



## UNDERGRADUATE BULLETIN 2018 – 2020 NORTHERN CARIBBEAN UNIVERSITY

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### **Disclaimer**

*The provisions in our Bulletins and the general regulations and conditions we stipulate in our other publications and the information we provide in our advertisements do not constitute a contract between a current or prospective student of Northern Caribbean University (herein after referred to as the University) and the University. The sole purpose of the information in the Bulletins, other publications and advertisements is to provide regulations, course listings and descriptions of programmes, and general information, which are in effect at the time of their publication. The University reserves the right to change the regulations and conditions in the Bulletins, other publications and advertisements at any time during the period for which they are in effect and to add, modify or withdraw courses and/or programmes at any time. It also reserves the right to make changes to the mode, place, frequency and time of delivery; to vary the conditions for delivery; and to execute all other actions generally required to ensure their efficient delivery.*

## CORRESPONDENCE DIRECTORY

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Administrative offices are open from 8:30 a.m. to 5:00 p.m. Monday through Thursday and from 8:30 a.m. to 1:30 p.m. on Friday.

### Northern Caribbean University

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## SCOPE OF *BULLETIN*

The provisions of this undergraduate *Bulletin* do not constitute a contract between the University and a student who commences any programme of study, in so far as it relates to the requirements for that programme, during the effective period of this *Bulletin*. Programme requirements are subject to change during such period, in response to imperatives of the law or accreditation standards. The specific courses or activities constituting the requirements for any programme are subject to substitution at any time prior to the completion of that programme.

Further, the provisions of this *Bulletin* reflect the general nature and conditions of the educational services offered by the University and do not constitute a contract or binding commitment between the University and the student. Any fees, charges or costs and all academic regulations set forth in this bulletin are subject to adjustment, cancellation or termination by the University administrators or its Board of Governors.

The University provides opportunities for students to increase their knowledge and skills through programmes of instruction in the various disciplines and through the provision of faculty who are trained and qualified for teaching at the tertiary level. A student's acquisition of knowledge and skills is, however, contingent on the student's desire to learn and his or her application of appropriate study techniques. The University does not guarantee that any student who completes a course or programme of study will have acquired the specific knowledge or skills necessary for licensing and certification into professions or professional associations.

## PURPOSE OF *BULLETIN*

The *Bulletin* is the primary general information publication of the University. It is intended to provide information for students and other persons interested in the academic programmes and organisations of NCU. In order to understand the activities and programmes of the institution, it is important for students to know how to use this *Bulletin* effectively.

Students should thoroughly familiarise themselves with the General Information section of the *Bulletin*. The section answers questions concerning location of buildings and other facilities on campus, requirements for admission and graduation, financial information, students' services and housing. The students' guide to the *Bulletin* is the combination of the index, the table of contents and the glossary. Major events, holidays and semester schedules are listed in the University's Academic Calendar.

Students who have made decisions concerning their area of study should turn to the section of the *Bulletin* dealing with their particular programme of interest, for information about courses and degree requirements. The reader will notice that colleges are arranged in alphabetical order, with course listings by department and course number.

Students who have questions concerning their academic progress, curricular or academic standing should consult their advisers, department chairs or their college deans. Those

with specific questions concerning specialised areas of study should consult the specific department managing those areas.

## UNIVERSITY STANDARDS

Northern Caribbean University operates in harmony with the beliefs, practices and educational philosophy of the Seventh-day Adventist Church. As such, it encourages students to relate their academic pursuits to the Institution's understanding of the Christian faith. It emphasizes the development of a sound Christian character and seeks to maintain an atmosphere, which fosters in its students, commitment and growth in a personal relationship with Jesus Christ. Thus, faith and learning combine to prepare students for practical Christian usefulness.

Students are therefore required to consistently avoid all forms of personal conduct that are scholastically deleterious, spiritually or morally destructive, and to respect the facilities of the University and the rights and property of others. They are also required to abstain from the use of drugs, alcoholic beverages, tobacco, and refrain from improper conduct between the sexes.

Applicants who refuse to pledge compliance with these standards will not be accepted at Northern Caribbean University. Students who later find themselves out of harmony with these standards or whose conduct or attitude shows evidence of a negative or unco-operative behaviour should expect dismissal.





## MISSION STATEMENT

NORTHERN CARIBBEAN UNIVERSITY, A SEVENTH-DAY ADVENTIST INSTITUTION, HAS AS ITS MISSION, QUALITY CHRIST-CENTRED EDUCATION ACHIEVED THROUGH ACADEMIC EXCELLENCE, SOCIAL INTERACTION, SPIRITUAL & PHYSICAL DEVELOPMENT AND A STRONG WORK ETHIC, THEREBY FITTING EACH STUDENT FOR COMMITTED PROFESSIONAL SERVICE TO COUNTRY AND TO GOD.

## VISION STATEMENT

STRATEGICALLY LOCATED, NORTHERN CARIBBEAN UNIVERSITY ASPIRES TO BE THE CENTRE OF HOLISTIC HIGHER EDUCATION, UPHOLDING CHRISTIAN VALUES IN AN INTELLECTUALLY STIMULATING ENVIRONMENT.

## VALUE STATEMENT

*UBI SEMPER DISCIMUS* - WHERE LEARNING NEVER ENDS





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# GENERAL INFORMATION

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- HISTORICAL STATEMENT
- PHILOSOPHY
- MISSION STATEMENT
- GOALS AND OBJECTIVES
- ACCREDITATION & MEMBERSHIPS
- UNDERGRADUATE DEGREE PROGRAMMES
- ACADEMIC CALENDAR

# ABOUT NORTHERN CARIBBEAN UNIVERSITY

## STATEMENT OF IDENTITY AND OWNERSHIP

Northern Caribbean University (NCU) is a Seventh-day Adventist English-speaking University. It is located on a two hundred-acre property, two miles south of the town of Mandeville, in Manchester, Jamaica. It is jointly owned and operated by the Jamaica Union Conference of Seventh-day Adventists (JAMU) which has its headquarters in Mandeville and the Atlantic Caribbean Union (ATCU) which has its headquarters in the Bahamas. The University is a private, four-year, co-educational, liberal-arts institution, offering a number of professional, pre-professional and vocational programmes at the undergraduate and graduate levels. NCU is the largest multi-disciplinary tertiary institution serving rural Jamaica. Its enrolment exceeds 5,000 students from over 35 countries.

## HISTORICAL STATEMENT

Founded in 1907, Northern Caribbean University (NCU) is the oldest private tertiary institution in Jamaica. Formerly known as West Indian Training College, it began by offering courses up to the twelfth grade. As its offerings developed to include theology, teaching, secretarial science, business and natural sciences, it became a junior college. Then it achieved senior college status in the late 1950s, when it began to offer the Bachelor's Degree in Theology and was renamed West Indies College. Subsequently, baccalaureate programmes in more than twenty other disciplines were added. The College was granted university status in 1999 by the Government of Jamaica. Currently, the University, in addition to undergraduate programmes, offers several graduate programmes in the Sciences, Theology, Business, Education and Counselling Psychology.

## PHILOSOPHY

The University adopts the philosophy that "True education means more than the pursual of a certain course of study. It means more than a preparation for the life that now is. It has to do with the whole being, and with the whole period of existence possible ... It is the harmonious development of the physical, the mental, and the spiritual powers. It prepares the student for the joy of service in this world and for the higher joy of wider service in the world to come." (Ellen G. White, *Education*, p.13)

## MISSION STATEMENT

Northern Caribbean University, a Seventh-day Adventist institution, has as its mission, quality Christ-centred education, achieved through academic excellence, social interaction, physical and spiritual development and a strong work ethic, thereby fitting each student for committed professional service to country and to God.

## **GOALS AND OBJECTIVES**

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In harmony with its mission, the University seeks to attain the following goals and objectives:

### **GOALS**

#### **ACADEMIC**

- To provide a wide range of undergraduate programmes for personal and professional development, thus enabling a significant number of persons to adequately participate in nation building.
- To provide a broad spectrum of high quality educational programmes for post-baccalaureate degree preparation and productive, useful roles in society.
- To motivate students to attain intellectual excellence, through creativity and independent thought, developed through the application of sound teaching methods, exposure to appropriate reading materials, technology and enriching experiences.
- To balance academic and practical experience through work/study programmes which develop a wholesome respect for the dignity of labour.
- To provide Pre-University programmes to bridge the gap between the under-prepared university entrant and university entrance requirements.
- To respond to the special needs of the local and international community through the provision of special courses, seminars and workshops.
- To co-operate with the Jamaican and other Caribbean governments in developing accredited programmes in line with their national objectives.
- To create an academic culture that both receives and creates knowledge.

#### **RELIGIOUS**

- To provide an environment that reflects the spiritual values and principles of the Bible as taught by the Seventh-day Adventist Church.
- To incorporate the Christian faith into the learning of all academic departments, by means of a Christ-centred approach to the teaching of each subject area.
- To foster a respect for things spiritual and encourage temperate living.
- To promote the development of tolerance of differences in the human race, as an instrument of peace and goodwill.

## PHYSICAL

- To encourage healthful living through the teaching and practice of temperance, good nutrition and abstinence from alcohol, tobacco and other unhealthful drugs.
- To encourage physical development through outdoor exercise and physical labour.
- To develop within students an awareness of the importance of good health for themselves and their families and as an important aspect of their relationship with God.

## OBJECTIVES

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- To lead each student into a personal relationship with Jesus Christ.
- To guide students in the development of Christian character, marked by loyalty to God, their nation and mankind.
- To engender in students a love for humanitarian deeds of selfless service.
- To inspire students to intellectual excellence, creativity and independent thought.
- To develop in students a sense of responsibility, self discipline and personal dignity.
- To cultivate in students tolerance and respect for the rights and opinions of others.
- To train students to appreciate and practise the highest levels of deportment and refinement.
- To instil in students an appreciation for the elevating and the beautiful, as revealed in nature, the sciences and the arts.
- To develop in students a wholesome respect for the dignity of labour, especially within the context of a developing nation.
- To provide opportunities for students to participate in beneficial community-oriented activities.
- To enable students to acquire knowledge and skills that are necessary for gainful engagement in honest livelihood activities.
- To prepare students to cope with the stresses and challenges of a changing world.

## ACCREDITATION AND MEMBERSHIPS

Northern Caribbean University (NCU) is accredited by the The Accrediting Association of Seventh-day Adventist Schools, Colleges, and Universities (AAA) in Washington, D.C. and is recognised by the United States Office of Education as an approved centre of higher education, for the purpose of loans and grants. The University is also recognised by the Canada Student Loan and the Alberta Student Assistance Programme.

The University Council of Jamaica (UCJ) has certified that Northern Caribbean University is a legitimate tertiary degree-granting institution and has accredited the following undergraduate programmes: Biological Sciences, Counselling and Psychology and Business programmes (A.Sc. and B.Sc.); the B.A. in Primary Teacher Education, the B.A. and B.Sc. in Secondary Teacher Education; English (A.A. and B.A.) and B.Sc. in Biology Education and Computer Information Science (A.Sc. and B.Sc.). In addition, the UCJ has accredited graduate programmes in Business Administration (M.B.A.) and Education (M.A. and Ph.D.).

The Joint Board of Teacher Education (JBTE) of Jamaica accredits the Primary and Secondary Education diploma programmes. The Nursing Council of Jamaica certifies the degree programme in Nursing. The Medical Technology and Dietetics programmes are approved by the Council of Professions Supplementary to Medicine.

Andrews University in Berrien Springs, Michigan; Loma Linda University in California; La Sierra University in California and Southern University in Tennessee, among others, accept NCU baccalaureate degrees at face value, as minimum requirement for entry into their master's programmes.

Loma Linda University accepts NCU biology graduates into its School of Dentistry and graduate science programmes. Students who have taken the bachelor's degree in Nursing at the University and who are certified registered nurses are accepted into its master's programmes. Loma Linda also conducts advanced graduate laboratories on its California campus for NCU's graduate science students.

By formal agreement, Walla Walla College, in the state of Washington, accepts NCU students who have completed the Associate of Science in Engineering into its accredited baccalaureate programme, without reservation. These students are required to do at least one and one half years at Walla Walla College before qualifying for the bachelor's degree.

The University of the West Indies (UWI), Mona accepts NCU Biology graduates into its medical school and the St Augustine Campus of UWI accepts A.Sc. Engineering students from NCU into its B.Sc. in Engineering Programme.

Northern Caribbean University is a member of the Joint Committee for Tertiary Education (JCTE), and the Association of Caribbean Tertiary Institutions (ACTI). The President of the University is a member of the Board of the University Council of Jamaica (UCJ) and has served as chairman of the Joint Committee for Tertiary Education (JCTE). The University is also represented at the Caribbean Area Network for Quality Assurance in Tertiary Education (CANQATE) in joint committees and conferences.



## QUALITY MANAGEMENT

The Quality Management and Institutional Research Department (QMIRD) has as its core function, ensuring that quality is maintained throughout all institutional processes. As such, the Department is mandated to implement and monitor a university-wide quality management system with the aim of improving core processes that will ultimately create a satisfied customer, i.e, the student. The nucleus of any higher level institution is its academic offerings. QMIRD provides assistance in monitoring the academic programmes for quality control and continuous improvement, so as to preserve and advance the integrity of its courses. The department also serves the role of providing key information to its stakeholders through the conducting and analysis of annual and university-sensitive surveys.

### Undergraduate Degree Programmes

Northern Caribbean University offers sixty (60) undergraduate degree programmes in a wide area of disciplines including Natural and Applied Sciences, Allied Health, Communication Studies, Music, Business Administration and Hospitality Management, Religion & Theology, Nursing, Teacher Education and Behavioural Sciences. (See **Colleges & Programmes under Academic Information**)



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# ACADEMIC CALENDAR

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Additional calendar dates are listed in the University Calendar

## FALL SEMESTER 2018

Freshman Orientation	August 24
Freshman Registration	August 24-26
Returning Students Changes in Registration	August 2
Classes Begin	August 29
College and School Assembly	September 13-14
	October 4-5
	November 7-8
Week of Prayer	September 21-29
Refinement Week	October 9-15
<b>NATIONAL HEROES DAY</b>	<b>OCTOBER 15</b>
University Open Day	October 25
Health Week	November 13-17
Homecoming Weekend	November 5-10
Examination Period	December 1-16

## SPRING SEMESTER 2019

Freshman Orientation	January 4
Freshman Registration	January 5-6
Classes Begin	January 9
Week of Prayer	January 18-26
Research Week	February 6-9
President's Convocation	February 13
Sports Day	February 28
<b>GOOD FRIDAY</b>	<b>APRIL 19</b>
Examination Period	April 20- May 5

## SUMMER 2019

<b>Registration</b> (1 <sup>st</sup> Session)	<b>May 8-11</b>
Classes Begin (1 <sup>st</sup> Session)	May 15
<b>Labour Day</b>	<b>May 23</b>
First Summer Session Ends	June 23
Final Exams (1 <sup>st</sup> Session)	June 28-29
<b>Registration</b> (2 <sup>nd</sup> Session)	<b>June 19-23</b>
Classes Begin (2 <sup>nd</sup> Session)	July 3
Second Summer Session Ends	July 31
Final Exams (2 <sup>nd</sup> Session)	August 8-10
Graduation	August 10-12

## FALL SEMESTER 2019

Freshman Orientation	August 23
Freshman Registration	August 23-25
Classes Begin	August 27

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# FINANCIAL INFORMATION

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## GENERAL FEE INFORMATION

- FEES
- FEE PAYMENT
- FEE LIABILITY
- WITHDRAWALS AND REFUNDS
- STUDENT FINANCIAL AID

## GENERAL FEE INFORMATION

Northern Caribbean University reserves the right to increase the charges listed herein or to add new fees whenever such increases or additions become necessary. All fees, including dormitory costs, are for the academic year 2018-2019 and are subject to change by action of the University Board of Trustees. The listing of any fee or incidental charges in this bulletin does not constitute a contract between the University and the student. As a condition of registration, each student must pay the appropriate fee(s) in effect at the time of registration.

The Admissions Office determines a student's residency classification for fee-paying purposes. If a student is incorrectly classified, he/she will be billed for additional fees owed or refunded fees overpaid.

The University assumes no responsibility for money lost in the mail.

### Registration and Other Fees

The fees listed below are for the 2018-2019 academic year.

### FEES

All fees are subject to change by the Northern Caribbean University Board of Trustees.

#### Full-Time Tuition

Undergraduate 16 crs. Tuition & Fees	J\$193,980
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#### Additional Registration Fees:

Insurance	J\$5,740
Club Fees	J\$2,150
JAMCOPY (Jamaican copyright)	J\$1,202

#### Dormitory Fees with meals

OCCUPANCY TYPE	RENT (J\$)	MEAL PLAN & TYPE (J\$)		TOTAL (J\$)
SINGLE OCCUPANCY	139,000.00	26,000.00	MINI	<b>165,000.00</b>
	139,000.00	40,000.00	BASIC	<b>179,000.00</b>
	139,000.00	62,500.00	REGULAR	<b>201,500.00</b>
	139,000.00	85,000.00	PREMIUM	<b>224,000.00</b>

DOUBLE OCCUPANCY	84,000.00	26,000.00	MINI	<b>110,000.00</b>
	84,000.00	40,000.00	BASIC	<b>124,000.00</b>
	84,000.00	62,500.00	REGULAR	<b>146,500.00</b>
	84,000.00	85,000.00	PREMIUM	<b>169,000.00</b>
TRIPLE OCCUPANCY	70,000.00	26,000.00	MINI	<b>96,000.00</b>
	70,000.00	40,000.00	BASIC	<b>110,000.00</b>
	70,000.00	62,500.00	REGULAR	<b>132,500.00</b>
	70,000.00	85,000.00	PREMIUM	<b>155,000.00</b>

**Other Fees may apply**  
**(Contact the Office of Financial Affairs for additional information)**

**Payment Options:**

*Bill Payment Agents:*

- Bill Express (Island-wide)
- Paymaster (Island-wide)

*Tele-Banking*

- Bank of Nova Scotia (BNS)
- National Commercial Bank (NCB)

*Online Payment Options*

- Internet Banking
  - Bank of Nova Scotia (BNS)
  - National Commercial Bank (NCB)
  - Victoria Mutual Building Society (VMBS)
  - Bill Express Online
  - Paymaster Online
- NCU Website
  - Visa Cards (Local and International)
  - Master Cards (Local and International)

Payments may also be made with debit cards and major credit cards on all campuses.

**Application Processing Fee**

J\$1,000; US\$55 (Intl); US\$30 (WIU)

This is a one-time non-refundable fee paid by an individual who applies for admission to the University. A student is required to pay this fee when he/she applies for admission.

### **Late Registration**

Students who do not complete registration during the registration period will be charged a late fee charge of \$1000 on the first day and \$1,000 for each additional day, until two weeks after the semester has begun.

### **I.D. Card Replacement**

Each student is issued an identification card which certifies that he/she is enrolled as a student at the University. There is no charge for the original card. A non-refundable fee of J\$1,000 is required for replacement. This identification card bears the student's photograph and is required for registration, financial transactions, library privileges, entrance to campus activities and other identification purposes.

### **Drop/Add Processing Fee**

Any student who drops a course is charged this fee. There is no charge if the institution is responsible for the change.

### **Library Fines**

All fines imposed by the University Library become due to the University and must be paid at the Business Office and the receipt taken to the circulation desk at the Library. Fines may be imposed for late return of books, lost or damaged books or other related charges as specified by the Library.

### **Class Audit Fees**

Persons other than regularly enrolled students may be permitted to audit classes only with the approval of the course instructor. Such persons must follow the regular registration procedures and pay fees – two-thirds ( $\frac{2}{3}$ ) of the cost. Regularly enrolled students can audit if they so desire.

### **Mature-Age Examination Fee – \$3,000**

### **Returned Cheque Charge**

Cheques given to the University are expected to be cleared at the bank upon which they are drawn. If a cheque is returned, fees are considered unpaid and a \$500 service charge, (plus applicable bank charges) is assessed on each cheque. Cheque writing privileges may be revoked for any individual who has a cheque returned by a bank.

**Health Insurance Charge** – \$5,280 per semester.

**Accident Insurance** – \$460 per year

## Finance Charges

A finance charge of 1.5% per month interest is compounded on all debit balances. Twelve per cent interest per annum is applied to credit balances.

## Financial Regulations

No student is allowed to register, obtain grades, diploma, degree or transcript until all accounts are paid in full. A student is not officially enrolled until fees or payment arrangements are made through the office of Financial Affairs.

The information below serves as a general guide only. Detailed financial information must be obtained from the Financial Office at the time of application.

## OTHER FEES

1. **General Fees** - the general usage of facilities on campus including the library and computers in designated areas, including online student services.
2. **Music** - Students taking a major or minor in Music and taking Applied Music are charged according to a special schedule. There is no refund of fees if music lessons are dropped after two weeks or four lessons, in any semester, except in cases of prolonged illness. Lessons lost because of a student's irregularity in attendance may not be made up.
3. **Laboratories** are required in the following disciplines and therefore attract fees each semester:
  - a. Biology
  - b. Chemistry
  - c. Medical Technology
  - d. Physics
  - e. Nutrition and Hospitality Management
  - f. Teacher Education External examination - (yearly fee) - JBTE diploma
  - g. Mass Communication
  - h. Information Science
  - i. Nursing
  - j. Dental Hygiene

Note: Actual charges for each academic year are listed on a separate schedule. Charges vary from one year to the next and are subject to change without notice.

## **FEE PAYMENT**

All fees are due and payable at registration. Fees may be paid at the Cashier's Office at Northern Caribbean University, Monday through Thursday, 8:15 a.m. to 4:00 p.m.; Fridays 8:15 a.m. to 1:00 p.m., or at any Paymaster of Bill Express island-wide. When settling students' accounts with the University by mail, the names of the students and their account numbers should be clearly indicated. Cashier's/Manager's cheques should be made payable to Northern Caribbean University and payment should be addressed to the Director of Student Finance.

Facilities for Managers and Cashiers Cheque Drop payments are available at the Business office. Returned cheques attract an additional charge of J\$500 or US\$30 (plus applicable bank charges) and will remove the courtesy of payment by personal cheque.

