NASHUA
COMMUNITY COLLEGE

**CATALOG
2026-2027**

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Nashua Community College (NCC) is one of the seven colleges in the Community College System of New Hampshire. For more information about CCSNH, call 800.247.3420, or visit www.ccsnh.edu.

This catalog is a guide to NCC and its contents are subject to revision at any time. The College reserves the right to change tuition, fees, courses, policies, programs, services and personnel as required. *A matriculated student must follow the curriculum of the program at the time of matriculation.*

Nashua Community College is a smoke-free campus.

This catalog is current as of June 18, 2025

General Information

President's Message

Dear New and Prospective Students,

Welcome to Nashua Community College! I am delighted that you are considering joining our campus community and exploring the many pathways we offer. Since 1970, NCC has been committed to providing high-quality, student-centered education that prepares learners for meaningful careers and continued academic achievement. Our dedicated faculty and staff are here to guide you, support you, and help you build the future you imagine.

A Welcoming and Supportive Campus Community
 At NCC, students from all backgrounds, ages, and experiences come together to learn and grow. Our Student Services team, featuring both Spanish and English-speaking staff, ensures that every learner and family can access the resources needed for success. Peer Mentors offer a friendly hand as new students adjust to college life, and a wide range of academic and personal supports help students feel grounded and confident throughout their educational journey. We believe college should be engaging, energizing, and full of opportunities to connect with others. Our Office of Student Life coordinates clubs, leadership roles, community service initiatives,

and year-round events that bring people together. Whether you're interested in joining the Student Senate, exploring cultural programming, or participating in campus gatherings, it's easy to find ways to get involved. NCC's strong ties with local organizations, including the United Way of Greater Nashua and partners throughout the city, allow students to make an impact beyond campus. These relationships enrich the student's experience and help build a spirit of community engagement and collaboration.

Hands-On Learning and Real-World Experience
NCC's programs are built with direct input from industry partners and advisory boards, ensuring that our students graduate with skills that employers need today. Many programs offer hands-on training, internships, clinical placements, labs, and project-based coursework that prepare graduates to enter the workforce with confidence. Students can also explore career interests and local employment opportunities through our Career Coach online tool, which connects academic pathways with real-world labor market information. As workforce demands shift, NCC continues to invest in modern technology, updated labs, and emerging fields. New program development is guided by local and statewide needs, giving students access to opportunities in fast-growing areas such as advanced manufacturing, computer science, healthcare, automotive technology, and more. Our commitment to staying current ensures that graduates remain competitive, adaptable, and prepared for the future.

An Exceptional Faculty Committed to Your Success
One of NCC's greatest strengths is our extraordinary faculty and staff. Our instructors bring a wealth of experience from the fields they teach, whether in healthcare, business, STEM, trades, social sciences, or the arts. They combine deep professional expertise with a genuine dedication to teaching and mentoring students.

Faculty members engage students through hands-on learning, real-world applications, and strong academic support. Many maintain active connections with industry partners, contribute to program development, and continuously update their curriculum to match current workforce needs. Most importantly, they are approachable, supportive, and committed to helping every student reach their potential.

We Are Here to Support You
Whatever your goals, earning a degree or certificate, beginning a new career, transferring to a four-year institution, or gaining new skills, you are taking an important and exciting step. By exploring this catalog and enrolling in classes, you open the door to new possibilities. Our faculty, staff, and I are honored to support your academic journey, and we look forward to the many accomplishments you will achieve at Nashua Community College.

Sincerely,

Dr. James M. Keane
President, Nashua Community College

Mission

NCC is driven by student success and accessibility. The college cultivates student achievement by providing quality educational opportunities in a robust learning environment that fosters inclusiveness and belonging.

Vision

Nashua Community College (NCC) will continue to be the preferred provider of two-year, post-secondary education in the Nashua Region and evolve with the educational needs for lifelong learning.

Educated Person

Nashua Community College helps students improve their lives and become more responsible as informed citizens and educated persons. The college community has defined a set of essential skills to maximize one's role as a contributing member of society. Among those skills are communications, information literacy, scientific reasoning, quantitative analysis, ethical responsibility, critical thinking, global connectedness, and tolerance for ambiguity.

Core Values

The college community endeavors to guide and inspire a mindset of success in our students. Our core values help students to:

- Commit to the successful completion of a program at NCC;
- Communicate effectively in writing and speaking;
- Collaborate with others in group projects;
- Create new ideas and works;
- Challenge themselves to ask questions and to think critically.

The College fulfills its mission as determined by the extent to which the institution:

1. Engages in programs and activities that expand access to higher education for all members of the community
2. Provides students with a full range of student development and academic support services
3. Offers students the opportunity to contribute to the well-being of others through service learning and volunteerism
4. Prepares individuals for employment in a variety of careers in business, the health sciences, and public service
5. Serves as an entry-point for bachelor degree programs by providing the first two years of a four-year program
6. Provides economic development and continuing education activities to meet the needs of business, industry, and government
7. Collaborates with visual and performing arts organizations in the community to elevate the human spirit.

Institutional Learning Outcomes

Commit

Upon completion of their coursework at NCC, students will be able to:

- Articulate their devotion to the achievement of intellectual growth.
- Exhibit dedication to obtaining the essential skills required in today's workforce.
- Develop strategies for planning and carry out processes to accomplish tasks.

Communicate

Upon completion of their coursework at NCC, students will be able to:

- Write clearly using language that effectively communicates meaning to readers.
- Orally present information using appropriate voice, mannerisms, and expressiveness.
- Consider diversity of audience, situation, and context when communicating.

Collaborate

Upon completion of their coursework at NCC, students will be able to:

- Effectively work in diverse teams and be capable of recognizing and considering multiple perspectives of thought.
- Demonstrate professional conduct while interacting with others at the college, workplace, or community.

Create

Upon completion of their coursework at NCC, students will be able to:

- Effectively employ 21st-century technology to collect and analyze information for academic or intellectual pursuits.

- Recognize and apply appropriate problem-solving techniques to draw rational conclusions based on evidence.
- Utilize quantitative analysis when determining the solutions to problems and developing new ideas.
- Demonstrate creativity and ingenuity when completing tasks.

Challenge

Upon completion of coursework at NCC, a student will be able to:

- Demonstrate intellectual curiosity and feel empowered to experiment, test theories, and investigate solutions to problems.
- Demonstrate awareness of societal issues and describe the importance of participation in civic life.
- Articulate the importance of life-long learning and express a desire for continued intellectual growth beyond NCC.

History

Since 1970, Nashua Community College has served Greater Nashua by preparing students for

success in the workforce, and for transfer to top educational institutions around the country to pursue their bachelor's degrees and beyond. For more than 50 years, NCC has kept pace with student and economic demands to now offer 50+ associate degree, certificate, and career training pathways.

In 1976, the College expanded facilities to include a separate automotive building. A $3.6 million addition to the main building was completed in June 1986. This addition featured an expanded science area, general classrooms, a hydraulics/pneumatics/robotics laboratory, photography laboratory and studio, microcomputer laboratories, and an expanded cafeteria. In 1990, renovations were completed to accommodate a new program in Aviation Technology (Airframe and Powerplant). To address regional employment demands, the College implemented new programs such as Human Services, Early Childhood Education, and Computer Science.

Funds were approved in Spring 1999 to build a new library and to upgrade science laboratories. The Walter R. Peterson Library opened in December 2000. In 2001, the Claremont Nursing Program was brought as a satellite to the Nashua Campus. The College received accreditation through the Commission on Institutions of Higher Education in 2002. Renovations to the main building and to the automotive building were undertaken in 2004 and 2005. In 2004, the Speech Language Pathology Assistant Program was added to address regional employment demands, and in 2005, the College was chosen to be the site for the Honda PACT Program. That same year, a bond was approved to build a Wellness Center.

The New Hampshire Board of Nursing gave approval to the Nashua Nursing Program in 2006, and the program received National League of Nursing initial accreditation in 2007. Ground was broken in April 2007 for the Wellness Center. In 2007, the New Hampshire Legislature approved money to plan a new health and science academic building. In January 2008, the New Hampshire Legislature approved a name change to Nashua Community College. The Wellness Center opened in Fall 2008. In June 2009, the New Hampshire Legislature approved capital improvement funds to construct a new health, sciences, and humanities academic building which opened Fall 2010. In July 2011, the HSH

building was named Judd Gregg Hall to honor the U.S. Senator's devotion to education reform in New Hampshire. A $2 million, 17,000 square foot addition to the automotive facility was completed in fall of 2012. This expansion was paid for by State Capital funds. The Advanced Machine Tool laboratory renovation was completed in January 2013. This $1.6 million project was funded from the U.S. Department of Labor, Employment and Training administration TAACCCT grant. In 2016, a second TAACCCT grant of $2.5 million enabled the College to expand the lab by an additional 3,000 square feet, further enhancing the students' abilities to compete for future careers in manufacturing-related industries.

In 2018, the main building was renamed "Bernie Streeter Hall" in honor of former Executive Councilor and Mayor of Nashua, Bernie Streeter. The newly renovated BAE Systems Inc., STEM Center was dedicated in Fall 2024 and included new student collaboration spaces, updated Electronics Engineering Technology lab, and additional STEM classrooms and lab space in the second and third floors of Streeter Hall. The 2024-2025 academic included a new online Aviation Management associate degree, and Nutrition and Wellness in the Health Sciences Department.

In June 2025, the Wellness Center area including the Cafeteria, Gym, and Fitness Center; was renamed the Lucille Jordan Commons in honor of President Lucille Jordan who served from 1997-2024.

In Fall 2025, the college launched an Air Traffic Control associate degree, and a new Electric Vehicle Boot Camp began in Spring 2026.

Throughout its history, Nashua Community College has continually assessed its academic programs and instructional facilities in order to provide quality higher-education programs focused on the diverse needs of students and the community.

Campus Setting

Nashua Community College is a 66-acre suburban campus on the northwest side of the City of Nashua. The campus is bordered by Amherst Street, also known as 101A, and Thornton Road. Campus buildings comprise a single structure that hosts general and program-specific

classrooms and laboratories, student support services, the Lucille Jordan Commons, the Walter R. Peterson Library, the Judd Gregg Hall Auditorium, Streeter Hall, the BAE Systems Inc. STEM Center, administrative and faculty offices, cafeteria, and more. Spaces for more than 600 vehicles offer free parking including designated Accessible Parking Spaces. The College is located on the city bus line and students can ride the city bus for free by presenting their Student ID.

Regional Accreditation

Nashua Community College is accredited by the New England Commission of Higher Education.

Accreditation of an institution of higher education by the Commission indicates that it meets or exceeds criteria for the assessment of institutional quality periodically applied through a peer review process. An accredited college or university is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation.

Accreditation by the Commission is not partial but applies to the institution as a whole. As such, it is not a guarantee of every course or program offered, or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution.

Inquiries regarding the accreditation status by the Commission should be directed to the administrative staff of the institution. Individuals may also contact:

New England Commission of Higher Education | 3 Burlington Woods Drive, Suite 100, Burlington, MA 01803-4514 | 781-425-7785 | info@neche.org

Specialized Accreditations

Air Traffic Control – The program is approved by the Federal Aviation Administration (FAA), 800 Independence Avenue, SW Washington, DC 20591. Nashua Community College (NCC) is authorized to offer this program by the FAA, having been

designated as part of the Enhanced Air Traffic–Collegiate Training Initiative (E-CTI) in August 2025.

Automotive Technology and Honda Automotive Technology – The programs are certified by the ASE Education Foundation and the instructors are certified by the National Institute for Automotive Service Excellence (ASE), 1503 Edwards Ferry Rd., NE, Suite 401, Leesburg, VA 20176, www.aseeducationfoundation.org

Aviation Technology – The program is approved by the Federal Aviation Administration (FAA), 800 Independence Avenue, SW Washington, DC 20591. FAA Certificate Number NSUT025K

Business Administration programs, including Accounting, Management, Marketing, and Small Business Entrepreneurship, are accredited by the Accreditation Council for Business Schools & Programs (ACBSP), 8101 College Blvd., #100, Overland Park, KS 66210, https://acbsp.org

Collision Repair Technology – This programs meets the requirements for Master collision accreditation in the areas of Damage Analysis/Estimating/Customer Service, Painting & Refinishing, Non-Structural Analysis/Damage Repair, Structural Analysis/Damage Repair, and Mechanical and Electrical Components – the highest level of program accreditation recognized by the National Institute for Automotive Service Excellence (ASE) 1503 Edwards Ferry Rd., NE, Suite 401, Leesburg, VA 20176, www.aseeducationfoundation.org

Early Childhood Education – The program has applied for accreditation from the National Association for the Education of Young Children (NAEYC), 1401 H Street NW, Suite 600, Washington, DC 20005, https://www.naeyc.org. The program follows NAEYC Professional Standards and meets the requirements for the New Hampshire Early Childhood Professional credential of Early Childhood Educator II.

Electronic Engineering Technology – This program is accredited by the Engineering Technology Accreditation Commission of ABET, http://www.abet.org.

Nursing – The Associate Degree Nursing Program at Nashua Community College meets the state education requirements for a Registered Nurse license in the states of New Hampshire and

Massachusetts. Nashua Community College has not determined if the associate degree nursing program at Nashua Community College meets the state education requirements in any other state, any U.S. Territory, or the District of Columbia. Please contact the state regulatory agency for nursing in any other state for which this information is needed.

The Associate Degree Nursing Program is approved by the New Hampshire Board of Nursing (NHBON), 7 Eagle Square, Concord, NH 03301, https://www.oplc.nh.gov/new-hampshire-board-nursing. Upon satisfactory completion of the program, the graduate is eligible to apply to the New Hampshire Board of Nursing (NHBON) and Pearson VUE NCLEX Candidate Services for the National Council Licensing Examination for Registered Nurses (NCLEX-RN).The New Hampshire Board of Nursing's licensing regulations may restrict candidates who have been involved in civil or criminal legal proceedings. Questions about licensing restrictions should be addressed to the:

The associate degree nursing program at Nashua Community College located in Nashua, NH is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Rd NE Suite 1400, Atlanta, GA 30326, P. 404.975.5000, F. 404.975.5020, https://www.acenursing.org

The most recent accreditation decision made by the ACEN Board of Commissioners for the associate degree nursing program is Continuing Accreditation. View the public information disclosed by the ACEN regarding this program at: http://www.acenursing.com/accreditedprograms/programsearch.htm

Precision Manufacturing – The program is accredited by the National Institute for Metalworking Skills (NIMS), 10565 Fairfax Boulevard, Suite 10, Fairfax, VA 22030, https://themanufacturinginstitute.org/workers/skills-certifications/nims/

Notice of Nondiscrimination

The Community College System of NH does not discriminate in the administration of its admissions and educational programs, activities, or employment practices on the basis of race, creed, color, religion, ancestry or national origin, age, sex, sexual orientation, gender identity and expression, physical or mental disability, genetic information, or law enforcement, military, veteran, or marital status. This statement is a reflection of the mission of the Community College System of NH and refers to, but is not limited to, the provisions of the following laws:

- Title VI and VII of the Civil Rights Act of 1964, as amended
- The Age Discrimination in Employment Act of 1967 (ADEA)
- Title IX of the Education Amendment of 1972
- Section 504 of the Rehabilitation Act of 1973
- The Americans with Disabilities Act of 1990 (ADA)
- Section 402 of the Vietnam Era Veteran's Readjustment Assistance Act of 1974
- NH Law Against Discrimination (RSA 354-A)
- NH Law RSA 188-F:3-a.
- Genetic Information Nondiscrimination Act of 2008

Inquiries regarding discrimination may be directed to Karen Graham, Director of Human Resources for the Community College System of NH, 26 College Drive, Concord, NH 03301, 603-230-3503. Inquiries may also be directed to the NH Commission for Human Rights, 2 Industrial Park Drive, Concord, NH 03301, 603-271-2767, FAX: 603-271-6339; and/or the Equal Employment Opportunity Commission, JFK Federal Building, 475 Government Center, Boston, MA, 02203, 617-565-3200 or 1-800-669-4000, FAX: 617-565- 3196, TTY: 617-565-3204 or 1-800-669-6820.

The NCC Non-Discrimination Committee is designated to coordinate compliance with the Non-Dis- crimination Policy and handles all concerns of discrimination that occur on campus that are not covered under Title IX.

The following persons have been designated to handle inquiries regarding the Non-Discrimination Policy:

Kyle Metcalf,
Chairperson NCC Non-Discrimination Committee
Nashua Community College,
505 Amherst St. Nashua, NH 03063
NCCHREC@ccsnh.edu | (603) 897-9988

Craig Nelson
Title IX Coordinator
Nashua Community College,
505 Amherst St. Nashua, NH 03063
cjnelson@ccsnh.edu | (603) 578-8900 ext. 1766

Catherine Barry
NCC Human Resources Director
Nashua Community College,
505 Amherst St. Nashua, NH 03063
cbarry@ccsnh.edu | (603) 578-8900 ext. 1766

Jodi Quinn
Section 504/ADA Coordinator
Nashua Community College,
505 Amherst St. Nashua, NH 03063
jquinn@ccsnh.edu | (603) 578-8996

Inquiries may also be directed to:

Office for Civil Rights, Boston Office
US Department of Education
8th Floor
5 Post Office Square Boston, MA 02109-3921
OCR.Boston@ed.gov | (617) 289-0111
TTY 1-800-877-8339 | FAX (617) 289-0150

NCC Non-Discrimination Policy

Non-Discrimination Committee Reporting Procedures

The Nashua Community College Non-Discrimination Committee is sensitive to the threat and/or embarrassment an individual may experience in coming forward with a complaint regarding discriminatory behavior. The reporting procedures outlined below are designed to provide a safe, confidential, and supportive environment in which an individual may discuss his/her concerns. This committee has been put in place for use by students, faculty, staff and administration.

Complaints of discrimination, or of retaliation for making such complaints, may be reported directly to Non-Discrimination Committee Chairperson at NCCHREC@ ccsnh.edu. Complaints may also be reported to any member of the team or NCC's faculty, staff, or administration, who will then refer the complaint(s) to the Committee Chairperson. Each reported complaint will be followed up by the Committee Chairperson or designee in a timely manner.

Any NCC student or employee who has observed or is aware of discriminatory behavior and/or retaliation for reporting said discriminatory behavior should report this to the Non-Discrimination Committee Chairperson or other team representative.

No one shall be required to file a complaint with an individual who is hostile to him/her and/or who engages in, or has been alleged to have engaged, in conduct which could be considered discriminatory.

Initial Reporting

The individual with the complaint is encouraged to contact NCC's Non-Discrimination Committee at NCCHREC@ccsnh.edu to arrange for a meeting. This communication and meeting will be confidential and considered an informal review or discussion of the incident. An attempt to resolve the alleged complaint within ten (10) working days will be initiated by the Committee Chairperson. If a resolution cannot be reached through these informal means, a formal investigation will be launched, with the permission and written request of the complainant. Every attempt will be made to maintain the anonymity of the individuals involved, and each complaint will be handled as confidentially and expeditiously as possible.

Formal Investigations

Formal reporting procedures must be initiated within one year of the alleged violation. Investigations shall be conducted with particular care to preserve the confidentiality of all persons involved. Only those who have an immediate need to know (including, but not necessarily limited to, the investigator(s), the grievant (s), the respondent(s), and College President) shall be provided with the identity of the grievant, the respondent, and the allegations.

All involved persons shall be afforded the opportunity to submit information relevant to a complaint. All parties contacted in the course of an investigation shall be formally advised of the necessity of confidentiality and that any breach of confidentiality shall be treated as misconduct subject to disciplinary action.

The investigation will be conducted within thirty (30) calendar days of receipt of a written complaint. If additional time is required to ensure a thorough investigation, this time may

be extended. Upon completion of the investigation, a written report will be submitted to the College President, and will be disclosed to the grievant and respondent.

If the investigators have determined that the complaint was proven valid by a preponderance of the evidence, the investigators' report to 95 the College President shall be accompanied by a recommendation for corrective and/or disciplinary action determined according to the totality of the circumstances uncovered during the investigation. In making a recommendation for corrective and/or disciplinary action, the investigators may consider (but not limit themselves to) the following factors:

- the severity of the offense
- the frequency and duration of the prohibited conduct
- the extent to which the misconduct, however minor, serves to create an intimidating campus environment for the grievant, or otherwise increases the difficulties of education or job performance for the grievant.

The College President will take the report and its recommendations under advisement, and make a decision regarding any corrective and/or disciplinary action that may be taken. The time between submission of the report to the College President and the commencement of corrective and/or disciplinary action shall be no longer than 21 calendar days. The College President will provide the Non-Discrimination Committee Chairperson with written documentation of the decision regarding corrective and/or disciplinary action at the time of or prior to the commencement of disciplinary action. Both the grievant and the respondent will be informed of the College President's decision.

Title IX Policy and Sexual Harassment Formal Grievance Procedures

CCSNH and its Colleges, including Nashua Community College, are committed to creating and maintaining a positive and productive learning environment. In furtherance of this objective, CCSNH prohibits discrimination in the administration of its education programs and activities based on sex including conduct that constitutes sexual harassment. CCSNH also prohibits retaliation against anyone who is involved in the making or reporting of a complaint or investigation or hearing of a formal complaint of sexual harassment. For more information, please refer to Title IX Policy and Sexual Harassment Formal Grievance Procedures on NCC's website at https://nashuacc.edu/about/title-ix/

Admissions

Admission to Nashua Community College is open to all applicants who meet the general admissions requirements as well as admissions standards of the selected program. The College does not discriminate in its admissions process based on race, color, religion, national or ethnic origin, age, sex, sexual orientation, marital status, disability, gender identity or expression, genetic information, or veteran status.

When space is limited in a program, admission priority will be given in the following order:

1. New Hampshire residents
2. Students eligible under the New England Regional Student Program (NERSP)
3. Students who are not New Hampshire residents and do not qualify under NERSP

For highly competitive and selective programs, NCC reserves the right to exercise discretion in admitting those applicants who best fit the needs and expectations of the department, the College and the local community.

The facilities and services of the College will be available to all enrolled students, day and evening (except when restricted by judicial action).

Admissions Procedures

Applications for admission must be submitted online through the College website. A printed application is available upon request.

Once applications are received, the applicant is required to submit any additional information or

documentation required for admission by the established deadlines for an application to be considered complete.

All documents submitted to the College become the property of NCC and will not be returned or sent to other organizations.

General Admissions Requirements

1. Applicants must submit an application for Admission at: nashuacc.edu/admissions/online-application. Students enrolling in a program must attest that they have or will be graduating from an approved high school, or have earned a state-recognized high school equivalency credential (such as the GED or HiSET or home school program) prior to enrollment. The College may request documentation to verify high school completion.

2. Placement is required for all programs. Nashua Community College utilizes the Placement Survey to assist students in determining appropriate course placement and encourages all applicants to complete the survey, regardless of program.

   Prior college-level coursework, Advanced Placement (AP) credits, CLEP examination scores in English or mathematics, or SAT scores that meet established minimum requirements may satisfy placement requirements.

   Students who indicate that English is not their first language may be required to complete additional assessment measures to ensure appropriate placement.

3. Transfer students may submit official transcripts of all previous college work. Courses successfully completed prior to admission will be considered for transfer.

Homeschooled Students

Nashua Community College welcomes applications from homeschooled students. In addition to the admissions requirements, additional documents required may include one or more of the following:

1. Documentation confirming completion of a home school program at the high school level, in accordance with applicable state or local regulations (such as a letter from the local school district or other appropriate authority).
2. A list of courses completed and grades earned.
3. GED or other applicable testing results, if available.

Homeschooled applicants are expected to meet the same general and program-specific admission requirements, or their equivalent, as all other applicants and must provide documentation of academic preparation.

International Students: Application Material Required

In addition to the admissions requirements, international students must submit the following:

1. A $100 non-refundable International Admissions fee.
2. Official English translation of all secondary and postsecondary academic records. To be considered for transfer credit, applicants must provide a course-by-course credential evaluation from a recognized U.S. based evaluation service.
3. To prove English proficiency, you must achieve the minimum required score on the TOEFL exam. After meeting the TOEFL requirement, applicants must complete the Placement Survey to determine proper course placement.
4. International applicants must demonstrate sufficient financial resources to cover their education and living expenses while attending Nashua Community College. Admission will not be granted until adequate financial support has been verified. To prove you have the financial means to study in the United States, please provide the following:

   A **Financial Support Letter** from the person(s) who will be financially responsible for your education and living expenses while studying at Nashua Community College is required. This person(s) will be called the

sponsor. This letter must be in English and include your name, your intent to attend Nashua Community College, your sponsor's relationship to you, the amount of money your sponsor has available for your expenses, your sponsor's name and contact information, and your sponsor's signature and the date the letter is signed. You will upload this document through the online application portal.

Financial Institution Statement. A letter or bank statement from the financial institution that holds funds of the person(s) financially responsible for you as a student, your sponsor, is required. This statement must be on the institution's official letterhead, indicate the sponsor's name, detail the funds currently available stated in U.S. dollars, and be in English. Dollar amounts promised by the sponsor and available in the sponsor's bank account need to cover a minimum of one year of education and living expenses. You will upload this document through the online application portal.

5. Copies of current passport and immigration documents including current visa and Duration of Status (D/S) card (if applicable).

Dollar amounts promised by the sponsor and available in the sponsor's bank account should be sufficient to cover a minimum of one year of expenses (out-of-state tuition, fees, room and board, books, and miscellaneous expenses). Before a Certificate of Eligibility for an F-1 visa (I-20) can be issued, applicants must have submitted all documents required and be accepted into a full-time program (12 credits or more per semester).

Please note: On-campus housing is not available. Work opportunities are not offered.

Early College Programs for Current High School Students

Early College programs (sometimes referred to as dual or concurrent enrollment programs) enable high school students to earn college credit while still in high school. Early College students realize significant advantages including reduced tuition costs, reduced time to complete higher education requirements, and increased confidence in the high school to college transition. College credits earned through Early College programs may be used toward the completion of a certificate or degree at NCC or may be transferred to other colleges and universities throughout the country. (Please note that the determination of transfer credit is at the discretion of the receiving institution.)

Early College students are non-matriculated students and are therefore ineligible for federal student financial aid. However, in addition to reduced tuition rates, the State of NH traditionally funds a scholarship program that covers the cost of tuition for up to two courses per academic year taken through the Community College System of NH (CCSNH) Early College programs. More information – including eligibility requirements and current funding levels – can be obtained from the Early College Coordinator.

Please note that high school Individualized Education Plans (IEPs) and Section 504 plans do not automatically apply to college coursework nor transfer to college. Early College students with a disability who need classroom accommodations to access the college curriculum must request a Letter of Accommodation (LOA) from NCC's Accessibility Services Office.

NCC offers two Early College programs as described below. Contact the Early College Coordinator at ecncc@ccsnh.edu for more information.

Early College at Your High School
The Early College at Your High School program enables high school students to enroll in NCC courses taught at their high school by their high school teachers during the normal high school day. Students must attend a participating NH high school, and the course and instructor must have received prior approval from NCC.

Early College at Your High School students earn college credit through NCC and high school credit through their high school. This program is open to high school seniors, juniors, and sophomores in junior/senior-level courses. Freshmen must receive NCC department chair approval to enroll in college credit.

Early College on a College Campus

The Early College on a College Campus program enables high school students to take college courses with NCC faculty, just like any other NCC student. Courses are offered online and on NCC's campus. Early College students are welcomed into the NCC community and the student body as a whole, offering high school students a full and authentic college experience.

To be eligible for Early College on a College Campus, high school students must (a) be a resident of New Hampshire or live within a 50-mile radius of NCC, (b) be enrolled in an approved high school or an approved home school program, (c) be a high school sophomore, junior, or senior, or a home school student age 15 or older, and (d) have not earned a high school diploma prior to course start date. Although Early College on a College Campus students may be working towards an NCC certificate or degree, they may not graduate NCC prior to graduating high school.

Early College on a College Campus students can enroll in most courses for which they meet the placement criteria and pre-/co-requisite requirements. Certain courses and programs are not accessible to Early College on a College Campus students, such as two-week turbo courses; courses marked capstone, internship, practicum, co-op, or senior project; and courses with the following subject codes: AUTO, AVTN, CRTN, HATN, and NURS. Enrollment is on a space available basis, and there may be times that NCC must remove an Early College on a College Campus student from a course based on the number of seats needed for matriculated students.

Early College on a College Campus students earn college credit through NCC and must request high school credit through their high school guidance department. Early College on a College Campus students pay 50 percent of the cost of the NCC tuition and are responsible for program, material, and course-specific fees. Early College on a College Campus students are responsible for purchasing their books and materials.

Residency Status

A student will be classified as in-state or out-of-state for tuition purposes at the time of admission. The Admissions Office will make the decision based on information furnished by the student's application and other relevant and available information. To qualify for in-state tuition, a student must be domiciled in New Hampshire prior to registration for the term for which in-state status is claimed. Students living within a 50-mile radius of the NCC campus also qualify for in-state tuition.

A member of the active duty U.S. Armed Forces stationed in this state under military orders, or stationed in a contiguous state but temporarily living in New Hampshire, shall be entitled to classification for himself/herself, spouse and dependent children as "in-state" for tuition purposes so long as said orders remain in effect and residence in this state is continued. Also, military personnel who are residents of another state but choose this state as their residence within 90 days of being discharged from the military will be considered residents and charged in-state tuition. Refer to the "Veterans' Assistance" Section on our for more information.

Residents of the five New England states are eligible to pay a lower, regional tuition (instead of the out-of-state) when enrolled in associate degree programs approved under the New England Regional Student Program (NERSP). The College allows additional eligibility to include all associate degree and certificate programs.

International Students are not eligible for in-state or New England Regional tuition rates for day courses at any time while enrolled at NCC.

Any student who has, on his/her first admission to the College, been classified as New England Regional or out-of-state for tuition purposes, may apply to the Admissions Office for a change of status on or before September 1 for the subsequent fall semester, on or before January 1 for the subsequent spring semester, and on or before June 1 for the subsequent summer term.

Any student who is aggrieved by the decision of the Admissions Office may appeal in writing to the Vice President of Student and Community Affairs. In all cases of application for in-state status for tuition purposes, the burden of proof shall be on the applicant.

College Placement

Nashua Community College utilizes the Guided Self-Placement (GSP) Survey to assist students in

determining appropriate course placement and encourages all applicants to complete the survey, regardless of program.

Additional placement requirements may apply based on an individual student's results. Students who indicate that English is not their first language may be required to complete further assessment to ensure appropriate placement.

International students are required to submit satisfactory TOEFL exam results and complete the Guided Self-Placement (GSP) Survey to determine placement.

To support students whose college placement indicates the need for preparatory instruction, NCC partners with the Adult Learning Center (ALC) to offer preparatory coursework.

Academic Amnesty

Students who are readmitted after having previously attended NCC may be eligible for Academic Amnesty, which provides for the following:

1. Any grades earned during the student's previous time at the College will no longer be used to calculate the student's new cumulative GPA. However, any courses with grades of C- and above taken during the student's previous time at the College may be used to meet course requirements (where appropriate), subject to the approval of the Vice President of Academic and Student Affairs.
2. Even though previous grades will not be used to calculate the new cumulative GPA, all previous grades will remain on the student's transcript.

To be eligible for Academic Amnesty, students must meet all of the following conditions:

1. The cumulative GPA during the student's previous attendance was **below 1.7**.
2. The student has not enrolled in any courses at NCC for a period of **at least three years** before being readmitted.
3. The student has never before received Academic Amnesty.
4. After being readmitted, the student must apply for Academic Amnesty **before** the start of their second semester.

After having been granted academic amnesty, students' previous grades are no longer used to calculate their grade point average. However, the previous grades will continue to be used to evaluate "satisfactory academic progress" for financial aid purposes in accordance with Federal Financial Aid Regulations.

Insurance

We encourage students needing health insurance to review the Companies licensed to sell health insurance in NH at http://www.nh.gov/insurance/consumers/healthinscos.htm to identify a provider that best meets their needs. The list includes companies that could provide either individual health insurance or short term (six months) health insurance. Please note that NCC is providing this link as a resource to our students and it should not be viewed as an endorsement of any of the companies or their plans. To obtain government information on health insurance or to apply visit https://www.healthcare.gov/get-coverage/.

Proof of health insurance is required for students enrolled in the Nursing Program and those who participate in athletic activities. Some additional College related activities may require proof of health insurance, which will be requested as needed.

Health insurance must meet the following criteria:
- United States based insurance plan;
- Provides the 10 essential health benefits specified in the Affordable Care Act (https://www.healthcare.gov/glossary/essential-health-benefits/);
- Includes access to hospital and physician providers in the area where the student is attending a New Hampshire community college;
- Will remain in effect for the entire semester(s) (except for termination due to the attainment of a maximum age, or other situation resulting in a loss of plan eligibility),

The following plans DO NOT meet the criteria:
- An accident-only policy
- A short-term limited duration health plan that does not meet the requirements of the Affordable Care Act (ACA)

- A ministry sharing plan, even if it is recognized by the ACA
- Any other health benefits program (e.g., a community care program) that is not recognized by the State of NH as being health insurance (or is not a health benefits plan governed by the Employee Retirement Income Security Act of 1974) and does not meet all of the requirements specified above.

Tuition and Fees for 2025-2026

Tuition Costs

TUITION

Student Type	Cost
New Hampshire Resident	$230 / credit
New England Regional Student (CT, MA, ME, RI, VT)	$345 / credit
Out of State	$505 / credit

NERSP Policy: All matriculated New England students will be charged the New England Regional Student tuition rate for day courses. Students living within a 50 mile radius of NCC will be charged in-state tuition rates for day courses. Out-of-state students will pay out-of-state rates for day courses. ALL students will be charged in-state tuition rates for evening, weekend, and online courses.

FEES (Required)

Item	Cost
Academic Instruction Fee*	$110 / lab hour
Comprehensive Fee**	$23 / credit

Individual course fees for the following programs:

Automotive Technology (all courses), Collision Repair Technology (all courses), Honda Automotive Technology (all courses)	$200/ course
Information Technology/ Cybersecurity, Electronic Engineering Technology (all courses)	$100/ course
Air Traffic Control, AVTN120N, AVTN121N	$1,000/ course
Air Traffic Control, AVTN240N	$1,750/ course
Air Traffic Control, AVTN255N	$3,000/ course
Aviation Technology, AVTN115N	$1750/ module
Aviation Technology, AVTN125N	$2,100/ module
Aviation Technology, AVTN205N	$1,925/ module
Aviation Technology, AVTN215N, AVTN225N	$2,275/ module
Mechanical Design Technology & Mechanical Engineering; ELMT203N, ELMT204N, ELMT210N, MDTN110N, MDTN285N, MTTN118N, CAD131N	$125/ course
Mechanical Design Technology & Mechanical Engineering; CAD111N, CAD112N, CAD215N	$250/ course
Precision Manufacturing, Mechanical Design Technology, Mechanical Engineering, and Machine Tool Technology CNC Programming (certificate); MTTN101N (HYB and ZZ)	$125/ course
Precision Manufacturing, MTTN123N, MTTN201N, MTTN231N, MTTN232N	$125/ course
Precision Manufacturing, Machine Tool Technology CNC Programming (certificate); MTTN111N, MTTN122N, MTTN223N	$250/ course
Nursing ATI Live Review NURS125N, NURS220N, NURS140N, NURS240N	$756.25/ course
Nursing Clinical Surcharge	$500/ semester

*An Academic Instruction Fee will be charged for all Laboratory or other similar experiences. This fee will be calculated by subtracting the number of lecture hours from the number of credit hours and multiplying the remainder by $110 for each course. This will be added to the normal tuition charge for that course

Example: BIOL215N Microbiology Expenses for 2020-2021

CL LAB CR
3   3   4

4 - 3 = 1 x 110 = $110

**Supports Student Activities and the Wellness Center.

OTHER FEES

Item	Cost
Diploma Replacement	$20
International Admission Fee	$100
Nursing Liability Insurance	$25
Nursing Non-refundable Tuition Deposit***	$100
Parking Fine	$5-$25
Payment Plan Service Fee	$30
Returned Check Fee	$35
Smoking Fine	$25-$50
Student ID Replacement	$10

***A non-refundable tuition deposit of $100 will be required from all students matriculated in Nursing. A matriculated student is defined as one who has been formally accepted into a degree or certificate program. The President or his/her designee reserves the right to waive the fee in circumstances where the collection of the

deposit is not feasible (e.g., late admits, financial hardship, obstacle to disbursing financial aid). The deposit will be applied to the tuition for the semester immediately following the student's matriculation and will not be refunded even if the student withdraws during the designated full refund period or if the student fails to attend. The tuition deposit is not transferable to another semester unless an exception is made by the President or his/her designee.

Some programs at NCC require the use of equipment and supplies which must be purchased by the student. These materials are necessary for career entry upon graduation and are important for the student to receive a high quality, hands on college education.

For information regarding estimated costs and requirements, please refer to the desired degree program within this publication.

Nursing Clinical Fee

All nursing students taking clinical courses will be charged a nursing clinical surcharge of $500 per semester. This surcharge is designed to assist in covering the increased expenses associated with clinical classes. This fee is in addition to the academic instruction fee and comprehensive fee.

Tuition

Tuition is due two weeks prior to the start of the semester and can be paid in the Financial Services Office, by mail, or online by accessing QuickPay through the Student Information System (SIS) at https://www.nashuacc.edu.

When tuition is not fully covered by financial aid and/or a payment plan, it is the student's responsibility to pay the difference two weeks prior to the start of classes. A $50 late fee will be charged to students who do not comply.

Students who have not accepted their financial aid, established a payment plan, or paid in full two weeks prior to the start of classes could be in jeopardy of being deregistered from classes.

Students will not receive bills in the mail; all billing statements will be viewable in the Student Information System (SIS). Students will receive an e-mail notification (sent to their @students.ccsnh.edu e-mail address) advising them that their current billing statement is available for viewing on the SIS. The statements can be printed or downloaded to PDF format. After viewing their statements online; students may choose to pay online, via phone 603.578.8902 or by visiting the Financial Services Office. If the student would like someone else to receive or pay the bill, the student must designate this person as an "Authorized Payer".

Monthly Payment Plan

To assist students with tuition charges, the College offers an interest-free monthly payment plan administered by Nelnet Business Solutions. The plan allows students to fulfill their financial obligation to the College by automatic electronic processing of installment payments. There is a per semester enrollment fee for this program. More information can be obtained from the Financial Services Office or on our website by accessing the "Pay for College" tab.

Delinquent Account Collection Process

The following collection clause will be listed on all forms requiring the student's signature:

"I agree that by registering for courses within the Community College System of New Hampshire (CCSNH), I am financially obligated for ALL costs related to the registered course(s). Upon a drop or withdrawal, I agree that I will be responsible for all charges as noted in the student catalog and handbook. I further understand that if I do not make payment in full, my account may be reported to the credit bureau and/or turned over to an outside collection agency. I also agree to pay for the fees of any collection agency, which may be based on a percentage of the debt up to a maximum of 35%, and all additional costs and expenses, including any protested check fees, court filing costs and reasonable attorney's fees, which will add significant costs to my account balance."

Refund Policy

Students who officially withdraw from the College or an individual course by the end of the fourteenth (14th) calendar day of the semester will receive a 100% refund of tuition, less non-

refundable fees. Classes that meet in a shorter format than the traditional semester will have 7 calendar days from the designated start of the alternative semester to withdraw for a full refund. If the seventh (7th) or fourteenth (14th) calendar day falls on a weekend or holiday, the drop refund date will be the first business day following the holiday or weekend. Exception: Students in courses that meet for two weeks or fewer must drop by the end of the first day of the class in order to get a 100% refund. All refunds require that students complete an official withdrawal form.

Students registered for non-credit workshops must withdraw in writing at least three days prior to the first workshop session to receive a full refund of tuition and fees. In extenuating circumstances, the President (or designee) is authorized to offer alternative compensation in the form of tuition credits to students on a case-by-case basis. Tuition credit on a student account must be used within one calendar year from the date of authorization.

In accordance with Federal regulations, refunds for an amount less than $1 ($0.99 or less) will be forfeited.

Employee Reimbursement

Where the employer, the Veterans Administration, or other agency is guaranteeing both tuition and fees, such guarantee must be in writing and signed by an authorized representative of the company or agency.

Financial Aid

DISCLAIMER: All financial aid information and policies are subject to change at any time.

Please review your rights and responsibilities as a financial aid recipient in the current year CCSNH Student Financial Aid Handbook at nashuacc.edu/ccsnh-finaid-handbook

Veterans' Assistance

The goal of the School Certifying Official (SCO) is to assist enrolled veterans, and their eligible dependents in accessing education benefits through the Department of Veterans Affairs.

Eligibility for VA education benefits is determined by the Department of Veterans Affairs. Veterans and eligible dependents must apply for education benefits online through the VA at www.benefits.va.gov/gibill. The VA will send eligible applicants a Certificate of Eligibility (COE). The COE must be submitted to the SCO by email.

VA Information:
Website: www.benefits.va.gov/gibill
Phone: 888 GI-BILL1 - (888.442.4551)

Eligible beneficiaries complete the steps outlined under the benefit type they wish to be certified for at https://nashuacc.edu/afford-ncc/military-and-va-assistance/.

Enrollment verification for properly documented veteran students is electronically reported to the Veterans Administration in a two-part process. The number of credits each veteran is enrolled in will be reported once the student submits the Veterans Education Benefit Certification Request form. Tuition and fees will then be reported after the add/drop period for the college system.

Students must follow the course requirements listed in the curriculum for their stated program as the School Certifying Official can only report courses within that program. Transfer students must submit official transcripts to the College for evaluation prior to requesting certification. Students cannot be certified for classes that they have received transfer credit for.

VA funded students are responsible for immediately notifying the College's School Certifying Official before taking any action affecting their enrollment status (such as course drops, adds, or non-passing grades). Failure to do so may result in a debt to the VA.

All students must contact the School Certifying Official before adding or changing a major. Additional information may be required by the VA before the College can certify a second major.

Satisfactory progress toward completion, as specified in the Academic Standards section of this Catalog, must be maintained. Students who are placed on academic suspension must meet the published Academic Standards and be accepted to an approved degree program before benefits can be resumed.

Veterans who utilize Chapter 30 or 1606 must verify their enrollment each month to receive payment for that month. Enrollment can be verified on the last calendar day of the month by using Web Automated Verification of Enrollment (WAVE) at https://www.gibill.va.gov/wave or by calling the VA toll free at 1-888.GI-BILL1 (888.442.4551)

Post-9/11 GI Bill® students who receive Monthly Housing Allowance (MHA) and/or kicker payments are required to verify their enrollment to continue receiving their payments. You can verify enrollment via text or email. Contact the VA for more information by calling 1-888- GI-BILL1 - (888.442.4551)

The Community College System of New Hampshire (CCSNH) has adopted the following policies, which provide for payment of in-state tuition rates for veterans and covered individuals under U.S.C. § 3011 and § 3311 living in New Hampshire. More specifically, CCSNH system finance policies at 421.01.1 provide:

A veteran, as defined under RSA 21:50, I, or a covered individual, as defined under Chapter 30 or 33 of Title 38 of the United States Code using educational assistance benefits provided under federal law, shall be charged in-state tuition while living in New Hampshire and enrolled in any institution of the Community College System of New Hampshire.

A spouse or child using educational assistance benefits provided pursuant to Chapter 30 or 33 of Title 38 of the United States Code shall be charged in-state tuition while living in New Hampshire and enrolled in any institution of the Community College System of New Hampshire.

In-state tuition shall be charged to all covered individuals, including but not limited to the following circumstances: Any veteran that has a three-year period of service and an honorable discharge and any veteran for whom this period of service is followed by a four-year period of service, and there is a dishonorable discharge. All of the discharges enumerated in 38 U.S.C. § 3311(c) and 38 U.S.C. § 3011 will be interpreted to fall under New Hampshire RSA 21:50, I, (a)(2).

In applying the policies, the term "spouse" will be interpreted to include current spouses, former spouses, and same-sex spouses and the term "child" will be interpreted to include biological, adopted, pre-adoptive, and stepchildren of a spouse, including of a same-sex spouse or former spouse.

Please see the School Certifying Official if you need assistance or have questions.

Students receiving GI Bill® and VA Voc Rehab must provide a certificate of eligibility, or valid VAF 28-1905 to their college's School Certifying Official. In addition, students must make a payment arrangement for any tuition and fees (not covered by their military benefit) by the tuition due date each semester. Once these two requirements are met, students receiving military benefits will be considered in good financial standing.

If a student's eligibility for GI Bill® and VA Voc Rehab should change at any point during a semester, the student will be responsible to make payment arrangements for any balance that may be due as a result of the change.

The institution will not impose a penalty, or require the beneficiary to borrow additional funds to cover tuition and fees due to late payments from the VA. The college will allow up to 90 days from the date the beneficiary provides COE or valid VAF 28-1905 form, to receive payment from the VA. During this 90-day timeframe, the beneficiary should not experience any interruption in educational services such as being withdrawn from their course for non-payment.

If a student's GI Bill® or VR&E benefits expire, the VA sends notification directly to the student, not the college. Students should contact their School Certifying Official promptly upon receiving notice of their expired/expiring VA benefits. By doing so, the student will have more time to explore alternative options for payment arrangements, and avoid an interruption in registering for future classes or receiving transcripts.

Academic Requirements and Policies

Associate Degree

The minimum requirement for the associate degree is 60 credit hours and completion of all specified program requirements. Students must successfully complete a minimum of 20 credit hours in General Education courses such as English, social science, mathematics, humanities, science and a minimum of 30 credit hours in their major program. Finally, students earning the degree must have a cumulative grade point average of at least 2.0.

Every student enrolled in an associate degree program must demonstrate basic arithmetic and algebra skills before enrolling in college-level math and or other courses (e.g., science). To earn an associate degree, students will be required to successfully complete one or more college-level math classes as specified by the particular program to which the student has been accepted. Students lacking basic arithmetic and algebra skills may be able to achieve those competencies through corequisite remediation offered by the college.

Additional Associate Degrees

Students must earn a minimum of 15 additional credits at the College for each additional associate degree beyond those required for the first and subsequent degrees excluding Credit by Examination, Credit for Experiential Learning, College Level Examination Program (CLEP), and Transfer Credit.

Certificate

Certificate programs emphasize specific skills and outcomes required for employment or for career advancement. There are no specific general education requirements. Students earning a certificate must have a cumulative grade point average of at least 2.0 and have obtained a passing grade in each required subject.

Attendance Policy

Class attendance is considered essential to academic success of students. Since there are constant learning opportunities between faculty members and students, and between students and other students within the classroom or lab, it is expected that students will attend each meeting of each course in which they are enrolled.

Specific attendance policies for each course are determined by the instructor in coordination with the instructor's department chair. All policies will be clearly stated in the course syllabus. These policies reflect the instructor's authority to determine whether a student is permitted to make up missed work from absence or lateness and on what terms.

In all cases, faculty will issue an AF grade if a student has 1) missed more than two consecutive weeks of class and 2) failed to communicate with the instructor by responding to EAB attendance alerts and other outreach. An "AF" grade is calculated in the GPA as an "F". All students who stop attending class after the add/drop period and have not officially withdrawn shall receive an "AF" from the instructor at any point during the semester until the start of final exams.

Credit Hour Guidelines

1. A credit hour shall be the equivalent of one (1) hour of classroom or direct faculty instruction and a minimum of two (2) hours of out-of-class student work each week for 15 or 16 weeks.
2. A credit hour shall be allocated based on the following:

Category	Contact Hours per Week	Contact Hours per Sem. (based on minimum 15 week semester)
Class	1	15
Laboratory	2 or 3	30-45
Clinical	3 to 5	45-75
Practicum, Fieldwork	3	45
Internship	3 to 6	45-90
Co-op	Variable by Dept.	Variable by Dept.

Student Conduct and Discipline

A student's continued enrollment at the College is dependent upon his/her behavior. The awarding of academic credits and recognition and the conferring of degrees, certificates, and awards are subject to the academic and judicial authorities of the College. A student's attendance may be terminated, and he/she may, following due process, be dismissed from the College at any time and on any grounds deemed advisable by the Administration.

Student conduct, both on and off campus, of a nature which would reflect discredit on the student and/or on the College, may result in disciplinary action by the College. Persons are subject to the laws of the State regardless of their student status and are subject to College discipline when the College's interests as an academic community are distinctly and clearly involved.

Students should consult the Student Handbook for a complete description of the judicial process.

Grading System

Students earn grades that are assigned by individual faculty members on the basis of an objective evaluation of students' academic achievement. To successfully complete a certificate or an associate degree at the College, students must earn a minimum Grade Point Average (GPA) of 2.0 and meet all program requirements. Grades and transcripts are part of a students academic history and are maintained permanently. The following grades are used in the computation of the Grade Point Average:

Grade	Quality Points	Grade	Quality Points
A	4.00	C	2.00
A-	3.70	C-	1.70
B+	3.30	D+	1.30
B	3.00	D	1.00
B-	2.70	D-	0.70
C+	2.30	F	0.00

Auxiliary Grades

The following Auxiliary Grades are not used in the computation of the Grade Point Average:

W: Student-initiated withdrawal from a course at any time prior to completion of the drop deadline (60% of the course) does not affect GPA. This can be initiated by the instructor if the student, because of extenuating circumstances, is unable to initiate the process (e.g., catastrophic illness or injury, job transfer to another state).

WP: Student-initiated withdrawal from a course after the drop deadline (60% of the course) if the student has a passing grade at time of drop as determined by the instructor. WP does not affect GPA, and can be initiated by the instructor if the student, because of extenuating circumstances, is unable to initiate the process (e.g., catastrophic illness or injury, job transfer to another state).

AU: A course taken as an audit does not earn credit and cannot be used to meet graduation requirements. Admission by permission of the instructor. Not all courses can be taken for audit.

I: Incomplete grade. This indicates that a student has not completed a major course assignment due to extraordinary circumstances. It is not used to give an extension of time for a student delinquent in meeting course responsibilities. The "I" grade is not calculated into the GPA. However, all work must be completed by the end of the third week of the subsequent semester or the grade defaults to an F. See full "Incomplete Grade Policy" elsewhere in the College catalogue.

P: Pass (not calculated into GPA)

NP: No Pass; unsatisfactory (not calculated into GPA)

CS: Continuing Study. Allows the student to re-register for a developmental course if competencies have not been met by end of the course. Intended for students who have demonstrated progress and a commitment to succeeding in the course but who need more time to achieve competencies. This does not affect GPA.

The following Auxiliary Grades are used in the computation of the Grade Point Average:

WF: Student initiated withdrawal from a course after the drop deadline (60% of the course); student has a failing grade at time of drop, as determined by the instructor. Calculates in GPA as an "F."

AF: Instructor or administrator initiated withdrawal at any time for reasons other than poor grade performance—e.g., failure to meet attendance requirements as published in the instructor's syllabus. The grade may also be issued if a student registered in a clinic, practicum, internship or lab is deemed unsafe or performing in an unsatisfactory manner as determined by an evaluation by a faculty member/agency supervisor in accordance with department criteria and procedure. Calculated in GPA as an "F."

Failed or Repeated Courses

For purposes of calculating the cumulative GPA (CGPA), when a student repeats a course at the same CCSNH institution, the grade achieved in the most recent course will be the grade used in the CGPA calculation. All previous grades will remain on the transcript but are not used in the calculation. Only those repeated courses completed at the student's college of matriculation will be used in the calculation of the CGPA; repeated courses completed at an institution outside of the CCSNH and transferred into the student's college of matriculation will not be used in the calculation of the CGPA.

Third and subsequent attempts to repeat a course will require the approval of the Vice President of Academic and Student Affairs. A failed course may not be passed by Credit by Exam. Financial aid may be impacted by repeating courses.

Eligibility for Extracurricular Activities

To hold office, students must be "in good standing" at the College. A student officer who is placed on probation may continue to hold that office for the current semester. If such probation continues after the semester, the office must be vacated and an election held to fill the vacancy.

Transcripts

All requests for transcripts should be submitted to the National Student Clearinghouse at National Student Clearinghouse. There is a $5 processing fee. Students do not need to request a transcript to be transferred from one CCSNH school to another.

Transfer of Credit

Students may be admitted to programs with advanced standing if they have taken appropriate college courses at another accredited institution or System College and earned a "C" or higher. Courses successfully completed prior to admission will be considered for transfer.

It is the student's responsibility to furnish the following: (1) transfer request form, (2) official transcript, and (3) copy of the course description. The Vice President of Academic and Student Affairs (VPASA), Department Chair, Program Coordinator or designee will evaluate each course and grade and determine if the credits should transfer. The student will receive a list of courses accepted for transfer.

Any current students seeking to take a course at another college and wishing to apply that course to their degree must submit a transfer credit authorization form to the VPASA for approval. Without this written approval prior to enrollment in the course, the College does not guarantee acceptance of this course as transfer credit. Grades of courses transferred are not included in the GPA or CGPA. Approved Credits earned at another institution will be added to the total credits accumulated for graduation.

Distance Learning Verification of Identity

NCC offers distance education courses and has processes in place to verify that the student who registers in a distance education course is the same student who participates in and completes the course and receives the academic credit. Verification may be accomplished through:

1. A secure login and pass code;
2. Proctored Examinations;
3. Pedagogical and related practices that are effective in verifying student identity

In carrying out these processes, NCC protects student privacy and will notify students at the

time of registration or enrollment of any projected additional student charges associated with the verification of student identity.

New Hampshire Transfer Program

The NH Transfer Program is designed to inform students about transfer opportunities from Nashua Community College to participating four-year colleges and universities. Students participating in this program will benefit from an easy transfer process with no additional application or fee. For more information contact the Academic Advising Center or go to www.nhtransfer.org.

Internships

The following applies to all programs requiring an internship or service learning experience:

The College must ensure that individuals (customers, employees, etc.) at internship and service learning sites are not adversely affected by students during learning experiences. Therefore, students participating in internship and field experiences must demonstrate the emotional stability required to exercise sound judgment, accept direction and guidance from a supervisor or faculty member and establish a rapport and maintain sensitive interpersonal relationships with employees, customers, and clients. For further information please contact Professor David Rondeau at DRondeau@ccsnh.edu.

Credit for Prior Learning

Nashua Community College awards credit for students who may have acquired learning outside of the traditional academic learning environment. This learning may have been obtained through industry certifications, work experience, employer training programs, independent study, non-credit courses, volunteer or community service, or non-college courses or seminars.

Credit for Prior Learning Assessment (CPLA) is the term used to describe the process by which a student's experiential learning is evaluated to grant college credit toward continuing education or training. There are four broadly applied approaches to CPLA to ensure academic rigor and quality: (1) National Standardized exams in specific disciplines, e.g. Advanced Placement Exams (AP), College Level Examination Program (CLEP) tests; (2) credit by exam (CBE); (3) individualized assessments, particularly portfolio-based assessments; (4) evaluated non-college programs, e.g., American Council on Education's ACE credit service and evaluations of corporate and military training; industry recognized credentials.

Adapted from the Council for Adult and Experiential Learning (CAEL) definition of Prior Learning Assessment (www.CAEL.org)

Credit for Prior Learning Assessment (CPLA) Methods

College Board Advanced Placement Tests

The College recognizes the College Board Advanced Placement Examination Program as a means of evaluating student eligibility for advanced placement. Matriculated students who have participated in the AP Program and who have been admitted to the College should have official AP grade reports forwarded directly to the College Admissions Office. These grade reports should come from the College Board, Advanced Placement Examinations, CN 6671, Princeton, NJ 08541-6671; telephone 609.771.7300. Upon receipt of students' AP reports, the advising center will access the grade and evaluate for transfer credit. The minimum score to receive credit varies from 3 to 5. No credit is awarded on any AP exam score of less than 3.

College Level Examination Program (CLEP)

Students may choose to earn credits by taking a nationally standardized exam known as CLEP (College Level Examination Program). The college awards credits for courses in the areas of Business, Composition and Literature, Foreign Languages, Social Sciences, Science and Mathematics. A complete list of CLEP exams accepted for credit by NCC is available on our website (https://www.nashuacc.edu/student-services/advising-center/ clep-policy), as well as in the Academic Advising Center. The cost of each exam is published on the College Board website www.collegeboard.com/clep. Passing scores

for CLEP are 50 and above unless specified otherwise. Successful completion of a CLEP exam is treated as a transfer credit. Matriculated students will need to request that a copy of their scores be sent to NCC for review. This request is made to the College Board and can be done during or after the exam.

Credit by Examination (CBE)

Credit by Examination (CBE) may be earned by matriculated students who, by study, training, or experience outside the College, have acquired skill or knowledge equivalent to that acquired by students enrolled in a course at the College. Such skills, knowledge, or experience shall be in the area of the course concerned and determined to be relevant by the Vice President of Academic Affairs or other authorized personnel.

Students may challenge a course by requesting and completing an examination or evaluation that covers the instructional material of the course. If successful, the appropriate credits earned are applied to the students' programs but may not be transferable to another college. Since a traditional grade (A-F) is not entered, the Credit by Exam is not calculated into the student's GPA. Students planning to transfer are encouraged to check with the perspective transfer college.

Students requesting a CBE shall pay a fee of $25 per credit. This fee is non-refundable. Credit will not be given for grades below C. If a student fails to pass the exam, no entry is made on the academic transcript but a record of the unsuccessful completion will be maintained in the student's file. Students receiving a grade below C are ineligible for another CBE in that course. Students may not CBE a course in which they are enrolled, if they have earned a grade within the CCSNH, or if they have been administratively withdrawn, or if they dropped the course after the two-week drop/add period.

Please note that not all programs provide the CBE option. A CBE will cover the content of the course being challenged. Candidates wishing to review the material for which they shall be held responsible in a CBE may apply to the chairperson of the department concerned for a list of subject matter areas covered on the exam. Students must apply for and take the CBE by the end of the Add/Drop period.

