



## 2017-2018 Catalog Addendum

**This catalog addendum includes information relating to updates since the publication of the 2017-18 South College Catalog. Aspects of the 2017-2018 Catalog and Addendum will remain in affect until a new catalog edition is published.**

### **Page 1 – Addition of Atlanta Learning Site**

**Atlanta Learning Site – 2600 Century Parkway NE, Suite 110, Atlanta GA 30345  
(404) 748-1225**

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### **Page 5 – Addition to Non-Discriminatory Policy**

South College is an equal opportunity college open to any qualified individual without regard to race, religion, sex, age, color, national or ethnic origin, sexual orientation, or disability. Pursuant to all applicable federal anti-discrimination laws, including Section 504 of the Rehabilitation Act of 1973, and regulations, South College does not discriminate against any of the protected categories of individuals in the administration of policies, programs, or activities. This nondiscrimination policy includes admission policies, loan programs, employment practices, and all other college-administered programs. The following individuals are charged with ensuring South College’s compliance with these laws: Dean of Student Services (Main Campus & Parkside Learning Site) 3904 Lonas Drive, Knoxville, TN 37909, Phone: 865-293-4539; Dean of Academic and Student Services (Asheville Learning Site), 140 Sweeten Creek Road, Asheville, NC 28803, Phone: (828) 398-2566; Dean of Academic and Student Services (Nashville Learning Site), 616 Marriott Drive, Suite 550, Nashville, TN 37214, Phone: (629) 802-3015; Dean of Academic and Student Services (Atlanta Learning Site), 2600 Century Parkway NE Suite 110, Atlanta GA 30345, Phone (404) 748-1225.

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### **Page 6 – Addition to History**

In 2018, the institution opened a Learning Site in Atlanta, GA.

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### **Page 7 – Addition to Master’s and Baccalaureate Degree Programs**

Master of Science in Information Technology (MS)  
Bachelor of Business Administration w/Concentration Finance (BBA)  
Bachelor of Business Administration w/Concentration Management & Leadership (BBA)  
Bachelor of Business Administration w/Concentration Social Media Management (BBA)  
Bachelor of Science in Information Technology (BS)

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## **Page 8 – Addition to Associate Degree Programs, Certificate Programs, and Accreditation and Affiliations**

AS Dental Hygiene (AS)  
AS Information Technology (AS)

CERT Dental Assisting

The South College Atlanta Learning Site has been authorized under the Nonpublic Postsecondary Educational Institutions Act of 1990 to offer instruction in the programs listed on the Nonpublic Postsecondary Education Commission website ([www.gnpec.org](http://www.gnpec.org)).

California – South College is recognized as an Out of State Registered Institution with the Bureau for Private Postsecondary Education.

Massachusetts – Massachusetts is now a member of NC-SARA.

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## **Page 10 – Revision to CAAHEP Contact Information and Addition of IACBE and CODA Information**

### *Associate of Science in Diagnostic Medical Sonography*

The South College Associate of Science in Diagnostic Medical Sonography – General program offered at the Knoxville campus was granted the initial 5 year accreditation award on July 16, 2015 by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) (25400 U.S. Highway 19 North, Suite 158, Clearwater, FL 33763, 727-210-2350, [www.caahep.org](http://www.caahep.org)). The next review is anticipated for 2020.

The South College Associate of Science in Diagnostic Medical Sonography – General program offered at the Asheville campus was granted the initial 5 year accreditation award on November 17, 2017 by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) (25400 U.S. Highway 19 North, Suite 158, Clearwater, FL 33763, 727-210-2350, [www.caahep.org](http://www.caahep.org)). The next review is anticipated for November 2022.

### *Associate, Baccalaureate, and Master's Business Programs*

In February 2019, the School of Business & Technology has been awarded the status of Candidate for Accreditation by the International Accreditation Council for Business Education (IACBE). In granting candidacy status, the IACBE has determined that the South College business programs are eligible for accreditation (<http://iacbe.org/memberpdf/SouthCollege.pdf>).

### *Associate of Science Dental Hygiene*

#### *Certification Dental Assisting*

The Dental Hygiene and Dental Assisting programs have received “Initial Accreditation” through the Commission on Dental Accreditation (CODA).

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## **Page 12 – Revision to CAAHEP Contact Information**

### *Certificate in Surgical Technology*

The Certificate in Surgical Technology program offered at the Asheville campus is accredited by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)), 25400 U.S. Highway 19 North, Suite 158, Clearwater, FL 33763, 727-210-2350, based upon the recommendation of the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC-STSA). Accreditation was granted in 2009 for 10 years with the next site visit anticipated in 2019.

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## **Page 14 – Addition to South College Campuses Section**

Located at 2600 Century Parkway NE in Atlanta, GA is an additional learning site of South College. The institution is currently completing renovations for this facility in 2018. Over 37,000 square feet of space is being utilized by the institution currently with plans for expansion. Current space includes modern lecture classrooms, specialty laboratories

equipped with up-to-date equipment, a student center, a computer laboratory, faculty/staff offices and work areas, and the resource center/library. Parking is provided for students, faculty, and staff.

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### **Page 15 – Revision to General Undergraduate Admission Requirements**

#### **GENERAL UNDERGRADUATE ADMISSION REQUIREMENTS**

In order to be considered for general undergraduate admittance to South College, the prospective student must provide proof of high school graduation from an acceptable high school or the equivalent (GED/HiSET) and meet one of the following:

1. Obtain the specified score on the college-administered entrance examination. Score requirements for admission can be obtained from the Admissions Department.
2. Submit a minimum SAT combined score of 830. Essay section not required.
3. Submit a minimum ACT Assessment composite score of 17.
4. Provide evidence of completion of an associate degree or above from an accredited institution with a minimum cumulative grade point average of 2.00.
5. Evidence a 2.5 cumulative high school GPA.

#### **Addition to Below Paragraph in Admissions – MS Information Technology**

Applicants to graduate programs (PharmD, DPT, EdS, MHS in Physician Assistant Studies, MEd in Teacher as Instructional Leader and Elementary Education (K-5) Initial Licensure, MBA, MS in Information Technology, MS in Nursing, MS in Criminal Justice, or Graduate Certificate programs should visit the section of the catalog dedicated to these programs for information regarding all admission and application procedures and/or the website indicated above.

South College does not accept undocumented foreign nationals.

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### **Page 16 – Revision to Admission of Transfer Students**

#### **ADMISSION OF TRANSFER STUDENTS (NON-DEGREE HOLDERS)**

To be eligible for undergraduate general admission, transfer students must be a high school graduate from an acceptable high school or have earned the equivalent (GED) and meet the following stipulations:

1. Transfer from an accredited collegiate institution.
  2. Have earned a minimum of 23 quarter/15 semester hours with an overall cumulative grade point average of not less than 2.0 (only college level academic courses are applicable).
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### **Page 18 – Revision to Transferability of Credit (Undergraduate) Section**

Revise the following sentence to reflect a change from 60% to 75% and add the requirement for final term to be completed at South College.

Acceptance of credits earned at other institutions is limited to 75% of the total hours required for the particular degree or certificate program. Credit for transfer work may not be awarded until the applicable official transcripts are received by South College. The final term of coursework must be completed at South College unless approved by the Chief Academic Officer.

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### **Page 20 – Revision to Math Requirements Section**

Revise requirement #2 (remove requirement to have been taken within the past three years) – Score of 19 or above on the Mathematics section of the ACT Exam. Revise requirement #4 (remove requirement to have occurred in last 10 years) – Successfully have passed or received transfer credit for a higher-level mathematics course.

Add #5 - 5. Received a B or higher in any nonremedial high school math class as evidenced by official high school transcript.

## **Revision – Immunization Requirements Section**

### **IMMUNIZATIONS REQUIREMENTS**

All new students enrolling in onground classes at South College campuses in Tennessee and North Carolina are asked to submit certain immunization documentation. Students new to South College should minimally provide proof of immunity to Measles, Mumps, Rubella and Varicella (chicken pox). Students may enroll with documentation of one dose of each required vaccine by the date specified for their enrollment period. The minimum immunization requirements and exemptions to the requirements are discussed in the admissions process.

Students pursuing a Health Profession program at all campuses are required to meet specific program requirements regarding immunization for Hepatitis B and other diseases. The documentation required for program-required immunizations is outlined during the program admission process.

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### **Page 21 – Please see new schedule of tuition rates for 2018-2019 at the end of this Addendum.**

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### **Pages 22-23 – Addition to Refund of Tuition Section**

3. A full tuition adjustment will be made when a student cancels or drops all classes before the drop/add deadline in any full quarter term. For students whose initial enrollment occurs on a mid-quarter term, a full tuition adjustment will be made when a student cancels or withdraws from all classes in that initial term of enrollment. In both situations, any term or course related fees associated with classes canceled or dropped prior to the drop/add date will also be adjusted from the account. If a student used a book allowance to purchase text books and receives the textbooks, the charge for books will remain on the account.

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### **Page 23 – Revision to State Refund Policy (Tennessee)**

This refund policy will also apply to those students enrolled at the South College Atlanta Learning Site – Revise Heading to State Refund Policy (Tennessee/Georgia).

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### **Pages 23-24 – Addition to Return of Title IV Section**

All Title IV will be returned for terms in which the student has had all tuition and fees fully removed and no attendance is reported due to canceling or withdrawing for all courses during that term.

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### **Page 25 – Addition to Pell Grant Section**

Eligibility for the Federal Pell Grant will be determined as of the drop/add period for each term. The Pell Grant is awarded based on the eligibility of each individual student based on the number of hours for which the student is registered as of the official drop/add date each term. For students who choose to register for a course in which the start and end dates fall after the drop/add date for the full applicable term, the student must register for the course prior to the main term drop/add date in order to be eligible for Pell Grant associated with those hours. For students whose initial enrollment is during a mid-quarter term, Pell Grant eligibility is determined as of the drop/add date of the initial term of enrollment. The addition or removal of courses between that point and the end of the term will not affect Pell Grant awards for that term except in the situation where a student fully withdraws and a Return to Title IV calculation must be conducted. Please see the *Return of Title IV* section of the catalog for further information on eligibility upon withdrawal.

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### **Page 26 – Removal of Federal Perkins Loan**

This program is no longer available.

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## Page 27-28 – Revision to South College TN Reconnect Grant and South College Promise Grant

### South College TN Reconnect Grant

The South College TN Reconnect Grant is available to promote educational opportunities for students who are eligible to receive the TN Reconnect Grant through the State of Tennessee. To receive the Grant, students must be eligible for the TN Reconnect Grant in the current term of enrollment and not be utilizing any other South College institutional grants. The restrictions and terms for the Grant are detailed below.

The South College TN Reconnect Grant is administered as follows:

- This Grant cannot be combined with any other type of institutional grant or scholarship.
- The Grant does not have any cash value. It may be awarded to assist with covering the cost of tuition, fees, and books/required course materials posted to the student's South College account for an applicable term. A credit balance on the student account will not occur as the result of a SC TN Reconnect Grant being awarded for any term. Therefore, a stipend due to a credit balance on an account as the result of the SC TN Reconnect Grant posting will not occur.
- Eligibility for this Grant is determined on a term by term basis. The student must be eligible for TN Reconnect as designated through the TSAC/eGrants website.
- Only undergraduate students pursuing Associate and Certificate level programs are eligible for the SC TN Reconnect Grant. Program eligibility is restricted to those programs that are designated on the South College website, [www.south.edu](http://www.south.edu), as TN Promise eligible programs. South College may update these programs at its discretion. Students who enroll in a South College TN Reconnect Grant program will continue to receive the grant as long as all other eligibility criteria have been met and there is no break in enrollment.
- Students who break enrollment for any reason are subject to updated grant rates as designated by the catalog under which his/her current enrollment falls. The South College TN Reconnect Grant is subject to change at the discretion of the college. Awards made to eligible students will not change as long as the student maintains continued enrollment and eligibility as outlined above.
- The Grant disbursement schedule is as follows:

Ground Campus Students:

- 10 or more hours: \$1,000 per term
- 6-9 hours: \$500 per term
- 1-5 hours: \$250 per term

Online Students:

- 6 or more hours: \$500 per term
- 1-5 hours: \$250 per term

### South College Promise Grant

The South College Promise Grant provides our students outside of Tennessee with a similar level of tuition support that our Tennessee students receive as a part of the TN Promise Scholarship program. TN Promise is a publicly funded state scholarship available to students at eligible institutions like South College. Currently, our students outside Tennessee do not have access to a comparable program in their state.

This South College (SC) Promise Grant is offered to provide assistance for recent high school graduates in order to help keep student loan debt to a minimum. The SC Promise Grant totals \$12,000 awarded equally over the first 4 terms of enrollment at an eligible South College campus.

South College Promise Grant Eligibility Requirements and Rules:

- Student must have graduated from high school within the past year from an accredited high school or an approved home school program. He/she must enroll by the Fall term following the high school graduation date. (i.e. a December graduate would need to enroll by the Fall term of the following year)
- Student must be able to provide proof of U.S. citizenship.
- Student must not have been previously enrolled in any South College campus, with an exception being made for Dual Enrollment students.
- Students must be enrolled in an eligible South College campus at a full-time status (12 credit hours or more) in each term for which they receive the SC Promise Grant.
- Students must maintain a term GPA of 2.0 or higher each term to remain eligible for the Grant.

- Only undergraduate students pursuing Associate or Bachelor level programs are eligible for the SC Promise Grant. Students who enroll using the SC Promise Grant will continue to receive the grant as long as all other eligibility criteria have been met and there is no break in enrollment throughout the first 4 terms of enrollment.
- Students who break enrollment for any reason will not be eligible for the SC Promise Grant upon re-entry.
- The \$12,000 SC Promise Grant is applied at a rate of \$3,000 each term over the first four (4) terms of enrollment.
- Eligibility for this Grant is determined on a term by term basis.
- The Grant does not have any cash value. It may be awarded to assist with covering the cost of tuition, fees, and books/required course materials posted to the student's South College account for an applicable term. A credit balance on the student account will not occur as the result of a SC Promise Grant being awarded for any term. Therefore, a stipend due to a credit balance on an account as the result of the SC Promise Grant posting will not occur.
- This Grant cannot be combined with any other type of institutional grant or scholarship.
- enrollment.
- Student must attend a campus eligible for SC Promise Grant: Atlanta, GA and Asheville, NC.
- The Grant disbursement schedule is as follows:
  - Quarter 1: Full-time status \$3,000
  - Quarter 2: Full-time status: \$3,000
  - Quarter 3: Full-time status: \$3,000
  - Quarter 4: Full-time status: \$3,000

### **Addition – South College Closed Institution Transfer Grant**

#### **South College Closed Institution Transfer Grant**

The South College Closed Institution Transfer Grant is available to any eligible student who was enrolled at a Closed Institution that is admitted as a transfer student to South College within 6 months of the Institution closing and who is not receiving 100% coverage of tuition and fees under any VA educational benefit and/or state/federal/institutional/private grant or other scholarship program. This Grant is effective beginning January 2019. South College reserves the right to discontinue this Grant at its discretion.

#### **Eligibility Requirements:**

The South College Closed Institution Transfer Grant is disbursed over four quarters. The Grant amounts are as follows per term:

- Full-Time Onground Full Quarter - \$1,000
- Part-Time Onground Full Quarter or Part-Time Onground 1<sup>st</sup> 5 weeks Only or Midquarter Onground Only - \$500
- Less Than Part-Time - \$250
- Full-Time Online - \$250 per 5 week term (total of \$500 for any quarter)
- Part-time Online - \$125 per 5 week term (total of \$250 for any quarter)

The Grant award is applied against tuition and mandatory fees. The maximum Grant amount for onground students is \$4,000 and for online is \$2,000 during the term of the Grant.

Closed Institution transfer students receiving this Grant must have continuous enrollment through the Grant award period and earn a minimum GPA of 2.0 for each of the terms in the award period. Eligibility for this Grant is determined on a term by term basis and is awarded for no more than 4 consecutive quarters. Eligible students must begin classes at South College no later than 6 months following the closure of the Institution.

The South College Application Fee is waived for all Closed Institution students admitted to South College who receive this Grant.

Please contact the South College Office of Financial Aid or Department of Admissions for more details.

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### **Page 35-36 – Revision to Grievance Procedures to include Georgia Students**

Add the following to the end of the section - Georgia Students – Should there be a grievance that cannot be satisfactorily resolved at the institution level, a student may contact the Georgia Nonpublic Postsecondary Education Commission, 2082

**Page 37 – Replace the Following Policy with the Below**

**SEXUAL MISCONDUCT (TITLE IX) POLICY**

South College is committed to fostering an environment that is free from all forms of sexual misconduct, including sexual discrimination, sexual assault, sexual harassment, domestic violence, dating violence, sexual exploitation, stalking, retaliation, and intimidation. The institution takes steps to increase awareness of such misconduct, to thoroughly investigate reports of sexual misconduct, and to take fair and appropriate actions as warranted. Creating a safe and non-discriminatory campus environment is the shared responsibility of all members of the South College community.

Consistent with Title IX of the Education Amendments of 1972, South College does not discriminate against students, faculty, staff, or third parties based on sex in any of its programs or activities, including but not limited to educational programs, employment, and admission. Sexual harassment, including sexual violence, is a kind of sex discrimination and is prohibited by Title IX and by the institution. Individuals who engage in such conduct are subject to disciplinary action. This policy applies to all students, faculty, staff, and third parties regardless of sexual orientation or gender identity. Further, this policy applies to both on-campus and off-campus conduct if (a) the conduct occurred in connection with an institutional program or activity, or (b) the conduct may have the effect of creating a hostile environment for a member of the South College community.

**Definition of Consent**

Voluntary acquiescence refers to the act or result of reaching an accord; a concurrence of minds; actual willingness that an act or an infringement of an interest shall occur (West's Encyclopedia of American Law, ed.2, 2008). In the context of sexual misconduct, submission due to apprehension or terror is not real consent; there must be a choice between resistance and acquiescence. Consent can be withdrawn at any time. If a person resists to the point where additional resistance would be futile or until his/her resistance is forcibly overcome, submission thereafter is not consent. Past consent does not imply future consent by an individual.

**Conduct Prohibited**

1. **Domestic Violence** includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.
2. **Dating Violence** means violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.
3. **Sexual Assault/Sex Offenses** means any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable.
4. **Stalking** means a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.
5. **Sexual Harassment** means any unwelcome conduct of a sexual nature, such as requests for sexual favors and other verbal, nonverbal, or physical conduct of a sexual nature (e.g. fondling). Gender-Based Harassment is a form of sexual harassment and means unwelcome conduct based on an individual's actual or perceived sex, including harassment based on gender identity or nonconformity with sex stereotypes; it does not necessarily involve conduct of a sexual nature.
6. **Intimidation** means to make an individual fearful or to put into fear.
7. **Retaliation** refers to the act of seeking revenge upon another individual
8. **Sexual Discrimination** includes all forms of sexual harassment, sexual assault, and sexual violence by employees, students, or third parties against employees, students, or third parties. Students, employees, and third parties are prohibited from harassing other students and/or employees whether or not the incidents of harassment occur on the College campus or during working hours. Discrimination against pregnant and parenting students is another form of sex discrimination that is prohibited.
9. **Sexual Exploitation** occurs when someone takes non-consensual or abusive sexual advantage of another for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of the other sexual misconduct offenses. Examples of sexual exploitation include, but are not limited to:
  - Invasion of sexual privacy;

- Prostituting another student;
- Non-consensual video or audio-taping of sexual activity;
- Going beyond the boundaries of consent (such as letting your friends hide in the closet to watch you have consensual sex);
- Engaging in voyeurism;
- Knowingly transmitting an STI or HIV to another student;
- Exposing one's genitals in non-consensual circumstances;
- Inducing another to expose their genitals;
- Sexually-based stalking and/or bullying.

Source: Title IX Resource Guide (April, 2015), <http://www2.ed.gov/about/offices/list/ocr/docs/dcl-title-ix-coordinatorsguide-201504.pdf>.

### **Reporting Policies and Protocols**

South College is committed to responding promptly and effectively when it learns of any form of possible discrimination based on sex that involves a student, employee, or third-party affiliate against a student at any location including campus/clinical/student teaching/practicum/internship/fieldwork site. South College's Title IX Coordinator and Deputy Title IX Coordinators are responsible for overseeing all Title IX incidents reported to the institution and for implementation of this policy, including but not limited to, identifying and addressing any systemic gender-based harassment, discrimination, and sexual misconduct. Matters that solely involve employees (no students are involved) should be addressed with an HR representative and are governed by the institution's sexual harassment policy.

Allegations should be reported to the Title IX Coordinator or appropriate Deputy Title IX Coordinator using the Sexual Misconduct (Title IX) Incident Form immediately following the alleged incident of sexual misconduct. All employees, students, and third parties can access the Sexual Misconduct (Title IX) Incident Form on the South College Portal.

Title IX Coordinator for South College (And Currently for Atlanta Campus)

Jeremy Wells, Chief Academic Officer  
3904 Lonas Drive, Knoxville, TN 37909  
jwells@southcollegetn.edu, 865-251-1815

Deputy Title IX Coordinator at the Main Campus and Parkside Learning Site

Ms. Carolyn Hillegas, Dean of Student Services  
3904 Lonas Drive, Knoxville, TN 37909  
chillegas@southcollegetn.edu, 865-293-4539

Deputy Title IX Coordinator at the Asheville Learning Site

Dr. Lisa Satterfield, Dean of Academic and Student Services  
140 Sweeten Creek Road, Asheville, NC 28803  
lsatterfield@southcollegetn.edu, 828-398-2566

Deputy Title IX Coordinator at the Nashville Learning Site

Dr. Stacy Waddell, Dean of Academic and Student Services  
616 Marriott Drive, Nashville, TN 37214  
swaddell@southcollegetn.edu, 629-802-3015

Deputy Title IX Coordinator:

Mr. Randall Carr, Vice President of Talent Management & Human Resources  
3904 Lonas Drive, Knoxville, TN 37909  
randall.carr@southcollegetn.edu, 865-293-4550

### **Confidentiality**

South College encourages complainants of sexual violence to talk to somebody about what happened so that complainants can get the support they need, and so that South College can respond appropriately. Different employees on campus have different abilities to maintain a complainant's confidentiality.



### *Professional Counselors*

Professional, licensed counselors who provide mental-health counseling to members of the school community (and including those who act in that role under the supervision of a licensed counselor) are not required to report any information about an incident to the Title IX Coordinator or appropriate Deputy Title IX Coordinator without a complainant's permission. These counselors will provide information to the College if there is a serious threat to the safety of students and employees.

### *Responsible Employees*

When reporting to responsible employees, who are required to report potential violations of this policy, the complainant can expect South College to take steps to investigate and resolve the situation promptly and equitably. The issue will be reported to the Title IX Coordinator or appropriate Deputy Title IX Coordinator using the Sexual Misconduct (Title IX) Incident form. To the extent possible, the information reported will only be shared with the employees charged with handling the College's response to the report.

