flight, aerodynamics, lift, weight, thrust drag; Flight performance, climbing vs gliding flight, range/ endurance, stability and control.

DT202 | Fall
FUNDAMENTALS OF AVIATION ENGINEERING
4 CREDITS
PREREQUISITES: PH 220 and DT 103

DT302 | Spring
DRONE FABRICATION ENGINEERING
4 CREDITS
PREREQUISITES: DT 202 and ET 300
Frame: engineering knowledge and knowledge of the materials such as metal (light), plastic, wood slats. Design of wooden frame, Motors:Ordinary quad, 4 motors design, Octocopter and eight motors design. The brushless motors – function of stator a d rotor; ESCs or electronic speed control: charge of delivering power to the motors. ESC and design based on Arms; Propellers: the propellers, and the frame of drone; Connectors:connectors and welding the motors and ESCs, connectors for the power distribution board. The power distribution; Batteries: battery and Li-Po batteries and their power differ. Battery monitor and proper usage. Mounting pad, Controller-RC receiver: Camera: USB key

DT303 | Spring
DRONE FABRICATION ENGINEERING LAB
4 CREDITS
CO-REQUISITES: DT 302
Drone schematics, Understanding the Architecture, calibration of test equipments: RF generator, Audio generator, RMS calibration, frameassembly, motor assembly, ESC calibration, control-system, Python interface, connector assembly, power calibration, Audio and video interface, USB key interface.

DT 485 | Fall
EMBEDDED TECHNOLOGY
4 CREDIT
PREREQUISITES DT 302
Introduction to Embedded Systems and Microcontroller-Based Circuit Design
Instruction Set Architecture
Assembly Language Programming and
General Purpose Digital I/O
Python interface using raspberry Pi
Debugging Software and Hardware
Threads, Tasks and Simple Scheduling
Threaded Program Design
Using Real-Time Operating Systems
Serial Communication Peripherals
Digital I/O Peripherals: T/C and PWM
Analog I/O Peripherals
Simulation Design and Debugging for drone

ECONOMICS

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 the 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.

ELECTRONICS

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, sweeptime, 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


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.

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.

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
MICROCONTROLERS
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 Micro controller 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, Subtractor, 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

Introduction, CAD Tool flows, Custom
VLSI and Cell Design Flow, Hierarchical
Cell, Tool Setup and Execution Scripts,
Typographical Conventions, Cadence DFI
and ICF, Cadence Design and Framework,
Starting Cadence, Composer Schematic
Capture and creating New Working Library
and new cell; creating the Schematic View
of a Full Adder and symbol. Creating a Two-Bit
adder using the Full Adder; Schematics the
use Transistors; Printing Schematics and
Modifying PostScript; Plot Files, Pin, and
Cell Naming, Verilog Simulation; Verilog
Simulation of Composer Schematics; NC
Verilog: Simulating a Schematic Behavioral
Verilog Code in Composer; Generating a
Behavioral View; Stand-alone Verilog
Simulation, Timing in Verilog Simulations,
Transists Timing, Virtuoso layout Editor;
Design rule checking Standard Cell Design
Template; Spectrum Analog Simulator, Cell
Characterization, Verilog Synthesis;
Abstract Generation, Encounter GUI; Chip
Assembly, Design Practice.