Experiential Learning Portfolio

Credit for Prior Learning Assessment offers students the opportunity to demonstrate the knowledge they have gained through life experiences and apply this knowledge toward credit in some degree and certificate programs. To prepare for this option, students will develop a portfolio to be assessed by appropriate college personnel.

A student must be matriculated at the College and accumulated at least 25% of the semester credits for their program to be eligible to apply for experiential learning assessment credit.

Not all programs provide this option; students should consult with their respective college advisor and/or program coordinator for more information and the Experiential Learning Portfolio process.

American Council on Education (ACE) Credit –

College credit may be granted to students with military training, experience, or coursework that is recognized by the American Council on Education (ACE) based on the program the student is entering.

Students with any questions about ACE should contact the advising center. Students seeking credit for their military experience will also need to submit a military transcript to the Advising Office for the review/evaluation process.

Industry Recognized Credentials

Industry Recognized Credentials is an umbrella term used to describe apprenticeships, badges, micro-credentials, certificates, certifications, degrees, diplomas and licenses. Examples include but not limited to CISCO, CompTia and Microsoft. Not all programs accept Industry Recognized Credentials for credit, students should consult with their respective college advisor and/or program coordinator.

Adapted from the New England Board of Higher Education (NEBHE) definition of Credential (https://nebhe.org)

Audit

Students may enroll on an audit basis after consultation with the course instructor and Vice

President of Academic and Student Affairs at which time responsibilities are established. Auditing students are subject to regular policies and tuition, but audit courses are non-graded and carry no credit towards graduation.

Scholastic Honors

At the end of each semester, the College publishes an Honors List of students who have attained Vice President's List or President's List, based on grade point averages for that semester. A student must be enrolled for at least 12 credit hours in a semester to be considered for honors.

Academic Standards

Students falling below the following standards will be designated as "not meeting satisfactory progress." Failure to meet satisfactory progress will result in either Academic Probation or Academic Suspension.

Academic Probation Definition: A warning which indicates the student may not be on track to graduate because of poor academic performance. The student may remain in the program, but his/her academic progress will be monitored.

Students meeting the criteria below will be placed on Academic Probation:

0 - 13 Credits Accumulated: below 1.50 CGPA
14 - 27 Credits Accumulated: below 1.70 CGPA
28 - 40 Credits Accumulated: below 1.80 CGPA
41+ Credits Accumulated: below 2.00 CGPA

Academic Suspension Definition: Students placed on Academic Suspension will be removed from their program and may not reapply for admission for a minimum of one semester. Students may continue to take courses as a non-matriculated student and will not be eligible for Financial Aid. Students placed on Academic Suspension will be required to meet with an Academic Advisor to create an academic plan and to meet with the advisor on a regular basis.

Students meeting the criteria below will be placed on Academic Suspension:

0 - 13 Credits Accumulated: below 0.50 CGPA
14 - 27 Credits Accumulated: below 1.10 CGPA
28 - 40 Credits Accumulated: below 1.25 CGPA
41+ Credits Accumulated: below 1.50 CGPA

OR

A student who does not meet satisfactory progress for Academic Probation for two consecutive semesters will be placed on Academic Suspension.

Financial aid may be in jeopardy if a student fails to achieve satisfactory academic progress as defined above.

Academic Probation 1: Students with a GPA of 1.0 or below at the end of their first semester of attendance will be placed on Academic Probation 1 (AP1). Students must earn a CGPA of 1.5 or greater at the end of their second semester of attendance in order to come off Academic Probation. When placed on AP1 status, students must contact the Academic Advising Center to develop a plan of action for academic success.

Withdrawal and Readmission

Students who find it necessary to withdraw from the College should first notify their faculty advisor and then obtain a withdrawal form from the Registrar's Office. The student will circulate the withdrawal form to the indicated College offices and return it to the Registrar. Failure to officially withdraw or return College property may result in a student's records being noted: "Withdrawn-Not-in-Good-Standing."

An official withdrawal from the College after the last date to drop a course shall be considered effective the first day of the following semester for academic reasons, and the student will be held academically accountable for the entire semester. A final grade will be issued as though the student had completed the entire semester.

"Students who have officially withdrawn from the College may apply for readmission under the current program profile. Students will need to complete new program requirements if a program change has occurred.

Graduation Requirements

To graduate, students must complete all courses and attain a cumulative grade point average

(CGPA) of at least 2.0. Specific requirements for all degree and certificate programs are available from the Registrar. Credits earned in developmental courses are not counted toward graduation requirements but are calculated in the GPA and CGPA. Matriculated students must earn a minimum number of academic credits at the College as follows:

Degree students must earn 15 credits, of which 8 credits must be in advanced courses in the student's major.

Certificate students must earn 6 credits or 25% of the credits, whichever is higher.

Academic Honors

A full-time, matriculated student in good standing with a grade point average of at least 3.7 is entitled to honors on the President's List. A full-time student earning a grade point average of 3.0 to 3.69 is entitled to honors on the Vice President's List.

Phi Theta Kappa

The purpose of the International Honor Society, Phi Theta Kappa, shall be to recognize and encourage scholarship among two-year college students. To achieve this purpose, Phi Theta Kappa shall provide opportunities for the development of leadership and service, for an intellectual climate for exchange of ideas and ideals, for lively fellowship for scholars, for service to the community, and for stimulation of interest in continuing academic excellence. NCC's Chapter is the Alpha Chi Kappa Chapter. Membership is by invitation only, based on cumulative GPA.

Public Disclosure

According to the most recent figures on the National Center for Education Statistics website, the overall graduation rate for full-time, first-time undergraduates was 38%. It is important to note that many students do not attend full-time and take longer than the normal time of 2-3 years. For those students who take longer, the graduation rate is 44%. Also, many students do not have the goal of graduating from the College. Students often attend to complete a semester or two.

The percentage of students who began in Fall 2023 and either graduated or returned in Fall 2024 was 64% for full-time students and 49% for part-time students.

Math and English Placement Policies

Students who do not place directly into college-level Mathematics or English courses are required to enroll in the corresponding Co-Requisite Workshop.

These workshops are designed to support student success by providing targeted academic assistance alongside the college-level course. Each workshop meets for two hours per week and offers instruction that aligns directly with the course curriculum, as well as additional tutorial support using a variety of methods and materials.

To ensure the best opportunity for success, regular attendance is essential. Students are expected to follow all workshop attendance requirements.

If a student exceeds the allowed number of absences, the student will receive an AF grade in the associated college-level course.

Consortium Agreement Policy

Nashua Community College is committed to providing the necessary classes students need to complete their degrees. However, there are occasions when students choose to complete individual courses at other colleges. In these situations, the student is responsible for completing the "Transfer Course Authorization Form" and getting the appropriate signatures. Once that document is completed, a student, if she/he would like financial aid to include the requested consortium course in the overall aid calculation, must submit an additional form: The Consortium Agreement Form (available in the Financial Aid Office).

The basic requirements for Nashua Community College's approval:

- The requested course must be required for graduation.

- A student must be enrolled in at least 50% of his or her credit hours at NCC during the semester of requested Consortium.
- The Consortium must be signed before the end of our Add Period at the start of the semester

Student Services

The College regards student services as an integral part of the total educational program. A conscientious effort is made to know students as individuals and to serve them accordingly.

The Student Handbook describes specifically the student-related policies and programs at the College. Students are expected to be informed about the policies published in this catalog and in the Student Handbook as well as subsequent policies and information that may be published or posted during the school year. Policies of the College may, and often do, change since the College must maintain flexibility to serve its students. It is the responsibility of the student to read and understand the College policies.

Walter R. Peterson Library and Learning Commons

The Walter R. Peterson Library and Learning Commons is a welcoming campus space where students, staff and faculty can study and meet, use NCC computers and printers, borrow laptops and chargers and find resources including books and research assistance.

Most of the library collection is digital. On its website, the Library provides 24/7 access to tens of thousands of academic resources, including databases, journals, eBooks, citation tools and research guides. See library.nashuacc.edu.

Tutoring and Writing Center

Tutoring and Writing Center

Drop-in math and writing tutoring by faculty members and professional tutors is available to all students, free of charge. Most in-person tutoring happens in the library.

Students can also access 24/7 online tutoring in many subjects in all Canvas courses. The tutoring is chat-based with audio and video options. See library.nashuacc.edu/home/tutoring.

Nashua Transit System

The College has a "UPASS" transportation agreement with the City of Nashua, New Hampshire/Nashua Transit System (NTS) which provides NCC students unlimited fixed- route access privileges. Students presenting a valid NCC ID card will be excused from paying a fare at the time of the trip. As part of the agreement, compensation made by the College will cover all fares.

Lucille Jordan Commons

The Lucille Jordan Commons houses a full-size gymnasium, suspended walking track, fitness center, locker rooms, and the gaming room. The fitness center contains cardio machines, a resistance training machine circuit, and various free weights. The Gaming room contains Xbox, PlayStation, and Wii gaming stations; as well as table and board games and areas for students to meet up for recreation purposes. The fitness facilities are open to all students, faculty and staff with a valid NCC ID and completion of the Commons Registration Form. Hours of operation are posted outside the fitness area as well as online.

Intramural Sports

The intramural sports program at NCC is for current students who would like to participate in friendly competition. Competition can be provided in the form of leagues, tournaments, special events each semester, or even weekly intra-murals nights with varying activities played in a pick-up format. Some past programs offered have been basketball, volleyball, dodgeball, as

well as e-sports and other non-traditional opportunities. The programs offered are based on student interest and the availability of resources and facilities.

Activities and Organizations

Students at Nashua Community College have been most enthusiastic in organizing their own activities guided by faculty advisors. Student activities are similar to those found at other commuter colleges and are based upon student interests. Students participate in many college-sponsored events ranging from on campus activities such as the Coffee House; as well as off-campus trips to museums, theater performances, conventions, festivals, or other student-driven undertakings.

Student Support

Nashua Community College provides comprehensive support for students navigating a range of personal, emotional, and practical challenges. Whether students are experiencing stress, anxiety, depression, burnout, low motivation, or significant life changes such as trauma or grief, supportive services are available to help them remain engaged and successful. Assistance is also offered for students managing family or relationship pressures, caregiving responsibilities, and housing, food, or financial insecurity, ensuring that basic needs do not become a barrier to academic progress.

Our Student Support services include individualized coaching, emotional support, short-term counseling, and crisis intervention. Staff members offer referrals to mental health providers, help students connect with community resources, and provide advocacy with professors and campus personnel when additional academic understanding is needed. These services are designed to promote student well-being, foster resilience, and help each student thrive both inside and outside the classroom. Full a complete list of services on-campus and in the community, visit the Basic Needs Resources page on the NCC website.

Bookstore

The Bookstore serves as a center for the purchase of textbooks and equipment necessary for study at the College. The bookstore is a contract service with Follett. Questions regarding the Bookstore services should be directed to the Admissions Office or Academic Advising. The Bookstore phone number is 603.224.8231, their email address is 0971mgr@follet.com, and their website is www.bkstr.com/nashuaccstore/home.

Food Services

Nashua Community College hosts a dining facility in the Wellness Center that offers a variety of made to order grab and go meals and snacks. From hot breakfasts, grilled sandwiches, pizza, and salads, the fresh made choices offer something for everyone. We also have vending machines in the cafeteria area available with drinks and snacks. Hours of operation are posted online.

Graduate Placement

The College is committed to supporting students as they explore career options and prepare for meaningful employment. We offer a range of career-related services designed to meet students where they are and help them move confidently toward their goals.

Nashua Community College uses College Central Network (CCN) as its official résumé and job posting platform. Many local employers partner directly with the College and post opportunities exclusively through CCN.

Through CCN, students and alumni can:

- Search and apply for local and national full-time and part-time job opportunities
- Create, upload, and manage résumés and career portfolios that are visible to employers
- Access career-related resources, including event announcements, articles, videos, podcasts, and career advice materials

Academic Advising Center

The Academic Advising center provides students with guidance and support throughout their college journey. Advisors assist with course selection, degree planning, academic policies, and exploring transfer options to help students achieve their educational and professional goals. Advisors are assigned based on each student's specific program. Students are encouraged to meet with their advisor regularly to stay on track towards graduation and make informed academic decisions. The Advising Center phone number is 603-578-8906 and their website is https://nashuacc.edu/student-experience/advising-center/.

Accessibility Services Office

Students with a documented disability or think they may have a disability that impacts learning may speak with the Accessibility Services Coordinator regarding college level accommodations and to start the reasonable accommodations request process. In order to receive accommodations, a student must complete the reasonable accommodation request process to verify that they meet eligibility requirements. Additional information, forms and instructions are available on the NCC website.

English for Speakers of Other Languages

The Department of Multicultural Engagement offers support for non-native speakers of English including language evaluations, advising, tutoring, and social activities such as International Café, Conversation Partners, and the Multicultural Club. There are a variety of multi-level classes to improve English for social and academic purposes. Courses to choose from cover conversation, pronunciation, grammar, vocabulary, and writing domains.

Contact the Department Chair for more information.

Student Rights Grievance Procedure

Any student who feels that his/her rights have been violated may file a grievance.

Please refer to the Student Handbook for the complete grievance procedure policy and information on the grade appeal process.

If you have a grievance you feel has not been properly resolved by NCC the following organizations may be contacted for assistance:

NH Department of Education, Higher Education Division complaint process through the following link: https://my.doe.nh.gov/ESSWEB/HigherEducation/Complaint.aspx or by contacting at the NH Department of Education, Higher Education Division:
New Hampshire Department of Education | 101 Pleasant Street | Concord, NH | 03301-3852 | Telephone: 603.271.3494 | TDD Access: Relay NH 711

NEW ENGLAND COMMISSION OF HIGHER EDUCATION (NECHE)
3 Burlington Woods Drive, Suite 100 Burlington, MA 01803 781-425-77414 https://cihe.neasc.org/information-public/comments-and-complaints

General Education Requirements

General Education Mission Statement

Nashua Community College is committed to offering a foundation of common knowledge and skills to all students through a variety of learning experiences. General Education at NCC provides a broad core of humanistic knowledge demonstrated through the achievement of essential learning outcomes to prepare students for twenty-first-century challenges. It is a coherent framework for providing students a high level of learning as well as strong intellectual and practical skills needed to become well-informed citizens in an ever-changing world.

Philosophy of General Education

General Education is based on the belief that all students should have the educational experiences that enable them to broaden their perspective of the world around them and help them succeed in future career and intellectual pursuits. Students should be able to understand various key concepts and methods of inquiry that relate to specific fields of study. General Education will provide the skills and knowledge that will allow students the opportunities to communicate effectively, create exemplary work, commit to learning, collaborate with others, and challenge one's self and others by questioning and reasoning.

General Education Learning Outcomes

After completion of general education courses, the student will meet the following outcomes:

1. The student will communicate effectively and fluently; read with comprehension; listen, speak and write competently.
2. The student will develop skills in reflection, analysis, logical reasoning, and evaluation to formulate judgments, reach conclusions, and solve problems.

nashuacc.edu/programs

3. The student will evaluate and utilize quantitative and qualitative data and apply mathematical and scientific principles and methods.
4. The student will utilize technology to locate, evaluate, organize, and utilize information accurately and responsibly.
5. The student will acquire knowledge and skills to function effectively as informed and responsible citizens.
6. The student will acquire knowledge and skills that will enable respect for diversity as well as an awareness of global interdependency.

Graduation Requirements and General Education

General education core courses fall into a matrix of six categories that contains six to ten courses from which you can choose to fulfill graduation requirements.

The categories include: English/Communications, Natural and Physical Sciences, Behavioral Social Sciences, Non-Behavioral Social Sciences, Quantitative Literacy, Humanities/Fine Arts/World Languages.

General Education Elective Courses

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Elective courses are general education courses that are taken as part of the requirements for the associate degree.

Always consult an advisor or a department chair or program coordinator if you are not certain about your program requirements and progress toward degree completion.

English / Communications – 7 credits minimum

In this group, students demonstrate their ability to communicate effectively through the written and oral format. In literature courses, students demonstrate the ability to interpret and analyze selected works. All students are required to take: ENGL101N College Composition (4 credits) or ENGL110N Honors Expository Writing (4 credits). Any one of the other courses listed below will satisfy the remaining requirements for this group.

Item #	Title	Class Hours	Lab Hours	Credits
COMM101N	Introduction to Media Studies	3	0	3.00
COMM102N	Principles of Communication	3	0	3.00
COMM115N	Introduction to Media Writing	3	0	3.00
COMM120N	Introduction to Public Relations	3	0	3.00
COMM206N	Social Media	3	0	3.00
COMM220N	Digital Media	3	0	3.00
DATA205N	Communicating with Data	2	2	3.00
ENGL102N	College Composition II: Writing About Literature	3	0	3.00
ENGL103N	Professional Writing & Presentations	3	0	3.00
ENGL105N	Introduction to Literature	3	0	3.00
ENGL109N	Public Speaking	3	0	3.00
ENGL122N	Technical Writing	3	0	3.00
ENGL206N	Writing Short Stories	3	0	3.00
ENGL215N	Literature by American Women	3	0	3.00
ENGL235N	Poetry Workshop	3	0	3.00
ENGL248N	British Literature, Middle Ages to 1800	3	0	3.00
ENGL249N	British Literature 1800 to Present	3	0	3.00
ENGL250N	Honors Advanced Creative Writing	3	0	3.00
ENGL255N	Honors Humor in Literature & Other Media	3	0	3.00
ENGL258N	American Literature, Origins to Civil War	3	0	3.00
ENGL259N	American Literature Civil War to Present	3	0	3.00
ENGL285N	Topics in English Studies Seminar	3	0	3.00

Natural or Physical Sciences

Through study in this group, students will investigate the laws, scientific methods of inquiry, and theories used to explain the universe, life forms within the universe, and natural phenomena.

Item #	Title	Class Hours	Lab Hours	Credits
BIOL101N	Germs 101	3	2	4.00
BIOL105N	Biology in Focus: Cellular Basis of Life	3	3	4.00
BIOL107N	Principles of Biology: Molecular and Cellular	3	3	4.00
BIOL108N	Principles of Biology: Diversity, Evolution and Ecosystems	3	3	4.00
BIOL111N	Basic Human Anatomy and Physiology	3	2	4.00
BIOL115N	Nutrition	3	0	3.00
BIOL150N	Nutritional Science	3	2	4.00
BIOL201N	Anatomy & Physiology I	3	3	4.00
BIOL202N	Anatomy & Physiology II	3	3	4.00
	CHEM110N or CHEM130N			4

		Class Hours	Lab Hours	Credits
CHEM131N	General Chemistry II	3	3	4.00
CHEM136N	General Chemistry I with Forensic Applications	3	3	4.00
ENVS101N	Environmental Science	3	2	4.00
ENVS105N	Earth Science	3	2	4.00
PHYS101N	Physical Science I	3	2	4.00
PHYS115N	Astronomy	3	2	4.00
PHYS130N	Physics I	3	3	4.00
PHYS131N	Physics II	3	3	4.00
PHYS230N	Calculus-Based Physics I	3	3	4.00
PHYS231N	Calculus-Based Physics II	3	3	4.00

Behavioral Social Sciences

In this group, students learn about the interrelationship of individuals with the larger society in which they live. Emphasis is placed on an understanding of the forces within society that help shape the individual.

Item #	Title	Class Hours	Lab Hours	Credits
ANTH105N	Ethnography of Work	3	0	3.00
ANTH108N	Introduction to Archaeology	3	0	3.00
ANTH110N	Cultural Anthropology	3	0	3.00
ANTH250N	Indigenous Culture	3	0	3.00
ANTH260N	Special Topics in Anthropology	3	0	3.00
CRMJ101N	Introduction to Criminal Justice	3	0	3.00
CRMJ102N	Criminology	3	0	3.00
EDU130N	Foundations of Education	3	0	3.00
PSYC101N	Introduction to Psychology	3	0	3.00
PSYC130N	Human Relations	3	0	3.00
PSYC201N	Human Growth & Development	3	0	3.00
PSYC202N	Personality Psychology	3	0	3.00
PSYC205N	Child Psychology	3	0	3.00
PSYC207N	Social Psychology	3	0	3.00
PSYC210N	Abnormal Psychology	3	0	3.00
PSYC240N	Drugs and Alcohol	3	0	3.00
SOCI101N	Introduction to Sociology	3	0	3.00
SOCI201N	Contemporary Social Problems	3	0	3.00
SOCI228N	Social Inequalities: Theory and Practice	3	0	3.00

Non-Behavioral Social Sciences

Study in this group will help students understand and appreciate divergent views with respect to local, national and international issues. In addition, students will appreciate the nature of cultural and national identity within a growing multicultural setting.

Item #	Title	Class Hours	Lab Hours	Credits
GEOG110N	World Regional Geography	3	0	3.00
GEOG130N	Human Geography	3	0	3.00

		Class Hours	Lab Hours	Credits
HIST101N	Western Civilization From Ancient Times to 1700	3	0	3.00
HIST102N	Western Civilization From 1600 to the Present	3	0	3.00
HIST110N	Ancient Civilizations of the World	3	0	3.00
HIST140N	United States History to Reconstruction	3	0	3.00
HIST141N	U.S. History Since Reconstruction	3	0	3.00
HIST215N	New Hampshire History	3	0	3.00
HIST220N	History of Aviation in America	3	0	3.00
HIST232N	History of Modern Asia	3	0	3.00
HIST241N	American Constitutional History	3	0	3.00
HIST246N	Modern America	3	0	3.00
HIST260N	History of Multiculturalism	3	0	3.00
HIST262N	Honors Movies and Social History of USA	3	0	3.00
HIST265N	Latin American History From Independence to the Present	3	0	3.00
HIST280N	Special Topics in History	3	0	3.00
POLS101N	Introduction to Political Science	3	0	3.00
POLS102N	American Government & Politics	3	0	3.00
POLS210N	State and Local Government	3	0	3.00
POLS215N	World Affairs	3	0	3.00
POLS220N	American Politics & Mass Media	3	0	3.00
SOSC280N	Social Sciences Research Methods	3	0	3.00

Quantitative Literacy

Through study in this group, students will learn to appreciate logical reasoning, abstraction of ideas, and the analytical approach to problem solving.

Item #	Title	Class Hours	Lab Hours	Credits
MATH103N	Quantitative Reasoning	4	0	4.00
MATH105N	Technical Mathematics	4	0	4.00
	MATH106N or MATH107N			4
MATH110N	Algebra & Trigonometry	4	0	4.00
MATH120N	PreCalculus	4	0	4.00
MATH170N	Discrete Mathematics	4	0	4.00
MATH206N	Statistics II	4	0	4.00
MATH210N	Calculus I	4	0	4.00
MATH211N	Calculus II	4	0	4.00
DATA105N	Data Mining	2	2	3.00
ECON201N	Microeconomics	3	0	3.00
ECON202N	Macroeconomics	3	0	3.00

Humanities/Fine Arts/World Languages

In this group, students will explore the disciplines of art, music, and philosophy. Students will be exposed to creative expressions of the imagination and the human intellect.

Item #	Title	Class Hours	Lab Hours	Credits
ARTS101N	Introduction to Drawing	3	0	3.00
ARTS111N	Photography & Digital Imaging I	2	2	3.00
ARTS120N	Introduction to Graphic Design	2	2	3.00
ASL120N	Sign Language I	3	0	3.00
ASL121N	Sign Language II	3	0	3.00
HLTH215N	Law and Ethics for Healthcare Professionals	3	0	3.00
HUMA101N	Introduction to the Humanities	3	0	3.00
HUMA102N	Art Appreciation	3	0	3.00
HUMA103N	Music Appreciation	3	0	3.00
HUMA110N	Critical Thinking Skills	3	0	3.00
HUMA120N	Introduction to Theatre	3	0	3.00
HUMA130N	Music Composition	3	0	3.00
HUMA140N	American Cinema	3	0	3.00
HUMA145N	American Popular Culture	3	0	3.00
HUMA207N	Comparative World Religions	3	0	3.00
HUMA220N	Classic Myths in Western Civilization	3	0	3.00
HUMA230N	Ethics in the Workplace	3	0	3.00
HUMA280N	Topics in the Humanities	3	0	3.00
PHIL109N	Introduction to Philosophy	3	0	3.00
PHIL130N	Honors Ancient Greek Philosophy	3	0	3.00
SPAN105N	Spanish I	3	0	3.00
SPAN106N	Spanish II	3	0	3.00

Special Notes:

While a minimum of 20 credits must be earned to meet the General Education Core Requirements, it is important to note that courses must be completed in the above groups. With approval of the Vice President of Academic and Student Affairs or designee, other courses may be used to satisfy General Education Core Requirements. The most obvious example in this regard is the transfer of General Education courses from other institutions of higher education.

Transportation Technologies Department General Education Policies

(Relevant to Automotive, Collision Repair, Honda/PACT and all future programs under the supervision Transportation Technologies)

The faculty of Transportation Technologies recognize the importance of general education courses to the growth and development of students in the Transportation Technologies programs. Each program provides students with the necessary skills required to pursue careers in any number of the potential opportunities offered by Transportation Technologies. The programs provide training that develop technical skills, but also other skills that will be useful in the workforce such as but not limited to reading comprehension, effective oral and written skills, critical thinking skills, and workplace ethics. Local employers who are members of the NCC Advisory Boards have repeatedly emphasized the fact that these skills, as well as the technical skills are in high demand.

So that students stay on track with the courses that provide the opportunity to develop the marketable skills that employers will find desirable, as well as meet the requirements of the Associates Degree Program offered at NCC, the NCC Faculty in regards to student

matriculation in the various Transportation Technologies programs have established the following guidelines:

1. Students must place into college level math and English courses in order to be accepted into any Industry and Transportation program.
2. If a student is deficient in general education classes as stated by the specific program map, the student must make up the missing general education courses in lieu of advancing in the Transportation Technologies program courses until the student has sufficiently met the academic requirements of the program as listed in the designated program map.
3. Students must maintain an effective CGPA to advance in Transportation Technologies program courses. In order for students to graduate, a 2.0 CGPA is required. Students who fall below the level of a 2.0 CGPA will be directed to retake courses in which they scored poorly before advancing in Transportation Technologies program courses. The student will not be able to advance in the program until the student can demonstrate a proper level of academic success.
4. If a student must register for a general education course and there is a conflict between a Transportation Technologies program course and a general education course, the general education course will always take precedence over the Transportation Technologies program course.

Honors Program

NCC Honors is a non-degree program open to all qualified students in all majors.

Nashua Community College recognizes that students enter the learning process at different levels of competency and is committed to supporting high achieving students in pursuit of their academic, professional, and personal goals through their participation in the Honors Program at NCC.

The Honors Program provides a supportive intellectual environment that encourages creative and critical thinking and varied opportunities to expand academic, cultural and social horizons. Honors participants take small discussion-oriented seminars that satisfy general education requirements through exposure to innovative and challenging curricula.

Benefits of Honors Program

- Specialized enriched curriculum taught by outstanding faculty
- Interaction with a talented community of scholars
- Small classes (15 students or fewer)
- Potential opportunities for research and publication
- Honors distinction on the NCC transcript and diploma
- Enhanced prospects of acceptance to four year colleges and universities
- Potential scholarship opportunities.
- Opportunities to engage with the community through service projects or activities

Through a sincere engagement in the Honors curricula, students will be prepared for and aware of the dynamic challenges of attaining their professional and personal pursuits. Please see your advisor or the Honors Program Coordinator for more information.

Admissions Eligibility

Students whose self-placement denotes Honors-level competence.

Current NCC students, having earned at least 9 credits of college-level work with at least 6 credits in General Education courses, and having earned a minimum cumulative GPA of 3.20.

Transfer students from another college/university, having earned
a minimum cumulative GPA of 3.20, and having transferred at least 9 credits of college-level work with at least 6 credits in General Education courses.

Transfer students having completed 6 credits in another college's honors program with a cumulative GPA of at least *3.20.

(*The minimum GPA required of NCC Honors Program students to maintain program status).

Graduation

To graduate with the Honors Program designation on the NCC transcript, students must have:

- Applied and been accepted into the Honors Program
- Successfully completed a minimum of 2 Honors courses earning a minimum grade of B- in each Honors course
- Achieved a minimum cumulative GPA of 3.20 in the degree program.
- Successfully participated in two verifiable community engagement or service activities. These are intended to foster collaboration and communication among Honors students as well as challenge students to engage with and give back to the community

Honors Designated Courses

		CL	LAB	CR
ENGL110N	Honors Expository Writing	4	0	4
ENGL250N	Honors Advanced Creative Writing	3	0	3
MATH107N	Honors Statistics I	4	0	4
PHIL130N	Honors Ancient Greek Philosophy	3	0	3
ANTH250N	Indigenous Cultures	3	0	3
CHEM136N	General Chemistry I with Forensic Applications	3	2	4
ENGL255N	Honors Human Literature & Other Media	3	0	3
HIST262N	Honors Movies and Social History of the USA	3	0	3

In completing three or more Honors courses, students will be able to:

- Communicate clearly, both orally and in writing, with a rhetorical style, depth of analysis, and voice appropriate to the complexity of the intellectual discourse.
- Demonstrate comprehension and critical evaluation skills of scholarly research and multiple genres of writing.
- Logically apply knowledge for problem solving and toward the advancement of new interpretations and developed arguments within a variety of academic and professional contexts.
- Demonstrate a facility with contemporary information technology and the essential skills required by various academic and professional communities.

Department of Multicultural Engagement

The Department of Multicultural Engagement offers support for non-native speakers of English including language evaluations, advising, tutoring, and social activities, such as International Café, Conversation Partners, and the Multicultural Club. There are a variety of multi-level classes to improve English for social, academic, and professional purposes. Courses to choose from cover conversation, pronunciation, grammar, vocabulary, and writing domains. In addition, the Department provides non-credit world language instruction for part of a well-rounded, globally-minded education, for both personal knowledge and professional advantage.

Benefits

- Helps non-native speakers of English develop English language proficiency for personal, academic, and career success—increasing language acquisition.
- Provides individual support for students, including personalized advising, registration, mentoring, tutoring, and referrals for additional support services—promoting a positive college experience.
- Offers social and service opportunities that promote diversity, multicultural awareness, and language practice—improving cultural and language competence.
- Facilitates cultural and language exchange between native English speakers and non-native speakers outside of the classroom environment—promoting greater understanding of American culture and other cultural perspectives.
- Provides a variety of non-credit courses and workshops which promote language acquisition, best teaching practices for content-area instructors of non-native speakers, and customized courses for business and industry.

Eligibility

The Department of Multicultural Engagement offers support for non-native speakers of English,

as well as students wishing to study available non-credit world languages. Students may be both matriculated or non-matriculated, who have successfully completed a Department language assessment, individual language evaluation, or standardized test.

ESOL Courses

	CL	LAB	CR
ESOL074N Grammar for Writing IV	3	0	3
ESOL075N Grammar for Writing V	3	0	3
ESOL076N Grammar for Writing VI	3	0	3
ESOL083N Listening, Speaking & Pronunciation	3	0	3
ESOL085N Listening, Speaking & Pronunciation II	3	0	3
ESOL086N Academic Writing for English Language Learners II	3	0	3
ESOL088N Academic Writing for English Language Learners III	3	0	3
ESOL096N Academic Writing for English Language Learners IV	3	0	3

Upon successful completion of the ESOL courses selected by a Department advisor, students will be able to continue to courses required by their major.

Non-Credit Offerings: ESOL Low-intermediate, High-Intermediate, ESOL Workforce Solutions

Technical Standards

Section 1: Precision Manufacturing

- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend manuals and textbooks
- Have communication skills sufficient to prepare required reports
- Be able to understand and follow both written and oral instructions
- Be able to complete requirements for college level classes
- Have sufficient vision to distinguish colors, read scopes, diagnostic equipment, measuring tool, and information from a computer screen (adaptive equipment acceptable)
- Have sufficient hearing to distinguish various sounds and noises (adaptive equipment acceptable)
- Have the ability to stand for extended periods of time and physical strength to lift up to 80 pounds
- Have sufficient dexterity to perform manual skills related to machining
- Be able to work in an environment with elevated levels of sound and exposure to machining fluids
- Have sufficient multitasking skills to operate a sophisticated CNC machine tool or drive a motor vehicle

Section 2: Automotive Technology, Collision Repair Technology, and Honda Automotive Technology

- Have a high school degree or equivalent
- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend service literature
- Have communication skills sufficient to prepare required reports
- Be able to understand and follow both written and oral instructions
- Be able to complete requirements for college-level classes
- Have sufficient vision to distinguish colors, read gauges, scopes, diagnostic equipment and information from a computer screen (adaptive equipment acceptable)
- Have sufficient hearing to distinguish various sounds and noises (adaptive equipment acceptable)
- Have the ability to stand for extended periods of time and physical strength to lift automotive parts and equipment.
- Have sufficient dexterity to perform manual skills related to automotive services
- Be able to work in an automotive service facility environment
- Maintain a valid driver's license
- Be able to operate a manual transmission.

Section 3: Aviation Technology

- Must be 18 years of age
- Have a high school degree or equivalent

- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend service literature
- Have communication skills sufficient to prepare required reports
- Be able to understand and follow both written and oral instructions
- Be able to complete requirements for college-level classes

Section 4: Criminal Justice

Criminal Justice technical standards have been implemented to provide students with guidance and information relative to skills and essential functions needed to ensure successful completion of the program. These standards are furthermore reflective of industry requirements which are crucial for success in the profession. These standards are intended to serve as a guide regarding the legal, physical, emotional, psychosocial, and intellectual expectations within the profession. These standards further ensure that students will exhibit the emotional stability required to exercise sound judgement, to accept guidance and direction from superiors and/or faculty staff and to maintain professional interpersonal relationships with fellow students and personnel in the field. Meeting these standards does not guarantee success in this program or guarantee employment in this field upon graduation but nonetheless are required.

- All students are required to exercise and maintain the high ethical, legal, and moral standards of the criminal justice field or face being removed from the program.
- The safety of all our students is paramount. Students are required to maintain proper boundaries within the college while also demonstrating the ability to consistently adhere to and practice the Code of Ethics of the college. Failure to do so could result in being removed from the program.
- A criminal records check is the responsibility of students and is required as a condition of potential internships. Students must be mindful that comprehensive background checks are completed by potential employers for many careers in the criminal justice field. Applicants who have had complications with the law may not be employable. Prospective students with a criminal record or history that may affect their internship placement and/or potential employment opportunities are encouraged to discuss their career goals with a program coordinator or advisor prior to admission.
- Students must be mindful that basic health and fitness requirements are essential for many professions in the criminal justice field. Prospective students with special needs and/or limitations that may affect their internship placement and/or potential employability are encouraged to discuss career goals with a department/program advisor prior to admission.
- Strong interpersonal skills reflecting the ability to work in collaboration with others and the ability to interact appropriately with individuals from a variety of social, emotional, cultural, and educational backgrounds are essential qualities within the criminal justice field. These skills must be demonstrated in the classroom setting as well as in the workplace. Students and professionals within this field must have the ability to endure negative verbal and hostile views in potentially antagonistic situations while also maintaining composure during stressful and/or emergency situations. Also required is the ability to work independently and the aptitude to be a team player.
- Students must have effective communication skills demonstrating the ability to interact with populations of all ages and ethnicities. Strong conflict resolution skills and the ability to face emergency and volatile situations in a calm, non-defensive, rational and respectful manner are required. Students must be able to solicit information from individuals such as the questioning of victims or the interrogation of suspects and to convey information clearly and accurately.
- Students must be able to understand and follow written instruction and verbal direction.
- Students are required to have ample writing skills and the ability to formulate written reports and draft official documents.
- Students must demonstrate and maintain both organizational and time management skills, including the responsibility to consistently attend and participate in classes, field trips and internships.

Section 5: Electronic Engineering Technology, Computer Engineering Technology

- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend manuals and textbooks
- Have communication skills sufficient to prepare required reports
- Be able to understand and follow both written and oral instructions
- Be able to complete requirements for college-level classes
- Possess sufficient mobility, dexterity, and visual acuity to do computer and electronic installations, wiring, and repair
- Read meters, gauges, and other electronic measuring devices
- Judge distance and space relationship of objects
- Distinguish basic colors for determining component values
- Examine computer hardware components and software programs for diagnosis and repair
- Calculate electrical values (voltage, current, resistance)
- Work cooperatively with partners and groups

Section 6: Computer Sciences (networking, code development and data analytics)

- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend college textbooks
- Have communication skills sufficient to prepare required reports
- Be able to understand and follow both written and oral instructions
- Be able to complete requirements for college level classes
- Have the ability to communicate information and ideas to others.

Section 7: Human Services

- Ability to communicate verbally as a student in classes, and later as a professional in individual and group counseling situations
- Sufficient verbal skills and language to: Collaborate with a wide variety of helping professionals in clinical, societal and professional areas; deliver accurate and required information; and to search for information, e.g., questioning
- Sufficient writing ability to formulate written assessment, charting notes, reports, etc.
- Ability to sustain cognitive integrity in areas of short and long-term memory, areas of written documentation and follow- through of responsibilities
- Ability to concentrate on the execution of treatment plans, assigned skills and tasks as well as the integration and communication of this work for both short and long-term periods of time
- Ability to work in settings that may lend themselves to frequent interruptions and immediate crisis response management
- Ability to cope with a variety of stressors, including people- place occurrences, and demonstrate safe and required care for groups and individuals
- Ability to secure transportation to practicum sites and classes
- Ability to consistently attend and participate in classes
- Ability to demonstrate and maintain organizational skills, time management and professional respect. Ability to adhere to and practice the Human Service Department's ethical guidelines
- A State Police criminal check is the responsibility of students and may be required for clinical fieldwork and / or employment upon the request of an agency. Applicants who have had difficulty with the law depending upon the nature of the problem may not be employable or even eligible for fieldwork. Applicants need to discuss these matters in an interview with the Department Chair to determine future direction.

Section 8: Mechanical Design Technology

- Have a high school degree or equivalent
- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend service literature
- Have communication skills sufficient to prepare required reports
- Be able to understand and follow both written and oral instructions
- Be able to complete requirements for college level classes
- Have sufficient vision to distinguish colors and information from a computer screen (adaptive equipment acceptable)
- Have sufficient hearing to distinguish various sounds and noises (adaptive equipment acceptable)
- Have the ability to stand for extended periods of time and physical strength to lift parts and equipment required for the program.
- Have sufficient fine motor dexterity to perform manual skills related to Mechanical Design Technology
- Be able to work in a variety of environments including but not limited to engineering, laboratory, and electronic machining.

Section 9: Nursing

Technical standards have been established to inform the student of minimum standards to satisfactorily function in the program and ultimately in the profession. The College must ensure that patient(s)/ of clinical affiliates are not placed in jeopardy by students during learning experiences. Therefore, students in service learning and clinical experiences must demonstrate sufficient emotional stability to withstand the stress, uncertainties, and rapidly changing circumstances that characterize the responsibilities of patient(s). Furthermore, the student is expected to have the emotional stability required to exercise sound judgment, accept direction and guidance from a supervisor or faculty member, and establish rapport and maintain sensitive interpersonal relationships with patients, their families, agency staff, faculty, and peers.

Applicants must be in good physical and mental health to meet program objectives. Technical Standards information is also available in the Technical Standards section of this catalog.

1. Sufficient hearing to assess patient needs, physiological signs, understand instructions, identify emergency signals, assess body functions, and engage in telephone conversation.
2. Sufficient visual acuity to observe patients, manipulate equipment, interpret data, ensure a safe environment, identify color changes, read fine print/writing, and do fine calibrations.
3. Sufficient speech and language ability to express, comprehend, and exchange information and ideas in English verbally, nonverbally, and in writing, and to interact clearly and logically with patients, family members, physicians, nurses, faculty, peers, and other ancillary medical personnel.
4. Sufficient tactile ability to assess pressure, temperature, position, vibration, and movement.
5. Ability to work with frequent interruptions, to respond appropriately in emergencies or unexpected situations, and to cope with extreme variations in workload and stress levels.
6. Sufficient emotional intelligence to exhibit empathy and compassion, to maintain productive relationships in classroom and clinical settings, and to integrate direction, instruction, and criticism into behavioral changes.
7. Sufficient strength, endurance, and motor coordination to perform the following physical activities: participation in lengthy classroom activities; fine and gross motor skills to carry out procedures; ability to safely and frequently handle, lift, and/ or carry equipment and patients up to thirty pounds; stamina to complete an eight-to-twelve-hour work shift; and ability to perform CPR.
8. Sufficient information technology access and skills to complete assignments according to program standards.
9. Applicants with latex allergies are advised to seek professional medical consultation.

Section 10: Early Childhood Education

Technical Standards have been established to provide guidance to students as to skills and abilities required to function successfully in the program and ultimately in the Early Childhood Education profession. The Early Childhood Education Program will seriously consider all academically qualified candidates provided that the technical standards can be met with or without reasonable accommodations. No essential technical standards will be waived or modified.

Students must complete the fingerprinting process through New Hampshire Background Record Checks for Licensed Child Care via the New Hampshire Connections Information System (NHCIS). Detailed information regarding the process and how to complete the required checks can be found on the NHCIS website: NHCIS Background Checks. If not already approved and employed in a NH child care program, students should begin this process as soon as possible to avoid delays in their coursework and practicum placement. Students are encouraged to contact the Early Childhood Education Program Coordinator for further guidance or questions about the background check process.

Compliance:

The College reserves the right to refuse participation in field observations, placements, or program continuation for students who fail to meet the NH background records check requirements.

A student may be terminated from a course, program, or campus due to major or repeated violations of the Student Code of Conduct (NCC Student Handbook) or standards of professionalism. Students who have failed an early childhood education course because of evidence of unsafe practice involving actions or non-actions are not eligible for reapplication to the Early Childhood Education Program. The student may exercise their right to appeal the decision as outlined in the NCC Student Handbook.

Students in Early Childhood Education program must have sufficient strength, stamina, motor coordination and sensory capabilities to perform the following:

- Standing for sustained periods of time, walking, running, bending, and sitting on the floor to meet children's needs and accomplish tasks;
- Frequent lifting, moving and transferring children, especially infants and toddlers;
- Sufficient visual and hearing acuity to ensure a safe environment; and ability to respond quickly to children, colleagues, and professional partners in the event of emergency;
- Sufficient verbal ability to express and exchange information and ideas as well as to interpret important instructions to children, colleagues, professional partners, and parents;
- Sufficient skills in written expression to accurately record children's daily progress and milestones as well as medications administered, accident and suspected child abuse/neglect reports, etc.;
- Ability to work with frequent interruptions, to respond appropriately to unexpected situations including situations requiring immediate crisis response and role responsibility exchange; to demonstrate safe and required care for children, families, colleagues and the workplace as a whole; and to cope with substantial variations in workload and stress levels;
- Ability to consistently attend and participate in classes and practice in a timely manner;
- Ability to demonstrate and maintain organizational skills and time management in classes and at the practicum site;
- Ability to respond to children's personal needs, including changing diapers, in a manner that safeguards the health and safety of the student, children, and staff;
- Ability to work in a professional and respectful manner with a diverse range of children including children of different races, cultures, religions, and ethnicities as well as children with a wide range of disabling conditions;
- Ability to maintain proper boundaries in both the school and home environments; and

- Ability and disposition to adhere to and practice the Code of Ethical Conduct set forth by the National Association for the Education of Young Children.

Section 11. Life Sciences Courses

Students who are unable or unwilling to follow standards may not be admitted into certain classes or may be removed if identified after classes start.

- Read and Comprehend scientific textbooks and materials, including laboratory documents
- Communicate with lab partners and professor. Be able to assimilate information, especially quantitative information, either in spoken or printed format.
- Follow the lab safety protocol, including requirements for clothing and footwear, eye protection and gloves.
- Possess sufficient mobility, dexterity and visual acuity to handle and use efficiently and safely for oneself and for others: flame burner, chemicals, live bacteria/organisms, bodily fluids, and other sensitive and potentially hazardous materials or equipment.
- Engage in active participation in conducting experiments, both individually and with lab partners.
- Gather and analyze the results of laboratory exercises. Makeand formulate conclusions from the collected data using deductive and inductive reasoning.
- Draw, comprehend and interpret the graphs and tables made based on collected data.
- Exercise effective time management skills, especially during the assigned lab periods by appropriate preparation and follow up.
- Ability to follow written instructions with minimal supervision, including experimental procedures (especially experimental procedures in biological sciences). Ability to perform lab functions safely, meet deadlines, and work in a project-based environment, both individually and in collaboration with others.
- Have the physical strength and awareness to handle laboratory equipment with enough care and conduct the practical aspects of experiments efficiently.

Section 12: Air Traffic Control

- No older than 30 years old at completion of program
- Must be a U.S. Citizen
- Must be able to speak English Clearly
- Have at least one year of outside work experience at completion of program
- Be able to pass a routine security background check and drug test
- Be able to pass a FAA 2nd Class Airman's Medical Examination
- Have a high school degree or equivalent
- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend service literature
- Be able to understand and follow both written and oral instructions
- Be able to complete requirements for college-level classes

Section 13: Data Analytics

- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend college textbooks
- Have communication skills sufficient to prepare required reports
- Be able to understand and follow both written and oral instructions
- Be able to complete requirements for college level classes
- Have the ability to communicate information and ideas to others.

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The Honorable Karen Liot Hill
The Honorable Janet Stevens
The Honorable John Stephen
The Honorable David K. Wheeler

Hon. Peggy Gilmour

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B.S.N., M.S.N., M.B.A, University of Phoenix

Colleen Foss
Professor, Nursing
B.S., St. Josephs College;
A.S., York County Community College

Caitlyn Johnson
Professor, Nursing
M.S.N., Southern New Hampshire University
B.S.N., University of Vermont

Tracy Aniello
Professor, Nursing
Ed.D., Capella University

M.S.N., University of South Carolina
B.S.N., University of South Carolina
B.A., University of South Carolina

Cheryl Turner
Nursing Department Assistant

Social, Educational and Behavioral Sciences

David Rondeau
Professor and Chairperson, Social, Educational and Behavioral Sciences
M.A., Anna Maria College;
B.A., UMASS-Lowell

Lisa Furman
Professor and Program Coordinator, Early Childhood Education
Ed.D., Rivier University;
M.S., Lesley University;
B.A., Rivier University

Stephanie Roper
Professor and Program Coordinator, History and Political Science and Honors Program
Ph.D., University of Kansas;
M.A., University of North Dakota;
A.B., Smith College

Michael Stark
Program Coordinator, Criminal Justice
M.P.A., University of New Hampshire
B.S., Worcester Polytechnic Institute

Emeriti Administration

Lucille A. Jordan, B.S., M.A., M.Ed.
President-Emeritus, 1997-2024

Keith W. Bird, Ph.D.
President-Emeritus 1995-1997

Robert E. Bloomfield
President-Emeritus 1970-1995

Student Calendar 2026-2027

Fall Semester August 31, 2026 – December 19, 2026

August	31	Fall Semester Begins
September	1	Last Day to Add a First-half Semester Course
September	8	Last Day to Add Full Semester Classes
September	8	Last Day to Withdraw with a Full Refund from First-half Semester Courses
September	14	Last Day to Withdraw with a Full Refund (Full Semester Courses)
September	19	Last Day to Resolve "I" Grades from Summer 2025
October	5	Last Day to Withdraw with a Grade of "W" from First-half Semester Courses
October	16	Last Day to Withdraw with a Grade of "WP/WF" from First-half Semester Courses
October	26	Second-half Semester Term Begins
October	26	Final Grades (First-half Semester) due to Registrar's Office no later than 10 a.m.
October	27	Last Day to Add Second-half Semester Course
November	2	Last Day to Withdraw with a Full Refund from Second-half Semester Courses
November	5	Last Day to Withdraw with a Grade of "W" (Full Semester Courses)
November	30	Last Day to Withdraw with a Grade of 'W' from Second-half Semester Courses
December	11	Last Day to Withdraw with a Grade of "WP/WF" (Full Semester Courses)
December	11	Last Day to Withdraw with a Grade of "WP/WF" from Second-half Semester Courses
December	19	Fall Semester Ends
December	21	Fall Semester Grades Due to Registrar's Office no later than 10 a.m.
December	22	Final grades available for viewing on Student Information System

Terms Start and End Dates
Full Semester: 16 wks, 8/31/2026 - 12/19/2026
First-half Semester: 8 wks, 8/31/2026 - 10/24/2026
Second-half Semester: 8 wks, 10/26/2026 - 12/19/2026

Spring Semester January 19, 2027 – May 8, 2027

January	4	Winter Session Begins
January	4	Last Day to Withdraw with a Full Refund from Winter Session Courses
January	12	Last Day to Withdraw with a Grade of 'W' from a Winter Session course
January	19	Spring Semester Begins
January	20	Last Day to Add First-half Semester Course
January	25	Last Day to Add Full Semester Courses
January	25	Last Day to Withdraw with a Full Refund from First-half Term Courses
February	1	Last Day to Withdraw with a Full Refund (Full Semester Courses)
February	5	Last Day to Resolve Incomplete ('I') Grades from Fall Term
February	22	Last Day to Withdraw with a Grade of 'W' from First-half Term Courses
March	5	Last Day to Withdraw with a Grade of 'WP/WF' from First-half Term Courses
March	**14-21**	**Spring Break**
March	15	Final grades (First-half Semester) Due to Registrar's Office no later than 10AM
March	22	Registration Opens for Fall 2027 and Spring 2028 Semesters
March	22	Second-half Semester Term Begins
March	23	Last Day to Add Second-half Semester Course
March	29	Last Day to Withdraw with a Full Refund from Second-half Semester Courses
March	29	Last Day to Withdraw with a Grade of 'W' (Full Semester Courses)
April	20	Last Day to Withdraw with a Grade of 'W' from Second-half Semester Courses
April	30	Last Day to Withdraw with a Grade of 'WP/WF' from Second-half Semester Courses
April	30	Last Day to Withdraw with a Grade of 'WP/WF' from Full Semester Courses
May	8	Spring Semester Ends
May	10	Spring Semester Final Grades Due to Registrar's Office no later than 10AM
May	12	Final Grades Available for Viewing on Student Information System
May	TBD	Graduation 2PM

Terms Start and End Dates
Winter Session: 2 wks, 1/4/2027 - 1/16/2027
Full Semester: 15 wks, 1/19/2027 - 5/8/2027
First-Half Semester: 8 wks, 1/19/2027 - 3/13/2027
Second-Half Semester: 7 wks, 3/22/2027 - 5/8/2027

Degrees & Certificates

Automotive

Automotive Technology

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
Automotive Technology is a two-year associate degree program designed to combine automotive technical training and academic course work to provide students with the skills and knowledge needed for a rewarding career in the automotive service industry. While enrolled in the program, students will study the theory of operation of the automotive systems including electrical, brakes, steering and suspension, automatic and manual transmissions, heating and cooling, engine performance, and engine repair. Engine Repair is the capstone course for this degree program.

Each course includes an automotive lab that allows the students to apply and build their knowledge and skills by performing work on vehicles with "real life" problems in a "real shop" atmosphere. We accomplish this by completing repairs on customer vehicles in need of repair work covered in each course. This high tech training combined with the academic coursework and "hands-on" experience not only prepares the student to be employed in the automotive field, but also prepares the student to take the ASE (Automotive Service Excellence) technician certification exams.

Classes are scheduled Monday through Friday between 8 am and 5 pm. In addition to automotive classes, students are required to take general education courses. (See catalog for course schedule). Graduates will satisfy an industry need for well-educated and technically trained people. **Features of the program include:**

- Master Automobile Service Technology (MAST) Accredited by the Automotive Service Excellence Education Foundation
- Highly trained ASE Master Certified Instructors
- Modern facility with state-of-the-art equipment

Program Outcomes
Upon the completion of the degree in Automotive Technology, graduates will be able to:

1. Evaluate, diagnose, and repair various automotive systems using ASE guidelines.
2. Use technology and basic scientific principles for research and diagnostics.
3. Use industry relevant written and oral communication skills.
4. Identify ethical repair procedures based on multiple factors.
5. Achieve ASE Master Certification after an additional year in the field.

Students should be familiar with the Transportation Technologies General Education Policies found in the Catalog

Admissions Requirements
In addition to the general admissions requirements, the Automotive Technology applicants should be aware of the following criteria:

1. A minimum of one year of high school Algebra I is recommended.
2. Basic skills in written English are required.
3. A basic automotive tool kit and roll cabinet are required. Accepted students may purchase tool kits at a college-sponsored Tool Day in August at a substantial discount.

4. Students are expected to possess a good work ethic and a strong desire to learn.
5. A valid driver's license is required to be accepted into the program. It is recommended students be able to drive a manual transmission vehicle.
6. A copy of a clean driving record will be required of all students in the Honda PACT or Mazda MAST program.

Students should familiarize themselves with the Transportation Technologies Department General Education Policies located in the General Education Policies section of the Catalog.

Accreditation
The programs are certified by:

ASE Education Foundation

1503 Edwards Ferry Rd., NE,
Suite 401
Leesburg, VA 20176

Phone: 703-669-6650
Fax: 703-669-6125
Email: **info@ASEeducationFoundation.org**
Website: **www.ASEeducationFoundation.org**

The instructors are certified by:

National Institute for Automotive Service Excellence

1503 Edwards Ferry Rd., NE,
Suite 401
Leesburg, VA 20176

Phone: 703-669-6600
Fax: 703-669-6127

Website: www.ASE.com

Additional Program Information
Job opportunities include: Dealership technician, Independent shop technician, auto part sales person, service writer, powersports technician, tuner and performance shops.

This program carries additional fees. Visit nashuacc.edu/tuition-fees for more information.

Review the Technical Standards in the Catalog.

Estimated Cost of Program (Tuition Only)
In-State $16,100
New England Regional $24,150
Out-Of-State $35,350

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
AUTO106N	Internal Combustion Engine	2	3	3.00
AUTO113N	Automotive Electricity & Wiring	2	4	4.00

AUTO121N	Automotive Service & Maintenance	2	4	4.00
ENGL101N	College Composition	4	0	4.00
MATH105N	Technical Mathematics	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
AUTO114N	Automotive Suspension & Steering	2	4	4.00
AUTO122N	Automotive Brake Systems	2	4	4.00
AUTO133N	Automotive Intermediate Electrical Systems	2	4	4.00
	English/Communications Elective			3
	Behavioral Social Science or Non-Behavioral Social Science Elective			3

Summer Semester

Item #	Title	Class Hours	Lab Hours	Credits
AUTO190N	Automotive Technology Co-Op	0	12	2.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
AUTO205N	Automotive Advanced Electrical and Electronics	2	4	4.00
AUTO210N	Automotive Engine Performance I	2	4	4.00
AUTO226N	Automotive Transmissions and Drivelines	2	6	4.00
PHYS101N	Physical Science I	3	2	4.00

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
AUTO215N	Automotive Engine Performance II	2	4	4.00
AUTO221N	Automotive Heating & Air Conditioning	2	4	4.00
AUTO228N	Automotive Engine Repair: A Capstone Course	2	6	4.00
	Humanities/Fine Arts/World Language Elective			3
	Total Credits		70	

Automotive Technology (MAST)

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The Associate of Science degree in Automotive Technology – Mazda Pathway provides the technical training and academic course work needed to build a rewarding career.

Our two-year degree program features hands-on automotive lab experience working on actual automotive problems in a real shop atmosphere. This "live work" approach lets students apply skills by

performing work on vehicles needing repair. High-tech training is grouped with course work that explores the operation of automotive systems and engine repair, including; electrical, brakes, steering and suspension, automatic and manual transmissions, heating and cooling, and engine performance. Along the way you will receive individual instruction from our experienced faculty and enjoy a small class size. All Instructors are ASE master certified with L1 Advanced diagnostic certification. As a graduate, you will be prepared to take the Automotive Service Excellence (ASE) technician certification exam.

The Mazda Pathway: The Mazda Automotive Student Training (MAST) connects schools and students with Mazda dealers to create a Mazda-supported technician career path.

MAST

During the spring semester, the MAST online training prepares students to become a Certified Technician before summer. Once they are a Certified Technician, the student is authorized to work in a Mazda dealership doing oil changes, tire rotation; and similar basic technician work.

- Summer Co-op: As a Certified Technician, the Automotive Technology – Mazda Pathway students will join a paid Mazda Internship the summer between their first and second year in the program.
- Fall, Senior Year: MAST students will take additional online, self-paced training modules like the first year. These will need to be completed by the end of the spring semester of their senior year to earn a Senior Technician status. MAST students will also complete specific hands-on tasks in their advanced electrical course this semester.
- Spring, Senior Year: MAST students will complete online, self-paced training modules, and additional hands-on tasks in their engine performance class.

Review the [Technical Standards](#) in the Catalog.

Admissions Requirements
HOW TO ENROLL IN THE MAZDA PATHWAY (MAST)

Students enroll as an automotive student and go through the first semester with peers in the automotive technology program. As long as the student maintains a 2.5 GPA or higher, they begin the MAST pathway during the second semester.

Accreditation
The programs are certified by:

ASE Education Foundation

1503 Edwards Ferry Rd., NE,
Suite 401
Leesburg, VA 20176

Phone: 703-669-6650
Fax: 703-669-6125
Email: **info@ASEeducationFoundation.org**
Website: **www.ASEeducationFoundation.org**

The instructors are certified by:

National Institute for Automotive Service Excellence

1503 Edwards Ferry Rd., NE,
Suite 401
Leesburg, VA 20176

Phone: 703-669-6600
Fax: 703-669-6127

Website: www.ASE.com

Automotive Service and Repair

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Certificate Overview
NCC offers a one-year Automotive Technology Certificate which allows students to take the first-year automotive courses without being required to take general education courses. Classes for the Automotive Technology Certificate are scheduled to be held on Tuesday and Thursday evenings from 6-10 pm as well as Saturday 8 am – 4pm.