A discount of five per cent (5%) of the tuition charges is given where one person is responsible for the expenses of two students from the same family and ten per cent (10%) for three or more children. Discounts are not retroactive and will be granted only to those whose accounts are kept in balance.

## **PRE-ACCEPTANCE DEPOSITS**

All new students are required to make a cash deposit before receiving their letter of acceptance. The deposit is held as security until students sever their connection with the University, at which time they receive a full refund, provided no outstanding bills remain. Details regarding deposits are available from Financial Affairs.

<b>Region</b>	<b>Deposit Amount</b>
Jamaica	J\$5,000.00
Atlantic Caribbean Union	US\$550.00
The Americas	US\$750.00
Europeans	£1,200.00
Africa	US\$3,000.00

## **FEE LIABILITY**

Students will be registered for courses as their sources of funding dictate. As a result, students are liable for all fees associated with all courses for which they are registered at the end of the add/drop period. If fees are not paid in full by the end of the contract period, all courses will be subject to cancellation and any money paid to the University will be lost.

A student who begins registration, but fails to complete it, and then withdraws, will be charged a handling fee equivalent to the general fee. When a student withdraws during a semester for



whatever reason, the semester's charge for boarding becomes due and payable. Refund on deposits is issued only after a final statement for the student is available. Payment should therefore be expected 30 to 45 days after the student leaves the University.

### WITHDRAWALS AND REFUNDS

Cash paid in advance on students' accounts may not be withdrawn without the written permission of the individual or organisation which originally made the payments. It is expected that such withdrawals will be rare and that financial sponsors will provide students with allowances for incidental personal expenses. However, bona fide emergencies will be given consideration when accounts show consistent credit balances.

In the case of a student's withdrawal from school, he or she must obtain complete signatures and return to the Department of Admissions and Records the appropriate drop vouchers and withdrawal slip. The effective date of termination of the student's registration will be the date on which the vouchers are returned to the Records Office.

The amount to be refunded will be calculated only on Tuition and applicable lab charges based on the following:

Period After Registration	Refund
Up to two weeks	90 per cent refund
Two to four weeks	60 per cent refund
Over four weeks	No refund

# **STUDENT FINANCIAL AID**

## **OFFICE OF STUDENT AID**

There are students without financial aid of some kind, would be unable to attend university. It is for such individuals that the Office of Student Aid is intended. Outlined below are the major means of financial aid. In selecting students to receive such assistance, the University also gives consideration to their citizenship and their academic achievement.

## **SOURCES OF AID**

### **Literature Evangelists Scholarship**

The University participates in the Seventh-day Adventist Student Literature Evangelist programmes, about which information may be obtained from local Conferences and ministers or from the Colporteur Club of the University.

It is the responsibility of students who are benefitting from the scholarship programmes to ensure that the appropriate Conference confirms, in writing to the University, the existence of a scholarship in their name. Otherwise, the students will be required to meet their obligations through regular payments.

### **Academic Scholarships**

Several academic departments are the recipients of annual academic assistance scholarships provided by alumni and other supporters of the University. The scholarships are awarded annually to students in those departments who meet eligibility requirements. To ascertain availability of scholarships enquiries are to be directed to the Department of Research & Grants and the Department of Admissions & Enrolment Management.

### **Special Scholarships**

Supporting organizations, such as: banks, corporations and other entities, make scholarships available to students who meet certain requirements. These scholarships are generally advertised through the sponsoring organisations. Various other scholarships for academic performance exist, as well known alumni awards, awards for graduating from Seventh-day Adventist high schools and for students enrolled in specific disciplines. Freshman scholarships are also available. Students should check with the department chair, the dean of the college or school to which they are applying or with the Department of Alumni Relations and Planned Giving for current information and details.

### **Incentive Awards**

The Admissions & Enrolment Management Department makes incentive awards to students who recruit a certain number of full fee-paying students to attend the University. The amount of the award and the eligibility requirements are modified each year. Students should check with the

department to find out availability and the requirements for the year in which they have been accepted.

### **Student Loans**

Loans are available through the Students' Loan Bureau. To qualify, **students must have been fully matriculated and accepted** for a full course of study at the University. Student Loan applications are made directly to the Bureau from the student. Application dates and eligibility requirements are advertised in the local newspapers. Prospective students are strongly advised to consult the Students' Loan Bureau for details and dates of application. Students who are granted loans (which must be repaid after graduation), may also qualify for Grant In Aid toward housing, transportation and living expenses. This amount is generally not repayable to the Bureau, but must be used for the purposes specified. Students may also contact the Department of Student Finance or the Cashier for details and application forms. (There is a fee for the application forms.)

### **University Loans**

A limited number of loans are available to final year students who are having difficulty with finances. Students are required to sign a loan agreement and these loans must be repaid within two years of graduation.

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# ADMISSIONS INFORMATION

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## ADMISSION TO THE UNIVERSITY

- UNDERGRADUATE ADMISSIONS
- FRESHMAN ADMISSIONS
- BACCALAUREATE PROGRAMMES
- ASSOCIATE PROGRAMMES
- DIPLOMA AND CERTIFICATE PROGRAMMES
- INTERNATIONAL STUDENTS
- PROVISIONAL ADMISSION
- PRE-UNIVERSITY
- MATURE AGE ENTRANCE
- TECHNICAL AND VOCATIONAL GRADUATES
- SPECIAL STUDENTS
- RE-ACCEPTANCE
- REAPPLICATION
- ADMISSION OF FORMER STUDENTS
- ADMISSION OF TRANSFER STUDENTS

## ADMISSION TO THE UNIVERSITY

### UNDERGRADUATE ADMISSIONS

All inquiries about and applications for admission and transcripts of credit should be addressed to the **Director of Admissions and Enrolment Management at Northern Caribbean University, Manchester Road Mandeville, Jamaica, W.I.**

#### Freshman Admissions

Applicants for admission to the freshman class should submit their application materials as early as possible in their senior year of high school or at least three (3) months prior to expected enrolment.

#### Baccalaureate Programmes

Students seeking admission into the baccalaureate programmes must comply with at least one of the following requirements:

1. Five General Certificate of Education (GCE) or Caribbean Examinations Council's (CXC) Caribbean Secondary Education Certificate (CSEC) passes (at a minimum of Grade 'C' or level III) or equivalent, including English Language.
2. Secondary School Certificate (SSC) passes in the National Assessment, Range 5, including English Language.
3. Transfer from a recognized tertiary institution with at least sophomore standing, (minimum of 32 transferable semester credits), and must have satisfied matriculation requirements at that institution. Students transferring with less than 32 credits will be classified as freshmen and all NCU matriculation requirements will apply.
4. A minimum score of 1170 on the Scholastic Aptitude Test (SAT I) for students outside the English Speaking Caribbean, where 1, 2 and 3 above do not apply.
5. A minimum Scholastic Aptitude Test (SAT II) of 550 for individual subjects is required for science programmes.
6. Diploma or associate degree from an approved tertiary institution.
7. American College Testing (ACT) composite score of 20.

#### Associate Programmes

1. Five General Certificate of Education (GCE) or Caribbean Examinations Council's (CXC) Caribbean Secondary Education Certificate (CSEC) passes (at a minimum of level III or Grade 'C') or equivalent including English Language.

2. Secondary School Certificate (SSC) passes in the National Assessment Range 5, including English Language.
3. Transfer from a recognised tertiary institution with at least sophomore standing (minimum of 32 transferable semester credits) and must have satisfied matriculation requirements at that institution. Students transferring with less than 32 credits will be classified as freshmen and all NCU matriculation requirements will apply.
4. A minimum score of 1170 on the Scholastic Aptitude Test (SAT I) for students outside the English Speaking Caribbean, where 1, 2 and 3 above do not apply.
5. A minimum Scholastic Aptitude Test (SAT II) of 550 for individual subjects is required for science programmes.
6. American College Testing (ACT) Composite Score of 20.

### **Diploma and Certificate Programmes**

Students seeking admission into diploma and certificate courses must meet such criteria as may be outlined by the various departments offering these programmes.

### **INTERNATIONAL STUDENTS**

Northern Caribbean University has an international student body with representation from over thirty-five (35) countries. All non-Commonwealth students must obtain a visa before coming to Jamaica and those sixteen (16) years old and over must register with the Immigration Department as aliens. This may be done through the Department of Student Services. To register, a student will need to submit two (2) passport-size photographs and the required deposit, complete the required document supplied by the Jamaican Immigration Authorities and attend an interview.

Students who are of Jamaican parentage may receive an unconditional landing (non-registration on length of stay in country) by presenting the birth and/or marriage certificate(s) of parents to the Immigration Authorities at the port of entry.

International students must have valid passports, as well as valid open one-year tickets to their home countries. No visa is required for Commonwealth students. The Department of Student Services keeps a record of each international student currently enrolled in the institution. Consequently, all such students are expected to submit their passports and tickets to the Office. This is in keeping with the requirements of the Jamaican Immigration authorities who frequent the campus to examine such documents.

Students are not allowed entry into the country for the purpose of study without the following:

- a. An acceptance letter from the University
- b. A certificate of good health
- c. A sound financial plan
- d. A valid passport for at least six months after entry
- e. A valid open return ticket to country of origin or a deposit as determined by the Financial Office.

Non-Commonwealth students must obtain a student visa, from the Jamaican Consulate in their home country or the nearest Consulate Office, before coming to Jamaica. The University will send a Certificate of Acceptance for this purpose.

**PROVISIONAL ADMISSION  
Awaiting External Examination Results**

Consideration is given to high school seniors whose external examination results are not available by the time of registration. **However, all criteria of the acceptance letter issued must be met within 1 year of application or students must withdraw.**

**A. PRE-UNIVERSITY**

Applicants with at least three external passes (GCE/CSEC) at grade C or Level III, respectively and a satisfactory transcript from a recognised high school qualify for entry into Pre-University.

Through the Pre-University Department, Northern Caribbean University serves high school graduates who are not immediately qualified for matriculation into specific academic programmes of the University. Students are prepared to sit external examinations while being allowed to take a limited number of university credits. The Pre-University programme allows the student to obtain outstanding subjects within one year, at which point the student advances or withdraws. Pre-University students are not able to declare a major until they have complete matriculation requirements.

A Pre-University student is understood to be ANY student registered for one or more pre-university subjects. Students are required to register for the Pre-University subject in the Pre-university department and not privately. The specifications of this registration are set out below:

<u><b>PRE-UNIVERSITY</b></u>	<u><b>UNIVERSITY CREDITS</b></u>
3 subjects	No credits
2 subjects	6 credits
1 subject	9 credits

**B. MATURE AGE ENTRANCE**

Applicants over the age of 25 may be granted admission based on their work experience, maturity and performance on the University’s Mature Age Entrance Examination (MAE). Interviews are done and recommendations from employers are evaluated for these applicants. Students will be allowed to register for a **maximum** of 10 credits per semester for the first year. Students accepted on this basis will be placed on one year’s probation. They must complete the first 20 credits, while maintaining an overall GPA of 2.50.

The Mature Age Examination consists of three (3) sections: English, Mathematics and a General Paper that includes Science and Current Events. This exam is administered two times a year: **Fall and Spring, on the last Thursday of May and October.** Candidates may choose the one appropriate to the desired time of entry. A minimum pass mark of 60% on all three sections is required for this basis of entry. **Applicants are allowed to sit the exam once per year.**

### C. TECHNICAL AND VOCATIONAL GRADUATES

*Applicants who are graduates and of Technical or Vocational programmes must have successful completion of Grade I or II Certificate from Secondary level Technical/Vocational Schools.*

### D. SPECIAL STUDENTS

- a. **Non-degree.** This refers to individuals who do not qualify for regular University admission, but who may wish to benefit from university classes. They may be admitted into certain courses, do all class work, sit for all tests and be issued grades. A non-degree student enrolment is limited to two semesters and a maximum of 10 credits per semester.
- b. **Unclassified.** This term applies to any student who meets admissions standards, but who has not decided upon a major. It may also refer to students whose classification cannot be determined at the time of admission. All examinations are taken and grades are issued. Credits earned may later apply toward a degree.
- c. **Transient students.** This refers to students who are registered at other approved tertiary institutions, but choose to take some classes at Northern Caribbean University with the intention that credits thus earned will be transferred to the students' original institution. If a college or university gives prior approval to the arrangement, no transcript is required. A letter is required from the Registrar or Vice-president for Academic Administration, certifying that the students are in good and regular standing at their home institution.

### RE-ACCEPTANCE

University students intending to return for the ensuing academic year may assume re-acceptance unless notified otherwise by the Office of Student Services.

### REAPPLICATION

1. Students whose GPA falls below 1.5 for two consecutive semesters will be required to withdraw for a period of not less than one academic year.
2. Students who plan to continue studies, using the Associate of Science/Associate of Arts (A.Sc./A.A.) as matriculation into the Bachelor's programmes (B.Sc./B.A.), must reapply by filing a regular application form, including current medicals and references. Such applications are processed for the ensuing acceptance period, (the following school year). For this acceptance to be considered, the student must have graduated with a minimum of a 2.50 GPA.

### ADMISSION OF FORMER STUDENTS

A student who withdraws for one school year or longer, (prior to the proposed date of return) must update personal information by completing a regular application form. If the student has



attended another College or University since last enrolment, an official transcript from that institution must be submitted, as well as new recommendations. The current *Bulletin* will be in effect.

### ADMISSION OF TRANSFER STUDENTS

In order to be considered for admission, transfer students must be in good social and academic standing at all institutions previously attended. Students who transfer from approved institutions of higher education may have credits earned in those institutions accepted without validating examinations by doing the following:

1. **Submitting complete transcripts from schools attended.** Regular placement is dependent on evaluation of the transcripts. Transcripts will not be regarded as valid unless they are sent by the Registrars of the institutions directly to the Admissions Office of Northern Caribbean University. Not more than 96 semester credit hours may be accepted toward a bachelor's degree and 32 semester credits toward an associate degree or a diploma.
2. **Meeting a grade of 'C' on all transferable credits.** For a credit to be accepted, the student must have at least a 'C' and it must be relevant to the student's particular programme at Northern Caribbean University. An applicant's work may be summarized on one transcript, but transfer credits will not be accepted until an official transcript has been received from each institution. For transfer purposes, quarter credits will be converted to semester credits.
3. **Meeting Northern Caribbean University entrance requirements** if transferring with less than sophomore standing from an accredited or approved college or university:-

**Note:**

1. Transfer credits are regarded as provisional from the time of an applicant's admission until the completion of 16 credits, with at least a 2.5 GPA, and are applied to their permanent record at the time of graduation.
2. If a student requests a transcript from Northern Caribbean University before he/she graduates, credits from institutions previously attended will not be listed on the transcript. After the Admissions Office has received official transcripts, an assessment will be given to the student and to the relevant department chairperson.
3. Students applying from approved colleges or universities with a grade point average of at least 2.00 may be accepted on probation. Their status will be regularised only after the completion of 16 credits with at least a 2.5 GPA.
4. The University reserves the right not to accept transfer credits for subjects that are unique to its philosophy.

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# ACADEMIC INFORMATION

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## UNIVERSITY RECORDS

- REGISTRATION
- IMPORTANT DATES
- REGISTRATION RESPONSIBILITY
- STOPS TO REGISTRATION
- UNIVERSITY REGISTRAR CANCELLATION OF SCHEDULE
- STUDENT REMOVAL FROM OR CHANGE IN COURSE SELECTION
- DEMAND FOR COURSES
- DIRECTORY OF CLASSES
- HOW TO FIND A COURSE IN THIS *BULLETIN*

## ACADEMIC POLICIES AND REQUIREMENTS

- ACADEMIC YEAR
- COLLEGES & PROGRAMMES
- DISTANCE LEARNING
- ACADEMIC ADVISEMENT
- GENERAL EDUCATION REQUIREMENTS
- CHANGES IN REGISTRATION & REFUNDS
- RESIDENCY REQUIREMENTS
- CLASSIFICATION OF STUDENTS
- CLASSIFICATION OF HONOURS
- CLASS ATTENDANCE AND ABSENCE POLICIES
- CLASS LOAD
- ACADEMIC & CLASSROOM CONDUCT
- GRADING PRACTICES
- GRADES, QUALITY POINTS & GPA
- RETENTION STANDARDS AND ACADEMIC PROBATION
- EXAMINATIONS
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- ACADEMIC GRIEVANCE PROCEDURE
- SUSPENSION, DISMISSAL & REINSTATEMENT
- WITHDRAWAL FROM UNIVERSITY
- TRANSCRIPTS
- MISCELLANEOUS POLICIES
- GRADUATION REQUIREMENTS AND PROCEDURES
- ABBREVIATIONS & SYMBOLS

## ACADEMIC SUPPORT CENTRES

- HIRAM S. WALTERS RESOURCE CENTRE
- CAREER AND EMPLOYMENT SERVICES

## UNIVERSITY RECORDS

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The Office of the University Registrar is the official custodian of permanent academic records of all past and currently enrolled students at Northern Caribbean University (NCU). It is responsible for registering students and for maintaining official student and departmental records for the semester/session or module in progress; preparing transcripts; certifying attendance for loan purposes; implementing and monitoring academic regulations; certifying eligibility to graduate; and providing services and information to students, faculty and administration. Reports and certification of attendance and grade point average are made to governmental agencies with the student's permission and/or request.

A permanent record is kept for each student and contains the following: name and address; date and place of birth, ID number; admission data; courses pursued; grades earned; and an explanation of the grading system; date of graduation; degree conferred; diploma or certificate awarded.

Students should consult with this office for questions concerning registration, errors in registration records, dropping and adding courses, cancellation of registration and grade problems.

Report immediately all changes in permanent and local addresses, name and residency to the offices of University Records, Student Finance and the Vice-President for Student Services. This is to ensure that the records reflect these changes. Any change of name must be accompanied by certified documents.

## REGISTRATION

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During each academic semester, an official registration is held for all currently enrolled, degree-seeking students who expect to be enrolled for the following semester/summer session.

The registration process includes guidance by the students' curriculum advisers, selection of courses to be taken, payment of fees and a number of related activities. A detailed guide to the registration procedure is provided for each student and can be followed in web registration.

Students are expected to register on the dates indicated in the calendar of events and in their acceptance or re-acceptance letter.

Late registration will be penalized by a fine, which must be paid along with the semester's tuition fees to the Business Office. In exceptional circumstances, special permission to register late may be obtained from the Vice-President for Academic Administration, in consultation with the University Registrar. Such permission should be obtained before the final day of registration.

No student will be allowed to register for any course later than two weeks after classes have begun, except under exceptional circumstances, and then only by the permission of the Vice-President for Academic Administration, in consultation with the University Registrar and the department chairperson.

The dates for registration are strictly observed.

Registration for current students at Northern Caribbean University is conducted by website. Through the use of a PC, these students are able to register for classes on campus, in the privacy of their home or from anywhere in the world. Using an Internet website, students can register for all of their courses and can access their tuition and fee information. Students are advised if the requested course is available and informed of other matters related to registration, such as variable credit. Registration for freshmen and students with special needs is done off-line.

#### IMPORTANT DATES

**Two (2) weeks** after the beginning of classes is the deadline for:

1. Adding Classes/Challenge grade submission
2. Changing of a class section
3. Dropping a class for a 90% refund

**Four (4) weeks** after the beginning of classes is the

1. Deadline for dropping a class for a 60% refund
2. Beginning of "W" grades for dropped courses

There is no additional refund period.

**Mid Semester (7 weeks)** after the beginning of classes, "WP/WF" grades are assigned for dropped courses.

**Two (2) weeks before** the beginning of final examinations is the deadline for dropping courses for the semester.

For **Summer**, 2 days are treated as two weeks in the semester. The same procedures outlined above are applied using this principle.

**Filing for Graduation:** Associate candidates must submit by October prior to graduation; Bachelor's candidates must submit by March in their Junior year/year prior to graduation. All undergraduate students must submit their application for December conferral by May. Graduate candidates please see the *Graduate Bulletin*.

**N.B.** Reference should be made to the University calendar (or University Records web page) for the actual dates. THESE DATES/DEADLINES OUTLINED ABOVE ARE STRICTLY OBSERVED.

#### Registration Responsibility

Students are responsible for meeting prerequisites and co-requisites for each course in which they are enrolled. Students are also responsible for any changes made to their schedule.

Students will receive credit only for those courses for which they are properly registered. Likewise, students will be held responsible for every course for which they register unless they officially drop the course or cancel registration during the published periods for this action.

#### Stops to Registration

Registration is prevented if all academic and/or administrative requirements have not been fulfilled prior to the semester/session/module. A "stop" may be placed on the student records if

one or more of the following deficiencies exist: academic dismissal, suspension, academic probation, incomplete admissions documents (including proof of external passes), lack of current medical records (renewable every two years), citizenship probation, fiscal deficiency or failure to process readmission papers after a withdrawal or after a one-year absence from the University and any other situation that may be so classified by the University. Failure to meet specific requirements of a College, School or Department may induce a registration “stop.”

Students notified of a “stop” should contact the notifying office immediately and arrange for removal to be allowed to register for classes, receive official transcripts, and/or receive a degree/diploma.

If students with a “stop” on their record are allowed to register in error, they will be considered illegally enrolled in the University. If the “stop” is not removed after notification of such an error, the student’s registration is subject to cancellation.

### **University Registrar Cancellation of Schedule**

Students allowed to register in error will have their registration cancelled by the Office of University Records. (See Stops to Registration)

### **Student Removal from or Change in Course Selection**

Students who have not completed registration (not activated) within one week of the published registration date will have their course selections removed from the system and will therefore have to make selections again based on available seats.

A student may change the courses originally registered for during the first two weeks of a semester or two days for a summer session by submitting a “Change in Registration Form” to the Office of University Records. This is subject to available seats. There is a processing fee of 10% that is charged during this time period. After this period, students may drop classes with further charges until two weeks before the commencement of final examinations. (See Grading) Students who cancel their registration (dropped all classes) and are not enrolled for the following semester (non-enrolment for two consecutive terms) must apply for readmission to the University.

### **Demand for Courses**

The University does not guarantee instruction in any course when the number of students desiring that course is fewer than fifteen (15).

The online registration system will tell students if they have attempted to register for classes meeting during the same time period. Therefore, it is important to plan very carefully with their adviser before requesting courses.