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

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.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Semester</th>
<th>Course Title</th>
<th>Credits</th>
<th>Prerequisite(s)</th>
<th>Corequisite(s)</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ET303</td>
<td>Winter</td>
<td>DIGITAL COMMUNICATION ENGINEERING I</td>
<td>4</td>
<td>ET203</td>
<td>MT201</td>
<td>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 &amp; systems, circuit noise, performance of analogue communication systems in AWGN and fading channels.</td>
</tr>
<tr>
<td>ET315</td>
<td>Winter/Spring</td>
<td>INTEGRATED CIRCUITS</td>
<td>4</td>
<td>ET300, MT201</td>
<td>ET316</td>
<td>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.</td>
</tr>
<tr>
<td>ET316</td>
<td>Winter/Spring</td>
<td>INTEGRATED CIRCUITS LABORATORY</td>
<td>4</td>
<td>ET315</td>
<td>ET315</td>
<td>Circuit simulation using Spice-2 is strongly emphasized while designing and verifying integrated circuit layout, fabrication techniques and building monolithic integrated circuits.</td>
</tr>
<tr>
<td>ET320</td>
<td>Fall</td>
<td>LASER FUNDAMENTALS</td>
<td>4</td>
<td>ET155, MT201</td>
<td>MT201</td>
<td>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.</td>
</tr>
<tr>
<td>ET330</td>
<td>Fall/Spring</td>
<td>INDUSTRIAL ELECTRONICS I</td>
<td>4</td>
<td>ET155, MT202</td>
<td>ET315</td>
<td>Signal sources, RF power amplifier fundamentals, high power RF amplifiers, impedance matching, general aspects of industrial standards, protocols, limitations, and applications.</td>
</tr>
<tr>
<td>ET364</td>
<td>Winter/Spring</td>
<td>RF CIRCUIT DESIGN AND APPLICATIONS II</td>
<td>4</td>
<td>ET330, MT202</td>
<td>ET330, MT202</td>
<td>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.</td>
</tr>
</tbody>
</table>
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, bommunication overband-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, inverters, 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 | Fall**  
  **EMBEDDED TECHNOLOGY LAB**  
  4 CREDITS  
  CO-REQUISITES: ET485  
  Simple arithmetic operations: Multi precision addition / subtraction / multiplication / division. Programming with control instructions: Increment / Decrement, Ascending / Descending order for Drone

- Maximum / minimum of numbers, rotate instructions Hex / ASCII / BCD code conversions for speed control

- Interface Experiments: A/D Interfacing, D/A Interfacing,
- Interface Experiments: Simple experiments using 8251, 8279, 8254
- Demonstration of basic instructions with 8051 Micro controller execution
- Conditional jumps, looping, Calling subroutines,
- Stack parameter testing
- Parallel port programming with 8051 using port 1 facility
- Stepper motor and D / A convertor
- 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, Subtractor, Code converters, Encoder and Decoder
- Sequential Logic; Study of Flip-Flop, Counters ) synchronous and asynchronous), Shift Registers for Drone
- Clipper, Clamper, Peak detector, Timer IC application, VCO and PLL.

- **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.

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East-West University | Catalog 2021-2023 | 129
ENGLISH AS A SECOND LANGUAGE

■ EN081
ESL BASIC WRITING (ESL Writing 1):
4 CREDITS | PREREQUISITE: placement.
The course will help non-native speakers to write correct sentences and paragraphs in English. It will introduce the concepts of topic sentence, support and 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.

■ EN082
ESL BASIC GRAMMAR (ESL Grammar 1):
4 CREDITS | PREREQUISITE: placement.
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 use correctly such verb forms as Simple Present, Past and Future and Progressive Present, Past and Future.

■ EN083
ESL BASIC SPEAKING/LISTENING (ESL Speaking/Listening 1):
4 CREDITS | PREREQUISITE: placement.
The course will help non-native speakers reduce their accent, practice talking in English with native speakers, make short presentations about themselves, their jobs, their hobbies, etc. The course will also involve listening to radio, TV and audiotapes.

■ EN084
ESL BASIC READING (ESL Reading 1):
4 CREDITS | PREREQUISITE: placement.
Non-native speakers will work on understanding printed texts in formal English, increase vocabulary, learn to read faster. Texts will include short narratives, poems, newspaper articles and other appropriate genres.

■ EN091
ESL INTERMEDIATE WRITING
(ESL Writing 2):
4 CREDITS | PREREQUISITE: completion of basic level or placement.
The course will help non-native speakers express their ideas in written English. Students will write a 5-paragraph narrative and practice developing memos, 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.

■ EN092
ESL INTERMEDIATE GRAMMAR (ESL Grammar 2):
4 CREDITS | PREREQUISITE: completion of basic level or placement.
The course will help non-native speakers use and understand the meanings of most formal grammatical structures. By the end of the class students should be able to recognize and use correctly all verb forms and Conditional Infinitives, Modal Verbs for past events; attention will be given to academic patterns, such as the use of Passive. Emphasis on daily use in practical situations.