Automotive Service and Repair Certificate classes are available in the evenings, Tuesdays and Thursdays, and on Saturday. The certificate will provide graduates with the skills to be an entry-level technician in the automotive field.

Students will be required to provide their own personal protective equipment such as safety glasses, hearing protection, welding gloves, and protective shoes. Students will also need to purchase a basic automotive tool kit and roll cabinet.

The Certificate in Automotive Service and Repair is complimentary to the Automotive Technology Associate Degree at NCC. Students who wish to complete the Associate Degree can start their second year as a degree student.

Program Outcomes
Upon the completion of the certificate in Automotive Technology, graduates will be able to:

1. Fundamental operations of an internal combustion engine
2. Foundational Electrical skills for a diagnostic career
3. Shop safe, equipment and proper usage
4. Steering and suspension system operation, diagnostics, repair and adjustment
5. Brakes system operation, diagnostics and repair

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Admissions Requirements
In addition to the general admissions requirements, the Automotive Service and Repair applicants should be aware of the following criteria:

1. A minimum of one year of high school Algebra I is recommended.
2. Basic skills in written English are required.
3. A basic automotive tool kit and roll cabinet are required. Accepted students may purchase tool kits at a college-sponsored Tool Day in August at a substantial discount.
4. Students are expected to possess a good work ethic and a strong desire to learn.
5. A valid driver's license is required to be accepted into the program. It is recommended students be able to drive a manual transmission vehicle.
6. A copy of a clean driving record will be required of all students enrolling into the Honda PACT or Mazda MAST program.

Students should be familiar with the Transportation Technologies General Education Policies found in the Catalog.

Accreditation

The programs are certified by:

ASE Education Foundation

1503 Edwards Ferry Rd., NE,
Suite 401
Leesburg, VA 20176

Phone: 703-669-6650
Fax: 703-669-6125
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Suite 401
Leesburg, VA 20176

Phone: 703-669-6600
Fax: 703-669-6127

Website: www.ASE.com

Additional Program Information

This program carries additional fees. Visit nashuacc.edu/tuition-fees for more information.
Review the Technical Standards in the Catalog.

Estimated Cost of Program (Tuition Only)

In-State $5,290
New England Regional $7,935
Out-Of-State $11,615

Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
AUTO106N	Internal Combustion Engine	2	3	3.00
AUTO113N	Automotive Electricity & Wiring	2	4	4.00
AUTO121N	Automotive Service & Maintenance	2	4	4.00

Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
AUTO114N	Automotive Suspension & Steering	2	4	4.00
AUTO122N	Automotive Brake Systems	2	4	4.00
AUTO133N	Automotive Intermediate Electrical Systems	2	4	4.00
	Total Credits		23	

Aviation

Air Traffic Control

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The Associate's Degree in Air Traffic Control (ATC) at Nashua Community College (NCC) will deliver fundamental traffic controller knowledge and competency through a mix of realistic lab simulations, classroom instruction, and computer-based learning. Our program will be an ATC Tower program with graduates ready to assume positions at Air Traffic Control towers throughout the USA. This program will be a part of the FAA's Enhance College Training Initiative. This program will allow for students to complete their entire FAA ATC Academy course work at NCC. **Program fees apply, please contact the Admissions Department for details, 603.578.8908, NCCAdmissions@ccsnh.edu.**

Program Outcomes
Upon completion of the degree in Aviation Technology, graduates will be able to:

1. Coordinate and regulate the flow of Air Traffic.
2. Interpret Flight plans and flight data to manage air traffic patterns.
3. Function effectively and efficiently in a team.
4. Apply FAA and NTSB regulations and security guidelines appropriately in various aviation and safety settings.
5. Speak and communicate clearly and decisively using standard industry pilot-controller phraseology

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Accreditation
The program is approved by the Federal Aviation Administration (FAA), 800 Independence Avenue, SW Washington, DC 20591.

Nashua Community College (NCC) is authorized to offer this program by the FAA, having been designated as part of the Enhanced Air Traffic–Collegiate Training Initiative (E-CTI) in August 2025.

Nashua Community College (NCC) was approved for the Control Tower Operator Partnership Program (CTO-P) on January 12, 2026.

Technical Standards
- No older than 30 years old at completion of program
- Must be a U.S. Citizen
- Must be able to speak English Clearly
- Have at least one year of outside work experience at completion of program
- Be able to pass a routine security background check and drug test
- Be able to pass a FAA 2nd Class Airman's Medical Examination
- Have a high school degree or equivalent
- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend service literature
- Be able to understand and follow both written and oral instructions
- Be able to complete requirements for college-level classes

Additional Program Information

This program carries additional fees. Visit nashuacc.edu/tuition-fees for more information.

Additional Program Details:

- Northern New England's only FAA-certified program preparing airframe and powerplant mechanics
- Support staff can provide guidance in finding available housing in the region
- Multiple scholarship opportunities
- Strong partnerships with local businesses serving the aviation industry
- CTO-P (Control Tower Operator) pathway for employment opportunities outside of the FAA
    - This pathway allows students to be eligible for hire into Federal and non-Federal contract Air Traffic Control towers.
    - Must pass the written and practical CTO examination

Estimated Cost of Program (Tuition Only)
In-State $13,800
New England Regional $20,700
Out-Of-State $30,300

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
AVTN110N	Introduction to Aeronautical Science	3	0	3.00
AVTN120N	Fundamentals of Air Traffic Control	8	0	8.00
ENGL101N	College Composition	4	0	4.00
	General Education Elective			3

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
AVTN121N	Airspace and Air Traffic Systems	3	3	4.00
HIST220N	History of Aviation in America	3	0	3.00
MATH105N	Technical Mathematics	4	0	4.00
	English/Communications Elective			3

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
AVTN240N	ATC Tower Operations	3	6	5.00
AVTN242N	Human Factors in Aviation	3	0	3.00
AVTN243N	Aviation Legislation	3	0	3.00
PHYS101N	Physical Science I	3	2	4.00

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
AVTN245N	Aviation Safety	3	0	3.00
AVTN255N	ATC Advanced Tower Operations	1	8	4.00
PSYC130N	Human Relations	3	0	3.00
	Humanities/Fine Arts/World Language Elective			3
	Total Credits		60	

Aviation Management

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The Associate of Science Degree in Aviation Management prepares students for professional careers in the Aviation Industry. Graduates may seek employment with airlines, Airports, aircraft manufacturers or the FAA. The graduate will also be well prepared to continue their education at eh baccalaureate level.

The aviation industry contributes more than $150 billion annually to the U.S. economy and employs more than one million people across the country, according to the National Business Aviation Association (NBAA). In the high-powered aviation industry, the key staff, operational, and executive positions are awarded to professionals who display a thorough knowledge of aviation as well as an exceptional aptitude for business.

The Nashua Community College Associate of Science in Aviation Management will cover major facets of business management and aviation including Aviation Economics, Aeronautical Science, Aviation Business Management, Human Factors in Aviation, Aviation Safety, and Aviation Legislation.

Program Outcomes
Upon completion of the degree in Aviation Technology, graduates will be able to:

1. Demonstrate understanding and application of concepts related to Aviation Economics.
2. Demonstrate understanding and application of concepts related to Aeronautical Science.
3. Demonstrate understanding and application of concepts related to Aviation Business Management.
4. Demonstrate understanding and application of concepts related to Human Factors in Aviation.
5. Demonstrate understanding and application of concepts related to Aviation Safety.
6. Demonstrate understanding and application of concepts related to Aviation Legislation.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Accreditation
FAA approval

Technical Standards

- Must be 18 years of age
- Have a high school degree or equivalent
- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend service literature
- Have communication skills sufficient to prepare required reports
- Be able to understand and follow both written and oral instructions
- Be able to complete requirements for college-level classes

Estimated Cost of Program (Tuition Only)
In-State $14,260
New England Regional $21,390
Out-Of-State $31,310

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ACCT101N	Financial Accounting I	4	0	4.00
AVTN110N	Introduction to Aeronautical Science	3	0	3.00

| BUS101N | Introduction to Business | 3 | 0 | 3.00 |
| ENGL101N | College Composition | 4 | 0 | 4.00 |

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
ACCT102N	Financial Accounting II	4	0	4.00
BUS110N	Principles of Management	3	0	3.00
	ENGL109N or ENGL103N			3
HIST220N	History of Aviation in America	3	0	3.00
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
AVTN242N	Human Factors in Aviation	3	0	3.00
AVTN243N	Aviation Legislation	3	0	3.00
ECON201N	Microeconomics	3	0	3.00
HUMA230N	Ethics in the Workplace	3	0	3.00
	Natural or Physical Science Elective (w lab)			4

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
AVTN245N	Aviation Safety	3	0	3.00
AVTN250N	Air Transportation System	6	0	6.00
BUS201N	Human Resources Management	3	0	3.00
	Behavioral Social Science Elective			3
	Total Credits		62	

Aviation Technology

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The Associate of Science Degree in Aviation Technology prepares students for professional careers in aviation maintenance. Graduates may seek employment with airlines, fixed base operators, or aircraft manufacturers.

Nashua Community College is an FAA part 147 approved training facility. Students who complete this program will be prepared to apply for the FAA oral, written, and practical exams for the Airframe and Powerplant Technician Certificate.

The Aviation Technology program places major emphasis on the study of actual aircraft, structures, and powerplants and related systems. The 21-month curriculum includes one summer session and covers a wide variety of subjects concerned with airplanes: reciprocating engines, turbines, fuel systems, propellers, ignition, electrical systems, and hydraulic systems. A great deal of reading is required, as well as the ability to interpret FAA regulations and manufacturer's technical specifications.

Program Outcomes
Upon completion of the degree in Aviation Technology, graduates will be able to:

1. Perform maintenance and inspections on aircraft using FAA and manufacturers' instructions.
2. Perform maintenance on aircraft structures using FAA and manufacturers' instructions.
3. Perform maintenance on aircraft powerplants using FAA and manufacturers' instructions.
4. Inspect and repair aircraft composite structures using FAA and manufacturers' instructions.
5. Communicate effectively both orally and in writing.
6. Demonstrate legal and moral judgment when supervising others.
7. Demonstrate positive work ethics, integrity, and knowledge of work skills.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Admissions Requirements
In addition to the general admission requirements, Aviation Technology applicants should be aware of the following criteria:

1. Excellent English skills in reading, writing, speaking and understanding are required.
2. Student is required to have a valid driver's license.
3. High school courses such as physics, electronics, and computer programming are recommended.
4. Students may be required to purchase approximately $2,000 of tools upon entrance to the program.

Accreditation
FAA approval

Technical Standards

- Must be 18 years of age
- Have a high school degree or equivalent
- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend service literature
- Have communication skills sufficient to prepare required reports
- Be able to understand and follow both written and oral instructions
- Be able to complete requirements for college-level classes
- Mechanics must lift or pull objects weighing at least 70 pound
- Possess sufficient mobility, dexterity, and visual acuity to perform aviation maintenance
- Have sufficient vision to distinguish colors, read gauges, scopes, diagnostic equipment and information (adaptive equipment acceptable)
- Have sufficient hearing to distinguish various sounds and noises (adaptive equipment acceptable)
- Must be able to tolerate loud noises and vibrations associated with aircraft engines

Estimated Cost of Program (Tuition Only)
In-State $20,240
New England Regional $30,360
Out-Of-State $44,440

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
AVTN115N	General Module	7	9	10.00
ENGL101N	College Composition	4	0	4.00
MATH105N	Technical Mathematics	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
AVTN125N	Airframe Module 1	8	12	12.00
HIST220N	History of Aviation in America	3	0	3.00
	English/Communications Elective			3

Summer Semester

Item #	Title	Class Hours	Lab Hours	Credits
AVTN215N	Airframe Module 2	8	15	13.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
AVTN205N	Powerplant Module 1	7	12	11.00
PHYS101N	Physical Science I	3	2	4.00

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
AVTN225N	Powerplant Module 2	8	15	13.00
	Humanities/Fine Arts/World Language Elective			3
	Total Credits		80	

Aviation Technology

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Day/Evening Program

Certificate Overview
The Aviation Technology Certificate Program prepares students for professional careers in aviation maintenance, allowing graduates to seek employment with airlines, fixed base operators, or aircraft manufacturers. Nashua Community College is an FAA approved training facility. (NSUT025K)

Program Outcomes
Upon completion of the program, students will be prepared to apply for the FAA oral, written, and practical exams for the Airframe and Powerplant (A&P) Technician Certificate.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Admissions Requirements
- Must be able to read, write, speak, and understand English to interpret FAA regulations and manufacturer's technical specifications
- A basic aviation tool kit
- Must meet technical requirements

Accreditation
FAA approval

Technical Standards
- Must be 18 years of age
- Have a high school degree or equivalent
- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend service literature
- Have communication skills sufficient to prepare required reports
- Be able to understand and follow both written and oral instructions
- Be able to complete requirements for college-level classes
- Mechanics must lift or pull objects weighing at least 70 pound
- Possess sufficient mobility, dexterity, and visual acuity to perform aviation maintenance

- Have sufficient vision to distinguish colors, read
  gauges, scopes, diagnostic equipment and information (adaptive equipment acceptable)
- Have sufficient hearing to distinguish various sounds and noises (adaptive equipment acceptable)
- Must be able to tolerate loud noises and vibrations associated with aircraft engines

Additional Program Information

Students will learn on actual aircraft, structures, and powerplants and related systems. The curriculum includes one summer session and covers a wide variety of subjects concerned with airplanes including reciprocating engines, turbines, fuel systems, propellers, ignition, electrical systems, and hydraulic systems.

Interested students should note that the program requires frequent reading, along with the ability to interpret FAA regulations and manufacturers' technical specifications.

This program carries additional fees. Visit nashuacc.edu/tuition-fees for more information.

Estimated Cost of Program (Tuition Only)
In-State $15,410
New England Regional $23,115
Out-Of-State $33,835

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
AVTN115N	General Module	7	9	10.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
AVTN125N	Airframe Module 1	8	12	12.00

Summer

Item #	Title	Class Hours	Lab Hours	Credits
AVTN215N	Airframe Module 2	8	15	13.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
AVTN205N	Powerplant Module 1	7	12	11.00

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
AVTN225N	Powerplant Module 2	8	15	13.00
	Total Credits		59	

Biology

Biological Sciences

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Day Program

Program Overview
The Associate of Science in Biological Sciences offers students the foundational coursework equivalent to the first two years of a bachelor's degree in biology. This program prepares students for transfer to four-year institutions and for future careers in medicine, healthcare, biotechnology, research, biomedical engineering, and science education.

Students gain a comprehensive understanding of biological concepts, scientific language, and methodology through an inquiry-based learning model. Emphasis is placed on hands-on laboratory experience, critical thinking, and real-world application of scientific principles. Core topics include cellular biology, genetics, metabolism, molecular biology, and organismal diversity.

The program includes opportunities for project-based learning within courses as well as participation in external research through internships and grant-funded experiences. Students are encouraged to have strong reading and mathematics skills and should be prepared to commit additional time to laboratory work and independent study.

All core courses are aligned with transfer standards and are accepted by most colleges and universities. However, some electives may only be transferred as Discovery Science credit. Students are encouraged to work closely with the Program Coordinator during their time at NCC and to identify their intended transfer institution and degree path early, to ensure effective academic planning and advising.

Program Outcomes
Upon the completion of the Associate of Science degree in Biological Sciences, graduates will be able to:

1. Apply core biological principles—such as cell theory, evolution, and genetics—to analyze the structural, functional, or genetic characteristics of organisms for classification within major biological kingdoms and taxa.
2. Analyze how key biological processes, including cellular respiration, photosynthesis, mitosis, or meiosis, contribute to the maintenance and reproduction of living systems.
3. Apply biological principles to analyze and interpret experimental data, identifying patterns and evaluating potential sources of error.
4. Execute standard laboratory techniques to investigate biological questions using appropriate equipment and procedures.
5. Design a biological investigation by developing a testable hypothesis, identifying relevant variables, and selecting appropriate data collection methods.
6. Integrate concepts from multiple levels of biological organization to explain interactions within and between living systems.
7. Evaluate the credibility, scientific foundation, and ethical or societal implications of biological information and biotechnological innovations presented in scholarly and public contexts.
8. Produce accurate and well-organized scientific documentation and presentations—including lab reports, data summaries, and oral or visual reports—using appropriate biological terminology and formatting conventions.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Admissions Requirements
All students in this degree area are required to take BIOL107N or BIOL105N, CHEM130N and 131N, BIOL215N and a class that can fulfill BIOL270N requirements. Note BIOL105N may not transfer as Biology equivalent everywhere or qualify students for intern opportunities.

*Students who do not test directly into MATH120N Pre-Calculus may substitute MATH110N Algebra II/ Trig for NCC graduation requirements. Note that MATH120N is a pre/co-requisite of CHEM131N General Chemistry II and MATH106N Statistics is a pre/co-requisite of BIOL230N Genetics.

Students with placement test scores greater than MATH120N are encouraged to take MATH210N Calculus I to fulfill MATH requirements for the degree.

Additional Program Information
Students must consult an advisor at NCC and chosen transfer college(s) for guidance about course selection. Careful planning is required to ensure that mathematics and science courses will fulfill bachelor degree requirements. Students are encouraged to use open electives to best suit their transfer needs.

Estimated Cost of Program (Tuition Only)
In-State $14,030 - $14,720
New England Regional $21,045 - $22,080
Out-Of-State $30,805 - $32,320

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
	BIOL107N or BIOL105N			4
CHEM130N	General Chemistry I	3	3	4.00
ENGL101N	College Composition	4	0	4.00
	MATH120N or MATH210N			4

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
	BIOL108N or Science/Math Elective			4
CHEM131N	General Chemistry II	3	3	4.00
	English/Communications Elective			3
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
BIOL215N	Microbiology	3	3	4.00
	BIOL220N or Science/Math Elective			4
PSYC101N	Introduction to Psychology	3	0	3.00
	Science/Math Elective			3-4

Second Semester - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
BIOL270N	Advanced Topics in Biology	3	2	3.00-4
BIOL230N	Genetics	3	3	4.00
	Non-Behavioral Social Science Elective			3
	Humanities/Fine Arts/World Language Elective			3
	Open Elective or SCIENCE/MATH Elective			3-4
	Total Credits		61-64	

Business

Business Administration: Accounting

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The mission of the Department of Business at Nashua Community College is to provide a variety of degrees and professional certificates that respond to the needs of local and regional employers, while maintaining academic integrity. Degrees, certificates, and courses are designed to provide students with the opportunity to learn skills, theories, and practices that prepare students to be successful in business endeavors. Additionally, degrees, certificates, and courses are designed to fulfill the academic requirements to allow students to transfer into a variety of bachelor's degree programs.

The Associate in Science Degree in Business Administration in Accounting offers a mix of both applied and theoretical courses. Specifically, the Accounting program is designed to provide students with the accounting knowledge and skills required to confidently pursue a career in the accounting field.

Students enrolled in this program will participate in a comprehensive learning experience through the challenges of increasingly complex levels of accounting study. In addition, students will have the opportunity to further enhance and master their accounting skills by selecting an accounting elective or by gaining real world experience through participation in an accounting internship program. To ensure that students are exposed to, and are familiar with, automated accounting software used in business, Accounting Information Systems is the capstone course for this degree program. Upon graduation, students will be well prepared for successful employment in this dynamic profession. For students planning to continue their education beyond the associate degree, the Accounting program is also designed to provide transferability to a college or university that offers a bachelor's degree in Accounting, Accounting/Finance or Business Administration Accounting.

Program Outcomes
Upon the completion of the degree in Business Administration: Accounting, graduates will be able to:

1. Describe the conceptual framework of accounting as conveyed in FASB Statements of Financial Accounting Concepts.
2. Demonstrate a sound working knowledge of authoritative accounting regulation, accounting terminology, concepts and theory through the application of U.S. Generally Accepted Accounting Principles as documented in FASB Accounting Standards Codification.
3. Demonstrate confident ability to prepare, analyze, and communicate all Financial Statements including disclosure notes, optional operating summaries and management discussion items required for complete, accurate and timely reporting to both external and internal interested parties.
4. Identify and differentiate between alternative forms of business organizations, including how to properly journalize and report business transactions unique to each.
5. Prepare, analyze, monitor and control both static and dynamic budgets.
6. Explain the uses of Cost Accounting, its relationship to Financial Accounting, and the concept of Standard Costs including variance analysis, and the types of cost systems used in business.
7. Apply fundamental accounting principles in a computerized environment using automated accounting software.
8. Demonstrate the ability to reason logically and think critically as evidenced through successful completion of increasing complex levels of accounting study and all other degree requirements.
9. Demonstrate effective writing and communication skills through research of current accounting topics.

10. Incorporate basic math skills to interpret and analyze both quantitative and qualitative data found in Financial Statements and other reporting summaries.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Accreditation
Accounting, Management, Marketing, and Small Business Entrepreneurship are accredited by The Accreditation Council for Business Schools and Programs (ACBSP), 11520 West 119th Street, Overland Park, KS 66213 Phone: (913) 339-9356 email: **info@acbsp.org**

Estimated Cost of Program (Tuition Only)
In-State $14,260
New England Regional $21,390
Out-Of-State $31,310

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ACCT101N	Financial Accounting I	4	0	4.00
BUS101N	Introduction to Business	3	0	3.00
BUS208N	Spreadsheets: Excel	2	2	3.00
ENGL101N	College Composition	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
ACCT102N	Financial Accounting II	4	0	4.00
BUS110N	Principles of Management	3	0	3.00
	English/Communications Elective			3
	Quantitative Literacy Elective			4

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ECON201N	Microeconomics	3	0	3.00
ACCT201N	Intermediate Accounting I	4	0	4.00
BUS240N	Business Law	3	0	3.00
	Humanities/Fine Arts/World Language Elective			3
	Business Elective			3

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
ACCT202N	Intermediate Accounting II	4	0	4.00
ACCT206N	Cost Accounting	4	0	4.00
ACCT214N	Accounting Information Systems: Accounting Program Capstone Course	3	0	3.00
	ACCT290N or Open Elective			3
	Natural or Physical Science Elective (w lab)			4
	Total Credits		62	

Business Administration: Management

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The mission of the Department of Business at Nashua Community College is to provide a variety of degrees and professional certificates that respond to the needs of local and regional employers, while maintaining academic integrity. Degrees, certificates, and courses are designed to provide students with the opportunity to learn skills, theories, and practices that prepare students to be successful in business endeavors. Additionally, degrees, certificates, and courses are designed to fulfill the academic requirements to allow students to transfer into a variety of bachelor's degree programs.

The Associate in Science Degree in Business Administration in Management offers a mix of applied and theoretical courses. The objective of the program is to provide the knowledge students will need for successful business careers.

The program has been designed to expose the student to broad business applications including: Accounting, marketing, management, and comprehensive computer courses, which give the management student valuable skills in this growing field.

Business Management graduates are prepared for immediate career entry into the challenging fields of:

- Wholesaling/distribution
- Retailing
- Sales
- Banking
- Insurance
- Management-trainee positions in business and industry
- Manufacturing

For the student looking to pursue an education beyond the associate degree, this program is designed for easy transfer to bachelor's degree programs.

Program Outcomes
Upon the completion of the degree in Business Administration, Management graduates will be able to:

1. Demonstrate an appropriate application of contemporary management skills and practices in solving real-life business problems.
2. Demonstrate a working knowledge of labor laws, federal and state rules and policies, as well as an understanding of global differences in these areas to effectively manage a contemporary workforce.
3. Demonstrate an understanding of management theories designed to develop programs to motivate staff.
4. Demonstrate the ability to apply financial management skills to meet organizations objectives, compete effectively, and organize data efficiently.
5. Demonstrate a working knowledge of a variety of software systems, including management information systems, to allow for preparing effective reports that enhance communication with senior level staff, customers, and others.
6. Demonstrate the ability to prepare and present meaningful presentations and reports that relate short-and long-term objectives for a variety of business audiences.
7. Demonstrate the ability to utilize research techniques and analytical skills in evaluating business problems in order to develop problem- solving strategies.
8. Demonstrate an understanding of various ethical principles and their application in various global business scenarios.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Accreditation

Accounting, Management, Marketing, and Small Business Entrepreneurship are accredited by The Accreditation Council for Business Schools and Programs (ACBSP), 11520 West 119th Street, Overland Park, KS 66213 Phone: (913) 339-9356 email: info@acbsp.org

Estimated Cost of Program (Tuition Only)
In-State $14,260
New England Regional $21,390
Out-Of-State $31,310

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ACCT101N	Financial Accounting I	4	0	4.00
BUS101N	Introduction to Business	3	0	3.00
BUS119N	Software Applications	2	2	3.00
ENGL101N	College Composition	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
ACCT102N	Financial Accounting II	4	0	4.00
BUS110N	Principles of Management	3	0	3.00
	Natural or Physical Science Elective (w lab)			4
	Behavioral Social Science Elective			3
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ACCT210N	Managerial Accounting	3	0	3.00
BUS218N	Dynamics of Organizational Behavior	3	0	3.00
	Business Elective			3
	ENGL109N or ENGL103N			3
	Humanities/Fine Arts/World Language Elective			3

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
BUS201N	Human Resources Management	3	0	3.00
BUS204N	Small Business Management: A Capstone Course	3	0	3.00
BUS240N	Business Law	3	0	3.00
	ECON201N or ECON202N			3
	BUS290N or Business Elective			3
	Total Credits		62	

Business Administration: Marketing

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The mission of the Department of Business at Nashua Community College is to provide a variety of degrees and professional certificates that respond to the needs of local and regional employers, while maintaining academic integrity. Degrees, certificates, and courses are designed to provide students with the opportunity to learn skills, theories, and practices that prepare students to be successful in business endeavors. Additionally, degrees, certificates, and courses are designed to fulfill the academic requirements to allow students to transfer into a variety of bachelor's degree programs.

The Associate in Science Degree in Business Administration in Marketing offers a mix of applied and theoretical courses. The objective of the program is to provide the knowledge students will need for successful marketing careers.

The Marketing courses prepare students for entry-level jobs in marketing, for future advancement into marketing management and for entrepreneurial opportunities. The curriculum builds a broad knowledge base in business that includes the latest ideas in marketing thought and practice:

- Marketing research, analysis and application
- Marketing strategies
- Integrated Marketing Communications

Most important, marketing students learn critical people management skills to build solid relationships with their clients. Elective marketing courses also permit individual students to develop a program for their specific interests.

For students looking to pursue an education beyond the associate degree, this program is designed to transfer to bachelor's degree programs.

Program Outcomes
Upon the completion of the degree in Business Administration, Marketing graduates will be able to:

1. Demonstrate the ability to apply principles of marketing management to problem-solving activities within corporate and small business scenarios.
2. Demonstrate the ability to research, analyze, develop and execute a theoretical marketing plan.
3. Demonstrate the ability to apply sales, promotions, merchandising, selling, and consumer behavior models to domestic and international business scenarios.
4. Demonstrate an understanding of opportunities and effects of integrated promotional efforts
5. Demonstrate an understanding of the importance of relationship marketing.
6. Demonstrate the ability to work cooperatively with team members to solve business problem scenarios.
7. Demonstrate the ability to use inductive and deductive logic in team settings to understand, solve, and present business problem solutions.
8. Demonstrate the ability to work with limited resources of time, money and human capital in developing effective marketing strategies.
9. Demonstrate a working knowledge of ratio analysis, statistical modeling, and quantitative research methods in developing product and pricing strategies to compete effectively through marketing campaigns.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Accreditation

Accounting, Management, Marketing, and Small Business Entrepreneurship are accredited by The Accreditation Council for Business Schools and Programs (ACBSP), 11520 West 119th Street, Overland Park, KS 66213 Phone: (913) 339-9356 email: **info@acbsp.org**

Estimated Cost of Program (Tuition Only)
In-State $14,030
New England Regional $21,045
Out-Of-State $30,805

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ACCT101N	Financial Accounting I	4	0	4.00
BUS101N	Introduction to Business	3	0	3.00
BUS208N	Spreadsheets: Excel	2	2	3.00
ENGL101N	College Composition	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
BUS104N	Principles of Marketing	3	0	3.00
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00
	ENGL109N or ENGL103N			3
	Behavioral Social Science Elective			3
	Natural or Physical Science Elective (w lab)			4

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ECON201N	Microeconomics	3	0	3.00
BUS207N	Sales	3	0	3.00
BUS206N	Consumer Behavior	3	0	3.00
BUS213N	Principles of Advertising	3	0	3.00
BUS215N	Integrated Marketing Communications	3	0	3.00

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
BUS240N	Business Law	3	0	3.00
BUS210N	Marketing Strategies A Capstone Course	3	0	3.00
SOCI101N	Introduction to Sociology	3	0	3.00
	BUS294N or Business Elective			3
	Humanities/Fine Arts/World Language Elective			3
	Total Credits		61	

Business Administration: Small Business Entrepreneurship

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The mission of the Department of Business at Nashua Community College is to provide a variety of degrees and professional certificates that respond to the needs of local and regional employers, while maintaining academic integrity. Degrees, certificates, and courses are designed to provide students with the opportunity to learn skills, theories, and practices that prepare students to be successful in business endeavors. Additionally, degrees, certificates, and courses are designed to fulfill the academic requirements to allow students to transfer into a variety of bachelor degree programs.

The Associate in Science Degree in Business Administration curriculum in Small Business Entrepreneurship offers a mix of applied and theoretical courses. The objective of the program is to provide the knowledge students will need for successful careers as owners of a small business.

This option should be considered by students who desire to learn the methods and processes of starting a small business enterprise or by those individuals who seek to manage a small company or family-owned business.

Topics of study include:

- Developing the idea
- Describing the business to potential investors
- Preparing a comprehensive Business Plan
- Marketing the idea
- Critical cash flow analysis

For students looking to pursue an education beyond the associate degree, this program is designed to transfer to bachelor degree programs.

Program Outcomes
Upon the completion of the degree in Business Administration, Small Business Entrepreneurship graduates will be able to:

1. Demonstrate the capability and initiative to identify entrepreneurial opportunities, as well as assessing and evaluating risks by developing a theoretical business plan.
2. Demonstrate the ability to prepare, communicate, and present a business plan to a professional audience.
3. Demonstrate the ability to conceptualize, plan, finance, manage, and grow a mock small business.
4. Demonstrate a working knowledge of research and analytical skills necessary by developing a comprehensive business plan for a successful new business venture.
5. Demonstrate the ability to develop tactical, operational, and strategic plans.
6. Demonstrate the ability to use and understand the basic financial statements according to the generally accepted accounting principles in order to manage the efficient and effective use of company resources.
7. Demonstrate the ability to utilize promotional and public relations concepts, theories and models to develop marketing strategies.
8. Demonstrate the ability to synthesize previous coursework while assessing management strengths and weaknesses of business entities.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Accreditation

Accounting, Management, Marketing, and Small Business Entrepreneurship are accredited by The Accreditation Council for Business Schools and Programs (ACBSP), 11520 West 119th Street, Overland Park, KS 66213 Phone: (913) 339-9356 email: **info@acbsp.org**

Estimated Cost of Program (Tuition Only)
In-State $14,260
New England Regional $21,390
Out-Of-State $31,310

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ACCT101N	Financial Accounting I	4	0	4.00
BUS119N	Software Applications	2	2	3.00
ENGL101N	College Composition	4	0	4.00
	Behavioral Social Science Elective			3

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
ACCT102N	Financial Accounting II	4	0	4.00
BUS110N	Principles of Management	3	0	3.00
BUS104N	Principles of Marketing	3	0	3.00
	English/Communications Elective			3
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
BUS207N	Sales	3	0	3.00
	Business Elective			3
BUS213N	Principles of Advertising	3	0	3.00
BUS240N	Business Law	3	0	3.00
	Humanities/Fine Arts/World Language Elective			3

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
BUS201N	Human Resources Management	3	0	3.00
	Business Elective			3
BUS204N	Small Business Management: A Capstone Course	3	0	3.00
	BUS290N or Open Elective			3
	Natural or Physical Science Elective (w lab)			4
	Total Credits		62	

Accounting

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Day/Evening Program

Certificate Overview
Accounting I Certificate

The Certificate programs are designed to provide the basic accounting skills required for clerical and entry-level positions, or to improve the existing accounting skills of individuals who seek promotional opportunities.

Credits earned in the Certificate programs can be applied to the Associate in Science in Business Administration curriculum with a concentration in Accounting.

Accounting II Certificate

Prerequisite: Completion of Accounting Certificate I.

The Certificate programs are designed to provide the basic accounting skills required for clerical and entry-level positions, or to improve the existing accounting skills of individuals who seek promotional opportunities.

Credits earned in the Certificate programs can be applied to the Associate in Science in Business Administration curriculum with a concentration in Accounting.

Accounting III Certificate

Credits earned in the Certificate programs can be applied to the Associate in Science in Business Administration curriculum with a concentration in Accounting.

Accounting Cert I and II are fewer than 16 credits and are not financial aid eligible. (For more info, visit:
https://www.ccsnh.edu/paying-for-college/financial-aid-scholarships/)

Estimated Cost of Program (Tuition Only)
In-State $3,450 - $6,900
New England Regional $5,175 - $10,350
Out-Of-State $7,575 - $15,150

Accounting Certificate I
Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ACCT101N	Financial Accounting I	4	0	4.00
BUS110N	Principles of Management	3	0	3.00
ACCT102N	Financial Accounting II	4	0	4.00
BUS208N	Spreadsheets: Excel	2	2	3.00

Accounting Certificate II
Spring Semester
(Prerequisite: Completion of Accounting Certificate I)

Item #	Title	Class Hours	Lab Hours	Credits
ACCT201N	Intermediate Accounting I	4	0	4.00

ACCT214N	Accounting Information Systems: Accounting Program Capstone Course	3	0	3.00
ACCT202N	Intermediate Accounting II	4	0	4.00
ACCT206N	Cost Accounting	4	0	4.00

Accounting Certificate III

Item #	Title	Class Hours	Lab Hours	Credits
ACCT101N	Financial Accounting I	4	0	4.00
ACCT102N	Financial Accounting II	4	0	4.00
BUS110N	Principles of Management	3	0	3.00
BUS208N	Spreadsheets: Excel	2	2	3.00
ACCT201N	Intermediate Accounting I	4	0	4.00
ACCT202N	Intermediate Accounting II	4	0	4.00
ACCT206N	Cost Accounting	4	0	4.00
	Quantitative Literacy Elective			4
	Total Credits		15-30	

Marketing

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Day/Evening Program

Certificate Overview
The Marketing certificate offers an overview on marketing research and planning, strategic marketing, digital marketing, digital analytics and social media marketing. The Marketing courses prepare students for entry-level jobs in marketing, for future advancement into marketing management, and for entrepreneurial opportunities. The curriculum builds a broad knowledge base in business that includes the latest ideas in marketing thought and practice:

- Marketing research, analysis and application
- Marketing strategies
- Integrated Marketing Communications

This program is fewer than 16 credits and is not financial aid eligible. (For more info, visit:
https://www.ccsnh.edu/paying-for-college/financial-aid-scholarships/)

Estimated Cost of Program (Tuition Only)
In-State $3,450
New England Regional $5,175
Out-Of-State $7,575

Courses

Item #	Title	Class Hours	Lab Hours	Credits
BUS104N	Principles of Marketing	3	0	3.00
BUS213N	Principles of Advertising	3	0	3.00
BUS215N	Integrated Marketing Communications	3	0	3.00

BUS210N	Marketing Strategies A Capstone Course	3	0	3.00
BUS207N	Sales	3	0	3.00
	Total Credits		15	

Small Business Management

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Day/Evening Program

Certificate Overview
Small business functions will be studied in detail including financial operations, personnel requirements, management, and marketing.

Estimated Cost of Program (Tuition Only)
In-State $5,060
New England Regional $7,590
Out-Of-State $11,110

Courses

Item #	Title	Class Hours	Lab Hours	Credits
ACCT101N	Financial Accounting I	4	0	4.00
BUS104N	Principles of Marketing	3	0	3.00
BUS110N	Principles of Management	3	0	3.00
BUS119N	Software Applications	2	2	3.00
	Business Elective			3
BUS201N	Human Resources Management	3	0	3.00
BUS204N	Small Business Management: A Capstone Course	3	0	3.00
	Total Credits		22	

Spreadsheets

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Day/Evening Program

Certificate Overview
Today's workplace requires business professionals who have a grasp of financial concepts and the ability to work with financial systems. The Spreadsheet Certificate Program prepares students for careers in business fields by introducing them to Accounting, Management Information Systems and Microsoft Office applications with an emphasis on Excel.

Completion of a Certificate Program in Spreadsheets does not qualify graduates for a specific occupation. Rather, students who have completed a Spreadsheet Certificate Program can find all sorts of jobs that require familiarity with the Excel software program. Some of these positions include administrative assistant, bookkeeper, business owner, and retail store manager.

Estimated Cost of Program (Tuition Only)
In-State $3,910
New England Regional $5,865
Out-Of-State $8,585

Courses

Item #	Title	Class Hours	Lab Hours	Credits
ACCT101N	Financial Accounting I	4	0	4.00
BUS119N	Software Applications	2	2	3.00
	Business Elective			3
	Quantitative Literacy Elective			4
	Total Credits		17	

Collision Repair

Collision Repair Technology

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
Classes for the Collision Repair Technology Degree program are held **Monday through Friday between 8 am and 5 pm.** In addition to Collision Repair classes, students are required to take general education courses (see catalog for course schedule).

The Collision Repair Technology Program is designed to provide students with the skills necessary to enter the collision repair industry. Students will study the theory of repair and perform each of the different types of repairs (panel replacement, frame straightening, refinishing, etc.) on damaged vehicles. The program is Master Certified and accredited by the Automotive Service Excellence (ASE) Education Foundation in the following areas: damage analysis/estimating/ customer service, painting and refinishing, non-structural analysis and repair, structural analysis and repair, and mechanical/ electrical components.

Students work in a controlled, safe environment and have hands-on training on modern equipment including:

- Heated, down-draft spray booth, mixing room, prep station
- Drive-on frame straightening machine with computerized and mechanical measuring systems
- On site paint mixing system, and HVLP Spray Equipment

Collision industry positions typically include:

- Collision Repair Technician
- Refinish Technician
- Automotive Frame Technician
- Automobile Damage Estimator
- Shop Manager
- Sales Representative
- Automotive Detailer

Program Outcomes
Upon program completion, graduates will be able to:

1. Evaluate, diagnose, and repair various automotive systems using ASE guidelines.
2. Use technology and basic scientific principles for research and problem solving.
3. Employ effective written and oral communication skills.
4. Employ effective technical writing skills.
5. Use mathematical logic and analysis for problem solving.
6. Understand connections between individuals and society.
7. Ability to achieve ASE Master Certification.
8. Perform reading skills at a college level.
9. Demonstrate effective interpersonal skills.

Graduate will also be able to demonstrate competency in the general education outcomes.

Admissions Requirements
In addition to the general admission requirements, applicants should be aware of the following criteria:

1. Minimum one year of high school Algebra I recommended.
2. Basic skills in written English are required.
3. A basic automotive tool kit and roll cabinet are required. Accepted students may purchase tool kits at a college-sponsored Tool Day in August at a substantial discount.
4. Must possess a good work ethic and strong desire to learn.
5. A valid driver's license is required.

Students should be familiar with the Transportation Technologies General Education Policies found in the Catalog

Accreditation
Program is accredited by:

ASE Education Foundation

1503 Edwards Ferry Rd., NE,
Suite 401
Leesburg, VA 20176

Phone: 703-669-6650
Fax: 703-669-6125
Email: **info@ASEeducationFoundation.org**
Website: **www.ASEeducationFoundation.org**

The instructors are certified by:

National Institute for Automotive Service Excellence

1503 Edwards Ferry Rd., NE,
Suite 401
Leesburg, VA 20176

Phone: 703-669-6600
Fax: 703-669-6127

Website: **www.ASEeducationFoundation.org**

Additional Program Information
This program carries additional fees. Visit nashuacc.edu/tuition-fees for more information.

Review the Technical Standards in the Catalog.

Estimated Cost of Program (Tuition Only)
In-State $16,330
New England Regional $24,495
Out-Of-State $35,855

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
CRTN101N	Basic Collision Repair**	2	4	4.00
CRTN102N	Introduction to Collision Repair**	3	0	3.00
CRTN105N	Basic Automotive Refinishing**	2	4	4.00
ENGL101N	College Composition	4	0	4.00
MATH105N	Technical Mathematics	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
CRTN125N	Intermediate Automotive Refinishing	2	4	4.00
CRTN135N	Mechanical/Electrical Systems I	2	3	3.00
CRTN140N	Collision Repair Welding**	2	3	3.00
CRTN151N	Intermediate Collision Repair	2	4	4.00
	English/Communications Elective			3

Summer Semester

Item #	Title	Class Hours	Lab Hours	Credits
CRTN190N	Collision Repair Co-Op Work Experience	0	12	2.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
CRTN210N	Structural Analysis and Repair	2	10	6.00
CRTN235N	Mechanical/Electrical Systems II	2	3	3.00
PHYS101N	Physical Science I	3	2	4.00
	Behavioral Social Science or Non-Behavioral Social Science Elective			3

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
CRTN201N	Advanced Collision Repair	2	6	4.00
CRTN225N	Advanced Automotive Refinishing	2	6	4.00
CRTN230N	Estimating and Customer Service: A Capstone Experience	3	0	3.00
CRTN245N	Mechanical/Electrical Systems III	2	3	3.00
	Humanities/Fine Arts/World Language Elective			3
	Total Credits		71	

Collision Repair Technology

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Certificate Overview
Financial Aid Approval Pending

Classes for the Collision Repair Technology Certificate program are scheduled to be held **Monday through Friday between the hours of 8 am and 5 pm** (see course catalog for course sequencing).

The 50-credit Collision Repair Certificate Program will prepare students for entry-level positions in the collision repair industry. Students will learn through various theory and hands-on activities including, but not limited to: Safety, sheet metal repair, bolted panel removal and replacement, welding, surface preparation, spray gun use, application and matching of paint finishes, electrical theory and application, structural repair, welded panel replacement, brake, suspension, HVAC operation and service, and estimating costs for repair.

Program Outcomes
Upon the completion of the degree in Collision Repair Technology, graduates will be able to:

1. Evaluate, diagnose, and repair various automotive systems using ASE guidelines.
2. Use technology and basic scientific principles for research and problem solving.
3. Employ effective written and oral communication skills.
4. Employ effective technical writing skills.
5. Utilize mathematical logic and analysis for problem solving.
6. Understand the connections between individuals and society.
7. Have the ability to achieve ASE Master Certification.
8. Perform reading skills at a college level.
9. Demonstrate effective interpersonal skills.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Admissions Requirements
In addition to the general admission requirements, Collision Repair Technology applicants should be aware of the following criteria:

1. A minimum of one year of high school Algebra I is recommended.
2. Basic skills in written English are required.
3. A basic automotive tool kit and roll cabinet are required. Accepted students needing tools may purchase tool kits at a college-sponsored Tool Day in August at a substantial discount.
4. Students are expected to possess a good work ethic and a strong desire to learn.
5. A valid driver's license is required.

Accreditation
Program is accredited by:

ASE Education Foundation

1503 Edwards Ferry Rd., NE,
Suite 401
Leesburg, VA 20176

Phone: 703-669-6650
Fax: 703-669-6125
Email: **info@ASEeducationFoundation.org**
Website: **www.ASEeducationFoundation.org**

The instructors are certified by:

National Institute for Automotive Service Excellence

1503 Edwards Ferry Rd., NE,
Suite 401
Leesburg, VA 20176

Phone: 703-669-6600
Fax: 703-669-6127

Website: **www.ASEeducationFoundation.org**

Additional Program Information
This program carries additional fees. Visit nashuacc.edu/tuition-fees for more information.

Review the Technical Standards in the Catalog.

Estimated Cost of Program (Tuition Only)
In-State $11,500
New England Regional $17,250
Out-Of-State $25,250

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
CRTN101N	Basic Collision Repair**	2	4	4.00
CRTN102N	Introduction to Collision Repair**	3	0	3.00
CRTN105N	Basic Automotive Refinishing**	2	4	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
CRTN125N	Intermediate Automotive Refinishing	2	4	4.00
CRTN135N	Mechanical/Electrical Systems I	2	3	3.00
CRTN140N	Collision Repair Welding**	2	3	3.00
CRTN151N	Intermediate Collision Repair	2	4	4.00

Summer Semester

Item #	Title	Class Hours	Lab Hours	Credits
CRTN190N	Collision Repair Co-Op Work Experience	0	12	2.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
CRTN210N	Structural Analysis and Repair	2	10	6.00
CRTN235N	Mechanical/Electrical Systems II	2	3	3.00

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
CRTN201N	Advanced Collision Repair	2	6	4.00
CRTN225N	Advanced Automotive Refinishing	2	6	4.00
CRTN230N	Estimating and Customer Service: A Capstone Experience	3	0	3.00
CRTN245N	Mechanical/Electrical Systems III	2	3	3.00

Communications

Communications

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The Associate in Arts Degree in Communications has been developed to provide the first two years of preparation for a student wishing to complete a bachelor degree with a major in communication, media studies, or journalism.

Students selecting the Communications degree must have strong writing, critical thinking, and application skills in order to be successful in this program.

Career tracks for the Communications major include print or broadcast reporting or editing, public relations, advertising, social media and education, among many other choices.

Program Outcomes
Upon the completion of the degree in Communications, graduates will be able to:

- Display a professional work ethic as a result of adhering to the principle of objectivity.
- Identify, understand, and utilize various media types.
- Understand the global impact of the media.
- Write with precision and clarity.
- Demonstrate an ability to work with peers on collaborative projects.
- Utilize oral and written communication skills.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Admissions Requirements
All students in the program are required to meet the requirements of the following courses to remain in the Communications degree:

- **ENGL101N** College Composition or **ENGL110N** Honors Expository Writing (minimum grade of C required) Note: transfer or Early College credit requires a minimum grade of C; comparable CLEP score is 50.
- **COMM101N** Introduction to Media Studies (minimum grade of C is required to remain in the Communications program).

Additional Program Information
Students are encouraged to work closely with their academic advisor while at NCC. An early decision by students as to which four-year college/university they plan to transfer will make the advising process more effective. Students planning to transfer into a Communications program at a four-year institution are encouraged to contact that institution's transfer admission office to review specific curriculum requirements.

A minimum of 60 credits must be earned in the required categories to complete the program of studies. A minimum of 15 credits must be earned at Nashua Community College, and 8 of those 15 credits must be earned in courses at the 200 level.

Estimated Cost of Program (Tuition Only)
In-State $13,800 - $14,260
New England Regional $20,700 - $21,390
Out-Of-State $30,300 - $31,300

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
COMM102N	Principles of Communication	3	0	3.00
ENGL101N	College Composition	4	0	4.00
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00
POLS102N	American Government & Politics	3	0	3.00

First Year - Spring Semester

*HUMA140N recommended for UNH track

Item #	Title	Class Hours	Lab Hours	Credits
COMM101N	Introduction to Media Studies	3	0	3.00
COMM206N	Social Media	3	0	3.00
	Quantitative Literacy Elective or ECON201N/ECON202N			3-4
	Natural or Physical Science Elective (w lab)			4
	Humanities/Fine Arts/World Language Elective (HUMA140N Recommended)*			3

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL109N	Public Speaking	3	0	3.00
HUMA230N	Ethics in the Workplace	3	0	3.00
	ANTH105N or Behavioral Social Science General Education Elective			3
	Communications Elective or BUS104N or DATA205N			3
POLS220N	American Politics & Mass Media	3	0	3.00

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
ARTS120N	Introduction to Graphic Design	2	2	3.00
COMM220N	Digital Media	3	0	3.00
COMM285N	Communications Internship			3.00
	Natural or Physical Science Elective			3-4
	Communications Elective or BUS104N or DATA205N			3
	Total Credits		60-62	

Computer Engineering Technology

Computer Engineering Technology

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview

The Computer Engineering Technology (CET) Program prepares the student to use basic engineering principles and theories of science, engineering, and mathematics to solve technical problems in research and development, install, service, and maintain computers, peripherals, networks, and microprocessor and computer-controlled equipment.

Using modern electronic laboratories, students become familiar with circuit analysis, analog and digital circuit design and analysis, high-level programming, microprocessor/microcontroller programming and interfacing, computer architecture, operating systems and networking basics.

The educational objectives of the Computer Engineering Technology Associate Degree Program are to provide graduates with the knowledge, techniques, skills, and use of modern tools in computer engineering technology. Graduates have strengths in the building, testing, operation, and maintenance of computer systems and their associated software systems.

The Computer Engineering Technology program prepares graduates to have competence in the following curricular areas:

1. application of electric circuits, computer programming, associated software applications, analog and digital electronics, microcontrollers, operating systems, local area networks, and engineering standards to the building, testing, operation, and maintenance of computer systems and associated software systems; and
2. application of natural sciences and mathematics at or above the level of algebra and trigonometry to the building, testing, operation, and maintenance of computer systems and associated software systems.

Program Outcomes

At the completion of the degree in Computer Engineering Technology, graduates must demonstrate that they will be able to:

1. apply knowledge, techniques, skills and modern tools of mathematics, science, engineering, and technology to solve well-defined engineering problems appropriate to the discipline;
2. design solutions for well-defined technical problems and assist with the engineering design of systems, components, or processes appropriate to the discipline;
3. apply written, oral, and graphical communication in well-defined technical and non-technical environments; and an ability to identify and use appropriate technical literature
4. conduct standard tests, measurements, and experiments and to analyze and interpret the results; and
5. function effectively as a member of a technical team.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Admissions Requirements

In addition to the general admission requirements, Computer Engineering Technology applicants should be aware of the following criteria:

Completion of high school Algebra I, Algebra II and Geometry are recommended as well as other high school courses such as physics, chemistry, electronics, and computer programming. Basic writing skills in English are required. Accepted students will be required to possess or purchase approximately $100 of minor accessories.

Technical Standards

- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend manuals and textbooks
- Have communication skills sufficient to prepare required reports
- Be able to understand and follow both written and oral instructions
- Be able to complete requirements for college-level classes
- Possess sufficient mobility, dexterity, and visual acuity to do computer and electronic installations, wiring, and repair
- Read meters, gauges, and other electronic measuring devices
- Judge distance and space relationship of objects
- Distinguish basic colors for determining component values
- Examine computer hardware components and software programs for diagnosis and repair
- Calculate electrical values (voltage, current, resistance)
- Work cooperatively with partners and groups

Estimated Cost of Program (Tuition Only)
In-State $14,720 - $15,410
New England Regional $22,080 - $23,115
Out-Of-State $32,320 - $33,835

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ELET115N	Introduction to Programming Using C++	2	3	3.00
ELET121N	Digital Circuits I	2	3	3.00
ELET131N	Circuit Analysis I	3	3	4.00
ENGL101N	College Composition	4	0	4.00
MATH110N	Algebra & Trigonometry	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
CSCI170N	Linux Essentials	2	2	3.00
ELET132N	Circuit Analysis II	3	3	4.00
MATH120N	PreCalculus	4	0	4.00
	English/Communications Elective			3
	PSYC130N or Social Science General Education Elective			3

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
CSCI230N	Object Oriented Programming Using: C++	2	2	3.00
CSCN116N	Networking Basics	2	2	3.00
ELET250N	Microcontrollers	3	3	4.00
	PHYS130N or PHYS230N			4

Item #	Title	Class Hours	Lab Hours	Credits
	Elective in Major for Computer Engineering Technology			3-4

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
ELET221N	Advanced Digital Circuits	3	3	4.00
	CSCI285N or ELET274N			2-3
HUMA230N	Ethics in the Workplace	3	0	3.00
	Elective in Major for Computer Engineering Technology			3-4
	Total Credits		64-67	

Computer Science

Computer Science

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The Computer Science Curriculum provides a strong foundation for students interested in transferring to a bachelor's degree in computer science or other computer-related fields or entering the workforce. The combination of theoretical and applied courses provides the student with the concepts and reinforces them with hands-on experience. The curriculum has been strongly influenced by the Association of Computing Machinery's (ACM) guidelines for associate degrees in software. Students completing this curriculum will have knowledge in the following areas:

- Programming language such as C++ and Java
- Data Structures such as stacks, queues, and linked lists
- Object oriented programming
- Systems Analysis based on UML
- Database design and management

Program Outcomes
At the completion of the degree in Software Development, graduates will be able to:

1. Apply critical-thinking skills to identify, analyze and solve problems.
2. Communicate software development related information effectively to a diverse audience using visual and written modes.
3. Demonstrate the ability to apply all facets of the software development life cycle during a project.
4. Demonstrate the ability to follow a systematic progression of software development and refinement when designing and developing software for a project.
5. Participate effectively as a member of a software development team.
6. Articulate an understanding of the need for lifelong learning.
7. Develop software programs with up-to-date tools and techniques of the discipline.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Technical Standards

- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend college textbooks
- Have communication skills sufficient to prepare required reports
- Be able to understand and follow both written and oral instructions

- Be able to complete requirements for college level classes
- Have the ability to communicate information and ideas to others.

Estimated Cost of Program (Tuition Only)
In-State $14,260 - $14,490
New England Regional $21,390 - $21,735
Out-Of-State $31,310 - $31,815

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00
CSCI106N	Introduction to Computer Science	3	0	3.00
CSCI161N	Introduction to Programming	2	2	3.00
	MATH110N or MATH120N or MATH210N			4
	Humanities/Fine Arts/World Language Elective			3

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
CSCI140N	Essentials of System Analysis & Design	2	2	3.00
CSCI170N	Linux Essentials	2	2	3.00
CSCI175N	Intermediate Programming Using C++	2	2	3.00
	MATH120N or MATH210N or MATH211N			4
	English/Communications Elective			3

Second Year - Fall Semester

Recommended Lab Science courses are Calculus-Based Physics I and Physics II for Associate in Science Degree in Computer Science and Mathematics

Item #	Title	Class Hours	Lab Hours	Credits
	CSCI120N or CSCI208N			3
CSCI207N	Database Design & Management	2	2	3.00
CSCI230N	Object Oriented Programming Using: C++	2	2	3.00
MATH170N	Discrete Mathematics	4	0	4.00
	Natural or Physical Science Elective (w lab)			4

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
CSCI278N	Data Structures Using C++	2	2	3.00
	Elective in Major for Computer Science			3-4
	CSCI290N or CSCI285N			3
	Behavioral Social Science Elective			3
	Total Credits		62-63	

Criminal Justice

Criminal Justice

Go to nashuacc.edu/programs for more information.

Program Overview
The Criminal Justice degree is designed to prepare students for careers in Law Enforcement, Corrections, Juvenile Justice, the Court system, and Homeland Security. It also serves as the academic foundation to transfer to complete a baccalaureate degree. For those already in service, the program provides professional development for promotion or career enhancement. The Associate in Science Degree in Criminal Justice will be awarded upon completion of all requirements. Graduates qualify for employment in city, county, and state criminal justice agencies, and in the rapidly growing private industrial security field.

Program Outcomes
Upon the completion, graduates will be able to:

1. Employ effective written and oral communication skills.
2. Describe the American criminal justice system, including its history, functions, processes, and goals.
3. Understand the application of technology within the Criminal Justice System.
4. Understand causes and effects of crime within our society.
5. Understand the fundamental principles and techniques of criminal investigation.
6. Describe the organization, management, and administration of criminal justice agencies at local, state and federal levels
7. Explain juvenile justice system and the magnitude of juvenile delinquency in the United States.
8. Analyze different components of the correctional system.
9. Distinguish between the roles of police officers, judges, prosecutors, defense attorneys, juries, and legislators in the application of criminal law.
10. Apply theories and principles of the Criminal Justice system to practical application in the system.
11. Display strong ethical qualities that reflect those in the field

In addition, the graduate will be able to demonstrate competency in general education outcomes.

Technical Standards
Technical standards provide guidance relative to skills and essential functions to successfully complete the Criminal Justice program. The standards reflect requirements crucial for success in the profession and are intended to serve as a guide for the legal, physical, emotional, psychosocial, and intellectual expectations within the profession. The standards further ensure students will exhibit the emotional stability required to exercise sound judgement, accept guidance and direction from superiors and/or faculty staff and maintain professional interpersonal relationships with fellow students and personnel in the field. Meeting these standards does not guarantee success in this program or guarantee employment, but are nonetheless required.

- Students must exercise and maintain the high ethical, legal, and moral standards of the criminal justice field or face being removed from the program.
- The safety of all our students is paramount. Students must maintain proper boundaries at the college and adhere to the Code of Ethics of the college. Failure to do so could result in being removed from the program.
- Students are responsible for a criminal records check, which is required for potential internships. Potential employers complete comprehensive background checks for many criminal justice

careers. Applicants with a criminal record or history may not be employable or able to get an internship placement, and are encouraged to discuss career goals with a program advisor before admission.

- Basic health and fitness requirements are essential for many criminal justice professions. Applicants with special needs and/or limitations that may affect their internship placement and/or employability are encouraged to discuss career goals with a program advisor before admission.
- Strong interpersonal skills and ability to work with others and the ability to interact appropriately with individuals from a variety of social, emotional, cultural, and educational backgrounds are essential qualities within the criminal justice field. Skills must be demonstrated in the classroom setting and workplace. Ability to endure negative verbal and hostile views in potentially antagonistic situations while also maintaining composure during stressful and/or emergency situations. Ability to work independently and on a team.
- Must have effective communication skills and ability to interact with populations of all ages and ethnicities. Strong conflict resolution skills and ability to face emergency and volatile situations in a calm, non-defensive, rational and respectful manner are required. Must be able to solicit information from individuals such as the questioning of victims or the interrogation of suspects and to convey information clearly and accurately.
- Understand and follow written and/or verbal direction.
- Must have ample writing skills and the ability to formulate written reports and draft official documents.
- Demonstrate and maintain organizational and time management skills, including consistent attendance and participation in classes, field trips and internships.