The following employees (or categories of employees) are the College's responsible employees:

- All Faculty
- All Clinical Site Preceptors/Instructors
- All Staff

### **Determining Confidentiality**

If a complainant discloses an incident to a responsible employee but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or disciplinary action taken, the institution will weigh that request against its obligation to provide a safe, non-discriminatory environment for all students, including the complainant. If the request for confidentiality is honored, a complainant must understand that the institution's ability to meaningfully investigate the incident and pursue disciplinary action against the alleged perpetrator(s) may be limited. Although rare, there are times when the College may not be able to honor a complainant's request in order to provide a safe, nondiscriminatory environment for all students. All requests for confidentiality will be determined by the Title IX Coordinator.

### **Retaliation Prohibited**

Retaliation against any person who alleges a violation of the Sexual Misconduct Policy or who reports or assists South College in the investigation of a complaint under this policy may result in disciplinary action up to and including termination or dismissal by South College. Retaliation against any person who is a respondent to an alleged sexual misconduct violation is prohibited as well. South College will take steps to protect all parties from retaliation or harm and will work with the complainant to create a safety plan. Any alleged retaliation should be reported to the Title IX Coordinator or appropriate Deputy Title IX Coordinator.

### **Assistance for Reported Complainants of Sexual Misconduct**

South College will provide assistance to reported complainants of sexual misconduct. Among other possible actions, the College may:

- institute a no contact directive in writing by the Title IX Coordinator or appropriate Deputy Title IX Coordinator to all persons involved in the incident once a report has been made. Failure of a complainant or a respondent to abide by this directive may be subject to disciplinary action.
- assist the complainant(s) in accessing available complainant advocacy, academic support, counseling, disability, health or mental health services, and legal assistance both on and off campus.
- provide other security and support, which could include helping arrange course schedules (including for the alleged perpetrator pending the outcome of an investigation) or adjustments for assignments or tests.
- inform the complainant(s) of the right to report a crime to campus or local law enforcement and provide the complainant(s) with assistance if determination is made to do so.

### **Informal Complaint Process**

In some cases, the complainant may feel that a situation can be remedied without going through the formal complaint process. In this case, the Title IX Coordinator and appropriate Deputy Title IX Coordinator will work with the complainant and respondent to determine a resolution to the complaint. At any time, the complainant or institution may elect to transition the proceedings to the Formal Complaint Process. A complainant may also request to go through the Informal Complaint Process after a formal investigation has been completed. South College will allow an informal complaint to

proceed only if the potential remedies to the alleged misconduct do not involve the possibility of serious disciplinary action (e.g. suspension or dismissal).

### **Formal Complaint Process**

Once South College is aware of a reported incident of sexual misconduct, the Title IX Coordinator or assignee, together with a Deputy Title IX Coordinator, will conduct an investigation to determine if the allegation(s) have merit, as well as to determine if the allegations should be pursued through a hearing by the Title IX Conduct Committee.

The following guidelines will govern an Investigation:

- Title IX investigations should be concluded within (60) days of receipt of a report, unless there are extraordinary circumstance in which a longer period will be permitted. Both the complainant(s) and the respondent(s) will be notified in writing should an extension be required.
- If the investigation results indicate that the complaint should not proceed to a review by the Title IX Conduct Committee, both parties (complainant and respondent) will be informed in writing within (14) business days of the decision that the complaint was dismissed without further proceedings. Should the complainant wish to appeal this decision, he/she should follow the Appeal Process listed in the last section of this policy.
- If the investigation results indicate that a complaint should proceed to a review by the Title IX Conduct Committee, both parties (complainant and respondent) will be informed within (14) business days of the decision. The formal hearing by the Title IX Conduct Committee will then occur within (14) business days of the notification.
- Each party will have access to review the statements and documents relied upon by the Title IX investigators in reaching the decision.

While not required, each party may choose an advisor (attorney or otherwise) at his/her own expense to assist during the investigation and hearing process. While the advisor may be present, s/he cannot verbally participate in either process. All statements and testimony must come solely from the parties and their witnesses. If the desired advisor is an employee of the institution, the Title IX Coordinator may determine that there is a conflict of interest and require that an alternative advisor be used.

At least (3) business days prior to the hearing, both the complainant and the respondent will schedule a pre-hearing consultation with the Title IX Coordinator and/or appropriate Deputy Title IX Coordinator to discuss the issues and facts that will likely be presented at the hearing, submit written questions for the opposing party, provide any witness or advisor information, ask procedural questions, submit a written statement, and submit evidence to be presented during the hearing if desired.

The following guidelines will govern the Title IX Conduct Committee:

- The Title IX Conduct Committee will be composed of a minimum of three trained South College officials.
- The parties will receive the names of the Committee Members in advance of the hearing and will have (2) business days to object to the membership based on alleged bias or conflict of interest. The Title IX Coordinator and appropriate Deputy Title IX Coordinator will jointly decide the merits of the objection and will replace a Committee Member if necessary.
- The decision of the Committee will be based on a preponderance of evidence standard (i.e. “more likely than not”).
- The Title IX Coordinator and/or appropriate Deputy Title IX Coordinator will deliver the investigation report and be present throughout the hearing, but will not act as a Committee Member.
- The Chair of the Committee will be selected by the Committee Membership. The Chair will ask questions submitted by the parties and may rephrase or omit them based on professional judgement. All Committee Members may ask questions, the Chair may rephrase or filter if necessary. The parties may also be allowed to ask question at the discretion of the Chair.
- In all cases, whether the respondent is present or not, the evidence in support of the allegations shall be presented and considered. Should the respondent fail to appear for the hearing, a plea of “not in violation” shall be recorded for the respondent’s behalf and the hearing will proceed.
- Either the complainant or respondent may request to participate in the proceedings via video conferencing as long as both parties and the Committee Members may see each other and the witnesses. Participation via telephonic conferencing alone is not allowed.
- The complainant and the respondent have the right to hear all evidence, present evidence, testify, and hear and question witnesses. Direct questioning of witnesses by the respondent or complainant may be limited. All initial

questions for witnesses must be submitted by the complainant and respondent prior to the hearing; the Title IX Conduct Committee Members determine if the questions are appropriate and control the questioning.

- After the hearing, the Committee will determine by majority vote whether a violation of the Title IX policy has occurred and will notify both parties of the decision in writing within (14) business days.
- If it is determined that a violation has occurred, both parties will have (3) business days from the time they receive the Committee's written decision to submit a written impact statement if they choose. An impact statement allows the parties to express what penalty they feel is deserved and what impact that might have on them.
- Within (14) business days of receiving the impact statement(s), the Committee will notify all parties in writing of the Committee's findings and sanctions imposed, if any.

### **Sanctions for Sexual Misconduct**

The following sanction(s) may be imposed upon any individual student found to be in violation:

- Issuance of a formal, written warning and reprimand (status of probation may be imposed)
- Issuance of a suspension or a required leave of absence for a period of time, contingent upon the student meeting specified conditions
- Dismissal from the college without possibility of re-admission

In cases of third parties and employee sanctions, South College will take prompt and effective action to stop the harassment and prevent its recurrence upon notice of the harassment. The sanctions taken by South College will differ depending on the level of control that the College has over the third party. For employees, the following sanction(s) may be imposed upon any individual employee found to be in violation of the South College Employee Handbook/Title IX rules:

- Issuance of a verbal warning
- Requirement of training
- Issuance of a suspension (with or without pay), contingent upon the employee meeting specified conditions for returning
- Issuance of a written warning with formal counseling (status of probation may be imposed)
- Termination of employment

### **Appeal Process**

Should the complainant and/or respondent wish to appeal the decision of the investigation, or the decision of the Title IX Conduct Committee, an appeal must be submitted within (7) business days of delivery of the decision. The appeal must be in writing and submitted to the Vice Chancellor of Institutional Advancement and Effectiveness. The appeal may be filed only to determine whether the investigation or hearing was conducted fairly and in conformity of the procedures or to determine whether the sanction(s) imposed were appropriate. An appeal received that does not address one of these areas will be dismissed without further consideration. A complete review of the appeal will be made by the Vice Chancellor within (14) business days after receipt of the appeal and additional information. In the event an extension is needed for this review, the individual making the appeal will be notified. A written decision will be issued to the respondent, complainant, and the Title IX Coordinator and/or Chair of the Title IX Conduct Committee.

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## **Pages 44-48 – Revision to South College Satisfactory Academic Progress**

### **SOUTH COLLEGE SATISFACTORY ACADEMIC PROGRESS**

(Effective Fall Quarter 2018)

A student must make measurable progress toward the completion of his/her course of study. Poor performance, such as failing grades or withdrawals from courses, may result in satisfactory academic progress issues. Successful completion of all scheduled courses each term is very important.

Minimum standards of satisfactory progress as defined in this catalog apply to all students. *Individual academic programs, particularly graduate programs, may require additional qualitative and quantitative standards for continued matriculation in those programs. Please see the catalog section and program handbooks for the chosen program and carefully review all requirements.*

For the purpose of determining whether or not a student is making such progress, the college has established minimum satisfactory progress standards that stipulate that students must meet required minimum standards according to a prescribed schedule in three areas for their current program.

- Maintain a minimum cumulative grade point average (CGPA);

- Maintain a minimum cumulative course completion rate (CCCR); and
- Complete program of study in not more than one and one-half times the required program length (maximum program length) measured in credit hours.

For purposes of satisfactory progress evaluation, all courses attempted in a quarter are included (i.e., on-ground, on-line, midquarter, full-quarter, etc.).

### *Maximum Program Length*

A student must complete the entire program in which he/she is enrolled within one and one-half times the normal program length as measured in credit hours or face suspension from the institution. Extension of the student's initial maximum time frame will be allowed for program changes and double majors. Students are allowed to appeal academic suspensions related to maximum program length.

### *Course Attempts*

All courses in which the student was enrolled after the drop/add deadline published for each quarter will be counted in the cumulative credit hours attempted. This includes letter grades of A, B, C, D, and F, the passing grade of P, an incomplete grade of I, and a withdrawal passing grade of W.

### *Course Repeats*

All repeated courses will be included in credit hours attempted. Earned credits (credit hours awarded for passed courses) will be counted only once regardless of the number of times a course has been repeated and passed. The last grade received will replace any previous course grades in the calculation of the cumulative grade point average unless the last grade is a W or N. When one of these is the last grade, the previous grade will continue to be used in the cumulative GPA calculation. Students may retake a course which has been successfully completed in order to improve their CGPA.

### *Incomplete Courses*

The credits for incomplete courses will be counted as hours attempted but not earned in the quarter of enrollment if the I grade is present at the time that progress is evaluated. Incomplete grades must be cleared by the end of the first week of the subsequent quarter (unless special approval is received from the campus Dean). An incomplete grade not cleared by the deadline will be changed to an F. If an incomplete grade is cleared to a passing grade, the course credits will be counted as hours earned as well as attempted. The final grade awarded is included in the calculation of the cumulative grade point average.

### *Transfer Students*

Transfer students will be considered to be making satisfactory progress at the time of their transfer to South College. Transfer credits awarded will be included in both hours attempted and hours earned for the purposes of satisfactory progress evaluation. Grades for transfer credits awarded from other postsecondary institutions are not included in the CGPA. South College accepts transcripts for transfer credit evaluation throughout the students' academic program with verification that all limits placed on total allowable transfer credits will not be exceeded. Transfer credits affect students' cumulative course completion rate.

### *Change of Program*

Students are allowed a maximum of two program changes unless approval is given. Changing from an associate level program to a baccalaureate level program in the same area is not considered a change of program. Program changes become effective at the beginning of the subsequent quarter that the program change form is completed. Satisfactory progress status is determined based on all courses attempted for the currently declared program and all transfer credits awarded for declared programs.

**Students Who Were Last Enrolled at South College Before October 1, 2018** - These students will have their prior satisfactory progress status carried forward. Their progress after that time will be evaluated based on the current satisfactory progress policy.

## **MINIMUM STANDARDS OF SATISFACTORY PROGRESS**

Satisfactory academic progress is evaluated qualitatively, in terms of cumulative grade point average, and quantitatively, in terms of credit hours earned versus credit hours attempted at the end of each quarter. Students are evaluated based on the

number of attempted credits associated with the ranges listed in the following tables according to the designated standard. These are minimum standards of satisfactory progress. Failure to satisfactorily complete scheduled courses in any term will hinder progress toward graduation and may result in satisfactory progress issues. Changes in Satisfactory Academic Process status are communicated to students in writing via letter. It is very important that the student report any changes in address to the Registrar's office at the associated campus.

### *Certificate Programs*

<b>Evaluation Checkpoint/ Credit Hours Attempted</b>	<b>Cumulative GPA Required</b>	<b>Cumulative Completion Rate Required</b>	<b>Result if Not Met</b>
1-24.99% of Program Length	1.00	30%	Students in this category not meeting minimum requirements are placed on one quarter of SP Warning. If the minimum requirements are not reached during that period, the student is placed on SP Suspension.
25-49.99% of Program Length	1.50	50%	Students in this category not meeting minimum requirements are placed on one quarter of SP Warning. If the minimum requirements are not reached during that period, the student is placed on SP Suspension.
50%+ of Length	2.00	66.67%	Students in this category not meeting minimum requirements are placed on one quarter of SP Warning. If the minimum requirements are not reached during that period, the student is placed on SP Suspension.
100% Maximum Program Length	2.00	66.67%	Students in this category not meeting the minimum requirement are placed on SP Suspension.

### *Degree Programs*

<b>Evaluation Checkpoint/ Credit Hours Attempted</b>	<b>Cumulative GPA Required</b>	<b>Cumulative Completion Rate Required</b>	<b>Result if Not Met</b>
1-35 Credits Attempted	1.00	30%	Students in this category not meeting minimum requirements are placed on one quarter of SP Warning. If the minimum requirements are not reached during that period, the student is placed on SP Suspension.
36-71 Credits Attempted	1.50	60%	Students in this category not meeting minimum requirements are placed on one quarter of SP Warning. If the minimum requirements are not reached during that period, the student is placed on SP Suspension.
72+ Credits	2.00	66.67%	Students in this category not meeting minimum requirements are placed on one quarter of SP Warning. If the minimum requirements are not reached during that period, the student is placed on SP Suspension.
100% Maximum Program Length	2.00	66.67%	Students in this category not meeting the minimum requirement are placed on SP Suspension.

### **SATISFACTORY PROGRESS WARNING**

Students not achieving the required minimum standards (either CGPA or CCCR) at the end of any quarter will be placed on satisfactory progress warning for one quarter. Students on satisfactory progress warning are eligible for federal financial assistance.

At the end of the warning term, if the student has not met the minimum CGPA and/or completion rate requirements, the student will be suspended from the college for failure to make satisfactory progress and at that time is not eligible for Title IV funds. Students in warning status that meet the cumulative minimum standards at the end of the warning term are considered to be making satisfactory progress.

### **SATISFACTORY PROGRESS SUSPENSION**

Students not achieving the minimum standards (either CGPA or CCCR) at the end of a warning term will be placed on satisfactory progress suspension. Students reaching 100% of maximum program length with additional required courses will be placed on satisfactory progress suspension. In both cases, the student is not eligible for Title IV funds at the time of suspension. Students may appeal a satisfactory progress suspension. Please see the following section.

## **APPEAL PROCEDURES/SAP PROBATION**

Students who wish to appeal a satisfactory progress suspension must contact the Dean of Academic and Student Services (Asheville) or the Dean of Student Services (Knoxville) who will provide the student with the appropriate forms to complete for the appeal. Appeals must be requested in writing per the deadline communicated in the suspension letter received for the upcoming quarter, or at least two weeks prior to any other quarter.

In addition to the required institutional forms for the appeal, the student must describe in writing the mitigating circumstances that had an adverse impact on satisfactory progress in the academic program. The following is an example list of mitigating circumstances.

- Death of an immediate family member
- Student illness requiring hospitalization (this include mental health issues)
- Illness of an immediate family member where the student is the primary caregiver
- Illness of an immediate family member where the family member is the primary financial support
- Abusive relationships
- Divorce proceedings
- Previously undocumented disability
- Work-related transfer prior to the evaluation point
- Change in work schedule prior to the evaluation point
- Natural disaster
- Financial hardship such as foreclosure or eviction
- Loss of transportation where there are no alternative means of transportation
- Documentation from the Academic Advisor, Institutional Counselor, and/or a Professional Counselor

The student must also provide information as to changes made that will allow the student to meet minimum requirements. Appropriate documentation of all circumstances should accompany the appeal.

Once a written request and associated materials for appeal are received, a hearing will be scheduled with the Satisfactory Progress Committee at the designated campus.

The Satisfactory Progress Committee will determine if the appeal is granted or not. If the appeal is granted, an acceptable academic plan will be established if needed to facilitate program completion. When only one quarter of satisfactory performance is needed to regain Satisfactory Academic Progress, and academic plan will not be established. If an acceptable academic plan is approved, the student must agree with and sign the plan to evidence understanding of all requirements. Students with approved academic plans will be placed in probationary status for the duration of this plan. Students in this status are eligible to receive financial aid if otherwise eligible. Failure to meet the stipulations of an academic plan will result in dismissal and ineligibility to receive financial aid.

If a student appeals and is denied the appeal, or if a student fails to meet stipulations of an academic plan, he/she must remain out of school for at least two quarters. The student can then request an additional appeal for reinstatement, but will be required to demonstrate changes that have occurred that promote an increased possibility of success. If the appeal is granted, an acceptable academic plan will be established to facilitate program completion. If an acceptable academic plan is approved, the student must agree with and sign the plan to evidence understanding of all requirements. Students with approved academic plans will be placed in probationary status for the duration of this plan. Students in this status are eligible to receive financial aid if otherwise eligible. Failure to meet the stipulations of an academic plan will result in dismissal and ineligibility to receive financial aid. A student who subsequently fails to meet an approved academic plan may appeal a second time after six months.

If the appeal is denied a second time or the student fails to meet the stipulations of an academic plan for the second time, the student will be permanently dismissed. Exceptions must be approved by the Vice Chancellor of Institutional Advancement and Effectiveness.

Decisions of the Committee are communicated to the student both verbally following the hearing and via letter, with a copy retained in the student academic file. These decisions are normally considered final, however a student disagreeing with the

action of the Committee may appeal the decision to the Vice Chancellor of Institutional Advancement and Effectiveness. The request for review and the associated reasons must be submitted in writing to the Dean of Academic and Student Services (Asheville, Nashville, and Atlanta) or the Dean of Student Services (Knoxville) within three (3) work days of the SAP Committee Hearing. The decision of the Vice Chancellor is final.

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#### **Page 48 – Revision to Grading System and Calculation of Grade Point Average**

Grades of WF (listed in Grading System) and WP (listed in Calculation of Grade Point Average) are no longer utilized. A grade of W is assigned for course withdrawal by date published in the Academic Calendar for Withdrawal Without Grade Penalty for the associated term. After that date, students will be assigned the letter grade earned in the course at the end of the term.

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#### **Pages 58-59 – Revision of General Education Table**

Removal of credit hour requirements for each category to require designated number of courses only:

Written Communication Courses – Associate Program 2 Courses, Baccalaureate Programs 2 Courses  
Oral Communication Course – Associate Programs 1 Course, Baccalaureate Programs 1 Course  
Mathematics Courses – Associate Programs 1 Course, Baccalaureate Programs 2 Courses  
Humanities Courses – Associate Programs 1 Course, Baccalaureate Programs 2 Courses  
Social Science Courses – Associate Programs 1 Course, Baccalaureate Programs 3 Courses  
Natural/Basic Science Courses – Associate Programs 1 Course, Baccalaureate Programs 1 Course

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#### **Pages 60-61 – Addition to Programs of Study Knoxville (Main Campus)**

Master of Science in Information Technology (MS)  
Bachelor of Business Administration w/Concentration Finance (BBA)  
Bachelor of Business Administration w/Concentration Management and Leadership (BBA)  
Bachelor of Business Administration w/Concentration Social Media Management (BBA)  
Bachelor of Science in Information Technology (BS)  
Associate of Science in Information Technology (AS)

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#### **Page 62 – Addition of Programs of Study Asheville (Learning Site)**

Bachelor of Business Administration w/Concentration in Project Management (BBA)

#### **Removal of Programs of Study Asheville (Learning Site)**

AS Electronical Engineering Technology

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#### **Pages 63 – Addition to Programs of Study Nashville (Learning Site)**

Associate of Science in Dental Hygiene  
Associate of Science in Occupational Therapy Assistant  
Bachelor of Business Administration w/Concentration in Project Management (BBA)  
Bachelor of Science in Health Science (Post-PTA)

#### **Removal of Programs of Study Nashville (Learning Site)**

AS Electronical Engineering Technology  
AS Investigation and Security  
AS Network Administration and Security  
CERT Dental Assisting  
CERT Investigation and Security

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## Page 63 – Addition of Programs of Study Atlanta (Learning Site)

### **Baccalaureate Degree Programs:**

Bachelor of Science in Health Science (BS)  
Bachelor of Science in Health Science (Pre-Physical Therapy) (BS)  
Bachelor of Science in Health Science (Pre-Physician Assistant) (BS)  
Bachelor of Science in Health Science w/Concentration in Computed Tomography (BS)  
Bachelor of Science in Health Science w/Concentration in Diagnostic Medical Sonography (BS)  
Bachelor of Science in Health Science w/Concentration in Magnetic Resonance Imaging (BS)  
Bachelor of Science in Health Science w/Concentration in Radiography (BS)

### **Associate Degree Programs:**

Diagnostic Medical Sonography (AS)  
Health Science (AS)  
Health Science (Pre-Nursing) (AS)  
Health Science (Pre-Pharmacy) (AS)  
Radiography (AS)

### **Certificate Programs:**

Computed Tomography (CT)  
Magnetic Resonance Imaging (MRI)

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## Page 65 – Addition of Information Relating to AS Information Technology Program

### **Associate of Science**

#### **INFORMATION TECHNOLOGY**

The Associate of Science in Information Technology degree program is designed to provide students with the knowledge and skills needed to critically plan, develop, implement, and manage information technology solutions in organizations to meet the needs of users, while understanding the importance of critical thinking, teamwork, and problem-solving.

#### **LEARNING OUTCOMES**

Through completion of the Associate of Science in Information Technology program, students will:

1. Apply knowledge of computing requirements and mathematics for technology solutions in business applications.
    - a. Apply knowledge of applications development.
    - b. Develop scripts for information technology applications.
  2. Analyze a problem and identify the computing requirements for the appropriate solution. Plan, install, manage, and troubleshoot a computer network.
  3. Design and use spreadsheets and database applications for business processes and project tracking.
    - a. Use spreadsheets for business applications and project tracking.
    - b. Design a relational database using Microsoft Access.
- 

## Page 66 – Addition of Information Relating to BBA Program Concentrations and BS Information Technology Program

**BBA Finance Concentration** – The Finance concentration is designed to prepare students with skills necessary for finance careers in financial markets and institutions, investments, or the financial management of organizations. Focus is directed toward the financial elements of business organizations and government units, focuses on investments, corporate finance, financial institutions and international finance. Coursework emphasizes analytical and problem-solving skills.