■ EN093
ESL INTERMEDIATE SPEAKING/LISTENING
(ESL Speaking/Listening 2):
4 CREDITS | PREREQUISITE: completion of basic level or placement.
The course will help non-native speakers reduce their accent, differentiate between similar sounding English words, 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
ESL INTERMEDIATE READING
(ESL Reading 2):
4 CREDITS | PREREQUISITE: completion of basic 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
ESL ADVANCED WRITING (ESL Writing 3):
4 CREDITS | 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, and academic prose, such as essays. Students will write a short research paper using MLA and/or APA style of citation; look at the difference in style between newspaper articles, personal letters, fiction, creative nonfiction. Develop memo, further develop resume, cover letter. TOEFL-preparation strategies will be used. Upon completion students may transfer into college-level Rhetoric courses.

EN096
ESL ADVANCED GRAMMAR
(ESL Grammar 3):
4 CREDITS | PREREQUISITE: completion of intermediate level or placement.
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.

EN097
ESL ADVANCED SPEAKING/LISTENING
(ESL Speaking/Listening 3):
4 CREDITS | PREREQUISITE: completion of intermediate level or placement.
Non-native speakers will practice English intonation patterns, make formal presentations on academic and cultural topics, practice note-taking. Students will role-play work related and academic situations and use such conversation strategies as expressing disagreement, expressing support, changing subject, introducing examples, etc. The course will include watching and discussing video materials, listening to novels recorded by actors and listening to the news.

EN098
ESL ADVANCED READING
(ESL Reading 3):
4 CREDITS | PREREQUISITE: completion of intermediate level or placement.
Non-native speakers will prepare to read complex academic, cultural 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.
ENGLISH

■ EN105 | Fall
POETRY: COMPOSITION AND INTERPRETATION
4 CREDITS
PREREQUISITE: None
In this workshop course, students develop their craft by being exposed to and modeling best poets of all eras, from ancient to contemporary; students are expected to complete seven poems throughout the course. Classroom activities include responses to texts and imaginative exercises. Students study the power of rhythm, diction, imagery, irony, and organization. The course uses poetry as a tool for students to explore the potential of language and creation of an identity.

■ EN106 | Fall
FUNDAMENTALS OF COMEDIC PERFORMANCE AND WRITING
4 CREDITS
PREREQUISITE: None
In this workshop course, students explore various forms of comedic performance such as stand-up, improvisation, and sketch, with opportunities for writing and performing. The course is useful for writers wishing to add to their toolbox. In addition, students will use critical thinking and analysis to evaluate comedy in terms of performance, writing styles, and unique ways of expression. The question “how and why do we use humor?” will be addressed.

■ EN125 | Fall/Winter/Spring
COLLEGE PREPARATORY ENGLISH
4 CREDITS
PREREQUISITE: Placement.
This reading and writing course is designed to improve students’ English skills to reach the level required for college work. Students improve vocabulary, strengthen reading comprehension, improve grammar, and build confidence in college level writing. Reading and writing are based on contemporary materials and topics relevant to students’ lives. Credits do not count towards graduation.

■ EN151 | Fall/Winter/Spring
RHETORIC AND STYLE
4 CREDITS
PREREQUISITE: EN125 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. Students can take this course instead of the EN151/EN152 sequence.
EN154 | as needed
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 | Spring /Odd year
INTRODUCTION TO JOURNALISM
4 CREDITS
PREREQUISITE: EN151.
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. The course culminates with an issue of Phantom Press, the campus newspaper.

EN156 | as needed
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.

EN157 | Fall/Winter/Spring
PRACTICAL RESEARCH WRITING
4 CREDITS
PREREQUISITE: EN152.
The third in the freshman composition sequence. Students pose questions and use research to help develop and justify answers. Students evaluate the quality and reliability of data found in different sources, and use critical thinking to draw inferences, generate ideas, and propose solutions to problems. Students learn about resources provided by professional organizations, and about scholarly journals in their major; students use research databases, produce an annotated bibliography using citation style appropriate to their major (APA, IEEE, MLA), a literature review, and at least one research paper.