### **Directory of Classes**

Each academic semester and summer session, the office of Academic Administration at Northern Caribbean University (NCU) publishes the timetable for the ensuing period, which lists course offerings, with the meeting time and location of each course, and where possible the instructor

who will be responsible for each course. Payment information is published by the Office of Student Finance prior to each ensuing year.

Students are advised to organize, with the assistance of their adviser, their material, and plan their schedule before using the web. Students must contact the appropriate departmental office for any clearances or authorizations needed. Individual instructors should be contacted for courses requiring “permission of instructor.” It is important to take care of any academic or administrative holds before attempting to register.

**How to Find a Course in this *Bulletin***

The departments/programmes can be found, numerically, in the “Academic Departments” section, where each course offered in a given programme is listed, including title and credit hours. The course description is outlined at the end of the department’s course offerings.

## ACADEMIC POLICIES AND REQUIREMENTS

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### ACADEMIC YEAR

The academic year consists of two semesters, beginning in August and January respectively. (In the summer, there are two summer sessions of six weeks each). The Department of Professional & Continuing Education operates on a modular basis. Six modules are completed during the year.

### COLLEGES AND PROGRAMMES

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Northern Caribbean University is authorized to grant certification in the following sixty (60) undergraduate degree programmes as well as other certificates and diplomas:

#### COLLEGE OF BUSINESS AND HOSPITALITY MANAGEMENT

##### ***DEPARTMENT OF BUSINESS ADMINISTRATION AND HOSPITALITY MANAGEMENT***

- Bachelor of Science in Business Administration – Accounting Emphasis
- Bachelor of Science in Business Administration – Finance Emphasis
- Associate of Science in Business Administration
- Minor in Business Administration
- Bachelor of Science in Management Studies – Entrepreneurship Emphasis
- Bachelor of Science in Management Studies – Human Resource Management Emphasis
- Bachelor of Science in Management Studies – Marketing Emphasis
- Bachelor of Science in Management Studies – Hospitality and Tourism Management Major
- Bachelor of Science in Hospitality and Tourism Management, Food & Beverage Operations Management major
- Bachelor of Science in Hospitality and Tourism Management, Resort & Spa Management major
- Bachelor of Science in Hospitality and Tourism Management, Travel & Tourism Management major
- Associate of Science in Hospitality and Tourism Management
- Minor in Hospitality and Tourism Management

#### COLLEGE OF EDUCATION AND LEADERSHIP

##### ***DEPARTMENT OF TEACHER EDUCATION***

- Bachelor of Arts in Early Childhood Teacher Education
- Bachelor of Arts in Primary Teacher Education
- Bachelor of Arts in Secondary Teacher Education
- Bachelor of Science in Secondary Teacher Education

- Minor in Secondary Teacher Education
- Seventh-day Adventist (SDA) Teacher Certification

**COLLEGE OF HUMANITIES, BEHAVIOURAL AND SOCIAL SCIENCES**

***DEPARTMENT OF BEHAVIOURAL SCIENCES***

- Bachelor of Science in Counselling
- Bachelor of Science in Criminal Justice
- Bachelor of Science in Family Studies
- Bachelor of Science in Guidance Counselling
- Bachelor of Science in Psychology
- Bachelor of Social Work
- Associate of Science in Conflict Analysis Management and Resolution
- Associate of Science in Criminal Justice
- Associate of Science in Family Life Education
- Associate of Science in Social Work
- Minor in Conflict Analysis, Management, and Resolution
- Minor in Corrections and Rehabilitation
- Minor in Family Life Education
- Minor in Forensic Sciences
- Minor in Guidance Counselling
- Minor in Law
- Minor in Law and Political Science
- Minor in Law Enforcement
- Minor in Political Science and Government
- Minor in Psychology
- Minor in Sociology
- Minor in Social Work
- Minor in Telephone Hotline Counselling
- Concentration in Criminology and Sociology
- Certificate in Crime and Security Management
- Certificate in Family Life Education
- Certificate in Telephone Hotline Counselling

***DEPARTMENT OF COMMUNICATION STUDIES***

- Bachelor of Arts in Communication Studies
- Associate of Arts in Communication Studies
- Minor in Communication Studies
- Minor in E-Ministries

***DEPARTMENT OF GENERAL STUDIES***

- Bachelor of Arts in General Studies

***DEPARTMENT OF HUMANITIES***

- Bachelor of Arts in English (Literature Emphasis)
- Bachelor of Arts in English (Writing Emphasis)
- Bachelor of Arts in English Education
- Bachelor of Arts in History



- Bachelor of Arts in Spanish Studies
- Bachelor of Arts in Spanish Education
- Associate of Arts in Spanish
- Associate of Arts in English
- Minor in English
- Minor in French
- Minor in History
- Minor in Social Studies
- Minor in Spanish
- English as a Second Language (ESL-proficiency)

#### **DEPARTMENT OF MUSIC AND FINE ARTS**

##### **Music**

- Bachelor of Arts in Music
- Bachelor of Music in Music Education
- Bachelor of Music in Performance and Pedagogy
- Associate of Arts in Music
- Minor in Music
- Certificate in Performance and Pedagogy

##### **Fine Arts**

- Associate of Arts in Visual Art
- Minor in Art

#### **COLLEGE OF NATURAL AND APPLIED SCIENCES, ALLIED HEALTH AND NURSING**

#### **DEPARTMENT OF BIOLOGY, CHEMISTRY AND ENVIRONMENTAL SCIENCES**

##### **Agricultural Sciences**

- Bachelor of Science in Agronomy

##### **Biological Sciences**

- Bachelor of Science in Biological Sciences
- Bachelor of Science in Biology Education
- Associate of Science in Biology
- Minor in Biology

##### **Biochemical Sciences**

- Bachelor of Science in Biochemistry

##### **Chemical Sciences**

- Bachelor of Science in Chemistry
- Associate in Science in Chemistry
- Minor in Chemistry

##### **Environmental Sciences**

- Bachelor of Science in Environmental Science
- Bachelor of Science in Applied Environmental Geography

- Minor in Environmental Science

**DEPARTMENT OF COMPUTER AND INFORMATION SCIENCE**

**Computer Science**

- Bachelor of Science in Computer Science  
(Concentrations available in Software Engineering, Information Security, and Data Communications and Networks)

**Computer Information Systems**

- Bachelor of Science in Computer Information Systems  
(Concentrations available in Networking, Data Management, Information Security, Technology Management, and Digital Design)
- Minor in Computer Information Systems

**Information Technology**

- Bachelor of Science in Information Technology
- Associate of Science in Information Technology

**DEPARTMENT OF DENTAL HYGIENE**

- Bachelor of Science in Dental Hygiene
- Associate of Science in Dental Hygiene

**DEPARTMENT OF MATHEMATICS AND ENGINEERING**

**Mathematics**

- Bachelor of Science in Mathematics (with concentrations):
  - Pure and Applied Mathematics Concentration
  - Actuarial Science Concentration
  - Education Concentration
- Bachelor of Science in Mathematics (with Minor)

**Engineering**

- Bachelor of Science in Electrical and Electronic Engineering (with concentrations)
  - Renewable Energy and Power Systems Design
  - Industrial Process Control and Instrumentation Systems Design
  - RF/Microwave and Electronic Communications Systems Design
- Bachelor of Science in Computer Systems Engineering (with concentrations)
  - Database Systems Design
  - Embedded Systems and Process Control Design
  - Information & Communications Systems Design

**DEPARTMENT OF MEDICAL TECHNOLOGY**

- Bachelor of Science in Medical Technology
- Certificate in Phlebotomy

**DEPARTMENT OF NURSING**

- Bachelor of Science in Nursing

**DEPARTMENT OF NUTRITION, DIETETICS AND FOOD SCIENCE**

- Bachelor of Science in Dietetics
- Associate of Science in Dietetics
- Minor in Food & Nutrition

**SCHOOL OF RELIGION AND THEOLOGY**

**DEPARTMENT OF RELIGION AND THEOLOGY**

- Bachelor of Arts in Religion and Theology with a minor in any discipline
- Bachelor of Arts in Religion and Theology with a concentration in Pastoral Ministry
- Associate of Arts in Christian Salesmanship
- Associate of Arts in Religion and Theology
- Minor in Biblical Languages
- Minor in Greek Exegesis
- Minor in Hebrew
- Minor in Religion and Theology
- Minor in Youth Ministry
- Bible Worker Certificate
- Certificate in Christian Salesmanship

**DEPARTMENT OF PROFESSIONAL AND CONTINUING EDUCATION**

- Bachelor of Science in Business Administration (See department's listing)
- Associate of Science in Business Administration (See department's listing)
- Bachelor of Science in Management Studies (See department's listing)
- Bachelor of Science in Secondary Education (See department's listing)
- Bachelor of Arts in Secondary Education (See department's listing)
- Bachelor of Arts in Primary Education (See department's listing)
- Bachelor of Science in Guidance Counselling (See department's listing)
- Bachelor of Science in Social Work (See department's listing)
- Associate of Science in Information Science (See department's listing)

## DISTANCE LEARNING

Through the availability of interactive technology, students now have the option of accessing increased educational opportunities. At Northern Caribbean University Distance Education is to be included in some way in all courses, with some courses being offered fully by distance. At its most basic level, distance education takes place when a teacher and student(s) are separated by physical distance, and technology (i.e., voice, video, data, and print), often in concert with face-to-face communication, is used to bridge the instructional gap. Distance Education provides students with other options for gaining access to a college education and reaches those disadvantaged by limited time, distance or physical disability. Courses that are delivered online are done in keeping with the Distance Education's regulatory framework which also includes the Board of the International Network for Quality Assurance Agencies in Higher Education (INQAAHE), Caribbean Area Network for Quality Assurance in Tertiary Education (CANQATE) and the US Department of Education (Family Educational Rights and Privacy Act (FERPA)). All these entities establish requirements and standards for the delivery of quality distance education services and ensure that effective mechanisms are implemented for the prevention of fraudulent activities in the context of online learning.

## ACADEMIC ADVISEMENT

Northern Caribbean University offers academic advisement to its students to facilitate the successful completion of programmes of study. This advisement process involves activities that monitor students' progress in meeting programme requirements and helps students develop the ability to assess their own academic progress. Students should consult their academic departments to determine their assigned Academic Adviser. Academic Advisers assigned to students will provide a number of services to include interpretation of policies and procedures; assistance in registration processing; assessment of transfer credits; and referral, as appropriate, to institutional services that address academic or personal issues. The Academic Success Unit also operates as an advisement office for all students.

Northern Caribbean University cannot assume responsibility for challenges that may develop from the academic advisement process if students violate or fail to observe pertinent academic policy agreements and regulations.

## GENERAL EDUCATION REQUIREMENTS

The aims of the General Education component of the academic programmes are as follows:

1. To enable students to examine the nature of God, man's relation to Him and the scriptural foundation of reality, knowledge/truth and values. Through the student's interface with these and other spiritual activities, it is hoped that the spiritual dimension of the whole being, which is an integral part of the University's philosophy of education, will be fostered.
2. To develop in students, effective verbal and written skills through the study of the English language, as well as other modern languages and the application of writing and speaking techniques.
3. To develop in students an understanding of the forces that shape individuals and society, an appreciation of aesthetics, and an insight into a variety of cultures through engagement in literary, musical and historical themes.
4. To help students realise the importance of healthy living and the need for regular programmes of physical exercise.
5. To enable students to understand the natural environment and the source of creative power and order, through the study of science, mathematics and the development of information processing skills.
6. To provide students with an opportunity to perform physical work for the development of skills and proper attitudes toward work in its varied forms.

### GENERAL EDUCATION REQUIREMENTS FOR BACHELOR'S DEGREES

All bachelor's degrees require a minimum of 128 semester credits composed of General Education requirements (37-49 credit hours), major requirements and electives. Variations in the total credits required for the completion of the degree or the General Education requirements are indicated in the sections of the *Bulletin* that relate to the various academic departments. Please consult the appropriate academic department or your adviser for details.

#### Categories of General Education Requirements for Bachelor's Degrees (37-49 credits)

*Each programme must account for the relevant general education requirements (37-49), by advisement, to satisfy the liberal arts content required by the University.*

##### A. Foundation Studies (22-25 Credits)

- EDUC100 Freshman Seminar [Freshmen only] **or**
- EDUC102 University Orientation [transfer students only –  
(duration less than or equal to 6 weeks)] 1
- EDUC151 Fundamentals of Christian Education 3
- ENGL119,120 Freshman Composition I & II **or**
- LART119,120 Use of English I & II (**Teacher Education only**) 6
- COMM251 Oral Communication 3
- Modern Language (as required by major or minor department) 3-6

- CPTR112 Introduction to Computer Science **or** CPTR120 Computer Applications 3

Select **one** from the following as appropriate to your Department

- MATH100 Fundamentals of Mathematics 3
- MATH121 College Algebra 3
- ECON170 Business and Economics Calculus I 3

**B. Humanities, Behavioural & Social Sciences and Business (3-6 Credits)**

(Choose at least one course from any of the following areas)

**Humanities**

- Music and Art
  - MUHL100(109) Music Appreciation 3
  - MUHL130(201) Survey of Caribbean Music 3
  - MURE120(200) Church Music and Worship 3
  - MUTH100 Fundamentals of Music Theory 3
  - ARTS101 Introduction to Principles of Art 3

**Behavioural and Social Sciences**

- History & Geography
  - HIST103 Caribbean Perspectives 3
  - HIST104 World History I 3
  - HIST260 History of Jamaica 3
  - GEOG100 Introduction to Human Geography 3
- Psychology, Sociology, Economics & Business
  - PSYC119 Principles of Psychology 3
  - SOCI120 Introduction to Sociology 3
  - SOCI231 Marriage & Family in Diverse Cultures 3
  - ECON132 Personal Finance & Development 3
  - ENTR104 Elements of Entrepreneurship 1

**C. Spiritual, Moral and Personal Development (13-14 credits)**

**Spiritual Development (8-9 Credits)**

- RELB113 God & Human Life 3
- RELB305 Life & Teachings of Christ 3

Choose at least one course from the following:

- RELB114 Bible Doctrines 3
- RELB201 Daniel **or** 2
- RELB203 Apocalyptic Literature I (Advanced Daniel) 3
- RELB202 Revelation **or** 2
- RELB204 Apocalyptic Literature II (Advanced Revelation) 3
- RELT206(204) Prophetic Studies (formerly Gift of Prophecy) 2/3
- RELT352 Comparative Religions 3

**Moral Development (3 Credits)**

Choose one course from the following:

- HMEC129 Social & Professional Ethics 3
- RELB118 Ethics in Moral Development 3
- BSAD489 Ethics & Values in Business 3

**Personal Development (2 Credits)**

Choose based on advisement:

- HPED111 Health & Physical Education **or** 2
- NRS217 Principles of Holistic Health (for persons exempted from Physical Education) **or** 2
- HLED109 Health Education 1  
(plus one of the following to be chosen by advisement)
  - PHED101 Physical Education 1
  - PHED102 Weight Training 1
  - PHED103 Volleyball 1
  - PHED104 Netball 1
  - PHED105 Badminton 1

**D. Science and Environmental Awareness (3-4 Credits)**

Choose one course from the following or substitute by advisement

- BIOL155 Foundations of Biology I 4
- BIOL189 Philosophy of Science 3
- BIOL265 Environmental Health 3
- CHEM131 Introduction to Biochemistry 3
- CHEM121 General Chemistry I 4
- PHYS151 General Physics I 4
- DIET120 Fundamentals of Nutrition 3
- SCED100 Science for Living 4

**E. Skill and Work Attitude**

Each student pursuing the Bachelor's degree must complete Community Service hours as here indicated:

- COMS300 Community Service 2 semesters

## GENERAL EDUCATION REQUIREMENTS FOR THE DIPLOMA & ASSOCIATE DEGREE

The aims of the General Education requirements for the associate degree are the same as for the bachelor's degree. Students will select courses as outlined below.

### Categories of General Education Requirements for Diplomas and Associate Degrees (29-30 credits)

#### A. Foundation Studies (16 Credits)

- EDUC100 Freshman Seminar 1
- EDUC151 Fundamentals of Christian Education 3
- ENGL119,120 Freshman Composition I & II **or**
- LART119,120 Use of English I & II [Teacher Education only] 6
- COMM251 Oral Communication 3
- CPTR112 Introduction to Computer Science **or** 3
- CPTR120 Computer Applications 3

#### B. Humanities and Behavioural & Social Sciences (3 Credits)

(Choose one course from any of the two areas)

##### Humanities

- History & Geography
- HIST103 Caribbean Perspectives 3
- HIST104 World History I 3
- HIST260 History of Jamaica 3
- GEOG100 Introduction to Human Geography 3

##### Behavioural and Social Sciences

- Psychology, Sociology & Economics
- PSYC119 Principles of Psychology 3
- SOCI120 Introduction to Sociology 3
- SOCI231 Marriage & Family in Diverse Cultures 3
- ECON132 Personal Finance & Development 3

#### C. Spiritual, Moral and Personal Development

##### Spiritual Development (5-6 Credits)

- RELB113 God & Human Life 3

Choose at least one course from the following:

- RELB114 Bible Doctrines 3
- RELB 201 Daniel **or**
- RELB 202 Revelation 2
- RELT206(204) Prophetic Studies (formerly Gift of Prophecy) 2/3

##### Moral Development (3 Credits) – choose one course:

- HMEC129 Social & Professional Ethics 3
- RELB118 Ethics in Moral Development 3



**Personal Development (2 credits)** Choose based on advisement:

- HPED111 Health & Physical Education **or** 2
- NRS217 Principles of Holistic Health (for persons exempted from Physical Education) **or** 2
- HLED109 Health Education 1  
(plus one of the following to be chosen by advisement)
  - PHED101 Physical Education 1
  - PHED102 Weight Training 1
  - PHED103 Volleyball 1
  - PHED104 Netball 1
  - PHED105 Badminton 1



## CHANGES IN REGISTRATION AND REFUNDS

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The registration process includes guidance by the students' curriculum advisers, selection of courses to be taken, payment of fees and a number of related activities. A detailed guide to the registration procedure is provided for each student, and can be followed in web registration.

Students are expected to register on the dates indicated in the calendar of events and in their acceptance or re-acceptance letter.

After registration is complete, students may neither drop nor add a course, without completing the 'Change in Registration' form obtainable from the Office of University Records. Courses dropped four (4) weeks after the commencement of classes until the mid-semester will be recorded with a 'W' (Withdrawal) grade. Those dropped after the mid-semester period until two weeks before final examinations will result in a "WP" or "WF" grade.

During the first two weeks of any semester, changes in registration will attract a ten per cent administrative charge; any change thereafter attracts additional charges. No fee is assessed when a change is made necessary by official alterations of the class schedule.

Ninety per cent tuition may be refunded for courses dropped within the first two weeks of a semester, and sixty per cent for those dropped between two and four weeks. No refund is available thereafter. No course may be dropped later than two weeks before the commencement of final examinations.

During the summer sessions, three hours (two days) is equivalent to one week of the regular semester. The changes in registration and attendance apply using this principle. Equivalent requirements apply to Summer Sessions.

These dates for registration and changes in registration are strictly observed.

## REPEATED COURSES

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A student may repeat a course once without permission. Any further repetitions must be upon the recommendation of the department chairperson and the approval of the Academic Board. The student must register for such a course and must fulfil all course requirements. When a course is repeated, the grade is used in the computation of the student's GPA. The grade of each attempt will appear on the transcript, *but only the last grade will be used to compute the GPA.*

## SPECIAL REQUEST COURSES

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A Special Request Course (SRC) is any course in the curriculum for which a department has granted permission for a student to take by special request modality. NCU facilitates an SRC option in the event that there is clear documented evidence for which the institution claims responsibility.

- No student may take more than one SRC during any semester or more than two in the duration of his/her programme.

- SRCs should run concurrently with the normal semester schedule and its credits computed in the student's academic load.
- Arrangements for SRCs must be made during pre-registration period; and the normal registration deadlines apply.
- Students on academic probation may not register for an SRC.
- An additional fee equivalent to the cost of one credit is to be charged for SRCs.

### EXTENSION COURSEWORK

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Northern Caribbean University allows the completion and transfer of coursework from other Seventh-day Adventist colleges/universities so as to provide for cultural and academic enrichment.

All main campus students desirous of doing classes in the Department of Professional & Continuing Education must obtain the signature/approval of the chair of their major department.

### CORRESPONDENCE COURSES

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A student must secure the permission of the Academic Board before enrolling in a correspondence course, and before such coursework may apply toward the major. Permission will normally be granted only when necessitated by schedule conflicts; correspondence courses will be calculated as part of the student's course load. A student may not repeat by correspondence a course failed in residence. Where correspondence work becomes a necessity for a prospective graduate, the official transcript for the courses completed must be on file in the Office of University Records, by June 30 prior to graduation.

The University will accept, from the Home Study International of Washington, D.C. or other reputable correspondence schools, a maximum of sixteen (16) semester credits toward bachelor's degree programmes, and eight (8) semester credits toward associate degree programmes.

### COURSES TAKEN AT OTHER INSTITUTIONS

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Students enrolled at Northern Caribbean University **must first obtain permission to enrol in courses at other institutions if credits are to be transferred to Northern Caribbean University.** Such arrangements will require that the other institution be recognised by NCU and the course(s) to be taken approved by direct and documented transaction between the two institutions. The decision in this matter will be taken by the Vice-President for Academic Administration in consultation with the University Registrar. Arrangements made between an institution and a student will not be honoured. Students should be in good standing to do courses at another institution.

Courses failed in residence must be repeated in residence. They may not be repeated at another institution.

## CHANGE OF MAJOR DEPARTMENT

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Admission to a department is contingent on approval by the department in which the student proposes to take his/her major. Therefore, a student is not free to change major department at will. A change must have the approval of the chair of the department into which the student proposes to transfer as well as the dean of that college/school. This is done through completion of the "Change of Programme" form available at the Office of University Records.

## RESIDENCY REQUIREMENTS

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1. A minimum of the final 32 semester credits in a four-year programme and 16 for a two-year programme must be completed on campus.
2. All baccalaureate students must take in residence, at least 20 hours of upper division work distributed in the major and minor.

## CLASSIFICATION OF STUDENTS

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All undergraduates are classified in one of the following categories:

**Freshman:** a student who has completed less than 32 semester hours.

**Sophomore:** a student who has completed between 32 and 63 semester hours.

**Junior:** a student who has completed between 64 and 95 semester hours.

**Senior:** a student who has completed 96 semester hours or more and can complete all degree requirements by the end of the 1<sup>st</sup> summer session.