**BBA Management & Leadership Concentration** - The Management & Leadership concentration is designed to prepare students with skills in decision-making and problem-solving. Focus is directed to the leadership and management of diverse organizations necessary to attain organizational goals. Coursework will emphasize decision making and problem-solving skills.

**BBA Social Media Management Concentration** - The Social Media Management concentration is designed to prepare students to oversee and manage the use of social media concepts. Focus is directed to the use of social media and the



management of a social media strategy to achieve the desired goals of the organization. Coursework emphasizes decision making and problem-solving skills.

#### **Additional Learning Outcomes –**

*Bachelor of Science Business Administration with Concentration in Management & Leadership (Additional)*

1. Apply important terminology, concepts, principles, and theories used in management and leadership when analyzing situations.

*Bachelor of Science Business Administration with Concentration in Finance (Additional)*

1. Integrate analytic and quantitative techniques to develop and implement well-supported decisions.

*Bachelor of Science Business Administration with Concentration in Social Media Management (Additional)*

1. Develop an effective social media strategy that incorporates multiple social media platforms.

### **Bachelor of Science**

#### **INFORMATION TECHNOLOGY**

The Bachelor of Science in Information Technology degree program is designed to provide students with the knowledge and skills needed to critically plan, develop, implement, and manage information technology solutions in organizations to meet the needs of users, while understanding the importance of critical thinking, teamwork, and problem-solving.

#### **LEARNING OUTCOMES**

Through completion of the Bachelor of Science in Information Technology program, students will:

1. Apply knowledge of computing requirements and mathematics for technology solutions in business applications.
  - a. Apply knowledge of applications development.
  - b. Develop scripts for information technology applications.
  - c. Develop computer code for business applications.
  - d. Create, install, and configure virtual machines.
2. Analyze a problem and identify and define the computing requirements for the appropriate solutions.
  - a. Plan, install, manage, and troubleshoot a computer network.
  - b. Apply telecommunications principles to design and configure a network.
  - c. Plan and implement security technology.
3. Design and use spreadsheets and database applications for business processes and tracking.
  - a. Use spreadsheets for business applications and project tracking.
  - b. Design a relational database using Microsoft Access.
  - c. Construct a conceptual database model and write queries for relational databases.
4. Develop an understanding of professional, ethical, legal, security, and social issues and responsibilities. Explain ethical and legal issues impacting information technology.
5. Develop the ability to function effectively on teams to accomplish a common goal.
  - a. Examine the project life cycle, project teams, estimating project times, developing plans, identifying risks, and outsourcing.
  - b. Apply project management techniques to IT projects.
6. Design, implement, and evaluate a computer-based system, process, component, or program to meet desired needs.
  - a. Develop information technology solutions by evaluating user requirements in the systems development environment.
  - b. Develop an information technology solution to a real-world problem including design, implementation, and evaluation of the computer-based system.
7. Develop an ability to communicate effectively with a range of audiences. Develop written and oral presentations of information technology solutions appropriate for a wide range of audiences.

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#### **Page 69 – Revision to the Following Statement**

The Associate of Science in Electrical Engineering degree program is currently offered online only.

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**Page 70 – Revision to the Following Statement**

The Associate of Science in Network Administration & Security degree program is currently offered online only.

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**Page 70 – Addition of AS Information Technology Program Curriculum**

The Associate of Science in Information Technology degree program is currently offered online.

**Associate of Science  
INFORMATION TECHNOLOGY**

<i>AS Information Technology Curriculum</i> .....			<i>92 credits</i>
<b>Area I – Core Curriculum</b> .....			<b>46 credits</b>
Computer Literacy	SCC 1030	Computer & Information Literacy	4
	OTS 2090	Introduction to Word Processing	4
Mathematics	MAT 1500	College Mathematics I	4
	MAT 2500	Statistics	4
Written Communication	ENG 1200	English Composition	4
	ENG 1210	English Composition with Research	4
Humanities	Approved Humanities Elective		4
Communications	COM 1260	Effective Speaking	4
Personal Development	SCC 1010	College Management	2
	SCC 2120	Professional Development	2
	SCC 2150	Interpersonal Communications	2
Science	Approved Science Elective		4
Social Science	Approved Social Science Elective		4
<b>Area II – Major Curriculum</b> .....			<b>46 credits</b>
	BUS 2370	Principles of Management	4
	CST 1040	Spreadsheet Applications	4
	CST 1050	Database Applications	4
	CST 1400	Computer Architecture	4
	CST 1410	Introduction to Networking	4
	CST 1800	Operating Systems	4
	CST 2500	Windows Server	4
	INT 1110	Fundamentals of Information Technology	4.5
	INT 2110	Introduction to Applications Development	4.5
	INT 2120	Introduction to Scripting	4.5
	INT 2210	System Administration & Maintenance	4.5

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**Page 76 – Addition to the Following Statement**

Addition of Asheville and Nashville campuses - The Bachelor of Business Administration w/Concentration in Project Management degree program is currently offered at the Knoxville, Asheville, and Nashville campuses. Several major courses may only be offered in online format.

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**Bachelor of  
BUSINESS ADMINISTRATION  
Concentration in Management & Leadership**

<b>Bachelor of Business Administration W/Concentration Project Mgt Curriculum.....</b>			<b>182.5 credits</b>
<b>Area I – Core Curriculum.....</b>			<b>57.5 credits</b>
Communications	COM 1261	Effective Speaking	4.5
Computer Literacy	SCC 1031	Computer & Information Literacy	4.5
Humanities	Approved Humanities Electives		9
Mathematics	MAT 1100	College Algebra	4.5
	MAT 2501	Statistics	4.5
Personal Development	SCC 1010	College Management	2
	SCC 2120	Professional Development	2
Science	Approved Science Elective		4
Social Science	Approved Social Science Electives		13.5
Written Communication	ENG 1201	English Composition	4.5
	ENG 1211	English Composition with Research	4.5
<b>Area II – Major Curriculum.....</b>			<b>125 credits</b>
	ACC 1001	Accounting I	4.5
	ACC 1011	Accounting II	4.5
	ACC 2031	Business Taxation	4.5
	BBA 3081	Managing Business Ethics	4.5
	BBA 3121	Human Resource Management	4.5
	BBA 3201	Corporate Finance	4.5
	BBA 3511	Business Research Models	4.5
	BBA 4101	Global Business	4.5
	BBA 4131	Strategic Planning	4.5
	BUS 1381	Business Law I	4.5
	BUS 2051	Foundations of Personal Financial Management	4.5
	BUS 2231	Business Communication	4.5
	BUS 2371	Principles of Management	4.5
	BUS 2391	Principles of Marketing	4.5
	BUS 2601	Business Policy	4.5
	CST 1041	Spreadsheet Applications	4.5
	ECO 2751	Principles of Economics I	4.5
	ECO 2761	Principles of Economics II	4.5
	INT 1110	Information Technology Fundamentals	4.5
	OTS 2091	Introduction to Word Processing	4.5
	General Electives (must be any 3000 or 4000 level coursework)		8
<b>CONCENTRATION</b>			
	BBA 3051	Management & Organizational Behavior	4.5
	BBA 3101	Organizational Leadership	4.5
	BBA 4051	Operations Management	4.5
	BBA 4071	Leading Across Cultures	4.5
	BBA 4551	Small Business Management	4.5
	BBA 4901	Current Issues (Capstone)	4.5

**Bachelor of  
BUSINESS ADMINISTRATION  
Concentration in Finance**

<b>Bachelor of Business Administration W/Concentration Project Mgt Curriculum.....</b>			<b>182.5 credits</b>
<b>Area I – Core Curriculum.....</b>			<b>57.5 credits</b>
Communications	COM 1261	Effective Speaking	4.5
Computer Literacy	SCC 1031	Computer & Information Literacy	4.5
Humanities	Approved Humanities Electives		9
Mathematics	MAT 1100	College Algebra	4.5
	MAT 2501	Statistics	4.5
Personal Development	SCC 1010	College Management	2
	SCC 2120	Professional Development	2
Science	Approved Science Elective		4
Social Science	Approved Social Science Electives		13.5
Written Communication	ENG 1201	English Composition	4.5
	ENG 1211	English Composition with Research	4.5
<b>Area II – Major Curriculum.....</b>			<b>125 credits</b>
	ACC 1001	Accounting I	4.5
	ACC 1011	Accounting II	4.5
	ACC 2031	Business Taxation	4.5
	BBA 3081	Managing Business Ethics	4.5
	BBA 3121	Human Resource Management	4.5
	BBA 3201	Corporate Finance	4.5
	BBA 3511	Business Research Models	4.5
	BBA 4101	Global Business	4.5
	BBA 4131	Strategic Planning	4.5
	BUS 1381	Business Law I	4.5
	BUS 2051	Foundations of Personal Financial Management	4.5
	BUS 2231	Business Communication	4.5
	BUS 2371	Principles of Management	4.5
	BUS 2391	Principles of Marketing	4.5
	BUS 2601	Business Policy	4.5
	CST 1041	Spreadsheet Applications	4.5
	ECO 2751	Principles of Economics I	4.5
	ECO 2761	Principles of Economics II	4.5
	INT 1110	Information Technology Fundamentals	4.5
	OTS 2091	Introduction to Word Processing	4.5
	General Electives (must be any 3000 or 4000 level coursework)		8
<b>CONCENTRATION</b>			
	ACC 3301	Federal Income Tax	4.5
	BBA 3231	Financial Markets & Institutions	4.5
	BBA 3501	Managing Financial Investments	4.5
	BBA 3801	International Financial Management	4.5
	BBA 4301	Advanced Corporate Finance	4.5
	BBA 4901	Current Issues (Capstone)	4.5

**Bachelor of  
BUSINESS ADMINISTRATION  
Concentration in Social Media Management**

**Bachelor of Business Administration W/Concentration Project Mgt Curriculum.....182.5 credits**

**Area I – Core Curriculum.....57.5 credits**

Communications	COM 1261	Effective Speaking	4.5
Computer Literacy	SCC 1031	Computer & Information Literacy	4.5
Humanities	Approved Humanities Electives		9
Mathematics	MAT 1100	College Algebra	4.5
	MAT 2501	Statistics	4.5
Personal Development	SCC 1010	College Management	2
	SCC 2120	Professional Development	2
Science	Approved Science Elective		4
Social Science	Approved Social Science Electives		13.5
Written Communication	ENG 1201	English Composition	4.5
	ENG 1211	English Composition with Research	4.5

**Area II – Major Curriculum.....125 credits**

ACC 1001	Accounting I	4.5
ACC 1011	Accounting II	4.5
ACC 2031	Business Taxation	4.5
BBA 3081	Managing Business Ethics	4.5
BBA 3121	Human Resource Management	4.5
BBA 3201	Corporate Finance	4.5
BBA 3511	Business Research Models	4.5
BBA 4101	Global Business	4.5
BBA 4131	Strategic Planning	4.5
BUS 1381	Business Law I	4.5
BUS 2051	Foundations of Personal Financial Management	4.5
BUS 2231	Business Communication	4.5
BUS 2371	Principles of Management	4.5
BUS 2391	Principles of Marketing	4.5
BUS 2601	Business Policy	4.5
CST 1041	Spreadsheet Applications	4.5
ECO 2751	Principles of Economics I	4.5
ECO 2761	Principles of Economics II	4.5
INT 1110	Information Technology Fundamentals	4.5
OTS 2091	Introduction to Word Processing	4.5
General Electives (must be any 3000 or 4000 level coursework)		8

**CONCENTRATION**

BBA 3421	Marketing with Social Media	4.5
BBA 3441	Business Use of Social Media	4.5
BBA 4411	Social Media Strategy	4.5
BBA 4431	Effective Social Media	4.5
BBA 4901	Current Issues (Capstone)	4.5
LGS 4101	Law & Technology	4.5

**Bachelor of Science  
INFORMATION TECHNOLOGY**

<b>BS Information Technology Curriculum.....</b>			<b>183.5 credits</b>
<b>Area I – Core Curriculum.....</b>			<b>58 credits</b>
Computer Literacy	SCC 1030	Computer & Information Literacy	4
	OTS 2090	Introduction to Word Processing	4
Mathematics	MAT 1500	College Mathematics I	4
	MAT 2500	Statistics	4
Written Communication	ENG 1200	English Composition	4
	ENG 1210	English Composition with Research	4
Humanities Communications	Approved Humanities Elective		8
	COM 1260	Effective Speaking	4
Personal Development	SCC 1010	College Management	2
	SCC 2120	Professional Development	2
	SCC 2150	Interpersonal Communications	2
Science	Approved Science Elective		4
Social Science	Approved Social Science Elective		12
<b>Area II – Major Curriculum.....</b>			<b>125.5 credits</b>
	BBA 3050	Management & Organizational Behavior	4
	BBA 3080	Business Ethics	4
	BBA 3610	Project Management	4
	BUS 2370	Principles of Management	4
	CST 1040	Spreadsheet Applications	4
	CST 1050	Database Applications	4
	CST 1400	Computer Architecture	4
	CST 1410	Introduction to Networking	4
	CST 1800	Operating Systems	4
	CST 2500	Windows Server	4
	CST 3110	Computer Programming	4.5
	CST 3210	Advanced Computer Programming Concepts	4.5
	INT 1110	Fundamentals of Information Technology	4.5
	INT 2110	Introduction to Applications Development	4.5
	INT 2120	Introduction to Scripting	4.5
	INT 2210	System Administration & Maintenance	4.5
	INT 3110	Communications for IT Professionals	4.5
	INT 3120	Advanced Mathematical Reasoning for IT	4.5
	INT 3130	Business Systems Analysis	4.5
	INT 3210	Website Design Applications for IT	4.5
	INT 3220	Network and Telecommunications	4.5
	INT 3310	Cybersecurity	4.5
	INT 4110	Database Design	4.5
	INT 4120	IT Management	4.5
	INT 4130	Virtual Computing	4.5
	INT 4210	Relational Databases	4.5
	INT 4220	Advanced Systems Administration	4.5
	INT 4310	Current Topics in IT	4.5
	INT 4320	Information Systems Design (Capstone)	4.5

## **Page 83 – Addition of MS Information Technology Program Information**

### **Master of Science**

#### **INFORMATION TECHNOLOGY**

This graduate program is designed for those qualified individuals who wish to gain their academic credentials in the field of information technology. The program requires 48 total quarter credit hours and is designed to be delivered in an online format.

#### **MISSION**

The Master of Science in Information Technology program is designed to provide organizations with individuals who can critically plan, develop, implement, and manage information technology solutions in organizations to meet the needs of users, while understanding the importance of critical thinking, teamwork, and problem-solving.

#### **ADMISSIONS REQUIREMENTS**

To be considered for admission to the Master of Science Information Technology, the prospective student must meet individually, either in person or via electronic method, with an admissions representative to discuss the program and all requirements. Applicants must provide a completed South College application for admission and application to the program. Those selected for admission will provide the following:

- Evidence of completion of a bachelor's degree from an accredited institution of higher education;
- Evidence of at least a 3.00 grade point average at the institution awarding the bachelor's degree for admittance  
OR Evidence of at least a 2.50 grade point average at the institution awarding the bachelor's degree for conditional admittance.

Students accepted for conditional admittance are permitted to take three courses in the M.S. Information Technology program. If they maintain a 3.00 graduate grade point average in the three courses, they are granted admittance. Applicants not possessing a minimum 2.50 grade point average at the institution awarding the bachelor's degree may include all undergraduate coursework from other institutions in the grade point average calculation. If the applicant has a minimum 2.50 grade point average for all undergraduate coursework, the applicant will be granted conditional admittance.

#### **LEARNING OUTCOMES**

Graduates completing the program will accomplish the following outcomes:

1. Assess different approaches to planning, acquiring, and building information systems.
2. Create and present an information technology solution for an organizational issue.
3. Apply principles of networking by creating network maps and using best practices for managing LANs and WANs.
4. Develop database models and write SQL code for querying databases to meet organizational requirements.
5. Apply concepts of virtualization and implement a virtual infrastructure.
6. Apply the principles of operating systems and operating system software to manage subsystems.
7. Develop strategies and plans for risk management and information security considering physical resources and human resources.
8. Apply principles of project management from initiation to implementation.
9. Develop an original information technology solution to an organizational issue by integrating systems analysis, systems design, databases, security, and project management skills.

#### **ADVANCED PLACEMENT AND TRANSFER OF CREDIT**

Applicants interested in the Master of Science in Information Technology program should be aware that all courses in the curriculum are required and must be completed at South College. Transfer credits, experiential learning, or advanced placement from another institution's program are not allowed.

#### **PROGRAM DESIGN**

The MS IT program will be completed primarily via an asynchronous online format using the learning management system Canvas in order to provide flexibility and to accommodate the schedules of working professionals. The curriculum is tailored to provide a balance of theoretical, practical, and analytical instruction to prepare students for the unique challenges of information technology in the 21<sup>st</sup> century.

An online introduction to the program includes an orientation, a review of students' roles and responsibilities in an online instructional environment, important information about accessing South College email and Student Portal accounts, and a discussion and review of South College learning resources and student services.

Course materials and assignments emphasize collaboration, critical thinking, research, and student accountability. The program cumulates with a capstone course which provides a unique opportunity for a thorough investigation of an information technology project, incorporating principles of systems analysis and design, networking principles, database programming and management, networking principles, data communications, operating systems, information security, and information technology project management.

**GRADUATION REQUIREMENTS**

In order for a student to graduate from the Master of Science in Information Technology program, the student must be in a good academic and professional standing, have had satisfactory progress in all quarters of the academic program, and satisfactorily complete the following:

1. Successfully complete the required 48 quarter credit hours of academic course work.
2. Evidence a minimum cumulative grade point average of 3.00 or above for the required coursework.
3. Achieve a letter grade of "C" or better in all academic courses.
4. Complete all required South College and Program documents in preparation for graduation.
5. Honor all professional and financial obligations to South College.

South College reserves the right, and the student, by the act of matriculation, concedes to give South College the right to require withdrawal at any time the college deems it necessary to safeguard the standards of scholarship, conduct, and compliance with regulations, or for such other reasons deemed appropriate by South College as set forth in the South College Student Handbook and/or the South College Catalog.

**ADDITIONAL REQUIREMENTS**

South College provides computer and Internet access to staff, faculty, and students while on-campus. Online students are required to secure their own access in their personal environments. Developing computer skills is critical to the success of students in the program and in practice. Though not a requirement for admission, students are expected to possess computer skills prior to matriculation. Please see the South College website for information regarding minimum computer requirements.

The Master of Science in Information Technology Program is offered in an online format.

**Master of Science  
INFORMATION TECHNOLOGY**

<b>MS IT Curriculum.....</b>	<b>48 credit hours</b>
INT 5110 Information Technology Fundamentals	4
INT 5120 Communication Skills for Information Technology Professionals	4
INT 5130 Systems Analysis and Design	4
INT 5210 Networking Principles	4
INT 5220 Databases and Programming	4
INT 5230 Virtual Computing	4
INT 5310 Operating Systems	4
INT 5320 Advanced Database Concepts and Programming	4
INT 5330 Information Technology Research	4
INT 5410 Information Technology Security	4
INT 5420 Project & Team Mgt for Information Technology Professionals	4
INT 5430 Information Technology Capstone	4

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**Certificate**  
**DENTAL ASSISTING**  
**(Nashville)**

**MISSION/PURPOSE**

Through quality, comprehensive, evidence-based education, patient-centered clinical and community outreach experiences, the mission of the South College Dental Assisting program is to equip future dental assistants with the skills necessary to become a valuable member of the dental care team.

**PROGRAM GOALS AND EXPECTED OUTCOMES**

Dental Assisting graduates will:

- Demonstrate knowledge, skills, and competence of an entry-level Dental Assistant.
- Demonstrate patient education skills.
- Effectively communicate with patients and members of the dental team.
- Demonstrate office administrative and management skills.
- Utilize infection control, radiation safety, HIPPA requirements, and emergency protocol to protect self and the public.
- Display high ethical and moral standards, integrity, and professionalism as a member of society and the dental team.
- Demonstrate critical thinking, problem solving, and decision-making skills within the scope of dental assisting.
- Promote Dental Health ideals through service to the community and involvement with professional organizations.
- Successfully complete the State of Tennessee Certifications in Radiology, Coronal Polishing, Sealants Application, and Nitrous Oxide Monitoring.
- Successfully complete the Dental Assisting National Board Examination.

**ROLE OF THE DENTAL ASSISTANT IN HEALTH CARE DELIVERY**

Dental Assistants are valuable members of the dental care team. They increase the efficiency and assist the dentist in the delivery of oral health care.

Dental Assistants' responsibilities include:

- Assist the dentist during dental treatment procedures
- Prepare patients and the work area for treatments and procedures
- Develop radiographs
- Sterilize dental instruments and equipment
- Hand instruments to dentists during procedures
- Dry patients' mouths using suction hoses and other equipment
- Instruct patients in proper oral hygiene
- Provide patients with post-operative instructions following surgery and dental treatment
- Complete lab tasks, under the direction of a dentist
- Keep records of dental treatment, including review of medical history and acquisition of blood pressure and pulse
- Schedule patient appointments
- Work with patients on billing and payment

Dental assistants can perform the following procedures with state certification:

- Radiograph Acquisition and Processing
- Coronal Polishing
- Sealant Application
- Nitrous Oxide Monitoring

## **DENTAL ASSISTING REGISTRATION**

Registration is granted by each individual state. Dental Assistants practice in accordance with requirements of individual State Dental Practice Acts.

The Dental Assisting graduate will be eligible for registration by the Board of Dentistry and may perform additional procedures for which they have received Board certification including:

- Coronal Polishing
- Nitrous Oxide Monitoring
- Sealant Application
- Dental Radiology

As licensing requirements vary from state to state, it is necessary to contact each licensing authority in a given state for its specific application requirements and procedures.

Typically, state boards have the authority to deny a license to an applicant who has committed an act for which the board could revoke a license. Persons convicted of a felony or serious misdemeanor may be refused licensure, as well as those disciplined on the license application about prior convictions, discipline, etc. Most states conduct background checks on a case-by-case basis and may take into consideration the seriousness of the offense and other factors in making the decision to grant or withhold licensure.

## **OVERVIEW OF THE DENTAL ASSISTING PROGRAM**

The thirty-three-week (3 quarters, 9 months) Dental Assisting program curriculum provides a strong foundation in Prevention and Nutrition, Basic Dental Sciences, Preclinical Dental Skills, Clinical Dental Procedures, Dental Radiography, Dental Specialties, Restorative and Laboratory Materials and Techniques, and Dental Practice Management. Upon completion of the Dental Assisting program, the graduate will be eligible to take the Dental Assisting National Board Examination, gain certification in radiography, coronal polishing, nitrous oxide monitoring, and sealant application, increase the efficiency of the dentist in the delivery of oral health care, and become a valuable member of the Dental care team.