Estimated Cost of Program (Tuition Only)
In-State $13,800
New England Regional $20,700
Out-Of-State $30,300

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00
CRMJ101N	Introduction to Criminal Justice	3	0	3.00
CRMJ102N	Criminology	3	0	3.00
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00
SOCI101N	Introduction to Sociology	3	0	3.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL109N	Public Speaking	3	0	3.00
	Natural or Physical Science Elective (w lab)			4
CRMJ121N	Criminal Investigation	3	0	3.00
CRMJ122N	Law Enforcement Organizations	3	0	3.00
PSYC101N	Introduction to Psychology	3	0	3.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
POLS210N	State and Local Government	3	0	3.00
CRMJ220N	Juvenile Justice	3	0	3.00

Item #	Title	Class Hours	Lab Hours	Credits
CRMJ240N	Criminal Law and Prosecution	3	0	3.00
HUMA230N	Ethics in the Workplace	3	0	3.00
COMM102N	Principles of Communication	3	0	3.00

Second Year - Spring Semester

CRMJ280N Criminal Justice Internship <u>OR</u> CRMJ285N Criminal Justice Senior Project

Item #	Title	Class Hours	Lab Hours	Credits
	Behavioral Social Science or Non-Behavioral Social Science Elective			3
CRMJ260N	Criminal Procedure	3	0	3.00
CRMJ265N	Corrections	3	0	3.00
	CRMJ280N or CRMJ285N			3
	Total Credits		60	

Criminal Justice

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Certificate Overview
The Criminal Justice Certificate is available 100% online or on-campus. This certificate is designed to prepare students for careers in Law Enforcement, the Court System, or Corrections. In addition, graduates of the certificate program may continue their education in undergraduate programs in Criminal Justice, Criminology or Homeland Security.

For those already in service the program provides professional development for career advancement purposes. Students with a certificate in Criminal Justice qualify for employment in city, county, and state criminal justice agencies, and in the rapidly-growing private industrial security field.

Requirements & Considerations

Please note that dropping from a required program course may mean that the student will be out of sequence in program course offerings which may delay graduation. Students who begin the program in the spring semester or who need developmental course support should recognize that it may take longer to complete the program.

Technical Standards
Criminal Justice technical standards have been implemented to provide students with guidance and information relative to skills and essential functions needed to ensure successful completion of the program. These standards are furthermore reflective of industry requirements which are crucial for success in the profession. These standards are intended to serve as a guide regarding the legal, physical, emotional, psychosocial, and intellectual expectations within the profession. These standards further ensure that students will exhibit the emotional stability required to exercise sound judgement, to accept guidance and direction from superiors and/or faculty staff and to maintain professional interpersonal relationships with fellow students and personnel in the field. Meeting these standards does not guarantee success in this program or guarantee employment in this field upon graduation but nonetheless are required.

- All students are required to exercise and maintain the high ethical, legal, and moral standards of the criminal justice field or face being removed from the program.
- The safety of all our students is paramount. Students are required to maintain proper boundaries within the college while also demonstrating the ability to consistently adhere to and practice the Code of Ethics of the college. Failure to do so could result in being removed from the program.

- A criminal records check is the responsibility of students and is required as a condition of potential internships. Students must be mindful that comprehensive background checks are completed by potential employers for many careers in the criminal justice field. Applicants who have had complications with the law may not be employable. Prospective students with a criminal record or history that may affect their internship placement and/or potential employment opportunities are encouraged to discuss their career goals with a program coordinator or advisor prior to admission.
- Students must be mindful that basic health and fitness requirements are essential for many professions in the criminal justice field. Prospective students with special needs and/or limitations that may affect their internship placement and/or potential employability are encouraged to discuss career goals with a department/program advisor prior to admission.
- Strong interpersonal skills reflecting the ability to work in collaboration with others and the ability to interact appropriately with individuals from a variety of social, emotional, cultural, and educational backgrounds are essential qualities within the criminal justice field. These skills must be demonstrated in the classroom setting as well as in the workplace. Students and professionals within this field must have the ability to endure negative verbal and hostile views in potentially antagonistic situations while also maintaining composure during stressful and/or emergency situations. Also required is the ability to work independently and the aptitude to be a team player.
- Students must have effective communication skills demonstrating the ability to interact with populations of all ages and ethnicities. Strong conflict resolution skills and the ability to face emergency and volatile situations in a calm, non-defensive, rational and respectful manner are required. Students must be able to solicit information from individuals such as the questioning of victims or the interrogation of suspects and to convey information clearly and accurately.
- Students must be able to understand and follow written instruction and/or verbal direction.
- Students are required to have ample writing skills and the ability to formulate written reports and draft official documents.
- Students must demonstrate and maintain both organizational and time management skills, including the responsibility to consistently attend and participate in classes, field trips and internships.

Estimated Cost of Program (Tuition Only)
In-State $7,590
New England Regional $11,385
Out-Of-State $16,665

Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00
CRMJ101N	Introduction to Criminal Justice	3	0	3.00
CRMJ102N	Criminology	3	0	3.00
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00
SOCI101N	Introduction to Sociology	3	0	3.00

Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL109N	Public Speaking	3	0	3.00
	Natural or Physical Science Elective (w lab)			4
CRMJ121N	Criminal Investigation	3	0	3.00
CRMJ122N	Law Enforcement Organizations	3	0	3.00
PSYC101N	Introduction to Psychology	3	0	3.00
	Total Credits		33	

Data Analytics

Data Analytics

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview

The Data Analytics Degree prepares students to collect, organize, analyze, interpret, and present data, equipping them with the skills to generate actionable insights and support data-driven decision-making. Students learn to work with large and complex datasets and apply traditional and AI-powered analytical tools, programming, SQL, and business automation to solve real-world business and industry problems. The program combines a strong theoretical foundation with hands-on, application-based learning, ensuring graduates develop both the knowledge and practical skills required for careers in analytics, business intelligence, and AI-assisted decision-making as well as preparation for further study in these fields. Within the data analytics degree students select from two pathways.

Within the data analytics degree students select from two pathways depending on their goals and interest: Data Science and AI and Applied Analytics and AI.

Data Science and AI Pathway

This pathway provides a solid foundation in mathematics and computing. Students complete additional coursework in computer science and mathematics. This pathway is recommended for students interested in advanced study in data analytics and related fields such as statistics, machine learning, artificial intelligence, and data science at the baccalaureate level and beyond.

Applied Analytics and AI Pathway

This pathway focuses on applying analytics and AI tools to business problems. Students take additional courses in accounting, marketing, and business, developing the skills to support data-informed decision-making in organizational contexts. It prepares graduates for entry-level roles that utilize analytics and AI while providing a solid foundation for continued study in business analytics or applied AI.

Program Outcomes

Upon the completion of the degree, graduates will be able to:

1. Differentiate structured, unstructured, and other data types, including their subtypes, origins, and storage formats.
2. Use spreadsheet tools, SQL, programming environments, and AI copilots to automate data tasks, clean, and transform datasets, and develop reproducible workflows.
3. Apply appropriate analytical methods to interpret data, evaluate patterns and trends, and support informed decision-making in diverse contexts.
4. Create and evaluate data presentations using visual, textual, and accessible formats to communicate insights clearly, ethically, and inclusively
5. Build, interpret, and assess AI-driven models for classification, forecasting, optimization, and natural language processing, ensuring accuracy, reliability, and responsible use.
6. Integrate data from multiple sources—using SQL, APIs, and AI-supported tools—to support analytic processes.
7. Assess ethical issues in data analytics, including bias, transparency, accountability, and the role of human oversight in AI-assisted analysis.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Technical Standards

Technical Standards: Please refer to Technical Standards for details regarding this program.

Estimated Cost of Program (Tuition Only)
In-State $13,800 - $14,030
New England Regional $20,700 - $21,045
Out-Of-State $30,300 - $30,805

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00
DATA101N	AI and Data Literacy	2	2	3.00
DATA102N	Programming for Analytics and AI	2	2	3.00
DATA105N	Data Mining	2	2	3.00
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
	DATA130N or CSCI207N			3
DATA201N	AI Tools and Business Automation	2	2	3.00
DATA210N	Data Wrangling and SQL	2	2	3.00
DATA230N	Business Analytics	4	0	4.00
	ENGL109N or ENGL103N			3

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
DATA205N	Communicating with Data	2	2	3.00
	Humanities/Fine Arts/World Language Elective			3
	MATH110N (or higher) or ACCT101N			4
	CS/IT Elective OR BUS101N AND BUS120N			3-6

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
DATA220N	Applied Machine Learning and Natural Language Processing	2	2	3.00
	Behavioral Social Science or Non-Behavioral Social Science Elective			3
	MATH110N or higher OR BUS104N			3-4
	Natural or Physical Science Elective (w lab)			4

Data Science and AI Pathway

This pathway provides a solid foundation in mathematics and computing. Students complete additional coursework in computer science and mathematics. This pathway is recommended for students interested in advanced study in data analytics and related fields such as statistics, machine learning, artificial intelligence, and data science at the baccalaureate level and beyond.

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00

Item #	Title	Class Hours	Lab Hours	Credits
DATA101N	AI and Data Literacy	2	2	3.00
DATA102N	Programming for Analytics and AI	2	2	3.00
DATA105N	Data Mining	2	2	3.00
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
	DATA130N or CSCI207N			3
DATA201N	AI Tools and Business Automation	2	2	3.00
DATA210N	Data Wrangling and SQL	2	2	3.00
DATA230N	Business Analytics	4	0	4.00
	ENGL109N or ENGL103N			3

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
DATA205N	Communicating with Data	2	2	3.00
	Humanities/Fine Arts/World Language Elective			3
	MATH110N (or higher)			4
	CS/IT Elective			3

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
DATA220N	Applied Machine Learning and Natural Language Processing	2	2	3.00
	Behavioral Social Science or Non-Behavioral Social Science Elective			3
	MATH110N (or higher)			4
	Natural or Physical Science Elective (w lab)			4

Applied Analytics and AI Pathway

This pathway focuses on applying analytics and AI tools to business problems. Students take additional courses in accounting, marketing, and business, developing the skills to support data-informed decision-making in organizational contexts. It prepares graduates for entry-level roles that utilize analytics and AI while providing a solid foundation for continued study in business analytics or applied AI.

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00
DATA101N	AI and Data Literacy	2	2	3.00
DATA102N	Programming for Analytics and AI	2	2	3.00
DATA105N	Data Mining	2	2	3.00
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits

	DATA130N or CSCI207N			3
DATA201N	AI Tools and Business Automation	2	2	3.00
DATA210N	Data Wrangling and SQL	2	2	3.00
DATA230N	Business Analytics	4	0	4.00
	ENGL109N or ENGL103N			3

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
DATA205N	Communicating with Data	2	2	3.00
ACCT101N	Financial Accounting I	4	0	4.00
BUS101N	Introduction to Business	3	0	3.00
BUS119N	Software Applications	2	2	3.00
	Humanities/Fine Arts/World Language Elective			3

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
DATA220N	Applied Machine Learning and Natural Language Processing	2	2	3.00
BUS104N	Principles of Marketing	3	0	3.00
	Behavioral Social Science or Non-Behavioral Social Science Elective			3
	Natural or Physical Science Elective (w lab)			4
	Total Credits		60-62	

Data Analytics

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Certificate Overview
The Certificate in Data Analytics equips graduates to analyze data and generate actionable insights using both classical and AI-based analytical techniques. The program emphasizes data collection, organization, analysis, and effective communication with data, while also developing complementary skills in artificial intelligence, programming, SQL, and business automation. By learning with industry-standard software, graduates gain practical expertise to solve real-world problems and support data-driven decision-making across business and industry.

Why study Data Analytics here?

Nashua Community College's data analytics certificate offers students a certificate with college credit bearing and transferable coursework from a fully accredited (NECHE) institution that a non-credit career training program would not provide. Program faculty hold advanced degrees in relevant fields and have extensive hands-on professional experience in the subjects taught.

The certificate can be completed in 30 weeks (two semesters) with a fall or spring semester start. Because the program is 100% online all students -regardless of state residency -are eligible for in state tuition rates. This program is also available to eligible NH high school students in the EStart program available to CCSNH.

Career Options

Data analytics is a flexible career offering many job options using the skillset and can be used in different industries. Careers in data analytics frequently offer work from home and may accommodate nontraditional work schedules and needs of individual workers. Job titles of program graduates may include:

- Data analyst
- Business intelligence analyst
- Administrative/executive assistant
- Market research analyst
- Health data analyst
- Research assistant

Related Programs

- Data Analytics Degree
- Spreadsheets Certificate
- CCSNH Estart program

Program Outcomes
Upon the completion of the degree in Data Analytics, graduates will be able to:

1. Differentiate structured, unstructured, and other data types, including their subtypes, origins, and storage formats.
2. Use spreadsheet tools, SQL, programming environments, and AI copilots to automate data tasks, clean and transform datasets, and develop reproducible workflows.
3. Apply appropriate analytical methods to interpret data, evaluate patterns and trends, and support informed decision-making in diverse contexts.
4. Create and evaluate data presentations using visual, textual, and accessible formats to communicate insights clearly, ethically, and inclusively.
5. Build, interpret, and assess AI-driven models for classification, forecasting, optimization, and natural language processing, ensuring accuracy, reliability, and responsible use.
6. Integrate data from multiple sources—using SQL, APIs, and AI-supported tools—to support analytic processes.
7. **Assess** ethical issues in data analytics, including bias, transparency, accountability, and the role of human oversight in AI-assisted analysis**.**

Admissions Requirements
The data analytics certificate program is open admissions and has no prerequisites for students to begin coursework. Students are required to have a computer meeting the technical specifications necessary to run analytical software. Most software packages used in the program are open source, provided by the college or available at nominal cost to students. When possible, freely available open educational resources are utilized in coursework thus minimizing student cost.

Technical Standards

- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend college textbooks
- Have communication skills sufficient to prepare required reports
- Ability to understand and follow written and oral instructions
- Be able to complete requirements for college level classes
- Ability to communicate information and ideas to others.

Estimated Cost of Program (Tuition Only)
In-State $5,750
New England Regional $8,625
Out-Of-State $12,625

Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
DATA101N	AI and Data Literacy	2	2	3.00
DATA102N	Programming for Analytics and AI	2	2	3.00
DATA105N	Data Mining	2	2	3.00
DATA205N	Communicating with Data	2	2	3.00

Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
DATA201N	AI Tools and Business Automation	2	2	3.00
DATA210N	Data Wrangling and SQL	2	2	3.00
DATA220N	Applied Machine Learning and Natural Language Processing	2	2	3.00
DATA230N	Business Analytics	4	0	4.00
	Total Credits		25	

Early Childhood Education

Early Childhood Education

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The associate degree and certificate in Early Childhood Education provide the theoretical studies and practical experiences that prepare the graduate to care for and teach children from infancy through age eight in a variety of early childhood education and care settings. Graduates may be qualified for employment opportunities in child development and child care programs, preschools, nurseries, head start, after school programs, and private kindergartens. Degree graduates may also be eligible for employment as a paraprofessional in the public school setting in kindergarten through third grade. For students looking to pursue an education beyond the associate degree, the degree program is designed to provide transferability to bachelor degree programs in Early Childhood Education. Students work closely with their academic advisor for proper course selection and sequencing to prepare for transferability.

The Early Childhood Education degree and certificate course curriculum follows the standards of the National Association of the Education of the Young Child Degree Standards for Preparing Early Childhood Professionals. The degree also provides general education courses that offer the student the opportunity to develop an understanding and knowledge of concepts and skills that support the development of the educated person. Supervised practicum field experiences provide direct experience with the young child in an early childhood setting. Future early childhood teachers are encouraged to gain extended practical experience with young children by completing observation experiences offered in many of the courses.

Students currently working in a NH child care center must provide proof of their current comprehensive background record check, including fingerprints, from NHCIS. If students are not currently employed at a NH child care center, they must complete the NH State Police Criminal Records Convictions Background Check and pass with no convictions. Students should begin this process as soon as possible, if not already approved and employed in a NH child care program, to avoid delays in their course work and practicum placement. Students are encouraged to contact the Early Childhood Education Program Coordinator for further guidance or questions about the background check process.

Compliance:

The College reserves the right to refuse participation in field observations, placements, or program continuation for students who fail to meet the NH background records check requirements.

A student may be terminated from a course, program, or campus due to major or repeated violations of the Student Code of Conduct (NCC Student Handbook) or standards of professionalism. Students who have failed an early childhood education course because of evidence of unsafe practice involving actions or non-actions are not eligible for reapplication to the Early Childhood Education Program. The student may exercise his/her right to appeal the decision as outlined in the NCC Student Handbook.

Program Outcomes

Upon the completion of the degree in Early Childhood Education, graduates will be able to:

1. **Promote Child Development and Learning in Context** Early childhood educators are grounded in an understanding of the developmental period of early childhood from birth through age 8 across developmental domains. They understand each child as an individual with unique developmental variations. Early childhood educators understand that children learn and develop within relationships and within multiple contexts, including families, cultures, languages, communities, and society. They use this multidimensional knowledge to make evidence based decisions about how to carry out their responsibilities.

2. **Build Family-Teacher Partnerships and Community Connections** Early childhood educators understand that successful early childhood education depends upon educators' partnerships with the families of the young children they serve. They know about, understand, and value the diversity in family characteristics. Early childhood educators use this understanding to create respectful, responsive, reciprocal relationships with families and to engage with them as partners in their young children's development and learning. They use community resources to support young children's learning and development and to support children's families, and they build connections between early learning settings, schools, and community organizations and agencies.

3. **Understand Child Observation, Documentation, and Assessment** Early childhood educators understand that the primary purpose of assessments is to inform instruction and planning in early learning settings. They know how to use observation, documentation, and other appropriate assessment approaches and tools. Early childhood educators use screening and assessment tools in ways that are ethically grounded and developmentally, culturally, ability, and linguistically appropriate to document developmental progress and promote positive outcomes for each child. Early childhood educators build assessment partnerships with families and professional colleagues.

4. **Use Developmentally, Culturally, and Linguistically Appropriate Teaching Practices** Early childhood educators understand that teaching and learning with young children is a complex enterprise, and its details vary depending on children's ages and characteristics and on the settings in which teaching and learning occur. They understand and demonstrate positive, caring, supportive relationships and interactions as the foundation for their work with young children. They understand and use teaching skills that are responsive to the learning trajectories of young children and to the needs of each child. Early childhood educators use a broad repertoire of developmentally appropriate and culturally and linguistically relevant, anti-bias, and evidence-based teaching approaches that reflect the principles of universal design for learning.

5. **Demonstrate Knowledge, Application and Integration of Academic Content in the Early Childhood Curriculum** Early childhood educators have knowledge of the content of the academic disciplines (e.g., language and literacy, the arts, mathematics, social studies, science, technology and engineering, physical education) and of the pedagogical methods for teaching each discipline. They understand the central concepts, the methods and tools of inquiry, and the structures in each academic discipline. Educators understand pedagogy, including how young children learn and process information in each discipline, the learning trajectories for each discipline, and how teachers use this knowledge to inform their practice They apply this knowledge using early

learning standards and other resources to make decisions about spontaneous and planned learning experiences and about curriculum development, implementation, and evaluation to ensure that learning will be stimulating, challenging, and meaningful to each child.

6. **Demonstrate Professionalism as an Early Childhood Educator** Early childhood educators identify and participate as members of the early childhood profession. They serve as informed advocates for young children, for the families of the children in their care, and for the early childhood profession. They know and use ethical guidelines and other early childhood professional guidelines. They have professional communication skills that effectively support their relationships and work with young children, families, and colleagues. Early childhood educators are continuous, collaborative learners who develop and sustain the habit of reflective and intentional practice in their daily work with young children and as members of the early childhood profession.

7. **Complete Early Childhood Field Experience** Early Childhood educators participate in field experiences and clinical practices that are planned and sequenced for students to develop the knowledge, skills and professional dispositions necessary to promote the development and learning of young children across the entire developmental period of early childhood – in at least two of the three early childhood age groups (birth- age 3, 3 through 5, 5 through 8 years) and in the variety of settings that offer early education (early school grades, child care centers and homes, Head Start programs).

1-7 NAEYC Professional Standards and Competencies for Early Childhood Educators (naeyc.org, 2020)

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Technical Standards

Technical Standards have been established to provide guidance to students as to skills and abilities required to function successfully in the program and ultimately in the Early Childhood Education profession. The Early Childhood Education Program will seriously consider all academically qualified candidates provided that the technical standards can be met with or without reasonable accommodations. No essential technical standards will be waived or modified.

Students in Early Childhood Education program must have sufficient strength, stamina, motor coordination and sensory capabilities to perform the following:

- Standing for sustained periods of time, walking, running, bending, and sitting on the floor to meet children's needs and accomplish tasks;
- Frequent lifting, moving and transferring children, especially infants and toddlers;
- Sufficient visual and hearing acuity to ensure a safe environment; and ability to respond quickly to children, colleagues, and professional partners in the event of emergency;
- Sufficient verbal ability to express and exchange information and ideas as well as to interpret important instructions to children, colleagues, professional partners, and parents;
- Sufficient skills in written expression to accurately record children's daily progress and milestones as well as medications administered, accident and suspected child abuse/neglect reports, etc.;
- Ability to work with frequent interruptions, to respond appropriately to unexpected situations including situations requiring immediate crisis response and role responsibility exchange; to demonstrate safe and required care for children, families, colleagues and the workplace as a whole; and to cope with substantial variations in workload and stress levels;
- Ability to consistently attend and participate in classes and practice in a timely manner;
- Ability to demonstrate and maintain organizational skills and time management in classes and at the practicum site;
- Ability to respond to children's personal needs, including changing diapers, in a manner that safeguards the health and safety of the student, children, and staff;
- Ability to work in a professional and respectful manner with a diverse range of children including children of different races, cultures, religions, and ethnicities as well as children with a wide range of disabling conditions;
- Ability to maintain proper boundaries in both the school and home environments; and

- Ability and disposition to adhere to and practice the Code of Ethical Conduct set forth by the National Association for the Education of Young Children.

NCC reserves the right to amend its technical standards at anytime and impose them on all current students.

Additional Program Information
This degree meets requirements for State of New Hampshire DHHS Bureau of Child Development and Head Start Collaboration credential of Childhood Educator II.

Scholarships are available for our program through the TEACH NH Scholarship Program. The scholarship program supports the cost of tuition and books, offers paid release time from work for scholarship recipients, and a bonus upon completing 9-12 credits within 12 months. For more information and to see if you qualify, visit TEACH NH Scholarship.

ECE Scholarships may be available to off set educational expenses as you complete your early childhood education degree and/or certificates. Visit the CCSNH Scholarship website to see if you qualify.

Estimated Cost of Program (Tuition Only)
In-State $14,030 - $14,260
New England Regional $21,045 - $21,390
Out-Of-State $30,805 - $31,310

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00
ECE101N	Foundations of Early Childhood Education	3	0	3.00
ECE102N	Growth and Development of the Young Child	3	0	3.00
	Quantitative Literacy Elective			4

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
ECE103N	Safe, Healthy & Nutritional Programs for Early Childhood Education	3	0	3.00
ECE104N	Curriculum for Early Childhood Care & Education	3	0	3.00
ECE105N	Children with Special Needs & Their Families	3	0	3.00
PSYC101N	Introduction to Psychology	3	0	3.00
	BIOL115N or Science General Education Requirement			3-4

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ECE190N	Practicum I	1	7	3.00
ECE200N	Developmentally Appropriate Programs for Infants & Toddlers	3	0	3.00

ECE204N	Behavior Guidance & Classroom Management in Early Childhood Education	3	0	3.00
ECE215N	Creativity and the Young Child	3	0	3.00
	English/Communications Elective			3

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
ECE203N	Emerging Literacy in Early Childhood Education	3	0	3.00
ECE290N	Capstone Practicum II	1	7	3.00
ECE230N	The Early Childhood Profession & Professional Portfolio	2	0	2.00
	Non-Behavioral Social Science Elective			3
	Humanities/Fine Arts/World Language Elective			3
	Behavioral Social Science Elective			3
	Total Credits		61-62	

Early Childhood Education: Associate Teacher

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Certificate Overview
The associate teacher certificate prepares you to work directly in the early childhood childcare environment. You will learn about the foundations of early childhood education, growth and development of the young child, and health, safety, and nutritional needs of young children.

The courses in the certificate meet NH Child Care Licensing Requirements as well as provide knowledge in the Core Knowledge areas required by NHDHHS, Bureau of Child Development, and Head Start Collaboration Credential. The course curriculum follows the standards of the National Association of the Education of the Young Child Degree Standards for Preparing Early Childhood Professionals.

Part of your experience in the early childhood education program is the completion of observational hours at approved childcare centers. You must complete observational hours in all early childhood educational courses as part of your coursework.

Students currently working in a NH child care center must provide proof of their current comprehensive background record check, including fingerprints, from NHCIS. If students are not currently employed at a NH child care center, they must complete the NH State Police Criminal Records Convictions Background Check and pass with no convictions. Students should begin this process as soon as possible, if not already approved and employed in a NH child care program, to avoid delays in their course work and practicum placement. Students are encouraged to contact the Early Childhood Education Program Coordinator for further guidance or questions about the background check process.

Prerequisite:

The certificate does not require Engl 101N; however, students must place into Engl 101 for acceptance into the ECE Associate Teacher Certificate program.

Compliance:

The College reserves the right to refuse participation in field observations, placements, or program continuation for students who fail to meet the NH background records check requirements.

A student may be terminated from a course, program, or campus due to major or repeated violations of the Student Code of Conduct (NCC Student Handbook) or standards of professionalism. Students who have failed an early childhood education course because of evidence of unsafe practice involving actions or non-actions are not eligible for reapplication to the Early Childhood Education Program. The student may exercise his/her right to appeal the decision as outlined in the NCC Student Handbook.

Technical Standards
Technical Standards have been established to provide guidance to students as to skills and abilities required to function successfully in the program and ultimately in the Early Childhood Education profession. The Early Childhood Education Program will seriously consider all academically qualified candidates provided that the technical standards can be met with or without reasonable accommodations. No essential technical standards will be waived or modified.

Students in Early Childhood Education program must have sufficient strength, stamina, motor coordination and sensory capabilities to perform the following:

- Standing for sustained periods of time, walking, running, bending, and sitting on the floor to meet children's needs and accomplish tasks;
- Frequent lifting, moving and transferring children, especially infants and toddlers;
- Sufficient visual and hearing acuity to ensure a safe environment; and ability to respond quickly to children, colleagues, and professional partners in the event of emergency;
- Sufficient verbal ability to express and exchange information and ideas as well as to interpret important instructions to children, colleagues, professional partners, and parents;
- Sufficient skills in written expression to accurately record children's daily progress and milestones as well as medications administered, accident and suspected child abuse/neglect reports, etc.;
- Ability to work with frequent interruptions, to respond appropriately to unexpected situations including situations requiring immediate crisis response and role responsibility exchange; to demonstrate safe and required care for children, families, colleagues and the workplace as a whole; and to cope with substantial variations in workload and stress levels;
- Ability to consistently attend and participate in classes and practice in a timely manner;
- Ability to demonstrate and maintain organizational skills and time management in classes and at the practicum site;
- Ability to respond to children's personal needs, including changing diapers, in a manner that safeguards the health and safety of the student, children, and staff;
- Ability to work in a professional and respectful manner with a diverse range of children including children of different races, cultures, religions, and ethnicities as well as children with a wide range of disabling conditions;
- Ability to maintain proper boundaries in both the school and home environments; and
- Ability and disposition to adhere to and practice the Code of Ethical Conduct set forth by the National Association for the Education of Young Children.

Additional Program Information
Program Specific Fees

Final requirement for completing field observations and teaching is a criminal background check and fingerprinting. There is a minimal fee required. It is your responsibility to pay the fee and complete the fingerprints and background check.

Several of our courses are NoLo courses that have minimal textbook costs.

Scholarship

Scholarships are available for our program through the TEACH NH Scholarship Program. The scholarship program supports the cost of tuition and books, offers paid release time from work for scholarship recipients, and a bonus upon completing 9-12 credits within 12 months. For more information and to see if you qualify, visit **TEACH NH Scholarship.**

ECE Scholarships may be available to off set educational expenses as you complete your early childhood education degree/or certificates. Visit CCSNH Scholarship website to see if you qualify. Visit **CCSNH Scholarship website** to see if you qualify.

This program is fewer than 16 credits and is not financial aid eligible. (For more info, visit: https://www.ccsnh.edu/paying-for-college/financial-aid-scholarships/)

Estimated Cost of Program (Tuition Only)
In-State $2,070
New England Regional $3,105
Out-Of-State $4,545

Courses

Item #	Title	Class Hours	Lab Hours	Credits
ECE101N	Foundations of Early Childhood Education	3	0	3.00
ECE102N	Growth and Development of the Young Child	3	0	3.00
ECE103N	Safe, Healthy & Nutritional Programs for Early Childhood Education	3	0	3.00
	Total Credits		9	

Early Childhood Education: Lead Teacher

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Certificate Overview
The Lead Teacher Certificate prepares you to work directly in the early childhood education environment. This certificate builds upon the associate teacher certificate. Lead teacher courses deepen your understanding and experience of developmentally and culturally appropriate curriculum, children with special needs and their families, and behavioral guidance and classroom management.

The courses in the certificate meet NH Child Care Licensing Requirements and provide knowledge in the Core Knowledge areas required for by NHDHHS, Bureau of Child Development and Head Start Collaboration Credential. The course curriculum follows the standards of the National Association of the Education of the Young Child Degree Standards for Preparing Early Childhood Professionals.

Students currently working in a NH child care center must provide proof of their current comprehensive background record check, including fingerprints, from NHCIS. If students are not currently employed at a NH child care center, they must complete the NH State Police Criminal Records Convictions Background Check and pass with no convictions. Students should begin this process as soon as possible, if not already approved and employed in a NH child care program, to avoid delays in their course work and practicum placement. Students are encouraged to contact the Early Childhood Education Program Coordinator for further guidance or questions about the background check process.

Prerequisite:

The certificate does not require Engl 101N; however, students must place into Engl 101 for acceptance into the ECE Lead Teacher Certificate program.

Compliance:

The College reserves the right to refuse participation in field observations, placements, or program continuation for students who fail to meet the NH background records check requirements.

A student may be terminated from a course, program, or campus due to major or repeated violations of the Student Code of Conduct (NCC Student Handbook) or standards of professionalism. Students who have failed an early childhood education course because of evidence of unsafe practice involving actions or non-actions are not eligible for reapplication to the Early Childhood Education Program. The student may exercise his/her right to appeal the decision as outlined in the NCC Student Handbook.

Technical Standards
Technical Standards have been established to provide guidance to students as to skills and abilities required to function successfully in the program and ultimately in the Early Childhood Education profession. The Early Childhood Education Program will seriously consider all academically qualified candidates provided that the technical standards can be met with or without reasonable accommodations. No essential technical standards will be waived or modified.

Students in Early Childhood Education program must have sufficient strength, stamina, motor coordination and sensory capabilities to perform the following:

- Standing for sustained periods of time, walking, running, bending, and sitting on the floor to meet children's needs and accomplish tasks;
- Frequent lifting, moving and transferring children, especially infants and toddlers;
- Sufficient visual and hearing acuity to ensure a safe environment; and ability to respond quickly to children, colleagues, and professional partners in the event of emergency;
- Sufficient verbal ability to express and exchange information and ideas as well as to interpret important instructions to children, colleagues, professional partners, and parents;
- Sufficient skills in written expression to accurately record children's daily progress and milestones as well as medications administered, accident and suspected child abuse/neglect reports, etc.;
- Ability to work with frequent interruptions, to respond appropriately to unexpected situations including situations requiring immediate crisis response and role responsibility exchange; to demonstrate safe and required care for children, families, colleagues and the workplace as a whole; and to cope with substantial variations in workload and stress levels;
- Ability to consistently attend and participate in classes and practice in a timely manner;
- Ability to demonstrate and maintain organizational skills and time management in classes and at the practicum site;
- Ability to respond to children's personal needs, including changing diapers, in a manner that safeguards the health and safety of the student, children, and staff;
- Ability to work in a professional and respectful manner with a diverse range of children including children of different races, cultures, religions, and ethnicities as well as children with a wide range of disabling conditions;
- Ability to maintain proper boundaries in both the school and home environments; and
- Ability and disposition to adhere to and practice the Code of Ethical Conduct set forth by the National Association for the Education of Young Children.

Additional Program Information
Program Specific Fees

Part of your experience in the early childhood program is the completion of observational hours at approved childcare centers. You must complete observational hours in all early childhood educational courses as part of your coursework.

Final requirement for completing field observations and teaching is a criminal background check and fingerprinting. There is a minimal fee required. It is your responsibility to pay the fee and complete the fingerprints and background check.

Several of our courses are NoLo courses that have minimal textbook costs.

Scholarship

Scholarships are available for our program through the TEACH NH Scholarship Program. The scholarship program supports the cost of tuition and books, offers paid release time from work for scholarship recipients, and a bonus upon completing 9-12 credits within 12 months. For more information and to see if you qualify, visit **TEACH NH Scholarship.**

ECE Scholarships may be available to off set educational expenses as you complete your early childhood education degree and/or certificates. Visit **CCSNH Scholarship website** to see if you qualify.

Estimated Cost of Program (Tuition Only)
In-State $4,140
New England Regional $6,210
Out-Of-State $9,090

Courses

Item #	Title	Class Hours	Lab Hours	Credits
ECE101N	Foundations of Early Childhood Education	3	0	3.00
ECE102N	Growth and Development of the Young Child	3	0	3.00
ECE103N	Safe, Healthy & Nutritional Programs for Early Childhood Education	3	0	3.00
ECE104N	Curriculum for Early Childhood Care & Education	3	0	3.00
ECE105N	Children with Special Needs & Their Families	3	0	3.00
	ECE200N or ECE204N			3
	Total Credits		18	

Electronic Engineering Technology

Electronic Engineering Technology

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The Electronic Engineering Technology Program concentrates on the use of principles and theories of science, engineering, and mathematics to solve technical problems in research and development, manufacturing, sales, construction, and maintenance. Through the use of modern electronic laboratories, the student will become familiar with the areas of electronics, including circuit analysis,

analog and digital integrated circuits, discrete semiconductor devices, electronic communications, and linear operational amplifier circuits. The student will also become familiar with C++ programming and microcontrollers using assembly language programming.

This program provides students with knowledge of currently established design and laboratory techniques.

The Electronic Engineering Technology program prepares graduates to have competence in the following curricular areas:

1. the application of circuit analysis and design, computer programming, associated software, analog and digital electronics, and microcomputers, and engineering standards to the building, testing, operation, and maintenance of electrical/electronic(s) systems; and
2. the application of natural sciences and mathematics at or above the level of algebra and trigonometry to the building, testing, operation, and maintenance of electrical/electronic systems.

Program Outcomes

At the completion of the degree in Electronic Engineering Technology, graduates must demonstrate that they will be able to:

1. apply knowledge, techniques, skills and modern tools of mathematics, science, engineering, and technology to solve well-defined engineering problems appropriate to the discipline;
2. design solutions for well-defined technical problems and assist with the engineering design of systems, components, or processes appropriate to the discipline;
3. apply written, oral, and graphical communication in well- defined technical and non-technical environments; and an ability to identify and use appropriate technical literature
4. conduct standard tests, measurements, and experiments and to analyze and interpret the results; and
5. function effectively as a member of a technical team.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Admissions Requirements

In addition to the general admission requirements, Electronics Engineering Technology applicants should be aware of the following criteria:

Completion of high school Algebra I, Algebra II and Geometry are recommended as well as other high school courses such as physics, chemistry, electronics and computer programming. Basic writing skills in English are required. Accepted students will be required to possess or purchase approximately $100 of minor accessories.

Accreditation

TAC/ABET (Technology Accreditation Commision/Accreditation Board for Engineering and Technology, Inc. 111 Market Place, Suite 1050, Baltimore, MD 21202 – Telephone (410) 347-7700.

Technical Standards

- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend manuals and textbooks
- Have communication skills sufficient to prepare required reports
- Be able to understand and follow both written and oral instructions
- Be able to complete requirements for college-level classes
- Possess sufficient mobility, dexterity, and visual acuity to do computer and electronic installations, wiring, and repair
- Read meters, gauges, and other electronic measuring devices
- Judge distance and space relationship of objects
- Distinguish basic colors for determining component values
- Examine computer hardware components and software programs for diagnosis and repair

- Calculate electrical values (voltage, current, resistance)
- Work cooperatively with partners and groups

Additional Program Information

NCC has dual admissions and transfer pathways to area four-year institutions for Electronic Engineering Technology students to seamlessly continue working toward a bachelor's degree. Contact the Academic Advising Center for more information.

Estimated Cost of Program (Tuition Only)

In-State $15,180 - $15,870
New England Regional $22,770 - $23,805
Out-Of-State $33,330 - $34,845

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ELET115N	Introduction to Programming Using C++	2	3	3.00
ELET121N	Digital Circuits I	2	3	3.00
ELET131N	Circuit Analysis I	3	3	4.00
ENGL101N	College Composition	4	0	4.00
MATH110N	Algebra & Trigonometry	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
ELET132N	Circuit Analysis II	3	3	4.00
ELET141N	Electronics I	3	3	4.00
	English/Communications Elective			3
MATH120N	PreCalculus	4	0	4.00
	PSYC130N or Behavioral Social Science General Education Elective			3

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ELET241N	Electronics II	3	3	4.00
ELET250N	Microcontrollers	3	3	4.00
	Elective in Major for Electronic Engineering Technology			3-4
HUMA230N	Ethics in the Workplace	3	0	3.00
	PHYS130N or PHYS230N			4

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
ELET221N	Advanced Digital Circuits	3	3	4.00
	Elective in Major for Electronic Engineering Technology			3-4
	Elective in Major for Electronic Engineering Technology			3-4
ELET274N	EET Capstone Project	1	3	2.00
	Total Credits		66-69	

English

English

Go to nashuacc.edu/programs for more information.

Program Overview

The Associate in Arts Degree in English has been developed to provide the first two years of preparation for a student wishing to complete a bachelor degree with a major in English. Students who choose this program have the opportunity to plan their courses in one of the following focus areas:

- Literature
- Writing (professional and creative)

Students selecting English must have strong writing, critical thinking, and application skills to be successful in this program. At a four-year transfer institution, students may elect a major in English, journalism, literature, American studies, or writing.

Career tracks for an English major include education, writing, editing, reporting, law, publishing, and foreign service, among many other choices. All students in the program are required to complete the following courses:

- ENGL101N College Composition or ENGL110N Honors Expository Writing (minimum grade of C required) (Note: transfer or Early College credit requires a minimum grade of C; comparable CLEP score is 50)
- ENGL102N College Composition II: Writing About Literature
- ENGL105N Introduction to Literature
- Two semesters of sequential British literature courses (ENGL248N/ENGL249N)
- ENGL259N American Literature: Civil War to Present or ENGL215N: Literature by American Women
- ENGL285N Topics in English Studies Seminar

Program Outcomes

Upon completion of the degree, graduates will be able to:

1. Display analytical skills in their written and oral responses to texts
2. Demonstrate knowledge in research skills, utilizing college-level credible sources
3. Write with precision and clarity
4. Demonstrate an ability to work with peers on collaborative projects
5. Utilize oral and written communication skills
6. Demonstrate a thorough command of MLA style documentation

The graduate will also be able to demonstrate competency in the general education outcomes.

Additional Program Information

Students are encouraged to work closely with their academic advisor while at NCC. An early decision by students as to the four-year college/university to which they plan to transfer will make the advising process more effective.

Students planning to transfer into an English program at a four-year institution are encouraged to contact that institution's transfer admission office to review specific curriculum requirements.

**Suggested Electives for Four-Year Degree Focus:

Literature: ENGL215N / ENGL258N / ENGL259N

Writing: ENGL103N / ENGL122N / ENGL206N / ENGL235N

Speaking: ENGL109N

Communications: COMM101N, COMM102N, COMM115N, COMM120N, COMM206N, COMM220N

A minimum of 60 credits must be earned in the required categories to complete the program of studies. A minimum of 15 credits must be earned at Nashua Community College, and 8 of those 15 credits must be earned in courses at the 200 level.

Estimated Cost of Program (Tuition Only)
In-State $13,800 - $14,260
New England Regional $20,700 - $21,390
Out-Of-State $30,300 - $31,310

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00
	Behavioral Social Science Elective			3
	Humanities/Fine Arts/World Language Elective			3

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL102N	College Composition II: Writing About Literature	3	0	3.00
	Non-Behavioral Social Science Elective			3
	Quantitative Literacy Elective or ECON201N/ECON202N			3-4
	Humanities/Fine Arts/World Language Elective			3
ENGL105N	Introduction to Literature	3	0	3.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
	Natural or Physical Science Elective (w lab)			4
	Behavioral Social Science or Non-Behavioral Social Science Elective			3
ENGL248N	British Literature, Middle Ages to 1800	3	0	3.00
	ENGL259N or ENGL215N			3
	English/Communications Elective			3

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
	Natural or Physical Science Elective			3-4

	Humanities/Fine Arts/World Language Elective			3
ENGL249N	British Literature 1800 to Present	3	0	3.00
	English/Communications Elective			3
ENGL285N	Topics in English Studies Seminar	3	0	3.00
	Total Credits		60-62	

General Studies

General Studies

Go to nashuacc.edu/programs for more information.

Program Overview
The Associate in Science in General Studies degree program is designed for students who wish to pursue a flexible degree plan tailored to their specific educational or career goals. Students pursue the General Studies degree to acquire new skills, to upgrade their current occupational skills, to apply previously earned credits and complete a credential or to build a foundation for further education.

The General Studies program may be appropriate for students who:

- Have earned a variety of college credits and want to complete a degree
- Wish to sample various course offerings within degree programs to help guide their future
- Have career goals that cannot be met through another degree program

As the General Studies degree plan is developed around individual career goals, prospective students must meet with the Program Coordinator to establish a program of study.

Residency Requirements

At least 15 semester credits must be taken at Nashua Community College not including transfer credits. A minimum of 8 credits of coursework in the program must be completed at the "200" level.

Program Outcomes
At the completion of the degree in General Studies, graduates will be able to:

1. Articulate an understanding of the importance of lifelong learning.
2. Use contemporary information technology to locate, evaluate and utilize information for an intended purpose.
3. Express oneself clearly and cogently, through written and oral communication.
4. Employ both qualitative and quantitative reasoning to solve problems.
5. Apply logical, critical, ethical, and creative thinking to analyze problems, evaluate alternative solutions, and make decisions.
6. Integrate and apply the fundamental processes of scientific inquiry, social sciences, and arts and humanities.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Admissions Requirements
Applicants must:

- Be high school graduates or have the GED equivalent.

- Submit an application for admission and have official transcripts forwarded to the college by secondary and post-secondary institutions previously attended.
- Submit a self-placement survey for Math and English, or participate in the ACCUPLACER ® Placement Assessment test when appropriate.

Estimated Cost of Program (Tuition Only)
In-State $13,800
New England Regional $20,700
Out-Of-State $30,300

Graduation Requirements
A minimum of 60 credits is required for graduation to be distributed in the following manner:

Item #	Title	Class Hours	Lab Hours	Credits
	Specialty and Support Courses			33
ENGL101N	College Composition	4	0	4.00
	English/Communications Elective			3
	Natural or Physical Science Elective (w lab)			4
	Behavioral Social Science or Non-Behavioral Social Science Elective			3
	Quantitative Literacy Elective			4
	Humanities/Fine Arts/World Language Elective			3
	Open Elective			3
	Open Elective			3
	Total Credits		60	

Health Science

Health Science

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The associate in science in Health Science, has been designed for students who have a desire to work in the healthcare industry. Students have options to follow a Pre-Nursing, Public Health Informatics Technology or Healthcare Management pathway as well as the general Health Science pathway. Contact the Program Coordinator for specific course sequencing information on the pathways.

The first year includes courses that would be required for general education as well as a career in the healthcare field. At the end of the first year, students will have the option of transferring to another associate degree program to complete their course work in a specific field or continue to receive their associate degree with a focus on coursework pertaining to their health related interest. The second year can be flexible for students to choose courses that could then potentially transfer to a 4-year college in the field of their choice or follow the prescriptive profile for Healthcare Management.

With careful planning, the student will be able to earn credits that will fit their intended field of study. Acceptance into the Health Science program does not guarantee acceptance in or give preferential treatment to an applicant for a specific health program later.

Residency Requirements

At least 15 semester credits must be taken at Nashua Community College not including transfer credits. A minimum of 8 credits of coursework in the program must be completed at the "200" level.

Program Outcomes
Upon the completion of the degree, graduates will be able to:

1. Write documents pertaining to health, wellness, and disease using medical terminology
2. Identify structural organization of the human body and body systems.
3. Interpret information pertaining to health, wellness and disease.
4. Evaluate various trends in health care, social determinants, and legal and ethical issues impacting healthcare.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Admissions Requirements
Applicants must:

- Be high school graduates or have the GED equivalent.
- Submit an application for admission and have official transcripts forwarded to Nashua Community College by secondary and post-secondary institutions previously attended.
- Participate in the self-placement survey or ACCUPLACER® Placement Assessment test when appropriate.

Additional Program Information
*If Biology and Chemistry are needed, they will count as Health Science Electives
**Health Science Electives include: BCPT119N, BUS110N, BUS201N, BUS218N, PHYS130N and courses in BIOL, CHEM, HLTH, MATH, NURS, PSYC, SOCI and ASL/FREN/SPAN
***Healthcare Management Pathway Courses include: BCPT119N, BIOL111N or BIOL201N, BUS110N, BUS201N and BUS218N (See Healthcare Management Pathway)

Estimated Cost of Program (Tuition Only)
In-State $13,800 - $14,260
New England Regional $20,700 - $21,390
Out-Of-State $30,300 - $31,310

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00
HLTH101N	Medical Terminology	3	0	3.00
PSYC101N	Introduction to Psychology	3	0	3.00
	BIOL201N Anatomy & Physiology I OR Healthcare Management Pathway Requirement***			4

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00

	Humanities/Fine Arts/World Language Elective			3
	English/Communications Elective			3
	PSYC201N Human Growth & Development OR Healthcare Management Pathway Requirement ***			3
	BIOL202N OR Healthcare Management Pathway Requirement ***			3-4

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
HLTH215N	Law and Ethics for Healthcare Professionals	3	0	3.00
	BIOL210N OR Healthcare Management Pathway Requirement ***			4
	Electives in Major for Health Science (Second-Year Fall)**			8-9

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
	Electives in Major for Health Science (Second-Year Spring)**			15

Public Health Informatics Technology Pathway

The field of Public Health Informatics and Technology (PHIT) focuses on collecting, storing, managing, analyzing, using, and sharing public health data to more efficiently and effectively impact population health. Experts in PHIT, often referred to as public health informatics specialists or public health informaticians, use data analytics, visualization skills, and technology to innovatively solve public health problems.

This PHIT pathway is designed to be transferable to University of Massachusetts/Lowell, as well as other colleges, where students can complete their Baccalaureate degree in Public Health/ Public Health Informatics and Technology. You will then be prepared to enter this emerging field of public health and make a difference through work in health departments, nonprofits, community health centers and other health care settings.

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00
BIOL201N	Anatomy & Physiology I	3	3	4.00
PSYC101N	Introduction to Psychology	3	0	3.00
HLTH105N	Introduction to Public Health	3	0	3.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
BIOL202N	Anatomy & Physiology II	3	3	4.00
PSYC201N	Human Growth & Development	3	0	3.00
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00

Item #	Title	Class Hours	Lab Hours	Credits
HLTH205N	US Healthcare System	3	0	3.00
HLTH210N	Public Health Informatics and Technology	2	2	3.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
BIOL210N	Medical Microbiology	3	3	4.00
ENGL102N	College Composition II: Writing About Literature	3	0	3.00
HLTH215N	Law and Ethics for Healthcare Professionals	3	0	3.00
	Behavioral Social Science Elective			3
	Humanities/Fine Arts/World Language Elective			3

Second Year - Spring Semester

Speak with the program coordinator for suggested Health Science elective courses to meet your educational goals.

Item #	Title	Class Hours	Lab Hours	Credits
	Electives in Major for Health Science **			13

Pre-Nursing Pathway

*Minimum grades of C+ are required for Science and Psychology courses.

Students may take more classes in a semester as the goal is to complete all the general education courses within one academic year.

This is a recommended sequence:

Fall Semester

*Minimum grades of C+ are required for Science and Psychology courses.

Item #	Title	Class Hours	Lab Hours	Credits
BIOL201N	Anatomy & Physiology I	3	3	4.00
ENGL101N	College Composition	4	0	4.00
PSYC101N	Introduction to Psychology	3	0	3.00

Spring Semester

*Minimum grades of C+ are required for Science and Psychology courses.

Item #	Title	Class Hours	Lab Hours	Credits
BIOL202N	Anatomy & Physiology II	3	3	4.00
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00
PSYC201N	Human Growth & Development	3	0	3.00
	English/Communications Elective			3

Summer Semester

*Minimum grades of C+ are required for Science and Psychology courses.

Item #	Title	Class Hours	Lab Hours	Credits
BIOL210N	Medical Microbiology	3	3	4.00
	Humanities/Fine Arts/World Language Elective			3

Healthcare Management Pathway

Healthcare Management pathway will help you gain vital skills in leadership, communication, customer service, and problem-solving. Learn medical terminology, and classifications essential for medical billing, as well as sound managerial practices and procedures.

Career opportunities include a variety of healthcare positions or transfer credits towards a bachelor's degree in business or a health discipline.

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00
HLTH105N	Introduction to Public Health	3	0	3.00
HLTH101N	Medical Terminology	3	0	3.00
PSYC101N	Introduction to Psychology	3	0	3.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
BUS110N	Principles of Management	3	0	3.00
	ENGL103N, ENGL109N or COMM102N			3
HLTH205N	US Healthcare System	3	0	3.00
HLTH210N	Public Health Informatics and Technology	2	2	3.00
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00

Second Year - Fall Sememster

Item #	Title	Class Hours	Lab Hours	Credits
	BIOL111N or BIOL201N			4
BUS218N	Dynamics of Organizational Behavior	3	0	3.00
HLTH215N	Law and Ethics for Healthcare Professionals	3	0	3.00
	Humanities/Fine Arts/World Language Elective			3
	Open Elective			3

Spring Semester - Second Year

Item #	Title	Class Hours	Lab Hours	Credits
BUS201N	Human Resources Management	3	0	3.00
PSYC130N	Human Relations	3	0	3.00
SOCI101N	Introduction to Sociology	3	0	3.00
	Open Elective			3
	Total Credits		60-62	

History

History & Social Sciences

Go to nashuacc.edu/programs for more information.

Program Overview
The Associate in Arts Degree in History & Social Sciences has been developed to provide the first two years of preparation for a student wishing to complete a bachelor degree with a major in history, political science, anthropology or sociology.

The Associate in Arts Degree in History and Social Sciences may be especially appropriate for students who plan to pursue careers in the fields of anthropology, archaeology, sociology, education, government, historic preservation, public history, or law. Students are encouraged to work closely with their academic advisor while at NCC. An early decision by a student as to the four-year college/university to which he/she plans to transfer will make the advising process more effective.

Program Outcomes
Upon the completion of the degree in History & Social Sciences, graduates will be able to:

1. Utilize knowledge of historical trends, political institutions and processes to evaluate contemporary problems/issues.
2. Practice collaborative skills that prepare individuals to engage in the democratic process.
3. Employ the historical method of inquiry as a problem solving tool.
4. Identify frame of reference and context when evaluating evidence.
5. Differentiate between facts and interpretations.
6. Synthesize multiple perspectives when problem solving.
7. Support hypotheses with credible evidence.
8. Communicate hypotheses effectively both orally and in writing.
9. Cite sources using the Chicago Manual of Style.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Additional Program Information
A minimum of 60 credits must be earned in the required categories to complete the program of studies. A minimum of 15 credits must be earned at Nashua Community College, and 8 of those 15 credits must be earned in courses at the 200 level

Estimated Cost of Program (Tuition Only)
In-State $13,800 - $14,030
New England Regional $20,700 - $21,045
Out-Of-State $30,300 - $30,805

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
	ANTH105N, ANTH110N or SOCI101N			3
ENGL101N	College Composition	4	0	4.00
	HIST101N, HIST110N or HIST140N			3
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
	GEOG110N or GEOG130N			3
	HIST102N or HIST141N			3
	POLS101N or POLS102N			3
	English/Communications Elective			3
	Natural or Physical Science Elective (w lab)			4

Second Year - Fall Semester

*Consult Advisor

Depending on a student's transfer pathway, it may be recommended that they study two semesters of the same
 world language.

Item #	Title	Class Hours	Lab Hours	Credits
ECON202N	Macroeconomics	3	0	3.00
	History/Political Science/ Anthropology/Social Science Elective*			3
	History/Political Science/ Anthropology/Social Science Elective*			3
	Humanities/Fine Arts/World Language Elective			3
	Natural or Physical Science Elective			3-4

Second Year - Spring Semester

*Consult Advisor

Depending on a student's transfer pathway, it may be recommended that they study two semesters of the same
world language.

Item #	Title	Class Hours	Lab Hours	Credits
SOSC280N	Social Sciences Research Methods	3	0	3.00
	History/Political Science/ Anthropology/Social Science Elective*			3
	Behavioral Social Science Elective			3
	Humanities/Fine Arts/World Language Elective			3
	Humanities/Fine Arts/World Language Elective			3
	Total Credits		60-61	

Honda Automotive

Honda Automotive Technology Professional Automotive Career Training (PACT)

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
Classes for the Honda Automotive Technology associate degree program are scheduled **Monday through Friday between 8 am and 5 pm.** In addition to Honda Automotive classes, this program requires students to take general education courses (see course catalog for course sequencing).

The Honda Automotive Technology program, known as PACT (Professional Automotive Career Training) is a partnership among Nashua Community College, American Honda Motor Co., Inc. and Honda/Acura Dealers. This program is designed to train students for employment in Honda/Acura dealerships and to prepare them for ASE Master certification. Training includes classroom theory, hands-on lab work, an internship at a dealer and general education. Technical instruction at the College is conducted in a professionally equipped, modern facility. American Honda supplies the program with vehicles, special tools, and access to technical data.

Graduates of the PACT program will have received more than 70% of the required training to become a Honda/Acura Master Technician in addition to being prepared for ASE Master certification. This is a significant head start into a career with job security and high-income potential.

To qualify for a Honda dealership placement, a student must successfully complete all program coursework leading up to each of the internship courses. A 2.0 GPA is required for Internship placement.

Program Outcomes
Upon the completion of the degree in Honda Automotive Technology, graduates will be able to:

1. Evaluate, diagnose, and repair various automotive systems using ASE guidelines.
2. Use technology and basic scientific principles for research and diagnostics.
3. Use industry relevant written and oral communication skills.
4. Identify ethical repair procedures based on multiple factors.
5. Achieve ASE Master Certification after an additional year in the field.

The graduate will also be able to demonstrate competency in the general education outcomes.

Admissions Requirements
In addition to the general admission requirements, the PACT Program applicants should be aware of the following criteria:

1. A minimum of one year of high school algebra is recommended. Basic skills in written English are required.
2. A basic automotive tool kit and roll cabinet are required.
3. After successfully completing all coursework in the first semester with a 2.0 GPA, students are qualified for an internship. Students must maintain a CGPA of 2.0 to remain on internship.
4. All PACT students are required to complete the internship.
5. All PACT internships carry a per credit tuition charge.
6. Students must be matriculated into the PACT program to take HATN courses.
7. A copy of a valid driver's license and clean driving record are required for admission to the PACT program. (See PACT Program Coordinator for details.)

Students should be familiar with the Transportation Technologies General Education Policies found in the Catalog

Accreditation
The programs are certified by the Automotive Service Excellence Education Foundation and the instructors are certified by the National Institute for Automotive Service Excellence (ASE) certifications, 101 Blue Seal Drive, Suite 100, Leesburg, VA 20175.

Additional Program Information
This program carries additional fees. Visit nashuacc.edu/tuition-fees for more information.

Review the Technical Standards in the Catalog.

Estimated Cost of Program (Tuition Only)
In-State $16,790
New England Regional $25,185
Out-Of-State $36,865

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
AUTO106N	Internal Combustion Engine	2	3	3.00
AUTO113N	Automotive Electricity & Wiring	2	4	4.00
AUTO121N	Automotive Service & Maintenance	2	4	4.00
ENGL101N	College Composition	4	0	4.00
MATH105N	Technical Mathematics	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
HATN114N	Honda Steering & Suspension	2	4	4.00
HATN122N	Honda Automotive Brake Systems	2	4	4.00
HATN133N	Honda Intermediate Electrical Systems	2	4	4.00
	English/Communications Elective			3
	Behavioral Social Science or Non-Behavioral Social Science Elective			3

Summer Semester

Item #	Title	Class Hours	Lab Hours	Credits
HATN195N	Honda Dealership Internship I	0	18	3.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
HATN196N	Honda Dealership Internship II	0	12	2.00
HATN205N	Honda Advanced Electrical & Electronics	2	4	4.00
HATN210N	Honda Engine Performance I	2	4	4.00
HATN226N	Honda Transmissions & Drivelines	2	6	4.00
PHYS101N	Physical Science I	3	2	4.00

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
HATN215N	Honda Engine Performance II	2	4	4.00
HATN221N	Honda Heating & Air Conditioning Systems	2	4	4.00
HATN228N	Honda Automotive Engine Repair: A Capstone Course	2	6	4.00
	Humanities/Fine Arts/World Language Elective			3
	Total Credits		73	

Honda Automotive Technology Professional Automotive Career Training (PACT)

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Certificate Overview
Classes for the Honda Automotive Technology Certificate program are scheduled to be held **Monday through Friday between the hours of 8 am and 5 pm.**

The Honda Automotive Technology program, otherwise known as PACT (Professional Automotive Career Training) is a partnership among Nashua Community College, American Honda Motor Co., Inc. and Honda/Acura Dealers.