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 page layouts, templates and links, set font styles, create tables, align images, build frames, create rollovers, work with form objects, redefine HTML with CSS (Cascading Style Sheets) and integrate images. Lab fee assessed.
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
INTRODUCTION TO DIGITAL MEDIA
4 CREDITS
PREREQUISITE: placement above EN125.
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 | as needed
CREATIVE WRITING
4 CREDITS
PREREQUISITE: EN151
A writing workshop for students interested in writing fiction and poetry. Students analyze published pieces to study basic techniques of storytelling and description, and apply them in their own work.

EN217 Winter
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, and create professional documents addressing a public issue.

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 is an approximately five minute film. Lab fee assessed.
EN/DM225 | Winter
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.

EN227 | Spring
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.

N260 | Winter/Odd year
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 mythic tradition.

EN271 | Winter/Odd 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 | Spring
DIGITAL VIDEO PRODUCTION
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 | 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.
EN 301 | 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.

EN 341 | 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.

EN 342 | Fall/Even Year
LATIN AMERICAN LITERATURE
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.

EN 351 | as needed 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.

EN 352/DM 320 | Spring
DIGITAL VIDEO/AUDIO PRODUCTION
4 CREDITS
PREREQUISITES: EN290
This course integrates digital video and audio productions. It includes a comprehensive project using all the technologies covered in EN290. Final project is an approximately twenty minute film. Lab fee assessed.

EN 360 | 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.

EN 361 | 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.

EN 362 | 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 or 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 | as needed**
  **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 | as needed**
  **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 | summer**
  **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/Even 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 | Winter/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 | as needed 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 | Fall/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 | Fall/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/Odd year
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 | as needed
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.
**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.

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**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.

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**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.

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**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.

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**FN320 | Spring**

**MONEY AND BANKING**

4 CREDITS | PREREQUISITE: BS101

This course addresses classical and contemporary issues in the theory 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.

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.

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  

### HEALTHCARE MANAGEMENT

- **HC200**
  INTRODUCTION TO HEALTHCARE MANAGEMENT  
  This is a survey course in healthcare management covering the basic functions of managing and leading in a health care environment. Topics such as accounting, budgeting, human resource management and information systems will be covered.  
  **HC 310 Accounting and Budgeting in the Healthcare Management Environment**  
  The course will focus initially on the conceptual framework of basic accounting techniques such as the preparation of financial reports, annual and capital budgeting, cost accounting and analysis of financial statements. It will also discuss in detail the role of budgeting at various levels throughout the organization. This course will prepare the student to understand the nuance of the annual report from a non-accounting management perspective.

- **HC 320 CURRENT ISSUES IN HEALTHCARE MANAGEMENT**  
  This course will cover current issues in the local and national healthcare landscape. It will address the matters that affect the ever changing health care environment on the patient, practitioner and health care manager. Professionals in a specific field will be invited to share current topics or significant medical research that is new and cutting edge in order to bring pertinent relevance to the students other coursework.

- **HC 330 HEALTHCARE FINANCE AND REIMBURSEMENT ISSUES**  
  Current topics related to the ever changing finance and reimbursement process in today’s complex healthcare environment. A different current topic will be covered and discussed in detail as necessary.

- **HC 340 HEALTHCARE INFORMATION SYSTEMS**  
  This course is designed to give the student a working knowledge of health care delivery systems; the health information profession; the definition and the purpose of the medical record; the systems and processes for collecting, maintaining and disseminating health information; numbering, retention and storage of medical information; forms control and design; indexes and registers; release of patient information, security, privacy, confidentiality, and ethical issues; documentation requirements; regulatory requirements of healthcare organization, accrediting and licensing agencies, and computerized information management systems utilized by health information management departments.
HEALTHCARE HUMAN RESOURCE MANAGEMENT

This course will present relevant and current human resource implications to practitioners, consultants and other managerial professionals in various healthcare settings. This unique course satisfies the continuous need for current, topical information on healthcare management in the ever-changing context of the healthcare industry, including a thorough discussion of healthcare reform’s impact on the HR function. Issues specifically related to ethical matters and diversity in the healthcare environment will be presented.

INTERNATIONAL INTERNSHIP IN HEALTHCARE MANAGEMENT

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 the demands of the healthcare workplace.

HISTORY

WORLD HISTORY

An introduction to the concept, definition, and applicability of the terms history and world history and an examination of select historical developments, cross-cultural contacts, and political, social and cultural events of modern civilizations.