## **ACCREDITATION**

The Dental Assisting program has received “Initial Accreditation” through the Commission on Dental Accreditation (CODA).

## **ADMISSION REQUIREMENTS**

Applicants interested in this program are required to visit the college and meet individually with an admissions representative and program faculty. Admission is dependent upon class size. The Admissions, Progression and Retention (APR) Committee will make admission recommendations to the Chair of Dental Education for final approval. The Chair may accept or reject the recommendation of the Committee. A denial of admission may be appealed to the South College Academic and Conduct Appeals Committee within five business days of the notification. Appeals outside of this timeframe will not be considered.

Applicants seeking admissions must:

1. Complete and submit the South College Dental Assisting program application. The Dental Assisting program will have open enrollment with cohort admissions in the Spring and Fall quarters.
2. Meet minimum requirements for South College Undergraduate General Admission OR meet the South College requirements for admission as a transfer student.
3. Commit to full attendance and participation in a rigorous educational program which requires class participation, significant out-of-class preparation time, and clinical education assignments.

Students who have been unsuccessful in the South College Dental Assisting program, or other Dental Assisting programs, will be reviewed on an individual basis. Students who present transcripts indicating failure from two Dental Assisting programs will not be considered for admission or readmission to the South College Dental Assisting Program.

## **REQUIREMENTS FOR ADMISSION (Other Than Academic)**

In addition to course work, each student must provide proof of ability to perform the skills needed to practice Dental Assisting effectively. Health care facilities must meet federal guidelines, and students must also meet these requirements to be allowed to gain clinical experience. All Dental Assisting students must comply with communicable diseases/blood-borne pathogen requirements that the clinical agencies require. Therefore, proof of the following are requirements for the Dental Assisting program applicant:

1. Health history and physical exam certifying ability to function in the required capacity prior to admission.
2. Common communicable disease immunization or immunity, including MMR (2 in series if born after 1957), tetanus (booster required every 10 years) and varicella vaccine (2 in series). A vaccine titer test showing immunity is also acceptable.
3. Hepatitis B immunization (3 in series) or completed Declination Form for Hepatitis B Vaccination depending on the requirements of the clinical affiliate. The Declination Form must only be used for medical reasons and must be documented by student's primary care provider. A vaccine titer test showing immunity is also acceptable.
4. Annual Flu immunization or completed Declination Form for Influenza Vaccination depending on the requirements of the clinical affiliate. The Declination Form must only be used for medical reasons and must be documented by student's primary care provider.
5. Annual screening for tuberculosis or x-ray follow-up.
6. Annual acceptable drug screen. Students may be required to obtain more than one acceptance drug screen per year depending on the requirements of the clinical affiliate. In any case where a drug screen is positive, and no authorized prescription is produced to validate the presence of the drug in the individual's system, continuation in the Program will be denied. Upon notification of the drug screen results, the student will have 5 working days to provide prescription validation. Students are responsible for costs associated with any required testing.
7. Annual acceptable criminal background check for a minimum of past 15 years. Students may be required to obtain more than one acceptance criminal background check per year depending on the requirements of the clinical affiliate. If the background check reveals previous criminal convictions, admittance into the program will be made on a case by case basis. Students who are denied clinical experiences due to past convictions may be unable to progress in the program which will result in failure to complete the required courses for the program.
8. Proof of health insurance coverage throughout the entire Dental Assisting program.

Students admitted to the Dental Assisting program must demonstrate the following functional capacities. Students who believe they will not be able to meet one or more of these requirements without accommodation or modification must notify the Chair of Dental Education and the Director of Student Services, and a determination will be made on a case by case basis whether reasonable accommodation may be made. In no instance will an accommodation be made which will compromise Dental Assisting care, or that will put patients or other students at risk. Accommodation granted when a student is generally admitted to South College does not guarantee that this modification will apply to admission to the Dental Assisting program.

Acceptance into a South College program does not imply or guarantee that a student will be able to obtain licensure, certification, or employment. Several South College programs require field experiences during the curriculum (e.g., clinicals, internships, practicums, student teaching) and/or lead to a field that requires a license or certification. Background checks are required prior to matriculation into these programs and may further be required prior to the field experiences and/or licensure/certification. Students should be aware that a prior misdemeanor or felony arrest or conviction (or an event of this nature occurring during the program) may restrict the individual's ability to gain admission into the program, progress into field experiential training, and/or obtain professional licensure or certification. It is the responsibility of the student to inform the program of any issues that may have occurred in the past or that arise during the program. The events may require voluntary withdrawal or administrative dismissal from the program. All students are responsible for learning the requirements for licensure within their home state or any state in which he/she wishes to practice ensuring ability to meet these requirements.

## **ACADEMIC PROGRESSION AND RETENTION IN THE DENTAL ASSISTING CERTIFICATE PROGRAM**

Students admitted the Dental Assisting program are required to earn a minimum grade of "C" in all major courses. Students earning less than a "C" in any major course will not be allowed to continue in the current rotation of courses, must reapply for admission to the program in a later rotation, and must repeat the course earning a grade of "C" or higher. No guarantee of readmission is made.

## **READMISSION**

Readmission to the Dental Assisting program will be made on a case by case basis through the Readmissions Committee via review of Application for Readmission. In the case of a failure in a course, or several courses in a given quarter, the student may reapply for program readmission. If readmission is granted, the student will be required to audit the previous quarter prior to failure and construct and participate in a remediation program with the Chair of Dental Education. Once the remediation is complete, the student will enter the next quarter of the program and repeat all failed courses. Readmissions to the program, if granted, will be allowed on a one-time basis. If the student has been out of the program at the time of Application for Readmission for more than one year, the student will be required to begin at Quarter 1 of the Dental Assisting program if readmitted.

## **GRADING SCALE**

90-100 = A

80-89 = B

70-79 = C

60-69 = D

Below 60 = Failing

## **PROGRAM TERMINATION**

Students accepted into the Dental Assisting program in the Department of Dental Education are expected to demonstrate professional behavior and demeanor. Professional behavior encompasses a broad range of expectations, including the expectation of trustworthiness and at all times keeping the welfare of the individual receiving care a priority. To this end, any instance of student intent to misrepresent facts will be cause for immediate program dismissal.

Misrepresentation of facts, verbal or written, including but not limited to the following situations, is prohibited.

- Bribery
- Deliberate withholding information about a patient, patient care, and/or self
- Plagiarism
- Presenting another student's work as one's own
- Cheating in any form
- Forgery or falsification in any form
- Plagiarism, cheating, and other forms of academic dishonesty are prohibited. Students guilty of academic misconduct, either directly or indirectly through participation or assistance, are immediately responsible to the course instructor. Students are expected to respect and follow the South College Academic Honor Code.

Grounds for immediate termination from the Dental Assisting program include:

1. Receiving a grade of "D" or "F" in any major course listed in the curriculum.
2. Insubordination.
3. The conviction and/or known use of, distribution of, or possession of illegal drugs or controlled substances.
4. Failure to accomplish didactic and/or clinical assignments.
5. Unprofessional, unsafe, and/or unethical conduct.
6. Academic dishonesty in related or professional courses.
7. Participant clinical agencies retain the right to reject any student whose behavior may be hazardous to the agency.

Any student wishing to reapply to any program must contact the Chair of Dental Education and follow the Program Readmission policy outlined in the Dental Assisting Department Policy and Program Manual.

## **VOLUNTARY WITHDRAWAL**

Students withdrawing from a program may apply for program readmission as delineated by the policy in the Dental Assisting Program and Policy Manual.

## **REAPPLICATION/READMISSION TO THE PROGRAM**

Students will be considered for readmission to the Dental Assisting program only one time on a space available basis.

Students desiring readmission to the first quarter of the Dental Assisting program must reapply and will be evaluated with new program applicants. Program readmission consideration to second or any subsequent quarters requires a formal Letter of Intent from the student submitted to the Department Chair one quarter prior to the desired readmission date.

The Certificate in Dental Assisting program is offered at the Nashville campus.

**Certificate  
DENTAL ASSISTING**

**Dental Assisting Certificate.....48 Credit Hours**

Quarter 1	RDA 1110	Introduction to Dental Assisting	1
	RDA 1120	Dental Materials	4
	RDA 1130	Dental Science for the Dental Assistant	4
	RDA 1140	Dental Radiography I	4
	RDA 1150	Dental Assisting I	4
Quarter 2	RDA 1210	Dental Practice Management	3
	RDA 1220	Preclinic Dental Science	4
	RDA 1230	Dental Radiography II	4
	RDA 1240	Dental Assisting II	6
Quarter 3	RDA 1310	Review of Dental Assisting	1
	RDA 1320	Dental Assisting III	13

**Associate of Science  
DENTAL HYGIENE  
(Nashville)**

**MISSION/PURPOSE**

Through quality, comprehensive, evidence-based education, patient-centered clinical care, and community outreach experiences, the mission of the South College Dental Hygiene program is to equip future dental hygienists with the skills necessary to reach their potential as a dental healthcare provider. The program faculty seek to instill in graduates the desire to continue education, become life-long learners, and contribute to the enhancement of the dental professional.

**PROGRAM GOALS AND EXPECTED OUTCOMES**

The goal of the Dental Hygiene program is to prepare competent dental hygiene graduates who utilize and integrate knowledge and apply critical thinking skills related to biomedical science, dental science, and dental hygiene science.

1. Provide clinical experiences and opportunities that support and encourage the development of communication and psychomotor skills relevant to the practice of dental hygiene.
2. Prepare dental hygiene graduates to display professionalism along with ethical leadership in the delivery of evidenced based patient care.
3. Prepare dental hygiene graduates to utilize reasoning, judgment, critical thinking skills, and leadership skills necessary to identify problems, develop and implement solutions, and evaluate the effectiveness of these solutions.
4. Consider student's individuality and support their needs and development, which encourage them to reach their full potential as dental healthcare providers.
5. Prepare dental hygiene graduates who can function in the interprofessional health care system and meet the needs of elderly, medically compromised, culturally diverse, disadvantaged, and mentally and physically challenged.
6. Encourage participation in community-based outreach programs to improve the oral health and well-being of others.
7. Instill the desire to continue education by becoming a life-long learner, advancing the practice of dental hygiene through research, and participating in professional associations.

Upon completion of the Dental Hygiene program:

- Dental hygiene graduates will be competent in **teaching** patients about health education strategies for disease prevention and health promotion, and counseling patients about the impact of good nutrition on oral health.
- Dental hygiene graduates will be competent in delivering **patient care** including use of infection and hazard control procedures to prevent transmission of disease and provide a safe environment. Including assessing, treatment planning, and providing preventative and therapeutic dental hygiene care for children, adolescents, adults, geriatric, and special needs patients.
- Dental hygiene graduates will continue education and become life-long learners, advancing the practice of dental hygiene through **research** and participating in professional associations. Dental hygiene students will be competent in producing effective written communication on literature reviews, research, and assignments.
- Dental hygiene graduates will be competent in providing community and public oral health strategies through outreach **service**.

### **ROLE OF THE DENTAL HYGIENIST IN HEALTH CARE DELIVERY**

A Dental Hygienist is a licensed oral healthcare provider, educator, and clinician who provides educational, preventative, and therapeutic services promoting oral health and total health for the control of oral diseases.

While the scope of practice for Dental Hygienists varies from state to state, the routinely performed functions of a licensed Dental Hygienist include:

- Intraoral and extraoral examination, including teeth, oral structures, and soft tissue exam
- Oral cancer and blood pressure screening
- Acquisition and interpreting dental radiographs
- Delivery of local anesthesia and nitrous oxide oxygen sedation
- Calculus and plaque removal from above and below the gum line
- Oral hygiene instructions including the development of personal oral hygiene programs for home care
- Applying caries-preventive agents, such as fluorides and pit and fissure sealants
- Placing temporary fillings, applying periodontal dressings, and removing sutures
- Nutrition and tobacco use counseling
- Educating the public about good oral hygiene habits
- Designing community outreach dental health programs
- Oral health care research, data collection, and tabulation
- Working with special needs patients

### **DENTAL HYGIENE LICENSURE**

Licensure is granted by each individual state. Dental Hygienists practice in accordance with requirements of individual state dental practice acts.

In virtually every state, several steps are required before a license can be granted:

- Graduation from an accredited Dental Hygiene program
- Successful completion of the written National Board Dental Hygiene Examination
- Successful completion of a regional or state clinical board examination
- Successful completion of the Dental Anesthesia Certification Course within the program
- Successful completion of the Nitrous Oxide Monitoring and Administration Certification Course within the program

As licensing requirements vary from state to state, it is necessary to contact each licensing authority in a given state for its specific application requirements and procedures.

Typically, state boards have the authority to deny a license to an applicant who has committed an act for which the board could revoke a license. Persons convicted of a felony or serious misdemeanor may be refused licensure, as well as those disciplined on the license application about prior convictions, discipline, etc. Most states conduct background checks on a case-by-case basis and may take into consideration the seriousness of the offense and other factors in making the decision to grant or withhold licensure.

## **OVERVIEW OF THE DENTAL HYGIENE PROGRAM**

The ten-quarter Dental Hygiene program curriculum provides a strong foundation in the Biomedical Sciences, Dental Sciences, Dental Hygiene Science, and Basic Clinical Education providing the biological basis of the health of the teeth and oral cavity, decay prevention, and dental health maintenance. Upon the completion of the Dental Hygiene program, the graduate will be a member of the healthcare team who provides patient education, clinical and therapeutic services that support and facilitate the maintenance of oral health.

The course of study in the Dental Hygiene program provides a broad-based education in psychology, sociology, biomedical sciences, dental sciences, and dental hygiene sciences with a special emphasis on teaching, community/public health, and research.

## **ACCREDITATION**

The Dental Hygiene Program has received “Initial accreditation” through the Commission on Dental Accreditation (CODA).

## **ADMISSION REQUIREMENTS**

Applicants interested in this program are required to visit the college and meet individually with an admissions representative and program faculty. Admission is dependent upon class size. Applicants will be reviewed based on minimum requirements for cumulative GPA of required pre-requisite general education courses, cumulative GPA of required pre-requisite science courses, and interview score. The Admissions, Progression and Retention (APR) Committee will make admission recommendations to the Chair of Dental Education for final approval. The Chair may accept or reject the recommendation of the Committee. A denial of admission may be appealed to the South College Academic and Conduct Appeals Committee within five business days of the notification. Appeals outside of this timeframe will not be considered.

Applicants seeking admissions must:

1. Meet South College General Undergraduate Admission or Admission of Transfer Student requirements.
2. Complete the South College Dental Hygiene program application. The Dental Hygiene program has rolling enrollment with cohort admissions in the Spring and Fall quarters.
3. Have earned a minimum of 2.50 cumulative grade point average in required pre-requisite General Education courses.
4. Have earned a minimum of 2.50 cumulative grade point average in required pre-requisite Science courses.
5. Participation in an interview is required for admission to the program. Interviews will be conducted by the faculty in the South College Dental Hygiene program the quarter before the cohort start date. The applicant must achieve a minimum score of 25 points out of a possible 40 points to be considered for admission. Students who score less than 25 points may apply for admission to the next cohort.
6. Complete all Dental Hygiene Prerequisite Courses: Basic Life Support Certification, ENG1201 English Composition, MAT1100 College Algebra, BIO1011 Foundations of Anatomy, CHM1000 General Chemistry for the Dental Hygienist, PSY1811 General Psychology, and BIO1015 Microbiology and Immunology for the Dental Hygienist with a minimum grade of “C” or better in a maximum of two attempts. Withdrawal grades (W) are considered attempts.
7. Commit to full attendance and participation in a rigorous educational program which requires class participation, significant out-of-class preparation time, and clinical education assignments.

Students who have been unsuccessful in the South College Dental Hygiene program, or other Dental Hygiene programs, will be reviewed on an individual basis. Students who present transcripts indicating failure from two Dental Hygiene programs will not be considered for admission or readmission to the South College Dental Hygiene program.

## **REQUIREMENTS FOR ADMISSION (Other Than Academic)**

In addition to course work, each student must provide proof of ability to perform the skills needed to practice dental hygiene effectively. Health care facilities must meet federal guidelines, and students must also meet these requirements in order to be allowed to gain clinical experience. All Dental Hygiene students must comply with communicable diseases/blood-borne pathogen requirements that the clinical agencies require. Therefore, proof of the following are requirements for the dental hygiene program applicant:

1. Health history and physical exam certifying ability to function in the required capacity prior to admission.
2. Common communicable disease immunization or immunity, including MMR (2 in series if born after 1957),

- tetanus (booster required every 10 years) and varicella vaccine (2 in series). A vaccine titer test showing immunity is also acceptable.
3. Hepatitis B immunization (3 in series) or completed Declination Form for Hepatitis B Vaccination depending on the requirements of the clinical affiliate. The Declination Form must only be used for medical reasons and must be documented by student's primary care provider. A vaccine titer test showing immunity is also acceptable.
  4. Annual Flu immunization or completed Declination Form for Influenza Vaccination depending on the requirements of the clinical affiliate. The Declination Form must only be used for medical reasons and must be documented by student's primary care provider.
  5. Annual screening for tuberculosis or x-ray follow-up.
  6. Annual acceptable drug screen. Students may be required to obtain more than one acceptance drug screen per year depending on the requirements of the clinical affiliate. In any case where a drug screen is positive and no authorized prescription is produced to validate the presence of the drug in the individual's system, continuation in the program will be denied. Upon notification of the drug screen results, the student will have 5 working days to provide prescription validation. Students are responsible for costs associated with any required testing.
  7. Annual acceptable criminal background check for a minimum of past 15 years. Students may be required to obtain more than one acceptance criminal background check per year depending on the requirements of the clinical affiliate. If the background check reveals previous criminal convictions, admittance into the program will be made on a case by case basis. Students who are denied clinical experiences due to past convictions may be unable to progress in the program which will result in failure to complete the required courses for the program.
  8. Proof of health insurance coverage throughout the entire Dental Hygiene program.

Students admitted to the Dental Hygiene program must demonstrate the functional capacities as communicated via the Department of Dental Education. Students who believe they will not be able to meet one or more of these requirements without accommodation or modification must notify the Chair of Dental Education and the Director Student Services, and a determination will be made on a case-by-case basis whether reasonable accommodation may be made. In no instance will an accommodation be made which will compromise dental hygiene care, or that will put patients or other students at risk. Accommodation granted when a student is generally admitted to South College does not guarantee that this modification will apply to admission to the dental hygiene program.

Acceptance into a South College program does not imply or guarantee that a student will be able to obtain licensure, certification, or employment. Several South College programs require field experiences during the curriculum (e.g., clinicals, internships, practicums, student teaching) and/or lead to a field that requires a license or certification. Background checks are required prior to matriculation into these programs and may further be required prior to the field experiences and/or licensure/certification. Students should be aware that a prior misdemeanor or felony arrest or conviction (or an event of this nature occurring during the program) may restrict the individual's ability to gain admission into the program, progress into field experiential training, and/or obtain professional licensure or certification. It is the responsibility of the student to inform the program of any issues that may have occurred in the past or that arise during the program. The events may require voluntary withdrawal or administrative dismissal from the program. All students are responsible for learning the requirements for licensure within their home state or any state in which he/she wishes to practice ensuring ability to meet these requirements.

### **ACADEMIC PROGRESSION AND RETENTION IN THE DENTAL HYGIENE MAJOR**

Students admitted the Dental Hygiene program are required to earn a minimum grade of "C" in all major courses. Students earning less than a "C" in any major course will not be allowed to continue in the current rotation of courses, must reapply for admission to the program in a later rotation, and must repeat the course earning a grade of "C" or higher. No guarantee of readmission is made.

### **READMISSION**

Readmission to the Dental Hygiene program will be made on a case by case basis through the Readmissions Committee via review of Application for Readmission. In the case of a failure in a course, or several courses in a given quarter, the student may reapply for program readmission. If readmission is granted, the student will be required to audit the previous quarter prior to failure and construct and participate in a remediation program with the Chair of Dental Education. Once the remediation is complete, the student will enter the next quarter of the program and repeat all failed courses. Readmissions to the program, if granted, will be allowed on a one-time basis. If the student has been out of the program at the time of



Application for Readmission for more than one year, the student will be required to begin at Quarter 1 of the Dental Hygiene program if readmitted.

### **GRADING SCALE**

90-100 =	A
80-89 =	B
70-79 =	C
60-69 =	D
Below 60 =	Failing

### **PROGRAM TERMINATION**

Students accepted into the Dental Hygiene program in the Department of Dental Education are expected to demonstrate professional behavior and demeanor. Professional behavior encompasses a broad range of expectations, including the expectation of trustworthiness and at all times keeping the welfare of the individual receiving care a priority. To this end, any instance of student intent to misrepresent facts will be cause for immediate program dismissal.

Misrepresentation of facts, verbal or written, including but not limited to the following situations, is prohibited.

- Bribery
- Deliberate withholding information about a patient, patient care, and/or self
- Plagiarism
- Presenting another student's work as one's own
- Cheating in any form
- Forgery or falsification in any form
- Plagiarism, cheating, and other forms of academic dishonesty are prohibited. Students guilty of academic misconduct, either directly or indirectly through participation or assistance, are immediately responsible to the course instructor. Students are expected to respect and follow the South College Academic Honor Code.

Grounds for immediate termination from the Dental Hygiene programs include:

1. Receiving a grade of "D" or "F" in any major course listed in the curriculum.
2. Insubordination.
3. The conviction and/or known use of, distribution of, or possession of illegal drugs or controlled substances.
4. Failure to accomplish didactic and/or clinical assignments.
5. Unprofessional, unsafe, and/or unethical conduct.
6. Academic dishonesty in related or professional courses.
7. Participant clinical agencies retain the right to reject any student whose behavior may be hazardous to the agency.

Any student wishing to reapply to any program must contact the Chair of Dental Education and follow the Program Readmission policy outlined in the Dental Hygiene Department Policy and Program Manual.

### **VOLUNTARY WITHDRAWAL**

Students withdrawing from a program due may reapply for program readmission as delineated by the policy in the Dental Hygiene Program and Policy Manual.

### **REAPPLICATION/READMISSION TO THE PROGRAM**

Students will be considered for readmission to the Dental Hygiene program only one time on a space available basis.

Students desiring readmission to the first quarter of the Dental Hygiene program must reapply and will be evaluated with new program applicants. Program readmission consideration to second or any subsequent quarters requires a formal Letter of Intent from the student submitted to the Department Chair one quarter prior to the desired readmission date.

The Associate of Science in Dental Hygiene program is offered at the Nashville campus.