This certificate is designed to train students for employment in Honda/Acura dealerships and to prepare them for ASE Master certification.

The training includes classroom theory, hands-on lab work, an internship at a dealer and general education components. The technical instruction at the College is conducted in a professionally equipped, modern facility.

American Honda supplies the program with vehicles, special tools, and access to technical data.

Program Outcomes
Upon the completion of the Honda Automotive Technology Certificate, graduates will be able to:

1. Evaluate, diagnose, and repair various automotive systems using ASE guidelines.
2. Use technology and basic scientific principles for research and diagnostics.
3. Use industry relevant written and oral communication skills.
4. Identify ethical repair procedures based on multiple factors.
5. Achieve ASE Master Certification after an additional year in the field.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Admissions Requirements
In addition to the general admission requirements, the PACT Program applicants should be aware of the following criteria:

1. A minimum of one year of high school algebra is recommended. Basic skills in written English are required.
2. A basic automotive tool kit and roll cabinet are required.
3. After successfully completing all coursework in the first semester with a 2.0 GPA, students are then qualified for an internship. Students must maintain a CGPA of 2.0 to remain on internship.

4. All PACT students are required to complete the internship.
5. All PACT internships carry a per credit tuition charge.
6. Students must be matriculated into the PACT program to take HATN courses.
7. A copy of a valid driver's license and clean driving record are required for admission to the PACT program. (See PACT Program Coordinator for details.)

Students should be familiar with the Transportation Technologies General Education Policies found in the Catalog.

This program is Master Automobile Service Technology (MAST) Accredited by the Automotive Service Excellence Education Foundation (ASE)

To qualify for a Honda dealership placement, a student must successfully complete all program coursework leading up to each of the internship courses. A 2.0 GPA is required for Internship placement.

Accreditation
The programs are certified by the Automotive Service Excellence Foundation and the instructors are certified by the National Institute for Automotive Service Excellence (ASE) certifications, 101 Blue Seal Drive, Suite 100, Leesburg, VA 20175.

Additional Program Information
This program carries additional fees. Visit nashuacc.edu/tuition-fees for more information.

Review the Technical Standards in the Catalog.

Estimated Cost of Program (Tuition Only)
In-State $11,960
New England Regional $17,940
Out-Of-State $26,260

First Year - Fall Semester
Item #	Title	Class Hours	Lab Hours	Credits
AUTO106N	Internal Combustion Engine	2	3	3.00
AUTO113N	Automotive Electricity & Wiring	2	4	4.00
AUTO121N	Automotive Service & Maintenance	2	4	4.00

First Year - Spring Semester
Item #	Title	Class Hours	Lab Hours	Credits
HATN114N	Honda Steering & Suspension	2	4	4.00
HATN122N	Honda Automotive Brake Systems	2	4	4.00
HATN133N	Honda Intermediate Electrical Systems	2	4	4.00

Summer Semester
Item #	Title	Class Hours	Lab Hours	Credits
HATN195N	Honda Dealership Internship I	0	18	3.00

Second Year - Fall Semester
Item #	Title	Class Hours	Lab Hours	Credits

HATN196N	Honda Dealership Internship II	0	12	2.00
HATN205N	Honda Advanced Electrical & Electronics	2	4	4.00
HATN210N	Honda Engine Performance I	2	4	4.00
HATN226N	Honda Transmissions & Drivelines	2	6	4.00

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
HATN215N	Honda Engine Performance II	2	4	4.00
HATN221N	Honda Heating & Air Conditioning Systems	2	4	4.00
HATN228N	Honda Automotive Engine Repair: A Capstone Course	2	6	4.00
	Total Credits		52	

Human Services

Human Services

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The mission of the Human Services program is to prepare students to become skilled professionals who can function ethically and effectively within multicultural settings and with diverse populations. We strive to respond to regional and economic needs and provide access to higher education for all who seek fulfillment of career and economic goals through education. The program is geared to the needs of our students, the profession we support and the commerce that drives our economy.

The goals of the human services program relate to the above mission statement by its primary one; to prepare students for direct service occupations in human service agencies. A second goal is to prepare students for further studies through transfer leading to advanced academic degrees and special certifications. A third goal is to provide to individuals already employed in human services, educational opportunities for personal and professional growth.

The Associate in Science Degree program in Human Services prepares students to work with individuals who are consumers of the human services delivery system, providing them with direct services and linking them with other community services and resources.

Graduates of the Human Services program may be employed in human services agencies which deal with developmental disabilities, mental health, residential treatment, hospice care, abuse prevention and substance abuse. Graduates will be prepared for employment in positions such as service coordinator, group home manager, job coach, vocational instructor and trainer, residential living counselor, community living instructor, program manager, site supervisor, supported or independent living specialist, and family support coordinator.

The job market for human service workers has experienced tremendous growth during the past twenty years, concurrent with the expansion of community-based mental health and developmental disabilities programs for the elderly, the disabled, individuals on the autism spectrum, and families in crisis.

Locally, employment growth in Hillsborough County is projected to be the fourth highest of all ten counties in New Hampshire. One of the fastest growing occupations in NH includes social and human service assistants, projected to increase by 43.4% over the next ten years.

Entry-level salaries with an associate degree can range from $27,000 to $45,000 with opportunities for overtime, tuition reimbursement, and insurance coverage.

Transfer Agreements: Graduates wishing to pursue their bachelor's degree can benefit from our transfer agreements with many different colleges and may enroll after transferring credits earned at Nashua Community College. All candidates are required to have a personal interview with a department faculty member.

The College also offers a Certificate program in Human Services, providing students with the major courses required for entry level position, as well as providing them with an entry point for the continuation of studies. All Certificate courses have been incorporated into the first year of the Degree Program.

Program Outcomes
Upon the completion of the degree in Human Services, graduates will be able to:

1. Communicate effectively, including speaking, writing, and listening in order to express, transmit and interpret knowledge and ideas.
2. Research and plan in order to search for specific knowledge and the ability to conceptualize future needs and solutions for meeting those needs.
3. Use interpersonal skills for resolving conflict, relating to and helping people, such as empathy, genuineness, self-awareness, patience, etc.
4. Be competent in formal/informal assessment practices in order to understand the needs and interests of the participant.
5. Be competent in defining, discussing and performing the five basic case management functions: assessment, planning, linking, monitoring and advocacy.
6. Identify both personal and professional strengths and weaknesses and engage in appropriate self-development activities.
7. Describe roles of the various human service professionals in providing services.
8. Summarize the history of human services in America and identify important persons and movements
9. Conduct both directed and non-directed interviews for the purposes of obtaining personal historical information, determining eligibility for services and conducting a mental status evaluation.
10. Be able to demonstrate an understanding of ethical principles and apply them to professional practice.
11. Knowledgeable of the requirements for documentation in the organization and be able to manage these requirements efficiently.
12. Understand theoretical bases for different interventions as well as to initiate, develop and terminate interventions in a manner that enables continuous client growth.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Technical Standards
Technical Standards have been established as guidance tools to inform program applicants of skills and standards necessary for successful completion of the Human Service programs. Any applicant who has concerns or questions regarding the Technical Standards is encouraged to contact the Department Chair to discuss individual issues. Information on the Technical Standards for this program is also available in the Technical Standards section of this catalog.

- Ability to communicate verbally as a student in classes, and later as a professional in individual and group counseling situations

- Sufficient verbal skills and language to: Collaborate with a wide variety of helping professionals in clinical, societal and professional areas; deliver accurate and required information; and to search for information, e.g., questioning
- Sufficient writing ability to formulate written assessment, charting notes, reports, etc.
- Ability to sustain cognitive integrity in areas of short and long-term memory, areas of written documentation and follow- through of responsibilities
- Ability to concentrate on the execution of treatment plans, assigned skills and tasks as well as the integration and communication of this work for both short and long-term periods of time
- Ability to work in settings that may lend themselves to frequent interruptions and immediate crisis response management
- Ability to cope with a variety of stressors, including people- place occurrences, and demonstrate safe and required care for groups and individuals
- Ability to secure transportation to practicum sites and classes
- Ability to consistently attend and participate in classes
- Ability to demonstrate and maintain organizational skills, time management and professional respect. Ability to adhere to and practice the Human Service Department's ethical guidelines
- A State Police criminal check is the responsibility of students and may be required for clinical fieldwork and / or employment upon the request of an agency. Applicants who have had difficulty with the law depending upon the nature of the problem may not be employable or even eligible for fieldwork. Applicants need to discuss these matters in an interview with the Department Chair to determine future direction.

Additional Program Information

A State Police criminal check is the responsibility of students and may be required for clinical fieldwork and/or employment upon request of an agency. Applicants who have had difficulty with the law depending upon the nature of the problem may not be employable or even eligible for fieldwork. Applicants need to discuss these matters in an interview with the Department Chair to determine future direction.

Students are advised to meet with their advisor to make appropriate elective selections based on their career goals and to facilitate the broadest range of transferability.

Dropping from a required program course may mean that the student will be out of sequence in program course offerings which may delay graduation. Individuals must recognize that to be successful in the Human Service field, they should be emotionally stable, creative, and flexible.

Compliance

A student may be terminated from a course, program, or campus due to major or repeated violations of the Student Code of Conduct (NCC Student Handbook) or standards of professionalism. Students who have failed a field placement course because of evidence of unsafe practice involving actions or non-actions are not eligible for reapplication to the Program. The student may exercise their right to appeal the decision as outlined in the NCC Student Handbook.

Estimated Cost of Program (Tuition Only)
In-State $14,260 - $14,490
New England Regional $21,390 - $21,735
Out-Of-State $31,310 - $31,815

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00
PSYC101N	Introduction to Psychology	3	0	3.00
HSV111N	Introduction to Human Services	3	0	3.00

	Behavioral Social Science Elective			3
	Quantitative Literacy Elective			4

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
HSV123N	Supportive Communication Skills	3	0	3.00
PSYC206N	Learning and Behavior	3	0	3.00
PSYC210N	Abnormal Psychology	3	0	3.00
HSV190N	Fieldwork I	1	8	3.00
	Behavioral Social Science Elective			3

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
	ENGL102N or ENGL103N			3
PSYC212N	Individual Counseling: Theory and Practice	3	0	3.00
PSYC240N	Drugs and Alcohol	3	0	3.00
	Natural or Physical Science Elective			3-4
	Humanities/Fine Arts/World Language Elective			3

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
HSV225N	Family Dynamics	3	0	3.00
PSYC222N	Group Dynamics & Counseling	3	0	3.00
	Non-Behavioral Social Science Elective			3
HSV291N	Capstone Experience (Fieldwork)	1	8	3.00
	Open Elective			3
	Total Credits		62-63	

Addiction Recovery Support Worker

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Day/Evening Program

Certificate Overview
The certificate is designed for peer helpers and volunteers who want to begin a pathway to professional credentials, which can lead to full time employment in the field with benefits. As a stackable credential, students can also roll credits into a two-year human services associate degree or four-year program. The certificate also complements a psychology degree pathway.

Certificate classes are flexible, and include online, hybrid (online and in-person mix), and on-campus courses. Students with prior college credit, work, or volunteer experience in the field may be eligible for additional credits toward the certificate. This is not an automatic acceptance. To be admitted into this certificate program, students must arrange for an interview with the program coordinator.

The Social Educational and Behavioral Science Department abides by the accepted national standard that recommends a minimum of two years of sobriety for any prospective trainee in the field of alcohol and other drug-use counseling.

Program Outcomes
After completion of the 18 credit addiction recovery support worker certificate students will be assisted with further instructions in contacting the state licensing board regarding CRSW certification, and meeting additional requirements. These include 500 hours of paid or volunteer work and completion of an exam required by the IC&RC.

Technical Standards
- Ability to communicate verbally as a student in classes, and later as a professional in individual and group counseling situations
- Sufficient verbal skills and language to: Collaborate with a wide variety of helping professionals in clinical, societal and professional areas; deliver accurate and required information; and to search for information, e.g., questioning
- Sufficient writing ability to formulate written assessment, charting notes, reports, etc.
- Ability to sustain cognitive integrity in areas of short and long-term memory, areas of written documentation and follow- through of responsibilities
- Ability to concentrate on the execution of treatment plans, assigned skills and tasks as well as the integration and communication of this work for both short and long-term periods of time
- Ability to work in settings that may lend themselves to frequent interruptions and immediate crisis response management
- Ability to cope with a variety of stressors, including people- place occurrences, and demonstrate safe and required care for groups and individuals
- Ability to secure transportation to practicum sites and classes
- Ability to consistently attend and participate in classes
- Ability to demonstrate and maintain organizational skills, time management and professional respect. Ability to adhere to and practice the Human Service Department's ethical guidelines
- A State Police criminal check is the responsibility of students and may be required for clinical fieldwork and / or employment upon the request of an agency. Applicants who have had difficulty with the law depending upon the nature of the problem may not be employable or even eligible for fieldwork. Applicants need to discuss these matters in an interview with the Department Chair to determine future direction.

Additional Program Information
Compliance

A student may be terminated from a course, program, or campus due to major or repeated violations of the Student Code of Conduct (NCC Student Handbook) or standards of professionalism. Students who have failed a field placement course because of evidence of unsafe practice involving actions or non-actions are not eligible for reapplication to the Program. The student may exercise their right to appeal the decision as outlined in the NCC Student Handbook.

Estimated Cost of Program (Tuition Only)
In-State $4,140
New England Regional $6,210
Out-Of-State $9,090

Courses

Item #	Title	Class Hours	Lab Hours	Credits
HSV111N	Introduction to Human Services	3	0	3.00
PSYC101N	Introduction to Psychology	3	0	3.00
PSYC201N	Human Growth & Development	3	0	3.00

HSV123N	Supportive Communication Skills	3	0	3.00
PSYC240N	Drugs and Alcohol	3	0	3.00
HSV210N	Introduction to Addiction Recovery Support Work	3	0	3.00
	Total Credits		18	

Human Services

Go to nashuacc.edu/programs for more information.

Certificate Overview
Where Theory Meets Practice:

- Deeply rooted within the communities and surrounding areas where the program is offered
- Students move beyond the classroom by participating in internships available in many of the community-based agencies

Why study Human Services here?

- Small class size
- Internships
- Affordable
- Diverse career opportunities in Autism
- Substance Misuse and Behavioral Health
- Real-world Professors
- Ease of Transfer

Career Options

Graduates of the Human Services program may be employed in;

- Human services agencies that deal with developmental disabilities
- Mental health
- Residential treatment
- Hospice care
- Abuse prevention, and substance abuse

Graduates will be prepared for employment in positions such as;

- Service coordinator
- Group home manager
- Job coach
- Vocational instructor, and trainer
- Residential living counselor
- Community living instructor
- Program manager
- Site supervisor,
- Supported or independent living specialist coordinator
- Family support coordinator

Related Programs

Addiction Recovery Support Worker Certificate – Psychology Degree

Program Outcomes
Upon the completion of the Certificate, graduates will be able to:

- Communicate effectively, including speaking, writing, and listening to express, transmit and interpret knowledge and ideas.
- Research and plan to search for specific knowledge and the ability to conceptualize future needs and solutions for meeting those needs.
- Use interpersonal skills for resolving, conflict, relating to and helping people, such as empathy, genuineness, self-awareness, patience, etc.
- Be competent in formal/informal assessment practices to understand the needs and interests of the participant.
- Be competent in defining, discussing, and performing the five basic case management functions: assessment, planning, linking, monitoring, and advocacy.
- Identify personal and professional strengths and weaknesses and engage in appropriate self-development activities.
- Describe the roles of the various human service professionals in providing services.
- Summarize the history of human services in America and identify important persons and movements.
- Conduct both directed and non-directed interviews to obtain personal historical information, determine eligibility for services, and conduct a mental status evaluation.
- Be able to demonstrate an understanding of ethical principles and apply them to professional practice.
- Knowledgeable of the requirements for documentation in the organization and ability to manage requirements efficiently.
- Understand theoretical bases for different interventions as well as initiate, develop and terminate interventions in a manner that enables continuous client growth.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Admissions Requirements
A State Police criminal check is the responsibility of students and may be required for clinical fieldwork and/or employment upon request of an agency.

Applicants who have had difficulty with the law depending on the nature of the problem may not be employable or even eligible for fieldwork. Applicants need to discuss these matters in an interview with the Department Chair to determine future direction.

Compliance

A student may be terminated from a course, program, or campus due to major or repeated violations of the Student Code of Conduct (NCC Student Handbook) or standards of professionalism. Students who have failed a field placement course because of evidence of unsafe practice involving actions or non-actions are not eligible for reapplication to the Program. The student may exercise their right to appeal the decision as outlined in the NCC Student Handbook.

Technical Standards
- Ability to communicate verbally as a student in classes, and later as a professional in individual and group counseling situations
- Sufficient verbal skills and language to: Collaborate with a wide variety of helping professionals in clinical, societal and professional areas; deliver accurate and required information; and to search for information, e.g., questioning
- Sufficient writing ability to formulate written assessment, charting notes, reports, etc.
- Ability to sustain cognitive integrity in areas of short and long-term memory, areas of written documentation and follow- through of responsibilities
- Ability to concentrate on the execution of treatment plans, assigned skills and tasks as well as the integration and communication of this work for both short and long-term periods of time

- Ability to work in settings that may lend themselves to frequent interruptions and immediate crisis response management
- Ability to cope with a variety of stressors, including people- place occurrences, and demonstrate safe and required care for groups and individuals
- Ability to secure transportation to practicum sites and classes
- Ability to consistently attend and participate in classes
- Ability to demonstrate and maintain organizational skills, time management and professional respect. Ability to adhere to and practice the Human Service Department's ethical guidelines
- A State Police criminal check is the responsibility of students and may be required for clinical fieldwork and / or employment upon the request of an agency. Applicants who have had difficulty with the law depending upon the nature of the problem may not be employable or even eligible for fieldwork. Applicants need to discuss these matters in an interview with the Department Chair to determine future direction.

Additional Program Information
Program Goals

- Prepare students for direct service occupations in human service agencies.
- Prepare students for further studies through transfer leading to advanced academic degrees and special certifications.
- Provide educational opportunities for personal and professional growth to current human services employees.

Program Highlight

Our two internship courses integrate experiential learning opportunities and form the cornerstone of the NCC Human Services program. Students begin to experience success in a different environment using organization, team building, and communication skills. These experiences can be the defining moment for many students as they see the importance of what they are studying and why it is important to continue their education. Students have been able to obtain part-time to full-time positions as a result of their internship training and experience.

Internships -Fieldwork I and Capstone Experience

Students can explore career options working with children, seniors, people with physical, intellectual, and mental disabilities, homeless, domestic abuse, and other populations in need of services.

Transfer Options

- New England College
- Rivier University
- Southern New Hampshire University
- Springfield College

Estimated Cost of Program (Tuition Only)
In-State $5,060
New England Regional $7,590
Out-Of-State $11,110

Courses

Item #	Title	Class Hours	Lab Hours	Credits
PSYC101N	Introduction to Psychology	3	0	3.00
HSV111N	Introduction to Human Services	3	0	3.00
PSYC206N	Learning and Behavior	3	0	3.00

ENGL101N	College Composition	4	0	4.00
HSV123N	Supportive Communication Skills	3	0	3.00
	Behavioral Social Science Elective			3
HSV190N	Fieldwork I	1	8	3.00
	Total Credits		22	

Humanities

Humanities

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The Associate in Arts degree program in Humanities is designed specifically to prepare students for successful transfer to a four-year baccalaureate degree program in a variety of majors. To achieve this purpose, the Humanities degree program provides students with a broad academic background in the field of fine arts, philosophy, and the humanities. Students may elect to focus their study in one of these three areas.

Students will have an opportunity to explore a variety of disciplines within the humanities while also completing the general education requirements necessary for transfer. The program also provides the student with the essential skills for academic, professional, and personal purposes, including the ability to communicate effectively; think critically; analyze and apply inquiry from research; gain a global perspective; and appreciate cultural diversity. The College's required general education courses further strengthen students' skills.

Program Outcomes
Upon the completion of the degree in Humanities, graduates will be able to:

1. Communicate effectively and fluently; read with comprehension; listen, speak and write competently
2. Apply skills in reflection, analysis, logical reasoning, and evaluation to formulate judgments, reach conclusions, and solve problems
3. Evaluate and utilize quantitative and qualitative data and apply mathematical and scientific principles and methods
4. Utilize technology and apply inquiry through researching and evaluating multiple perspectives from multiple formats
5. Acquire knowledge and skills to function effectively as informed and responsible citizens
6. Acquire knowledge and skills that will enable respect for diversity as well as an awareness of global interdependency
7. Develop an appreciation of the variety of fields of study in the humanities

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Additional Program Information
Suggested Tracks: Humanities/Fine Arts/Philosophy

A minimum of 60 credits must be earned in the required categories to complete the program of studies. A minimum of 15 credits must be earned at Nashua Community College, and 8 of those 15 credits must be earned in courses at the 200 level.

Estimated Cost of Program (Tuition Only)
In-State $13,800 - $14,260
New England Regional $20,700 - $21,390
Out-Of-State $30,300 - $31,310

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00
ANTH105N	Ethnography of Work	3	0	3.00
HUMA101N	Introduction to the Humanities	3	0	3.00
	MATH103N or MATH106N			4

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
	HUMA102N or HUMA103N			3
	HUMA110N or PHIL109N			3
	English/Communications Elective			3
	Behavioral Social Science Elective			3
	Natural or Physical Science Elective (w lab)			4

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
	Natural or Physical Science Elective			3-4
	Quantitative Literacy Elective or ECON201N/ECON202N			3-4
	Humanities/Fine Arts/World Language Elective			3
	Humanities/Fine Arts/World Language Elective			3
	Humanities/Fine Arts/World Language/ English Elective			3

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
	Behavioral Social Science or Non-Behavioral Social Science Elective			3
	Humanities/Fine Arts/World Language Elective			3
	Humanities/Fine Arts/World Language Elective			3
	Humanities/Fine Arts/World Language Elective			3
	Humanities/Fine Arts/World Language/ English Elective			3
	Total Credits		60-62	

Information Technology

Information Technology

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The Associate in Science Degree in Information Technology is designed to provide students with the skills necessary for a position in the vast field of information technology. Within the Information Technology program there are two pathways: Technical Support and Cybersecurity Defense.

The technical support pathway prepares students for the following positions:

- Help Desk Technician
- System Administrator
- Quality Assurance
- Technical Writer
- Customer Support

The Cybersecurity Defense pathway prepares students for the following positions:

- IT Security Administrator
- Incident Responder
- Cloud Security
- Security Specialist

[Students will be presented with materials necessary for Cisco CCNA, CompTIA A+, CompTIA Security+, CompTIA Linux+ and AWS Cloud Practitioner certifications.](#)

Program Outcomes
Upon the completion of the degree in Information Technology, graduates will be able to:

1. Design, assemble, configure, and troubleshoot desktop and laptop computers using Windows and Linux operating systems.
2. Perform configuration on basic network devices for wired and wireless networks.
3. Monitor for signs of intrusion and handle incident responses. (Cybersecurity Defense pathway only)
4. Create basic configuration scripts (python, bash, bat).
5. Describe the function of the major AWS services and use the AWS console for basic configuration tasks.
6. Discuss network security monitoring data collection and analysis. (Cybersecurity Defense pathway only)
7. Apply critical thinking skills to resolve troubleshooting and security issues.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Estimated Cost of Program (Tuition Only)
In-State $14,030
New England Regional $21,045
Out-Of-State $30,805

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00
CSCN101N	Computer Architecture and Operating Systems	2	3	3.00
CSCN104N	Internet of Things	2	2	3.00
CSCN116N	Networking Basics	2	2	3.00
	Behavioral Social Science or Non-Behavioral Social Science Elective			3

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
CSCI120N	Introduction to Scripting - Python	2	2	3.00
CSCI170N	Linux Essentials	2	2	3.00
CSCN216N	Switching, Routing, & Wireless Essentials	3	3	4.00
	CSCN150N or Elective in Major*			3
	Quantitative Literacy Elective			4

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
CSCN202N	Cloud Computing	2	2	3.00
CSCN217N	Enterprise Networking, Security and Automation	2	2	3.00
	CSCN219N or Elective in Major*			3
ENGL122N	Technical Writing	3	0	3.00
	Natural or Physical Science Elective (w lab)			4

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
CSCN204N	Administering Windows Servers	2	2	3.00
	Elective in Major for Information Technology			3-4
	Humanities/Fine Arts/World Language Elective			3
	CSCN290N or CSCN286N or CSCN245N			3
	Total Credits		61	

Information Technology

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Certificate Overview

The Certificate in Information Technology is designed to provide students with networking skills necessary for the vast field of Information Technology. Within the Information Technology program there are two pathways: Technical Support and Cybersecurity Defense.

The technical support pathway prepares students for the following positions:

- Help Desk Technician
- System Administrator
- Quality Assurance
- Technical Writer
- Customer Support

The Cybersecurity Defense pathway prepares students for the following positions:

- IT Security Administrator
- Incident Responder
- Cloud Security
- Security Specialist

Students will be presented with materials necessary for Cisco CCNA, CompTIA Security+, CompTIA Linux+ and AWS Cloud Practitioner certifications.

Program Outcomes
Upon the completion of the certificate in Information Technology, graduates will be able to:

1. Design, assemble, configure, and troubleshoot desktop and laptop computers using Windows and Linux operating systems.
2. Monitor for signs of intrusion and handle incident responses. (Cybersecurity Defense pathway only).
3. Perform configuration on basic network devices for wired and wireless networks.
4. Perform basic system administration including management of system accounts for Windows and Linux.
5. Describe the function of the major AWS services and use the AWS console for basic configuration tasks.
6. Apply critical thinking skills to resolve networking and computer systems problems.

Estimated Cost of Program (Tuition Only)
In-State $5,750
New England Regional $8,625
Out-Of-State $12,625

Technical Support Pathway

Item #	Title	Class Hours	Lab Hours	Credits
CSCN101N	Computer Architecture and Operating Systems	2	3	3.00
CSCN104N	Internet of Things	2	2	3.00
CSCN116N	Networking Basics	2	2	3.00
CSCI170N	Linux Essentials	2	2	3.00
CSCN202N	Cloud Computing	2	2	3.00
CSCN204N	Administering Windows Servers	2	2	3.00
CSCN216N	Switching, Routing, & Wireless Essentials	3	3	4.00
CSCN217N	Enterprise Networking, Security and Automation	2	2	3.00

Cybersecurity Defense Pathway

Item #	Title	Class Hours	Lab Hours	Credits
CSCN101N	Computer Architecture and Operating Systems	2	3	3.00
CSCN116N	Networking Basics	2	2	3.00

CSCN150N	Fundamentals of Cybersecurity	2	2	3.00
CSCI170N	Linux Essentials	2	2	3.00
CSCN202N	Cloud Computing	2	2	3.00
CSCN219N	Incident Response	2	2	3.00
CSCN216N	Switching, Routing, & Wireless Essentials	3	3	4.00
CSCN217N	Enterprise Networking, Security and Automation	2	2	3.00
	Total Credits		25	

Liberal Arts

Liberal Arts

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
A Key Transfer Program

The Associate in Arts in Liberal Arts degree program prepares students for successful transfer to a four-year baccalaureate degree program in a wide variety of majors, including Liberal Arts. In this program, students study a coherent and substantive balance of English, Mathematics, the Sciences, the Arts and Humanities, and the Social Sciences. For those students who know they want to pursue a liberal arts program at the baccalaureate level, NCC's Liberal Arts Program prepares them for transfer and assists them in determining a major field of concentration upon transfer.

Liberal Arts is also particularly appropriate for students who arrive at college unsure of either their academic or career pathway. For many students, clarity about their academic goals emerges through their coursework in Liberal Arts. In addition, all Liberal Arts students benefit from taking ANTH105, Ethnography of Work, which links career exploration and academic planning. Students are recommended to take this course early in their college career – preferably in their first year.

Applied Career Focus

ANTH105 enables students to explore the world of work and careers while learning research methods and skills. These include querying national, regional and local employment data bases; data collection and analysis; interview planning and interviewing; and gaining an understanding of how to approach and assess the job market at various levels. The research that students conduct in this course becomes a key component in developing coherent and cohesive academic and career pathways, whether or not they wish to transfer to a four-year program. The skills acquired in this course are both useful for later career exploration efforts and for conducting research in other disciplines throughout their college career.

As discussed above, students who enter college without deciding on a college major are encouraged to enroll in the Liberal Arts Program. During their first year, most students choose an Academic Focus Area (AFA) that also aligns with a career pathway. These students then follow a core curriculum of courses within their chosen AFA, such as: Communications, English, History/Social Sciences, Mathematics, Psychology, or Science. Those intending to follow a four-year Liberal Arts program as well as those who remain undecided continue to follow the Liberal Arts core curriculum in their second year.

Aligning with the 21st Century Workplace

In meeting the needs of the 21st century workforce, the Liberal Arts Program also provides considerable exposure to essential "soft skills," also known as "core career skills." These skills are often highlighted by employers as essential for workplace success and employability in the business community, the service sector, education, health care and many other fields. More specifically, these skills include: creativity, communication, critical thinking/problem-solving; teamwork and collaboration, professionalism and ethics, leadership, adaptability and flexibility, and emotional intelligence. These skill sets dovetail nicely with the Liberal Arts Program Outcomes, detailed below.

Transfer Planning

Early identification of the four-year college to which they wish to transfer helps students to develop a program of study that aligns with their transfer plans. On-going support from academic advisors further enhances this process. Requirements of the four-year college will guide some of the course selections chosen by students, but future plans and areas of personal interest will also contribute to students' program design.

Program Outcomes
Upon completion of the AA degree in Liberal Arts, graduates will be able to demonstrate competency in the general education outcomes:

1. Communicate effectively and fluently; read with comprehension; listen, speak and write competently.
2. Develop skills in reflection, analysis, logical reasoning, and evaluation to formulate judgments, reach conclusions, and solve problems.
3. Evaluate and utilize quantitative and qualitative data and apply mathematical and scientific principles and methods.
4. Utilize technology to locate, evaluate, organize, and utilize information accurately and responsibly.
5. Acquire knowledge and skills to function effectively as informed and responsible citizens.
6. Acquire knowledge and skills that will enable respect for diversity as well as an awareness of global interdependency.

Additional Program Information
A minimum of 60 credits must be earned in the required categories to complete the program of studies. A minimum of 15 credits must be earned at NCC, and 8 of those 15 credits must be earned in courses at the 200 level. This program can be completed in four full-time semesters.

Estimated Cost of Program (Tuition Only)
In-State $14,030 - $14,260
New England Regional $21,045 - $21,390
Out-Of-State $30,805 - $31,310

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ANTH105N	Ethnography of Work	3	0	3.00
ENGL101N	College Composition	4	0	4.00
	Quantitative Literacy Elective			4
	General Education Elective			3

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
	English/Communications Elective			3

	Title	Class Hours	Lab Hours	Credits
	Non-Behavioral Social Science Elective			3
	Quantitative Literacy Elective			4
	Humanities/Fine Arts/World Language Elective			3
	Open Elective			3

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
	Natural or Physical Science Elective (w lab)			4
	Behavioral Social Science or Non-Behavioral Social Science Elective			3
	Humanities/Fine Arts/World Language Elective			3
	General Education Elective			3
	Open Elective			3

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
	Natural or Physical Science Elective (w lab)			4
	Humanities/Fine Arts/World Language Elective			3
	General Education Elective			3
	General Education Elective			3
	Open Elective			3
	Open Elective			3
	Total Credits		61-62	

Machine Tool Technologies

Machine Tool Technology CNC Programming

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Day/Evening Program

Certificate Overview
This certificate will prepare students to become machine operators in the machine tool industry. The courses involved in this certificate program can be applied to the CNC diploma or the Associate Degree in Advanced Machine Tool Technology.

In addition to the general admission requirements, the applicant should be aware of the following criteria:

1. An aptitude in mathematics is beneficial.
2. Good skills in written English are required.

Estimated Cost of Program (Tuition Only)
In-State $9,200
New England Regional $13,800
Out-Of-State $20,200

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
MTTN101N	Manufacturing Processes	3	0	3.00
MTTN111N	Machine Tool Processes and Theory I	3	9	6.00
MATH105N	Technical Mathematics	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
MTTN122N	Machine Tool Processes and Theory II	3	9	6.00

Summer Semester

Item #	Title	Class Hours	Lab Hours	Credits
MTTN123N	Principles of CNC	2	3	3.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
MTTN231N	Advanced Machine Tool Processes and Theory I	3	9	6.00
MTTN223N	Computer Aided Manufacturing (CAM)	2	3	3.00

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
MTTN232N	Advanced Machine Tool Processes and Theory II: A Capstone Experience	3	9	6.00
CAD131N	Technical Drawing	2	3	3.00
	Total Credits		40	

Mathematics

Mathematics

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The Associate in Science Degree in Mathematics has been developed to provide the first two years of preparation for a student wishing to complete a bachelor degree with a major in mathematics or mathematics education.

In addition, the Mathematics degree provides a strong foundation for a student who wishes to transfer to a four-year institution to study engineering, physics, or related fields.

Students graduating in mathematics will be capable of interpreting the language of mathematics, perform accurate mathematical calculations, and be able to understand how mathematics can be utilized to model natural phenomena.

Calculus-based Physics I and Calculus-based Physics II are recommended as laboratory science courses to meet the General Education requirements at Nashua Community College.

Program Outcomes
Upon the completion of the degree in Mathematics, graduates will be able to:

1. Demonstrate technical proficiency and effective problem solving ability in completing mathematical processes.
2. Apply mathematical concepts to other disciplines including business, economics, social sciences, and natural sciences.
3. Communicate mathematics effectively in both oral and written formats using appropriate mathematical language.
4. Use appropriate logical reasoning, understand mathematical proof and be capable of justifying results.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Additional Program Information
Students are encouraged to work closely with their academic advisor while at NCC. An early decision by a student as to which four-year college/university he/she plans to transfer will make the advising process more effective.

Estimated Cost of Program (Tuition Only)
In-State $14,030
New England Regional $21,045
Out-Of-State $30,805

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00
MATH210N	Calculus I	4	0	4.00
	Natural or Physical Science Elective (w lab)			4

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
MATH211N	Calculus II	4	0	4.00
MATH215N	Linear Algebra	4	0	4.00
	English/Communications Elective			3
	Natural or Physical Science Elective (w lab)			4

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
MATH170N	Discrete Mathematics	4	0	4.00
MATH212N	Calculus III	4	0	4.00
	Behavioral Social Science Elective			3
	Humanities/Fine Arts/World Language Elective			3

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
	Computer Science Elective for Mathematics Majors			3
MATH220N	Differential Equations	4	0	4.00
	Behavioral Social Science or Non-Behavioral Social Science Elective			3
	Humanities/Fine Arts/World Language Elective			3
	Non-Behavioral Social Science Elective			3
	Total Credits		61	

Mechanical Design Technologies

Mechanical Design Technology

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview

Mechanical Design Technology responds to industry needs for trained individuals who can follow the design process from inspiration to the final production design of manufactured products. The Mechanical Design Technology program prepares specialists who are capable of integrating all the steps of the design process.

The mechanical designer requires knowledge in many areas including Computer Aided Drafting and Design, Machine Shop, Robotics, and Machine Components.

Foundation courses will provide knowledge of physics, mathematics, machine shop practices, machine theory and automation programming. Subsequent courses build upon this basic knowledge to develop applications related to modern machine design.

To prepare students for the rapid pace of technological changes in the workplace, the Mechanical Design Technology program seeks to develop long-term sustainable design and problem- solving capabilities.

While manufacturing has had its struggles in recent years, demand is expected to be strong for mechanical designers as companies emphasize high-quality and safe products that are easy to use. High technology products in medicine, transportation, and other fields, and growing global competition among businesses are expected to keep designers busy.

Program Outcomes

Upon the completion of the degree in Mechanical Design Technology, graduates will be able to:

1. Evaluate and apply information technology effectively.
2. Generate engineering drawings that conform to industry standards.
3. Create three dimensional CAD models and assemblies that meet specific design criteria.
4. Use three dimensional CAD models for strength and motion analysis, animation, machining and rapid prototyping processes.
5. Evaluate and specify economical and environmentally friendly manufacturing processes and materials for product development.
6. Produce complete and comprehensive drawing packages as well as understand Engineering Change Order procedures.
7. Develop, design and manufacture a socially responsible industrial product.
8. Demonstrate critical and creative thinking skills to meet design and production deadlines.
9. Perform basic automation programming, fluid power, machining, and electronics related tasks in a production or test environment.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Technical Standards

- Have a high school degree or equivalent
- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend service literature
- Have communication skills sufficient to prepare required reports
- Be able to understand and follow both written and oral instructions
- Be able to complete requirements for college level classes
- Have sufficient vision to distinguish colors and information from a computer screen (adaptive equipment acceptable)
- Have sufficient hearing to distinguish various sounds and noises (adaptive equipment acceptable)
- Have the ability to stand for extended periods of time and physical strength to lift parts and equipment required for the program.
- Have sufficient fine motor dexterity to perform manual skills related to Mechanical Design Technology
- Be able to work in a variety of environments including but not limited to engineering, laboratory, and electronic machining.

Estimated Cost of Program (Tuition Only)
In-State $14,490
New England Regional $21,735
Out-Of-State $31,815

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
CAD111N	CADD I	3	4	5.00
MTTN101N	Manufacturing Processes	3	0	3.00
ENGL101N	College Composition	4	0	4.00
MATH110N	Algebra & Trigonometry	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
CAD112N	CADD II	3	4	5.00
MTTN118N	Machining Technology	2	3	3.00
MDTN110N	Automation Programming	1	4	3.00
	PHYS130N or PHYS101N			4

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
CAD215N	CADDIII	3	6	5.00
ELET131N	Circuit Analysis I	3	3	4.00
ELMT203N	Applied Mechanics I	3	1	3.00
	English/Communications Elective			3

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
MDTN285N	Mechanical Design Capstone	3	2	4.00
ELMT204N	Fluid Power Design	2	1	2.00
ELMT210N	Applied Mechanics II	2	1	2.00
MTTN201N	Lean and Green Manufacturing Methods	3	0	3.00
	Behavioral Social Science Elective			3
	Humanities/Fine Arts/World Language Elective			3
	Total Credits		63	

Mechanical Engineering Technology

Mechanical Engineering Technology

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
Nashua Community College's Mechanical Engineering Technology degree is based on the real-world experience of our instructors and the time tested fundamentals of Mechanical Engineering.

This program includes multiple design courses using the parametric design software Solidworks. Additional disciplines include hydraulics and pneumatics, programmable logic controllers, circuit analysis, chemistry and machining technology to provide students with a range of engineering disciplines.

A fundamental component of engineering is mathematics and physics which helps students understand and solve a wide range of engineering problems and challenges. These courses and others such as English, communications, applied mechanics and chemistry round out our Mechanical Engineering Technology Program.

This program provides students the opportunity to directly transfer into the Mechanical Engineering Technology degree at UNH Manchester. This bachelor of science degree offers students a greater number of engineering opportunities in the field of Mechanical Engineering.

Program Outcomes
Upon the completion of the degree graduates will be able to:

1. Evaluate and apply information technology effectively.
2. Generate engineering drawings that conform to industry standards.
3. Create three-dimensional CAD models and assemblies that meet specific engineering and design criteria.

4. Use three-dimensional CAD models for strength and motion analysis, animation, machining and rapid prototyping processes.
5. Evaluate and specify economical and environmentally friendly manufacturing processes and materials for product development.
6. Produce complete and comprehensive drawing packages as well as understand Engineering Change Order procedures.
7. Develop, design and manufacture a socially responsible industrial product.
8. Demonstrate critical and creative thinking skills to meet design and production deadlines.
9. Perform basic automation programming, fluid power, machining, and electronics related tasks in a production or test environment.

Estimated Cost of Program (Tuition Only)
In-State $16,330
New England Regional $24,495
Out-Of-State $35,855

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
CAD111N	CADD I	3	4	5.00
MTTN101N	Manufacturing Processes	3	0	3.00
ENGL101N	College Composition	4	0	4.00
MATH120N	PreCalculus	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
CAD112N	CADD II	3	4	5.00
MTTN118N	Machining Technology	2	3	3.00
MDTN110N	Automation Programming	1	4	3.00
PHYS130N	Physics I	3	3	4.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
CAD215N	CADDIII	3	6	5.00
ELET131N	Circuit Analysis I	3	3	4.00
ELMT203N	Applied Mechanics I	3	1	3.00
	English/Communications Elective			3
MATH210N	Calculus I	4	0	4.00

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
CHEM130N	General Chemistry I	3	3	4.00
ELMT204N	Fluid Power Design	2	1	2.00
ELMT210N	Applied Mechanics II	2	1	2.00
MTTN201N	Lean and Green Manufacturing Methods	3	0	3.00
	Behavioral Social Science Elective			3
	Humanities/Fine Arts/World Language Elective			3
MDTN285N	Mechanical Design Capstone	3	2	4.00
	Total Credits		71	

Nursing

Nursing

Go to nashuacc.edu/programs for more information.

Program Overview
The Mission of the Department of Nursing at Nashua Community College (NCC) is to provide an inclusive program for students to earn an Associate in Science Degree in Nursing. The program will offer preparation to take the licensing exam (NCLEX-RN) to become Registered Nurses, for employment in entry-level positions in nursing, and for further education and professional development.

The faculty and staff of NCC and its Nursing Program are facilitating the education of the next generation of nurses. Our career-experienced faculty supports the student's development through comprehensive classroom instruction, in-depth scenarios in a state-of-the-art simulation lab, and purposeful clinical placements that integrate theory and practice for optimal learning. In addition to reinforcing ethical, professional, caring, and compassionate behavior, the nursing program prepares students to provide patient care in various healthcare settings. All this is done in a small class size, which allows for personalized attention that larger programs cannot offer. Students who complete the nursing program can apply to the NH Board of Nursing (NHBON) for the National Council Licensing Examination for Registered Nurses (NCLEX-RN). Completion of the nursing program does not guarantee passing the NCLEX Boards.

To provide you with the most current and comprehensive information about our program, prospective nursing students must attend a Nursing Information Session as part of the application requirements. Applicants who attend receive specific nursing application materials and step-by-step submission instructions for applying to the nursing program. Dates and times for information sessions can be found online at [www.nashuacc.edu/ admissions/ information-sessions](www.nashuacc.edu/admissions/information-sessions).

Program Outcomes
End-of-Program Student Learning Outcomes:

Upon completion of the Nursing degree, graduates will be able to:

1. Design safe individualized nursing care for diverse patients, families, and groups by integrating the nursing process, evidence-based practices, and educational principles across the levels of prevention.
2. Plan collaboratively on multidisciplinary healthcare teams to achieve shared goals using teamwork, leadership, and conflict management principles.
3. Integrate assessment data and evidence-based databases to make informed clinical decisions that promote safe and effective patient care
4. Select healthcare system resources and technology to evaluate and improve the quality of nursing care to patients, families, and communities.
5. Identify effective communication with patients and the healthcare teams using written, verbal, nonverbal, and electronic modalities.
6. Model accountability for professional nursing practice that reflects legal, ethical, and regulatory guidelines and lifelong learning.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Program Outcomes

Performance on the NCLEX-RN Exam

	2020	2021	2022	2023	2024
Number of Graduates	12	20	19	16	23
NCC Pass Rate	100%	90%	89%	100%	96%
NH Pass Rate	96%	93%	90%	96%	96%
National Pass Rate*	87%	83%	80%	89%	91%

as published by NCSBN NCLEX Pass Rate Sheets

Program Retention Rate and Employment Rate after graduation

Time Frame	2018/2020	2019/2021	2020/2022	2021/2023	2022/2024
Percent Completed*	80%	76%	71%	63%	73%
Number of Students	12/15	16/21	15/21	12/19	22/30
NH Pass Rate	92%	95%	95%	100%	92%
Number of Students	11/12	19/20	18/19	16/16	22/24

Within 100% of the time of the program's stated length

Admissions Requirements

Applications for the NCC nursing program must be completed and submitted by February 1, 2026 to be considered for acceptance for the Fall 2026 nursing cohort. Applications completed after the deadline will be reviewed for consideration on a space-available basis.

Submission of a completed application is the responsibility of the nursing candidate. Incomplete applications will not be considered.

Candidates must complete the college admission requirements and provide documentation of the following criteria for admission consideration:

- Attendance at a Nursing Information Session.
- Complete and submit an application for the program.
- Complete Anatomy & Physiology I and Introduction to Psychology with a C+ or higher. (Science credits must also be no more than 10 years old with a minimum grade of C+).
- ATI Test of Essential Academic Skills (TEAS)* with a Total Score of 66% or higher.
    - The TEAS test evaluates the academic ability of prospective RN students.
    - Applicants are permitted to take this test three times in a calendar year, no sooner than four weeks between attempts.
    - Test scores are valid for two years.
    - Must be taken within one year before starting the first nursing course, and tests must be taken at Nashua Community College or a Testing Center.
    - See www.atitesting.com for more information about preparing for the test and registering for the TEAS.
- Ability to meet the ASN program's Health, Character, and Technical Standards (please see below).

Applications will be reviewed, and admission decisions will be made by the Vice-President of Student Affairs and the Director of the Department of Nursing.

Selection will be determined by a cumulative point system based on the below criteria:

- ATI Test of Essential Academic Skills (TEAS)* with a Total Score of 66% or higher.
- Successful progression in NCC's Pre-Nursing Pathway.
- Number of nursing-related general education courses.
- Have a history of academic success.
- Is an active LPN, LNA, MNA, CNA, MA, Paramedic, or EMT. (Submit a copy of your license/certificate with your name and expiration date.)

Qualified students not accepted in the initial selection process may be assigned to a prioritized waitlist according to the above criteria. They may be subsequently admitted if an opening becomes available. Applicants still desiring admission must reapply for the next academic year.

The ATI TEAS measures applicants' entry-level academic readiness and predicts success in the first-trimester Nursing course. To receive information regarding the ATI TEAS or to register for a specific exam date, contact ATI at Https://atitesting.com

Clinical Requirements

It is understood that acceptance is conditional upon submission of satisfactory evidence in the form of the following documents no later than four weeks prior to the beginning of the semester.

- All costs associated with pre-entry requirements are the responsibility of the student. Accepted students will be given specific information regarding pre-entry requirements during the nursing orientation.
- Submit a current (within 1 year to beginning first nursing course) physical examination on the NCC Health Form including all required health screening:
  ◦ Two-step TB Skin test (blood test acceptable)
  ◦ MMR (2 doses or positive titer
  ◦ Varicella (2 doses or positive titer.)
  ◦ Hepatitis B (3-doses or positive titer)
  ◦ Tdap (required within 10 years)
  ◦ Influenza vaccine is required yearly or a signed waiver by October.
- Students are responsible for submitting updates to immunizations yearly, i.e., flu and Tdap if needed.
- *Submit documentation of COVID-19 vaccinations or documented medical or religious exemption.
- Possess and maintain personal health insurance. Students are responsible for providing yearly insurance coverage documentation. If insurance information changes during the academic year, students must notify the Nursing Department immediately. For more information, contact the Nursing Department.
- Possess and maintain professional liability insurance is included in the cost of attendance.
- Acquire and maintain certification in cardiopulmonary resuscitation (CPR) at the healthcare provider level (basic life support for healthcare providers from the American Heart Association AHA or Red Cross) that will be valid for the entire two years of the program through graduation.
- Complete a criminal background check (through the college's approved vendor) with satisfactory results. An NH and federal criminal background record is required. Any fees are at the student's expense. A history of felonies or selective misdemeanors may deny entrance into the nursing program. Based on clinical facility requirements, students may be required to perform more than one criminal background check throughout the program. Based on criminal background results, participation in clinical experiences may be restricted or denied. It, therefore, would affect the ability of the student to meet course objectives and complete the program.
- Complete a drug test (through the college's approved vendor), which must be done within two weeks before the first clinical day. The cost is to be incurred by the student. Based on clinical facility requirements, students may be required to perform multiple drug tests throughout the program. Participation in clinical experiences may be restricted or denied based on drug testing results. It, therefore, would affect the ability of the student to meet course objectives and complete the program.
- Individuals with a court record or a criminal conviction may wish to contact the Board(s) of Registration in Nursing in any state where they plan to work for guidelines; a previous record may affect eligibility for RN licensure. The NH Board of Nursing can be reached at 603-271-2323. This will allow the individual to make an informed decision about choosing to pursue nursing education at this time.
- Students will repeat the criminal background check, TB, and drug testing before their senior year.

A note on COVID-19 vaccination: Although the nursing program does not require proof of vaccination for acceptance, many of Nashua Community College's partner healthcare agencies have policies that require students to have received the complete services of COVID-19 with a booster. Some agencies will allow medical and religious exemptions, but others will not. If a student cannot meet clinical requirements due to choosing not to vaccinate, they may not be able to meet clinical and course learning outcomes.

In addition, fees may include but are not limited to:

- Clinical Fees
- Assessment Technologies Institute® (ATI) testing package.
- Uniforms, stethoscope, penlight, watch with a second hand, textbooks, skills lab kit and supplies for lab practice, nursing pins, NCLEX preparation, and licensure.

Please Note:

Degree requirements must be completed within five years of the first nursing course. Completing the program does not guarantee success on the NCLEX-RN; the licensing exam.

Before meeting all program course requirements, the matriculated nursing student may be eligible to apply to the NHBON for licensure after successful completion (defined as achieving a minimum course grade of "C+") of the following course:

Current nursing students may apply for their New Hampshire LNA license after completing NURS125N; the Fundamentals of Nursing. See department chair for further information.

Time Allotment for Program Completion

All nursing courses must be completed within (5) five years of entry into the first nursing course. Students must follow the program of study requirements as published in the College Catalog in the academic year of their acceptance into the ASN Program. In the event of a curriculum change prior to completion and phasing out of previous courses, the student may be required to repeat one or more courses for placement in the new curriculum.

Nursing Readmission Policy

Students who enroll in the associate of science degree in Nursing and withdraw, or do not achieve, the required minimum grade may be eligible for readmission. Readmission requests are evaluated on a case-by-case basis and are contingent upon space availability. A student may be readmitted to the Nursing program only once. Students who have failed a nursing course because of evidence of unsafe practice involving actions or non-actions are not eligible for readmission to the Nursing Program. Readmissions are contingent upon space availability.

The student applying for readmission will be required to meet the curriculum requirements in effect at the time of readmission. To be reconsidered for admission, the student must:

- The student must be able to complete the program of study within five years of beginning the first nursing course.
- Submit a typed, dated email to the Chair of the Nursing Department of his/her desire to re-enter at least by February 1st for Fall semester readmission consideration and October 1st for Spring semester readmission consideration.
  - In the letter, identify the nursing course for which readmission is requested, outline the reason(s) for not being able to continue in the program, and plan for success would readmission be granted.
- Students who have requested readmission consideration will be ranked according to their nursing program course average.

- As space availability is determined, students will be readmitted on their ranking order and notified in writing by the nursing department.
- If reapplication is approved, the following criteria must be met to assess current competency:
  - Complete application for admission
  - Submit any expired required checklist items for the admission process
  - Take the ATI Fundamental Proctored Exam
  - Perform satisfactory skills in the simulation lab as determined by nursing department faculty
  - $\geq$90% on a med math exam
- Failure to complete requirements within the specified timeframe will prevent the student from being readmitted.

Advanced Placement or Transfer

Admission via advanced placement or transfer is extremely limited and, on a space available basis. In addition to the admission requirements listed above (excluding the ATI TEAS), students seeking Advanced placement or Transfers must have completed all prerequisite coursework by examination, challenge, or transfer credit.

Advanced Placement for Licensed Practical Nurses

Licensed Practical Nurses (LPN) may have the opportunity to transfer into the ASN program with advanced standing in the spring semester of the first year on a space-available basis. Applicants must have an active LPN license and complete the National League for Nursing (NLN) Nursing Acceleration Challenge Exam (NACE) I: Foundation of Nursing with a required overall percent score of 74% or better within the past two years to be granted credit. Applicants who complete the NLN NACE exam and are accepted into the program will be awarded 8 credits instead of completing NURS125N: Fundamental Concepts and Skills for Nursing Practice. Applicants must also show documentation of completion of Human Growth and Development and A&P II with a C+ or better and complete a skills assessment within the simulation lab and a math quiz before entering the program in the spring semester. **The deadline for LPN advanced placement applications is:**

- Deadline for Spring - 2027: November 1, 2026

Transfer Students

Transfer students enrolled in a nursing program within the past five years may have the opportunity to transfer into the ASN program at NCC on a space-available basis. Nursing credits must be no more than five years old before beginning the first NCC nursing course. Previous coursework must have a minimum grade of C+ to be accepted for transfer. Science credits must also be no more than five years old and have a minimum grade of C+.

Applicants must also submit a letter of reference from the nursing program director at the previous school. Transfer students must also complete the ATI Proctored Assessment: RN Fundamental Exam with an ATI Proficiency Level II or greater, a skills assessment within the simulation lab, and a math quiz. Transcripts of previous college credits may be submitted and will be evaluated for transferability.

- Deadline for Spring - 2027: November 1, 2026

Criteria for Progression in the Program

The curriculum includes a general education component that supports courses in nursing. Students must earn a minimum grade of C+ in Anatomy and Physiology I and II, and Microbiology (within 10 years of the start of the nursing program). A minimum grade of C+ in Introduction to Psychology, Human Growth and Development Students admitted into the Nursing program must take nursing (NURS) courses in sequence and must achieve a minimum grade of C+ (77%) and a grade of "Pass" in clinical courses to continue in the program. Students who do not meet the criteria for progression may seek

reentry at the point of last success with approval from the Chair of the Nursing department and on a space-available basis. Re-entry is not guaranteed. A student may be granted one opportunity to reenter the program.

NURSING:

Anatomy and Physiology I* and Intro to Psychology, must be submitted by the nursing application deadline.

Proof of successful completion of the science credits with a C+ or higher taken within 10 years of the first nursing course.

Accreditation
The associate degree nursing program at Nashua Community College meets the state education requirements for a Registered Nurse license in the states of New Hampshire, Massachusetts and Maryland. Nashua Community College has not determined if the associate degree nursing program at Nashua Community College meets the state education requirements in any other state, any U.S. Territory, or the District of Columbia. Contact the state regulatory agency for nursing in any other state for which this information is needed.

The associate degree nursing program is approved by the New Hampshire Board of Nursing (NHBON). Upon satisfactory completion of the program, the graduate is eligible to apply to the New Hampshire Board of Nursing (NHBON) and Pearson VUE NCLEX Candidate Services for the National Council Licensing Examination for Registered Nurses (NCLEX-RN). The New Hampshire Board of Nursing's licensing regulations may restrict candidates who have been involved in civil or criminal legal proceedings.

Questions about licensing restrictions should be addressed to the New Hampshire Board of Nursing:

***Email:* customersupport@oplc.nh.gov**

Address: *Office of Professional Licensure & Certification, 7 Eagle Square, Concord, NH 03301.*

The associate degree nursing program at Nashua Community College located in Nashua, NH is accredited by the Accreditation Commission for Education in Nursing (ACEN). Contact:

Address: *3343 Peachtree Rd. NE, Suite 850, Atlanta, GA 30326*

Phone: *(404) 975-5000.*

The most recent accreditation decision made by the ACEN Board of Commissioners for the associate degree nursing program is Continuing Accreditation.

[View the public information disclosed by the ACEN regarding this program](#).

Technical Standards
Technical standards have been established to inform the student of minimum standards to satisfactorily function in the program and ultimately in the profession. The College must ensure that patient(s) of clinical affiliates are not placed in jeopardy by students during learning experiences. Therefore, students in service learning and clinical experiences must demonstrate sufficient emotional stability to withstand the stress, uncertainties, and rapidly changing circumstances that characterize the responsibilities of patient(s). Furthermore, the student is expected to have the emotional stability required to exercise sound judgment, accept direction and guidance from a supervisor or faculty member, and establish rapport and maintain sensitive interpersonal relationships with patients, their families, agency staff, faculty, and peers.

Applicants must be in good physical and mental health to meet program objectives. Technical Standards information is also available in the Technical Standards section of this catalog.

1. Sufficient hearing to assess patient needs, physiological signs, understand instructions, identify emergency signals, assess body functions, and engage in telephone conversation.
2. Sufficient visual acuity to observe patients, manipulate equipment, interpret data, ensure a safe environment, identify color changes, read fine print/ writing, and do fine calibrations.
3. Sufficient speech and language ability to express, comprehend, and exchange information and ideas in English verbally, nonverbally, and in writing, and to interact clearly and logically with patients, family members, physicians, nurses, faculty, peers, and other ancillary medical personnel.
4. Sufficient tactile ability to assess pressure, temperature, position, vibration, and movement.
5. Ability to work with frequent interruptions, to respond appropriately in emergencies or unexpected situations, and to cope with extreme variations in workload and stress levels.
6. Sufficient emotional intelligence to exhibit empathy and compassion, to maintain productive relationships in classroom and clinical settings, and to integrate direction, instruction, and criticism into behavioral changes.
7. Sufficient strength, endurance, and motor coordination to perform the following physical activities: participation in lengthy classroom activities; fine and gross motor skills to carry out procedures; ability to safely and frequently handle, lift, and/ or carry equipment and patients up to thirty pounds; stamina to complete an eight-to-twelve-hour work shift; and ability to perform CPR.
8. Sufficient information technology access and skills to complete assignments according to program standards.
9. Applicants with latex allergies are advised to seek professional medical consultation.