AFRICAN HISTORY

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.

SURVEY OF LATIN AMERICAN CIVILIZATION

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.

SURVEY OF MIDDLE EASTERN CIVILIZATION

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.

- **HS493 | As Needed**  
  **READINGS IN HISTORY**  
  4 CREDITS  
  PREREQUISITES: 12 hours in History, Senior standing and consent of instructor.  
  Directed intensive reading with focus on a select topic. May be repeated once for credit.

- **HS494 | As Needed**  
  **TOPICS IN AMERICAN HISTORY**  
  4 CREDITS  
  PREREQUISITES: One 300-level history course and consent of instructor  
  Critical study of a select topic concerning specific aspects of American history. Emphasis will be placed on the use of primary sources. The topics will vary. May be repeated once for credit.

### HUMANITIES

- **HM101 | as needed**  
  **HUMANITIES I**  
  4 CREDITS  
  PREREQUISITE: NONE  
  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 | as needed**  
  **HUMANITIES II**  
  4 CREDITS  
  PREREQUISITE: PLACEMENT ABOVE EN123  
  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 | as needed
HUMANITIES III
4 CREDITS | PREREQUISITE: PLACEMENT ABOVE EN123
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 | as needed
INTRODUCTION TO ART
4 CREDITS | PREREQUISITE: NONE
Analysis of the visual arts such as painting, drawing and contemporary visual media, with emphasis both on composition and cultural and social influences.

HM120 | as needed
INTRODUCTION TO MUSIC 4 CREDITS | PREREQUISITE: NONE
Study of music fundamentals, rhythmic structure, and form, together with listening lessons to illustrate different forms of music.

HM149 | as needed
INTRODUCTION TO FILM STUDIES
4 CREDITS | PREREQUISITE: placement above 125.
Students watch and discuss outstanding movies. This course will focus primarily on a survey of genres, directors, aesthetics, and cultural relevance. Students discuss the nature of art and analyze the tools used to achieve the director’s purpose.

HM210 | as needed
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 methodologies.

HM211 | as needed
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.

HM230 | Winter/Even Year
MYTHOLOGIES OF THE WORLD 4 CREDITS
PREREQUISITE: placement above 125
Study of the relation between myths and the cultures that create them. Contemporary fiction influenced by the Myths from Africa, Asia, Europe, and the Americas.

HM279 | Fall/Winter/Spring
EAST-WEST SIGNATURE COURSE
4 CREDITS | PREREQUISITES: EN157 and sophomore standing.
An interdisciplinary examination of the challenges and opportunities created by the contact of different cultural groups. Required for all graduating students.

HM280 | as needed
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 AA in Liberal Arts degree and should be taken in the last quarter of their pursuit of that degree.

HM491 Fall | Winter | Spring
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.
**ISLAMIC STUDIES**

- **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, worships 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.

MANAGEMENT

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&E 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.

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

MT123 | Fall/Winter/Spring/Summer
INTRODUCTION TO 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.

MT153 | Fall/Winter/Spring/Summer
GENERAL EDUCATION MATH
4 CREDITS | PREREQUISITE: MT123 or placement
Topics include systems of linear equations and inequalities, sets, operations on sets, Venn diagrams, geometry, sequential counting principle, combinations and permutations and basic concepts of probability, and statistics.

MT155 | Fall/Winter/Spring/Summer
INTERMEDIATE ALGEBRA
4 CREDITS | PREREQUISITE: MT123
Topics include factoring, solutions of quadratic equations, logical statements, arithmetic in different number bases, especially binary, octal and hexadecimal, by factoring, rational expressions, simplification of radicals and exponents, the quadratic formula, graphing and applications to be used throughout the course.

MT158 | Fall/Winter/Spring
COLLEGE ALGEBRA
4 CREDITS | PREREQUISITE: MT155 with “C” grade or 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.

**MEDICAL OFFICE TECHNOLOGY**

- **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.

- **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, Campus. 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.

- **MD117 | As Needed**
  **MEDICAL TERMINOLOGY**
  4 CREDITS | PREREQUISITE: Certificate program or consent of the Program Director

- **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 place 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.

- **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.
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.

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.

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.

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.

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.

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.

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.