**Associate of Science  
DENTAL HYGIENE**

<b>AS Dental Hygiene Curriculum.....</b>			<b>126 Credit Hours</b>
<b>Area I – Core Curriculum.....</b>			<b>44 credits</b>
Communications	COM 1261	Effective Speaking	4.5
Humanities	HUM 2001	Critical Thinking	4.5
Mathematics	<b>MAT 1100 *</b>	<b>College Algebra</b>	<b>4.5</b>
Science	<b>BIO 1011*</b>	<b>Foundations of Anatomy</b>	<b>4.5</b>
	<b>BIO 1015*</b>	<b>Microbiology &amp; Immunology for the DH</b>	<b>4</b>
	<b>CHM 1000*</b>	<b>General Chemistry for the DH</b>	<b>4</b>
Social Science	<b>PSY 1811*</b>	<b>General Psychology</b>	<b>4.5</b>
	SOC 1861	Introduction to Sociology	4.5
Written Communication	<b>ENG 1201*</b>	<b>English Composition</b>	<b>4.5</b>
	ENG 1211	English Composition with Research	4.5
<b>Area II – Major Curriculum.....</b>			<b>82 credits</b>
	RHD 1100	Head & Neck Anatomy	4
	RDH 1120	General & Oral Pathology	4
	RHD 1210	Oral Embryology, Histology, & Dental Anatomy	4
	RDH 1220	Dental Materials	4
	RDH 1230	Dental Hygiene Practice Preclinical I	5
	RDH 1310	Dental Pharmacology	4
	RDH 1320	Dental Hygiene Practice Preclinical II	5
	RDH 1330	Oral Radiology	4
	RAD 1410	Dental Hygiene Clinical Practices I	4
	RAD 1420	Biochemistry, Nutrition, Cariology, Disease Prevention, & Patient Education	4
	RAD 1430	Pain Management/Anxiety Control & Medical Emergencies	4
	RDH 2510	Dental Hygiene Clinical Practices II	4
	RDH 2520	Public Dental Health & Epidemiology	4
	RDH 2610	Treatment of Special Needs Patients	4
	RDH 2620	Periodontology	4
	RDH 2630	Dental Hygiene Clinical Practices III	4
	RDH 2710	Ethics, Jurisprudence, & Practice Management	4
	RDH 2720	Dental Hygiene Clinical Practices IV	4
	RDH 2730	Review of Dental Hygiene	4
	RDH 2810	Dental Hygiene Clinical Practices V	4

**\*Course Required as Pre-Requisites for Major Program Admission**

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**Page 110 – Addition to the Following Statement**

The Certificate in Computed Tomography program is currently offered at the Knoxville, Asheville, Nashville, and Atlanta campuses. Didactic courses are offered in an online format.

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**Page 111 – Deletion from CERT Magnetic Resonance Imaging Admissions Requirements and Addition to the Following Statement**

Remove requirement to Hold a minimum of an Associate degree.

The Certificate in Magnetic Resonance Imaging program is currently offered at the Knoxville, Asheville, Nashville, and Atlanta campuses. Didactic courses are offered in an online format.

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#### **Page 115 – Addition to the Following Statement and Revision to the AS DMS Curriculum**

The AS Diagnostic Medical Sonography program curriculum below is currently offered at the Knoxville, Asheville, Nashville, and Atlanta campuses.

Revision to the AS DMS Curriculum for All Campuses – Remove BIO 1110/1120 and BIO 1130/1140 from required courses and add BIO 1030. This results in removal of 12 required credit hours and addition of 6 required credit hours from the core requirements (revised to 40 credit hours) and overall requirements (revised to 119 credit hours). BIO 1110/1120 and BIO 1130/1140 may still be taken to fulfill the A&P requirement for the program.

Revision to AS DMS Curriculum for Asheville Campus Only – Overall credit hours remain the same. Clinical course credit hours are revised to the following:

DMS 1350 (4 credit hours) is revised to DMS 1340 (6 credit hours)  
DMS 1450 (4 credit hours) is revised to DMS 1440 (6 credit hours)  
DMS 2150 (7 credit hours) is revised to DMS 2140 (6 credit hours)  
DMS 2250 (7 credit hours) is revised to DMS 2240 (6 credit hours)  
DMS 2350 (7 credit hours) is revised to DMS 2340 (6 credit hours)  
DMS 2450 (7 credit hours) is revised to DMS 2440 (6 credit hours)

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#### **Page 117 – Addition to the Following Statements and Revision to the AS Radiography Curriculum**

General admission to South College does not guarantee admission to the Associate of Science degree program. For the Knoxville, Nashville, and Atlanta AS program, the application deadline is October 1 annually. The observation hour deadline is November 1 annually.

The Associate of Science in Radiography degree program is currently offered at the Knoxville, Nashville, and Atlanta campuses.

Revision to the AS Radiography Curriculum for the Knoxville, Nashville, and Atlanta campuses – Remove BIO 1110/1120 and BIO 1130/1140 from required courses and add BIO 1030. This results in removal of 12 required credit hours and addition of 6 required credit hours from the core requirements (revised to 34 credit hours) and overall requirements (revised to 114 credit hours). BIO 1110/1120 and BIO 1130/1140 may still be taken to fulfill the A&P requirement for the program.

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#### **Page 119 – Deletion from AAS Radiologic Technology Admissions Requirements**

Remove #7 – Submit (3) three letters of recommendation from appropriate sources to the Department of the Imaging Science Department using the forms provided.

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#### **Page 120 – Revision to the AAS Radiologic Technology Curriculum**

Revision to the AAS Radiologic Curriculum for the Asheville Campus – Remove BIO 1110/1120 and BIO 1130/1140 from required courses and add BIO 1030. This results in removal of 12 required credit hours and addition of 6 required credit hours from the core requirements (revised to 34 credit hours) and overall requirements (revised to 121 credit hours). BIO 1110/1120 and BIO 1130/1140 may still be taken to fulfill the A&P requirement for the program.

RAD 1110 and 1120 removed from the curriculum and replaced with AHS 1010 Medical Terminology and RAD 1125 Intro to Imaging Sciences & Patient Care.

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### **Page 122 – Revision to the Following Statement and BS Health Science w/Con Computed Tomography Curriculum**

The Bachelor of Science in Health Science w/Concentration in Computed Tomography is currently offered at the Knoxville, Nashville, and Atlanta campuses.

Revision to the BS Health Science w/Concentration in Computed Tomography Curriculum for the Knoxville, Nashville, and Atlanta campuses – Remove BIO 1110/1120 and BIO 1130/1140 from required courses and add BIO 1030. This results in removal of 12 required credit hours and addition of 6 required credit hours from the core requirements (revised to 54 credit hours) and overall requirements (revised to 186 credit hours). BIO 1110/1120 and BIO 1130/1140 may still be taken to fulfill the A&P requirement for the program.

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### **Page 123 – Revision to the Following Statement and BS Health Science w/Con Diagnostic Medical Sonography Curriculum**

The Bachelor of Science in Health Science w/Concentration in Diagnostic Medical Sonography is currently offered at the Knoxville, Asheville, Nashville, and Atlanta campuses.

Revision to the BS Health Science w/Concentration in DMS Curriculum for all campuses – Remove BIO 1110/1120 and BIO 1130/1140 from required courses and add BIO 1030. This results in removal of 12 required credit hours and addition of 6 required credit hours from the core requirements (revised to 66 credit hours) and overall requirements (revised to 185 credit hours). BIO 1110/1120 and BIO 1130/1140 may still be taken to fulfill the A&P requirement for the program.

Revision to BS Health Science w/Concentration in DMS Curriculum for Asheville Campus Only – Overall credit hours remain the same. Clinical course credit hours are revised to the following:

- DMS 1350 (4 credit hours) is revised to DMS 1340 (6 credit hours)
  - DMS 1450 (4 credit hours) is revised to DMS 1440 (6 credit hours)
  - DMS 2150 (7 credit hours) is revised to DMS 2140 (6 credit hours)
  - DMS 2250 (7 credit hours) is revised to DMS 2240 (6 credit hours)
  - DMS 2350 (7 credit hours) is revised to DMS 2340 (6 credit hours)
  - DMS 2450 (7 credit hours) is revised to DMS 2440 (6 credit hours)
- 

### **Page 124-125 – Addition to the Following Statement and Revision to the BS Health Science w/Con Magnetic Resonance Imaging Curriculum**

The Bachelor of Science in Health Science w/Concentration in Magnetic Resonance Imaging is currently offered at the Knoxville, Nashville, and Atlanta campuses.

Revision to the BS Health Science w/Concentration in MRI Curriculum for Knoxville, Nashville, and Atlanta campuses – Remove BIO 1110/1120 and BIO 1130/1140 from required courses and add BIO 1030. This results in removal of 12 required credit hours and addition of 6 required credit hours from the core requirements (revised to 56 credit hours) and overall requirements (revised to 188 credit hours). BIO 1110/1120 and BIO 1130/1140 may still be taken to fulfill the A&P requirement for the program.

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### **Page 127 – Addition to the Following Statement and Revision to the BS Health Science w/Con Radiography Curriculum**

The Bachelor of Science in Health Science w/Concentration in Radiography is currently offered at the Knoxville, Nashville, and Atlanta campuses.

Revision to the BS Health Science w/Concentration in Radiography Curriculum for Knoxville, Nashville, and Atlanta campuses – Remove BIO 1110/1120 and BIO 1130/1140 from required courses and add BIO 1030. This results in removal of 12 required credit hours and addition of 6 required credit hours from the core requirements (revised to 60 credit hours) and overall requirements (revised to 188 credit hours). BIO 1110/1120 and BIO 1130/1140 may still be taken to fulfill the A&P requirement for the program.

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### **Page 129 – Deletion of Below Section and Revision to the BS Radiological Sciences Curriculum**

Remove section titled Information for Currently Certified Radiologic Technologists and Registry Eligible

Revision to the BS Radiological Sciences Curriculum for Asheville campus – Remove BIO 1110/1120 and BIO 1130/1140 from required courses and add BIO 1030. This results in removal of 12 required credit hours and addition of 6 required credit hours from the core requirements (revised to 62 credit hours) and overall requirements (revised to 188 credit hours). BIO 1110/1120 and BIO 1130/1140 may still be taken to fulfill the A&P requirement for the program.

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### **Page 135 – Revision to the Following Statement**

The Associate of Science in Investigation and Security degree program is currently offered online only.

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### **Page 136 – Revision to the Following Statement**

The Certificate in Investigation and Security program is currently offered online only.

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### **Page 140 – Added Information Relating to Legal Specialty Courses**

#### Transfer of Legal Specialty Credit and Legal Specialty Credit by Examination of Portfolio Policies

To ensure that the quality and integrity of the program are maintained, the following policies apply to Legal Specialty courses:

- At least 40% of approved Legal Specialty courses must be completed at South College.
  - Up to 60% of Legal Specialty courses may be submitted for evaluation by Program Director to ensure that the proposed transfer credit can be classified as Legal Specialty, meets the course objectives and practical skills to be developed for the course for which credit is proposed to be awarded, meets the needs of the legal community the program serves, and is comparable to course work offered within the program.
  - The program reserves the right to refuse proposed transfer credit of any Legal Specialty course or other course offered by another institution.
  - Legal Specialty course credit will not be awarded or accepted in transfer solely on the basis of portfolio or examination.
  - A minimum of 16 quarter-credits or 10 semester-credits in total approved Legal Specialty courses must be completed in a traditional classroom format.
- 

### **Page 141 – Revision to Learning Outcome #3 for BS Legal Studies**

3. Demonstrate knowledge of appropriate professional and ethical responsibilities as set forth in the Rules of Professional Responsibility and other applicable guidelines, laws, and directives.

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### **Pages 154-155 – Revision to CERT Medical Assisting Curriculum and AS Medical Assisting**

The following curriculum for the Certificate in Medical Assistant degree program is offered at the Knoxville and Nashville campuses. Three courses are required onground completion and the remaining are completed in an online format.

#### **Certificate**

#### **MEDICAL ASSISTING**

Students at the Knoxville and Nashville campuses wishing to complete only the Certificate in Medical Assisting must satisfactorily complete the following courses.

**Certificate  
MEDICAL ASSISTING**

**Certificate Medical Assisting Curriculum.....36 credits**

AHS 1010	Medical Terminology	4
AHS 1040	Basic Formations & Organ Sys of Human Body	4
AHS 1070	Medical Lab	2
AHS 1120	MA Foundations	4
AHS 1900	Diagnostic and Procedural Coding	2
AHS 2030	Clinical Assisting Lab	2
AHS 2125	General Pharmacology	4
AHS 2135	Diseases of the Human Body	2
AHS 2610	Medical Office Administration	4
AHS 2982	Medical Assisting Practicum	6
MAT 1000	Mathematical Concepts & Applications	2

The Associate of Science in Medical Assistant degree program is offered at the Knoxville and Nashville campuses. At least 3 major courses are required onground completion and the remaining are completed in an online format.

**Associate of Science  
MEDICAL ASSISTING**

**AS Medical Assisting Curriculum.....90 credits**

**Area I – Core Curriculum.....56 credits**

Computer Literacy	SCC 1030	Computer & Information Literacy	4
Mathematics	MAT 1000	Mathematical Concepts & Applications	2
	MAT 1500	College Mathematics I	4
	MAT 1510	College Mathematics II	4
Written Communication	ENG 1200	English Composition	4
	ENG 1210	English Composition with Research	4
Humanities	Approved Humanities Elective		4
Communications	COM 1260	Effective Speaking	4
Personal Development	SCC 1010	College Management	2
	SCC 1020	Career Management	2
	SCC 2120	Professional Development	2
	SCC 2150	Interpersonal Communications	2
Social Science	PSY 1810	General Psychology	4
	SOC 1860	Introduction to Sociology	4
Elective	Approved Electives		10

**Area II – Major Curriculum.....34 credits**

AHS 1010	Medical Terminology	4
AHS 1040	Basic Formations & Organ Sys of Human Body	4
AHS 1070	Medical Lab	2
AHS 1120	MA Foundations	4
AHS 1900	Diagnostic and Procedural Coding	2
AHS 2030	Clinical Assisting Lab	2
AHS 2125	General Pharmacology	4
AHS 2135	Diseases of the Human Body	2
AHS 2610	Medical Office Administration	4
AHS 2982	Medical Assisting Practicum	6

**Pages 159-160 - Revision to CERT Medical Assisting Curriculum**

The following curriculum for the Certificate in Medical Assistant degree program is offered at the Asheville campus. Three courses are required onground completion and the remaining are completed in an online format.

**Certificate  
MEDICAL ASSISTING**

<b>Certificate Medical Assisting Curriculum.....</b>	<b>39 credits</b>
AHS 1010 Medical Terminology	4
MAS 1780 A&P for Medical Assistants	4
MAS 1860 Medical Law & Ethics	4
MAS 1880 Medical Office Procedures	3
MAS 1930 Medical Insurance & Coding	4
MAS 2010 Medical Assisting I	6
(30 hrs unpaid observation/clinical)	
MAS 2020 Medical Assisting II	6
(60 hrs unpaid observation/clinical)	
MAS 2050 Medical Assisting Practicum	6
(120 hrs unpaid practicum/clinical)	
SCC 2120 Professional Development	2

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**Page 165 – Revision to Minimum Academic Requirements for Admission – Bachelor of Science in Nursing**

Revised Paragraph - Major course cohorts will begin each quarter depending on enrollment. All students must meet the requirements for general admission to South College in order to pursue core/general education courses. General admission to South College does not guarantee admission to the nursing program. The procedures for application can be found on Nursing Page of the South College website, the Nursing Information Packet available in the Admissions Department, or from the Nursing Student Advisor. Application deadlines are available in the School of Nursing and the Admissions Department. Prospective students applying for admission to the nursing program must meet the following requirements:

Revised Paragraph to Remove First Sentence - For a nursing class (or classes) to be considered for transfer into the South College Nursing program, the class must have been completed within the last five years, and it must be at the baccalaureate level. Only nursing courses with a grade of A or B will be considered for transfer. For final transfer approval, a course description or syllabus may be required.

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**Page 168 – Revision to Termination from the Nursing Program Section (BSN) to Add #5**

**TERMINATION FROM THE NURSING PROGRAM**

Grounds for termination from the nursing program are as follows:

1. Insufficient academic progress or clinical performance defined as failing any nursing course;
2. Nonpayment of fees;
3. Failure to comply with rules and/or policies as written in the Nursing Student Handbook, the South College Student Handbook, and/or the South College Catalog.
4. Falsification of application to South College or the School of Nursing;
5. Any violation of Academic Integrity (cheating, plagiarism, sharing exams, obtaining unauthorized digital copies of exams, etc.).
6. Unprofessional, unsafe, or unethical behavior;
7. Failure to meet attendance requirements.

**Revision to Readmission Policy Section (BSN)**

**READMISSION POLICY**

Students who have withdrawn from the nursing program voluntarily or are unsuccessful in the South College nursing program may apply for readmission. Eligibility requirements that allow application for readmission are as follows:

1. Students who have withdrawn from the nursing program voluntarily are eligible to apply for readmission.

2. Students who are academically unsuccessful in **one** nursing course are eligible to apply for readmission.
  3. Students who are unsuccessful in **two** nursing courses cumulatively are ineligible for readmission.
  4. Students who are academically unsuccessful in any repeated nursing course are ineligible for readmission (students may only repeat a nursing course one time).
  5. Students who have been unsuccessful due to clinical failure or cumulative occurrences as a result of behaving in a manner showing lack of professional or clinical judgment may not be eligible for readmission. Occurrences are cumulative from quarter to quarter throughout all course work and clinical experiences at South College.
- 

#### **Page 169 – Revision to the Following in Curriculum of Traditional BSN Program**

Preparation of the professional nurse requires classroom, laboratory, and clinical experience. The clinical component of the nursing program will take place in various settings in the applicable geographic area and beyond. Students are responsible for costs associated with these clinical rotations, and for any costs associated with any emergency services needed while participating in off-site activities.

#### **Revision to Knoxville/Nashville BSN Curriculum (Traditional Option)**

Removal of NSG 2030 Introduction to Professional Nursing (4 credits) from the Core Curriculum Requirements. Increase requirement for Approval Elective hours in the Core Curriculum from 4 credits to 8 credits. Medical Terminology is recommended as one Approved Elective.

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#### **Page 170 – Addition of the Below to the Curriculum of the Accelerated BSN Program Option Section**

This option is currently available at the Knoxville and Nashville campuses.

#### **Revision to Knoxville/Nashville BSN Curriculum (Accelerated Option)**

Removal of NSG 2030 Introduction to Professional Nursing (4 credits) from the Core Curriculum Requirements. Increase requirement for Elective hours in the Core Curriculum from 8 credits to 12 credits. Medical Terminology is recommended as one Approved Elective.

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#### **Page 171 – Addition of the Below to the Curriculum of the LPN/BSN Program Option Section**

This option is currently available at the Knoxville and Nashville campuses.

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#### **Page 172 – Revision to Knoxville/Nashville BSN Curriculum (LPN/BSN Option)**

Removal of NSG 2030 Introduction to Professional Nursing (4 credits) from the Core Curriculum Requirements. Increase requirement for Elective hours in the Core Curriculum from 8 credits to 12 credits. Medical Terminology is recommended as one Approved Elective.

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#### **Page 173 – Revision to Termination from the Nursing Program Section (RN/BSN Option) to Add #5**

##### **TERMINATION FROM THE NURSING PROGRAM**

Grounds for termination from the nursing program are as follows:

1. Insufficient academic progress or clinical performance defined as failing any nursing course;
  2. Nonpayment of fees;
  3. Failure to comply with rules and/or policies as written in the Nursing Student Handbook, the South College Student Handbook, and/or the South College Catalog.
  4. Falsification of application to South College or the School of Nursing;
  5. Any violation of Academic Integrity (cheating, plagiarism, sharing exams, obtaining unauthorized digital copies of exams, etc.).
  6. Unprofessional, unsafe, or unethical behavior;
  7. Failure to meet attendance requirements.
-



**Page 174 - Revision to Readmission Policy Section (RN/BSN)**

**READMISSION POLICY**

Students who have withdrawn from the nursing program voluntarily or are unsuccessful in the South College nursing program may apply for readmission. Eligibility requirements that allow application for readmission are as follows:

1. Students who have withdrawn from the nursing program voluntarily are eligible to apply for readmission.
  2. Students who are academically unsuccessful in **one** nursing course are eligible to apply for readmission.
  3. Students who are unsuccessful in **two** nursing courses cumulatively are ineligible for readmission.
  4. Students who are academically unsuccessful in any repeated nursing course are ineligible for readmission (students may only repeat a nursing course one time).
  5. Students who have been unsuccessful due to clinical failure or cumulative occurrences as a result of behaving in a manner showing lack of professional or clinical judgment may not be eligible for readmission. Occurrences are cumulative from quarter to quarter throughout all course work and clinical experiences at South College.
- 

**Page 180 – Revision to Termination from Nursing Program (BSN Asheville) to Add #5**

**TERMINATION FROM THE NURSING PROGRAM**

Grounds for termination from the nursing program are as follows:

1. Insufficient academic progress or clinical performance defined as failing any nursing course;
2. Nonpayment of fees;
3. Failure to comply with rules and/or policies as written in the Nursing Student Handbook, the South College Student Handbook, and/or the South College Catalog.
4. Falsification of application to South College or the School of Nursing;
5. Any violation of Academic Integrity (cheating, plagiarism, sharing exams, obtaining unauthorized digital copies of exams, etc.).
6. Unprofessional, unsafe, or unethical behavior;
7. Failure to meet attendance requirements.

**Revision to Readmission Policy Section (BSN Asheville)**

**READMISSION POLICY**

Students who have withdrawn from the nursing program voluntarily or are unsuccessful in the South College nursing program may apply for readmission. Eligibility requirements that allow application for readmission are as follows:

1. Students who have withdrawn from the nursing program voluntarily are eligible to apply for readmission.
  2. Students who are academically unsuccessful in **one** nursing course are eligible to apply for readmission.
  3. Students who are unsuccessful in **two** nursing courses cumulatively are ineligible for readmission.
  4. Students who are academically unsuccessful in any repeated nursing course are ineligible for readmission (students may only repeat a nursing course one time).
  5. Students who have been unsuccessful due to clinical failure or cumulative occurrences as a result of behaving in a manner showing lack of professional or clinical judgment may not be eligible for readmission. Occurrences are cumulative from quarter to quarter throughout all course work and clinical experiences at South College.
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**Page 185 – Revision to LPN Admission Requirements #11**

Remove a. Been unsuccessful in one of two courses in the PN program at South College.

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**Page 186 – Revision to the Readmission Policy (PN)**

**READMISSION POLICY**

1. Students who have withdrawn from the PN program voluntarily or are unsuccessful in the South College nursing program may apply for readmission. Eligibility requirements that allow application for readmission are as follows:
2. Students who have withdrawn from the nursing program voluntarily are eligible to apply for readmission.