Additional Program Information
College Affiliations

Graduates of the program are encouraged to earn a Bachelor's and/or Master of Science in Nursing. Articulation agreements are maintained with:

- Franklin Pierce University
- Colby College
- UNH College of Professional Studies (Granite State College)
- Rivier University
- Southern New Hampshire University

Students may also identify other programs that meet their specific needs. Students planning to continue their education toward a Bachelor or Master of Science in Nursing should plan their program of study with an academic advisor from the Department of Nursing. Further information can be obtained from the respective programs or the Director of the Department of Nursing.

Estimated Cost of Program (Tuition Only)
In-State $15,870
New England Regional $23,805
Out-Of-State $34,845

Entry to Program

Item #	Title	Class Hours	Lab Hours	Credits
BIOL201N	Anatomy & Physiology I	3	3	4.00
PSYC101N	Introduction to Psychology	3	0	3.00

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00
BIOL202N	Anatomy & Physiology II	3	3	4.00

| PSYC201N | Human Growth & Development | 3 | 0 | 3.00 |
| NURS125N | Fundamental Concepts & Skills for Nursing Practice | 4 | 12 | 8.00 |

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
NURS140N	Nursing Care I: Concepts and Skills	4	12	8.00
BIOL210N	Medical Microbiology	3	3	4.00
	Quantitative Literacy Elective			4

First Year - Summer Semester

Item #	Title	Class Hours	Lab Hours	Credits
NURS230N	Pharmacology for Nursing Practice	3	0	3.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
NURS220N	Nursing Care II: Concepts and Skills	4	15	9.00
	English/Communications Elective			3

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
NURS240N	Management of Nursing Care Across the Lifespan	4	15	9.00
	Humanities/Fine Arts/World Language Elective			3
	Total Credits		69	

Nutrition and Wellness

Nutrition and Wellness

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
Nutrition and Wellness is a two-year associates degree focused on the study of food and how it affects the health, growth, and the overall function of the human body. Students are provided with the knowledge and skills needed to understand the relationship between diet, health, and disease prevention. Students explore topics such as human nutrition, food science, wellness practices, and the role of nutrition in supporting healthy lifestyles across the lifespan.

A degree in Nutrition and Wellness offers students the opportunity to pursue careers in community health, wellness promotion, and food service industries. Graduates may find opportunities working in community health organizations, wellness programs, food service management, or other health-related fields that promote healthy living.

Program Outcomes
Upon the completion of the degree in Nutrition and Wellness, graduates will be able to:

1. Understand, critically assess and know how to use and apply information sources related to nutrition, food, lifestyle and health. Identifying and classifying food and foodstuffs based on their composition, properties, nutritional value and sensory.
2. Understand the basic processes involved in the preparation, transformation and conservation of foods of both animal and vegetable origin.
3. Obtain adequate knowledge and skills necessary for critical thinking regarding diet and health so the individual can make healthy food choices from an increasingly complex food supply.
4. Students will be able to interpret and apply nutrition concepts to evaluate and improve the nutritional health of communities.
5. Become familiar with nutrients, their function in an organism, bioavailability, requirements and recommended quantities, as well as the bases of energetic and nutritional balance.
6. Examine and evaluate the relationship between food and nutrition in health and/or illness while identifying and applying food principles to food and nutrition systems.
7. Design and carry out health status assessment protocols, and identifying nutritional risk factors.
8. Obtain a SERV Safe certification upon completion of the Food Service System: Sanitation course.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Additional Program Information
Students are encouraged to follow the recommended course sequence. Completing courses in order helps build the foundational knowledge and skills needed to successfully progress through the program.

Estimated Cost of Program (Tuition Only)
In-State $14,030
New England Regional $21,045
Out-Of-State $30,805

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
CULA103N	Culinary Art Skills and Development	2	4	4.00
CULA105N	Food Service Systems: Sanitation	2	0	2.00
ENGL101N	College Composition	4	0	4.00
HLTH120N	Nutrition Health and Well Being	3	0	3.00
PSYC101N	Introduction to Psychology	3	0	3.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
BIOL150N	Nutritional Science	3	2	4.00
CULA140N	Nutritional Cuisine	2	4	4.00
ENGL103N	Professional Writing & Presentations	3	0	3.00
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
HLTH105N	Introduction to Public Health	3	0	3.00
HLTH220N	Nutritional Assessment	3	0	3.00
HLTH240N	Nutritional and Allergen Baking	2	4	4.00

Item #	Title	Class Hours	Lab Hours	Credits
PSYC130N	Human Relations	3	0	3.00
	Humanities/Fine Arts/World Language Elective			3

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
BIOL111N	Basic Human Anatomy and Physiology	3	2	4.00
HLTH245N	Managerial Skills in Dietetics	3	0	3.00
HLTH250N	Community Nutrition	2	4	4.00
	Elective in Major for Nutrition and Wellness			3
	Total Credits		61	

Precision Manufacturing

Precision Manufacturing

Go to nashuacc.edu/programs for more information.

Program Overview

At the heart of our mechanized world is the Precision Manufacturing industry requiring skilled technicians to carry out new ideas and plans in the production of all types of manufactured parts. Many of these skilled technicians can earn more than $70,000 a year.

Precision Manufacturing students receive applied training in basic concepts of machine tool processes during the first year.

In the second year, students will receive training in such specialized areas as production machining and Computer Aided Manufacturing (CAM), Computer Numerical Control (CNC) programming, setup and operation.

Employment opportunities include CNC specialists, mold makers, technical support technicians, field service representatives, and general machinists.

Program Outcomes

Upon the completion of the degree in Precision Manufacturing, the graduate will be able to:

1. Analyze and interpret drawings using ANSI Y 14.5M (2009) standards of Geometric Dimensioning and Tolerancing (GDT) to plan, program and produce complex machined parts to specifications using CNC and manual machines.
2. Work collaboratively to produce a quantity of precision assemblies in an accurate and timely fashion, using CAD/ CAM software, writing G and M code programs, planning the project sequence, producing parts within tolerances and inspecting parts for conformance as part of the capstone experience.
3. Use Statistical Process Control, lean manufacturing techniques, ANSI and ISO standards, material safety data sheets, and responsible environmental procedures to safely manage production of machined and fabricated products.
4. Communicate technical and procedural instructions clearly in verbal, written, graphic and electronic formats.

5. Diagnose and solve machining and production problems using technical resources in a logical, systematic fashion.
6. Demonstrate appropriate interpersonal interactions, conscientious work habits, personal effectiveness, professional conduct, organizational skills and creative problem-solving to enhance job acquisition, retention and advancement.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Admissions Requirements
In addition to the general admission requirements, applicants should be aware of the following criteria:

1. A minimum of high school Algebra I is recommended.
2. Good skills in written English are required.
3. Other high school courses such as physics and computer programming are recommended.
4. It is recommended that senior students purchase a basic machinist tool kit.

Accreditation
NIMS accreditation is **the nation's only distinction for excellence in manufacturing training as based on NIMS industry-written, industry-approved standards**. Accredited programs demonstrate the ability to produce skilled, work-ready individuals that fulfill industry's 21st Century workforce needs.

Technical Standards
- Have command of the English language
- Have reading comprehension skills sufficient to read and comprehend manuals and textbooks
- Have communication skills sufficient to prepare required reports
- Be able to understand and follow both written and oral instructions
- Be able to complete requirements for college level classes
- Have sufficient vision to distinguish colors, read scopes, diagnostic equipment, measuring tool, and information from a computer screen (adaptive equipment acceptable)
- Have sufficient hearing to distinguish various sounds and noises (adaptive equipment acceptable)
- Have the ability to stand for extended periods of time and physical strength to lift up to 80 pounds
- Have sufficient dexterity to perform manual skills related to machining
- Be able to work in an environment with elevated levels of sound and exposure to machining fluids
- Have sufficient multitasking skills to operate a sophisticated CNC machine tool or drive a motor vehicle

Estimated Cost of Program (Tuition Only)
In-State $13,800
New England Regional $20,700
Out-Of-State $30,300

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
MTTN101N	Manufacturing Processes	3	0	3.00
MTTN111N	Machine Tool Processes and Theory I	3	9	6.00
ENGL101N	College Composition	4	0	4.00
MATH105N	Technical Mathematics	4	0	4.00

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
MTTN122N	Machine Tool Processes and Theory II	3	9	6.00

Item #	Title	Class Hours	Lab Hours	Credits
CAD131N	Technical Drawing	2	3	3.00
	English/Communications Elective			3

Summer Semester

Item #	Title	Class Hours	Lab Hours	Credits
MTTN123N	Principles of CNC	2	3	3.00
	Behavioral Social Science or Non-Behavioral Social Science Elective			3

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
MTTN231N	Advanced Machine Tool Processes and Theory I	3	9	6.00
MTTN223N	Computer Aided Manufacturing (CAM)	2	3	3.00
	Natural or Physical Science Elective (w lab)			4

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
MTTN232N	Advanced Machine Tool Processes and Theory II: A Capstone Experience	3	9	6.00
MTTN201N	Lean and Green Manufacturing Methods	3	0	3.00
	Humanities/Fine Arts/World Language Elective			3
	Total Credits		60	

Psychology

Psychology

Go to nashuacc.edu/programs for even more details about this and other NCC programs and certificates.

Program Overview
The Associate in Arts Degree in Psychology has been developed to provide the first two years of preparation for a student wishing to complete a bachelor degree with a major in Psychology.

Psychology is the wide-ranging scientific study and exploration of behavior and mental processes. Critical thinking skills such as interpretation, analysis, construction and assessment of material will be emphasized and developed.

Students should be aware that many careers in the field of professional psychology require a master's degree or doctoral degree, depending upon the career path selected.

The courses in this program are designed for students who intend to complete the first two years of a bachelor's degree program at Nashua Community College and then transfer to a four-year college or university to complete the bachelor's degree with a major in psychology. Psychology courses are an excellent complement to any profession or course of training that involves human interaction.

Program Outcomes

Upon the completion of the degree in Psychology, graduates will be able to:

1. Demonstrate familiarity with the major concepts, theoretical perspectives, empirical findings and historical trends in psychology.
2. Understand and apply basic research methods in psychology, including research design, data analysis and interpretation.
3. Understand and apply psychological principles to personal, social and organizational issues.
4. Understand and weigh evidence, tolerate ambiguity, act ethically and reflect other values that are the underpinnings of psychology as a discipline.
5. Develop insight into their own and other's behavior and mental processes and apply effective strategies for self- management and self-improvement.

In addition, the graduate will be able to demonstrate competency in the general education outcomes.

Additional Program Information

Students are encouraged to work closely with their academic advisor while at NCC. An early decision by a student as to which four-year college/university he/she plans to transfer will make the advising process more effective.

A minimum of 60 credits must be earned in the required categories to complete the program of studies. A minimum of 15 credits must be earned at Nashua Community College, and 8 of those 15 credits must be earned in courses at the 200 level.

First Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
ENGL101N	College Composition	4	0	4.00
MATH106N	Statistics I: An Introduction to Statistical Reasoning	4	0	4.00
PSYC101N	Introduction to Psychology	3	0	3.00
	Humanities/Fine Arts Elective			3
	Non-Behavioral Social Science Elective			3

First Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
MATH206N	Statistics II	4	0	4.00
PSYC201N	Human Growth & Development	3	0	3.00
PSYC220N	Research Methods	3	0	3.00
	English/Communications Elective			3
	Humanities/Fine Arts/World Language Elective			3

Second Year - Fall Semester

Item #	Title	Class Hours	Lab Hours	Credits
BIOL105N	Biology in Focus: Cellular Basis of Life	3	3	4.00
PSYC210N	Abnormal Psychology	3	0	3.00
	Psychology Elective			3
	Behavioral Social Science Elective			3
	Humanities/Fine Arts/World Language Elective			3

Second Year - Spring Semester

Item #	Title	Class Hours	Lab Hours	Credits
PSYC207N	Social Psychology	3	0	3.00
PSYC290N	Psychology Internship: A Capstone Experience	1	8	3.00
	Psychology Elective			3
	Natural or Physical Science Elective			3-4
	Total Credits		61-62	

Courses

Accounting

ACCT101N: Financial Accounting I

This course provides a foundation for a thorough understanding of basic accounting procedures and principles through the study of the accounting cycle and financial statements. Additionally, current assets, cash and receivables will be studied. The use of computers in accounting is introduced.
Class Hours 4
Lab Hours 0
Credits 4

ACCT102N: Financial Accounting II

This course is a continuation of ACCT101N. Current and long-term assets are studied along with liabilities and owner's equity items. Accounting for corporations and bonds are also discussed. The course concludes with preparation of the Statement of Cash Flows and financial statement analysis.
Class Hours 4
Lab Hours 0
Credits 4
Prerequisite Courses
ACCT101N

ACCT201N: Intermediate Accounting I

A study of the development of accounting begins this course. A review of the fundamental processes of accounting precedes a detailed study of the financial statements and assets on the balance sheet. Debt and equity financing is also discussed.
Class Hours 4
Lab Hours 0
Credits 4
Prerequisite Courses
ACCT102N

ACCT202N: Intermediate Accounting II

This course is a continuation of ACCT201N. Topics include long term assets, leases, and pensions. An in-depth look at financial reporting issues will complete the course. This course contains a service-learning option.
Class Hours 4
Lab Hours 0
Credits 4
Prerequisite Courses
ACCT201N

ACCT206N: Cost Accounting

A study of the basic concepts and procedures of cost accounting and their application to the job order and process cost systems and to standard costs.
Class Hours 4
Lab Hours 0
Credits 4
Prerequisite Courses
ACCT102N

ACCT210N: Managerial Accounting

Financial accounting information is used in planning, evaluating, and controlling business operations. Topics include product costing, cost behavior, cost-volume-profit analysis, budgeting, performance evaluation, and capital investment analysis.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
ACCT102N

ACCT214N: Accounting Information Systems: Accounting Program Capstone Course

The utilization of a computerized accounting system for the effective control and audit of service and merchandising businesses. Advanced techniques of customizing and designing forms and importing and exporting data will be introduced.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
ACCT201N

ACCT290N: Accounting Internship

An internship program in Accounting is a hands-on learning experience at a for-profit or not-for-profit organization which allows the student to practice competencies and skills learned in the classroom under the direct supervision of an on-site internship supervisor.
Class Hours 1
Lab Hours 8
Credits 3
Prerequisites
Completion of all catalog-listed courses for the first three semesters in a business student's respective program of study.

Anthropology

ANTH105N: Ethnography of Work

In this course, students will use social science research methods to learn about workplace culture and investigate potential career pathways. In conducting their research, students will use a variety of anthropological methods and techniques to evaluate the myths and stereotypes about work while gaining insight into how and why work matters to those choosing particular careers. The culture of work is examined in the context of contemporary dynamics of disruption, uncertainty, innovation, and diversity. Assignments encourage students to draw connections between the self and work so they are prepared to make informed decisions about majors and for those who have chosen the Exploratory Liberal Arts Program. This course is a requirement for all students in the First Year Program who have not yet selected a major.
Class Hours 3
Lab Hours 0
Credits 3

ANTH108N: Introduction to Archaeology

The course offers an exploration of the basic theories, methods, and principles of prehistoric and historical archaeology in the Old and New Worlds. The course will introduce students to methods used by archaeologists to reconstruct ancient societies, interpret their finds, and explain how and why societies evolve.
Class Hours 3
Lab Hours 0
Credits 3

ANTH110N: Cultural Anthropology

Cultural anthropology is a discipline that seeks to understand the human experience through social-scientific investigations of cultures around the world. This course offers tools for making sense of the experiences of diverse people whose lives are different from the student's own life, as well as putting the student's familiar worlds into new perspectives.
Class Hours 3
Lab Hours 0
Credits 3

ANTH250N: Indigenous Culture

This course provides an understanding of the culture and society of the indigenous people of a specific region (North America, Central America, East Asia, Africa, etc.) by examining the formation of cultural identities, religions and lifeways, political economies, geographic features, cultural artifacts, and social and artistic systems. Both historical and modern indigenous experiences as well as environmental factors will be addressed.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
Prerequisites: ENGL101N or ENGL110N and one Anthropology or Sociology course, or permission of instructor.
Notes
This course will count as an Honors Course, with any additional expectations stipulated at the outset of the class.

ANTH260N: Special Topics in Anthropology

This course provides students with an opportunity to learn about an area not covered by existing courses in the social science curriculum. While the topics may vary from semester to semester depending on faculty and student interest, this course emphasizes a core set of essential skills common to all anthropology courses at Nashua Community College. A course description will be made available prior to the start of registration.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N, and SOCI101N or ANTH110N

Art

ARTS101N: Introduction to Drawing

This course combines an appreciation of drawings by a number of artists with an exploration of drawing using various materials and media. Students will study several drawing materials, themes, and styles. In that way, they may gain the ability to self-evaluate their own drawings and the drawings of others according to basic principles of design, technique, and style. In addition to tuition and fees for the course, students will be expected to purchase up to $50 of drawing materials and papers for the course.
Class Hours 3
Lab Hours 0
Credits 3

ARTS111N: Photography & Digital Imaging I

This course covers the technical and artistic aspects of photography and digital imaging. Topics include camera operation, exposure, composition, and lighting with emphasis on the technical and artistic sides of photography. Through assignments in photographing nature, scenery, people, sports, and existing light and through the study of the styles of many renowned photographers, students will begin to develop their artistic sense and photographic vision. The lab component will use photo editing software to manipulate and composite images. Students must have access to a camera with manual settings for apertures and shutter speeds.
Class Hours 2
Lab Hours 2
Credits 3
Notes
NCC has a limited number of cameras that students may borrow for the semester. Contact the Arts, Humanities, Communications, and Design Department Chair to borrow a camera.

ARTS120N: Introduction to Graphic Design

This introductory course covers the technical and artistic aspects of graphic design and its purpose as a tool for marketing and disseminating information to the public. Topics include: Elements of creative design, visual communication, type, composition, color formats, requirements for print and web, and using Photoshop or another photo editing software as a designing tool, and emphasis on both the technical and artistic sides of graphic design. Through assignments both in studying successful professional graphic design and creating ads, brochures, posters etc., preparing designs for print and web, utilizing images and text as well as creating designs from a blank file, students will start to develop a logical sense of how to use image, color, form and text to achieve the desired level of clear and effective communication of a message. This course requires reading, research, and has a lab component working with Photoshop.
Class Hours 2
Lab Hours 2
Credits 3

ARTS200N: Drawing II: Developing a Personal Approach to Drawing

This course will encourage students to explore different stylistic approaches and materials in drawing in order to encourage them to expand their understanding of the drawing process. Mixed media and experimental techniques including dry and fluid mediums will be experimented with in relation to different themes. Some studies of the human form will be included. In addition to tuition and fees for the course, students will be expected to purchase up to $50 of drawing material and papers.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ARTS101N (minimum grade of B) or Permission of Instructor and student portfolio.

Automotive

AUTO106N: Internal Combustion Engine

This course examines 2 and 4 stroke engines, their operating systems, and related physical properties. Principles from basic carburation to variable cam timing, forced induction and performance parts are covered. The lab element of this course exposes the students to the construction methods, precision measurements, and tolerances related to engine design. It also covers basic diagnostics of a 4 stroke engine.
Class Hours 2
Lab Hours 3
Credits 3

AUTO113N: Automotive Electricity & Wiring

This course will cover the theory of automotive electrical systems and the diagnosis and troubleshooting of these systems. Wiring procedures, reading wiring diagrams, and repair techniques for electrical harness and components.
Class Hours 2
Lab Hours 4
Credits 4

AUTO114N: Automotive Suspension & Steering

An introduction to automotive suspension systems, four-wheel alignment, wheel balancing and Road force. The lecture covers topics from basic components, Dynamic suspension systems, performance dampers and alignment angles. The lab includes the diagnostics and repair of steering and suspension components, wheel alignments and wheel and tire service.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisites
AUTO121N
Notes
A student must earn a 'C' or better to achieve a passing grade in this course.

AUTO121N: Automotive Service & Maintenance

The study and development of skills in automotive maintenance and preventive maintenance procedures such as engine lubrication, exhaust systems, cooling systems, tire rotation and balance, NH state motor vehicle inspection procedures, engine drive belt, thread repair and Oxy/acetylene torches. A student must earn a 'C' or better to achieve a passing grade in this course. This course contains a service learning opportunity.
Class Hours 2
Lab Hours 4
Credits 4
Notes
A student must earn a 'C' or better to achieve a passing grade in this course.

AUTO122N: Automotive Brake Systems

A student must earn a 'C' or better to achieve a passing grade in this course.

The study of braking systems with an emphasis on the diagnosis and repair of hydraulic systems of disc and drum brakes, the machining of rotors brake drums, brake line fabrication, ABS and stability control. Due to the safety and nature of this course, students must earn a minimum grade of a 'C' to continue.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisites
AUTO113N, AUTO121N.

AUTO133N: Automotive Intermediate Electrical Systems

This course is designed to give students a better understanding of the theory, operation, diagnosis and repair procedures that are utilized in automotive electrical systems. The topics will include starting and charging systems, scan tool usage, ADAS systems shorts, ground and resistance problems, parasitic draw and restraint systems including airbags.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisite Courses
AUTO113N

AUTO190N: Automotive Technology Co-Op

A student must earn a 'C' or better to achieve a passing grade in this course.

Automotive Technology Co-Op is designed to place students into a shop environment after successful completion of all first-year courses. Students will be assigned work tasks to reinforce the skills learned in their courses at NCC. These tasks will range from oil and filter services to four-wheel alignments, steering component replacement, brake services and check engine diagnosis under the supervision of a senior technician. Students will complete a minimum of 20 hours per week or 200-hours total in the Co-op. Students must bring their tool kit to the Co-Op location. Grades will come from a combination of performance evaluations, input from the onsite supervisor, and co-op coordinator. Students will be responsible for completing a journal that will document their hours worked, assigned workload, and overall shop experience. This course will be designated as a Pass/Fail course. Periodic Co-Op visits will be performed by the assigned instructor to monitor student progress.
Class Hours 0
Lab Hours 12
Credits 2
Prerequisites
AUTO121N, AUTO114N, AUTO122N and a CGPA of 2.0

AUTO205N: Automotive Advanced Electrical and Electronics

This course is designed to give students a better understanding of the theory, operation, diagnosis and repair practices that are utilized in automotive advanced electrical systems. The topics will include, computer controlled systems, electric motor circuits, computer communication systems, body computers, multiplexing, keyless entry, hybrid and electric vehicle systems.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisites
 AUTO121N, AUTO133N

AUTO210N: Automotive Engine Performance I

Theory of operation and diagnosis of the intake and exhaust systems, computerized fuel delivery systems and ignition systems are covered. Testing of these systems with OBDII interfaces and the use of various pressure gauges, lab scopes and multi-meter will be covered in lab.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisites
AUTO121N, AUTO133N or permission of the program coordinator.

AUTO215N: Automotive Engine Performance II

This course is an advanced in-depth study of the engine computer management system and the various engine emission and fuel evaporation systems required to meet Federal emission and economy standards. The course will include an in-depth study and use of test equipment and scan tool operations necessary to diagnose and repair engine performance malfunctions related to the ignition, fuel and emission controls.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisites
AUTO205N, AUTO210N

AUTO221N: Automotive Heating & Air Conditioning

The theory and operation of automotive heating, ventilation and air conditioning systems will be covered including safety, maintenance, adjustment, diagnosis and repair. Automatic climate control systems, air conditioning component repair and replacement procedures, and refrigerant safety, recovery, recycling and recharge will be covered.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisite or Corequisite
PHYS101N
Prerequisites
AUTO121N, AUTO205N

AUTO226N: Automotive Transmissions and Drivelines

This course is designed to introduce students to the basic principles employed in the construction, operation and diagnosis of the various components and systems involved in the Transmissions (manual, automatic, cvt and hybrid) of current automotive vehicle. Topics for this course include cover clutches, transmissions/transaxles, both front and rear wheel drive train components including drive shafts, axles and differentials. Four-wheel drive and all-wheel drive systems are discussed as well. Prerequisite: Successful completion of all first year classes or permission of the program coordinator.
Class Hours 2
Lab Hours 6
Credits 4
Prerequisites
Successful completion of all first year classes or permission of program coordinator.

AUTO228N: Automotive Engine Repair: A Capstone Course

This course is designed to give students a better understanding of current practices involved in the diagnosis, disassembly, cleaning, repair and reassembly of today's modern engines. Topics for this course will include engine diagnostic procedures, engine removal practices, proper teardown, cleaning and inspection processes, best practices for component repair/replacement, reassembly and engine reinstallation. There will also be discussion about engine design, performance modifications and specifics regarding certain engine features that are manufacturer specific. There is also a Capstone Assignment that is part of this course.
Class Hours 2
Lab Hours 6
Credits 4
Prerequisites
Successful completion of all automotive coursework or permission of program coordinator.

Aviation

AVTN110N: Introduction to Aeronautical Science

An introductory course in aeronautical sciences that provides students an orientation in aviation topics appropriate to Aviation degree programs (Maintenance, Air Traffic Control and Aeronautics). Subjects include: the aviation profession, the science of flight, safety, security, and human factors; aviation resources; the aviation environment; and meteorology. Additionally, this course is a study of selection and use of FAA technical and legal publications in order to perform the duties of an aircraft maintenance technician in accordance with the FAA Airman Certification (FAA-S-ACS-1) General requirements H, J and L.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite or Corequisite
ENGL101N or ENGL110N.

AVTN115N: General Module

This course is a study of the basic information on principles, fundamentals, and technical procedures in the subject matter areas common to both the airframe and powerplant ratings. Information on mathematics, aircraft drawings, weight and balance, aircraft materials, processes and tools, physics, electricity, inspection, ground operations, and FAA regulations governing the certification and work of aviation maintenance technicians. Emphasis is on theory and methods of application, knowledge and awareness of ethics, professionalism, and human factors in the field.
Class Hours 7
Lab Hours 9
Credits 10

AVTN120N: Fundamentals of Air Traffic Control

This course is an introduction to the federal air traffic control, airspace and airway structures, and fundamental ATC concepts, skills, techniques, and procedures. The course is intended to allow students to explore air traffic control as a professional option and to provide a foundation for further ATC education. ATC simulation exercises will focus on exposing the student to an understanding and appreciation for ATC fundamentals through simple exercises of realistic air traffic scenarios. On-site visits to air traffic facilities may provide the student with an understanding of the air traffic environment, relationships and interaction among air traffic facilities, and pilot/controller relationships. This course is open primary to ATC students and is a helpful elective for Aviation Management majors.
Class Hours 8
Lab Hours 0
Credits 8
Corequisites
ENGL101N or ENGL110N

AVTN121N: Airspace and Air Traffic Systems

This is an in-depth exploration of the functions and responsibilities of the ATC specialist in the radar environment. The student will master the fundamentals of airspace and air traffic management; including general control terms and definitions, basic ATC procedures and standards, proper communications phraseology and the use of clearances, and explicit instructions for heading, altitude and airspeed to maintain air traffic flow while preserving separation standards. Emphasis is on developing and maintaining a faithful cognitive model of the air traffic situation using pictorial and simulated radar presentations. Lab included.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisite Courses
AVTN120N

AVTN125N: Airframe Module 1

This is a course of study on airframe construction features, aerodynamics assembly and rigging, fabric covering, structural repairs, and aircraft welding, wood and structural repair, advanced composite materials, painting and finishing and aircraft electrical system. The course also contains an explanation of the units that make up the various airframe systems. Because there are so many different types of aircraft in use today the course will be supplemented by reference and usage of FAA, manufacturer's manuals or other textbooks as more detail is desired.
Class Hours 8
Lab Hours 12
Credits 12
Prerequisites
A grade of 'C-' or better in AVTN115N.

AVTN205N: Powerplant Module 1

This is a course of study on the explanation of the units that make up each of the systems that bring fuel, air, and ignition together in an aircraft engine for combustion. Topics include, aircraft engines, engine fuel and fuel metering systems, induction and exhaust systems, engine ignition, and electrical systems, engine starting systems. It also contains information on engine construction features, lubrication systems, exhaust systems, cooling systems, cylinder removal and replacement, compression checks, and valve adjustments. Course will be supplemented by reference and usage of FAA, manufacturer's manuals or other textbooks as more detail is desired.
Class Hours 7
Lab Hours 12
Credits 11
Prerequisites
A grade of 'C-' or better in AVTN115N.

AVTN215N: Airframe Module 2

This is a course of study on hydraulic and pneumatic systems, landing gear systems, fuel systems, ice and rain protection, cabin environmental control systems, and fire protection systems. The course also contains an explanation of the units that make up the various airframe systems. Because there are so many different types of aircraft in use today the course will be supplemented by reference and usage of FAA, manufacturer's manuals or other textbooks as more detail is desired. Systems that closely parallel each other such as fire protection systems and electrical systems contain some material which is also duplicated in the Powerplant modules.
Class Hours 8
Lab Hours 15
Credits 13
Prerequisites
A grade of 'C-' or better in AVTN125N.

AVTN225N: Powerplant Module 2

This is a course of study on engine lubrication and cooling systems, propellers, turbine and turboprop engines, engine removal and replacement, engine fire protection systems, engine maintenance and operation, light sport aircraft engines. Because there are so many different types of engines in use today the course will be supplemented by reference and usage of FAA, manufacturer's manuals or other textbooks as more detail is desired.
Class Hours 8
Lab Hours 15
Credits 13
Prerequisites
A grade of 'C-' or better in AVTN205N.

AVTN240N: ATC Tower Operations

This course continues the exploration of the functions and responsibilities of the ATC tower specialist exploring the impacts of the specific operating environment, including terminal (VFR tower and TRACON), en route, and planned advanced automation environments. The student will practice the application of airspace and air traffic management skills, methods, and procedures to the terminal environment; the functional operating requirements of each environment (including representative airspace, traffic mix, equipment, and scenarios); and effective communication and coordination between positions/facilities and participating flight crews. Sustained emphasis is on maintaining a faithful cognitive model of the air traffic situation. Lab includes observation of "live traffic," and simulated radar presentations and automated functions.
Class Hours 3
Lab Hours 6
Credits 5
Prerequisite Courses
AVTN121N

AVTN242N: Human Factors in Aviation

This course presents an overview of the importance of the human role in all aspects of the aviation and aerospace industries. Emphasis is on issues, problems, and solutions of unsafe acts, attitudes, errors, and deliberate actions attributed to human behavior and the roles supervisors and management personnel play in these actions. Students examine the human limitations in the light of human engineering, human reliability, stress, medical standards, drug abuse, and human physiology. Discussions include human behavior as it relates to the aviator's adaptation to the flight environment, as well as the entire aviation/ aerospace industry's role in meeting the aviator's unique needs.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite or Corequisite
ENGL101N or ENGL110N.

AVTN243N: Aviation Legislation

This course examines the evolution of federal civil aviation regulations in the United States. Students will examine the past and present problems prompting regulation of the industry, the resultant safety, legislation, airport development, funding legislation and international aviation legislation.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite or Corequisite
ENGL101N or ENGL110N.

AVTN245N: Aviation Safety

This course covers all facets for an aviation safety program including both flying safety and safety of ground operation. Major problem areas in aviation safety, safety program evaluation, and impact of accidents on industry are covered. Focus is on human factors, basic accident prevention programs, and the roles of various government and industry organizations have in preventing accidents. Prerequisite: ENGL101N or ENGL110N.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

AVTN250N: Air Transportation System

A study of air transportation as part of a global, multimodal transportation system. The course reviews the evolution of the technological, social, environmental, and political aspects of this system since its inception at the beginning of the previous century. The long-term and short-term effects of US economic deregulation, energy shortages, governmental restraints, national and international issues, and international terrorism are examined. Passenger and cargo transportation, as well as military and private aircraft modes, are studied in relation to ever-changing transportation requirements.
Class Hours 6
Lab Hours 0
Credits 6
Prerequisites
ENGL101N or ENGL110N.

AVTN255N: ATC Advanced Tower Operations

This course continues the exploration of the functions and responsibilities of the ATC Tower specialist. This course will also investigate the concepts, tools and methods of "Crew Resource Management" as adapted for and applied to air traffic control settings, including: using ATC information to develop and maintain a highly faithful cognitive model of the air traffic situation (situational awareness) as a basis for controller action; developing, implementing and monitoring effective air traffic management strategies; effective resource management; and effective communication and interaction among the controller "team" and between the controller and participating crews.
Class Hours 1
Lab Hours 8
Credits 4
Prerequisite Courses
AVTN240N

Biology

BIOL0201N: Co-Requisite Workshop for Anatomy & Physiology I

The purpose of this workshop is to provide students identified as needing more support with understanding fundamental concepts found in biology and chemistry courses, the opportunity to have guided review of concepts in light of the current A&P course material. This Co-Requisite Workshop runs concurrently with the course to increase student understanding and ability to processes the science behind these complex physiological functions. The first day of class, students are required to take an entrance exam to determine if they would benefit from this extra two hours of support.
Co-Requisite Courses
BIOL201N

BIOL101N: Germs 101

This General Education science course introduces students to the fascinating, invisible. Microbial world we live in. Through a variety of hands-on projects, students will garner understanding of the importance of Microbes to life on Earth. Students will learn to see microbes as organisms, both harmful and beneficial. This course does not meet the requirements of Microbiology for the Nursing Program nor for Biology majors.
Class Hours 3
Lab Hours 2
Credits 4

BIOL105N: Biology in Focus: Cellular Basis of Life

This course introduces fundamental biological concepts with an emphasis on cellular structure and function, metabolism, genetics, and the flow of biological information. Students examine how key biological processes support life and contribute to genetic continuity and variation. Through hands-on laboratory activities, students develop foundational scientific skills, including the use of laboratory equipment, data analysis, and application of the scientific method. The course emphasizes biological literacy and the relevance of biology to real-world contexts. This course fulfills a General Education Core Requirement: Science. *Biology majors should take BIOL107N for increased transfer options.*
Class Hours 3
Lab Hours 3
Credits 4
Notes
Biology Majors should take BIOL107N for increased transfer options.

BIOL106N: Biology in Focus: Exploring Biodiversity

This course provides students the opportunity to develop critical thinking utilizing current ecological topics. An integrated lecture-lab experience that introduces the basic principles of evolution, biological diversity of living things, population and community ecology, and conservation biology. This course is equivalent to a college-paced Advanced Placement Biology course. This course is equivalent to a college-paced Advanced Placement Biology course. Not a Biology Majors course.
Credits 4

BIOL107N: Principles of Biology: Molecular and Cellular

Introduces topics in more depth than BIOL105N, faster pace, higher expectation of application through projected-based learning environment to implement new methodology and critical thinking in and out of the laboratory. Topics covered include the chemical and physical basis of life, biochemistry, cell structure and function, genetics with emphasis on replication, transcription, expression, structure as it links to function at cellular, individual, population, and community levels of organization and evolution. This course is designed for students pursuing careers in biological sciences, biotechnology or areas related to medicine or biomedical research.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisites
Successful completion (C or higher) of high school Biology and Chemistry or be able to pass a biology entrance exam with C- or better.

BIOL108N: Principles of Biology: Diversity, Evolution and Ecosystems

This biology majors course introduces topics in more depth than BIOL106N, faster pace, and is an integrated lecture-lab experience that introduces the basic scientific principles of evolution; biological diversity of living things; population and community ecology; and conservation biology. This course provides students the opportunity to develop critical thinking utilizing current ecological topics and project-based laboratory experiences.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisites
Successful completion (C or higher) of high school Biology and Chemistry within the past five years or be able to pass a program biology entrance exam.

BIOL111N: Basic Human Anatomy and Physiology

An introductory course centering on the structure and function of the human body with a concentration on normal anatomy with emphasis on system functions and interrelations between systems. This course is for the beginning student. A series of laboratory experiences are included to provide practical support for concepts presented in lecture.

Class Hours 3
Lab Hours 2
Credits 4
Prerequisites
BIOL105N or BIOL107N is recommended, but not required.

BIOL115N: Nutrition

This survey course covers basic facts and principles of nutrition. The course is designed for anyone interested in nutrition and how it relates to overall health and wellness. The course examines what role the nutrients serve in the body, their sources, and how the body absorbs and utilizes them. Other topics covered include energy balance, weight management, fitness, and nutrition throughout the life cycle.

Class Hours 3
Lab Hours 0
Credits 3

BIOL150N: Nutritional Science

Examines the scientific principles of human nutrition to promote health and well-being. This course aims to provide students with an understanding of the science behind nutrition, exploring the intricate relationships between food, health, and the human body. Students will cover essential topics in nutrition science, including macronutrients and micronutrients, energy metabolism, digestion, absorption, and the physiological impact on various body systems.

Class Hours 3
Lab Hours 2
Credits 4

BIOL201N: Anatomy & Physiology I

This course introduces the chemical, cellular, tissue, and organ-level organization of the human body, emphasizing the relationship between structure and physiological function. Students explore major body systems—including integumentary, skeletal, muscular, and nervous—focusing on how system components interact to maintain homeostasis. Hands-on laboratory experiences reinforce lecture topics through microscopy, anatomical identification, physiological experiments, and dissection of appropriate specimens, developing practical skills and scientific literacy. Prerequisite: Placement into college-level English and math; and a C or better in: high school biology, or BIOL105N; and high school chemistry, or CHEM110N or with permission from Program Coordinator.

Class Hours 3
Lab Hours 3
Credits 4
Prerequisites
Placement into college-level English, math and science; and 'C' or better in: high school biology or BIOL105N; and high school chemistry or CHEM110N within last five years, or with permission from the Program Coordinator.
Notes
Proof of successful completion with a C+ or higher and taken within five years of the first nursing course. Anatomy and Physiology I and Intro to Psychology, must be submitted by the nursing application deadline date.

BIOL202N: Anatomy & Physiology II

This course is a continuation of Anatomy and Physiology I, emphasizing the integrated physiology of human organ systems and their roles in maintaining homeostasis. Students examine endocrine, cardiovascular, lymphatic/immune, respiratory, digestive, urinary, and reproductive systems, with attention to regulatory mechanisms, system interactions, and physiological consequences of disruption. Laboratory and hands-on experiences reinforce lecture concepts through anatomical identification, physiological experiments, data analysis, computer-assisted activities, and dissection of appropriate specimens. Prerequisite: BIOL201N.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisite Courses
BIOL201N

BIOL205N: Pathophysiology

This pathophysiology course will discuss many current health issues at the depth of the cell. This course is designed to provide the student with an understanding of the various cellular mechanisms by which human diseases develop which includes autoimmunity, infection, a survey of common disorders involving each of the major body systems. Students should have a solid background in cell biology before taking this course. This course fulfills an Advanced Biology Topic for Biology majors.
Credits 3
Prerequisites
BIOL107N or BIOL202N with a grade of 'C' or better or permission from Program Coordinator.

BIOL207N: Immunology

This upper level introductory Immunology course will discuss many current health immunology-related issues at the depth of the cellular mechanisms. This course is designed to provide the student with an understanding of the various cellular mechanisms by which human/murine models have developed to provide normal protection; includes a survey of disorders including infections, autoimmunity and developing carcinomas. This course fulfills the Advanced Biology Topic for Biology majors.
Credits 3
Prerequisites
BIOL210N/215N or BIOL202N with a grade of 'C' or better or permission of the Program Coordinator.

BIOL210N: Medical Microbiology

This course examines microorganisms that cause human disease, emphasizing their structure, growth, pathogenic mechanisms, and roles in infection. Organized by body system, the course focuses on the identification, transmission, prevention, and control of infectious diseases relevant to clinical and healthcare settings. Students develop foundational laboratory skills in microbiology and apply course concepts through analysis of clinical-style case studies, supporting informed decision-making in health professions.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisites
BIOL105N or BIOL107N or BIOL201N with a grade of 'C' or better.
Notes
This course does not meet the requirements for Biology majors.

BIOL215N: Microbiology

This is a comprehensive study of the principles of microbiology. A brief survey of the history of the science and evolutionary taxonomy is given. Emphasis is placed on understanding the variety and differences among microbes, their metabolism, genetics, and their relationships as pathogens or probiotics to humans and activity in the environment. Also covered are molecular biology technologies, including genetic engineering, gene therapy, PCR genomics, and cloning. Laboratory study accompanies this course requiring successful completion of topic supportive exercises and of completing an unknown project where a mixed culture is given to each student for isolation and identification as partial requirement of the course. This course fulfills Biology major requirements.

Class Hours 3
Lab Hours 3
Credits 4
Prerequisites
ENGL101N or ENGL110N, CHEM110N or CHEM130N, and BIOL105N, BIOL107N or BIOL201N or approval of Program Coordinator.

BIOL220N: Ecology

The course covers factors that influence the distribution of organisms; populations and species interactions, such competition and predation; communities, their structure, dynamics, and the flow of energy; and ecosystems, their structure and dynamics, and particularly the effects of changing climate. Also covered are the role of evolution and human impact, including effects of harvesting, pesticides, invasive species, and restoration ecology. This one-semester course is geared toward preparing students for upper division courses in biology and related fields. Laboratory investigation will involve some field-study techniques and support topics discussed in class.

Class Hours 3
Lab Hours 3
Credits 4
Prerequisites
ENGL101N/110N and BIOL108N.

BIOL230N: Genetics

UNH Transfer Preference

This course covers chemical structure of genetic material, Mendelism, gene recombination, and chromosome mapping, mutation, gene expression and regulation, and recombinant DNA. Quantitative inheritance and population genetics utilizing bioinformatics for class project. Laboratory: Hands-on experience with some of the important organisms used for research in genetics (Drosophila, E coli, yeast, C. elegans, and plants). Investigation of fundamental genetic concepts in the laboratory, experience with transmission and molecular genetic techniques, introduction to bioinformatics, and analysis and interpretation of data.

Class Hours 3
Lab Hours 3
Credits 4
Prerequisites
ENGL101N/110N, CHEM110N/131N, BIOL105N/107N and MATH106N or approval of coordinator.

BIOL270N: Advanced Topics in Biology

UNH Transfer Preference

BIOL205N, BIOL207N and BIOL202N will satisfy this requirement

Advanced Topics in Biology will rotate through different upper-level science courses per semester, and may include endocrinology, biochemistry, molecular biology, cellular biology, or other topics. This course is designed to increase students' scientific knowledge, hone organizational techniques, advance analytical reasoning and enhance critical thinking skills. Students will have the opportunity to apply basic theories and skills learned in their previous science courses to collect data from scientific databases, assess quality of the cited research, and design analytic rubrics while learning the more in-depth language and content of an upper-level course. In addition to classroom instruction, students will work individually under the supervising faculty member to synthesize information from various current sources with their theoretical knowledge into a final project paper. Laboratory experiences may be added to increase student understanding of the scientific techniques being used in current literature. Students may be asked to present their research to the college community. Laboratory: Any laboratory experience will be project-based and not research based. Emphasis will be on development of technical skills, understanding results from new techniques and applying previous knowledge to problem-solving.
Class Hours 3
Lab Hours 2
Max Lab Hours -3
Credits 3
- **Max Credits** 4
Prerequisites
BIOL108N or BIOL230N and CHEM130N.

Business

BUS101N: Introduction to Business

This is an introductory course designed to survey the functions of business, while exploring current trends and learning about business opportunities. Topical discussions will include, but will not be limited to the environment in which businesses operate, business structures, business ownership models, industry competitiveness, and resource utilization.
Class Hours 3
Lab Hours 0
Credits 3

BUS104N: Principles of Marketing

This course places an emphasis on the four P's of marketing: Product, price, promotion, and place (distribution). In-depth analysis of consumer versus business customers, products, pricing strategies, consumer behavior, advertising, promotion, personal selling, and distribution channels are offered. Marketing strategic planning and marketing research are covered as well.
Class Hours 3
Lab Hours 0
Credits 3

BUS110N: Principles of Management

This is a survey course designed to expose the student to nature of the organizational environment and the major activities performed by its managers. The course is organized around the functions of management: planning, organizing, leading, and controlling; thus making it possible for students to use the techniques of management in a systematic way. Case studies are used to apply the principles of management to hypothetical business situations.
Class Hours 3
Lab Hours 0
Credits 3

BUS119N: Software Applications

Students will learn basic applications of end-user productivity software, this includes word processing, spreadsheet, presentation and relational database software. This is Microsoft Office Windows platform based course.

Class Hours 2
Lab Hours 2
Credits 3

BUS120N: Introduction to Financial Management

This course introduces the fundamentals of financial decision-making. The coursework provides a solid foundation for calculating risks and returns and assessing financial information to optimize investments. Key concepts and applications include time value of money, risk-return tradeoff, retirement savings, mortgage financing, auto leasing, asset valuation, capital budgeting, financial forecasting, and other important financial concepts. The concepts are applied to a variety of real-world situations spanning both the personal and corporate decision-making processes. The course incorporates the use of spreadsheets.
Class Hours 3
Lab Hours 0
Credits 3

BUS201N: Human Resources Management

The purpose of the course is to familiarize the student with the scope and content of the human resource management function. Through case analyses and lectures, this course studies the relationship between employees and human resource managers in employment planning, staff recruitment and selection, training and development, performance appraisal and compensation systems, and the promotion of equal employment opportunity.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
BUS110N.

BUS204N: Small Business Management: A Capstone Course

This is the Management capstone course, which studies management techniques as applied to small businesses. Topics involve the requirements necessary to launch a new venture and manage it as an ongoing business. Discussions will cover business plan development, computer applications, human resources, purchasing, marketing, taxation, risk management, and control procedures. The development of a comprehensive business plan allows students to plan for a new venture of their choosing, which is presented in both an oral and written proposal.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ACCT101N, BUS110N.
Notes
Enrollment in this course is limited to students matriculated in the Management or Small Business Entrepreneurship program concentrations.

BUS206N: Consumer Behavior

This course is a study of how the field of marketing influences the actions of consumers and how marketing influences the retailing process. This course provides the student with an understanding of consumer behavior, the buying process, product life cycles, and the consumer adoption process. This course highlights the importance of studying merchandising effects on consumers.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
BUS104N.

BUS207N: Sales

This course covers the planning, direction, organization, and control of the personal selling effort. Emphasis is placed on the relationships between sales and selling activities, as well as other marketing functions. Students will have numerous opportunities to create different types of sales presentations aiming at the business to business, and business to consumer markets.
Class Hours 3
Lab Hours 0
Credits 3

BUS208N: Spreadsheets: Excel

Students will learn basic to advanced spreadsheet skills, this includes formulas, functions, charts, pivot tables and data analysis. This course is taught using Microsoft Excel on the Windows platform. Students using other platforms are encouraged to speak with the Program Coordinator to understand software challenges. Students using other platforms may need to use campus computers to complete some assignments.
Class Hours 2
Lab Hours 2
Credits 3

BUS209N: Database Management: Access

A study of the uses of data and files, database design, and the physical utilization of database access systems. Topics include database design, terminology, and the creation of tables, forms, queries, reports and macros and Structured Query Language (SQL). The lab component will include the development of applications using MS Access, a relational database. This is a Microsoft Office Windows platform based course.
Class Hours 2
Lab Hours 2
Credits 3

BUS210N: Marketing Strategies A Capstone Course

This capstone course integrates the theories, models, and concepts covered in other marketing courses. Special emphasis is placed on the development and application of creative analytical problem solving techniques to a wide range of marketing problems.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
BUS104N, BUS215N.

BUS213N: Principles of Advertising

This course is an introduction to the field of advertising, which covers the procedures and theories of creating and using advertisements. The course also focuses on the marketing manager's role in designing the firm's advertising program within an overall corporate strategic plan.
Class Hours 3
Lab Hours 0
Credits 3

BUS215N: Integrated Marketing Communications

This course provides an overview of marketing communications methods such as advertising, public relations, personal selling, and sales promotion. Emphasis is placed on how these methods are used for direct marketing campaigns.The relationship selling model is emphasized within the overall framework of marketing communications. Students utilize these methods and develop and integrated marketing communications plan.This course assumes some basic knowledge of marketing communication and promotion theory and practice on the part of the students but does not require any specific work experience.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
BUS104N.

BUS218N: Dynamics of Organizational Behavior

This course provides an overview of individual and group behavior within an organizational setting. Discussion topics include motivation, power, political behavior, team development, leadership, culture, and organizational constraints. Case studies are used to illustrate how theoretical models can be applied to various scenarios.
Class Hours 3
Lab Hours 0
Credits 3

BUS220N: Honors Leadership in the Workplace

This course provides the critical element of analytical and intellectual examination and reflection of certain core issues in the practice of leadership. Understanding of these concepts will be achieved through open discussion, honest self-assessment, experiential exercises and observation of real-life leadership practice. Traits and behaviors of leaders setting the ethical tone of the organization are also studied. Examination of the confusion and gray areas involved in leadership initiatives sets the tone for this as an honors level course.
Class Hours 3
Lab Hours 0
Credits 3

BUS240N: Business Law

This is an introductory course in business law. Discussion topics include the origin of law, the federal and state court systems, contract law, and the Uniform Commercial Code. The case study approach will be used so that legal concepts can be applied to various business scenarios.
Class Hours 3
Lab Hours 0
Credits 3

BUS290N: Management/Small Business Entrepreneurship Internship

An internship program in the Department of Business and Technology is a hands-on learning experience at a for-profit or not-for-profit organization, which allows the student to practice competencies and skills learned in the classroom under the direct supervision of an on-site internship supervisor.
Class Hours 1
Lab Hours 8
Credits 3
Prerequisites
Students must be matriculated in either Management or Small Business Management concentration in an associate degree program. Completion of all catalog-listed courses for the first three semesters in a business student's respective program of study. Students must have a minimum grade point average of 3.0, including the semester immediately preceding the internship. Students must have permission of the program coordinator. Students must initiate the internship. All authorizations for site selection, on-site supervisor approval and other procedures must be completed prior to beginning the internship.

BUS294N: Marketing Internship

An internship program in the Department of Business and Technology is a hands-on learning experience at a for-profit or not-for-profit organization which allows the student to practice competencies and skills learned in the classroom under the direct supervision of an on-site internship supervisor.
Class Hours 1
Lab Hours 8
Credits 3
Prerequisites
Students must be matriculated in the Marketing concentration in an associate degree program. Completion of all catalog-listed courses for the first three semesters in a business student's respective program of study. Students must have a minimum grade point average of 3.0, including the semester immediately preceding the internship. Students must have permission of the program coordinator. Students must initiate the internship. All authorizations for site selection, on-site supervisor approval and other procedures must be completed prior to beginning the internship.

CADD

CAD111N: CADD I

CADD I is the study of graphical communication. The drafting fundamentals studied in this course will include 3D Solid Modeling, blueprint reading, measurement, geometric construction, orthographic projection, section views, dimensioning, threads and fasteners. All work is performed using current CAD software (SolidWorks) on personal computers.
Class Hours 3
Lab Hours 4
Credits 5

CAD112N: CADD II

CADD II will continue the study of graphical communication exploring advanced 3D Solid Modeling, geometric dimensioning and tolerancing, manufacturing methods, spring, and cam design. Students will learn all of the components necessary to design in a 3D environment including solids, surfaces, parts and assemblies, applying materials, and creating animated assemblies.
Class Hours 3
Lab Hours 4
Credits 5
Prerequisites
CAD111N or Permission of the Instructor.

CAD131N: Technical Drawing

This course covers the basics of drafting fundamentals including blueprint reading, measurement, geometric construction, orthographic projection, section views, auxiliary views, dimensioning and tolerancing, threads and fasteners. All work is performed using current CAD software (SolidWorks) on personal computers. This course is designed for the Precision Manufacturing student.
Class Hours 2
Lab Hours 3
Credits 3

CAD215N: CADDIII

CADD III will continue advanced 3D graphic communications using CREO (formerly Pro Engineer) solid modeling software. Students will learn advanced 3D solid design, tolerancing, detail and assembly drawings, mass properties and advanced manufacturing techniques. Communication between different CAD programs will be introduced. Students will learn the basic steps in the design process including design for manufacture concepts.
Class Hours 3
Lab Hours 6
Credits 5
Prerequisites
CAD112N or Permission of the Instructor.

Chemistry

CHEM110N: Chemistry for Health Sciences

This introductory chemistry course provides students with conceptual and hands-on experience with fundamental principles of chemicals. Included are topics in atomic structure, chemical bonding, periodic table, solutions, medication math calculations, gas laws, acid-base and reduction/oxidation reactions, chemical equilibrium, thermodynamics, and an introduction to organic and biochemistry as it pertains to the cell. This course does not fulfill the requirements of CHEM130N & CHEM131N or Organic Chemistry I & II.
Credits 4

CHEM130N: General Chemistry I

This chemistry course introduces the student to the principles of chemistry included in the first semester of a two-semester chemistry course. The course will include topics such as matter, stoichiometry, chemical reactions, gas and kinetic-molecular theory, thermochemistry, quantum theory and atomic structure, chemical periodicity, chemical bonding, and molecular geometry. Principles taught in lectures will be reinforced in laboratory experiments.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisites
Mathematical placement into MATH110N or higher.

CHEM131N: General Chemistry II

This general chemistry course is designed to teach students the principles of chemistry included in the second semester of a two semester chemistry course. This course will include topics such as intermolecular forces, properties of solutions, kinetics, chemical equilibrium, acid-base equilibrium, electrochemistry, and thermodynamics.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisites
CHEM130N with a 'C' or better
Corequisites
MATH120N.

CHEM136N: General Chemistry I with Forensic Applications

This Honors chemistry course introduces the student to the principles of chemistry included in the first semester of a two-semester chemistry course as they apply to forensic problems. The course will include topics such as matter, stoichiometry, chemical reactions, gas and kinetic-molecular theory, thermochemistry, quantum theory and atomic structure, chemical periodicity, chemical bonding, and molecular geometry. Principles taught in lectures will be reinforced in laboratory experiments.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisites
Mathematical placement into MATH110N or higher.

Collision Repair

CRTN101N: Basic Collision Repair**

The theory and development of skills required in making auto body sheet metal repairs. Procedures in the proper use of equipment, tools and materials to straighten, shrink, and restore automobile sheet metal will be covered. Students will learn vehicle disassembly procedures. Shop safety will be stressed and applied.
Class Hours 2
Lab Hours 4
Credits 4
Notes
**A minimum grade of 'C' is required for progression in Collision Repair courses.

CRTN102N: Introduction to Collision Repair**

This course covers the following: The Auto Body Industry, shop operations, OSHA and EPA Regulations, hand and power tools, shop equipment, service procedures, fasteners and hardware. Students will explore various opportunities in the Auto Body Repair Industry.
Class Hours 3
Lab Hours 0
Credits 3
Notes
**A minimum grade of 'C' is required for progression in Collision Repair courses.

CRTN105N: Basic Automotive Refinishing**

The theory and development of skills required to properly prepare an automobile for refinishing. Topics include the selection of abrasives, primers, sealers and other refinishing materials. The proper use of painting equipment such as compressed air systems, respirators, spray guns, paint booths, and drying systems will be covered. Spray gun handling and technique will be covered. Laws, regulations and safety regarding the handling of paint materials will be emphasized.
Class Hours 2
Lab Hours 4
Credits 4
Notes
**A minimum grade of 'C' is required for progression in Collision Repair courses.

CRTN125N: Intermediate Automotive Refinishing

The theory and development of skills required to properly prepare various panels and vehicle bodies for refinishing. Students will learn to identify paint codes, utilize proper masking techniques, mix and apply single and two stage finishes. Procedures in the application of chip resistant coatings and seam sealers plus final detailing of vehicle finishes will be covered. Shop safety will be stressed and applied.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisite Courses
CRTN101N
CRTN102N
CRTN105N

CRTN135N: Mechanical/Electrical Systems I

The development of skills and knowledge working with automobile cooling systems, HVAC and basic electrical systems will be covered. Shop safety will be stressed and applied.
Class Hours 2
Lab Hours 3
Credits 3
Prerequisite Courses
CRTN101N
CRTN102N
CRTN105N

CRTN140N: Collision Repair Welding**

This course is designed to develop basic welding and cutting skills for metals used in the construction of automobiles. Students will learn the proper selection, set up and operation of Oxy-Acetylene, GMAW (MIG), TIG, Resistance Spot Welding and Plasma Cutting. Discussion about aluminum welding will be covered.
Class Hours 2
Lab Hours 3
Credits 3
Notes
**A minimum grade of 'C' is required for progression in Collision Repair courses.

CRTN151N: Intermediate Collision Repair

Students will receive instruction and practice in the removal and replacement of mechanically attached panels, including but not limited to: Fenders, doors, bumpers, hoods and deck lids. Instruction on moveable glass, stationary glass, water leaks and wind noise will be covered. Shop safety will be stressed and applied.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisites
CRTN101N, CRTN102N, CRTN105N.

CRTN190N: Collision Repair Co-Op Work Experience

The Collision Repair Co-Op Work Experience is designed to place students into a shop environment after successful completion of all first-year courses. Students will be assigned work tasks to reinforce the skills obtained in their courses at NCC. Tasks will include but not limited to: minor dent repair, disassembly/ assembly of damaged vehicles, prepping parts, detailing, priming, refinishing small parts under the supervision of a senior technician. Students will complete a minimum of 200-hours total in the Co-op. This is a paid Co-Op Work Experience. Students may be required to bring their tool kit to the Co-Op location. Students will be responsible for completing a journal that will document the hours worked, assigned tasks, and overall work experience. This course will be designated as a Pass/Fail course. Periodic Co-Op visits will be performed by the assigned instructor to monitor student progress.
Class Hours 0
Lab Hours 12
Credits 2
Prerequisites
Successful completion of all first and second semester coursework and a minimum CGPA of 2.0.