**Special:** a student who has met entrance requirements and who wishes to pursue particular studies, but not to qualify for a particular programme.

**Please Note:** Students whose credits may be sufficient, but whose cumulative grade point average is below 2.0 will be classified in the next lower class until their cumulative GPA is raised to 2.0 or better.

## CLASSIFICATION OF HONOURS & ASSOCIATED EVENTS

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### Dean's List

Students who carry a minimum of twelve (12) credits, and who maintain a GPA of 3.5 or better during each semester of a given year, with no grade below "B" and no "Incompletes" or "Deferred Grades" (DG), are eligible for membership on the Dean's List.

### Honour Roll

Students who carry a minimum of 12 credits, and who achieve a cumulative GPA of 3.0 or better during each semester of a given year, with no grade below "C" and no "Incompletes" or "Deferred Grades" (DG) are considered honour students for that year.

### Honours Convocation

Students in the above-mentioned categories are given public recognition at the annual Honours Convocation. Such recognition, however, is conditional upon each student's demonstrated loyalty to the University and its standards, and upon exemplary citizenship.

### Degree With Honours

Degrees with honours are awarded *cum laude*, *magna cum laude* and *summa cum laude*. To be graduated *cum laude*, the student must earn a cumulative average of at least 3.50; for *magna cum laude*, the student's cumulative average must be at least 3.70; and for *summa cum laude*, the student's cumulative average must be at least 3.90. To be eligible for honours, a student must have been in residence for no less than three semesters. Candidates for honours must qualify one semester prior to graduation.

### Honours Society

As part of its effort to foster academic excellence, Northern Caribbean University maintains an Honours Society. Students with a minimum grade point average of 3.30 may apply for membership through the Office of Academic Administration.

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## CLASS ATTENDANCE POLICY

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Students are not permitted to attend classes for which they are not registered, nor can they take two courses that meet concurrently. Regular and prompt attendance at all classes is expected of all students. If a student finds it necessary to be absent from a class, a legitimate excuse should be submitted to the teacher of the class by the next working day.

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## ABSENCE POLICY

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Students are expected to attend classes regularly and on time. Instructors will keep an accurate record of class attendance. It is the students' responsibility to withdraw from a course in which excessive absences have been incurred. Students with excessive absences may only be readmitted to class by the instructor. Students who have not been readmitted to class by the official withdrawal date, may not be readmitted to that class and will receive a mandatory grade "FA".

After four unexcused absences in a four-credit course, three unexcused absences in a three-credit course, or two unexcused absences in a two-credit course, any further unexcused absences will result in the lowering of the student's grade by the teacher. If a student incurs absences (excused or unexcused) amounting to 20% of the scheduled meeting of classes, the student must either:

- a. withdraw from the course or
- b. be given a failing grade (FA) for the course.

International students wishing to travel during the Christmas and Easter breaks should make their airline reservations in conjunction with the academic schedule. Vacation travel is not considered a legitimate excuse for missing classes or examinations.

Three tardies (late arrivals) are equivalent to one absence. Immediately following or preceding a vacation, public holiday or day of special events, absences count as double.

## CLASS LOAD

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### Normal and Minimum Class Load

The course load is expressed in semester credits. A semester credit implies one fifty-minute class meeting per week for the semester. The normal class load for a full-time undergraduate student is 16 hours per semester.

Full-time enrolment (FTE) requires a minimum academic load of 12 credits during the semester.

### Maximum Class Load

Freshmen may not register for hours in excess of the normal course load. Sophomores, juniors and seniors whose cumulative grade point averages are 3.00 or above may register for 17 credits, or for 18 if their cumulative grade point average is 3.5 or higher.

This regulation which is governed by the student's GPA status, applies also to the summer sessions in which a GPA of 3.00 will allow for taking 13 credits and 14 where it is 3.5. The privilege of this regulation is granted only by petition. (**See also Summer Class Load.**)

Correspondence courses are included in the computation of the student's course load. Extra credits will naturally increase the student's tuition charge.

Students' academic loads are governed by the status of their grade point average, their financial standing and their programmes of study. (**See Academic Probation and Review.**)

### Probationary Student Class Load

A student who incurs scholastic probation in any semester will be allowed to carry a maximum of 10 credit hours for the following semester. The GPA must be improved to a minimum of 2.00 for continued enrolment in the following semester/summer.

### Summer Class Load

The maximum number of credits allowed in the summer is 12 with a maximum of nine (9) per session. For students with a 3.00 or better GPA, a petition may be submitted for the maximum number to follow the semester's structure of 1 additional credit for cumulative GPA of 3.0 and above, and 2 additional credits for cumulative GPA of 3.5 and above (**see Maximum Class Load**). Courses with low enrolment figures are subject to cancellation. Students should plan carefully in consultation with their advisers for summer work.

## WORK LOAD

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Students who engage in part-time employment must adjust their programmes to maintain a reasonable balance between work and study. In determining the proper balance, the student's intellectual capacity and previous academic record are considered. Students should consult their advisers in planning the balance of study and work. The following suggested schedule of study and work is based upon past experience and should serve as a guide:

<b>COURSE LOAD</b>	<b>WORK LOAD</b>
7 – 11 Credits	21 – 30 hours per week
12 – 16 Credits	10 – 20 hours per week

## ACADEMIC AND CLASSROOM CONDUCT

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1. The instructor has the primary responsibility for control over classroom behaviour and maintenance of academic integrity, and can order temporary removal or exclusion from the classroom, any student engaged in disruptive conduct, or conduct in violation of the general rules and regulations of the institution. Extended or permanent exclusion from the classroom or further disciplinary action can be effected only through appropriate procedures of the institution.
2. **Plagiarism**, cheating and other forms of academic dishonesty are prohibited. Students guilty of academic misconduct, either directly or indirectly through participation or assistance, are immediately responsible to the instructor of the class. In addition to the other possible disciplinary sanctions which may be imposed through the regular institutional procedures as a result of academic misconduct, the instructor has the authority to assign an "F" or a "0" for the exercise or examination, or to assign an "F" in the course. If the student believes that he or she has been erroneously accused of academic misconduct, and if his or her final grade has been lowered as a result, the student may appeal the case through the appropriate institutional procedures – Grade Appeal (**Grade Grievance Procedure**).

## GRADING PRACTICES

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At the end of each semester, a report of each student's grades is available on the Intranet. An official copy is also mailed to the address indicated by the student on his/her application to the University.

Grades earned at another institution cannot be used to improve a grade point average or eliminate a quality point deficiency at NCU.

A student who is passing a course but has not completed all of the required work in the course at the end of the semester or summer term may complete the "Petition for Incomplete Grade Form" and therefore be assigned a grade of "I." The form outlines all cases for which it may be used and the final dates for the assignment of a grade. A grade of "I" is not assigned to any course if a student withdraws from the University.

Once a final grade in a course has been reported by the instructor to the Office of University Records, it cannot be changed except in cases of error in recording or a computational error. A change of grade may be made only by permission of the department chair and is to be done by the end of the semester/session following the one in which the grade was earned. These deadlines are strictly enforced.

**Forgiveness Policy**

A student may repeat one time, without permission, a course in which an unacceptable grade (less than C in core/major, minor/emphases, cognates and ENGL119, ENGL120, RELB113) was earned. Courses done for other General Education requirements, and elective courses, earning a grade less than "D" (1.00), must also be repeated. The student must register for such a course and must fulfil all course requirements.

The grade received in the last attempt shall be used in computing the overall grade point average. Any further repetitions must be upon the recommendation of the department chairperson and the approval of the Academic Board based on petition. The grade(s) of each attempt will remain on the student's permanent record. However, it (they) will not be used in computing the overall cumulative grade point average (GPA). Grades earned at another institution cannot be used to improve a grade point average or eliminate a quality point deficiency at NCU.

**GRADES, QUALITY POINTS AND GRADE POINT AVERAGE**

At the end of each semester, grade reports are issued to students, parents and sponsoring agencies. The quality of each student's achievement is assessed by means of the University's grading system of grades and quality points and the computation of a Grade Point Average (GPA).

Grades are assigned on the following basis:

Percentage Scored	Assigned
90-100	A
85-89	A-
80-84	B+
75-79	B
70-74	B-
65-69	C+
60-64	C
55-59	C-
50-54	D
0-49	F



## GRADING SYSTEM

Grades are assigned numerical values as follows:

Grade	Quality Points	Definition
A	4.00	Superior
A-	3.67	
B+	3.33	
B	3.00	Above Average
B-	2.67	
C+	2.33	
C	2.00	Average
C-	1.67	
D+	1.33	Below Average
D	1.00	
F	0.00	

After totalling all quality points (QP) earned (i.e., sum of QP x no. of credits per course), the resulting number is divided by the total credits attempted, and this final figure is the grade point average. All grades "A" through "F" are included in the computation of the GPA.

The following grades yield no quality points and are not included in the computation: I--Incomplete; WP--Withdrawal while Passing; WF--Withdrawal while Failing; NC--No Credit; P--Pass; DG--Deferred Grade; R--Repeat Required; FC--Failure due to Cheating; and AU--Audited Course.

### INCOMPLETE GRADE – I

An "I" is recorded in case of incomplete coursework because of illness or other unavoidable circumstances. Students who receive such a grade will have their course load reduced in the following semester, in order to be able to complete the unfinished work without jeopardizing their success in other classes. The "I" must be removed by the end of the first seven weeks of the semester following the one in which it was incurred; thereafter, it will be replaced as stipulated on the "Petition for Incomplete Grade" form available at the Office of University Records. An "I" incurred at the end of the second semester should be cleared by the end of the summer. An "I" incurred in the summer must be removed by the end of the first seven weeks of the first semester (i.e., Fall). It is the responsibility of the student to apply for an "I" grade, failing which, the teacher must compute the final grade in the coursework accounting for all required, whether completed or not.

### DEFERRED GRADE – DG

A deferred grade (DG) may be given in a course recognized by the teacher to contain learning experiences, which, by their nature cannot be completed within one semester or summer session. It is also intended to be used in contract-type courses for the few students who need more than the average amount of time to reach the degree of competence required.

A "DG" must be changed to a grade by the end of the semester following the one in which it was incurred, unless the Vice-President for Academic Administration approves an extension of time upon a petition written by the student and recommended by the teacher. The Vice-President for Academic Administration will not normally allow more than twelve (12) months for the completion of such a course. A "DG" will be replaced by an "NC" if the course is not completed within the approved period. Where the credits are required as a graduation requirement the course must be repeated to replace the "NC".

### **FAILURE DUE TO CHEATING – FC**

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Students who have been found guilty of examination irregularities will forfeit all grades for the semester in which the irregularity occurred; and an FC – Failure due to Cheating, will be placed on their transcripts.

### **AUDITED COURSES – AU**

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Students who plan to audit a course must indicate at the time of registering that they are auditing. The regular registration procedure is followed. Students are not held to attendance, or evaluation requirements for the course and no credits are earned. Audited courses may not be used to meet degree requirements. The audit fee is two-thirds ( $\frac{2}{3}$ ) of the tuition cost.

Should a student desire to change a course being audited to obtain regular credit, its status from audit to credit-basis must be registered in the office of University Records before the scheduled deadline for adding a course. **Challenge examinations are not permitted for courses originally audited.** Students may retake for credit a course they have audited. An "AU" grade will be entered by teachers when students audit classes. The "AU" grade yields no quality points and is not considered when calculating the GPA.

### **PASS-NO CREDIT SYSTEM (P-NC)**

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Students are permitted to enrol for a pass-no credit (P-NC) grade in a limited number of courses to apply to their General Education or their general Elective requirements. They may not take for P-NC grades courses in their major or minor, their certification sequence, or any cognate course required for their major or minor. In these courses, they are to receive the usual letter grades (not P or NC). Reading courses or Directed Teaching are the only exceptions.

Students may not take for P or NC grades, more than one course (maximum of four credits) per semester, during the first two years in residence. For a baccalaureate degree the number of P-NC credits is limited to a maximum of 16 credits; for an associate degree, to 8 credits. Students must earn an equivalent of grade "C" to receive a "P".

### **Errors and Corrections**

Upon receipt of a grade report, students should review it carefully for any errors or omissions. Should any corrections be necessary, they must be made within two weeks of the issuing of the report. The instructor involved should go in person to the Office of University Records, inform

the University Registrar of the corrections needed, complete the "Change of Grade" Voucher and submit the updated student record.

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## RETENTION STANDARDS AND ACADEMIC PROBATION

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The minimum cumulative grade point average (GPA) required by the University for awarding the baccalaureate or associate degree, is 2.25 and 2.00 respectively for all degree level work taken by the student, as part of an approved programme of study. The cumulative GPA for the major (inclusive of core, cognates and emphasis) is 2.50 and 2.25 for the baccalaureate and associate degrees respectively.

The GPA is computed by dividing the total number of hours attempted into the total number of quality points earned, except for credit hours in courses for which the student received a "W", "WP", "WF", "NC", "S", "P", "DG", "AU", or "I". Any enrolled student who meets the minimum academic requirements is in good academic standing at the University. Probationary status will be incurred by the student who fails to meet a 2.00 cumulative grade point average in each semester of enrolment.

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## ACADEMIC PROBATION AND REVIEW

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Satisfactory academic standing is achieved by maintaining a cumulative GPA of at least 2.0. Students are automatically placed on academic probation if their cumulative GPA falls below 2.0. Whenever students' current semester's GPA fall below 2.0, their programmes are automatically placed under review by the Vice-President for Student Services, at whose discretion the students' load for the ensuing semester is reduced. This will normally be done during the registration period.

If the student's current GPA falls below 1.5 for two consecutive semesters, they will be asked to withdraw and will be considered for re-admission only after one academic year has passed. If re-admitted, the students must maintain a minimum GPA of 2.0 each semester in order to continue in their programmes. Extracurricular activities must be minimized while a student is under academic probation or review.

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## EXAMINATIONS

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During the week before final examinations, no off-campus field trips or extracurricular activities requiring students' participation may be scheduled. This week should be devoted to the completion of course projects and preparation for examinations.

Before being permitted to sit for semester examinations, students whose accounts are not cleared must make satisfactory arrangements with Student Finance; after which they will be issued permits for submission at the time of examinations.

Students are expected to complete all examinations in each course for which they have registered. Failure to do so will attract a grade of "F." Students who, for financial reasons, wish to petition the Academic Board to sit a missed final examination must do so within two weeks after the Final Examination period, providing plausible reasons and properly documented supporting details. Petition forms are available in the Office of Academic Administration.

### **Cheating/Dishonesty in Examinations**

Students guilty of examination irregularities such as cheating, falsifying entry documentation, obtaining examinations fraudulently at or before the examination time will have their examination cancelled and will be subject to dismissal from the University. In addition, all grades would have been forfeited for the semester in which the irregularity occurred; and an FC – Failure due to Cheating, entered on their transcripts.

### **Challenge Examinations**

A challenge examination may be taken by students who wish to waive certain published curricular requirements, or to validate credits from a non-accredited college/university, or to accelerate their studies. Students who petition to receive course credit by challenge examinations must receive a grade of "B" or better on the challenge examination. The cost of such examinations will be two-thirds of the tuition cost of the course involved.

This examination must take place within the "Add" period of the semester/session/module. A grade less than "B" (3.00) means that the student cannot be granted credit through this procedure and is therefore required to register for the course in the same semester.

Students may not challenge courses failed in residence, nor may they challenge courses on the basis of any course taken at this institution. They may challenge only courses for which they have formal documented evidence of adequate exposure to the course content at the same level. Challenge examinations are not permitted for courses originally audited.

The examination must be taken under normal examination conditions which must be arranged by the teacher under the direction of the Department Chair. The teacher, after verification by the Department Chair, will inform the Office of University Records with regard to the earned grade.

No more than two (2) courses may be challenged within a semester. No more than sixteen (16) credits for the bachelor's degree and eight (8) for the associate programmes may be earned through challenge examinations. This includes validation examinations. Further information may be obtained from the Office of University Records.

## Credit (Or Waiver) by Examination

Northern Caribbean University realizes that adults who have achieved university-level proficiency through work experience and informal study, and who want to pursue a university degree should receive credit for what they know, regardless of where or how they learned it. The College Level Examination Programmes (CLEP) of the United States College Entrance Examination Board has been set up for this purpose, and Northern Caribbean University utilizes this programme. If no CLEP examinations are available in certain subject areas, other tests, including departmentally constructed tests, may be used.

## Language and Content Examination

Students in bachelor's degree programmes are required to sit the Language and Content Examination during their final year. This oral examination tests not only their knowledge of the content area of their programmes but also their communication skills. Students found with deficiencies must resit and pass this examination in the subsequent semester.

The examination is administered by an impartial panel of examiners consisting ideally of a minimum of four members, including one faculty member chosen by the student, a representative from the Department of English and Modern Languages, a representative from the core area and an external off-campus examiner from the core area. All panel members, except the student's choice, are chosen in conference by the department.

The purpose of this oral examination is to test the students' knowledge of content area of their programmes as well as their communication skills, with a view to enhancing their chances of professional advancement upon graduation (be it employment, further studies, or other professional pursuit).

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## SERVICE LEARNING

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The Northern Caribbean University's Service Learning programme is to be included in the curriculum as part of the core requirement for the degree programmes offered by the University. Designed to expose students to varied work experiences, the programme simultaneously provides a model for community development.

Service learning is a pedagogical method that combines academics and meaningful service and falls under the discipline of experiential learning. For optimum effect, it integrates purposeful community service with instruction and seeks to stimulate participants by means of a work programme designed to achieve their highest potential in order to be models for others. Pragmatic preparation for the world of work is a key focus in making a smooth transition from the classroom to the working world at any organizational level. Service Learning prepares students for critical, reflective thinking as well as personal and civic responsibility. Students will have an edge for upward mobility by applying themselves and the skills they have learned during this programme.

### Objectives

The programme aims to:

- Produce quality, multi-faceted individuals ready for the world of work.
- Help students appreciate the dignity of industry.
- Help students create a reference base for their work experience.
- Empower students to make a difference in the work world.
- Make students more flexible and marketable.
- Encourage students to be good team players on the job.
- Better prepare students for their careers and continuing education.
- Give students greater responsibility for their learning experiences.
- Present problem solving opportunities.
- Enhance student learning by connecting theory with experience and thought with action.

**Benefits**

The benefits of the programme are namely:

- Significantly increased possibilities of job retention through quality educational experiences.
- Engendering positive values, leadership skills and civic and personal responsibility.
- Contribution to NCU’s engagement in the local community and national arena.
- Student empowerment as learners, teachers and leaders.
- Innovative and creative teaching methodology.
- Undeniable relevancy of education in society.
- Increased campus-community alliances and partnerships.

The integration of Service Learning as a fundamental thrust in NCU’s pedagogy will serve to prepare servant leaders.

**LECTURE SERIES**

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The University believes that a lecture series conducted annually will serve to motivate students in their quest for excellence. To fulfil this goal the following lecture series were established:

**HAROLD M. JOHNSTON LECTURE SERIES**

This lecture series was introduced in 1983 to honour the memory of a distinguished Jamaican scholar and alumnus of Northern Caribbean University.

Sponsored by the College of Humanities, Behavioural and Social Sciences, the series provides opportunity for scholars, both local and regional, to make presentations on a variety of current issues and topics.

**K. G. VAZ LECTURE SERIES**

Inaugurated by the School of Religion and Theology in 1998, this lecture series honours an outstanding scholar and renowned theologian, Kenneth G. Vaz, who gave distinguished service to Northern Caribbean University in the Department of Religion, as it was then, and Theology and as President of the then West Indies College. This annual event brings to the campus scholars who provide an academic perspective on theological and related issues.

### **MICHAEL DANT LECTURE SERIES**

The Michael Dant Lecture Series was named in honour of a Chair who gave outstanding service in the Department of Computer and Information Sciences. This Series keeps the students abreast of current happenings in the field of Information Technology and the role it plays in advancing this aspect in society.

### **W. D. CARTER LECTURE SERIES**

This lecture series is named in honour of W. D. Carter who established the W.D. Carter Library of Caribbean Economic Development in 1999, housed in the H.S. Walters Resource Centre. The lecture series so named, is in commemoration of Carter's lifetime achievements in real estate, health care and entrepreneurship. The lecture series is held once per month and conducted jointly between the College of Business and Hospitality Management and the W. D. Carter Centre. It is open to the NCU family but in particular, for the students of the College of Business and Hospitality Management, given its primary focus on business and economic matters.

## **CONFERENCES, CONVENTIONS AND SYMPOSIA**

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The University promotes and stages major events that provide exposure to the university and stimulate academic excellence among its faculty, students and community, both local and international.

### **The International Literacy Conference**

This is a biennial conference devoted to the advancement of reading as the foundation for all learning which brings to the campus local and international presenters and participants under the auspices of the Department of Teacher Education.

### **The IRAE Convention**

This is a biennial event that brings together local and international Inventors, Researchers and Entrepreneurs in a convention and trade show staged on the University campus. Its purpose is to stimulate research, inventions and trading among the people of the region.

### **The Science Symposium**

This is an annual event staged by the College of Natural and Applied Sciences which seeks to promote research, discoveries and general advancement in science.

### **The Business and Hospitality Management Conference**

This is an annual conference focussed on current trends and issues in the nation, region and the world. It is hosted by the College of Business and Hospitality Management and has a targeted audience of senior undergraduates and graduate students. Its intent is to equip graduands of the College with a leadership mindset, and currency and relevance on trends and issues with which they have to deal in the marketplace.

### **The International Language Conference**

This is a biennial event under the auspices of the Department of Humanities. It brings to the campus local and international language specialists to present and discuss issues relevant to the teaching, learning and practice of modern languages in diverse global environments.

**ACADEMIC GRIEVANCE PROCEDURE**

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Any student desirous of expressing concern regarding instructional matters such as perceived unfair grading, cheating or misunderstanding, should confer with the instructor, department chairperson and the dean, in that order, before conferring with the Vice-President for Academic Administration. If an appeal is warranted, it should be made to the Vice-President for Academic Administration within nine weeks of the occurrence.