3. Students who are academically unsuccessful in **one** nursing course required by the PN program are eligible to apply for readmission.
4. Students who are unsuccessful in **two** nursing courses cumulatively are ineligible for readmission.
5. Students who are academically unsuccessful in any repeated nursing course are ineligible for readmission.
6. Students who have been unsuccessful due to clinical failure or cumulative occurrences as a result of behaving in a manner showing lack of professional or clinical judgment may not be eligible for readmission. Occurrences are cumulative from quarter to quarter throughout all coursework and clinical experiences at South College.

**Page 187 – Revision to Termination from Nursing Program (PN) to Add #5**

**TERMINATION FROM THE PN PROGRAM**

Grounds for termination from the nursing program are as follows:

1. Insufficient academic progress or clinical performance defined as failing any nursing course;
2. Nonpayment of fees;
3. Failure to comply with rules and/or policies as written in the Nursing Student Handbook, the South College Student Handbook, and/or the South College Catalog.
4. Falsification of application to South College or the School of Nursing;
5. Any violation of Academic Integrity (cheating, plagiarism, sharing exams, obtaining unauthorized digital copies of exams, etc.).
6. Unprofessional, unsafe, or unethical behavior;
7. Failure to meet attendance requirements.

**Revision to LPN Curriculum**

**Certificate  
LICENSED PRACTICAL NURSING**

Total Curriculum.....	59 credits
Core Curriculum/General Studies.....	4 credits
Major Curriculum/Nursing Courses.....	55 credits
<b>Quarter 1</b>	
AHS 1020      Basic Formations of Human Body	4
NSG 1110      Vocational Relations I	2
NSG 1125      Fundamental Concepts & Skills for Practical Nurses I	6
<b>Quarter 2</b>	
NSG 1210      Pharmacology I	3
NSG 1220      Fundamental Concepts & Skills for Practical Nurses II	6
NSG 1230      Geriatric Nursing & Issues at End of Life	2
NSG 1240      Medical Surgical Nursing I	5
<b>Quarter 3</b>	
NSG 2310      Pharmacology II	3
NSG 2320      Mental Health Nursing	3
NSG 2330      Pediatric Nursing	3
NSG 2340      Medical-Surgical Nursing II	6
NSG 2350      Mental Health & Pediatric Simulation	1
<b>Quarter 4</b>	
NSG 2410      Pharmacology III (Online)	2
NSG 2420      Maternal Infant Nursing	4
NSG 2430      Vocational Relations II (Online)	2
NSG 2440      Medical Surgical Nursing III	6
NSG 2450      Maternal Infant & Medical-Surgical Simulation	1

**Page 188 – Revise Introduction Section for Master of Science Nursing**

Replace with the Following: The Master of Science in Nursing at South College is designed to prepare nurse leaders and clinicians for the unique challenges of the 21<sup>st</sup> century. Based on the *Essentials of Master’s Education in Nursing* (AACN, 2011) and the specialty foci governing documents, the MSN program is designed to prepare master’s level nursing leaders and clinicians who are able to critically analyze and identify healthcare problems and provide evidence-based solutions. This includes being able to communicate information to influence an organization, integrate decision making across all nursing functions, and develop effective strategies while understanding the importance of ethical decision making.

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**Page 191 – Revision to the Readmission Policy (MSN)**

**READMISSION POLICY**

1. Students who have withdrawn from the PN program voluntarily or are unsuccessful in the South College nursing program may apply for readmission. Eligibility requirements that allow application for readmission are as follows:
  2. Students who have withdrawn from the nursing program voluntarily are eligible to apply for readmission.
  3. Students who are academically unsuccessful in **one** nursing course required by the PN program are eligible to apply for readmission.
  4. Students who are unsuccessful in **two** nursing courses cumulatively are ineligible for readmission.
  5. Students who are academically unsuccessful in any repeated nursing course are ineligible for readmission.
  6. Students who have been unsuccessful due to clinical failure or cumulative occurrences as a result of behaving in a manner showing lack of professional or clinical judgment may not be eligible for readmission. Occurrences are cumulative from quarter to quarter throughout all coursework and clinical experiences at South College.
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**Page 192 – Revision to Termination from Nursing Program (MSN) to Add #5**

**TERMINATION FROM THE PN PROGRAM**

Grounds for termination from the nursing program are as follows:

1. Insufficient academic progress or clinical performance defined as failing any nursing course;
  2. Nonpayment of fees;
  3. Failure to comply with rules and/or policies as written in the Nursing Student Handbook, the South College Student Handbook, and/or the South College Catalog.
  4. Falsification of application to South College or the School of Nursing;
  5. Any violation of Academic Integrity (cheating, plagiarism, sharing exams, obtaining unauthorized digital copies of exams, etc.).
  6. Unprofessional, unsafe, or unethical behavior;
  7. Failure to meet attendance requirements.
- 

**Page 197 – Revision to Student Health Requirements for Clinical Practicum (MSN FNP)**

Current RN License Area Revised – All graduate students are required to have documentation of a current RN license, in good standing, to practice as a registered nurse in their current state of residence.

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**Page 201 – Addition of Associate of Science in Occupational Therapy Assistant to Nashville**

**Associate of Science  
OCCUPATIONAL THERAPY ASSISTANT  
(Knoxville and Nashville)**

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**Page 221 – Addition of Electives for PharmD Program**

PPR 6025 Applying Infectious Disease Principles to the Acute Care Patient	3
PSC 6014 Introduction to Biologics and Biosimilars	3

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### **Page 219 – Revision to Quarterly Tuition Rate for Doctor of Pharmacy Program**

Effective Summer Quarter 2018, the quarterly tuition rate for the Doctor of Pharmacy program is \$11,850.

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### **Pages 238 and 240 – Revisions to Requirements for Doctor of Physical Therapy Program**

Health Insurance - All Doctor of Physical Therapy students are required to carry health insurance (including hospitalization) throughout the entire program. It is the responsibility of the student to purchase health insurance and provide proof of insurance. Health concerns should be addressed with your primary care provider. South College does not have student health facilities nor does the College offer student health plans, but we do have an agreement with Cherokee Health Systems to provide services to our students living in Knoxville or attending onsite lab intensives. Students are financially responsible for any services rendered by Cherokee. Once matriculated into the Doctor of Physical Therapy Program, students must show compliance with the health policy including personal health insurance coverage within one month of the start of classes. Failure to do so may result in being liable for dismissal from the program. Students must re-certify their health status (including proof of health insurance) prior to beginning the clinical year (year 2) of the program. Students may not engage in clinical activities until compliance has been met.

Immunizations - Prior to entering the South College Doctor of Physical Therapy Program, students must submit health provider proof of a health examination and updated information of immunization health certificate indicating TB testing results and HBV immunization series.

Specific related requirements include:

- Provide proof of personal health insurance throughout the entire program;
  - Provide proof of current BLS certification through the American Heart Association.
  - Provide proof of a satisfactory and current physical examination;
  - Provide proof of TB Tine Test (positive results will require the student to receive a chest x-ray and further evaluation);
  - Provide proof of Hepatitis B vaccine and positive Hep B Ab;
  - Provide proof of MMR vaccine or immunity;
  - Provide Varicella history or vaccination;
  - Influenza vaccine (required annually to be given during influenza season: October through May);
  - Provide proof of Tetanus, Diphtheria, & Pertussis (Tdap) vaccine within the last 10 years; and,
  - Provide proof of Polio vaccine series (3 doses OR date of last booster OR immunization as an adult).
- Prior to entering the clinical phase (year 2) of the program, students must again update their immunization and health certificate and provide proof of the following:
- Provide proof of current BLS certification through the American Heart Association;
  - Provide proof of updated annual TB PPD or tine test;
  - Provide proof of blood-borne pathogen orientation course; and
  - Provide proof of current personal health insurance, throughout the clinical year.
- For more information about immunization of Health Care Workers go to: <http://www.cdc.gov/mmwr/>

Curriculum - DPT 6711 Primary Care Physical Therapy is moved from quarter 7 to quarter 6. The prerequisite changes to Prerequisite: Successful completion of Quarter 5 courses. DPT 6811 Business Management is moved from quarter 8 to quarter 7. The prerequisite changes to Prerequisite: Successful completion of Quarter 6 courses. DPT 6630 Professional Competencies II is moved from quarter 6 to quarter 7. The prerequisite changes to Prerequisite: Successful completion of Quarter 6 courses.

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### **Page 239 – Revision to Quarterly Tuition Rate for Doctor of Physical Therapy Program**

Effective Summer Quarter 2018, the tuition rate for the Doctor of Physical Therapy program is \$9,850.

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### **Page 247 – Revision to Prerequisite Courses for MHS Physician Assistant Studies Program**

Revise Anatomy & Physiology I and II w/Labs to Human Anatomy & Physiology I and II w/Labs.

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**Page 250 – Revision to Quarterly Tuition Rate for MHS Physician Assistant Studies Program**

Effective Fall Quarter 2018, the tuition rate for the MHS Physician Assistant Student program is \$10,600.

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**Page 257 – Addition to the Following Heading and Statement**

**Associate of Science  
HEALTH SCIENCE  
(Knoxville, Asheville, Nashville, and Atlanta)**

The Associate of Science in Health Science degree program is offered at the Knoxville, Asheville, Nashville, and Atlanta campuses.

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**Page 258 – Addition to the Following Heading**

**Associate of Science  
HEALTH SCIENCE (PRE-NURSING)  
(Knoxville, Nashville, and Atlanta)**

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**Page 259 – Addition to the Following Statement and Heading**

The Associate of Science in Health Science (Pre-Nursing) degree program is offered at the Knoxville, Nashville, and Atlanta campuses.

**Associate of Science  
HEALTH SCIENCE (PRE-PHARMACY)  
(Knoxville, Asheville, Nashville, and Atlanta)**

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**Page 260 – Addition to the Following Statement**

The Associate of Science in Health Science (Pre-Pharmacy) degree program is offered at the Knoxville, Asheville, Nashville, and Atlanta campuses.

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**Page 261 – Addition to the Following Heading**

**Bachelor of Science  
HEALTH SCIENCE  
(Knoxville, Asheville, Nashville, and Atlanta)**

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**Page 262 – Addition to the Following Statement**

The Bachelor of Science in Health Science degree program is offered at the Knoxville, Asheville, Nashville, and Atlanta campuses.

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**Page 264 – Revision and Addition to the Following Statement**

The Bachelor of Science in Health Science (Pre-Physical Therapy) degree program is offered at the Knoxville, Nashville, and Atlanta campuses.

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**Page 266 – Revision and Addition to the Following Statement**

The Bachelor of Science in Health Science (Pre-Physician Assistant) degree program is offered at the Knoxville, Nashville, and Atlanta campuses.

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**Page 275 – Revision to Information Regarding the Certificate in Surgical Technology Program**

**Revision to Admission Requirement for Certificate in Surgical Technology**

1. Be generally admitted to South College;
2. Meet specific health and/or essential functions pertinent to the responsibilities performed by the Surgical Technologist;
3. Complete five (5) hours of observation in a surgery suite as scheduled/approved by the Program Director.
4. Students will be required to consent to a drug screening and background check prior to beginning clinical rotations.
5. Clinical sites are dispersed; students may have to drive outside of the Asheville area for clinical rotations.

Students will be accepted on a conditional basis until all admission requirements are met.

**Revision to the Goals of the Certificate in Surgical Technology**

The goal of the South College Surgical Technology program is to prepare competent entry-level surgical technologists in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.

Graduates of this program of study will:

1. Demonstrate competency in the background information, content, and skills required for performance as a surgical technologist in the operating room;
2. Demonstrate the ability to communicate effectively with all members of the health care team in terms of staff and patient needs;
3. Exhibit conduct that reflects practice standards that are legal, ethical, and safe.

Upon completion of the program, graduates will be eligible to sit for the Certified Surgical Technologist Certification Examination as administered by The National Board of Surgical Technology and Surgical Assisting.

The curriculum for the program is revised to the below beginning Winter 2019.

<b>SURGICAL TECHNOLOGY</b>		
<b>AS Surgical Technology Curriculum.....</b>		<b>56 credit hours</b>
AHS 1200	Anatomy & Physiology for Allied Health	3
STE 1000	Introduction to Surgical Technology	3
STE 1100	Patient Care Concepts I	3
STE 1101	Patient Care Concepts I Lab	2
STE 1105	Surgical Clinical Care I	7
STE 1200	Patient Care Concepts II	3
STE 1201	Patient Care Concepts II Lab	2
STE 1205	Surgical Procedures I	5
STE 1300	Surgical Procedures II	5
STE 1305	Surgical Clinical Care II	7
STE 1405	Surgical Clinical Care III	7
STE 1500	Microbiology for the Surgical Technologist	3
STE 2100	Surgical Procedures III	5

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**Page 279 – Addition of new AHS Course Descriptions**

**AHS 1040      BASIC FORMATION AND ORGAN SYSTEMS OF THE HUMAN BODY      4-0-0-4**

This course is an introduction to the general organization of the body, to characteristics of cells, tissues, and membranes, and to the function of systems of body structure and cellular transport. The integumentary, skeletal, muscular, cardiovascular, hematic and lymphatic systems are included, as well as basic introduction to the structure and function of the following major organ systems: nervous, sensory, endocrine, respiratory, digestive, urinary, and reproductive. Fluid balance, human development, and genetics are introduced.

**AHS 1070 MEDICAL LABORATORY PROCEDURES****0-4-0-2**

This course introduces the student to basic medical and clinical laboratory skills. Assessment of psychomotor skills and affective behavior competencies are a focus of this course. Competency-based principles and methods in venipuncture, chemistry, urinalysis, microbiology, capillary puncture, hematology, coagulation, and immunology are learned.

**AHS 1120 MEDICAL ASSISTING FOUNDATIONS****2-0-0-2**

This introductory course to Medical Assisting is designed to facilitate student transition into the health profession through understanding of legal and ethical responsibilities of a healthcare professional. Included is a review of ethical principles and federal and state laws governing healthcare professions and systems. Concepts of rights, duties, barriers, opportunities, diversity, cultural disparity, liability, and risk management are discussed. Issues associated with professional organizations, certification, and licensure are examined.

**AHS 2030 CLINICAL ASSISTING LABORATORY PROCEDURES****0-8-0-4**

Clinical Assisting Lab is a laboratory course designed to provide the student with both theory and practical application of basic clinical procedures, specialty examinations, and diagnostic testing. Assessment of psychomotor skills and affective behavior competencies are a focus of this course. This course is also designed to provide the students with both theory and practical application of advanced clinical procedures, diagnostic testing, and emergency medical procedures, including CPR and First Aid.

*Prerequisites: AHS 1010, AHS 1040 with a grade of C or better*

**AHS 2125 GENERAL PHARMACOLOGY****4-0-0-4**

General Pharmacology is an introduction to the fundamentals of safe drug handling, medication orders, and correct drug administration. The course covers drug laws and regulations, sources of medications, principles of pharmacology, and administration of parenteral and non-parenteral medications. Drug allergies, psychotropic drug actions, substance abuse, dosage calculation methods, and vitamins, minerals, and nutrition topics are presented. Basic intravenous theory is introduced. In addition, this course reinforces the fundamentals of proper drug administration. Pharmacological principles and procedures, medication orders, drug interactions, charting, routes of administration, and dosage calculations are emphasized. Medications and drug actions associated with specific body systems are included. Antibiotic, antiviral, immunizing, and antineoplastic drugs are introduced.

*Prerequisites: AHS 1040, AHS 1070 or concurrent with a C or better.*

**AHS 2135 DISEASES OF THE HUMAN BODY****2-0-0-2**

This course introduces the mechanisms, diagnosis, and treatment of common human diseases and cancers. Pathologies are identified by the impact on a single organ or systems and on the homeostatic balance between body systems. Inheritance, age-related differences, and prognosis or disability are described. Nutrition and disease prevention are featured.

*Prerequisites: AHS 1040 with a grade of C or better.*

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**Page 282 – Addition of BBA Course Descriptions****BBA 3101 ORGANIZATIONAL LEADERSHIP****4-0-0-4**

This course is designed to help learners understand the various leadership theories, leadership styles, and practices used within for profit and nonprofit organizations. Students gain an understanding of what is needed to assess situations and motivate teams/groups. Topics include leadership theory, leadership styles, effective communication, organizational ethics, and workplace culture.

*Prerequisites: BBA 3051 with a grade of C or better*

**BBA 3231 FINANCIAL MARKETS & INSTITUTIONS****4-0-0-4**

This course focuses on the role that financial institutions and markets play in the business environment. A series of principles and their application from finance and economics are discussed that explore the connection between financial markets, financial institutions, and the economy. Topics include the term structure of interest rates, stocks, principals of derivatives, and currencies, as well as the role of commercial banks, investment banks, insurance companies, mutual funds, the Federal Reserve Systems.

*Prerequisite: BUS 2051 and BBA 3201 with a grade of C or better*

- BBA 3421      MARKETING WITH SOCIAL MEDIA      4-0-0-4**  
This course focuses on marketing applications of social media and other emerging media channels. Topics include the planning, integration, and execution of social media into the overall marketing plans of a business. The course also includes examination of methods to evaluate the impact, effectiveness, and design of various social media marketing strategies.  
*Prerequisites: BUS 2391 and INT 1110 with a grade of C or better*
- BBA 3441      USING SOCIAL MEDIA IN BUSINESS      4-0-0-4**  
This course focuses on the many different types of social media and their use in a business setting to achieve business objectives. The scope and intent of the most popular social media platforms are explored, as well as the reasons why a social media presence is a necessity in current business environments.  
*Prerequisite: BUS 2391 and INT 1110 with a grade of C or better*
- BBA 3801      INTERNATIONAL FINANCIAL MANAGEMENT      4-0-0-4**  
This course focuses on the financial management of the firms that operate in the increasingly globalized business environment. Emphasizing broad concepts and real-world practices rather than extensive quantitative material, the course offers a concise introduction to international finance and provides a clear, conceptual framework for analyzing key financial decisions in multinational firms. The approach of the course is to treat international financial management as a natural and logical extension of the principles learned in the introductory financial management course.  
*Prerequisite: BUS 2051 and BBA 3201 with a grade of C or better*
- BBA 4071      LEADING ACROSS CULTURES      4-0-0-4**  
This course is designed to assist learners in understanding cross-cultural leadership skills and various organizational cultures. Students develop knowledge of how cultures impact global communication, working relationships, and leadership styles. The course includes strategies and frameworks for understanding the importance of leading within and across multicultural environments.  
*Prerequisites: BBA 3051 and BBA 3101 with a grade of C or better*
- BBA 4301      ADVANCED CORPORATE FINANCE      4-0-0-4**  
The objective of this course is for students to develop an understanding of the decisions financial managers face. Topics considered include corporate investment decisions (project valuation, acquisitions) and decisions that involve financing those investments (raising capital, payout policy), while also included related issues in risk management, corporate governance, and executive compensation.  
*Prerequisite: BUS 3231 and BBA 3201 with a grade of C or better*
- BBA 4411      STRATEGIC USE OF SOCIAL MEDIA      4-0-0-4**  
This course focuses on the use of strategic use of social media to create value for an organization. Emphasis is placed on strategic collaboration, tactical execution, and measurement of social media efforts. Students complete assignments focusing on social media management and measurement tools, a social media audit, a social media strategy and tactical plan, and crisis management. Social media outlets included are Facebook, Twitter, Instagram, Pinterest, LinkedIn, and an array of niche social media platforms.  
*Prerequisite: BUS 2371 and BUS 3441 with a grade of C or better*
- BBA 4431      SOCIAL MEDIA MANAGEMENT      4-0-0-4**  
This course focuses on the use of social media platforms to build a competitive advantage. Extensive integration and application of social media technologies are utilized. Student are introduced to the practices used in implementing social media for the purposes of organizational growth.  
*Prerequisite: BUS 2371 and BUS 3441 with a grade of C or better*
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**Page 284 – Addition of Course Description**

- BIO 1011      INTRODUCTION TO FOUNDATIONS OF ANATOMY      4.5-0-0-4.5**  
This course introduces the structures and function of the human body including the basic characteristics of life, homeostasis, organizational levels, cells, tissues, organs, and organ systems.



**BIO 1015      MICROBIOLOGY & IMMUNOLOGY FOR THE DENTAL HYGIENIST      4-0-0-4**

This course introduces the student to microorganisms with particular emphasis on their role in health, wellness, and disease. Economic, social, and cultural issues related to utilization, control and research of Monera, Protista, fungi, bacteria, and viruses are also considered.

**BIO 1030      ANATOMY & PHYSIOLOGY FOR IMAGING SCIENCE      4-4-0-6**

This course is designed to provide basic information for the study of the structure and function of the human body, including human body systems, as required for the Imaging Sciences. Topics include homeostasis of the human body, cells, tissues, anatomy and physiology of the integumentary system, the skeletal system, the muscular system, the nervous system, major glands and hormones of the endocrine system, the cardiovascular system, the respiratory system, the digestive system, and the urinary system. Upon completion, the student is expected to demonstrate a basic understanding of anatomy and physiology and their interrelationships.

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**Page 286 – Addition of Course Description**

**CHM 1000      GENERAL CHEMISTRY FOR THE DENTAL HYGIENIST      4-0-0-4**

Fundamental chemistry concepts and principles are presented in this course. Topics include study of the behavior of gases, types of solutions, concentration, chemical reactions and reaction rates, acids and bases, atomic theory, bonding, nomenclature of chemical compounds, and nuclear chemistry. Emphasis is placed on the applications of these topics in various fields. This course also explores the role of chemistry in society today by applying a problem-solving approach to understanding chemistry.

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**Page 295 – Addition of Course Descriptions for BS Information Technology Program**

**CST 3110      COMPUTER PROGRAMMING      2.5-2-0-4.5**

This course explores the necessity for computer programming applications for business applications. Students continue using an object-oriented language introduced in Applications Development.

*Prerequisites: INT 2110, INT 2120, and INT 3120 with grades of C or better*

**CST 3210      ADVANCED COMPUTER PROGRAMMING CONCEPTS      2.5-2-0-4.5**

This course explores the development of software systems. Students continue using an object-oriented language to develop applications that solve real-world problems.

*Prerequisites: CST 3110 and INT 3120 with grades of C or better*

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**Page 315 – Addition of INT Course Descriptions for AS, BS, and MS Information Technology Programs**

**INT 1110      FUNDAMENTALS OF INFORMATION TECHNOLOGY      4.5-0-0-4.5**

This course examines the tools and applications for IT used in organizations. Topics include human-computer interaction, information management, networking, programming, and web technologies.

*Prerequisite: SCC 1030 with a grade of C or better*

**INT 2110      INTRODUCTION TO APPLICATIONS DEVELOPMENT      2.5-2-0-4.5**

This course introduces programming for problem solving. Online laboratory exercises include writing computer code in a logical, structured manner following best practices. Topics include classes and objects, hierarchies, and interactive communication.