CRTN201N: Advanced Collision Repair

Theory and development of skills to repair and replace welded and bonded panels used in automobile construction. Students will study and practice repair to plastic panels such as bumpers and exterior trim. Practice in removing and replacing fixed glass in accordance with industry accepted procedures. The study of aluminum panel repair will be discussed. Shop safety will be stressed and applied.
Class Hours 2
Lab Hours 6
Credits 4
Prerequisite Courses
CRTN151N

CRTN210N: Structural Analysis and Repair

Students will practice anchoring, straightening and repairing structural components of full frame and unibody vehicles. Demonstrations and hand on activities repairing and replacing various components such as frame rails, radiator supports, pillars and quarter panels will be covered. Identifying methods of cold stress relief and using heat to straighten metal will be discussed. Shop safety will be stressed and applied.
Class Hours 2
Lab Hours 10
Credits 6
Prerequisites
Successful completion of first year Collision Repair courses
Corequisites
CRTN235N, PHYS101N

CRTN225N: Advanced Automotive Refinishing

This course covers the skills and procedures needed to apply topcoat finishes to the automobile. The course will cover such topics as color theory, paint mixing, blending and tinting techniques, and paint defects. Application of topcoat finishes will include single stage, basecoat/clearcoat, multi-stage, waterborne, and custom paint systems. Safety and proper handling of refinish materials will be emphasized. All students will refinish body panels and complete vehicles in a controlled environment.
Class Hours 2
Lab Hours 6
Credits 4
Prerequisite Courses
CRTN125N

CRTN230N: Estimating and Customer Service: A Capstone Experience

Students will learn to assess damages using industry accepted estimating service provider's information. The study of economics in damaged vehicles and their repairs will be discussed. Customer relations and sales skills will be practiced. Students will learn about working with the customer, the insurance company and developing a repair plan.This course includes a Capstone project.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
Successful completion of all Collision Repair courseworkor permission of Program Coordinator
Corequisites
CRTN201N, CRTN225N, CRTN245N.

CRTN235N: Mechanical/Electrical Systems II

The study of automotive steering and suspension systems, braking systems and drive trains. Students will have demonstrations and hands-on exposure to typical repairs encountered in a collision repair shop. Shop safety will be stressed and applied.
Class Hours 2
Lab Hours 3
Credits 3
Prerequisites
Successful completion of all first year Collision Repair courses.

CRTN245N: Mechanical/Electrical Systems III

Students will learn electrical component testing and diagnosis on switches, relays, motors, connectors and wiring. Discussion and demonstrations of safety with high voltage systems on hybrid vehicles will be covered. Inspection and replacement of fuel system and exhaust system components. Students will have hands on practice replacing supplemental restraint systems and components as well as diagnose DTC's related to SRS. Shop safety will be stressed and applied.
Class Hours 2
Lab Hours 3
Credits 3
Prerequisite Courses
CRTN235N

Communications

COMM101N: Introduction to Media Studies

This course studies the mass media in historical and contemporary contexts, focusing on the structure, function, audiences and effects of the news and entertainment industries. Issues such as legal, economic, social and psychological implications within society will be analyzed. This course contains a service learning option.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N

COMM102N: Principles of Communication

A survey of the basic theories and principles of human communication by first exploring the fundamental processes central to communication (e.g. listening, verbal and nonverbal communication, message, channel, medium) and then applying those processes to various communication contexts including interpersonal, intrapersonal, small group, public, organizational, and mass communication.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

COMM115N: Introduction to Media Writing

This course will introduce students to the application of writing principles for various forms of media copy: print news and features; broadcast news for radio and television, public service announcements, advertising, social media, and public relations. Topics covered in this class include: hard news; feature writing; AP style; crafting effective leads; editing; organizational media; interviewing techniques; blogging; identifying and targeting audiences; public service announcements; press releases; and communications ethics and theory.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

COMM120N: Introduction to Public Relations

This course introduces the student to the public relations process and management in addition to the role of the public relations practitioner. The course will discuss how public relations differs from other communication disciplines and how corporate and nonprofit institutions use public relations as a strategic communication tool. Ethics and social responsibility and the impact of social media will be defined. Students will apply public relations practice through a course service learning component.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

COMM206N: Social Media

Today's society is directly impacted by social media. Twenty-first century political, social and economic changes have been effected through the use of social networking. In the competitive media world, journalists must possess social media skills. This course will focus on the analysis and use of current and emerging social media, such as Twitter, Facebook, Tumblr, YouTube, SnapChat, Pinterest, Reddit, and other platforms. Students will explore the history, effect, appropriate uses of social media and will learn to craft appropriate messages utilizing the various platforms for different genres of journalism.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

COMM220N: Digital Media

This course takes a hands on approach to digital media. Students will create audio and video clips and will develop skill using audio and video editing
applications. Additionally, students will explore blogging, vlogging, podcasts, and website design. Assignments will include both the appraisal of successful professional videos, blogs, vlogs, podcasts and websites on platforms such as TikTok, Instagram, YouTube, and Spotify, and the creation of their own videos, blogs, and podcasts. A smartphone that can record video is required for this course.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N

COMM285N: Communications Internship

This course prepares students for an advanced study of communications at the bachelor degree level and will serve as the capstone experience for students enrolled in the Communications program. The course is designed to help students synthesize the learning and skills acquired in their program with reality-based application through an on-site internship. Career planning may be strengthened by mentoring relationships developed through the internship experience. Pre-approval of the internship site and intended project by the program coordinator is required before placement; approved placement is expected prior to the semester start.
Credits 3
Prerequisites
Completion of 45 credits of coursework applicable to the Communications program. Minimum grade of 'C' in ENGL101N or ENGL110N and COMM101N must be achieved to register for COMM285N.

Computer Science

CSCI106N: Introduction to Computer Science

This course will examine fundamental aspects of computing such as the role of an operating systems, the history of computers, computer data representation and the stored program concept. The student is introduced to these concepts in order to form a foundation to be utilized and enhanced by other program related courses.
Class Hours 3
Lab Hours 0
Credits 3

CSCI120N: Introduction to Scripting - Python

This course introduces the use of Python as a scripting language. It covers the syntax, data types, conditional control structures, looping and the use of functions. The use of lists, dictionaries and sets is described. Object-oriented terminology and programming concepts are introduced, including the use of classes, methods and properties. The selection and use of libraries is included. The course covers data retrieval, analysis and reporting using tuples read from files, NoSQL and SQL databases. Labs allow students to apply the concepts taught, students will learn how to create and execute Python scripts as well as debugging, testing and troubleshooting techniques.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisites
Placement into College level Mathematics.

CSCI140N: Essentials of System Analysis & Design

Minimum grade of "C" or better required for this course

This course provides an introduction to systems analysis and design. Students will be introduced to the basic principles and concepts of software engineering thereby providing the necessary foundation for subsequent software engineering courses. Topics include basic terminology and core software engineering concepts; the Software Development Life Cycle (SDLC); systems requirements gathering and selection; modeling systems using Data Flow Diagrams (DFD) and the Unified Modeling Language (UML); project scheduling using GANTT charts; database environment; and an introduction to a relational model.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisites
Grade of 'C' or better in CSCI161N.

CSCI161N: Introduction to Programming

Minimum grade of "C" or better required for this course.

This course serves as the first computer programming course. It introduces students to the concepts of problem solving, code development, and code organization. Students learn how to: define a problem, develop a solution, translate the solution into code, compile it, and run the program. Students learn basic principles of declaring variables and memory allocation. They learn control structures such as single, double, and multiple selections and various forms of looping. Students also learn simple data structures such as arrays, and simple on disk file structures such as text and random files. Finally, students learn to analyze existing algorithms and develop their own algorithms for solving applied problems. These concepts are taught using a contemporary programming language. Graphics are incorporated into the course to enhance the class content and enrich the content in a visual manner.
Class Hours 2
Lab Hours 2
Credits 3
Corequisites
ACCUPLACER score recommendation of [MATH110N](#) or concurrent enrollment in [MATH110N](#).

CSCI170N: Linux Essentials

This course introduces the Linux operating system. Students will learn Linux file and directory structure, creating, updating and managing files. The use of text editors, redirection, piping and common utilities such as sort, grep and sed are covered. The use of scripting and scheduling is included, as well as backup and restore procedures. User administration is presented, creating, updating and removing users and granting and revoking access to resources. The use of package managers to install, upgrade and remove software is covered. Security is embedded throughout the course, with key considerations highlighted in each topic.
Class Hours 2
Lab Hours 2
Credits 3

CSCI175N: Intermediate Programming Using C++

Minimum grade of "C" or better required for this course

This course is the first course in C++. The student's problem-solving skills will be strengthened while learning C++. The importance of variable data types, arrays, if, if else, loops, files and functions will be emphasized. Additionally, the student will be introduced to pointers.
Class Hours 2
Lab Hours 2
Credits 3
Corequisites
[MATH110N](#) or equivalent ACCUPLACER score. [MATH110N](#) may be taken as a co-requisite.

CSCI206N: Server-Side Scripting Using PHP

The student is introduced to the fundamentals of server side scripting in a web server based environment. This course focuses on the fundamentals needed to design and create dynamic and interactive HTML pages that access information on the server. Students learn to design and develop applications for use in an intranet/internet environment.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisites
CSCI108N (replaced CSCI103N) and a grade of C or better in CSCI161N..

CSCI207N: Database Design & Management

This course is an introduction to database design and management. The students will be introduced to the following topics: Database environment, the database development process, including information architecture and system planning, database analysis, database planning and design, the relational theory and terminology as well as normalization. The course will also introduce the student to CASE tools and their uses in the database development process. Additionally the course will study the Structured Query Language (SQL). Students will apply their knowledge with hands-on projects designed to teach the intricacies of database design.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisites
Grade of C or better in CSCI140N or successful completion of DATA105N.

CSCI208N: Full Stack Web Development

This course provides an overview of full stack web development. The course covers client-side web development using HTML and CSS and JavaScript as well as server-side scripting using a modern server-side language. Students will learn how to create valid, semantically correct HTML5 pages, distinguish between content, presentation and logic, deliver appropriate user interfaces, collect and validate data for submission to a server. Server-side topics include dynamic content, security, data validation, preventing SQL injection and session management.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisites
 CSCI161N or CSCI175N or ELET115N. Prerequisite/corequisite: CSCI207N.

CSCI230N: Object Oriented Programming Using: C++

In this course, the student will continue to develop proficiency in problem solving using more in depth abstract programming constructs using the C++ programming language and object oriented techniques. They will strengthen their knowledge of classes, inheritance and polymorphism. Templates and the Standard Template Library (STL), Exception handling and Operator Overloading will be discussed in detail. File processing will be discussed in greater detail. Students will be familiar with the data structures and algorithms as applied to the solving of everyday problems.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisites
Grade of C or better in CSCI175N or ELET115N.

CSCI278N: Data Structures Using C++

This course is the fourth in the software development sequence. It introduces the student to algorithms used to represent data in an efficient manner. Standard data structures and problem solving techniques will be introduced. The data structures studies will involve stacks, queues, linked lists, trees, graphs and hash tables. These structures will be presented in an object-oriented manner using C++ language.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisite Courses
CSCI230N

CSCI285N: Computer Science Capstone Project

This is the capstone course in the Computer Science Program. Students, in cooperation with supervising faculty members,
demonstrate their mastery of their software development competencies. They select a project and perform the work necessary
to move it through the phases of the SDLC including project definition, project planning, systems analysis and process
modeling including data flow and UML, systems design including GUI design and data structure design, project scheduling and
project implementation and testing using one or more scripting or programming languages. Students are expected to present
the completed project documents as well as to present the actual project to fellow students and department faculty members.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisites
Grade of C or better in CSCI140N or ELET250N and successful completion of CSCI230N.
Notes
Student must be matriculated into the Computer Science or Computer Engineering major prior to registering.

CSCI290N: Computer Science Internship

The internship program allows the student to apply, in a work environment, competencies and skills learned in the classroom. Internship activities include a weekly seminar in which the different business structures and work experience will be shared. Students will keep a journal of their work experience. A final report will be written to evaluate work experience. This course offers a service learning option.
Class Hours 1
Lab Hours 8
Credits 3
Prerequisites
The prerequisites are the same for this course as for the capstone courses, as well as approval of the Program Chair.

Criminal Justice

CRMJ101N: Introduction to Criminal Justice

This course provides an introduction to the American criminal justice system. Students will learn about the core components of the criminal justice system, including the police, courts, and the correction field. The overall goals of the criminal justice system will be addressed with particular attention given to the competing goals of the crime control and due process models. Students will learn about the interconnectedness of the various components of the criminal justice system from a 'systems' perspective.
Class Hours 3
Lab Hours 0
Credits 3

CRMJ102N: Criminology

This course offers students an opportunity to think critically about crime and criminals in American society. Students will review the history of crime in the United States and evaluate the ongoing relationship between crime and significant events in society, such as economic crises and the development of new technologies. Emphasis will be given to understanding both the relationship between social structure and crime and the role of socialization and primary relationships. Students also explore the ways that cultural beliefs, fear, and stereotypes shape the way we think about and respond to crime.
Class Hours 3
Lab Hours 0
Credits 3

CRMJ121N: Criminal Investigation

This course introduces the fundamental principles and techniques of criminal investigation. Students will explore a variety of topics including crime scene processing, evidence collection, the development of information sources, identification by witnesses, interviews and interrogation, admissions, and case preparation.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
CRMJ101N

CRMJ122N: Law Enforcement Organizations

This course examines the organization, management, and administration of criminal justice agencies from a theoretical perspective. Students will be given the opportunity to evaluate how the structure and functions of such agencies affect the administration of justice at the local, state, and federal levels.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
CRMJ101N

CRMJ220N: Juvenile Justice

In this course, students will examine theories, causative factors, and treatment in regard to youthful offenders. The philosophy behind and development of treatment and rehabilitative practices are explored. Adolescent behavior, peer pressure, and the role of the family will be examined. This course also includes legal, procedural, and substantive issues pertaining to the juvenile justice system.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
CRMJ102N

CRMJ240N: Criminal Law and Prosecution

In this course, students will examine the purposes, scope, and sources of criminal law. Students will learn to differentiate the jurisdictional issues and requirements within the criminal court system and discover the essential elements of a crime. The relationship between these elements and an investigation will be explored. Students will evaluate a variety of criminal offenses and the application of criminal liability, criminal responsibility, and an individual's capacity to commit a crime. Students will gain an understanding of criminal prosecution and the corresponding criminal defenses.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
CRMJ101N

CRMJ260N: Criminal Procedure

In this course, students will analyze the constitutional issues in the United States which have direct bearing on the role and policies of the criminal justice system. Application of these issues as they relate to investigations, arrest, pretrial and appeal will be emphasized.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
CRMJ240N

CRMJ265N: Corrections

In this course, students will study the correctional processes and services, standards, personnel and principles of management; allocation of resources, training and staffing; the role of sentencing and work release programs; special programs and the use of outside contracts will be examined.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
CRMJ122N

CRMJ280N: Criminal Justice Internship

In this course, students will have the opportunity to put learned theory into practical application as an intern. The student is responsible for seeking out the agency placement, with the assistance of the course instructor. The internship requires the completion of a mandatory minimum number of hours. A journal is maintained by the student and the final grade is based on a combination of the completion of hours, the journal, a supervising agency assessment, and an analytical report.
Class Hours 3
Lab Hours 9
Credits 3
Prerequisites
Completion of 45 credits of coursework applicable to the Criminal Justice associate degree program.

CRMJ285N: Criminal Justice Senior Project

In this course, through on-going and individualized contact with the supervising instructor, the student develops a topic preapproved through a prospectus presented to the instructor. The student may develop any topic raised in any major class and is not limited by category. Empirical studies, surveys, literature reviews are among the acceptable categories of research. The final grade is determined by a review of the final product and the extent to which the student has followed the course guidelines.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
Completion of 45 credits of coursework applicable to the Criminal Justice associate degree program.

Data Analytics

DATA101N: AI and Data Literacy

This course introduces foundational concepts in data and artificial intelligence, including how data is structured, analyzed, and applied in modern AI systems. Students develop essential data and AI literacy while exploring issues of fairness, privacy, and responsible use. Course activities focus on interpreting datasets, examining AI applications and prompt engineering, and evaluating ethical implications of data quality and AI deployment.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisites
Placement into college level mathematics. A basic understanding of spreadsheets is recommended.

DATA102N: Programming for Analytics and AI

This course introduces programming for data analysis through automation, reproducibility, and AI-assisted development. Students learn how to write, adapt, and debug code using current data programming languages (such as R and Python) and integrated AI tools. Rather than focusing on manual syntax memorization, the course emphasizes efficient problem-solving, assisted programming, and workflow automation.
Class Hours 2
Lab Hours 2
Credits 3

DATA105N: Data Mining

This course introduces techniques for discovering patterns and insights in data. Topics include clustering, classification, and association analysis. The connection between data mining techniques and machine learning and artificial intelligence will be examined. Students will practice applying these methods to real-world datasets and communicate findings effectively.
Class Hours 2
Lab Hours 2
Credits 3

DATA120N: Applied Data Analysis

In this course students will apply basic statistical and data mining techniques to work with large scale datasets. Structured and unstructured data will be used. Case studies of large-scale analysis in practice will be reviewed. Topics include summarizing large datasets, analyzing text data, methods of modelling with data, and analyzing data over time. Students use a statistical programming language.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisites
DATA101N, MATH106N.

DATA130N: Databases - An Overview

This course covers the fundamental concepts of database systems. Students will focus on two of the most common types of databases, SQL or relational and NoSQL or document-based databases. The course covers preparation of databases, how to import data efficiently and techniques to query and aggregate the data for analysis. The applications of different database types will be compared as well as important considerations when choosing databases and tools.
Class Hours 2
Lab Hours 2
Credits 3

DATA201N: AI Tools and Business Automation

This course focuses on using AI tools to design and implement automated data-driven business processes. Students learn to connect analytics, reporting, and operational systems using AI copilots, APIs, and workflow platforms. Emphasis is on building intelligent, reliable systems that reduce manual work, improve accuracy, and support continuous decision-making while addressing ethical use, bias, and human oversight in automation.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisite Courses
DATA102N

DATA205N: Communicating with Data

This course focuses on transforming data into meaningful, accessible insights for diverse audiences. Students will learn principles of data communication, including design, storytelling, and ethical representation. Emphasis is placed on creating outputs that are clear, interpretable, and ADA-compliant, including visual, textual, and alternative formats. Learners will gain hands-on experience with static and interactive data presentations, using spreadsheet tools, no-code platforms, and AI-assisted design tools. The course also explores accessibility best practices, ethical considerations, and audience-centered communication strategies.
Class Hours 2
Lab Hours 2
Credits 3

DATA210N: Data Wrangling and SQL

This course focuses on preparing datasets for AI applications and data analysis. Students will learn to clean, filter, and reshape data; identify and correct missing or inconsistent entries; and apply techniques such as dimensionality reduction to produce high-quality datasets for modeling. Structured Query Language (SQL) will be taught and used for data selection, summarization, filtering, merging, and subsetting. Tools and technologies include spreadsheet software as well as R and Python libraries for data manipulation and analysis.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisite Courses
DATA102N

DATA220N: Applied Machine Learning and Natural Language Processing

This course builds on data mining concepts and studies how to apply machine learning and natural language processing (NLP) techniques in real-world business and organizational contexts. Students will develop predictive and prescriptive models for forecasting, classification, and optimization, and apply NLP methods such as sentiment analysis and topic extraction to unstructured text. Emphasis is on practical implementation, model evaluation, and translating AI-driven insights into data-informed decisions.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisite Courses
DATA105N

DATA230N: Business Analytics

Teaches students to analyze data to answer real business questions and support organizational decisions, incorporating insights from AI-augmented analytics. Students apply descriptive, diagnostic, and basic predictive methods such as time series, forecasting, and simple statistical modeling to real-world business problems. The course emphasizes interpreting results, communicating insights clearly to stakeholders, and understanding the analytical needs of a business context. Students apply concepts through case studies using AI-assisted insights to reinforce practical decision-making skills.
Class Hours 4
Lab Hours 0
Credits 4
Prerequisite Courses
DATA101N

Early Childhood Education

ECE101N: Foundations of Early Childhood Education

This course provides an introduction to and analysis of the early childhood profession in relationship to society, community, the family, the child and self. The historical context, teaching and learning theories, types of programs best practices, ethical guidelines, current issues and trends, laws and regulations are covered. The impact of the multiple and diverse influences of family, culture and society on the child and the early childhood professional will be explored. This course requires six hours of observation fieldwork.
Class Hours 3
Lab Hours 0
Credits 3

ECE102N: Growth and Development of the Young Child

This course examines the growth and development of the young child from birth through age eight. The characteristics, patterns and theories of development in the areas of physical/ motor, emotional, social, language, and cognitive development are covered. The complex and diverse influences of culture, environment and individual needs are considered as the young child is studied in relationship to family, school and community. The role of the early childhood professional in relationship to the development of the young child is considered. This course requires six hours of field observation.
Class Hours 3
Lab Hours 0
Credits 3

ECE103N: Safe, Healthy & Nutritional Programs for Early Childhood Education

This course provides an in-depth study of the planning for and evaluation of safe, healthy, nutritional early childhood environments. Settings and curriculum that are developmentally, individually and culturally sensitive in the areas of health, nutrition and safety will be explored. The course reviews the relevant policies, regulations and quality guidelines that support healthy, safe environments for the young child, birth through age eight. Topics include: Planning, creating and evaluating play in learning environments and curriculum; the "whole child", family needs, related community resources, issues, trends, and advocacy needs. This course requires a minimum of four hours of observation and six hours of participatory advocacy work in support of the young child's health, safety, and nutritional needs.
Class Hours 3
Lab Hours 0
Credits 3

ECE104N: Curriculum for Early Childhood Care & Education

An exploration of current theories of teaching and learning techniques used in early childhood education for children ages three through eight years. Special emphasis is placed on the impact of the constructivist, play, and process approaches on the environment, curriculum planning, instructional techniques, behavior guidance and teacher interactions. Attention is paid to the role of the teacher in the development and assessment of activities, materials, and environments that support the developmental as well as the cultural and special learning needs of the individual child and their families. This course requires a minimum of 8 hours of fieldwork in an approved early childhood setting.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
ECE101N
ECE102N

ECE105N: Children with Special Needs & Their Families

This course will examine the child with a special need, birth through age eight, within the family context and in an inclusive early childhood setting. The characteristics of typical and atypical development and the most common exceptionalities will be covered. Emphasis will be on identification, observation, screening, assessment, family-centered early supports and services, natural and inclusive environments, individualized plans, the IEP and IFSP, community resources, current issues and trends. The role and impact of family and cultural, linguistic diversity on the child with a special need will be emphasized. This course requires six hours of fieldwork.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
ECE101N
ECE102N

ECE190N: Practicum I

This course offers students and experiential learning opportunity where they will actively engage in various aspects of children's learning. The focus will be on the interactions between the student and the children, parents, and professionals encountered during the experience and various theories related to child development, curriculum, observation, and environmental planning. Students will apply and integrate the skills, theories, and knowledge gained from their prerequisite coursework. Participants will complete a total of 112 hours in an approved, field-based, licensed early childhood setting under the supervision of an experienced and qualified early childhood teacher. This course addresses all six of the NAEYC Standards for Early Childhood Professionals.
Class Hours 1
Lab Hours 7
Credits 3
Prerequisite Courses
ECE101N
ECE102N
ECE104N

ECE200N: Developmentally Appropriate Programs for Infants & Toddlers

This course is a study of current research, theories, and models of teaching and learning techniques used in the care and early childhood education of children birth to three years of age. The role, responsibilities of and relationships between families and early childhood caregivers and educators will be emphasized. Topics will include the developmental stages of infants and toddlers, the components of quality programs, supportive environments and curriculum with sensitivity to attachment and separation, trust, communication and nurturing. Attention is paid to the role of the caregiver/teacher in the development and assessment of activities, materials, environments and routines that support the child and families individual and special needs. This course requires six hours of fieldwork in an approved early childhood setting.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ECE101N, ECE102N.

ECE203N: Emerging Literacy in Early Childhood Education

This course provides an in-depth study of the literacy and language development of the young child. The component of a literacy and language-rich environment that is culturally and individually sensitive will be explored. Topics covered will include literacy and language arts; developmental characteristics and needs according to the child's stage; special needs of the individual child and the ESOL developing child; pre-reading and reading skills; methods and techniques of lesson presentations; diverse language and literacy materials and activities; partnerships with families and communities to support literacy development, and trends in literacy. This course contains a service learning experience option and requires a minimum of six hours of fieldwork.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ECE101N, ECE102N, ECE104N.

ECE204N: Behavior Guidance & Classroom Management in Early Childhood Education

This course provides a study of theories and strategies related to the positive, supportive, developmentally appropriate guidance of the young child in the group environment. Emphasis is placed on creating environments that are flexible and respectful, and are socially and culturally sensitive for all children and their families. Strategies for building an encouraging classroom in order to minimize disruptive behavior and support the development of the young child will be explored. Workable strategies for conflict management, quick intervention and crisis management techniques will be examined. This course requires a minimum of eight hours of field observation.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ECE101N, ECE102N, ECE104N.

ECE215N: Creativity and the Young Child

This course provides a study of the creative nature of the young child as it relates to the creative arts, math and science. Emphasis will be on an experiential application of developmentally appropriate, constructivist, play and process curriculum methods in early childhood curriculum for children ages three through eight years. The impact of the creative, exploratory approach on behavior guidance and classroom management will be included. This experiential course will provide the student with the opportunity to plan, create and implement activities, as well as to develop teaching strategies, technique and skills. This course requires a minimum of eight hours of fieldwork in an approved early childhood setting.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ECE101N, ECE102N, ECE104N.

ECE230N: The Early Childhood Profession & Professional Portfolio

This course reviews the teaching and ethical standards of the early childhood profession. The assembling and presentation of a professional portfolio for assessment and the processes of selecting best work samples that present evidence of competency in program outcomes will be covered. Topics include; the role of the teacher in connection to the child, family and community, professional standards and code of ethics, selection of and reflection on artifacts and evidence of learning and demonstration of the self as an early childhood professional

Class Hours 2
Lab Hours 0
Credits 2
Corequisites
This course must be taken in conjunction with ECE290N for the Degree student. A final presentation of the completed portfolio is required.

ECE290N: Capstone Practicum II

This capstone course offers students the opportunity to apply and integrate the skills, theories, and knowledge gained throughout the Early Childhood Associate Degree program. Participants will engage in a field-based practicum in a licensed early childhood setting, supervised by an experienced and degreed early childhood teacher.

The practicum experience will involve observing, developing, and implementing developmentally appropriate learning activities and environments, managing the classroom, and collaborating with parents and the teaching team. Students are required to complete a total of 112 hours on-site and attend a one-hour weekly seminar.

To culminate this experience, students will create and present a professional portfolio and a thematic teaching unit. This capstone experience covers all six NAEYC Standards for Early Childhood Professional Preparation.

Class Hours 1
Lab Hours 7
Credits 3
Prerequisite or Corequisite
ECE230N
Prerequisites
A grade of 'C' or better in ECE190N

Economics

ECON201N: Microeconomics

This course analyzes the economic behavior of the individual components (e.g., consumers, households, businesses, industries, government) that comprise a national economy. Topics will include supply, demand, and elasticity; consumer choice; cost and productivity in the firm; various forms of competition; government involvement including antitrust laws, regulation, and deregulation; and resource markets. The use of mathematics and graphing skills will illustrate various economic principles and relationships.

Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
Placement into a college-level math.

ECON202N: Macroeconomics

This course provides an analysis of the basic characteristics of a modern market-directed economy influenced by global development. Topics discussed include supply and demand; gross domestic product; consumer price and confidence indexes; the business cycle; inflation and unemployment; fiscal, supply-side and monetary policy; and the Federal Reserve System. The use of mathematics and graphing skills will illustrate various economic principles and relationships.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
Placement into a college-level math.

Education

EDU130N: Foundations of Education

This course examines the philosophical, historical, legal and social/cultural aspects of education in the United States. Students will have an opportunity to investigate teaching as a profession, the laws governing professional practice, the requirements for educator certification, and the definition and standards of effective teaching practices (NH Task Force, NH Standards, InTASC). As part of their portfolio, students will formulate a beginning philosophy of education. Students will develop skills to "use an understanding of individual differences and diverse communities to ensure each child achieves to the highest level possible. Each student will write a paper based on current research in an area of his/her interest and teach the rest of their class what they have learned through this work. Twenty hours of observation and participation in a school setting outside of class time are required and count as 20 percent of the course grade.
Class Hours 3
Lab Hours 0
Credits 3

EDU132N: Introduction to Exceptionalities

This course examines the psychological, physiological, social and educational characteristics of children who demonstrate an exceptionality and who are in need of special education services. An overview of the most common exceptionalities, standard interventions, and social and educational trends connected to these exceptionalities is included. Students will explore the historical foundations of special education, as well as current trends, federal laws that regulate special education, and the basic values and philosophies that underlie the supports provided for the student. Investigation into research-based strategies and supports will demonstrate ways to help students succeed in the classroom. The process for referring a student for services will be addressed, and then students will develop a mock IEP, gaining an understanding of the purpose of the Team, including the importance of working with families and available resources. Students must complete 10 hours of field experience outside of class time.
Credits 3

Electronic Engineering Technology

ELET115N: Introduction to Programming Using C++

This course introduces the fundamentals of programming and logical problem solving using object-oriented methods and C++ language. The primary objective will be to develop problem solving skills applicable in the area of computers. Students will learn I/O operations, algebraic manipulations, simple control structures and string manipulations. Use of professional programming design approaches and coding style will be used in laboratory assignments. After introduction of fundamentals of programming, an object-oriented approach will be presented and developed.
Class Hours 2
Lab Hours 3
Credits 3
Prerequisites
Placement into college-level math.

ELET121N: Digital Circuits I

This course is a presentation of fundamental concepts in digital theory needed for more advanced study of digital circuits. The subject areas are number systems, digital codes. Boolean algebra, Karnaugh mapping techniques, basic logic gates, and flip-flops.
Class Hours 2
Lab Hours 3
Credits 3
Prerequisite or Corequisite
MATH110N

ELET131N: Circuit Analysis I

This includes theory and laboratory work on DC current, voltage, resistance, Ohm's law, energy, power, series-parallel circuits, network theorems and networks. Introduction to AC current, voltage and power.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisite or Corequisite
MATH 11ON.

ELET132N: Circuit Analysis II

Theory and laboratory work on AC current, voltage, impedance, power, series-parallel circuits, network theorems and networks. Theory and laboratory work on magnetism and magnetic circuits, resonant circuits, transformers, and filters.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisites
ELET131N and MATH11ON
Corequisites
MATH 120N (or permission of the Program Coordinator).

ELET141N: Electronics I

This is a study of the physical behavior of electronic devices. Emphasis is on analysis and application of electronic circuits utilizing semiconductor diodes, bipolar transistors, and field effect transistors. Topics covered include rectification, clipping and clamping circuits, regulated power supplies, basic circuits, biasing of transistors, and simplified AC modeling of transistor circuits. Simulation tools are used to reinforce the theory. Laboratory experimentation reinforces classroom theory with practical work.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisites
ELET131N
Corequisites
MATH120N (or permission of the Program Coordinator).

ELET221N: Advanced Digital Circuits

Advanced topics in digital electronics are covered in the course. These topics include the internal structure of logic families, complex digital circuits, Flip-Flop operations, applications, counter designs using state machine, state diagrams, K-Maps, shift registers and memory devices. A/D and D/A conversion, timing diagrams, computer bus systems, and complex circuit debugging are also included. The topic of digital interfacing is also covered. This includes interfacing various logic families to each other as well as interfacing logic to various I/O loads, such as inductive loads and 120V AC loads. Theory and laboratory work on advanced concepts in digital circuit design will be covered.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisites
MATH120N, ELET121N.

ELET241N: Electronics II

This course is a continuation of Electronics I covering more advanced electronics topics with a variety of applications. Emphasis is on analysis and application of operational amplifiers. The nonideal characteristics of op-amps and other electronic devices will be discussed with applications emphasizing offset, gain and linearity. Other topics may include but are not limited to; differential amplifiers, frequency response, A/D and D/A circuits, active filters, troubleshooting of lab test circuits and analysis using computer electronic analysis simulation.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisites
ELET141N, ELET132N, MATH120N or permission of the EET Program Coordinator.

ELET247N: Electronic Communication Systems

This course introduces principles and applications of electronic communication systems, focusing on RF fundamentals, transmission lines and propagation, impedance matching, return loss, VSWR, and key system performance metrics. Students analyze and design communication circuits, and evaluate system behavior through applied testing and real-world scenarios.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisites
A grade of 'C-' or better in ELET241N.

ELET250N: Microcontrollers

Today's computers fall into two categories. The first uses high performance microprocessors such as the Intel Pentium Class of Processors. The second category focuses on issues of space, cost, low power and fast development in products such as wireless phones, automobiles, security systems, and appliances. These lower performance processors are called Microcontrollers and are merely a lower power version of the larger microprocessors. The principles of operation are the same. This course focuses on this second category and the Hardware and Software design of these Microcontrollers.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisites
ELET121N and ELET115N (or CSCI175N)

ELET274N: EET Capstone Project

An independent lab project using the student's knowledge of digital/analog electronic circuits and microprocessors. Students will design and build a working model of their selected project. The project will be built, troubleshot and demonstrated by the end of the semester. This course is offered in the evening only.
Class Hours 1
Lab Hours 3
Credits 2
Prerequisites
ELET132N, ELET250N.

English

ENGL101N: College Composition

College Composition introduces students to academic writing as a process of inquiry, reflection, and communication. Through reading, discussion, and research, students explore relevant issues from multiple perspectives and develop informed, evidence-based positions. Along with the writing process, the course reinforces critical reading, critical thinking, and formal documentation as foundational to academic inquiry, with emphasis on curiosity-driven learning, information literacy, and ethical research practices.
Class Hours 4
Lab Hours 0
Credits 4
Notes
Students who do not satisfactorily place into ENGL101N will be required to enroll in the corresponding Co-Requisite Workshop.

ENGL102N: College Composition II: Writing About Literature

Building upon skills learned in College Composition (ENGL101N), this writing and literacy course further explores the dimensions of writing based on selected readings that explore relevant themes and issues in today's world. Emphasis is placed on expository and persuasive writing within a research context.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N

ENGL103N: Professional Writing & Presentations

The course is designed to prepare the student to practice effective communications in business and industry. The course emphasizes formatting, design, style, and organization. Students receive practice and advice in written communications such as letters, emails, proposals, and reports, and in public speaking such as oral presentations, group conferences, and interviewing, according to professional standards. Visual presentation software such as PowerPoint will also be used. For students taking the online version of ENGL103N, you must have a webcam and microphone or phone camera with internet connection for the required oral presentation portion of the course.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N

ENGL105N: Introduction to Literature

This course studies societal issues and events in the twentieth and twenty-first centuries, which are portrayed through a selection of modern literature. Works vary accordingly at the discretion of the instructor and may include fiction and nonfiction pieces. Through essays and class discussion, students will analyze multiple types of literature, such as short stories, poetry, plays, and novels.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

ENGL109N: Public Speaking

Public Speaking is designed to prepare students to assume active participation in those phases of industrial and social life requiring effective oral communication. Through practical exercises, students will learn the skills associated with professional speaking. Emphasis will be placed on planning and organization, as well as the importance of the audience. Since writing is often the basis for many public speaking activities, some written assignments are also required. **In addition, students will use visual software, such as PowerPoint, in some presentations. Students taking an online version of ENGL109N must have a webcam and microphone or phone camera with internet connection for the required oral presentations in this course.**
Class Hours 3
Lab Hours 0
Credits 3

ENGL110N: Honors Expository Writing

This course is intended for the student who has already demonstrated a high degree of proficiency in the use of language and who is motivated to pursue an advanced level of writing. Each student will be encouraged to develop his or her own distinctive voice and style, to make sharp and effective word choices, to become his or her own best critic, and to ultimately experience the satisfaction that comes from producing relevant, effective, and polished pieces of writing. The course will be organized around a specific socio-cultural issue or theme and will incorporate readings about that theme from a variety of disciplines. The objective of the course is to enhance the depth and quality of students'written expression through sustained engagement in the semester theme. The student will practice writing about that theme for various purposes and audiences with systematic feedback from peers and the instructor. The course employs a workshop approach that incorporates critical reading, discussion, and a series of intense writing activities including analysis of rhetorical strategies used by other writers, and reading and responding to the work of others. Working in small groups, students will develop original ideas about the semester theme through active discussion and critique.
Class Hours 4
Lab Hours 0
Credits 4
Prerequisites
Permission of the Honors Program Coordinator or Admission into the Honors Program. This course satisfies the ENGL101N, College Composition, requirement toward the associate degree.

ENGL122N: Technical Writing

This course gives students a foundation for communicating effectively in the context of industry and the professional world. Applying principles used in business and industry, students will analyze technical documents and write a variety of technical assignments including instructions, feasibility reports, and proposals.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

ENGL206N: Writing Short Stories

This course puts emphasis on discussion of student short stories by peers. It depends on growth through exposure to other types of writing as well as through in-depth discussion of the strengths, weaknesses and potential of each piece.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

ENGL215N: Literature by American Women

Using novels and the short story fiction genre, students will learn about the evolution of American female writers from the 19th through the 21 st centuries by studying their literature and examining it against the backdrop of the historical periods in which they wrote. Students may explore such themes as women and marriage, women and madness, women and sexuality/ gender/race/ethnicity, motherhood, women and body, women and aging, women and work, or other themes pertinent to the female experience. Students will enrich their understanding of literature and the roles and experiences of women in shaping such literature. The course will explore the works of American female writers such as Kate Chopin, Charlotte Perkins Gilman Maya Angelou, Sandra Cisneros, Joyce Carol Oates, Elizabeth Bishop, Louisa May Alcott, Willa Cather, Sylvia Plath, Alice Walker, Ann Patchett, and/or others at the professor's discretion each semester. This is a reading and writing intensive course as it examines women's roles from multiple perspectives.
Class Hours 3
Lab Hours 0
Credits 3
Recommended Prerequisites
ENGL102N
Prerequisites
ENGL101N or ENGL110N

ENGL235N: Poetry Workshop

Building on writing principles and critiquing abilities learned in College Composition, students will begin to investigate the differences between prose and poetry. Through exercises and revision, and especially by reading and discussing some contemporary poems, students will learn to recognize and employ some of the basic tools of free verse. Working together on their own and one another's poems with the emphasis on sharing work and offering constructive criticism, students will learn what does, and what does not, work in their own poems.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

ENGL248N: British Literature, Middle Ages to 1800

British Literature, Middle Ages to 1800 surveys the major works of British literature from its Anglo-Saxon origins to 1800, including poetry, fiction, essays, and drama. By reading closely and analyzing critically, students explore these texts in relation to their cultural, social, historical, political, and literary contexts. Effective Fall 2024: this is a CCSNH Access course and will display on transcripts, count as credits attempted, and count towards the cumulative grade point average for all seven colleges: Great Bay, Lakes Region, Manchester, Nashua, NHTI, River Valley, and White Mountains. Students cannot receive credit for more than one of the CCSNH Access courses or equivalents and the most recent course on the college transcript will be used in the cumulative grade point average (CGPA) calculation. For graduation residency purposes, only Access courses owned by the campus where the student is matriculated will be used to meet the requirements.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N

ENGL249N: British Literature 1800 to Present

This course will survey selections of various genres and forms of British literature from 1800 to the present. Each of the readings will be examined within the context of the character and history of British literature. Works of major British writers such as William Blake, William Wordsworth, Mary Wollstonecraft, Samuel Taylor Coleridge, John Keats, Mary Shelley, Oscar Wilde, Charles Dickens, T.S. Eliot, Virginia Woolf, James Joyce, George Orwell, Ted Hughes, Seamus Heaney, Samuel Beckett and others may be selected for study.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

ENGL250N: Honors Advanced Creative Writing

This course is designed to provide students who are serious about their writing an opportunity to focus on a particular genre (fiction, poetry, or creative non-fiction) beyond what is covered in ENGL206N or ENGL235N. Students come to this course with a firm grasp of all the elements of writing fiction, poetry, and/or non-fiction. Using a workshop format, the course also provides the student with an opportunity to compile a portfolio of significantly revised completed works. In addition to extensive reading within the chosen genre, workshops require participation in class discussions, student presentations and analyses of other students' work.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
A grade of 'B' or higher in ENGL110N or ENGL101N.

ENGL255N: Honors Humor in Literature & Other Media

Students will examine and enjoy a variety of forms of humor and comedy from early Greece to Elizabethan England to present day England and America while developing and strengthening their writing skills in critical analysis and evaluation. The readings and visual presentations will cover a broad spectrum of humor,including romantic comedy, comedy of manners, absurdist comedy, situation comedy, wit, satire, parody, irony, stereotyping, and farce. Through discussions and writing, students will examine the various techniques through which humor criticizes human nature, analyzes society, and expresses differing political and world views. Students will learn to write effective literary analyses and evaluative reviews. The authors and performers of humor and comedy under study may include Aristophanes, Shakespeare, Moliere, Wilde, Twain, Will Rogers, Winston Churchill, Thurber, Flannery O'Connor, Neil Simon, Edward Albee, Dick Gregory, Jon Stewart, and Tina Fey.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
A grade of 'B-' or higher in ENGL110N or ENGL101N and permission of the Honors Program Coordinator.

ENGL258N: American Literature, Origins to Civil War

American Literature, Origins through Civil War surveys the works of American literature from its Pre-Colonial influences through the Civil War, emphasizing themes that have contributed to the development of an American consciousness. By reading closely and analyzing critically, students explore these works from various literary periods and movements in relation to their cultural, social, historical, political, and aesthetic contexts. Effective Fall 2024: this is a CCSNH Access course and will display on transcripts, count as credits attempted, and count towards the cumulative grade point average for all seven colleges: Great Bay, Lakes Region, Manchester, Nashua, NHTI, River Valley, and White Mountains. Students cannot receive credit for more than one of the CCSNH Access courses or equivalents and the most recent course on the college transcript will be used in the cumulative grade point average (CGPA) calculation. For graduation residency purposes, only Access courses owned by the campus where the student is matriculated will be used to meet the requirements.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N

ENGL259N: American Literature Civil War to Present

This course samples American literature from the late nineteenth century to contemporary time. Each of the readings will be examined within the context of character and history of United States literature. Students will analyze the evolution of literature as a contributing factor to the development of a nation. Works of major American writers such as Walt Whitman, Emily Dickinson, Sarah Orne Jewett, Mark Twain, Edith Wharton, Robert Frost, Willa Cather, F. Scott Fitzgerald, Langston Hughes, Allen Ginsburg, Sylvia Plath, Amy Tan, Toni Morrison, Maya Angelou and others may be selected for study.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N

ENGL285N: Topics in English Studies Seminar

This course provides students with an opportunity to learn about an area not covered by existing courses in the English curriculum and in particular prepares students for an advanced study of English or other subjects at the bachelor degree level. The topic choice is at the discretion of the instructor and may focus on literature, film, creative writing, poetry, or theater. Through summative assessment, students will apply knowledge and skills by producing a project on the topic that integrates critical thinking, analysis and writing through strategies or research and interpretation. A course description will be made available prior to the start of registration.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
Minimum grade of 'C' or better in ENGL101N or ENGL110N.

English to Speakers of Other Languages

ESOL074N: Grammar for Writing IV

This is a low-intermediate/intermediate course designed to give students instruction in grammar to improve written English. The course will focus on a variety of grammar structures, especially related to grammar problems that are most common in writing. This course will cover areas of difficulty in grammar such as: parts of speech; verbs, nouns, and articles; subject-verb agreement, modals; prepositions; adjectives; sentence patterns; sentence types; and common grammar errors. Credits do not count toward degree requirements.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
Recommendation of the Department Chair.

ESOL075N: Grammar for Writing V

This is an intermediate course designed to give students instruction in grammar to improve written English. The course will focus on helping students to notice the gap between their current language skills and correct English. A variety of grammar structures, especially related to grammar problems that are most common in writing, will be discussed. This course will cover areas of difficulty in grammar such as: nouns; articles; pronouns and possessive adjectives; verb tense review; problems with verbs; subject-verb agreement, prepositions; word forms; adjectives; modals; gerunds and infinitives. Credits do not count toward degree requirements.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
Successful completion of ESOL074N or recommendation of the Department Chair.

ESOL076N: Grammar for Writing VI

This is an intermediate/advanced course designed to give students instruction in grammar to improve written English. The course will focus on a variety of grammar structures, especially related to grammar problems that are most common in writing. This course will cover areas of difficulty in grammar such as: verb tenses; passive voice; conditionals; word order and word combinations; adjective, adverb, and noun clauses; fragments, run-ons, and comma splices; parallel structure; and confusing words and structures. Credits do not count toward degree requirements.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ESOL075N or recommendation of the Department Chair.

ESOL083N: Listening, Speaking and Pronunciation

This course is for non-native speakers of English. The main focus is developing oral and aural communication skills. Goals for students include improving communication skills for school, work and daily life. Class activities will include oral journals, oral presentations, listening activities, and field studies. Credits do not count toward degree requirements.
Class Hours 3
Lab Hours 0
Credits 3

ESOL085N: Listening, Speaking and Pronunciation II

This course is for non-native speakers of English. The main focus is continued development of oral and aural communication skills. Goals for students include improving communication skills for school, work, and daily life. Class activities will include oral journals, oral presentations, listening activities, and technology integration. Credit do not count toward degree requirements.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ESOL083N or permission of the Department Chair/ Program Coordinator.

ESOL086N: Academic Writing for English Language Learners II

This course provides intensive preparation for the ESL student who will be attending college classes for the first time or the student who is already in college. Students will learn to adapt to the United States social and educational systems. Emphasis is placed upon independent and critical thinking skills and problem solving. Grammar and mechanics are addressed in context. Activities will include writing, authentic readings, and peer-editing. Credits do not count toward degree requirements.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
Recommendation of the Department Chair.

ESOL088N: Academic Writing for English Language Learners III

This is an intermediate course designed to give students ample practice in writing paragraphs and developing essays. The course will be focused on a variety of writing tasks building on prior knowledge of paragraph structures. Writing will include continued development of paragraphs and an introduction to essays. Students will benefit from reading, vocabulary and grammar exercises that support improved writing and language skills. Credits do not count toward degree requirements.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ESOL086N or recommendation of the Department Chair/Program Coordinator.

ESOL096N: Academic Writing for English Language Learners IV

This course is for non-native speakers of English. The course emphasizes essay development, grammar and usage, pronunciation, sentence structure, and supporting paragraph development. Reading selections will strengthen comprehension skills and academic vocabulary. The course includes a special emphasis on problematic written and oral skills for the ESL student. Online and workbook activities will be incorporated as part of the curriculum. Credits do not count toward degree requirements.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ESOL088N or recommendation of the Department Chair.

Environmental Science

ENVS101N: Environmental Science

The course introduces students to the study of major environmental problems and issues facing society today. Topics include ecosystem structure and function; population trends and dynamics; pollution of air, land, and water; and the management of resources. This course contains a service learning option.
Class Hours 3
Lab Hours 2
Credits 4

ENVS105N: Earth Science

Explores the basics of Earth Science including introductions to geology, meteorology and astronomy. The geology section includes the many Earth processes that change the face of the planet such as plate tectonics and erosion. Students will study meteorology and astronomy as it pertains to Earth Science.
Class Hours 3
Lab Hours 2
Credits 4

Geography

GEOG110N: World Regional Geography

This survey course provides students with an understanding of contemporary issues through a spatial, specifically regional, context. World Cultures including political, economic, historical, and societal issues are emphasized and connected to their physical environment. Geographical models and principles are also examined.
Class Hours 3
Lab Hours 0
Credits 3

GEOG130N: Human Geography

This course examines important global themes and controversial issues in the context of human/environment interactions. Using geographical tools and skills, the course explores the world around us in relation to people, cultures, places, and space. It seeks to facilitate critical thinking on complex problems such as uneven development, inequality, regional differences, and environmental degradation, so students can understand the causes of these problems and suggest possible remedies.
Class Hours 3
Lab Hours 0
Credits 3

Health Science

HLTH101N: Medical Terminology

Medical Terminology provides students with a foundational understanding of the language of healthcare and prepares them to communicate accurately and professionally in a variety of clinical and allied health settings. Using a systems-based and clinically realistic approach, students learn the rules for building, analyzing, defining, spelling, and pronouncing medical terms through the study of word parts including prefixes, suffixes, roots, combining forms, and industry-recognized abbreviations. Medical terminology is applied to the structure and function of the human body, with an introduction to basic anatomy, physiology, and common pathologies across all major body systems. Terminology related to diagnosis, treatment, surgery, pathology, and clinical procedures are emphasized.

Class Hours 3
Lab Hours 0
Credits 3
Prerequisite or Corequisite
ENGL101N or ENGL110N

HLTH105N: Introduction to Public Health

Public health topics, both historical and contemporary are important to all citizens and to societal decisions. This survey course provides a foundation for understanding public health through exposure to current health care and policy issues viewed through the perspective of multiple disciplines. Students will learn methodology for understanding population health and developing critical thinking and decision-making skills in the analysis of public health issues using a population-based perspective. The course will provide an ecological understanding of the causation and prevention of disease with an emphasis on health issues that affect society as a whole.

Class Hours 3
Lab Hours 0
Credits 3

HLTH205N: US Healthcare System

This course focuses on the organization, financing and delivery of healthcare in the United States. Students will learn about the public and private sectors of the healthcare system as well as systems of other countries. Students will explore major issues currently facing providers.
Class Hours 3
Lab Hours 0
Credits 3
Recommended Prerequisites
Prerequisite/corequisite ENGL101N.

HLTH210N: Public Health Informatics and Technology

Explore the variety of health information systems and technologies used in coordinating care and delivering health service. Develop an understanding of the evolution of health information technology, electronic health record systems, and the national standards applicable to clinical, financial, and administrative data required to manage health services. Student's practice using electronic health record simulations to access and select the appropriate demographic, clinical, financial, and administrative data often used for reporting purposes. Privacy, security, and confidentiality of protected health information in the electronic environment will also be discussed.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisite Courses
HLTH105N

HLTH215N: Law and Ethics for Healthcare Professionals

Law and Ethics for Healthcare Professionals introduces legal and ethical issues that impact healthcare professionals. Focusing on an overview of laws and regulations related to the health care industry, students will evaluate moral and ethical issues that they would encounter in their field of study.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N

History

HIST101N: Western Civilization From Ancient Times to 1700

This course will trace the development of western culture from ancient times to the early modern era. A wide variety of topics will be explored including the origins of early civilizations, the contributions of Greece, Rome, Byzantium, and the Arab World, the emergence of Medieval Europe, and the Renaissance exploration and colonization. Emphasis will be placed on the ideas, people and events that have helped to shape the modern world.
Class Hours 3
Lab Hours 0
Credits 3

HIST102N: Western Civilization From 1600 to the Present

This course will focus on the complex interactions of the social, intellectual, economic, ecological, and political factors that contributed to the development of Western thought from the early modern era to the present. Topics to be explored include decline of absolute monarchies, colonialism, the rise of revolutionary ideologies and scientific thought, the Enlightenment, political revolutions and rise of nationalism, imperialism and industrialization, 20th century wars and Cold War, and recent trends in Western society, as will critical scrutiny of Western tradition. Special emphasis will be placed on identifying the ideas, people, and events that have helped to shape the modern world.
Class Hours 3
Lab Hours 0
Credits 3

HIST110N: Ancient Civilizations of the World

This course will focus on the development of world cultures and trends from the earliest societies to the 15th century. It includes first-wave civilizations in China, India, Southwest Asia, Africa, and the Americas, as well as later civilizations, including empires in Europe, the Byzantine Empire, the Islamic World, and the Mongols. Discussion will focus on comparing and contrasting the characteristics of civilizations as well as identifying their political, technological, economic, ideological, and cultural achievements. Special emphasis will be placed on identifying the ideas, people, and events that have helped to shape the modern world.
Class Hours 3
Lab Hours 0
Credits 3

HIST140N: United States History to Reconstruction

This course will provide an overview of the political, social, economic, and cultural development of the United States from the Pre-Columbian Era through 1877. It emphasizes colonial development, political institutions, the Revolutionary era and foundations of American government and democracy, sectional rivalry and slavery, the development of nationalism, and the cultural development of the American people. The course concludes with the period of Reconstruction.

Class Hours 3
Lab Hours 0
Credits 3

HIST141N: U.S. History Since Reconstruction

This course will provide an overview of the political, social, economic, and cultural development of the United States from 1877 to the present. It emphasizes the urban industrial century, the emergence of the United States as a world power, the Progressive Movement, the World Wars, the rise, fall, and aftermath of the Cold War, social revolutions, and the expansion of civil and human rights, and recent trends.
Class Hours 3
Lab Hours 0
Credits 3

HIST215N: New Hampshire History

This course examines New Hampshire history from the prehistoric era through the present day, including the indigenous peoples and colonizing, the Revolutionary and industrial eras, and the evolution of the state in the 20th and 21st centuries. Students will learn about local events and trends and the extent to which New Hampshire history reflects larger national developments.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

HIST220N: History of Aviation in America

A survey of the history of America in the 20th century, the course emphasizes the explosive growth of aviation as a major influence upon the economic, military, and societal development of the United States.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N

HIST232N: History of Modern Asia

This course examines the political, economic, and social development of Asia from the 19th century to the present. Special emphasis will be placed on China, Japan, Korea, and India - Asian nations that play an increasingly important role in today's global economy. Discussion topics will include Western imperialism and its legacy, strategies of modernization, the rise of nationalism, communism in Asia, World War II, the Cold War, the emergence of Asian countries into the global economy, the modernization and exportation of Asian cultures, and 21st century trends.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

HIST241N: American Constitutional History

A study of the evolution of American constitutional law includes the drafting and ratifying of the Constitution and the doctrine of judicial review and chronicles the development of major constitutional principles.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

HIST246N: Modern America

This course will cover important political, technological, economic, and social developments since World War II. Discussion will focus on exploring three themes/topics: the impact of rapid technological innovation on society; the paradox of American democracy and popular demands for change; and the role of the United States government at home and in an increasingly interconnected world. By the end of the course, students should understand that knowledge of the post-World War II period provides them with a valuable historical perspective for critically assessing current events.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

HIST260N: History of Multiculturalism

A wide variety of cultural groups will be examined, probing the historical circumstances that motivated them to come to this country. How and why they have been able or unable to maintain an ethnic identification over the generations will be explored. Students will begin to develop an appreciation of the influence of one's cultural heritage and will gain a greater understanding of the cultural value, beliefs, and behaviors of members from different cultures.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

HIST262N: Honors Movies and Social History of USA

This course will explore the effectiveness of movies as a source for understanding social history.Topics include modernization, the struggle to escape poverty, prejudice, family life in the suburbs, gender roles, and the rise of youth culture. We will study the accuracy of how our movies portray various social groups, from high society to the suburban middle class to gangsters, as well as what they reveal about changing attitudes, norms and problems faced by various segments of our society, from the gilded age and the roaring twenties to the end of the 20th century. Analytic writing, independent research and joining Netflix for the term will be required.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
Admission into the Honors Program or Permission of the Coordinator of the Honors Program; ENGL110N or ENGL101N with a grade of 'B-'or higher

HIST265N: Latin American History From Independence to the Present

This course explores the history of Latin America and the Caribbean from 1800 to the present day. Discussion topics will include the 19th century nation-building, caudillismo, 20th century revolutions, modernization, cultural developments, Latin American relations with Europe and the United States, and recent trends. While the experiences of individual countries will be considered, the course will focus on larger political, economic, and social themes that shaped the entire region.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

HIST280N: Special Topics in History

This course provides students with an opportunity to learn about an area not covered by existing courses in the history curriculum. While the topics may vary from semester to semester depending on faculty and student interest, this course emphasizes a core set of essential skills common to all history courses at Nashua Community College. A course description will be made available prior to the start of registration.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

Honda Automotive

HATN114N: Honda Steering & Suspension

Honda automotive suspension, steering systems and wheel alignment procedures will be studied. This course will include the development of knowledge towards understanding the forces that affect vehicle control, suspension system design, wheel alignment angles and vehicle stability systems. Students will be trained in four wheel alignment procedures, suspension system repairs and steering system diagnosis and repair.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisites
AUTO121N
Notes
A grade of 'C' or better is required for progression.

HATN122N: Honda Automotive Brake Systems

The study of manual, power, disc, and drum braking systems with an emphasis on the diagnosis and repair procedures of master cylinders, wheel cylinders, calipers, brake pad and shoe assemblies and the machining of drums and disc brake rotors. The study of brake subsystems such as parking brakes and anti-lock brakes will be included.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisites
AUTO113N, AUTO121N
Notes
A student must earn a 'C' or better in order to progress in this program.

HATN133N: Honda Intermediate Electrical Systems

This course is designed to give students a better understanding of the theory, operation, diagnosis and repair procedures that are utilized in automotive electrical systems. The topics will include starting and charging systems, scan tool usage, ADAS systems shorts, ground and resistance problems, parasitic draw and restraint systems including airbags.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisites
AUTO113N

HATN185N: Engine Performance I

The basic theory of engine performance and its effect on emissions will be discussed in depth. The operation and interactions of the ignition, fuel, valve timing, throttle and modulated displacement systems and their individual effects on emissions, performance and fuel economy will be explored. Included in the study will be sensor operations, diagnosis and testing required to service and repair engine malfunctions related to the ignition, fuel and emission controls. All relevant computer controlled system operation will be discussed in this course with emphasis given to Honda preferred diagnostic procedures. In addition, students will be reintroduced to scan tool diagnostics as well as advanced diagnostic procedures utilized by Honda.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisites
HATN113N, HATN121N.

HATN195N: Honda Dealership Internship I

The Honda Internship course is designed to be a supplement to the Honda PACT program learning experience. Students will be required to complete a total of 200 hours of in dealership work experience during the semester. The internship experience is a paid internship that must take place at a Honda or Acura dealership. Students will be responsible for completing a journal that will document their hours worked, assigned workload, and overall dealership experience. This course will be designated as a Pass/Fail course. Periodic internship visits will be performed by the assigned instructor to monitor student progress.
Class Hours 0
Lab Hours 18
Credits 3
Prerequisites
Successful completion of all first-year Auto/ Honda classes and a CGPA of 2.0.
Notes
A copy of a clean driving record is required prior to registration.