**GRADE GRIEVANCE PROCEDURE**

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This procedure allows the student the opportunity to appeal a final grade in a course, if he/she believes that the final grade was given capriciously or unfairly. This procedure applies only to final grades and **not individual assignments or exams during the semester**. This procedure is not for an individual to pursue the resolution of a grading dispute. It cannot be used for a class action dispute, that is, not on behalf of two or more students.

**Step #1: Instructor and Student (Informal).** To appeal a final grade, the student must contact the instructor within seven (7) working days of the beginning of classes in the ensuing semester. If the instructor is unavailable, the student must leave a written request for an appointment in the department’s office. Once appropriate notification is made, the instructor and the student should meet within ten (10) working days and attempt to resolve the dispute informally.

If the instructor is not available for 21 days or more, the Department Head will act as a substitute, listen to the grievance and render a decision. During that session, the instructor must submit a written explanation of the reason for the grade. The student may appeal the head’s decision to the next step, but the instructor is expected to accept the decision as final.

**Step #2: Department Grade Grievance Committee (Formal).** If the grade dispute is not resolved in step #1 to the student’s satisfaction, and he/she believes the case merits further attention, the student has a right to file a formal written grievance to the Department Head, who will forward it immediately to the Department Grade Grievance Committee.

- Substantive and procedural guidelines to determine appropriate claims include the following:
- Grievance must be based on substantiated documented evidence of the capricious or unfair award of the grade.
  - Grievance must be filed within fifteen (15) working days of the step one decision being handed down.

Within ten (10) working days of the receipt of the written grievance, the Department Head must schedule a hearing before the Department Grade Grievance Committee. The dispute may not arbitrarily be dismissed without hearing; however, the Department Head may request a closed three-person meeting with the instructor, the student and the Department Head, acting only as mediator and not decision maker. If not, or if either the teacher or the student refuses to attend, the grievance hearing is held as intended.



The Department Grade Grievance Committee shall be composed of three faculty members and two students, selected in accordance with the procedures established by the department. The Committee may be ad hoc or standing for each department.

The Committee's decision must be issued within five (5) working days of the decision being rendered.

### **Step #3 University Grade Grievance Committee (Appeal)**

Requirements necessary for the appeal include the following:

- One dissenting vote on the Department Grade Grievance level, or
- New evidence or new witnesses have become available since the Department Grade Grievance hearing.

The appeal must be submitted in writing to the Vice-President for Academic Administration with a copy forwarded to the dean for the appropriate college.

The University Grade Grievance Committee is chaired by the Vice-President for Academic Administration or designee, and is composed as follows:

- The Dean of the involved college.
- Two faculty members (one from the involved college but not from the department).
- One student appointed by the United Student Movement.

This committee reviews the document entered into evidence, listens to the recorded transcript and reviews the final report from the Department Grade Grievance Committee. Within twenty (20) days of receipt of the appeal, the University Grievance Committee will issue a written decision. **This decision shall be final.**

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## **PETITIONS**

The Academic Board serves as the policy-making body for the University in the area of academics. Students may submit a petition on a form available at the office of Academic Administration to the committee regarding matters that may facilitate adjustments in their academic programmes. Students must first discuss each petition with their department chairpersons, and receive the necessary signatures.

The Department Head will submit the petition and accompanying recommendations. The Dean of the College/School or the Office of Academic Administration will communicate by letter the voted response to the petition

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## **SUSPENSION AND DISMISSAL**

The University reserves the right to exclude at any time a student whose conduct is deemed improper or prejudicial to the interest of the University community or whose academic performance is substandard.

## WITHDRAWAL FROM THE UNIVERSITY

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Students wishing to withdraw from the University must obtain a withdrawal form from the Office of University Records. This form should be appropriately completed and signed. Before students go to the Vice-President for Student Services, they should have a letter from their parents or guardians authorizing the withdrawal, when such persons are responsible for their tuition and fees.

If students fail to comply with the requirements for withdrawal, they will forfeit their deposit. Their account will be charged for the entire semester, and grades of "F" will be recorded for all of the semester's courses.

A Change in Registration ('Add/Drop') Form must accompany the withdrawal form.

### TRANSCRIPTS

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Official transcripts are forwarded, at students' request, directly to institutions for the purposes of admission to educational institutions, scholarship application and/or employment. The first official transcript is provided without charge for graduates. The current charges per copy are: J\$500 (inland) and US\$15 for mail-out to the Americas and US\$25 for Europe, and US\$35 for other international requests. Transcript requests require a minimum of ten (10) working days for processing provided all the relevant and correct information has been supplied. For students currently enrolled, the cost of a transcript is J\$250. In addition to the traditional mode of transcripts by hard copy, the facility of eTranscripts (mailed to the institution) is offered at a reduced rate of US\$16. The receiving institution will get an official, certified PDF copy of the student's transcript.

The online transcript request must be initiated at <http://transcripts.ncu.edu.jm/>

### MISCELLANEOUS POLICIES

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#### Leave of Absence

Authorized leave of absence from campus does not excuse students from class requirements, and it is expected that they will make satisfactory arrangements with their instructors at least 48 hours before they depart campus on such an authorized leave, *unless there is an emergency*. All make-up work must be completed within seven days of the absence.

#### Change of Name

It is essential that a student immediately inform the Office of University Records, Student Finance and Student Services about a change of name, in order that the appropriate adjustments may be made to his/her records. Any change of name must be accompanied by certified documents.

#### Field Trips

Requests for off-campus academic field trips should be made in writing to the Dean for submission to the Administrative Council and copied to the Vice-President for Student Services. Social club trip requests should be made directly to the Student Services office.

All letters of request should include the date, destination, itinerary and duration of the trip, as well as the names of the sponsors, all students and accompanying faculty members. There should be one faculty/staff member to every ten (10) students.

### **Restrictions on Holding Office in Campus Clubs**

Students must have an accumulated grade point average of at least 2.0 before they can become candidates for campus club offices. Students on academic probation are ineligible for election or appointment to campus club offices. Also, they may not hold office if they are on citizenship probation. Students may not continue in office if they are placed on academic or citizenship probation during the school year.



## GRADUATION REQUIREMENTS AND PROCEDURES

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### Graduation Requirements for a Bachelor's Degree

A Bachelor's degree is conferred on students who satisfactorily complete a curriculum in one of the departments or programmes. Students should consult the curriculum requirements for their specific programme in the appropriate departmental section of the Bulletin (consult Index). All candidates for a bachelor's degree must also satisfactorily complete each of the requirements of the University as listed below.

1. A minimum of 128 credit hours with a minimum cumulative average of "C" (2.00 grade point average). The GPA for the major must be a minimum of 2.50 and the minor 2.25, with grades no less than 2.00 ("C") in any subject taken toward the major, minor and cognates. Credit hours earned in Remedial or Pre-University courses are institutional credit; they are not applicable to credit hours required for baccalaureate degrees.
2. A minimum of 60 credit hours at the 300 and 400 level.
3. Six (6) credit hours in English Composition, (ENGL119 and ENGL120) and three credits in "God and Human Life" (RELB113). Students must earn at least a "C" in each of these courses; if they earn less than a "C" in any of them, they must repeat it to raise their grade to at least a "C". (See Forgiveness Policy). Students must satisfy this requirement in order to be admitted to the upper division or the professional component of their major.
4. The last thirty-two (32) hours in residence at NCU, including a minimum of 20 hours of upper division work distributed in the major and minor.
5. Completion of specific course requirements as outlined in the student's Programme of Study. Substitutions must be approved in advance in writing by the Academic Board via the head of the department and the dean of the college/school in which the degree is to be awarded
6. Successful completion of the Language & Content Examination.
7. Meet all General Education requirements as stipulated.
8. Two semesters of community service.
9. Financial Clearance
10. In addition to the University Requirements for a Bachelor's Degree listed, students who seek the Bachelor of Arts degree must complete six (6) credit hours of a single modern language at the college level. None of these hours can be applied toward satisfying the humanities requirement.

## Graduation Requirements for an Associate Degree

The University requirements for an associate degree are as follows:

1. Completion of at least 64 credit hours with at least 30 credit hours in the area of concentration. The GPA for the major must be a minimum of 2.25, with grades no less than 2.00 ("C") in any subject taken toward the major and or cognates. Credit hours earned in Remedial or Pre-University courses are institutional credit; they are not applicable to credit hours required for associates' degrees.
2. A minimum quality point average of "C" (2.00) with the GPA of the core being a minimum of 2.25.
3. Six credit hours in English Composition, (ENGL119 and ENGL120) and three credits in "God and Human Life" (RELB113). Students must earn at least a "C" in each of these courses; if they earn less than a "C" in any of them, they must repeat to raise their grade to at least a "C". (See Forgiveness Policy). Students must satisfy this requirement in order to be admitted to the upper division or the professional component of their major.
4. The last sixteen (16) hours in residence at NCU, including a minimum of 8 hours in the major.
5. Completion of specific course requirements as outlined in the student's Programme of Study. Substitutions must be approved in advance in writing by the head of the department and the dean of the college in which the degree is to be awarded.
6. Meet all General Education requirements as stipulated.
7. Financial Clearance.

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### GRADUATION REGULATIONS

Graduation takes place the second weekend of August each year. There is also a conferral of degrees in December. The responsibility for meeting graduation/conferral requirements rests primarily with students. They should acquaint themselves with the requirements for General Education and the major/minor/emphases as set forth in the *Bulletin*.

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### GRADUATION PROCEDURES

At the beginning of the school year in which students are expected to graduate, they should consult with their Department Head and apply to be listed as prospective graduates using the online *Graduation Application* form available at the the Aeorion Learning Management System (LMS). If the prospective graduate did not fulfil all qualifications and therefore was not eligible for the date of graduation on the form submitted, a new online *Graduation Application* form for ensuing graduation must be submitted within the timelines stated.

Associate degree candidates filing for graduation must complete online forms no later than the September prior to graduation. Bachelor’s candidates must submit this application by March of their junior year/year prior to graduation. All prospective graduates for December conferral must submit their forms by May of the conferral year. Graduate and Postgraduate students should refer to the *Graduate Bulletin*. The Registrar/Associate Registrar will then issue official statements listing their completed credits and the courses lacking, if any.

Prospective graduates are required to participate in graduation, unless written permission has been granted by the Vice-President for Academic Administration via the Dean of the College, for graduation in absentia. Prospective graduates who fail to attend, when absentia has not been granted, will have forfeited graduation for that period and will have to reapply for the following annual graduation exercise or December conferral.

For graduands initially listed but who do not make the final graduation list, reapplication for the ensuing period will be accepted up to, but not later than, the last Friday in July.

The University will apply a fee for the replacement of lost or destroyed originals (degrees/diplomas/certificates).

**GRADUATION IN ABSENTIA**

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Students wishing to graduate in absentia must make their request no later than four weeks before commencement. All financial obligations to the University must be met prior to the expected date of graduation.

**APPLICABLE/GOVERNING BULLETIN**

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Students are allowed to graduate under the requirements of the NCU *Bulletin* that was current when they entered, provided graduation is within eight (8) years of that entrance date, and the programme of study is still active. Students may also elect to meet the requirements of the University *Bulletin* for any year of continuous enrolment. If they are absent from the university for one year or more, they must meet the requirements as set forth in the University *Bulletin* after their re-entrance. Special consideration will be given by the Academic Board to students whose residence have occurred mainly during the summer sessions or have been given leave as student missionaries.

A student's academic life is governed by the *Bulletin* in effect at the time of admission. This also applies to those students who have suspended study and reapply for admission. In the event that there are voted programme changes, these will apply to current students.

Students who complete a *Change of Programme* form will be assigned to the *Bulletin* that is in effect at the time of the change.

## DEGREE CANDIDACY

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A student may be a candidate for only one degree at a time, and not more than one degree is conferred on any student at a given time. Core requirements for an associate degree may be used towards a bachelor's degree in the same area. However, credits from specialized courses for a major or minor cannot be transferred to a degree in another field at the same academic level. If a student applies credits from one completed programme to a new programme, 16 credits of core requirements must be completed in the new core requirements. A previous degree may not serve as a minor for a subsequent degree.

If a student desires to earn a second baccalaureate, the student must:

- a. Complete 32 in-residence semester credits beyond those required for the first baccalaureate degree.
- b. Meet all of the published requirements of the second degree including prerequisites, cognates, degree core, professional component(s) and General Education requirements SPECIFIC to the programme of study for the second degree.
- c. May use a course to fulfil the requirements for more than one concentration, major or minor, provided at least 75 per cent of the credits used for any concentration, major or minor, are not also counted for another concentration, major or minor.

## DEGREE REPLACEMENT

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The Degree Replacement Service offered by the University Records Department seeks to guide graduates of Northern Caribbean University on the requirements for requesting replacement of a degree, diploma or certificate in the following cases or events:

- Instrument damaged
- Instrument lost
- Instrument for correction
- Instrument upgraded to newly accredited degree by the University Council of Jamaica.

Graduates wishing to request a replacement for an instrument must complete the online Certification Replacement Form and submit to the University Registrar at [registrar@ncu.edu.jm](mailto:registrar@ncu.edu.jm)

## ACADEMIC SUPPORT CENTRES

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### THE HIRAM S. WALTERS RESOURCE CENTRE

The library supports the curriculum and philosophy of the University, providing relevant information in a variety of formats, including the latest technological innovations. It comprises the most comprehensive collection of information on Seventh-day Adventism in Jamaica, and has been rated among the top three academic libraries in the island.

**Opening hours are as follows:**

<b>Sunday:</b>	<b>11:00 a.m. to 7:30 p.m.</b>
<b>Monday - Thursday:</b>	<b>8:00 a.m. to 10:00 p.m.</b>
<b>Friday:</b>	<b>8:00 a.m. to 1:30 p.m.</b>

**Membership:**

The library is open to the entire University family.

**Collections:**

1. General lending
2. Reserve (including the E.G. White Collection)
3. Reference
4. West Indian
5. Educational Resource Information Centre (ERIC) microfiche and CD
6. Vertical file information
7. Newspaper clipping
8. University *Bulletin*
9. Periodical

**Services:**

1. Individualized help in locating information
2. Instruction in library use and building bibliographies
3. Photocopying
4. Internet



## CAREER AND EMPLOYMENT SERVICES

Career and Employment Services (CES) is committed to guide students in the management of their career pursuits, to ensure they are equipped with the core competencies embedded in career readiness, for successful transition to the workplace. Guided by the basic tenets of career development – self-assessment, career exploration, training, and job search – CES tailors its services to students and alumni in pursuit of job and experiential learning opportunities.

Students are encouraged to take advantage of the services of the Career and Employment Services Department as they discover themselves, explore career fields, develop career plans, acquire training, prepare themselves for the job search process, and actually search for employment.

Valuable information and assistance are available to all undergraduate students of the University. Services include career advising/coaching, career development seminars, mock interview sessions, job and internship opportunities, résumé and cover letter critiquing, and overseas work and travel programmes. Students are encouraged to take advantage of these opportunities to manage their careers and maximize their career readiness skills during their university years.



## ABBREVIATIONS AND SYMBOLS

AEXP	Aesthetic Expressions	LRDG	Language Reading
ACCT	Accounting	MATH	Mathematics
ACED	Art and Craft Education	MGMT	Management
BIOL	Biology	MKTG	Marketing
BSAD	Business Administration	MTED	Mathematics Education
BUED	Business Education	MTCH	Medical Technology
CHEM	Chemistry	MUCT	Music Theory
COMM	Communication	MUHL	Music History Literature
COUN	Counselling	MUPB	Music Performance – Brass
CPS	Certified Professional Secretaries	MUPE	Music Performance
CPTR	Computer Science	MUPW	Music Performance – Woodwind
DENT	Dental Hygiene	MURC	Church Music
DIET	Dietetics	MURE	Music Religious Education
ECON	Economics	NRSG	Nursing
EDUC	Education	OTEC	Office Systems Technology
ENGL	English	PC	Pre-University now PU Pre-University
ENGR	Engineering	PHIL	Philosophy
ENTR	Entrepreneurship	PHYS	Physics
FINA	Finance	PLSC	Political Science
FREN	French	PRNT	Print (Photography)
GEOG	Geography	PSYC	Psychology
GNST	General Studies	PTED	Primary Teacher Education
HEED	Home Economics Education	REED	Religious Education
HIST	History	RELB	Religion – Biblical Studies
HMEC	Home Economics	RELL	Religion – Biblical Languages and Literature
HMGT	Hospitality Management	RELP	Religion – Profession and Applied Religion
HPED	Health and Physical Education	RELT	Religion – Theological and Philosophical Studies
HRMG	Human Resource Management	SOCI	Sociology
HSED	History Methods	SPAN	Spanish
INED	Industrial Education	SCED	Science Education
JOUR	Journalism	SOWK	Social Work
LART	Language Arts	SSED	Social Studies Education
LAWC	Law and Constitution		

**MISCELLANEOUS ABBREVIATIONS**

AU	Audited Course	JCTE	Joint Committee for Tertiary Education
ACTI	Association of Tertiary Institutions	MAE	Mature Age Examination
BASSO	Business and Secretarial Students Organization	MTELP	Michigan Test of English Students Association Language Proficiency
CHIPS	Computer Hardware Information Processing Specialists	NAPS	National Association for the Prevention of Starvation
CLEP	College Level Examination Programmes	NC	No Credit
CSEC	Caribbean Examinations Council	P	Pass
ERIC	Education Resource Information Centre	R	Repeat Required
F	Fail	TOEFEL	Test of English as a Foreign Language
FA	Failing Grade for Absence	UCJ	University Council of Jamaica
FC	Failure due to Cheating	USM	United Student Movement
GCE	General Certificate of Education	WF	Withdrawal while Failing
GPA	Grade Point Average	NCUSSA	Northern Caribbean University Science Student Association
GPECS	Guild of Psychology, Education and Counselling Students	SSC	Secondary School Certificate
HEMSA	History, English, and Music Student Association	WP	Withdrawal while Passing
I	Incomplete		
JBTE	Joint Board of Teacher Education		

**COURSE NUMBERING SYSTEM**

- 001--099 Courses enabling the student to qualify for Freshman standing; no university credit given.
- 100--199 Courses usually taken during freshman year.
- 200--299 Courses usually taken during sophomore year.
- 300--399 Courses usually taken during junior year.
- 400--499 Courses usually taken during senior year.

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# STUDENT SERVICES INFORMATION

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- ASSEMBLIES
- ETHOS DOCUMENT
- SOCIAL LIFE
- CULTURAL LIFE
- NEW STUDENTS' ORIENTATION ACTIVITIES
- THE STUDENT HANDBOOK
- SEXUAL HARASSMENT POLICY
- COUNSELLING & PSYCHOLOGICAL SERVICES CENTRE
- HEALTH & WELLNESS
- LOSS PREVENTION & RISK MANAGEMENT
- CLUBS & ACTIVITIES
- ACCOMMODATIONS
- FOOD SERVICES
- ON-CAMPUS STUDENT EMPLOYMENT

## THE DIVISION OF STUDENT SERVICES

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Northern Caribbean University aims to provide students with resources that will not only facilitate personal development but ensure functional placement in the community and society in general. The Student Services Division is committed to the sustained support of each student's academics and every facet of their development through provision of leadership and partnership.

### **Division Mission Statement**

In harmony with the mission of Northern Caribbean University, the Division of Student Services seeks to enhance the holistic development of students, fostering genuine Christian principles in an atmosphere of mutual respect for and appreciation of each other's cultural diversity, while preparing each individual for nation and 'kingdom-building'; and maintaining a spirit of camaraderie among the division members through team activities.

### **Division Vision Statement**

The Division of Student Services, at Northern Caribbean University, strives continuously to improve its services and operations through quality customer service, while fostering an ethos of moral, professional and spiritual integrity while displaying respect for each person's mind, body, and soul.

## **ASSEMBLIES**

Two assembly sessions are convened each week from 2:00 – 3:20 p.m. during the Fall and Spring semesters. Prayer and praise worship services convene on Monday. Thursday assemblies focus on information and developmental tasks. Attendance is required. Students are expected to attend all sessions.

Excuse for absences is to be turned in within seven days of the absence. Students with unexcused absences will be subject to sanctions up to and including dismissal.

## **CHAPEL AND ASSEMBLY EXEMPTIONS**

Students are required to apply for exemptions at Student Services within the first three weeks of the semester.

## **ETHOS DOCUMENT**

Ethos is defined as the culture of an institution or organization. Northern Caribbean University has an ethos that is calculated to focus each student and worker on the mission of the University. In order to ensure that students and workers are aware of and understand what the ethos of NCU is, an ethos document has been developed. It focuses on worship, culture, refinement, communication, modesty, grooming, classroom behaviour, work ethic and leadership. The document is available online.

## **SOCIAL LIFE**

The Department of Social Development caters to the rounded development of students. In addition to the recreational and sporting activities, attention is also given to aspects of refinement and culture.

The Student Lounge, located at the Gymnatorium, has the ideal atmosphere for recreation activities, such as: table games, television viewing, recreational reading or just pleasant conversation. Its relaxing atmosphere is ideal for students who wish to share in wholesome recreational interaction. Snacks are available for persons wishing to be refreshed. The fitness centre is an added dimension and caters to the University family as well as the community.

During the school year, seminars on family life and contemporary issues are also provided to guide students in their social life.

### **CULTURAL LIFE**

The University makes every effort to relate to the cultural needs of its students who originate from other countries. The international nature of the student body adds a rich cultural mix to campus life.

Annual activities include the Music Department's 'Feast of Lights' concert in December and University Banquet in the second semester. The Lyceum Series bring to the campus outstanding performances in the Arts to enrich and elevate student life through high levels of academic and social dialogue. The Art and Craft displays also enrich the cultural life. The Northern Caribbean University International Students Association (NCUISA), who are integrally involved in the planning of an annual.

An important part of the students' cultural life on campus is the weekly assembly, a forum used to inform, educate and motivate in the areas of academic, social and ethical development.

### **NEW STUDENTS' ORIENTATION ACTIVITIES**

Prior to registration for each semester, new students attend orientation. This programme is designed to provide a smooth transition for new students into the university.

Activities during this period include introduction to campus facilities and services, social activities and administrative orientation.