*Prerequisite: INT 1110 with a grade of C or better*

**INT 2120      INTRODUCTION TO SCRIPTING      2.5-2-0-4.5**

This course examines the programming concepts and fundamentals including data types, variable, loops, input, and output. Online laboratory exercises include developing simple scripts.

*Prerequisite: INT 1110 with a grade of C or better*



- INT 4210 RELATIONAL DATABASES 2.5-2-0-4.5**  
 This course examines SQL (Structured Query Language) for managing relational databases and performing operation on data within the database. Online laboratory exercises include populating databases, running queries,  
*Prerequisites: INT 4110 with a grade of C or better*
- INT 4220 ADVANCED SYSTEMS ADMINISTRATION 3.5-1-0-4.5**  
 This course covers the design, management, and maintenance of virtual enterprise and datacenter infrastructure. Topics include request tracking, monitoring, configuration management, and scripting to administer and defend systems using documented, repeatable processes.  
*Prerequisites: INT 2120, INT 2210, INT 3310, and INT 4130 with grades of C or better*
- INT 4310 CURRENT TOPICS IN INFORMATION TECHNOLOGY 4.5-0-0-4.5**  
 This course examines current topics in information and communications technologies. Sample topics include artificial intelligence, machine learning, information privacy, social media impact, and global information technology development.  
*Prerequisites: Permission of Dean*
- INT 4320 INFORMATION SYSTEMS DESIGN (CAPSTONE) 2-2.5-0-4.5**  
 This course is an integrative capstone course implementing information technology concepts from undergraduate coursework by designing an information technology solution to a business problem. Examples of course projects could include design and development of a database, network design, software support, or decision support applications.  
*Prerequisites: Permission of Dean*
- INT 5110 INFORMATION TECHNOLOGY FUNDAMENTALS 4-0-0-4**  
 This course examines the key aspects of information systems and use in organizations. Topics include planning, acquiring, and building systems, systems software, application software, database systems, big data, network fundamentals, technology infrastructure, enterprise systems, business intelligence, and artificial intelligence.  
*This course is taken in the first quarter of the program.*
- INT 5120 COMMUNICATION SKILLS FOR IT PROFESSIONALS 4-0-0-4**  
 This course examines effective communication methods for conveying information within a technology enterprise. Topics include organizing and drafting business communications, positive and negative messages, persuasive messages, business reports, proposals, and presentations.  
*Prerequisite or Co-requisite: INT 5110*
- INT 5130 SYSTEMS ANALYSIS AND DESIGN 3-2-0-4**  
 This course examines information systems development beginning with the business case study and determining user requirements. Through the use of simulations, students analyze the business case and evaluate feasibility from the operational, economic, and technical perspectives. Topics include systems analysis, systems design, and implementation of the information technology solution based on user requirements.  
*Prerequisite or Co-requisite: INT 5110*
- INT 5210 NETWORKING PRINCIPLES 4-0-0-4**  
 This course examines concepts of network design, network hardware, network configuration, basic architecture of local area networks (LANs) and wide area networks (WANs).  
*Prerequisite: INT 5110*
- INT 5220 DATABASES AND PROGRAMMING 3-2-0-4**  
 This course focuses on principles of databases including how information is stored and retrieved. Topics include database design, data files, formats, models, redundancy, and normalization. The programming language SQL is used for querying and performing basic operations on relational databases.  
*Prerequisite: INT 5110*
- INT 5230 VIRTUAL COMPUTING 3-2-0-4**  
 This course examines the virtualization of computer resources in the information technology environment to create solutions that are flexible, scalable, and affordable. This course combines the theories and concepts of virtualization with online

laboratories and case projects. Additional topics include creating clusters for high availability, using management software to administer multiple host systems, and leveraging cloud computing.

*Prerequisite: INT 5110*

**INT 5310 OPERATING SYSTEMS 4-0-0-4**

This course examines the concepts of operating systems and how operating system software manages subsystems. Topics include early memory management systems, virtual memory, memory allocation, processor management, process synchronization, concurrent processes, device management, file management, network organization, and management of network functions.

*Prerequisite: INT 5110*

**INT 5320 ADVANCED DATABASE CONCEPTS AND PROGRAMMING 3-2-0-4**

This course is a continuation of Databases and Programming. SQL is used for advanced database queries. Topics include concurrency control, optimization, transaction management, recovery management, SQL performance tuning, business intelligence, decision support, NoSQL, and handling big data sets.

*Prerequisites: INT 5110 & INT 5220*

**INT 5330 INFORMATION TECHNOLOGY RESEARCH 4-0-0-4**

This course focuses on research methods, research design, logic, and conducting Information Technology research. Students examine academic research, case studies, and methodologies to develop a research plan for their capstone project.

*Prerequisite: INT 5110 This course is taken in the third quarter of the program.*

**INT 5410 INFORMATION TECHNOLOGY SECURITY 4-0-0-4**

This course examines the system development life cycle and need for security. Various legal, ethical, and professional issues such as risk management, intrusion detection, prevention, cryptography, and security technology are introduced. Access controls, firewalls, and VPNs are also examined.

*Prerequisite: INT 5110*

**INT 5420 PROJECT & TEAM MANAGEMENT FOR IT PROFESSIONALS 4-0-0-4**

This course examines the principles and practices required to be an effective IT project manager. Topics include project scope, time, cost, outsourcing, quality, risk, and management techniques in the IT environment.

*Prerequisite: INT 5110*

**INT 5430 INFORMATION TECHNOLOGY CAPSTONE 4-0-0-4**

In this course, students develop a project plan to demonstrate proficiency in information technology by integrating systems analysis, systems design, databases, database programming, security, and project management skills. Students analyze business goals, gather requirements, plan, and develop project specifications to arrive at a feasible schedule for implementation.

*Prerequisites: INT 5110 - This course is taken in the last quarter of the program.*

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**Page 325 – Revision of Contact Hours for MRI 3130 and MRI 3230 and Addition of NSG Course Descriptions for Certificate in LPN Program**

Correct contact hours for MRI 3130 and MRI 3230 from 0-0-6-6 to 0-0-18-6.

**NSG 1020 HUMAN BODY IN HEALTH & DISEASE FOR PRACTICAL NURSING 4-0-0-4**

This course provides an introduction to the structure and function of the major organ systems and an overview of the basic mechanisms of disease. Systems covered include: nervous, sensory, endocrine, lymphatic, respiratory, cardiovascular, digestive, urinary, integumentary, and reproductive. Fluid balance, human development, and genetics are introduced.

**NSG 1110 VOCATIONAL RELATIONS I 2-0-0-2**

Vocational Relations I provides an introduction to Practical Nursing. This general survey course assists the student in understanding the scope and practice of practical nursing while integrating the concepts of caring, collaboration, communication, competence, clinical skills, cultural sensitivity, community, and environment into nursing practice. The course emphasizes a beginning nursing practice that facilitates the well-being of the individual within the context of illness

and begins preparing the student as a provider of care. Students examine multiple aspects of nursing including, but not limited to, self-assessment of learning style and skills, resources for practical nursing students, legal and ethical considerations in nursing practice, communication, culture, spirituality, critical thinking, health care team and teamwork. (*Distance Learning Format*)

*Prerequisite: Admission to the PN Program or faculty consent*

*Co-requisite: NSG 1120*

**NSG 1125      FUNDAMENTAL CONCEPTS & SKILLS FOR PRACTICAL NURSES I      3-6-0-6**

Fundamental Concepts & Skills for Practical Nurses I is the first of two Fundamentals courses which introduce basic concepts and fundamental skills that a practical nurse (PN) needs in current practice at the major settings where they are employed including hospitals, long-term care facilities, clinics, medical offices, home care agencies, and surgery centers. Six contextual threads are woven throughout Fundamentals I and II, including patient-centered care; critical thinking and clinical judgement; communication; team work and collaboration; patient education; and cultural sensitivity and competence. The Fundamentals I and II courses emphasize the importance of evidence-based practice and the use of best practices. This course introduces use of the nursing process. Concepts evolve from simple to complex and cover hygiene; infection prevention and control; vital signs; mobility and immobility; safety; nursing process; and documentation.

*Prerequisite: Admission to the PN Program or faculty consent*

*Co-requisite: NSG 1110*

**NSG 1210      PHARMACOLOGY I      3-0-0-3**

Pharmacology I is the first of three Pharmacology course that are designed to provide the right level and depth of pharmacology content for the practical nursing students. Content include current information on new drugs, procedures, regulations and issues that provide a strong foundation of essential knowledge for the safe, effective administration of drugs. Dosage calculation and medication administration, nursing process and patient education are emphasized throughout the course. Software programs may be used to provide simulative real-life experience to aid student learning.

*Prerequisite: Successful completion of first quarter of PN courses*

*Co-requisites: NSG 1220, NSG 1230, NSG 1240*

**NSG 1220      FUNDAMENTAL CONCEPTS & SKILLS FOR PRACTICAL NURSES II      3-4-3-6**

This second of the Fundamentals courses continues the sequence to more complex skills with emphasis on practice and repetition in lab setting. The course expands the skills practice to incorporate increased use of nursing process and problem solving. This course continues the six contextual threads woven throughout the two Fundamentals courses, including patient-centered care; critical thinking and clinical judgement; communication; team work and collaboration; patient education; and cultural sensitivity and competence. This course builds to a simulation scenario requiring teamwork, collaboration, problem solving, communication, critical thinking, problem solving and decision making in the context of skills proficiency demonstration.

*Prerequisite: Successful completion of first quarter of PN courses*

*Co-requisites: NSG 1220, NSG 1230, NSG 1240*

**NSG 1230      GERIATRIC NURSING & ISSUES AT THE END OF LIFE      2-0-0-2**

This course explores the changing demographic of today's world and the immense challenge it presents to health care providers and society as a whole. Practical nurses must be well prepared to recognize and respond appropriately to the needs of our aging population. The goal of this course is to give the beginning nurse a balanced perspective on the realities of aging and to broaden the beginning nurse's viewpoint regarding aging people so that their needs can be met in a compassionate, caring, and professional manner. The course features extensive coverage of cultural issues, clinical situations, delegation, home health care, health promotion, patient teaching and complementary and alternative therapies. Because of the role of Practical Nurses in the geriatric population the issues of grief, loss and end of life will be explored in depth.

*Prerequisite: Successful completion of first quarter of PN courses*

*Co-requisites: NSG 1210, NSG 1220, NSG 1240*

**NSG 1240      MEDICAL SURGICAL NURSING I      3-0-6-5**

Medical Surgical Nursing I is the first of three medical surgical nursing courses which cover common medical surgical disorders with emphasis on those most prevalent in current society. These courses prepare practical nursing students to practice nursing within a variety of settings, such as hospitals, long-term care facilities, rehabilitation institutes, ambulatory clinics, psychiatric agencies, physicians' offices, and home care agencies. Special consideration is given to the elderly

population, chronic illnesses, and conditions encountered in long-term care settings. This course builds on, but does not repeat, content presented in Fundamentals. The need for critical thinking, development of clinical judgment, use of evidence-based practice, best practice, performance improvement, patient safety, quality, core measures, QSEN concepts, NCLEX core competencies, and TJC National Patient Safety Goals are highlighted throughout course. NLN core competencies for practical nurses are integrated into content.

*Prerequisite: Successful completion of first quarter of PN courses*

*Co-requisites: NSG 1210, NSG 1220, NSG 1230*

**NSG 2310      PHARMACOLOGY II      3-0-0-3**

Pharmacology II is the second of three Pharmacology courses that are designed to provide the right level and depth of pharmacology content for the practical nursing students. Content include current information on new drugs, procedures, regulations and issues that provide a strong foundation of essential knowledge for the safe, effective administration of drugs. Dosage calculation and medication administration, nursing process and patient education are emphasized throughout the course. Software programs may be used to provide simulative real-life experience to aid student learning.

*Prerequisite: Successful completion of second quarter of PN courses*

*Co-requisites: NSG 2320, NSG 2330, NSG 2340, NSG 2350*

**NSG 2320      MENTAL HEALTH NURSING      2-0-3-3**

This course introduces concepts of psychiatric and mental health care. Trends and issues from past and current mental health care and systems are discussed. Ethical and legal issues, sociocultural issues, theories and therapies, drug, complementary and alternative therapies are considered. Therapeutic skills of assessment, communication, relationship and environment are detailed. Students investigate issues and care throughout the life span. Simulations, case studies, projects and presentations help nurses gain a working understanding of these complex patients.

*Prerequisite: Successful completion of second quarter of PN courses*

*Co-requisites: NSG 2310, NSG 2330, NSG 2340, NSG 2350*

**NSG 2330      PEDIATRIC NURSING      2-0-3-3**

This course begins with the Infant following the newborn period. Issues of growth and development and nutrition are studied for normal as well as children needing hospitalization and nursing care in various healthcare settings. Nursing care of common conditions seen in children are reviewed as well as communicable diseases, bioterrorism, natural disasters and emotional and behavioral conditions in childhood.

*Prerequisite: Successful completion of second quarter of PN courses*

*Co-requisites: NSG 2310, NSG 2320, NSG 2340, NSG 2350*

**NSG 2340      MEDICAL SURGICAL NURSING II      3-0-9-6**

Medical Surgical Nursing II continues the content for the PN student who must be educated for work within a variety of settings. Common medical surgical disorders are covered with emphasis on those most prevalent in current society. Special consideration is given to the elderly population, chronic illnesses, and conditions encountered in long-term care settings. This course builds, on but does not repeat, content presented in Fundamentals and Medical Surgical I courses. This course focuses on building and expanding critical thinking and clinical judgement. Emphasis continues on integrating the principles of evidence based practice, best practice, performance improvement, patient safety, quality core measures, QSEN concepts. NLN core competencies for practical nurses are expanded across the content. Complex nursing practice such as care of patients on mechanical ventilation, complex wound care, and intravenous therapy and medication administration within the TN scope of practice.

*Prerequisite: Successful completion of second quarter of PN courses*

*Co-requisites: NSG 2310, NSG 2320, NSG 2330, NSG 2350*

**NSG 2350      MENTAL HEALTH & PEDIATRIC SIMULATION      0-0-3-1**

Clinical simulation provides a controlled environment in which students can practice the nursing process and sharpen their critical thinking and decision-making skills before caring for real patients in the clinical setting. Students are challenged to work in teams, communicate, and intervene for patients in carefully designed scenarios. Care planning, electronic medical record review and real-time documentation, SBAR communication, therapeutic communication and technical nursing skills are enhanced in these scenarios. Concepts of safety, quality, best practices, patient centered care, cultural competence and developmentally appropriate care are integrated. A critical component of simulation is debriefing after each simulation which promotes reflection and self-assessment of the experience. Scenarios are developed to prepare students for real world encounters in mental health and pediatric nursing.

*Prerequisite: Successful completion of second quarter of PN courses*

*Co-requisites: NSG 2310, NSG 2320, NSG 2330, NSG 2340*

**NSG 2410 PHARMACOLOGY III**

**2-0-0-2**

Pharmacology III is the final of three pharmacology courses in the practical nursing program. It intended to provide students with an independent individualized online learning experience. Integration of complex knowledge and skills with the acuity of long term and transitional care builds safety and quality into practice. Advanced Pharmacology includes online learning activities using simulation and simulation software that prepares the practical nursing student for transition into practice. Simulation includes bar coding, electronic medical records, timed responses for realistic priority setting, and decision consequences. (*Distance Learning Format*)

*Prerequisite: Successful completion of first three quarters of PN courses*

*Co-requisites: NSG 2420, NSG 2430, NSG 2450*

**NSG 2420 MATERNAL INFANT NURSING**

**2-0-6-4**

This course begins with human reproduction and explores maternal-newborn nursing and women's health. Fetal development, prenatal care, complications of pregnancy and birth, labor and delivery are detailed for nursing care. Care of the preterm, term, and post-term infant are covered along with nursing care for perinatal injury and congenital malformations. Sixty hours of Clinical and 15 hours of simulation experiences are associated with this course.

*Prerequisite: Successful completion of first three quarters of PN courses*

*Co-requisites: NSG 2410, NSG 2430, NSG 2440, NSG 2450*

**NSG 2430 VOCATIONAL RELATIONS II**

**2-0-0-2**

Vocational Relations II prepares the students for the transition to practice. Topics detailed include conflict resolution and management styles, advanced communication formats that improve patient safety and satisfaction. Employability skills are integrated into this course. Advance communication skills for the healthcare environment, such as TeamSTEPPS, is introduced to the students as structured teamwork teaching strategies and tools to enhance performance and patient safety. (*Distance Learning Format*)

*Prerequisite: Successful completion of first three quarters of PN courses*

*Co-requisites: NSG 2410, NSG 2420, NSG 2440, NSG 2450*

**NSG 2440 MEDICAL SURGICAL NURSING III**

**2-0-12-6**

Medical Surgical Nursing III continues the content for the PN students who must be educated to work within a variety of settings. High volume, high risk and problem prone disorders are covered with focus on those most prevalent in current society. Special consideration is given to increasingly complex care in diverse settings including home and community care for chronic stable patient and end of life care. This course builds on content presented in earlier courses. This course continues to build and expand student skills of critical thinking and clinical judgement. Emphasis is on evidence-based practice, best practice, performance improvement, patient safety and quality, teamwork, communication and documentation for complex patients. This course includes a focus on IV therapy skills specifically dealing with medication administration via peripheral intravenous access, role of the LPN with central intravenous access, and state practice acts and scope of practice for LPN regarding intravenous therapy.

*Prerequisite: Successful completion of first three quarters of PN courses*

*Co-requisites: NSG 2410, NSG 2420, NSG 2450*

**NSG 2450 MATERNAL INFANT & MEDICAL SURGICAL SUMULATION**

**0-0-3-1**

Clinical simulation provides a controlled environment in which students can practice the nursing process and sharpen their critical thinking and decision-making skills before caring for real patients in the clinical setting. Students are challenged to work in teams, communicate, and intervene for patients in carefully designed scenarios. Care planning, electronic medical record review and real-time documentation, SBAR communication, therapeutic communication and technical nursing skills are enhanced in these scenarios. Concepts of safety, quality, best practices, patient centered care, cultural competence and developmentally appropriate care are integrated. A critical component of simulation is debriefing after each simulation which promotes reflection and self-assessment of the experience. Scenarios are developed to prepare students for real world encounters in Maternal Infant and complex challenging Medical Surgical practice.

*Prerequisite: Successful completion of second quarter of PN courses*

*Co-requisites: NSG 2410, NSG 2420, NSG 2430, NSG 2440*





embryonic development of the head, neck, face, oral cavity, and tooth development and their eruption, are included in this course. Oral Pathology examines human diseases, emphasis is placed on the mechanism of pathology, systemic manifestations, and oral diseases significant to oral health care providers.

*Prerequisite: Program Admission*

**RDA 1140 DENTAL RADIOGRAPHY I 2-4-0-4**

This course examines radiation biology, safety precautions, intraoral and extraoral radiographic techniques, and quality control in the classroom and laboratory. Students receive hands-on instruction and experience exposing intraoral and extraoral radiographs using the bisecting and paralleling techniques, processing and mounting procedures, and identification of anatomic landmarks on radiographs.

*Prerequisites: Program Admission*

**RDA 1150 DENTAL ASSISTING I 2-4-0-4**

This course introduces the student to oral health, preventative techniques, dental instruments, categories and usage, dental burs and handpieces, tub and tray system, four-handed dental procedures, instrument grasp and transfer, and treatment of special needs patients. Additional topics include an introduction to the dental specialties, endodontics, oral and maxillofacial surgery, orthodontics, pediatric dentistry, and periodontics.

*Prerequisites: Program Admission*

**RDA 1210 DENTAL PRACTICE MANAGEMENT 3-0-0-3**

This course focuses on all aspects of dental practice management, including patient reception, telephone techniques, patient scheduling, business management software, records management, inventory control, accounts payable and receivable, and the office recall system. Additional topics include the importance of proper patient record management, the accuracy of patient records, dental insurance submission, and management of patient accounts.

*Prerequisites: Program Admission*

**RDA 1220 PRECLINIC DENTAL SCIENCE 4-0-0-4**

This course examines microorganisms that affect humans, the prevention of oral disease, infection control standards, and management of hazardous materials. Basic pharmacology, drugs utilized to treat systemic diseases, drugs used in dentistry, prescription writing, and types of anesthetics used in dentistry are included in this course. Additional topics include medical emergency preparation, recognition of common medical and dental office emergencies, and skills necessary for the CPR examination.

*Prerequisites: RDA 1130*

**RDA 1230 DENTAL RADIOGRAPHY II 0-8-0-4**

This course is a continuation of RDA 1140 Dental Radiography I. Students work to achieve laboratory competency in exposing intraoral and extraoral radiographs using bisecting and paralleling techniques, processing and mounting procedures, and identification of anatomic landmarks on radiographs.

*Prerequisites: RDA 1140*

**RDA 1240 DENTAL ASSISTING II 2-4-6-6**

This course is a continuation of RDA 1150 Dental Assisting I. Students are instructed in patient care, accurate dental charting, anesthesia and sedation, nitrous oxide monitoring, coronal polishing, sealants, and expanded dental function allowable in the State of Tennessee under the State Dental Practice Act. Students begin clinical assisting in the Dental Hygiene Clinic in preparation for the externship.

*Prerequisites: RDA 1150*

**RDA 1310 REVIEW OF DENTAL ASSISTING 1-0-0-1**

In preparation for the Dental Assisting National Board Examination, this course provides a comprehensive review of dental assisting focusing on general chairside assisting, radiation health and safety, and infection control.

*Prerequisites: Successful completion of the Quarters 1 and 2 of the Dental Assisting program*

**RDA 1320 DENTAL ASSISTING III 0-0-39-12**

Upon successful completion of all courses in Quarters 1 and 2 of the Dental Assisting program, the student participates in a 390-hour externship. The student spends a minimum of 300 hours in a Comprehensive General Dental Office and 90 hours in a Specialty Office applying the principles and practices learned in the Dental Assisting program under the direct

supervision of dentist and qualified office personnel. Successful completion of the externship is necessary to fulfill the requirements for graduation.

*Prerequisites: Successful completion of the Quarters 1 and 2 of the Dental Assisting program*

**RDH 1110 HEAD & NECK ANATOMY 4-0-0-4**

This course examines head and neck anatomy with emphasis on the cranium, brain, cranial nerves, vascular support to the head and neck, soft tissue, and origin, insertion, action, and innervation of muscles of facial expression and mastication and the Temporomandibular Joint as they pertain to the study of dental science. Examination of the anatomy of local anesthetic, fasciae and spaces, and the spread of dental infections are covered in this course.

*Prerequisite: Program Admission*

**RDH 1120 GENERAL & ORAL PATHOLOGY 4-0-0-4**

This course examines human diseases including causes for general pathological conditions, mechanism of disease process, and effects on various organ systems. Emphasis is placed on the mechanism of pathology, systemic manifestations, and oral diseases significant to oral health care providers.