HATN196N: Honda Dealership Internship II

The Honda Internship course is designed to be a supplement to the Honda PACT program learning experience. Students will be required to complete a total of 170 120 hours of in dealership work experience during the semester. The internship experience is a paid internship that must take place at a Honda or Acura dealership. Students will be responsible for completing a journal that will document their hours worked, assigned workload, and overall dealership experience. This course will be designated as a Pass/Fail course. Periodic internship visits will be performed by the assigned instructor to monitor student progress.
Class Hours 0
Lab Hours 12
Credits 2
Prerequisites
Successful completion of all first year courses and a minimum GPA of 2.0.
Notes
A copy of a clean driving record is required for registrations.

HATN205N: Honda Advanced Electrical & Electronics

This course is designed to give students a better understanding of the theory, operation, diagnosis and repair practices that are utilized in Honda advanced electrical systems. The topics will include, computer controlled systems, electric motor circuits, computer communication systems, body computers, multiplexing, keyless entry hybrid and electric systems. In addition, students will be required to complete all Advanced Electrical self-study modules, as well as Honda designated skill module for successful completion of this course.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisites
AUTO121N, HATN133N

HATN210N: Honda Engine Performance I

The basic theory of engine performance and its effect on emissions will be discussed in depth. The operation and interactions of the ignition, fuel, valve timing, throttle and modulated displacement systems and their individual effects on emissions, performance and fuel economy will be explored. Included in the study will be sensor operations, diagnosis and testing required to service and repair engine malfunctions related to the ignition, fuel systems. All relevant computer controlled system operation will be discussed in this course with emphasis given to Honda preferred diagnostic procedures. In addition, students will be reintroduced to scan tool diagnostics, as well as advanced diagnostic procedures utilized by Honda.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisites
AUTO121N, HATN133N or permission of the program coordinator.

HATN215N: Honda Engine Performance II

This course is an advanced in-depth study of the engine computer management system and the various engine emission and fuel evaporation systems required to meet Federal emission and economy standards. The course will include an in-depth study and use of test equipment and scan tool operations necessary to diagnose and repair engine performance malfunctions related to the ignition, fuel and emission controls.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisites
HATN205N, HATN210N

HATN221N: Honda Heating & Air Conditioning Systems

The theory and operations of Honda climate control systems including safety, diagnosis, service and repair will be covered. Major areas of study will include: manual and automatic controls for heating and air conditioning systems, diagnosis and repair of failed components and recovery/evacuation and charging of refrigerant systems. There will be an emphasis on safety and refrigerant recovery procedures as well as the proper use of test equipment.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisite or Corequisite
PHYS101N
Prerequisites
AUTO121N, HATN205N

HATN226N: Honda Transmissions & Drivelines

This course is designed to introduce students to the basic principles employed in the construction, operation and diagnosis of the various components and systems involved in the transmissions (manual, automatic and CVT) of current automotive vehicles. Topics for this course include cover clutches, transmissions/transaxles, both front and rear wheel drive train components including drive shafts, axles and differentials. Four-wheel drive and all-wheel drive systems are discussed as well. This course is designed to meet the requirements of ASE Education Foundation certification in the topic of manual drive train and axles as well as automatic transmissions. All required Honda modules (both self-study and skill) will be included as course work for this course.
Class Hours 2
Lab Hours 6
Credits 4
Prerequisites
Successful completion of all first-year classes or permission of the program coordinator.

HATN228N: Honda Automotive Engine Repair: A Capstone Course

This course is designed to give students a better understanding of current practices involved in the diagnosis, disassembly, cleaning, repair and reassembly of today's modern engines. Topics for this course will include engine diagnostic procedures, engine removal practices, proper teardown, cleaning and inspection processes, best practices for component repair/replacement, reassembly and engine reinstallation. There will also be discussion about engine design and some specifics regarding certain engine features that are manufacturer specific. There is also a capstone assignment that is part of this course.
Class Hours 2
Lab Hours 6
Credits 4
Prerequisite or Corequisite
PHYS101N
Prerequisites
Successful completion of all previous semester Honda/Automotive coursework or program coordinator approval.

Human Services

HSV111N: Introduction to Human Services

This course will provide an introduction to the background information and concepts necessary to understand the theory and practice of human services. The information will be drawn from disciplines of history, sociology, and psychology, joined together by values-based themes of social role valorization, ethical behavior, and quality of life. Current influences on Human Services such as managed care will be discussed.
Class Hours 3
Lab Hours 0
Credits 3

HSV123N: Supportive Communication Skills

This course provides an awareness and general practice of interactional communication skills expected in a supportive relationship. Supportive communication will be taught through verbal instructions, case studies, and peer and self assessment. Observation and evaluation methods will be incorporated to assess the student's communication skills.
Class Hours 3
Lab Hours 0
Credits 3

HSV190N: Fieldwork I

A lab course designed to provide comprehensive experience in application of knowledge and values learned in previous course work. Students will select a program or facility which provides social services and will work at this site as a supervised intern. Regular meetings with the internship advisor and fellow interns will provide opportunities for discussion and evaluation of the fieldwork experience. This internship is focused on direct observation of professionals in human services. Educational and direct service activities will also be credited as part of the internship experience. Students will be able to continue on with the current internship placement for the following internship. Pre-approval of fieldwork site by Department Chairperson is required before placement. Students are expected to have field work placement before class begins.
Class Hours 1
Lab Hours 8
Credits 3
Prerequisite or Corequisite
HSV123N, General Education Elective: Behavioral Social Science.

HSV210N: Introduction to Addiction Recovery Support Work

This course is designed to introduce students to the guiding principles of addiction recovery support. Students will learn about the four domains of recovery support (Ethical Responsibility, Advocacy, Mentoring & Education, Recovery & Wellness Support) and the twelve core functions of alcohol and drug abuse counselors (screening, intake, orientation, assessment, treatment planning, counseling, case management, crisis intervention, client education, referral, reports and record keeping and consultation). Students will understand the varying roles of substance abuse treatment professions as well as the levels of care ranging from acute to aftercare and relapse prevention. The essential nature of trauma informed approaches and the importance of cultural competence in practice are embedded throughout the course. Students will develop awareness of the importance of boundaries, culturally sensitive and trauma informed practice and legal and ethical issues in recovery support.
Class Hours 3
Lab Hours 0
Credits 3

HSV225N: Family Dynamics

This course examines the most widely used theories of family therapy. This will include an overview of couple therapy, marriage counseling and family systems approach.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
PSYC212N
Corequisites
PSYC222N.

HSV291N: Capstone Experience (Fieldwork)

Pre-approval of fieldwork site by Department Chairperson is required before placement. A GPA of 2.0 is recommended. A lab course designed to provide comprehensive experience in application of knowledge, skills and values learned in previous coursework.The focus is on synthesis, integration and application of previous learned knowledge both in the classroom and in the field. Students will select a program or facility which provides human services and will work at that site as a supervised intern. Weekly meetings with the instructor and fellow interns will provide opportunities for discussion and evaluation of the work experience. This internship continues the work focusing more on direct service activities that was started in Fieldwork I. Assessment, planning, and intervention skills will be emphasized as well as activities dealing with advocacy, case management, documentation and recording competencies, with a focus on the information/referral process. Students are expected to have field work placement before class begins. Educational/observational activities will also be credited as part of the internship experience.
Class Hours 1
Lab Hours 8
Credits 3
Prerequisite Courses
HSV190N
Corequisites
HSV225N, PSYC222N.

Humanities

HUMA101N: Introduction to the Humanities

An overview of the content and purpose of the humanities, this course explores the relationship of the individual to society through materials from various humanities disciplines. Creative imagination and social context, universal versus culture-specific qualities of human experience and expression, the connection between appreciation and analysis, as well as the concept of criteria for evaluative judgments, are explored through sample topics from a variety of Humanities subjects. Sources from the visual arts, literature, religion, philosophy, history and the social sciences will be included. The terms and methods of analysis used in these various fields of study will be stressed.
Class Hours 3
Lab Hours 0
Credits 3

HUMA102N: Art Appreciation

This course combines experience in the appreciation of painting, sculpture and architecture so that the student may analyze and interpret works of art. The class will study the artist's materials, messages and language (i.e. color, line, shape, shade, texture, volume space and composition). Field trips may be part of this curriculum and students may incur nominal fees.
Class Hours 3
Lab Hours 0
Credits 3

HUMA103N: Music Appreciation

This course is a survey of music history from the Middle Ages to the present and includes selected listening samples. The course looks at music's relationship to other art forms along with significant societal and historical events. Focus is on selected composers, the elements of music, its forms, and the musical characteristics of each period. Attendance at a rehearsal or concert performed by professional musicians is a requirement of this course and may incur a nominal fee.
Class Hours 3
Lab Hours 0
Credits 3

HUMA110N: Critical Thinking Skills

This course explores the relationship between communication and critical thinking. It explores logical thought and analysis with an emphasis on cause-and-effect and logical premise-and-conclusion arguments. Students will examine how to assess effective arguments and how to determine fallacious reasoning.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite or Corequisite
ENGL101N or ENGL110N.

HUMA120N: Introduction to Theatre

In this course, students will engage in an overview of the world of theatre through the study of theatre history, dramatic literature, theatre performance and production, and the practical application of theatre skills to a real life situation. Emphasis is on theatre as an important aspect of our culture both historically and in the present day. Through the study of theatre history, dramatic literature, performance, and design, students will improve their understanding of this collaborative art form and its place in today's world. This knowledge will be put to practical use in the form of readings from selected works, observing theatrical performances and becoming actively involved in a theatre event. For an informed understanding of this art, students will attend one live theatrical performance. The student will be responsible for the cost of one ticket for an off campus production. Students will gain confidence in their abilities to be a part of a performing arts event as well as an appreciation for the importance of culture in our daily lives.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

HUMA130N: Music Composition

This course is designed for the student with little or no knowledge of music. Instruction will begin with the fundamentals of music theory including note values, the Grand Staff, meter, scales, chord structure, and chord progressions. These basics will provide the foundation for creating and harmonizing simple original musical compositions. The process will also include analysis of already existing music, and the development of listening skills including basic music dictation.
Class Hours 3
Lab Hours 0
Credits 3

HUMA140N: American Cinema

This course explores Hollywood film as an art form, industry and system of representation and communication. In one sense, this is a language course - the language of film. The course will explain how Hollywood films work technically, artistically and culturally to reinforce and challenge America's national self-image.
Class Hours 3
Lab Hours 0
Credits 3

HUMA145N: American Popular Culture

Basic theories of and approaches to the study of popular culture, including various media, folklore, religion and everyday life. Various forms of popular culture including music, film, television, advertising, sports, fashion, literature, and digital media may be analyzed. Students will assess how American popular culture reveals historical, political, sociological and economic forces at work that influence our lives.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N

HUMA207N: Comparative World Religions

A survey course exploring the universality of religion in human experience and in various cultures. This course will cover the religious traditions that have a major influence in our world today: Taoism, Buddhism, Hinduism, Islam, Judaism, Christianity, the Sikhs, Baha'i, and Native American spirituality.Cultural or societal change and the relationship of religion with socio-political conditions will be referenced, but emphasis will be placed on a comparison of religious ideas, ethics, rituals, devotional practices and the teachings of the founders, prophets, and major leaders who have shaped each religious tradition (rather than on institutional history). A portion of the study of each religion will focus on reading selections from its primary sources: sacred myths, and scriptures.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

HUMA220N: Classic Myths in Western Civilization

This course will focus on myths from Ancient Greece but will also include Norse myths and material from the Old Testament, Mesopotamia, and Celtic Britain. We will read some of the greatest stories ever told and discuss how to interpret the mythic descriptions of the relationship between immortals and mortals found in these stories of creation and conflict, madness and love, heroic quest and divine punishment. Some study of historical context will be involved; however, the emphasis will be on exploring the universal qualities that explain why certain myths have outlived their cultural roots to become a meaningful part of the heritage of Western Civilization. Students will explore whether certain elements must be present for a story to be accurately labeled as mythic. Myths and legends will be read in prose or verse translations. Short excerpts will also be read from some of the major modern European and American authors who have been inspired by them. Evidence of the persistence of mythic and heroic archetypes in the visual arts, music, movies, high fantasy literature and popular culture [including RPGs] will also be explored.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N
Notes
This course fulfills a General Education Requirement: Humanities/Fine Arts.

HUMA230N: Ethics in the Workplace

An introductory study of classical and contemporary ethical philosophies and how these philosophies apply to current business practices. The course stresses analytical and problem-solving skills to comprehend the ethical dimensions of business relationships: employer to employee; managers to owners; manufacturers to consumers; and corporations to the environment.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N

HUMA280N: Topics in the Humanities

This course provides students with an opportunity to learn in depth about an area not covered by existing courses in the Humanities curriculum and prepares students for an advanced study of a humanities discipline at the bachelor degree level. The topic choice is at the discretion of the instructor and may focus within the fine arts, humanities, philosophy or religion. Through a summative assessment, students will apply knowledge and skills learned through previous program coursework by producing a project on the topic that integrates critical thinking, analysis and writing through strategies of research and interpretation.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N

Information Technology

CSCN101N: Computer Architecture and Operating Systems

Computer architecture refers to the basic components that make up a computer system. This includes the operation and interrelation of its internal components and peripheral devices, its memory organization, the Basic I/O System (BIOS), and storage. Students will become sufficiently familiar with computer hardware to be able to build or fix computers. Windows, Linux, MacOS operating systems will be introduced with emphasis on Windows OS. Students will be introduced to very basic administration both in native and virtualized systems. Command line and scripting leading to the first programming concepts will be presented. The content of this course is intended to reflect the objectives of the industry recognized A+ Certification, which identifies skills required by IT technicians.
Class Hours 2
Lab Hours 3
Credits 3

CSCN104N: Internet of Things

This course introduces the Internet of Things (IoT). Students will be introduced to the components of IoT systems, how they work together, and how to secure IoT systems. Students will use Arduinos and/or Raspberry Pis to learn basic coding techniques and appreciate how IoT devices work. Students will explore Big Data and how that fits in the IoT ecosystem. Online students may need to purchase a small toolkit.
Class Hours 2
Lab Hours 2
Credits 3

CSCN116N: Networking Basics

This course introduces the basic concepts and principles that underlie computer networking using the Open Systems Interconnection (OSI) model and TCP/IP protocol suite. It presents an overview of networking terminology, examines different networking topologies and architectures, discusses the physical components of computer networks and reviews the principles of network connectivity. It also examines the implementation through design and installation of simple Ethernet networks. Although there is no prerequisite for this course, students who are relatively new to working with computers should consider taking CSCN101N as a prerequisite or corequisite.
Class Hours 2
Lab Hours 2
Credits 3

CSCN150N: Fundamentals of Cybersecurity

This class is an introductory survey course in Cybersecurity. The class focuses on the principles of confidentiality, integrity, and availability. Students will be introduced to the concepts and skills required to install and configure systems to secure applications, networks, and devices; perform threat analysis and respond with appropriate mitigation techniques; participate in risk mitigation activities; and operate with an awareness of applicable policies, laws, and regulations. This course is a first step towards providing the deep technical knowledge needed to effectively design, implement, and manage the overall cybersecurity of an organization. Although there is no prerequisite for this course, students who are relatively new to working with computers should consider taking CSCN101N as a prerequisite.
Class Hours 2
Lab Hours 2
Credits 3

CSCN202N: Cloud Computing

This course is an introduction to cloud computing. Students explore cloud computing services, applications and use cases. Students dive deeply into cloud computing best practices and learn how cloud computing helps users develop a global infrastructure to support use cases at scale
while also developing and inventing innovative technologies.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisite Courses
CSCN101N

CSCN204N: Administering Windows Servers

This course will introduce students to the current Microsoft Windows Server operating system through lectures, demonstrations, discussions, and hands-on labs. Students will learn how to manage Active Directory objects. Students will monitor system performance and administer user accounts, and group policies.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisite Courses
CSCN116N
CSCN202N

CSCN211N: Cybersecurity Operations

This course introduces the core security concepts and skills needed to monitor, detect, analyze, and respond to cybercrime, cyberespionage, insider threats, advanced persistent threats, regulatory requirements, and other cybersecurity issues facing organizations. Gain practical, hands-on skills needed to maintain and ensure security operational readiness of secure networked systems. This prepares the student for the CISCO CyberOps Associate Exam.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisite Courses
CSCI170N
CSCN150N
CSCN216N

CSCN216N: Switching, Routing, & Wireless Essentials

The second course in the CCNA curriculum focuses on switching technologies and router operations that support small-to-medium business networks and includes wireless local area networks (WLAN) and security concepts. Students learn key switching and routing concepts. They can perform basic network configuration and troubleshooting, identify, and mitigate local area network (LAN) security threats, and configure and secure a basic WLAN.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisite Courses
CSCN116N

CSCN217N: Enterprise Networking, Security and Automation

The final course in the CCNA series covers the architecture, security, and operation of an enterprise network, along with introducing the new ways in which network engineers interact with programmable infrastructure. Gain skills to configure and troubleshoot enterprise networks, learn to identify and protect against cybersecurity threats, and discover key concepts of software-defined networking, including controller-based architectures and application programming interfaces (APIs).
Class Hours 2
Lab Hours 2
Credits 3
Prerequisite Courses
CSCN216N

CSCN219N: Incident Response

This course introduces the skills needed to monitor, detect, analyze, and respond to cybercrime. Gain practical, hands-on skills needed to maintain and ensure security operational readiness of IT infrastructure.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisite Courses
CSCN116N
CSCN150N
CSCI170N

CSCN245N: Digital Forensics

Digital Forensics is the field of finding and examining digital clues. This class teaches students how to properly gather, store, and process digital evidence so that it is admissible in court proceedings. Topics include Windows Operating and File Systems, Network Forensics, Mobile Forensics, Photograph Forensics and Mac Forensics.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisite Courses
CSCN101N
CSCN116N

CSCN250N: Network Security Analysis

Network Security Monitoring is an essential activity for enterprise cybersecurity. This course will expand on tools and methods needed for carrying out this task. In today's environment it is unlikely that a network will be free of any intrusion attempts. Detecting these attempts and mitigating them makes a difference between a small incident and a major compromise of the network. The students will learn to use open source solutions such as Security Onion and Snort for collecting data, detecting intrusion, and analyzing the data. Upon completion of this course students will have the skills needed to be an effective network security analyst. This course requires a strong understanding of the TCP/IP suite of protocols and the Linux operating system prior to starting.
Class Hours 2
Lab Hours 2
Credits 3
Prerequisites
CSCN170N and CSCN216N or CCNA Certification, and CSCN211N or CyberOPs Associate Certification.

CSCN286N: Networking Capstone Project

This course draws together the major goals of the Computer Networking degree: designing a network, implementing that design, providing services to users on that network and maintaining that network. In addition, the course integrates the important ability to communicate technical information to both technical and non-technical individuals. Students will choose, design, or be assigned a project that incorporates the components identified above in the form of a Request for Proposals. Both a written solution and an oral presentation of that solution will be required.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite or Corequisite
CSCN217N, or CSCN210N

CSCN290N: Computer Science Internship

The internship program allows the student to apply, in a work environment, competencies and skills learned in the classroom. Internship activities include a weekly seminar in which the different business structures and work experience will be shared. Students will keep a journal of their work experience. A final report will be written to evaluate work experience. This course offers a service learning option.
Class Hours 1
Lab Hours 8
Credits 3
Prerequisites
Substantial completion of all catalog-listed courses for the first three semesters in the Computer Science program and approval of the internship coordinator.

Machine Tool Technologies

MTTN101N: Manufacturing Processes

The student is introduced to the preparation of materials for manufacturing through the extraction and development of ferrous and nonferrous metals and the influence of elements in the production of alloy steels and irons. The classifications of steel, the mechanical and physical characteristics of metals as well as heat treatment processes are also covered. Manufacturing processes such as forging, powdered metal processes, sand castings, additional casting processes, presswork, rolling, drawing, bending, extrusion, welding, electrical discharge machining (EDM), electrochemical machining (ECM), and numerical control (NC) operations are emphasized.
Class Hours 3
Lab Hours 0
Credits 3

MTTN111N: Machine Tool Processes and Theory I

This course introduces the student to the fundamentals of basic machining, the machines covered include: the engine lathe, vertical mill, and other standard machine tools. Machining topics such as turning, boring, drilling, threading, drill and lathe tool grinding along with shop safety will be discussed. An in-depth look at lathe tool geometries, drill sharpening, and various off hand grinding techniques along with basic print reading, inspection methods and tools will be covered. A student must earn a grade of 'C' or better to achieve a passing grade in this course.
Class Hours 3
Lab Hours 9
Credits 6

MTTN118N: Machining Technology

This course is designed to teach the student the basic operation of the engine lathe and the manual vertical milling machine and the processes associated with them.The course will include the study of lab safety, measuring tools, as well as the fundamentals of reading and interpreting a blueprint to produce a close tolerance part.
Class Hours 2
Lab Hours 3
Credits 3

MTTN122N: Machine Tool Processes and Theory II

This course is a continuation of [MTTN111N](#) with an emphasis on advanced lathe and mill operations on more complex parts and assemblies. Conversational programming on CNC machines is introduced on both lathe and mill. Basic Geometric Dimensioning andTolerancing is taught as part of expanding the understanding and interpretation of modern blueprints. Projects will include assemblies of milled and turned parts as well as heat treated and surface ground parts. Instruction will be given in proper wheel selection and grinding techniques. Students will complete several individual projects that utilize all these machining methods. Mechanical concepts such as gears, simple machines, and machine components will be discussed. A student must earn a grade of 'C' or better to achieve a passing grade in this course.
Class Hours 3
Lab Hours 9
Credits 6
Prerequisites
[MTTN111N](#), A grade of 'C' or better is required in MTTN111N.

MTTN123N: Principles of CNC

Topics studied in this course include a full description of programming, machine terminology, operations, and equipment used in CNC (computer numerical control). Students will be taught manual programming techniques using standard G and M codes for basic vertical CNC milling applications. The setup and machining of simple projects on the Acu-Rite, Prototrak, and Haas machines will offer students real world machining experience.
Class Hours 2
Lab Hours 3
Credits 3
Prerequisites
MTTN111N or permission of instructor.

MTTN201N: Lean and Green Manufacturing Methods

This course introduces the student to the fundamentals of Lean Six Sigma and the philosophies of Dr. W. Edwards Deming and the Toyota Way. These methodologies include production, process and inventory control, continuous improvement methods and how they apply to concepts of Lean Six Sigma. In addition, the application of these philosophies in plant management, safety, waste analysis and workflows will be studied and applied. Green manufacturing innovations, ISO 14000 standards and processes will also be reviewed. Case studies of existing plants will be used in the course. Guest lecturers and possible plant tours to see these topics in action will be part of the course as schedules permit.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
[MTTN101N](#) or permission of Program Coordinator/ Department Chair.

MTTN223N: Computer Aided Manufacturing (CAM)

A course designed to introduce students to Computer Aided Manufacturing (CAM) software and its applications to Computer Numerical Control (CNC) machine tools. Students will import CAD files and draw machine parts through the use of Mastercam X, and produce and post programs to run CNC milling machines and CNC lathes.

Class Hours 2
Lab Hours 3
Credits 3
Prerequisites
CAD131N, MTTN123N or permission of instructor.

MTTN231N: Advanced Machine Tool Processes and Theory I

The student will increase proficiency and knowledge in the following areas with stress on accuracy and speed: Milling machines, surface grinding, machining with conversationally programmed CNC machines, electrical discharge machining, digital readout units and CNC milling and turning (programming & operation). A student must earn a grade of 'C' or better to achieve a passing grade in this course.

Class Hours 3
Lab Hours 9
Credits 6
Prerequisite Courses
MTTN122N
Co-Requisite Courses
MTTN123N

MTTN232N: Advanced Machine Tool Processes and Theory II: A Capstone Experience

This course will emphasize the application of CAD/CAM in the manufacturing of a quantity of machined parts. Students will utilize CAM software, conversational programming and manual programming skills. Live tooling and fourth axis work will be covered as it relates to the CNC lathe and mill. In addition, students will participate in a service learning project as well as individual projects and/or group projects. Students will also be taught various job hunting techniques such as resume writing and interviewing skills to assist them in their job search.

Class Hours 3
Lab Hours 9
Credits 6
Prerequisites
MTTN123N, a grade of 'C' or better in MTTN231N.

Mathematics

MATH099N: Algebra I

Algebra I is a preparatory math course that deals with basic and intermediate algebra topics ranging from solving equations, inequalities, systems of linear equations, factoring and simplifying algebraic expressions, to basic graphing techniques. Focus will be on applying these skills to solving problems. A minimum passing grade of 'C' is required. Credits do not count toward degree requirements.

Credits 3
Prerequisites
Appropriate placement.

MATH103N: Quantitative Reasoning

This course is designed to expose the student to a wide range of general mathematics. Problem Solving and Critical Thinking skills, along with the use of technology, will be emphasized and reinforced throughout the course as the student becomes actively involved solving applied problems. Topics included: NumberTheory and Systems, Functions and Modeling, Finance, Geometry and Measurement, Probability and Statistics, and selected subtopics. Students who do not satisfactorily place into MATHN103N will be required to enroll in the corresponding Co-Requisite Workshop.
Class Hours 4
Lab Hours 0
Credits 4

MATH105N: Technical Mathematics

This course is designed for students pursuing degrees in technical trades. Topics covered will include: Calculations involving fractions, decimals, ratios and proportions; Calculations involving linear measure; Calculations involving unit conversion; Algebraic manipulation of formulas including direct and inverse variation. Calculations of areas and volumes; Pythagorean Theorem, and right triangle trigonometry. Analysis of statistical information including measures of center and information presented in charts and graphs. If time permits Law of Sines Cosines as well as Vectors & Vector operations will be introduced. Prerequisite: Students who do not satisfactorily place into MATHN105N will be required to enroll in the corresponding Co-Requisite Workshop.
Class Hours 4
Lab Hours 0
Credits 4

MATH106N: Statistics I: An Introduction to Statistical Reasoning

UNH Transfer Preference

Recognizing that data and variability impact our daily decisions, Statistics I: An Introduction to Statistical Reasoning focuses on developing statistical literacy through an investigative process of problem-solving and decision-making. Students participate in the statistical process by formulating questions, analyzing data, and interpreting results, learning to become critical consumers of statistical information. The course introduces students to descriptive and inferential statistics. Topics include statistical distributions, linear regression and correlation, surveys and experiments, sampling distributions, probability, confidence intervals and hypothesis testing. A variety of statistical tools and software are used to explore concepts and deepen students' conceptual understanding of the topics.
Class Hours 4
Lab Hours 0
Credits 4
Notes
Students who do not satisfactorily place into MATHN106N will be required to enroll in the corresponding Co-Requisite Workshop.

MATH107N: Honors Statistics I

An introductory course in statistical analysis will explore how the application of statistical methods can be utilized to accurately interpret data from various fields of study. Students will learn how to employ the necessary skills relating to scales of measurement, random sampling, graphs and tables, measures of central tendency, probability distributions, confidence intervals, error and sample size estimation, linear correlation, and regression analysis. The project-based approach will allow students to test hypotheses and clearly communicate research findings through interpretative data. Students will apply mathematical analysis toward the advancement of new interpretations and development of arguments, a critical thinking skill set essential in all academic and professional fields.

Class Hours 4
Lab Hours 0
Credits 4
Prerequisites
Placement into MATH110N or above.

MATH110N: Algebra & Trigonometry

This course covers essential algebraic and trigonometric concepts and prepares students for future study of Precalculus and Calculus. Algebraic topics include: quadratic functions, radical equations, transformations, composite functions, polynomial functions, remainder and factor theorems, and rational functions. Trigonometry topics include right triangle trigonometry and the laws of Sines and Cosines. Vectors are also studied and applications are emphasized.

Class Hours 4
Lab Hours 0
Credits 4
Prerequisites
Students who do not satisfactorily place into MATHN110N will be required to enroll in the corresponding Co-Requisite Workshop.

MATH120N: PreCalculus

This course is intended to prepare students for the study of calculus. Students will investigate the properties of exponential, logarithmic, and trigonometric functions. Trigonometry topics include graphs of trigonometric functions, identities, inverse trigonometric functions, and trigonometric identities. Other topics include complex numbers, polar coordinates, conics, and DeMoivre's Theorem. Additionally, a selection of topics from the following list may be chosen by the instructor: sequences and series, mathematical induction, binomial expansions, systems of equations and inequalities, introduction to derivatives. Mastery of the topics in this course will prepare the student for Calculus. Applications will be integrated throughout the course and particular attention will be paid to the process of problem solving.

Class Hours 4
Lab Hours 0
Credits 4
Prerequisites
Placement or MATH110N or permission of instructor.

MATH170N: Discrete Mathematics

This course is concerned with the finite processes and sets of elements that can be listed. It covers the basics of discrete mathematics including propositional logic, proof techniques, fundamentals of counting, sets, relations, functions, trees, graphs and Boolean algebra.

Class Hours 4
Lab Hours 0
Credits 4
Prerequisites
MATH110N or MATH115N.

MATH206N: Statistics II

This course will emphasize the use of statistical procedures in research applications. Students will investigate studies pertaining to business and behavioral sciences and learn to perform the appropriate statistical analysis. Topics include t-tests, hypothesis testing, linear and multiple regression, analysis of variance, and nonparametric statistics. Students will be required to purchase a student version of the computer program SPSS. This course contains a service learning option.
Class Hours 4
Lab Hours 0
Credits 4
Prerequisites
MATH106N or MATH107N

MATH210N: Calculus I

Calculus is introduced through the study of functions, limits, differentiation and higher order derivatives. Derivatives of polynomial, trigonometric, inverse trigonometric, exponential, and logarithmic functions are covered. Problems in optimization, curve sketching and related rates are considered. Integration is introduced by analyzing the definite and indefinite integral.
Class Hours 4
Lab Hours 0
Credits 4
Prerequisites
Placement or MATH120N or Permission of instructor.

MATH211N: Calculus II

This course is a continuation of calculus I. Topics include definite and indefinite integration and the use of calculus in the calculation of areas and volumes. Various integration methods are covered including: integration by parts, trigonometric substitution, and partial fractions. Improper integrals are introduced as well as the study of infinite sequences and series, power series, Taylor series, and determining convergence or divergence of series.
Class Hours 4
Lab Hours 0
Credits 4
Prerequisites
[MATH210N](#)

MATH212N: Calculus III

A course in the calculus of functions of more than one variable usually follows a year of calculus involving functions of only one variable. This course will commence with discussions of vectors and vector value functions. Partial differentiation, multiple integration, and vector operators including: gradient, divergence, and curl and related integral theorems: Green's theorem, the Divergence theorem, and Stokes' theorem will be introduced and applications will be included throughout.
Class Hours 4
Lab Hours 0
Credits 4
Prerequisite Courses
MATH211N

MATH215N: Linear Algebra

In this course, students will be introduced to both the theory and the computational methods used in the study of matrices, vector spaces, linear transformations, diagonalization, eigenvalues, and orthogonality. Students are expected to use mathematical reasoning to read and write proofs pertaining to the study of course material.
Class Hours 4
Lab Hours 0
Credits 4
Prerequisite Courses
MATH210N

MATH220N: Differential Equations

This first course in differential equations studies the theory, solutions methods, and application of ordinary differential equations. Topics include separable differential equations, method of integrating factors, method of undetermined coefficients, variation of parameters, Laplace transforms, numerical methods, and series solutions to differential equations.
Class Hours 4
Lab Hours 0
Credits 4
Prerequisite Courses
MATH211N

Mechanical Design Technologies

MDTN110N: Automation Programming

Students will learn the basic concept of programming a robot. Students will design, construct, and program robots and machinery for varied design applications. Robots will be both benchtop and IR controlled. Laboratory exercises complement classroom instruction.
Class Hours 1
Lab Hours 4
Credits 3
Prerequisites
CAD111N.

MDTN285N: Mechanical Design Capstone

Students work in teams under the direction of a faculty advisor to complete an engineering design project. Students will create a mockup of their design leading to the development of a prototype to test and verify the effectiveness of their design. Students will present their design and prototype to the Technologies Department Advisory Board for evaluation.
Class Hours 3
Lab Hours 2
Credits 4

Mechanical Engineering Technology

MDTN110N: Automation Programming

Students will learn the basic concept of programming a robot. Students will design, construct, and program robots and machinery for varied design applications. Robots will be both benchtop and IR controlled. Laboratory exercises complement classroom instruction.
Class Hours 1
Lab Hours 4
Credits 3
Prerequisites
CAD111N.

MDTN285N: Mechanical Design Capstone

Students work in teams under the direction of a faculty advisor to complete an engineering design project. Students will create a mockup of their design leading to the development of a prototype to test and verify the effectiveness of their design. Students will present their design and prototype to the Technologies Department Advisory Board for evaluation.
Class Hours 3
Lab Hours 2
Credits 4

Mechanics

ELMT203N: Applied Mechanics I

Introduction to material science, stress and strain in materials, and failure modes in materials. The study of mechanical components such as springs and fasteners is begun.
Class Hours 3
Lab Hours 1
Credits 3
Corequisites
PHYS130N or PHYS101N.

ELMT204N: Fluid Power Design

The dynamics of liquids and gases encountered in traditional manufacturing, industrial automation, and vehicular applications.
Class Hours 2
Lab Hours 1
Credits 2
Prerequisite Courses
ELMT203N

ELMT210N: Applied Mechanics II

Continuation of the study of mechanical components with shafts, clutches, belt, and chain drives, etc. Emphasis is on proper selection and operating conditions for reliable operation.
Class Hours 2
Lab Hours 1
Credits 2
Prerequisite Courses
ELMT203N

Nursing

NURS125N: Fundamental Concepts & Skills for Nursing Practice

LPNs may challenge by exam

This foundational nursing course introduces students to major concepts and basic nursing skills to deliver safe nursing care across the lifespan. Class content includes Introduction to Nursing, Working in the Healthcare System, Care of the Human Being, Nursing Process and Critical Thinking, Health Assessment, Meeting Basic Human Needs Across the Lifespan, Patient/Family Education, Concepts of Medication Administration, and Contemporary Contexts for Professional Nursing. Student practice skills related to the class content in clinical facilities and the simulation laboratory under the supervision of a registered nurse. Upon completion of the course, the student is eligible to seek NH licensure as a licensed nursing assistant (LNA).
Class Hours 4
Lab Hours 12
Credits 8
Prerequisites
BIOL201N, PSYC101N
Corequisites
BIOL202N, PSYC201N

NURS140N: Nursing Care I: Concepts and Skills

This course introduces students to safe nursing care of patients with alterations in physical and mental health conditions across the lifespan. Pathophysiology, pharmacology, and interdisciplinary interventions for selected health alterations affecting integumentary, cardiac, respiratory, endocrine, musculoskeletal, and neurological/ mental health conditions will be studied. Concepts and skills introduced in NURS125N will be applied and further developed throughout the semester. Clinical experiences occur in a combination of settings including inpatient acute rehabilitation, inpatient/ outpatient psychiatric, and simulation lab.
Class Hours 4
Lab Hours 12
Credits 8
Prerequisite Courses
NURS125N
PSYC201N
BIOL202N

NURS220N: Nursing Care II: Concepts and Skills

This course applies previous learning in nursing, life sciences, social sciences, and the nursing process to the care of patients across the lifespan with acute health alterations. A systematic approach to each unit will include levels of prevention, pathophysiology, lifestyle alterations, environmental impact and modification, cultural considerations, interdisciplinary care plans, and legal and ethical implications inherent in delivering patient care. Clinical experiences will occur in the acute care hospital setting.
Class Hours 4
Lab Hours 15
Credits 9
Prerequisites
NURS140N, NURS230N and BIOL210N.

NURS230N: Pharmacology for Nursing Practice

This course presents information related to the nurse's role in the pharmacological prevention and treatment of health alterations. Students will study foundational principles of pharmacokinetics and pharmacodynamics and covers common drugs in clinical use. Emphasis is on safe administration of medication across the lifespan, assessment of its effectiveness, patient and family education, and ethical and legal issues related to the nurse's role in pharmacotherapeutics.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
NURS125N
NURS140N

NURS240N: Management of Nursing Care Across the Lifespan

This course requires students to apply all previous learning to care of patients/families with complex and/or emergent health alterations. Concepts of maternal-child health care, critical care, community health nursing, leadership, management, health care policy and trends, and transition to practice will be studied. Clinical experiences will occur in a combination of acute care hospital and community settings.
Class Hours 4
Lab Hours 15
Credits 9
Prerequisites
NURS220N. NURS230N, BIOL210N

Nutrition and Wellness

CULA103N: Culinary Art Skills and Development

This course emphasizes basic cooking techniques, culinary terminology and the proper use of culinary tools. Goals of the course include learning the importance of mise en place, correct cooking techniques and the basic composition of culinary building blocks.
Class Hours 2
Lab Hours 4
Credits 4

CULA105N: Food Service Systems: Sanitation

This course is an Introduction to sanitation and public health as related to the food service industry. It also includes potential hazards that may occur in the operation and production of food. Students will be introduced to proper procedures for purchasing, receiving, storage and issuing of perishable and non-perishable foods.
Class Hours 2
Lab Hours 0
Credits 2
Notes
Upon completion of this course students will have the opportunity to become Serv Safe certified.

CULA140N: Nutritional Cuisine

This course will focus on learning sound nutritional principles to food preparation and menu planning, to provide nutritionally balanced but appealing meals for today's health-conscious consumer. The importance of nutritional guidelines, food selection, alternative preparation techniques and presentation is stressed and demonstrated in daily production.

Class Hours 2
Lab Hours 4
Credits 4
Prerequisite Courses
CULA103N
Prerequisites
CULA103N

HLTH120N: Nutrition Health and Well Being

This course addresses scientific principles of human nutrition to promote health and well-being. Students will learn the body's demands for nutrients, food and nutrition and how the supply and demand of food impacts a human's health and well-being. This course will show how diet relates to health, wellbeing and disease throughout each stage of life.
Class Hours 3
Lab Hours 0
Credits 3

HLTH220N: Nutritional Assessment

This course is an introduction to the concepts of nutritional assessment and the practical application of these concepts in the nutritional care of clients in clinical, community, and research settings. Students will focus on the elements of assessment, the five domains of nutritional assessment and the Subjective Global Assessment.
Class Hours 3
Lab Hours 0
Credits 3

HLTH240N: Nutritional and Allergen Baking

This course introduces students to the fundamental elements of baking terminology, methods, science, ingredients, weights & measures, formula conversion and storage. Topics include formulation of yeast-based products, the functions and properties of various fats, sugars, leaveners, and other baking ingredients. Students will spend lab time applying their knowledge in the production of various products.
Class Hours 2
Lab Hours 4
Credits 4
Prerequisite Courses
CULA103N

HLTH245N: Managerial Skills in Dietetics

This course focuses on the basic principles of managing clinical, community, and food service operations. This includes personnel management, in-service and on-the-job training, policy and procedure development, negotiation techniques, facilities, equipment selection and financial management.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
HLTH220N

HLTH250N: Community Nutrition

This course is a local-level perspective which focuses on a smaller geographical area. This course will focus on today's US food system, the interrelationships with public health, the environment, equity and society. Students will discuss and explore principles and programs developed to improve the dietary status of individual in the local community and state.

Class Hours 2
Lab Hours 4
Credits 4

Paralegal

PLGL210N: Litigation and Trial Preparation

This course covers an overview of all phases of civil litigation. Emphasis will be on civil "causes of action" (claims) and defenses at common law, under statutes, and based in tort law and contract law. Functional skills acquired include preparing and maintaining the file, gathering information through client and witness interviews, investigation, drafting pleadings and motions, organizing and indexing documents, compiling evidence, examining public records, preparing briefs and memoranda, preparing discovery, and assisting the lawyer in preparing for trial and at trial.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite or Corequisite
PLGL102N, PLGL230N.
Prerequisite Courses
PLGL101N

PLGL220N: Real Estate Law

This course covers the fundamental principles and procedures in the practice of real estate law. The student will be capable of assisting in most phases of residential real estate transactions. Functional skills acquired include reviewing and understanding real estate instruments and documents, title insurance binders and policies, surveys; assisting in the preparation and drafting of deeds, purchase and sales contracts, title affidavits, escrow agreements, use and occupancy agreements, notes, mortgages and related financing documents; and preparing for and attending residential closings.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite or Corequisite
PLGL102N
Prerequisite Courses
PLGL101N

PLGL240N: Probate, Estates, and Trusts

This course will enable the student to be capable of assisting in the probating, planning and administration of the probate estate. Functional skills acquired include assisting in the preparation of simple wills, revocable trusts, irrevocable trusts, assisting in the preparation of probate documents including inventory forms, final accounting forms, maintaining accounts, and assisting the attorney in the remainder of the probate process. The course will also examine living wills, estate planning, and estate taxes.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite or Corequisite
PLGL102N, PLGL220N
Prerequisite Courses
PLGL101N

PLGL260N: Criminal Law

In this course, the student will examine the significant legal concepts, principles, legal doctrines, procedures and practice of criminal law in the local and state (according to New Hampshire law and procedure) and federal court systems; and will trace the steps by which the criminal procedure is followed: from stop and arrest, prosecution, the initial client interview, pre-trial, through trial, and post-trial procedure, motions and appeals.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite or Corequisite
PLGL102N
Prerequisite Courses
PLGL101N

PLGL280N: Paralegal Capstone Experience

The Paralegal Capstone Course is designed to prepare the student for obtaining and maintaining employment in the paralegal profession. Students will discuss the application of their knowledge of the law and the legal system, the practical knowledge necessary for successfully working as a paralegal in the field of law, and a review of the ethical rules governing attorneys. The students will review the major skills they acquired during the Paralegal Studies Program and apply them to practical assignments and projects. Students will also complete a Portfolio containing selections of their legal work-product, and will prepare a professional resume which best presents their attributes and employment potential. This course will also prepare the student for the employment process, from job search through interview and hiring.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
For students in the Degree Program, completion of all catalog-listed courses for the first three semesters.

PLGL290N: Paralegal Internship & Seminar

The Internship and Seminar in Paralegal Studies consists of: 1) an internship which is a hands-on learning experience at law firm, public agency, corporation, or other law-related organization, under the direct supervision of a lawyer; and, 2) a capstone seminar of one class contact hour per week designed to prepare the student for obtaining and maintaining employment in the paralegal profession.
Class Hours 1
Lab Hours 8
Credits 3
Prerequisites
For students in the Degree Program, completion of all catalog-listed courses for the first three semesters, a cumulative grade point average of at least 3.0 in the Degree Program, and approval of the faculty internship coordinator. For students in the Certificate Program, completion of six of the eight catalog-listed paralegal specialty courses, a Bachelor Degree from an accredited institution, a cumulative grade point average of at least 3.0 in the Certificate Program, and approval of the faculty internship coordinator.

Philosophy

PHIL109N: Introduction to Philosophy

An introductory level course covering the basic branches of philosophy: Metaphysics, Epistemology, Ethics, Political & Social Philosophy, Aesthetics and Logic. Students will examine and evaluate their personal philosophies as they relate to the ideas of classical and modern philosophers.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite or Corequisite
ENGL101N or ENGLN110

PHIL130N: Honors Ancient Greek Philosophy

The main objective of this course is to develop students' understanding of ancient Greek philosophy by examining in depth the work of its three major representatives: Socrates, Plato, and Aristotle. Attention will be given both to the social and historical context in which the ideas of these thinkers arose and to the influence of their ideas across the Western world over the course of history. The course will help the student develop a sense of the intrinsic value of these classical modes of thought for her or his own ethical development as well as to the development of later civilizations. After all, Athenian social life was as fraught as any contemporary society with tensions between truth and deception, virtue and moral relativism, and ethics and self-centered ness. Understanding how the ideas of the classical philosophers evolved in response to these tensions will help students link the relevance of their ideas to the development of individual and social values at almost any point in history. Students will be encouraged to make connections between past and present through exploration of three fundamental questions: What does it mean to live a good life? What is the difference between knowledge and belief? What is an ideal society, and what roles should various groups have within it?
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite or Corequisite
ENGL110N or ENGL101N and permission of the Honors Program Coordinator or Admissions into the Honors Program.

Physics

PHYS101N: Physical Science I

This course studies the impact of physics on everyday life. Topics include motion, gravity, heat, electricity and magnetism, waves, sound, light and the physics of the atom. Conceptual understanding is emphasized over mathematical manipulation.
Class Hours 3
Lab Hours 2
Credits 4
Prerequisites
Placement into college level math.

PHYS115N: Astronomy

This course offers an introduction to astronomy. The course offers a broad introduction to the solar system, stars, and stellar evolution, galaxies, and cosmology.
Class Hours 3
Lab Hours 2
Credits 4

PHYS130N: Physics I

Serves as the first semester of a one-year course which surveys the field of physics at a non-calculus level. Topics include force and motion, vectors, gravity, energy and momentum, heat and thermodynamics, and oscillations.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisites
MATH 11ON (A grade of 'C' or better is recommended).

PHYS131N: Physics II

A continuation of the study of physics at the non-calculus level. Topics include waves and sound, optics, electricity and magnetism, atoms, nuclei and modern physics.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisite Courses
PHYS130N

PHYS230N: Calculus-Based Physics I

A study of classical physics using calculus. Topics include linear and projectile motion, forces, momentum, energy, gravitation and oscillations.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisite or Corequisite
MATH210N

PHYS231N: Calculus-Based Physics II

A study of classical physics using calculus. Topics include fluids, thermodynamics, electricity and magnetism.
Class Hours 3
Lab Hours 3
Credits 4
Prerequisite Courses
PHYS230N

Political Science

POLS101N: Introduction to Political Science

This course offers an introduction to a variety of contemporary political systems and practices.Topics include an examination of communism, democracy, socialism, authoritarianism as well as other political structures. Political philosophy, theory, culture, structure, and institutions will be examined
Class Hours 3
Lab Hours 0
Credits 3

POLS102N: American Government & Politics

This course provides an introductory examination of the American political system by reviewing the evolution of the executive, legislative, and judicial branches of government. It also covers topics such as: voting and elections; political parties and candidate selection; and the role of the media and interest groups in U.S. politics. Some state and local political topics may also be discussed

Class Hours 3
Lab Hours 0
Credits 3

POLS210N: State and Local Government

This course explores the structure and operation of local and state government.To illustrate general topics, students are presented with specific examples from New Hampshire politics. Field trips to local and state offices and presentations by guest speakers are an integral part of this course.

Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

POLS215N: World Affairs

This course explores major issues of the contemporary world political environment from both theoretical and factual perspectives. Some of the topics covered include basic International Relations theory, such as: Realism, Idealism, Game Theory, and Foreign Policy Decision Making theory. It also addresses current international issues, such as: international trade; globalization; economic interdependence; the UN and other international organizations; human rights and international law; terrorism, the proliferation of weapons of mass destruction; the environment and population.

Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

POLS220N: American Politics & Mass Media

This course explores the changing relationship of politics and the mass media. Technology is expanding the definition of mass media and impacting politics by changing how voters participate in the political cycle. Exploring these changes with students will help them to become active and informed political consumers. This course is a hands-on course that not only explores the changing dynamic between the public and its elected leaders, but also challenges students to get involved in local, state or national politics by using the new mass media tools to participate in a political issue. Students must have Internet access to participate in this course.

Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

Psychology

PSYC101N: Introduction to Psychology

Proof of successful completion with a C+ or higher and taken within five years of the first nursing course. Anatomy and Physiology I and Intro to Psychology, must be submitted by the nursing application deadline date.

Psychology is the scientific study of cognitions, emotions, and behavior. Core topics include human social behavior, personality, psychological disorders and treatment, learning, memory, human development, biological influences, and research methods. Related topics may include sensation, perception, states of consciousness, thinking, intelligence, language, motivation, emotion, stress and health, cross-cultural psychology, and applied psychology. Psychology also critically evaluates "common sense"assumptions about how people function and relate.

Class Hours 3
Lab Hours 0
Credits 3

PSYC130N: Human Relations

This course will promote student exploration of intrapersonal (within self) and interpersonal (between self and others) aspects of human relationships. An understanding of basic psychological concepts and their connection to interpersonal relationships will be presented. Integration of effective communication, stress reduction, and team and leadership strategies in both the home and workplace will be encouraged.
Class Hours 3
Lab Hours 0
Credits 3

PSYC201N: Human Growth & Development

The study of human growth and development across the lifespan is based primarily in the social sciences of psychology, sociology and anthropology. Emphasis will be given to maturation and development achieved in four interrelated systems: Physical, cognitive, social, and emotional. Development is about change; changes that we share as well as changes that are based on unique environments, social and cultural customs. Attention will be paid to controversies that have developed as a result of living in a diverse and multicultural world.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite or Corequisite
PSYC101N

PSYC202N: Personality Psychology

This course is designed to provide a basic introduction to personality psychology. Personality is defined as the attributes - behavioral, temperamental, emotional, and mental - that characterize a unique individual and that are relatively stable over time. This course will introduce theories, historical background, modern research, and research methods used in the study of personality. This course will provide the opportunity to broaden understanding of the science of personality and to think critically about the application of personality theory in everyday life.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
PSYC101N

PSYC205N: Child Psychology

The developmental processes that start once an egg is fertilized are complex and proceed rapidly. The study of child psychology calls upon many disparate disciplines: Biology, medicine, neurology, language and linguistics, as well as psychology fields, to describe and explain this fascinating period of our lives. Emphasis is placed on the interaction of biological, psychological, and sociocultural influences on normal development. The growing child is considered in terms of physical, social, cognitive, emotional, aesthetic, and moral development. The role of culture is examined throughout the course.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
PSYC101N

PSYC206N: Learning and Behavior

This course includes examining various methods and techniques suitable for the modification of human behavior, based on the principles and findings of experimental studies of animal and human behavior. Considers how such methods can be used in education, mental health, corrections, and self-directed personal change. This course will also provide mental and behavioral health providers, knowledge and skills for supporting students and others displaying challenging behaviors using frameworks of positive behavioral supports.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
PSYC101N

PSYC207N: Social Psychology

This course will examine theory and research in the science of individual human behavior in social situations as well as applications of its major principles in everyday life. The course is designed to illustrate how the individual and society are shaped by mutual interaction of mental processes, situational factors, individual differences, and group phenomena within cultures and social structures. Students will investigate the manner in which the behavior, feelings or thoughts of the individual are influenced or determined by the behavior and/or characteristics of others. Diversity, prejudice, institutional aggression, and the political process will be investigated.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
PSYC101N

PSYC210N: Abnormal Psychology

This course explores the diagnosis, treatment and care of the symptoms associated with abnormal behavior. The theoretical causes of various types of psychological disorders'97particularly the neurotic, psychotic, and mood disorders will be presented as will a historical perspective regarding treatment.The psychodynamic, cognitive behavioral and medical model approaches to treatment will be emphasized.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
PSYC101N

PSYC212N: Individual Counseling: Theory and Practice

This course will present a discussion of the most widely used theories of counseling. Integration of these basic theories with the student's own value system will be encouraged.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
PSYC101N

PSYC220N: Research Methods

This course will introduce students to the importance of research techniques and methodologies within the field of psychology (specifically) and to science in general.They will become familiar with the strengths and limitations of empirical studies by exploring the ways in which research is explained to the general public and how essential an adequate understanding can be to the development of programs treatments and policies aimed at improving lives. We will explore the role of ethics in the research process and identify ways that social scientists work to conduct research that helps rather than harms. The course will also examine both quantitative and qualitative approaches to social science research and students will learn and develop, conduct and write research reports.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
MATH106N or MATH107N, PSYC101N.

PSYC222N: Group Dynamics & Counseling

This course will provide a study of therapeutic interventions as carried out through a group.The course design includes academic discussion of group processes and dynamics. Theory will be incorporated into application for students to increase their awareness of their group roles and increase their leadership and group problem solving abilities. This course is a combination of didactic and experiential activities. Students are exposed to the various theories of group work, the basics of group process and professional and ethical issues involved in group counseling. Emphasis is placed on determining how students can incorporate the best of each of the models into their own personalized eclectic model-one that is consistent with their philosophy and suits them personally. One aim of this course is a didactic or teaching purpose that focuses on learning how groups function, learning about group dynamics, and acquiring specific skills necessary to effectively lead groups. The other aim is to provide a climate of support and challenge that will encourage students to get personally involved to the extent that they will be given some tools to continue taking an honest look at themselves as persons and to assess how their personal characteristics might either facilitate or inhibit their ability to lead groups.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisite Courses
PSYC212N

PSYC240N: Drugs and Alcohol

This course is designed to examine alcohol use, drug use and misuse, addiction and personal and social consequences.The effect on the family system and roles of family members will also be explored as well as etiology, symptomatology and current treatment modalities. This course contains an optional service learning component.
Class Hours 3
Lab Hours 0
Credits 3

PSYC290N: Psychology Internship: A Capstone Experience

This capstone course is intended to provide the student with an internship as a means for enhancing learning and unifying the knowledge and experience for the student in the Associate of Arts Psychology degree program.**. This course will provide an opportunity for students to integrate classroom learning with real world activities. Critical thinking will be encouraged by demonstrating the student's ability to integrate and synthesize past course material and then illustrate this understanding in a final paper. This course will give the student multiple opportunities to be active and collaborative learners through the application of psychological principles and ethical issues such as confidentiality and values. Career planning can also be strengthened with mentoring relationships developed during this experience. Field work positions may include placement in mental health, applied developmental and industrial settings as well as social service agencies, educational intervention programs and adolescent crisis centers. Pre-approval of fieldwork site by Department Chairperson before placement. Students are expected to have field work placement before class begins.
Class Hours 1
Lab Hours 8
Credits 3
Notes
Permission of Program Coordinator or Instructor is required before registration.

Sign Language

ASL120N: Sign Language I

This course is an introduction to the basic skills in production and comprehension of American Sign Language (ASL). It includes the manual alphabet and numbers, as well as exposure to grammar. Students will develop conversational ability and culturally appropriate behaviors.
Class Hours 3
Lab Hours 0
Credits 3

ASL121N: Sign Language II

This course will assist the student in developing the ability to use and understand sign language at the beginning level. Classes will include readiness exercises, skills development, direct interaction activities and sign vocabulary building.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ASL120N

Sociology

SOCI101N: Introduction to Sociology

This course provides the student with an understanding of the development of sociological thought and the theories and methods used to study social structure and interaction. It emphasizes the influence of culture on human behavior and social relationships. Students will learn how people's location in society and its institutions shapes their experiences and life chances, and how individuals and groups can influence the process.
Class Hours 3
Lab Hours 0
Credits 3

SOCI201N: Contemporary Social Problems

In this course, students will critically examine a selection of the most pressing issues and problems facing society today, including inequalities of wealth and income, crime and violence, race relations, gender and sexuality, work and the economy, globalization, technology, and the environment. To accomplish this objective, students will learn to apply the sociological perspective to the study of contemporary social life. Through this examination, students will gain an understanding of how social problems arise and how they affect society, and they will apply this understanding to the consideration of possible social policies and other remedies. The course takes a hands-on approach to learning wherever applicable. The goals of this course are to provide a solid foundation in social science learning, to enhance critical thinking skills, and to stimulate social commitment.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
ENGL101N or ENGL110N.

SOCI208N: Sociology of Conflict

This course examines major social scientific theories of conflict with an emphasis on the need for theories to inform our ability to resolve conflict. The course weaves together ideas from conventional disciplines with new approaches to the cause of deep-rooted conflict. A major focus is on the analysis as a tool.
Credits 3
Prerequisites
ENGL101N or ENGL110N

SOCI228N: Social Inequalities: Theory and Practice

Theory and Practice This course will allow students to view the development and maintenance of social inequalities in contemporary American culture by exploring how power, privilege, and social status are tied to race, social class, gender, and sexuality. Students will understand the historical roots of prejudice and discrimination as they relate to the production and maintenance of social stratification. Students will examine the role of power in our society by studying various models of authority (e.g. hierarchical vs. flat-power or power-over vs. power-to perspectives).The course will also explore what it means to have privilege and build awareness of the impact that it has in our lives. This course will enable students to understand multiple social issues and to develop their own perspective about why some have more than others.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
PSYC101N, ANTH110N, or SOCI101N or permission of program coordinator or Department Chair.

SOSC280N: Social Sciences Research Methods

This student-led course emphasizes research in writing on a specific topic in the Social Sciences. Students can focus on History, Political Science, or Anthropology/Sociology and will research and write a research paper relating to that semester's topic. Subjects addressed include information literacy, locating and critically assessing acceptable primary and secondary sources, applying proper Social Sciences methodologies and critical analysis, citing sources effectively, and writing a research paper.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
 ENGL101N and one History, Political Science, Anthropology or Sociology course, or permission from the instructor.

Spanish

SPAN105N: Spanish I

An introductory course for the first year language study that takes a communicative, functional approach to learning Spanish at the college level. The course includes grammar, conversation, culture, and readings. At the end of the course the student will be able to speak and write basic Spanish. Students who have taken two or more years of high school Spanish will be required to take a Spanish placement test.
Class Hours 3
Lab Hours 0
Credits 3

SPAN106N: Spanish II

Spanish II initially reviews, then builds on the simple sentence structures and vocabulary learned in Spanish I. Students will understand and converse in day-to-day Spanish and know basic aspects of various Hispanic cultures. Students will also read authentic materials and basic literature, and will write letters and short essays. Course activities accommodate all learning styles and are both innovative and relevant to student experiences. Video materials bring Spanish to life for students by illustrating in context the grammar and vocabulary students are learning.
Class Hours 3
Lab Hours 0
Credits 3
Prerequisites
SPAN105N or Spanish placement test score of 75 or higher.