All Freshmen are required to register for and take Freshman Seminar during their first semester at the university. Pre-University students may complete their Pre-University courses before taking Freshman Seminar, but take the course during their first year. This course provides necessary counselling and instruction in study skills and interpersonal relationships. Further, it orients students to campus regulations and effective use of the *Student Guide*, the *University Bulletin* and campus facilities. Transfer students and students with a degree or diploma are exempted from Freshman Seminar.

The Department of Freshmen Advisement caters specifically for the needs of new students and is designed to aid in the transition into the University.

### **THE STUDENT HANDBOOK**

Students are required to read the *Student Guide* online and become acquainted with the policies therein since all students will be held responsible for abiding by the rules and regulations of the university.

Every effort is made to maintain standards of conduct which reflect the ethos and philosophy of Seventh-day Adventists. Students who fail to live up to the expectations of the University will be asked to withdraw temporarily or permanently. The objective is to be redemptive in the approach to discipline with the aim that the students will be co-operative and endeavour to aspire to self-discipline.

### **SEXUAL HARASSMENT POLICY**

Northern Caribbean University believes in the dignity of the person and, as such, advocates the right of students and workers to work in an environment free from sexual harassment. Sexual harassment is unwanted sexual favour or advances. The policy on sexual harassment is outlined in the *Student Guide*. Guidelines stating how sexual harassment will be handled are included.

### **COUNSELLING AND PSYCHOLOGICAL SERVICES CENTRE**

This department offers counselling services in keeping with the mission of the University, thereby fostering academic growth, career preparation, and spiritual and social development. The dissemination of information and the provision of appropriate guidance are done through workshops, seminars, consultations, individual, group and family counselling.

### **HEALTH AND WELLNESS**

The Health and Wellness Department has a doctor in house and provides for the students' health needs. Registered nurses make referrals to the University's doctor when necessary. Health screening is also done for individuals living in the community.

Health Service personnel ensure that a healthy environment is maintained in the residence halls, food service facilities, classrooms and University industries. It stages an annual Health Emphasis Week, during which guest speakers present information on relevant health issues and trends. The highlight of this event is the week-long exhibition by various health groups and organizations.

A complete pre-entrance medical examination report (including laboratory tests, dental examination and immunization record) is required of all new students. This forms part of medical files kept on all students during their university life. Medical reports are to be reviewed every two (2) years. Northern Caribbean University offers an affordable general health insurance plan to all students. This plan covers the student twenty-four hours per day and is compulsory. Students who already have health insurance coverage are required to provide proof of same.

### **LOSS PREVENTION AND RISK MANAGEMENT**

The Loss Prevention and Risk Management Department is open 24 hours daily, including holidays. Its main objective is to safeguard the security of students and workers. Security personnel may be reached at extension 7704 for the main gate, or extension 7705 for the Director's office.

This department has been authorized by the University to ensure the security of both person and property. All persons leaving or entering the campus may be subjected to a security check. This includes the checking of motor vehicles, persons, packages and day passes. Any person on University property may be required to show identification to a LPRM officer or a University

official at any time. Students are required to wear Identification (ID) Cards at all times. Lack of co-operation or lack of respect towards an officer will result in disciplinary action.

**Incidents to Report include, but are not limited to, the following:**

- Crimes
- Harassment
- Phone abuse
- Thefts
- Safety concerns
- Vandalism – abuse of or destruction of University property
- Traffic accidents
- Possession of illegal weapons and drugs
- Sexual and physical abuse.

The Loss Prevention and Risk Management Department treats all threats as serious offences and will report any issued threat to the Office of Student Services. Reports of threats, directly or indirectly, verbally, in writing or by actions, will be investigated and appropriate action taken.

**Motor Vehicles**

Limited parking spaces are available on campus. Vehicles are to be parked in the area designated for student parking, in the area north of the security booth. Cars parked in **unauthorized areas** will be clamped, ticketed, fined and may be towed away at the owner’s expense.

Further, all students who drive are to observe the following procedures:

- All motor vehicles are to be registered with the Department of Loss Prevention and Risk Management upon the student’s entry to the University and at the beginning of each academic year.
- The registration fee of \$500.00 is to be paid to the cashier in the Business Office. A receipt will be issued, which the student will then present to the Office of Loss Prevention and Risk Management. An application form is completed and approved by the Director of Loss Prevention and Risk Management. Once approved, the student is issued with a student parking permit.
- Speed limit for all vehicles on campus is 10k or 16 m.p.h. Those who exceed the limit will be subject to sanctions.

**Emergency Drills**

Two emergency drills take place for residence hall students each semester to ensure the safety of the residents. Campus-wide emergency drills are done on a timely basis to involve the entire NCU family. The evacuation methods are continually under review to allow movement with dispatch and without confusion.

**CRITICAL INCIDENT MANAGEMENT (CIM)**

Occasionally, institutions such as schools, colleges and universities may be involved in a crisis situation that has a serious effect on the institution and the community. These are called ‘critical incidents’. A critical incident (C.I.) can be defined as any situation faced by members of



the University community that result in emotional trauma, inhibiting their ability to cope. The effects of a critical incident can be long lasting. This depends, in part, on appropriate responses and the extent to which support is given.

While it is not possible to anticipate, predict or prepare for specific critical incidents, it is the responsibility of each institution to have a plan for the management of these events, should they arise. It is with this in mind that the Division of Student Services formed a Critical Incident Management Team (CIM), to oversee this aspect of safety on the NCU campus. The CIM Committee continues to upgrade its functions as it seeks to protect the University family.

**Team members include the following:**

- The University President
- Vice-Presidents
- Residence Hall Deans
- College and School Deans, Chairs and Sector Managers.
- Representatives from the Victor Dixon High School, West Indies College Preparatory, the NCU Day Care Centre and the Early Childhood Centre are also members of this team.

Some examples of critical incidents that might affect the University are as follows:

- Sudden death of a student or worker
- Suicide of a student or worker
- A disaster on school premises
- Natural or community disasters
- Unusual and unfavourable media attention
- Fires, explosions or bomb scares on campus
- Campus unrest
- Kidnapping
- Office and Residence Halls burglary
- Major vandalism of the institution's property.

A critical incident manual has been formulated with highlights, guidelines and directives, should there be threat of disasters i.e. hurricanes, fire, earthquake and floods. It is online, and can also be found at the Offices of the President and Student Service. The NCU family will be informed about incidents, as the University administration deems necessary.

### **CLUBS AND ACTIVITIES**

The University encourages students to participate in as many extracurricular activities and organisations as their study work-loads permit. Experience gained in working with others in the achievement of common goals provides invaluable training. Some of the more permanent campus organisations and activities are listed below.

### **THE UNITED STUDENT MOVEMENT**

The United Student Movement (USM) represents students' interests on campus. Assisting in the promotion of the ideals and objectives of the University, the USM co-ordinates a number of activities and services. The organisation publishes a campus paper, *The Hilltop Trumpet*, as well as a University yearbook, *The Palm Leaves*. It coordinates sporting activities on campus and

serves as an important link with the University administration, faculty, staff and students. Students are voting members of the USM and are eligible to take advantage of the opportunities the movement provides. A detailed description of the organization appears in its constitution and bylaws.

**ACADEMIC AND SOCIAL CLUBS**

While the USM serves the needs of the general student body, other campus organisations relate to specific groups. The University encourages the formal association of students, recognizing that this fosters leadership and engenders the development of a wholesome sense of student fraternity.

Student associations and clubs operate under the sponsorship of faculty and staff members, but the officers are students. The following are some student organisations:

**ACADEMIC CLUBS**

- **The Business and Secretarial Students Association (BASSO)** seeks to improve scholarship, cultivate awareness regarding current economic trends and promotes high standards of business ethics among its membership.
- **The Northern Caribbean University Science Students Association (NCUSSA)** aims at encouraging interest in and understanding of the ever-changing scientific world.
- **Humanities Behavioural and Social Sciences (HuBSS)** aims to cater to the needs of the students of the College of Humanities Behavioural and Social Sciences to encourage fellow students in their understanding of the academic system and their advancement within this, their chosen profession, to promote an atmosphere conducive to achievement and to promote camaraderie among HuBSS students and other campuses and to create an avenue where students can demonstrate teaching and leadership skills.
- **College of Education and Leadership (CELS)** seeks to promote an avenue where students can demonstrate teaching and leadership skills, inform students of developments and topics of interest in the educational system and to promote the interaction of students, faculty and stakeholders in the education profession.
- **Psychology Students’ Association (PSA)** seeks to Expose students to different areas of psychology, promote professional unification among students within the field of psychology, create opportunities for students to exchange information, experiences and resources and expose the NCU student body and community to the field of psychology through outreach and volunteerism.
- **Geographical Society of Northern Caribbean University (GSONCU)** aims to support and conduct non-partisan research, education and informational activities to increase public awareness by empowering individuals to conserve and protect environmental resources on a local, regional and international scale.
- **NCU Medical Technology Undergraduate Association (MUTUA)** as a professional club seeks to align itself with the Caribbean Association of Medical Technology, (CASMET) and to foster interaction between its members and the public. Activities will be

conducted within the club to allow the members to bond and also be involved in a variety of outreach activities.

- **The Ministerial Association (MA)** emphasizes the development of religion majors but opens its doors to all who desire spiritual fellowship. The Club, which seeks to elevate among its members the high ideals of the gospel ministry, meets on Friday evenings after the vesper service and in Sabbath Morning Prayer bands.
- **Association of Criminal Justice Students, (ACJuS)** seeks to develop leadership skills and teamwork among our peers. This will be achieved by encouraging interaction among students and faculty of Northern Caribbean University along with professionals employed in the field of Criminal Justice.
- **The Human Resource Management Association (HRMA)** seeks to encourage fellow students in their understanding of and their advancement within the Human Resource Management profession, inform student members of current topics of interest in the Human Resource Management profession and promote interaction between club members and Human Resource Management professionals.
- **Northern Caribbean University Nutrition and Dietetics Students Association (NCUNDSA)** seeks to cater to the needs of the Dietetics students of the College in the Allied Health and Nursing, encourage fellow students in their understanding of the Nutrition and Dietetics profession and promote health, well-being, and optimum nutrition and promote the interaction of students, faculty and stakeholders in the Nutrition and Dietetics professions.
- **The Consortium of Communication, History, English, General Studies, Music, Art and Pre-University (CCEGMAP)** seeks to create an association which promotes leadership skills, scholarships and fellowship in an environment which provides enrichment and mental stimulation of the total experience of students from these areas.
- **The Computer Hardware Information Processing Specialists (CHIPS)** club exists to promote the spirit of enquiry and dedication and to keep students in touch with the frontiers of Computer Science, while supporting their creative interest and abilities in technological skills.
- **Society of Mathematics and Engineering (SOME)** is an academic club in the Mathematics and Engineering Department. The primary aim of this club is to promote interest in Mathematics and Engineering and to provide opportunities for interaction by students who have an interest in these subjects.

#### **SOCIAL CLUBS**

- **NCU Badminton Club**

The purpose of this organization shall be to:

- i. Play and promote badminton
- ii. Offer badminton coaching and competition opportunities to all members.
- iii. Develop badminton on campus and in the community.at large.

- **The Rotaract Club** provides an opportunity for young men and women to enhance the knowledge and skills that will assist them in personal development, to address the physical and social needs of their communities, and to promote better relations between all people worldwide, through a framework of friendship and service.

## ACCOMMODATIONS

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### ON-CAMPUS ACCOMMODATION

The University provides three residence halls on campus: one for men and two for women. Students in these residence halls are provided with spiritual, personal, social and intellectual activities. Each resident is held responsible for knowing and abiding by the rules and regulations for residence hall living. A residence hall handbook is provided and the resident is expected to relate to the guidelines therein. The Deans of the Residence Halls are responsible for the residents. Because of the scarcity of on-campus housing facilities, reservations are strongly recommended. **Living in the approved University residences is on a first-come first-served basis. Freshmen students under eighteen (18) will be given preference.**

Acceptance to the University does not guarantee a place in the residence halls, even though the student might indicate a desire to reside on campus. Prospective students are encouraged to contact the residence hall Deans as soon as a letter of acceptance has been received.

### ROOM AND BOARD

Students who live in the residence halls pay a minimum non-refundable semester fee for accommodation only. Optional meal plans are available which enable the students to take meals in the University Cafeteria. Charges for room and board are made on a semester basis and are payable at the beginning of each semester. Charges in excess of the minimum non-refundable semester fee for board are calculated periodically. A student may continue to use the services of the cafeteria after he/she has exhausted his/her non-refundable minimum fee upon the authorization of the Director of Student Finance. A charge will be made for the replacement of a meal card if it is lost, misplaced or stolen during the semester.

### RESIDENCE HALLS FOR WOMEN

Leila Reid Hall houses first year female students; Jamaica Hall houses some second to fourth year female students.

### RESIDENCE HALL FOR MEN

Cedar Hall is the on-campus residence for male students.

### OFF-CAMPUS HOUSING

Students are allowed to reside off-campus provided they are aged eighteen (18) or older. Younger students are allowed this privilege if they reside at home or with close relatives.

Students living off campus are required to register with the Office of Student Services. Students who reside off campus are expected to maintain the ethos of the University in lifestyle and deportment. A listing of housing accommodation is available at the Office of Student Services.

### **FOOD SERVICES**

The cafeteria is located on the upper floor of Sorenson Hall. The University seeks to meet the varying tastes of its international student body. It does so by providing tasty and nutritious meals. Arrangements can be made, where necessary, for students with dietary or other challenges. Food service caters for small-group activities, picnics and banquets.

Non-resident students who desire to make use of the food service must make prior arrangements with the Director of Student Finance. Generally, meal cards are available for purchase. Students who expect Sabbath guests are advised to purchase meal tickets by Friday, at the latest, or make arrangements with the cafeteria beforehand.

### **ON-CAMPUS STUDENT EMPLOYMENT**

The Office of Scholarships and Student Aid co-ordinates student employment on campus. Students may be assigned to work in the industries, service departments or offices of the University. While every effort is made to provide on-campus employment for students who want and need to work, the University cannot guarantee jobs for all, even though a student's application may have been accepted on the basis of part-time employment.

After jobs are assigned, it is the responsibility of students to render acceptable service by faithful, and diligent work, dependability and good conduct. It is expected that students will continue to follow the assigned work schedule. Unless proper alternative arrangements are made, students who leave their jobs will be sanctioned.

Students should not choose to work if they are physically or emotionally unable to render satisfactory service and should be careful to select class schedules which allow for reasonable work schedules. Students who need to work more than twenty hours per week are to obtain approval from the Office of Scholarships and Student Aid. .

It is also expected that students will not work more than the assigned hours without the prior approval of the Department Chairs. A student should not work more than twenty (20) hours per week without obtaining permission.

Work credit is not payable in cash. Should students leave the University with such a credit on their accounts, these may be transferred, within two years, to the account of an immediate relative (brother, sister or first cousin). If this is not done within two years, the credit reverts to the University. For crucial circumstances, a cheque requisition, of not more than 25% of the current month's labour, is allowed.



# COLLEGE OF BUSINESS AND MANAGEMENT



AUDLEY ECCLES, DEAN  
(876) 963-7422; 7420  
E-MAIL: AECCLES@NCU.EDU.JM  
BUSINESSADMIN@NCU.EDU.JM

## VISION STATEMENT

The College of Business and Management aspires to produce quality Christ-centred business and hospitality leaders for the local, regional and global market place.

## STATEMENT OF MISSION

The College of Business and Management endeavours to meet local, regional and global customer needs through rigorous holistic Christ-centred programmes that are technologically relevant and market driven through the work of dedicated employees who promote growth, servant leadership and profitability.

## TEAM MOTTO

The pursuit of excellence through P.R.A.I.S.E:  
*Professionalism, Respect, Affirmation, Inspiration, Stewardship and Ethics*

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**BUSINESS ADMINISTRATION AND HOSPITALITY MANAGEMENT**

## THE GOALS OF THE COLLEGE

1. Fulfilling the mission statement of the University, specifically in the area of business and management.
2. Providing a conceptual, technical and liberal education programme that is essential for career advancement.
3. Providing students – undergraduate and graduate – with the variety of skills necessary to succeed in the complex, uncertain and changing world of the 21<sup>st</sup> century.
4. Becoming primarily an applied research College within the University, with emphasis on promoting market-driven programmes and research within our areas of expertise that are in keeping with the Seventh-day Adventist church mission, as well as playing its part in the community at large.
5. Integrating the ethical, moral and social dimensions of business and management issues and teaching Northern Caribbean University students how to make the world a better place.

## ORGANIZATION AND ADMINISTRATION

The College of Business Administration and Hospitality Management is led by the Dean who is the chief administrative officer. The chairperson of each department administers the respective programmes under the supervision of the Dean. The Dean is the chair of the College meeting, and the Chairperson is the chair of the monthly faculty meetings. The faculty policy committees are elected annually by the faculty as a whole, and the faculty is the governing body for policies internal to the College.

## CURRICULA

The College of Business and Hospitality Management offers its programmes of study through:

- The department of Business Administration and Hospitality Management
- Mandeville Evening Division
- Extension campuses of the department of Professional and Continuing Education.

## PARTNERSHIPS AND COLLABORATIONS

The College of Business and Hospitality Management (CBHM) in pursuit of its vision seeks to collaborate with partners who share similar visions for the expansion of business education and service to Jamaica and the Caribbean region. To that end it has launched the following partnerships:

- A memorandum of understanding (MOU) with the **Jamaica Business Development Corporation (JBDC)**. Through this MOU, students of CBHM will have the opportunity to participate in research projects, business modeling; incubation services in the MSME



sector; network with name brands as well as secure job internships (especially for Entrepreneurship majors). A specific dimension of this MOU affords the establishment of a JBDC Information centre at NCU's Morris Entrepreneurship Centre.

- A memorandum of understanding with the **Jamaica Stock Exchange (JSE)** whereby the JSE through its e-learning campus offers a postgraduate diploma in Financial Services Management which provides an opportunity for NCU-CBHM business administration and management studies graduates to have the opportunity to take this 12-month course of study. This diploma qualifies graduates to fast-track entry into the financial services industry as licensed Securities Dealers to handle capital markets and investment products at the intermediate level.
- A memorandum of understanding with the **Human Employment and Resource Training Agency/National Training Agency (HEART/NTA)**. Through this MOU, HEART/NTA trainees can matriculate into NCU's hospitality programme. This MOU will also enable the development of a master's programme at NCU in technical and vocational education in collaboration with HEART/NTA.

## DEPARTMENT OF BUSINESS ADMINISTRATION AND HOSPITALITY MANAGEMENT

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### FACULTY

Yvonne Billings  
 Marjorie Buckley  
 Audley Eccles  
 Charles Evans  
 Winsome Greenwood  
 Anthony Hutchinson  
 John McAllister

Edward Morris  
 Sachin Pilli  
 Jonas Semugeshi  
 Merlene Senior  
 Noriel Jacobs-Gray  
 Leena Thyagaraj Dakkumalla-Narayana

### ADJUNCT

Michelle Moser-Meikle  
 Nadene Wright  
 Victorine Petrekin  
 Edel Plummer  
 Yvette Marshall-Bryan

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### INTRODUCTION

The Department of Business Administration and Hospitality Management is dedicated to serving the University, its students, the community, the Seventh-day Adventist church and society through the provision of quality educational programmes in business and management, which will form the professional and personal foundation for productivity.

The Department of Business Administration and Hospitality Management provides an explicitly ethical context for the encouragement of personal excellence, physical and emotional health, intellectual breadth and depth, appreciation of the arts, responsible social relationships, and unconditional commitment to supreme values. To this end, campus life incorporates study, work, recreation and worship.

### OBJECTIVES

***Objectives of the Department of Business Administration and Hospitality Management are to:***

- Prepare students to serve in the business community, hospitality industry, government and the church organization.
- Prepare students to enter graduate programmes.
- Adapt the business and hospitality management curricula to the needs of Jamaica and the Caribbean environment.
- Equip students with the skills necessary for sitting professional examinations in the area of business and hospitality management.

### PROGRAMMES OFFERED

- Bachelor of Science in Business Administration – Accounting Emphasis
- Bachelor of Science in Business Administration – Finance Emphasis
- Associate of Science in Business Administration
- Minor in Business Administration
- Bachelor of Science in Management Studies – Entrepreneurship Emphasis
- Bachelor of Science in Management Studies – Human Resource Management Emphasis
- Bachelor of Science in Management Studies – Marketing Emphasis
- Bachelor of Science in Management Studies – Hospitality and Tourism Management Emphasis

- Bachelor of Science in Hospitality and Tourism Management – Food and Beverage Management Emphasis
- Bachelor of Science in Hospitality and Tourism Management – Resort and Spa Management Emphasis
- Bachelor of Science in Hospitality and Tourism Management – Travel and Tour Management Emphasis
- Associate of Science in Hospitality and Tourism Management
- Minor in Hospitality and Tourism Management.

#### MINOR

1. Minors may be selected from any discipline offered by the University.
2. Students must pass the courses stipulated by the department offering the minor at the grades specified by that department. The right to register for a minor is not automatic, consequently, students who would like to register for a minor not offered by College of Business and Management must make a special application to the specific department.

#### PRACTICUM PROGRAMME

The Department of Business Administration and Hospitality Management requires students to participate in a practicum/internship in their area of concentration. This activity enables the student to integrate academic knowledge with practical application. It will also enhance educational experience by making subsequent study more meaningful. In addition, this exposure to business management, administration, hospitality management and the environment in which the student will eventually work can help the student develop professionally before entering the marketplace (**see the Department Chair/Practicum Co-ordinator for complete practicum/internship procedures**).

#### BUSINESS LABS/TUTORIALS

The courses Business Communication, Quantitative Business Analysis, Business and Economic Calculus I & II, and Intermediate Accounting I & II have been designated as lab courses. Each of these courses carries a mandatory laboratory/skills development session. Courses with labs attract a fee.

#### MATRICULATION REQUIREMENTS

Individuals seeking admission into the Department of Business Administration and Hospitality Management must satisfy one of the following requirements:

##### Regular Admittance

- Five (5) General Certificate of Education (GCE) O'Level or Caribbean Secondary Examinations Certificate (CSEC) passes, including English Language and Mathematics/Principles of Accounts at Grade II in CSEC General Proficiency (**or** Grade III from June 1998 and after) or equivalent examination. Students who use Principles of Accounts to matriculate, instead of Mathematics, are required to sit and pass the Mathematics examination as set out in the Mathematics Department's programme before registering for Business Calculus I (**Consult the Department for further details**).
- A minimum of 1170 in the Scholastic Aptitude Test (SAT) for students outside the English speaking Caribbean and Grade 12 high school diploma.