OA231 | Spring
SPECIAL PROJECTS IN OFFICE ADMINISTRATION
4 CREDITS | PREREQUISITE: OA109 or consent of instructor
This course provides intensive instruction in select areas of office skills relevant to aspects of Office Administration. Appropriate internships may be provided if applicable.

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.

PH101 | 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.

PH111 | Fall/Winter
COLLEGE PHYSICS LABORATORY I
2 CREDITS | PREREQUISITE: MT160 COREQUISITE: PH110
Labs in mechanics, hydraulics, sound, electricity, and optics are conducted pertaining to the theory covered in PH110.

PH110 | 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 circuitual 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.

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.
PS204 | Fall/Winter/Spring
THINKING AND WRITING IN PSYCHOLOGY
4 CREDITS | PREREQUISITE: PS101
Introduction to thinking, writing, and career options in psychology and related fields. Serves as an orientation to the psychology major. Emphasizes academic skills such as critical thinking in the field of psychology, writing in APA style, effective communication, and making logical arguments. Provides resources and tools to effectively use a psychology degree. A writing intensive course.

PS310 | Spring
URBAN PSYCHOLOGY
4 CREDITS | PREREQUISIT IES: PS101 & Junior standing
The application of psychological concepts and social research techniques in the study of urban problems. A review of the psycho-historical 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 | PREREQUISIT IES: 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 | PREREQUISIT IES: 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.

PS322 | Spring
ETHICS IN PSYCHOLOGY
4 CREDITS | PREREQUISIT IES: PS101 & Junior standing
Focuses on ethical principles and standards in psychology. Explores application of ethical principles, professional ethical codes, and legal considerations to case examples involving psychology professionals in their work with research participants and clients, including effects on all stakeholders and affected parties.

PS330 | Fall
ABNORMAL PSYCHOLOGY
4 CREDITS | PREREQUISIT IES: 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 psycho-physiologic, autonomic and visceral disorders are covered.

PS340 | Winter
COGNITIVE/BEHAVIOR PSYCHOLOGY
4 CREDITS | PREREQUISIT IES: PS101 & Junior standing
Introduces behavioral psychology and addresses the basic principles of learning theory. Applies these theories to clinical practice in terms of the treatment of mental
disorders through behavior modification in diverse environments. Introduction to cognitive psychology. Topics include the history and methods of cognitive psychology, cognitive neuroscience, attention, knowledge representation, language, problem solving, decision-making, cognitive development, and human and artificial intelligence. Emphasizes developing an understanding of how cognitive psychologists study the human mind and on appreciating the wonder, complexity, and creativity of the human information processing system.

- **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.

- **PS342 | Winter**
  **INTRODUCTION TO NEUROPSYCHOLOGY**
  4 CREDITS
  **PREREQUISITES:** PS101 & Junior standing
  Introduction to human neuropsychology. Topics covered include foundations of neuropsychology, structure of the nervous system, brain-behavior relationships, functional specialization of the brain, cognitive functions, and assessments of brain disorders and related biopsychological conditions.

- **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.

- **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.
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 | Fall/Winter/Spring
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.

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.

SC315 | Spring
COMMUNITY HEALTH ISSUES
4 CREDITS | PREREQUISITES: SC101 & Junior standing
Cover issues of the medically uninsured, socially differential access to health care and
clinical trials, medicalization of deviance, the opioid addiction epidemic, emergent contagious diseases such as Ebola and SARS, the sociology of the training of medical professionals, water quality crises in cities such as Flint, Michigan, the prevalence of gun violence as a public health issue in Chicago, the rise of depression among young people, how big health care and pharmaceutical industries dictate government health policies, disparities in life expectancy by zip code in Chicago.

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.

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, MT153 OR 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
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.

SC424 | Fall/Winter
ISSUES IN WELFARE
4 CREDITS
PREREQUISITEST: 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 | PREREQUISITEST: SC320
COREQUISITE: SC424
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.

SC494 | As Needed
CONTEMPORARY TOPICS IN SOCIOLOGY
4 CREDITS | PREREQUISITEST: 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.
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Regional Manager
Ms. Briana Johnson
Leasing Manager “The Flats at East-West University” is managed by CA Management Services.
**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 150 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.

I- 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.