*Prerequisite: Program Admission*

**RDH 1210 OTAL EMBYOLGY, HISTOLOGY, & DENTAL ANATOMY 4-0-0-4**

This course focuses on embryonic development of the head, neck, face, oral cavity, and tooth development and their eruption. Additional topics include microscopic and histological examination of oral tissues including soft tissue, periodontium, enamel, dentin, and pulp.

*Prerequisite: Program Admission*

**RDH 1220 DENTAL MATERIALS 2-4-0-4**

This course examines chemical and physical properties of dental materials, manipulation, and application of materials commonly utilized in the practice of dentistry. Laboratory experience include exercises in manipulation and application of commonly used dental materials including manakin and student partner experiences.

*Prerequisite: Program Admission*

**RDH 1230 DENTAL HYGIENE PRACTICE PRE-CLINIC I (Instrumentation) 1-0-9-4**

This course examines dental hygiene history and profession growth. Introduction to infection control, medical and dental history review, recording, and acquisition, monitoring of vital signs, and intraoral and extraoral examination. Principles of positioning for periodontal instrumentation, instrument classification, grasp and finger rests, along with instrument movement and orientation are taught with the aid of the manakin to prepare students for clinical hygiene practice.

*Prerequisites: Program Admission*

**RDH 1310 DENTAL PHARMCOLOGY 4-0-0-4**

This course examines pharmacology applicable to dental hygiene clinical practice. Drug groups, drug interactions and contraindications, pharmacological effects, adverse reactions, allergies, dental treatment implications, and modifying treatment to ensure patient safety are covered in this course.

*Prerequisites: Program Admission*

**RDH 1320 DENTAL HYGIENE PRACTICE PRE-CLINIC II (Instrumentation) 1-0-9-4**

Under direct supervision, the student simulates basic periodontal probing, detection and removal of soft and hard deposits from the tooth surfaces located above and below gums performed in the laboratory/pre-clinical using hygiene principles and protocols in a professional manner.

*Prerequisite: RDH 1230 with grade of C or better*

**RDH 1330 ORAL RADIOGRAPHY 2-4-0-4**

This course examines radiation biology, safety precautions, intraoral and extraoral radiographic techniques, digital acquisition, quality control, and radiograph interpretation in the classroom and laboratory. The student will identify anatomic landmarks and recognize pathological conditions on radiographs.

*Prerequisites: Program Admission*

**RDH 1410 DENTAL HYGIENE CLINICAL PRACTICES I 1-0-9-4**

This course introduces patient care including the Health Insurance Portability and Accountability Act of 1996 (HIPPA), infection control, medical and dental history review, recording, and acquisition, monitoring of vital signs. Intraoral and extraoral oral cancer screening including charting and observation, and theoretical principles and procedures of oral prophylaxis are included in this course.

*Prerequisite: RDH 1230 with grade of C or better*

**RDH 1420 BIOCHEMISTRY, NUTRITION, CAROLOGY, DISEASE PREVENTION & PATIENT EDUCATION 4-0-0-4**

This course examines organic and biochemistry necessary for dental hygiene, including the relationship of diet to caries and periodontal disease. Topics include the processes of dental caries and cariogenesis, disease prevention through oral hygiene, utilization of preventative products, smoking cessation, and dental health teaching including patient education for behavior modification for prevention of dental disease.

*Prerequisites: Program Admission*

**RDH 1430 PAIN MANAGEMENT/ANXIETY CONTROL & MEDICAL EMERGENCIES 3-2-0-4**

This course focuses on managing patient pain and anxiety while maintaining patient safety. Local anesthesia principles, anatomy, physiology, pharmacology, instrumentation, technique, and complications are examined. Principles of conscious sedation, administration, and monitoring of nitrous oxide and oxygen are included. Examination of the causes and contributing factors of dental emergencies, prevention techniques, and stress reduction protocols are also examined, as well as the importance of current and accurate patient medical history and recognition of signs and symptoms of possible medical emergencies that may occur in the dental office.

*Prerequisites: RDH 1310 with grade C or better*

**RDH 2510 DENTAL HYGIENE CLINICAL PRACTICES II 0-0-12-4**

Under direct supervision, the student gains clinical experience in delivery of dental hygiene services to patients. Emphasis is placed on medical and dental history, infection control, aseptic technique, radiograph acquisition, assessment, dental hygiene treatment plan development, instrumentation, and patient management.

*Prerequisite: RDH 1410 with grade of C or better*

**RDH 2520 PUBLIC DENTAL HEALTH & EPIDEMIOLOGY 4-0-0-4**

This course examines community public health and dental health education emphasizing the principles and methods for analyzing, planning, implementing, and evaluating community-based health programs for the prevention of caries, oral disease, and increasing dental health education. Provisions of oral health care services to patients with bloodborne infectious diseases are emphasized. Topics include epidemiology, research, methodology, biostatistics, evidence based dentistry, and the role of the community based dental hygienist.

*Prerequisite: Program Admissions*

**RDH 2610 TREATMENT OF SPECIAL NEEDS PATIENTS 4-0-0-4**

This course examines the importance of analyzing medical history before initiating patient treatment. Topics include discovery and research of systemic diseases, conditions, aging processes, impact on dental treatment, and treatment modifications necessary for the delivery of dental care to meet patient's needs.

*Prerequisite: Program Admissions*

**RDH 2620 PERIDONTOLOGY 4-0-0-4**

This course examines dental hygiene periodontal practice including normal and diseased periodontium. Topics include periodontal disease classification, assessment, etiology, inflammation, pathology, and treatment rationale.

*Prerequisites: RDH 1230, 1320, 1410 with grades of C or better*

**RDH 2630 DENTAL HYGIENE CLINICAL PRACTICES III 0-0-12-4**

This course is a continuation of RDH2510. Under direct supervision, the student gains clinical experience in delivery of dental hygiene services to patients. Emphasis is placed on medical and dental history, infection control, aseptic technique, radiograph acquisition, assessment, dental hygiene treatment plan development, instrumentation, and patient management.

*Prerequisites: RDH 1230, 1320, 1410, and 2510 with grade C or better*

**RDH 2710 ETHICS, JURISPRUDENCE, & PRACTICE MANAGEMENT 4-0-0-4**

This course examines problem solving and ethical decision making in the practice of dental hygiene. Topics include the principles of tort and contract law as they apply to dental hygiene and dental practices, including preparation for the Tennessee State Board of Dental Examiners jurisprudence examination. The study of practice management and the role of the dental hygienist in dental practice success is also addressed in this course.

*Prerequisite: Program Admission*

**RDH 2720 DENTAL HYGIENE CLINICAL PRACTICES IV 0-0-12-4**

This course is a continuation of RDH2630. Under direct supervision, the student gains clinical experience in delivery of dental hygiene services to patients. Emphasis is placed on medical and dental history, infection control, aseptic technique, radiograph acquisition, assessment, dental hygiene treatment plan development, instrumentation, and patient management.

*Prerequisite: RDH 2630 with grade C or better*

**RDH 2730 REVIEW OF DENTAL HYGIENE 4-0-0-4**

This course provides a comprehensive review of dental hygiene including scientific basis for dental hygiene practice, provision of clinical dental hygiene services, community health, research principles, case review, and case presentation in preparation for the National Board Dental Hygiene Examination.

*Prerequisites: All RDH courses for quarters 1-6 with grades of C or better*

**RDH 2810 DENTAL HYGIENE CLINICAL PRACTICES V 0-0-12-4**

This course is a continuation of RDH2720. Under direct supervision, the student will apply techniques and knowledge to gain clinical proficiency in delivery of dental hygiene services to patients. Emphasis is placed on medical and dental history, infection control, aseptic technique, radiograph acquisition, assessment, dental hygiene treatment plan development, instrumentation, patient management, care of special needs patients, and treatment outcomes evaluated. Community outreach supplement the learning experience.

*Prerequisite: RDH 2720*

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**Page 374 – Revision to RTE 1220 Radiography Positioning 1 Lab**

Revise contact hours for the course from 0-0-2-1 to 0-2-0-1.

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**Page 376 – Revision to RTE 2120 Clinical Experience IV**

Revise credit hours for the course from 0-0-24-7 to 0-0-24-8.

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**Page 380 – Revision of Course Descriptions for Surgical Technology**

**STE 1000 INTRODUCTION TO SURGICAL TECHNOLOGY 3-0-0-3**

This course presents an introduction to the field of Surgical Technology. Content topics include the history of the surgical technologist, professional organizations related to the profession, medical terminology, professional, legal, ethical and moral responsibilities of the surgical technologist, health care organizations as well as environmental safety in the surgical field and the importance of teamwork in the operating room setting. This course evaluates the physical, psychological, social, and spiritual needs of the patients. Medical terminology will also be discussed in this course.

*Prerequisite: Program Admission*

**STE 1100 PATIENT CARE CONCEPTS I 3-0-0-3**

This course presents an overview of the principle and practice of surgical technology. Emphasizing on the surgical case management, instrumentation, equipment and supplies, hemostasis, wound healing and wound closure.

Content topics include operating room team roles, patient transfer, positioning and vital signs, principles of urinary catheterization, patient skin preparation, draping the surgical patient, preoperative, perioperative and postoperative responsibilities.

*Prerequisite: Program Admission*

**STE 1101 PATIENT CARE CONCEPTS I LAB 0-4-0-2**

In this course, students demonstrate the ability to perform the basic functions of a surgical technologist in scrubbing,



**STE 1405            SURGICAL CLINICAL CARE III**

**0-0-21-7**

This course continues to develop the student's understanding of the roles and responsibilities of the surgical technologist during surgical procedures. Emphasis is placed on more complex cases, while improving speed and accuracy. The student is precepted by a Surgical Technologist or a Registered Nurse working in scrub or circulating roles. These clinical experiences take place at various local hospitals.

*Prerequisite: STE 1305*

**STE 2100            SURGICAL PROCEDURES III**

**5-0-0-5**

This course continues with a comprehensive study of surgical procedures in the following areas: peripheral vascular surgery and neurosurgery. Emphasis will be placed on the relevant anatomy and physiology related to the diagnostic or surgical interventions the patient undergoes. Topics will include how to prepare the necessary equipment, supplies and instrumentation for these procedures. The sequence of events for these types of surgeries will be discussed along with how pre-, post-, and intra-operative procedures impact the Surgical Technologists. Employment skills are also discussed and practiced in detail.

*Prerequisite: STE 1300*

**SOUTH COLLEGE**  
**2018-2019 TUITION**  
**CAMPUS (ON-GROUND) PROGRAM TUITION RATES**

Certificate Programs Table 1 (Beginning Fall Quarter 2018):

CERT Computed Tomography	CERT Dental Assisting
CERT Licensed Practical Nursing	CERT Magnetic Resonance Imaging
CERT Medical Assisting	CERT Nuclear Medicine
CERT Paralegal/Paralegal Studies	CERT Pharmacy Technician
CERT Surgical Technology	Special Subject

Associate Programs Table 1 (Beginning Fall Quarter 2018):

AS Accounting	AS Business Administration
AS Criminal Justice	AS Health Science
AS Health Science (Pre-Nursing)	AS Health Science (Pre-Pharmacy)
AS/AAS Medical Assisting	AS/AAS Paralegal Studies
AS Pharmacy Technician	AS Teaching

Bachelor's Programs Table 1 (Beginning Fall Quarter 2018):

Bachelor of Business Administration (w/Concentrations)  
 BS Criminal Justice  
 BS Elementary Education  
 BS Legal Studies

**Table 1 Tuition Rates**

<b>Credit Load</b>	<b>2018-2019 Quarterly Tuition</b>
<b>10-18 Credit Hours</b>	<b>\$5400</b>
<b>6-9 Credit Hours</b>	<b>\$3100</b>
<b>1-5 Credit Hours</b>	<b>\$2000</b>
<b>Each Credit Above 18</b>	<b>\$310 per credit</b>

Associate Programs Table 2 (Beginning Fall Quarter 2018):

AS Dental Hygiene	AS Diagnostic Medical Sonography
AS Occupational Therapy Assistant	AS/AAS Physical Therapist Assistant
AS Radiography	AAS Radiologic Technology

Bachelor's Programs Table 2 (Beginning Fall Quarter 2018):

BS Health Science (w/Concentrations in CT, DMS, MRI, NM, RAD)  
 BS Health Science (including Post-PTA, Pre-PA, and Pre-PT)  
 BS Nursing (Traditional, Accelerated, LPN/BSN)  
 BS Nursing (Declared – Pre-Requisite Courses Prior to Major Admission)  
 BS Radiological Science

**Table 2 Tuition Rates**

<b>Credit Load</b>	<b>2018-2019 Quarterly Tuition</b>
<b>10-18 Credit Hours</b>	<b>\$6900</b>
<b>6-9 Credit Hours</b>	<b>\$4750</b>
<b>1-5 Credit Hours</b>	<b>\$2500</b>
<b>Each Credit Above 18</b>	<b>\$360 per credit</b>

Master of Education Elementary Education (K-5) Initial Licensure (Per Quarter Beginning Fall Quarter 2018))

<b>Credit Load</b>	<b>2018-2019 Quarterly Tuition</b>
<b>FT</b>	<b>\$6900</b>

Master of Health Science Physician Assistant Studies (Per Quarter Beginning Fall Quarter 2018)

<b>Credit Load</b>	<b>2018-2019 Quarterly Tuition</b>
<b>FT</b>	<b>\$10600</b>

Doctor of Physical Therapy (Per Quarter Beginning Summer Quarter 2018)

<b>Credit Load</b>	<b>2018-2019 Quarterly Tuition</b>
<b>FT</b>	<b>\$9850</b>

Doctor of Pharmacy (Per Quarter Beginning Summer Quarter 2018)

<b>Credit Load</b>	<b>2018-2019 Quarterly Tuition</b>
<b>FT</b>	<b>\$11,850</b>

**All Students**

<b>FEES</b>	<b>2018-19</b>
<b>Application</b>	<b>\$95 PA \$60 Pharmacy and DPT \$50 All Other Programs</b>
<b>Credit by Examination</b>	<b>\$50 Computer Related Courses \$150 Other Approved Courses</b>
<b>Transcript</b>	<b>\$10</b>
<b>Graduation</b>	<b>\$200 (\$300 Pharmacy and DPT)</b>
<b>Technology Fee</b>	<b>\$125 per quarter</b>



**SOUTH COLLEGE**  
**2018-2019 TUITION**  
**ON-LINE PROGRAM TUITION RATES**

Certificate Programs Table 3 (Beginning Fall Quarter 2018):

CERT Investigation & Security                      Special Subject

Associate Programs Table 3 (Beginning Fall Quarter 2018):

AS Accounting    AS Business Administration  
AS Criminal Justice                                      AS Electrical Engineering Technology  
AS Health Science    AS Health Science (Pre-Nursing)  
AS Health Science (Pre-Pharmacy)                      AS Information Technology  
AS Investigation & Security                                      AS Network Administration & Security

Bachelor's Programs Table 3 (Beginning Fall Quarter 2018):

Bachelor of Business Administration (w/Concentrations)  
BS Criminal Justice  
BS Information Technology

**Table 3 Tuition Rates**

<b>Credit Load</b>	<b>2018-2019 Quarterly Tuition</b>
<b>10-18 Credit Hours</b>	<b>\$3900</b>
<b>6-9 Credit Hours</b>	<b>\$3100</b>
<b>1-5 Credit Hours</b>	<b>\$2000</b>
<b>Each Credit Above 18</b>	<b>\$310 per credit</b>

Certificate Programs Table 3 (Beginning Fall Quarter 2018):

CERT Criminal Justice (Grad)                      CERT Public Administration for CMJ Professionals (Grad)

Bachelor's Programs Table 4 (Beginning Fall Quarter 2018):

BS Health Science    BS Health Science (Post-PTA)  
BS Health Science (Pre-PA)                                      BS Health Science (Pre-PT)  
BS Nursing (RN/BSN)

Master's Programs Table 4 (Beginning Fall Quarter 2018):

Master of Business Administration (w/Concentrations)                      MS Criminal Justice (w/Concentrations)  
MS Information Technology    MEd Teacher as Instructional Leader  
MS Nursing (w/Concentrations Nurse Executive and Family Nurse Practitioner)

Educational Specialist Programs Table 4 (Beginning Fall Quarter 2018):

EdS Teacher Leadership in Schools

**Table 4 Tuition Rates**

<b>Credit Load</b>	<b>2018-2019 Quarterly Tuition</b>
<b>10-18 Credit Hours</b>	<b>\$5400</b>
<b>6-9 Credit Hours</b>	<b>\$3100</b>
<b>1-5 Credit Hours</b>	<b>\$2000</b>
<b>Each Credit Above 18</b>	<b>\$310 per credit</b>

All Students

<b>FEES</b>	<b>2018-19</b>
<b>Application</b>	<b>\$50</b>
<b>Credit by Examination</b>	<b>\$50 Computer Related Courses, \$150 Other Approved Courses</b>
<b>Transcript</b>	<b>\$10</b>
<b>Graduation</b>	<b>\$200</b>
<b>Technology Fee</b>	<b>\$125 per quarter</b>

## South College 2018-2019 General Academic Calendar (REVISED)

Academic Calendars may vary by program or campus – deviations from the below are communicated to students by the applicable program.

	<b>Classes Begin</b>	<b>Last Date Late Registration and Drop/Add</b>	<b>Last Date to Drop with W Grade</b>	<b>Final Examinations</b>	<b>Last Date of Term</b>
<b>Fall 2019</b>					
No Revisions					
<b>Winter 2019</b>					
Regular Session (11 Weeks On-Ground and Online)	January 16, 2019	January 22, 2019	March 5, 2019	March 22-28, 2019	March 28, 2019
Beginning-Quarter (5 Weeks)	January 16, 2019	January 18, 2019	February 9, 2019	Last Day of Scheduled Course	February 19, 2019
Mid-Quarter (5 Weeks)	February 20, 2019	February 22, 2019	March 16, 2019	March 22-28, 2019	March 28, 2019
<b>Spring 2019</b>					
Regular Session (11 Weeks On-Ground and Online)	April 8, 2019	April 14, 2019	May 26, 2019	June 12-18, 2019	June 18, 2019
Beginning-Quarter (5 Weeks)	April 8, 2019	April 10, 2019	May 2, 2019	Last Day of Scheduled Course	May 11, 2019
Mid-Quarter (5 Weeks)	May 13, 2019	May 15, 2019	June 6, 2019	June 14-18, 2019	June 18, 2019
<b>Summer 2019</b>					
Regular Session (11 Weeks On-Ground and Online)	June 28, 2019	July 4, 2019	August 15, 2019	September 6-12, 2019	September 12, 2019
Beginning-Quarter (5 Weeks)	June 28, 2019	July 1, 2019	July 23, 2019	Last Day of Scheduled Course	August 3, 2019
Mid-Quarter (5 Weeks)	August 12, 2019	August 14, 2019	September 5, 2019	September 6-12, 2019	September 12, 2019

### Sessions Available to Online Students (May Be Available to Onground Students via Advising)

	<b>Classes Begin</b>	<b>Last Date Late Registration and Drop/Add</b>	<b>Last Date to Drop with W Grade</b>	<b>Final Examinations</b>	<b>Last Date of Term</b>
<b>Beginning January 16, 2019 (Winter 1)</b>					
10 Weeks	January 16, 2019	January 22, 2019	March 5, 2019	March 25-27, 2019	March 28, 2019
5 Weeks	January 16, 2019	January 18, 2019	February 9, 2019	February 17-18, 2019	February 19, 2019
5 Weeks	February 20, 2019	February 22, 2019	March 16, 2019	March 26-27, 2019	March 28, 2019
<b>Beginning February 20, 2019 (Winter 2)</b>					
10 Weeks)	February 20, 2019	February 27, 2019	April 9, 2019	May 5-6, 2019	May 7, 2019
5 Weeks	February 20, 2019	February 22, 2019	March 16, 2019	March 26-27, 2019	March 28, 2019
5 Weeks	April 3, 2019	April 5, 2019	April 27, 2019	May 5-6, 2019	May 7, 2019
<b>Beginning April 3, 2019 (Spring 1)</b>					
10 Weeks	April 3, 2019	April 9, 2019	May 21, 2019	June 9-10, 2019	June 11, 2019
5 Weeks	April 3, 2019	April 5, 2019	April 27, 2019	May 5-6, 2019	May 7, 2019
5 Weeks	May 8, 2019	May 10, 2019	June 1, 2019	June 9-10, 2019	June 11, 2019
<b>Beginning May 8, 2019 (Spring 2)</b>					
10 Weeks	May 8, 2019	May 15, 2019	June 25, 2019	July 14-15, 2019	July 16, 2019
5 Weeks	May 8, 2019	May 10, 2019	June 1, 2019	June 9-10, 2019	June 11, 2019
(5 Weeks	June 12, 2019	June 14, 2019	July 6, 2019	July 14-15, 2019	July 16, 2019
<b>Beginning June 12, 2019 (Summer 1)</b>					
10 Weeks	June 12, 2019	June 18, 2019	August 6, 2019	August 25-26, 2019	August 27, 2019
5 Weeks	June 12, 2019	June 14, 2019	July 6, 2019	July 14-15, 2019	July 16, 2019
5 Weeks	July 24, 2019	July 26, 2019	August 17, 2019	August 25-26, 2019	August 27, 2019

<b>Beginning July 24, 2019 (Summer 2)</b>					
10 Weeks	July 24, 2019	July 31, 2019	September 17, 2019	September 29-30, 2019	October 1, 2019
5 Weeks	July 24, 2019	July 26, 2019	August 17, 2019	August 25-26, 2019	August 27, 2019
5 Weeks	August 28, 2019	August 30, 2019	September 21, 2019	September 29-30, 2019	October 1, 2019
<b>Beginning August 28, 2019 (Summer 3)</b>					
10 Weeks	August 28, 2019	September 3, 2019	October 15, 2019	November 3-4, 2019	November 5, 2019
5 Weeks	August 28, 2019	August 30, 2019	September 21, 2019	September 29-30, 2019	October 1, 2019
5 Weeks	October 2, 2019	October 4, 2019	October 27, 2019	November 3-4, 2019	November 5, 2019

### Other Important Dates

		<b>Fall 2018</b>	<b>Winter 2018</b>	<b>Spring 2018</b>	<b>Summer 2018</b>
<b>Advisement/ Registration Begins</b>			February 18, 2019	April 29, 2019	July 22, 2019
<b>Graduation</b>	PA Graduation (Knoxville)	December 15, 2018			
	Pharmacy Graduation (Knoxville)			June 7, 2019	
	Physical Therapy Graduation (Knoxville)			June 21, 2019	
	General Graduation			June 21, 2019	
<b>Holidays</b>		November 21-24, 2018	January 21, 2019	May 27, 2019	July 4, 2019 July 17-23, 2019 (Online Only) September 2, 2019

All Dates are Subject to Change. Online Terms do not recognize holidays that fall within a session. Holidays for Staff and Faculty are communicated separately from the General Academic Calendar.