- Transfer with at least sophomore standing from a recognized tertiary institution.
- Completion of a diploma or an associate degree from a recognized tertiary institution. NCU students receiving the associate degree must apply for admission into the baccalaureate programme.

**Provisional Admittance**

- Applicants over the age of 25 may be granted admission based on their work experience, maturity and performance in the University’s Mature Age Examination (MAE). (See page 166)

**MINIMUM REQUIREMENTS FOR GRADUATION**

The bachelor’s programmes in the Department are challenging and students must prepare to work hard. Consequently, students are reminded that to graduate from any bachelor’s programme, they must have or will have at the time of graduation check, to their credit, at least 128 credit hours (see page). Additionally, students should observe the departmental rules regarding the number of transferred credits that can be used to satisfy graduation requirements for their emphasis.

Generally, in ALL EMPHASIS, no student will be allowed to graduate if he/she has not taken and passed satisfactorily at least 20 credit hours in his/her respective emphasis. Where students have received exemptions for courses in their emphasis, they must either take additional elective courses that are in their emphasis (no general course/s from another emphasis may be used to satisfy this requirement) or retake courses from which they have received exemption to ensure the 20 credits requirement is met. Consultation with the Chair of the Department should be made if the student is in doubt. Under no circumstance can this rule be waived; therefore, students should make careful selections ahead of time to avoid a delay in their graduation.

**Language and Content Examination**

Students in bachelor’s degree programmes are required to sit the Language and Content Examination during their Senior year. This oral examination tests not only their knowledge of the content area of their programmes but also their communication skills. Students found with deficiencies must re-sit and pass this examination in the subsequent semester, as per the university’s standard examination policy.

This examination is administered by an impartial panel of examiners consisting ideally of a minimum of four members including one faculty member chosen by the student, a representative from the Department of Humanities, a representative from the core area and an external off-campus examiner from the core area. All panel members, except the student’s choice, are chosen in conference by the Department.

Since the purpose of this examination is to test students’ specific knowledge and their oral communication skills, it consists of questions that test the student’s ability to formulate meaningful answers and present them in a clear, concise and persuasive manner from their areas of specialty and wider content areas in their programme of study.

# BUSINESS ADMINISTRATION

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## FACULTY

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Marjorie Buckley	Sachin Pilli
Audley Eccles	Jonas Semugeshi
Charles Evans	Merlene Senior
Winsome Greenwood	Leena Thyagaraj Dakkumalla-Narayana
Anthony Hutchinson	
John McAllister	

## BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION ACCOUNTING EMPHASIS

The Accounting curriculum is designed to provide students with a high quality undergraduate education to exceed standards for certification and accreditation. Graduates should be productive, act ethically, and be responsible citizens in the community. Their education should prepare them to meet the challenges of public, private, and not-for-profit accounting types. This emphasis is so designed that content coverage enables preparation for the ACCA programme. Graduates from the accounts emphasis who are interested in qualifying to sit for ACCA/CPA examinations and other professional accounting certification examinations should seek advice from the Chair of the Department. The total number of credits required is 129 (core requirements 61, emphasis 33, general education 35).

CORE REQUIREMENTS		61 CREDITS	Prerequisites
ACCT102	Accounting Fundamentals and Professional Accountants	3	
ACCT103	Financial Accounting	3	ACCT102
ACCT104	Managerial Accounting	3	Co-requisite ACCT103
BSAD121	Applied Business Mathematics	3	
BSAD301	Business Communication	3	COMM251
BSAD341	Business Law	3	MGMT252
BSAD371	Business Research Methods	3	BSAD301, ECON272
BSAD487	Business Practicum	3	Junior & Senior Standing
BSAD489	Ethics and Values in Business	3	MGMT252
BSAD494	Current Trends and Issues Conference	1	Senior Standing
ECON170	Business and Economic Calculus I	3	BSAD121
ECON171	Business and Economic Calculus II	3	ECON170
ECON216	Microeconomics	3	ENGL120, ECON170
ECON217	Macroeconomics	3	ECON216
ECON272	Business and Economic Statistics	3	ECON170
ENTR297	Introduction to Entrepreneurship	3	

FNCE341	Financial Management Principles	3	ECON170 & ACCT103
MGMT252	Principles of Management	3	ENGL120
MGMT486	Quantitative Business Analysis	3	ECON272
MGMT490	Strategic Management	3	Senior Standing
MKTG311	Principles of Marketing	3	MGMT252

Requirements for	Emphasis in Accounting	Total	Prerequisites
		<b>33 CREDITS</b>	
ACCT241	Integrated Accounting	3	ACCT103
ACCT245(317)	Intermediate Accounting I	3	ACCT103,ACCT104
ACCT246(318)	Intermediate Accounting II	3	ACCT245,ACCT241
ACCT250(323)	Cost Accounting	3	ACCT241,ACCT245
ACCT346	Performance Management Accounting	3	ACCT250(323)
ACCT347	Principles and Practice of Accountants	3	ACCT346, Co-req: BSAD301
ACCT419	Taxation	3	ACCT245(317)
ACCT424	Auditing	3	ACCT245(317)
ACCT476	Accounting Business Analysis	3	ACCT246(318)
ACCT478	Advanced Accounting	3	ACCT246(318)
ACCT484	Accounting Information Systems	3	ACCT245(317), CPTR120

**CONDITIONS FOR GENERAL EDUCATION REQUIREMENTS                      35 CREDITS**

Please account for the minimum thirty-five General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core cognate elective for the degree being pursued, additional courses must be taken (by advisement) to complete the minimum requirements for the bachelor's degree.

**RECOMMENDED PROGRAMME SEQUENCE**  
**BSc IN BUSINESS ADMINISTRATION – ACCOUNTING**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	ACCT102 Accounting Fundamentals and Professional Accountants	3	ACCT103 Financial Accounting	3
	BSAD121 Applied Business Mathematics	3	ACCT104 Managerial Accounting	3
	EDUC100 Freshman Seminar/Edu102 University Orientation	1	ECON170 Business & Econ. Calculus I	3
	ENGL119 Freshman Composition I	3	EDUC151 Fundamentals of Christian Education	3
	CPTR120 Computer Applications	3	ENGL120 Freshman Composition II	3
	RELB113 God & Human Life	3	HLED109 Health Education	1
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
	2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	ACCT241 Integrated Accounting	3	ACCT246 Intermediate Accounting II
ACCT245 Intermediate Account I	3	ACCT250 Cost Accounting	3	
COMM251 Oral Communication	3	ECON217 Macroeconomics	3	
ECON216 Microeconomics	3	MGMT252 Principles of Management	3	
ECON171 Business & Economic Cal II	3	ECON272 Business & Economic Statistics	3	
PHED101 Physical Education	1			
<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>15</b>	
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	ACCT346 Performance Mgmt. Acct.	3	ACCT347 Principles & Practices of Accountants	3
	BSAD301 Business Communication	3	BSAD371 Business Research Methods	3
	FNCE341 Financial Management Principles	3	BSAD341 Business Law	3
	MKTG311 Principles of Marketing	3	MGMT297 Intro to Entrepreneurship	3
	Modern Language Elective	3	PSYC119/SOCI Psychology/Intro to Sociology	3
	Religion Elective	2		
	<b>TOTAL CREDITS:</b>	<b>17</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
<b>Summer I</b>				
	BSAD487 Business Practicum	3		
	<b>TOTAL CREDITS:</b>	<b>3</b>		
4 <sup>th</sup> Year <b>Senior</b> (Over 96 credits)	ACCT419 Taxation	3	ACCT476 Accounting Business Analysis	3
	ACCT424 Auditing	3	ACCT478 Advanced Accounting	3
	ACCT484 Accounting Information Systems	3	MGMT490 Strategic Management	3
	Science & Environmental Awareness Req.	3	BSAD489 Ethics & Values in Business	3
	MGMT486 Quantitative Business Analysis	3	RELB305 Life & Teachings of Christ	3
			BSAD494 Current Trends & Issues Conference	1
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>16</b>

**Total Credits = 129**

## BUSINESS ADMINISTRATION

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### BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION FINANCE EMPHASIS

The Finance curriculum is designed to provide students with an understanding of financial institutions, and the practices involved in the allocation of financial resources within the private sector. It is also designed to incorporate foundation study in related disciplines such as economics and the quantitative subjects. Finance provides an educational foundation for careers involving financial analysis, management, investment analysis, portfolio management, investment banking, risk management and insurance and real estate practices. The total number of credits required is 129 (core requirements 61, emphasis 30, general education 35).

CORE REQUIREMENTS	61 CREDITS	Prerequisites
ACCT102 Accounting Fundamentals and Professional Accountant	3	
ACCT103 Financial Accounting	3	ACCT102
ACCT104 Managerial Accounting	3	ACCT103
ACCT241 Integrated Accounting	3	ACCT103
BSAD121 Applied Business Mathematics	3	
BSAD301 Business Communication	3	COMM251
BSAD341 Business Law	3	MGMT252
BSAD371 Business Research Methods	3	BSAD301, ECON272
BSAD487 Business Practicum	3	Senior Standing
BSAD489 Ethics and Values in Business	3	MGMT252
BSAD494 Current Trends and Issues Conf.	1	Senior Standing
ECON170 Business and Economic Calculus I	3	BSAD121
ECON171 Business and Economic Calculus II	3	ECON170
ECON216 Microeconomics	3	ENGL120, ECON170
ECON217 Macroeconomics	3	ECON170, ECON216
ECON272 Business and Economic Statistics	3	ECON170
FNCE341 Financial Management Principles	3	ECON170 & ACCT103
MGMT252 Principles of Management	3	ENGL120



MGMT485	Management Information Systems	3	MGMT252 & CPTR120
MGMT486	Quantitative Business Analysis	3	ECON272
MGMT490	Strategic Management	3	Senior Standing

**Requirements for Emphasis in Finance**

	<b>Total 30 CREDITS</b>	<b>Prerequisites</b>
ACCT245(317) Intermediate Accounting I	3	ACCT104
ACCT250 Cost Accounting	3	ACCT241, 245
FNCE340 Financial Markets and Institutions	3	ECON171,ECON217
FNCE345 Corporate Finance	3	FNCE341
FNCE378 Intermediate Financial Management	3	FNCE345
FNCE400 Financial Case Studies	3	FNCE470
FNCE437 Risk Management and Insurance	3	FNCE341
FNCE470 Investment Analysis	3	FNCE378
FNCE475 Management of Financial Institutions	3	FNCE340
FNCE480 International Finance	3	FNCE341
FNCE490 Financial Analysis Seminar	3	FNCE470

**CONDITIONS FOR GENERAL EDUCATION REQUIREMENTS 35 CREDITS**

Please account for the minimum thirty-five General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, if suggested by the Department as necessary, additional courses **must** be taken (by advisement) to complete the minimum requirements for the bachelor's degree.

**RECOMMENDED PROGRAMME SEQUENCE  
BSc IN BUSINESS ADMINISTRATION – FINANCE**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	ACCT102 Accounting Fundamentals and Professional Accountant BSAD121 Applied Business Mathematics EDUC100 Freshman Seminar/Edu102 University Orientation ENGL119 Freshman Composition I CPTR120 Computer Applications RELB113 God & Human Life	3 3 1 3 3 3	ACCT103 Financial Accounting ACCT104 Managerial Accounting ECON170 Business & Econ. Calculus I ENGL120 Freshman Comp. II PHED101 Physical Education PSYC119/SOCI Psychology/Intro to Sociology	3 3 3 3 1 3
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	Acct241 Integrated Accounting ACCT245 Intermediate Accounting I COMM251 Oral Communication ECON216 Microeconomics ECON171 Business & Economic Cal II HLED109 Health Education	3 3 3 3 1 3	MGMT252 Principles of Management ECON217 Macroeconomics ECON272 Business & Economic Statistics EDUC151 Fundamentals of Christian Education FNCE341 Financial Management Principles	3 3 3 3 3
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
	<b>Summer I</b>			
	Religion Elective	2		
	<b>TOTAL CREDITS:</b>	<b>2</b>		
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	BSAD341 Business Law FNCE340 Financial Markets & Institutions FNCE345 Corporate Finance Modern Language Elective Science & Environmental Awareness Req	3 3 3 3 3	BSAD371 Business Research Methods FNCE378 Intermediate Financial Management FNCE437 Risk Management and Insurance BSAD301 Business Communication ACCT250 Cost Accounting	3 3 3 3 3
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
	<b>Summer I</b>			
	BSAD487 Business Practicum	3		
	<b>TOTAL CREDITS:</b>	<b>3</b>		
4 <sup>th</sup> Year <b>Senior</b> (Over 96 credits)	FNCE470 Investment Analysis FNCE475 Management of Financial Institutions FNCE480 International Finance MGM485 Management Information Systems MGMT486 Quantitative Business Analysis	3 3 3 3 3	BSAD489 Ethics & Values in Business BSAD494 Current Trends & Issues Conference FNCE490 Financial Analysis Seminar MGMT490 Strategic Management FNCE400 Financial Case Studies RELB305 Life & Teachings of Christ	3 1 3 3 3 3
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>16</b>

**Total Credits = 129**

## ASSOCIATE OF SCIENCE IN BUSINESS ADMINISTRATION

This degree prepares students with fundamental business concepts and preferred practices that are essential for entry-level business professionals. It offers an opportunity to learn effective communication skills, critical thinking skills, accounting principles and practices and current technological development. The total number of credits required is 65 (core requirements 39, general education 26).

<b>Core Requirements</b>	<b>36 credits</b>	<b>Prerequisites</b>
ACCT102      Accounting Fundamentals and Professional Accountant	3	
ACCT103      Financial Accounting	3	ACCT102
ACCT241      Integrated Accounting	3	ACCT103
BSAD121      Applied Business Mathematics	3	
BSAD301      Business Communication	3	COMM251
BSAD489      Ethics and Values in Business	3	MGMT252
ECON170      Business and Economic Calculus I	3	BSAD121
ECON216      Microeconomics	3	ENGL120, ECON170
ECON217      Macroeconomics	3	ECON170, ECON216
ENTR297      Introduction to Entrepreneurship	3	
MGMT252      Principles of Management	3	ENGL120
MKTG311      Principles of Marketing	3	MGMT252
BUSINESS ELECTIVE (300/400 Upper Level Course)	3	

### **GENERAL EDUCATION REQUIREMENTS                      26 CREDITS (Minimum)**

Please account for the minimum twenty-six General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the associate degree.

**RECOMMENDED PROGRAMME SEQUENCE  
ASc IN BUSINESS ADMINISTRATION**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	ACCT102 Accounting Fundamentals and Professional Accountant	3	ACCT103 Financial Accounting	3
	BSAD121 Applied Business Mathematics	3	ECON170 Business & Economic Cal I	3
	CPTR120 Computer Applications	3	EDUC151 Fundamentals of Christian Education	3
	EDUC100 Freshman Seminar/EDUC102 University Orientation	1	ENGL120 Freshman Composition II	3
	ENGL119 Freshman Composition I	3	HLED109 Health Education	1
	RELB113 God and Human Life	3	Humanities Elective	3
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
	2 <sup>nd</sup> Year <b>Sophomore</b> (33-65 credits)	ACCT241 Integrated Account. I	3	BSAD301 Business Communication
COMM251 Oral Communication		3	BSAD489 Ethics & Values in Business	3
ECON216 Microeconomics		3	ENTR297 Introduction to Entrepreneurship	3
MGMT252 Principles of Mgmt.		3	ECON 217 Macroeconomics	3
PHED101 Physical Education		1	MKTG311 Principles of Marketing	3
Business Elective		3	Religion Elective	2
<b>TOTAL CREDITS:</b>		<b>16</b>	<b>TOTAL CREDITS:</b>	<b>17</b>

**Total Credits = 65**

**MINOR IN BUSINESS ADMINISTRATION**

Core Requirements	TOTAL CREDITS 27 Credits	PREREQUISITES
ACCT102 Accounting Fundamentals	3	
ACCT103 Financial Accounting	3	ACCT102
ACCT104 Managerial Accounting	3	Co-requisite ACCT103
BSAD121 Applied Business Mathematics	3	
BSAD301 Business Communication	3	COMM251
ECON216 Microeconomics	3	ENGL120, ECON170
ECON217 Macroeconomics	3	ECON 170, ECON216
MGMT252 Principles of Management	3	ENGL120
MKTG311 Principles of Marketing	3	MGMT252

# MANAGEMENT STUDIES

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## BACHELOR OF SCIENCE IN MANAGEMENT STUDIES MARKETING EMPHASIS

Marketing involves the development strategies to promote the exchange of goods and services to contribute to organizational profits by creating and communicating value to its target groups. Marketing deals with all product dimensions tangible goods, services, ideas, people, and places. It takes into account all parties involved in the marketing effort, members of the producing organization, resellers of goods and services, customers and clients. The total number of credits required is 129 (core requirements 61, emphasis 33, general education 35).

CORE REQUIREMENTS		61 CREDITS	Prerequisites
ACCT102	Accounting Fundamentals and Professional Accountant	3	
ACCT103	Financial Accounting	3	ACCT102
ACCT241	Integrated Accounting	3	ACCT103
BSAD121	Applied Business Mathematics	3	
BSAD301	Business Communication	3	COMM251
BSAD341	Business Law	3	MGMT252
BSAD487	Business Practicum	3	Junior & Senior Standing
BSAD489	Ethics and Values in Business	3	MGMT252
BSAD494	Current Trends and Issues Conference	1	Senior Standing
ECON132	Personal Finance and Development	3	
ECON170	Business and Economic Calculus I	3	BSAD121
ECON216	Microeconomics	3	ENGL120, ECON170
ECON217	Macroeconomics	3	ECON170, ECON216
ECON272	Business and Economic Statistics	3	ECON170
FNCE341	Financial Management Principles	3	ACCT103
MGMT252	Principles of Management	3	ENGL120
MGMT452	Organizational Behaviour	3	MGMT252

MGMT475	Operations Management	3	ECON272
MGMT485	Management Information Systems	3	MGMT252 & CPTR120
MGMT490	Strategic Management	3	Senior Standing
MKTG311	Principles of Marketing	3	MGMT252

<b>Requirements for Emphasis in Marketing</b>	<b>Total 33 CREDITS</b>	<b>Prerequisites</b>
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MKTG321	Consumer Behaviour	3	MKTG311
MKTG349	Sales Management	3	MKTG311
MKTG366	E-Commerce	3	CPTR120 & MKTG311
MKTG368	Advertisement Practices	3	MKTG311
MKTG312	Customer Relations	3	MKTG311
MKTG330	Retail Marketing	3	MKTG311
MKTG431	Marketing in a Service Organization	3	MKGT321
MKTG420	Marketing Research	3	MKTG311 & MKTG321
MKTG488	Marketing Management	3	MKTG321
MKTG490	Strategic Marketing	3	MKTG488 & MKTG431
MKTG494	International Marketing	3	MKTG488

**CONDITIONS FOR GENERAL EDUCATION REQUIREMENTS                      35 CREDITS**

Please account for the minimum thirty-five General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the bachelor's degree.

**RECOMMENDED PROGRAMME SEQUENCE  
BSc IN MANAGEMENT STUDIES – MARKETING**

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr</b>
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	ACCT102 Accounting Fundamentals and Professional Accountant	3	ACCT103 Financial Accounting	3
	ECON132 Personal Finance & Dev.	3	CPTR120 Computer Applications	3
	BSAD121 Applied Business Mathematics	3	ECON170 Business & Economic Calculus I	3
	EDUC100 Freshman Seminar/EDUC102 University Orientation	1	ENGL120 Freshman Composition II	3
	ENGL119 Freshman Composition I	3	HLED109 Health Education	1
	RELB113 God & Human Life	3	PSYC119 Principles of Psychology/Intro to Sociology	3
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
	2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	COMM251 Oral Communication	3	ACCT241 Integrated Accounting
ECON216 Microeconomics	3	BSAD301 Business Communication	3	
EDUC151 Fund. of Christian Education	3	ECON217 Macroeconomics	3	
PHED101 Physical Education	1	ECON272 Business & Economic Statistics	3	
MGMT252 Principles of Management	3	MKTG311 Principles of Marketing	3	
Modern Language Elective	3	<b>TOTAL CREDITS:</b>	<b>15</b>	
<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>15</b>	
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	BSAD341 Business Law	3	MKTG321 Consumer Behaviour	3
	FNCE341 Financial Management Principles	3	MKTG330 Retail Marketing	3
	MKTG349 Sales Management	3	MKTG366 E-Commerce	3
	MKTG312 Customer Relations	3	MKTG368 Advertising Practices	3
	Religion Elective	2	MKTG420 Marketing Research	3
	Science & Environmental Awareness	3	<b>TOTAL CREDITS:</b>	<b>15</b>
	<b>TOTAL CREDITS:</b>	<b>17</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
<b>Summer I</b>				
	Business Practicum	3		
<b>TOTAL CREDITS:</b>	<b>3</b>			
4 <sup>th</sup> Year <b>Senior</b> (Over 96 credits)	BSAD489 Ethics & Values in Business	3	BSAD494 Current Trends & Issues Conference	1
	MGMT475 Operations Mgmt	3	MGMT452 Organizational Behaviour	3
	MGMT485 Management Information Systems	3	MGMT490 Strategic Management	3
	MKTG488 Marketing Management	3	MKTG431 Marketing in Service Organizations	3
	MKTG490 Strategic Marketing	3	MKTG494 International Marketing	3
			RELB305 Life & Teachings of Christ	3
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>16</b>

**Total Credits = 129**

**MANAGEMENT STUDIES**

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**BACHELOR OF SCIENCE IN MANAGEMENT STUDIES  
 ENTREPRENEURSHIP EMPHASIS**

A study of entrepreneurship aims to encourage the student's entrepreneurial spirit and develop in the student entrepreneurial knowledge and skills (including identifying and evaluating business opportunities, mobilizing necessary resources, and generating ideas for wealth creation) and help the student to integrate material learned in other functional areas of business. It is also valuable for students considering a career in consulting. The total number of credits required is 132 (core requirements 64, major 33, general education 35).

<b>CORE REQUIREMENTS</b>	<b>64 CREDITS</b>	<b>Prerequisites</b>
ACCT102 Accounting Fundamentals and Professional Accountant	3	
ACCT103 Financial Accounting	3	ACCT102
ACCT104 Managerial Accounting	3	Co-requisite ACCT103
ACCT241 Integrated Accounting	3	ACCT103
ACCT250 Cost Accounting	3	ACCT103, 104
BSAD121 Applied Business Mathematics	3	
BSAD301 Business Communication	3	COMM251
BSAD341 Business Law	3	MGMT252
BSAD371 Business Research Methods	3	BSAD301, ECON272
BSAD489 Ethics and Values in Business	3	MGMT252
BSAD494 Current Trends and Issues Conference	1	Senior standing
ECON170 Business and Economic Calculus I	3	BSAD121
ECON216 Microeconomics	3	ENGL120, ECON170
ECON217 Macroeconomics	3	ECON170, ECON216
ECON272 Business and Economic Statistics	3	ECON170
FNCE341 Financial Management Principles	3	ACCT103



MGMT252	Principles of Management	3	ENGL120
MGMT452	Organizational Behaviour	3	MGMT252
MGMT475	Operations Management	3	ECON272
MGMT485	Management Information Systems	3	MGMT252 & CPTR120
MGMT490	Strategic Management	3	Senior Standing
MKTG311	Principles of Marketing	3	MGMT252

<b>Requirements for Emphasis in Entrepreneurship</b>		<b>Total 33 CREDITS</b>	<b>Prerequisites</b>
ENTR297	Introduction Entrepreneurship	3	
ENTR375	Skills and Behaviour of the Entrepreneur	3	ENTR297
ENTR390	Managing the Family Business	3	ENTR375, FNCE341
ENTR397	Entrepreneurial Finance	3	ACCT103, ENTR390
ENTR448	Global Entrepreneurship	3	Senior Standing
ENTR445	Innovation and Change	3	MGMT252
ENTR480	Entrepreneurship Field Studies	3	Senior Standing
FNCE437	Risk Management and Insurance	3	FNCE341
MGMT376	Entrepreneurship	3	FNCE341, MGMT252
MGMT445	New Ventures Creation	3	ENTR297, FNCE341, MKTG311
MGMT446	Strategic Entrepreneurial Growth	3	MGMT445

**CONDITIONS FOR GENERAL EDUCATION REQUIREMENTS 35 CREDITS**

Please account for the minimum thirty-five General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the bachelor's degree.

**RECOMMENDED PROGRAMME SEQUENCE  
BSc IN MANAGEMENT STUDIES – ENTREPRENEURSHIP**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr	
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	ACC102 Accounting Fundamentals & Professional Accountant	3	ACCT103 Financial Accounting	3	
	CPTR120 Computer Applications	3	ACCT104 Managerial Accounting	3	
	BSAD121 Applied Business Math	3	EDUC151 Fundamentals of Christian Education	3	
	EDUC100 Freshman Seminar/		ENGL120 Freshman Composition II	3	
	EDUC102 University Orientation	1	ECON170 Business & Economic		
	ENGL119 Freshman Comp. I	3	Calculus I	3	
	RELB113 God & Human Life	3	HLED109 Health Education	1	
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>	
	2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	ACCT 241 Integrated Accounting	3	ECON217 Macroeconomics	3
		ACCT250 Cost Accounting	3	ECON272 Business & Economic	3
COMM251 Oral Communication		3	Statistics		
ECON216 Microeconomics		3	MGMT252 Principles of Management	3	
ENTR297 Introduction to Entrepreneurship		3	MGMT376 Entrepreneurship	3	
			PSYC119 Principles of Psychology <b>or</b>	3	
			SOCI120 Intro to Sociology		
			PHED101 Physical Education	1	
<b>TOTAL CREDITS:</b>		<b>15</b>	<b>TOTAL CREDITS:</b>	<b>16</b>	
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)		BSAD341 Business Law	3	BSAD301 Business Communication	3
	BSAD371 Business Research Meth.	3	ENTR397 Entrepreneurial Finance	3	
	ENTR375 Skills & Behaviour of the Entrepreneur	3	MGMT452 Organizational Behaviour	3	
	ENTR390 Managing the Family Business	3	MKTG311 Principles of Marketing	3	
	FNCE341 Financial Management Principles	3	RELB305 Life & Teachings of Christ	3	
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>15</b>	
	<b>Summer I</b>				
BSAD489 Ethics & Values in Business	3				
Modern Language Elective	3				
Science & Environmental Awareness Req.	3				
<b>TOTAL CREDITS:</b>	<b>9</b>				

4 <sup>rd</sup> Year <b>Senior</b> (Over 96 credits)	ENTR445 Innovation & Change	3	BSAD494 Current Trends & Issues	
	ENTR448 Global Entrepreneurship	3	Conference	1
	MGMT445 New Venture Creation	3	ENTR480 Entrepreneurship Field	
	MGMT475 Operations		Studies	3
	Management	3	FNCE437 Risk Management &	
	MGMT485 Management		Insurance	3
	Information Systems	3	MGMT446 Strategic Entrepreneurial	
			Growth	3
		MGMT490 Strategic Management	3	
		Religion Elective	2	
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>15</b>

**Total Credits = 132**

## HUMAN RESOURCE

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### FACULTY

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Audley Eccles	
Charles Evans	
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## BACHELOR OF SCIENCE IN MANAGEMENT STUDIES HUMAN RESOURCE EMPHASIS

Human Resource Management is the directing of human effort. It focuses on securing, maintaining and utilizing an effective work force, without which organizations cannot survive. Human Resource Management involves a variety of activities which include recruitment, screening of prospective employees, the study of training needs, preparing human resource forecasts and the development of compensation systems. The total number of credits required is 129 (core requirements 64, emphasis 30, general education 35).

CORE REQUIREMENTS	64 CREDITS	Prerequisites
ACCT102     Accounting Fundamentals and Professional Accountant	3	
ACCT103     Financial Accounting	3	ACCT102
ACCT241     Integrated Accounting	3	ACCT103
BSAD121     Applied Business Mathematics	3	
BSAD301     Business Communication	3	COMM251
BSAD341     Business Law	3	MGMT252
BSAD371     Business Research Methods	3	BSAD301, ECON272
BSAD487     Business Practicum	3	Junior & Senior Standing
BSAD489     Ethics and Values in Business	3	MGMT252
BSAD494     Current Trends and Issues Conference	1	Senior Standing
ECON132     Personal Finance and Development	3	
ECON170     Business and Economic Calculus I	3	BSAD121
ECON216     Microeconomics	3	ENGL 120, ECON170
ECON217     Macroeconomics	3	ECON170, ECON 216
ECON272     Business and Economic Statistics	3	ECON170
ECON322     Caribbean Economic Problems	3	ECON217
FNCE341     Financial Management Principles	3	ACCT103
MGMT252     Principles of Management	3	ENGL120

MGMT452	Organizational Behaviour	3	MGMT252
MGMT485	Management Information Systems	3	MGMT252 & CPTR120
MGMT490	Strategic Management	3	Senior Standing
MKTG311	Principles of Marketing	3	MGMT252

<b>Emphasis</b>	<b>Requirements</b>	<b>30 Credits</b>	<b>Prerequisites</b>
ENTR297	Introduction to Entrepreneurship	3	
ENTR445	Innovation and Change Management	3	MGMT252
MGMT352	Human Resource Management	3	MGMT252
MGMT367	Recruitment and Selection	3	MGMT352
MGMT360	Team Building and Management	3	MGMT352
MGMT384	Quality Service Management	3	MGMT352, MKTG311
MGMT466	Human Resource Development	3	MGMT352
MGMT471	Compensation Administration	3	MGMT352
MGMT472	Industrial Relations	3	MGMT360
MGMT478	Negotiation Skills	3	MGMT466

**CONDITIONS FOR GENERAL EDUCATION REQUIREMENTS 35 CREDITS**

Please account for the minimum thirty-five General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, if suggested by the Department as necessary, additional courses **must** be taken (by advisement) to complete the minimum requirements for the bachelor's degree

**RECOMMENDED PROGRAMME SEQUENCE**  
**BSc IN MANAGEMENT STUDIES – HUMAN RESOURCE MANAGEMENT**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	ACCT102 Accounting Fundamentals	3	ACCT103 Financial Accounting	3
	BSAD121 Applied Business Mathematics		CPTR120 Computer Applications	3
	ECON132 Personal Finance & Development	3	ENGL120 Freshman Composition II	3
	EDUC100 Freshman Seminar/EDUC102 University Orientation	1	PHED101 Physical Education	1
	ENGL119 Freshman Comp. I	3	PSYC119 Principles of Psychology <b>or</b>	3
	RELB113 God & Human Life	3	SOCI120 Intro to Sociology	3
		3	ECON170 Business & Econ. Calculus I	
<b>TOTAL CREDITS:</b>		<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	ACCT 241 Integrated Accounting	3	ECON217 Macroeconomics	3
	COMM251 Oral Communication	3	ECON272 Business & Economic Statistics	3
	ECON216 Microeconomics	3	EDUC151 Fund. of Christian Education	3
	MGMT252 Principles of Management	3	HLED109 Health Education	1
	Religion Elective	2	MKTG311 Principles of Marketing	3
	Science & Environmental Awareness Requirement Elective	3	Modern Language Elective	3
<b>TOTAL CREDITS:</b>	<b>17</b>	<b>TOTAL CREDITS:</b>	<b>16</b>	
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	BSAD341 Business Law	3	BSAD301 Business Communication	3
	BSAD371 Business Research Methods	3	ECON322 Caribbean Economic Problems	3
	FNCE341 Financial Management Principles	3	ENTR297 Introduction to Entrepreneurship	3
	MGMT352 Human Resource Management	3	MGMT360 Team Building & Management	3
	RELB305 Life & Teachings of Christ	3	MGMT367 Recruitment & Selection	3
<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>15</b>	
<b>Summer I</b>				
	BSAD487 Business Practicum	3		
	<b>TOTAL CREDITS:</b>	<b>3</b>		
4 <sup>th</sup> Year <b>Senior</b> (Over 96 credits)	ENTR 445 Innovation & Change	3	BSAD489 Ethics & Values in Business	3
	MGMT384 Quality Service Management		BSAD 494 Current Trends & Issues Conference	1
	MGMT471 Compensation Administration	3	MGMT452 Organizational Behaviour	3
	MGMT478 Negotiation Skills	3	MGMT466 Human Resource Development	3
	MGMT485 Management Information Systems	3	MGMT472 Industrial Relations	3
			MGMT490 Strategic Management	3
<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>16</b>	

**Total Credits = 129**

**MANAGEMENT STUDIES  
HOSPITALITY AND TOURISM MANAGEMENT EMPHASIS**

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**FACULTY**

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Glenroy Henry, Internship Co-ordinator

**ADJUNCT**

Michelle Moser-Meikle  
Victorine Petrekin  
  
Nadene Wright  
Yvette Marshall-Bryan

**HOSPITALITY AND TOURISM MANAGEMENT EMPHASIS**

Hospitality and Tourism Management is a multidisciplinary field that prepares students for successful careers in the hospitality industry. The emphasis of the programme is the development of management capability through theoretical and practical educational experience. The programme provides a balance among courses in management studies, and specific courses related to the fundamentals of management in the hospitality industry. Upon graduation, students will be able to perform in entry-level positions in the expanding, service-oriented hospitality industry. Total credits for this emphasis is a minimum of 128, consisting of sixty-one (61) credits for the core requirements, thirty-five (35) credits for the emphasis requirements, and thirty-two (32) credits for the general education requirements. **Students pursuing this specialization are expected to wear the uniform of the Hospitality and Tourism Management Unit.**

**MANAGEMENT STUDIES  
HOSPITALITY AND TOURISM MANAGEMENT EMPHASIS**

CORE REQUIREMENTS	64CREDITS	Prerequisites
ACCT102	Accounting Fundamentals and Professional Accountant	3
ACCT103	Financial Accounting	3
ACCT241	Integrated Accounting	3
BSAD121	Applied Business Mathematics	3
BSAD301	Business Communication	3
BSAD371	Business Research Methods	3
BSAD489	Ethics and Values in Business	3
BSAD494	Current Trends and Issues Conference	1
ECON132	Personal Finance and Development	3
ECON170	Business and Economic Calculus I	3
ECON216	Microeconomics	3
ECON217	Macroeconomics	3
ECON272	Business and Economic Statistics	3
ECON322	Caribbean Economic Problems	3

FNCE341	Financial Management Principles	3	ACCT103
MGMT252	Principles of Management	3	ENGL120
MGMT452	Organizational Behaviour	3	MGMT252
MGMT475	Operations Management	3	ECON272
MGMT485	Management Information Systems	3	MGMT252 & CPTR120
MGMT490	Strategic Management	3	Senior Standing
SPAN101/FREN101	Beginning Spanish I or Beginning French I	3	

**Emphasis Requirements**

**35 CREDITS      Prerequisites**

HMGT119	Introduction to Tourism Industry	3	
HMGT210	Front Office and Lodgings Operations	3	HMGT119
HMGT262	Professional Housekeeping	3	MGT119 & HMGT210
HMGT268	Beverage, Dining Room and Banquet Services	3	HMGT119 or HMEC124
HMGT339	Hospitality and Tourism Marketing	3	TOUR286, HMGT262, 268
HMGT361(342)	Hospitality and Tourism Law	3	HMGT262, 268, 339
HMGT370	Hospitality and Tourism Management Practicum I	4	See Advisor
HMGT408	Hospitality and Tourism Management	3	TOUR308
MKTG312	Customer Relations	3	HMGT210
TOUR308	Sustainable Tourism Development	3	TOUR286
TOUR344	Meeting and Convention Planning	4	HMGT339

**CONDITIONS FOR GENERAL EDUCATION REQUIREMENTS      32 CREDITS**

Please account for the minimum thirty-two General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the bachelor's degree.



**RECOMMENDED PROGRAMME SEQUENCE**  
**BSc MANAGEMENT STUDIES – HOSPITALITY AND TOURISM**  
**MANAGEMENT**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr	
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	ACCT102 Accounting Fundamentals	3	CPTR120 Computer Applications	3	
	ECON132 Personal Finance & Development	3	ACCT103 Financial Accounting	3	
	BSAD121 Applied Business Mathematics	3	ENGL120 Freshman Composition II	3	
	EDUC100 Freshman Seminar/EDUC110 University Orientation	1	PSYC119 Principles of Psychology <b>or</b> SOC1120 Intro to Sociology	3	
	ENGL119 Freshman Composition I	3	PHE D101-5 Physical Education	1	
	RELB113 God & Human Life	3	ECON170 Business & Econ Calculus I	3	
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>	
	2 <sup>nd</sup> Year <b>Sophomore</b> (32-63 credits)	COMM251 Oral Communication	3	ACCT 241 Integrated Accounting	3
HMGT119 Introduction to the Tourism Industry		3	DIET120 Fundamentals of Nutrition	3	
MGMT252 Principles of Management		3	ECON272 Business & Economic Statistics	3	
ECON216 Microeconomics		3	EDUC151 Fundamentals of Christian Education	3	
Modern Language Elective		3	ECON217 Macroeconomics	3	
HLED109 Health Education		1	<b>TOTAL CREDITS:</b>	<b>15</b>	
<b>TOTAL CREDITS:</b>		<b>16</b>			
3 <sup>rd</sup> Year <b>Junior</b> (64-95 credits)		BSAD301 Business Communication	3	BSAD371 Business Research Methods	3
	HMGT210 Front Office & Lodgings Operations	3	ECON322 Caribbean Economic Problems	3	
	HMGT268 Beverage, Dining Room and Banquet Service	3	FNCE341 Financial Management Principles	3	
	RELB305 Life & Teachings of Christ Religion Elective	2	HMGT262 Professional Housekeeping	3	
	<b>TOTAL CREDITS:</b>	<b>14</b>	TOUR308 Sustainable Tourism Development	3	
			<b>TOTAL CREDITS:</b>	<b>15</b>	
	<b>Summer I</b>				
	HMGT370 Hospitality & Tourism Practicum I	4			
<b>TOTAL CREDITS:</b>	<b>4</b>				
4 <sup>th</sup> Year <b>Senior</b> (Over 95 credits)	HMGT339 Hospitality & Tourism Marketing	3	MKTG312 Customer Relations	3	
	HMGT342 Hospitality & Tourism Law	3	BSAD489 Ethics & Values in Business	3	
	MGMT475 Operations Management	3	BSAD494 Current Trends & Issues Conference	1	
	TOUR344 Meeting & Convention Planning	4	HMGT408 Hospitality & Tourism Management	3	
	MGMT485 Management Information Systems	3	MGMT452 Organizational Behaviour	3	
	<b>TOTAL CREDITS:</b>	<b>16</b>	MGMT490 Strategic Management	3	
			<b>TOTAL CREDITS:</b>	<b>16</b>	

**Total Credits = 128**

## BACHELOR OF SCIENCE HOSPITALITY AND TOURISM MANAGEMENT

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### FACULTY

Noriel Jacobs-Gray, Programme Co-ordinator  
 Glenroy Henry, Internship Co-ordinator

### ADJUNCT

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 Victorine Petrekin

Nadene Wright  
 Evora Mais-Thompson  
 Yvette Marshall-Bryan  
 Kenrick A. Stewart  
 Karen Brown

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Through carefully honed culinary skills and an in depth exposure to the world of travel and tourism management, students enrolled in the Hospitality and Tourism Management programme at Northern Caribbean University are guaranteed the best opportunity to maximize their potential and realize their goals as experts within the local and/or international market. With the added advantage of a well-structured practicum programme that allows our students to work with some of the major resorts and attractions both local and international, we are committed to the training of professionals who display the ability to work with people of other cultures, possessing the skills to communicate and the desire to excel in the hospitality industry.

The total number of credits for the Bachelor of Science degree in Hospitality and Tourism Management is dependent upon the area of specialization. For the Food and Beverage Management emphasis, the total minimum number of credits is one hundred and thirty-two (132) consisting of: sixty-nine (69) credits of core requirements, thirty-one (31) credits of emphasis requirements, and thirty-two (32) credits of general education requirements. For the Resort and Spa Management emphasis, the total minimum number of credits is one hundred and thirty-two (132) consisting of: sixty-nine (69) credits of core requirements, thirty-one (31) credits of emphasis requirements, and thirty-two (32) credits of general education requirements. For the Travel and Tourism Management emphasis, the total minimum number of credits is one hundred and thirty (130), consisting of: sixty-nine (69) credits of core requirements, twenty-nine (29) credits of emphasis requirements, and thirty-two (32) credits of general education requirements.

The modern language requirement for this degree is SPAN156/FREN156: Conversation Spanish or French. Students must satisfy the prerequisite requirement of SPAN101-102/FREN101-102 **(Consult the Humanities Department for guidance on exemption from the prerequisite requirements where students matriculate with CSEC or CAPE passes In Spanish or French).**

Students are required to complete a total of 1,300 documented hours of hospitality or tourism related practical training work experience. This includes the four hundred and eighty (480) hours required for practicums I and II. A minimum of eight hundred (800) hours must be completed while enrolled at NCU. Students with extensive industry experience **may** apply for a waiver of up

to five hundred (500) hours.

To prepare the students for the marketplace we expect students to dress appropriately. Therefore, as part of the design of the programme students are required to be in uniform while attending classes or on official University business, unless excused by the department. **All students are also required to actively participate in the Tourism Action Club, complete the Team Jamaica Certification, First Aid & CPR Training, and possess a valid Food Handlers Permit.**

## BSC IN HOSPITALITY AND TOURISM MANAGEMENT

CORE REQUIREMENTS		CREDITS	Prerequisites
		<b>69</b>	
ACCT102	Accounting Fundamentals	3	
ACCT103	Financial Accounting	3	ACCT102
BSAD121	Applied Business Mathematics	3	
BSAD301	Business Communication	3	COMM251
BSAD371	Business Research Methods	3	BSAD121
BSAD489	Ethics and Values in Business	3	HMG1408
ECON216	Microeconomics	3	ENGL120, ECON170
ENTR297	Introduction to Entrepreneurship	3	
HMEC124	Principles of Food Preparation	4	HMG119
HMG119	Introduction to Tourism Industry	3	
HMG210	Front Office and Lodging Operations Management	3	
HMG262	Professional Housekeeping	3	HMG119, HMG210
HMG268	Beverage, Dining and Banquet Services	3	HMEC124 or HMG119
HMG370	Hospitality and Tourism Management Practicum I	4	See Advisor
HMG401	Facilities Planning and Management	3	HMG339, HMG361
HMG470	Hospitality and Tourism Management Practicum II	4	HMG370
MGMT352	Human Resources Management	3	BSAD301
SPAN101/FREN101	Beginning Spanish I or Beginning French I	3	
SPAN102/FREN102	Beginning Spanish II or Beginning French II	3	
SPAN156/FREN156	Conversational Spanish or Conversational French	3	
TOUR286	Logistics and Management of Global Tourism	3	HMG119
TOUR308	Sustainable Tourism Development Language and Content	3 NC	TOUR286 Senior Standing

**HOSPITALITY AND TOURISM MANAGEMENT EMPHASES**

**FOOD AND BEVERAGE MANAGEMENT**

**CREDITS**

**31**

**Prerequisites**

HMGT311	Food and Beverage, Purchasing and Cost Control	3	ACCT103
HMGT330	Quantity Food Production and Service	4	HMEC124
HMGT332	Management and Organization of Food Service Facilities	3	HMGT330
HMGT339	Tourism and Hospitality Marketing	3	TOUR286, HMGT262, HMGT268
HMGT361(342)	Hospitality and Tourism Law	3	TOUR286, HMGT262, HMGT268, HMGT339
HMGT408	Hospitality and Tourism Management	3	TOUR308
HMGT428(355)	Professional Culinary Arts	4	HMGT332 HMGT330
HMGT436	Restaurant and Catering Management	4	HMGT428
HMGT430	Dining Room Management	4	HMGT268

**CREDITS**

**29**

**TRAVEL AND TOURISM MANAGEMENT**

TOUR311	Ecotourism and Special Interest Travel	3	TOUR308
TOUR336	Tourist Transport Systems	3	TOUR286
HMGT339	Tourism and Hospitality Marketing	3	TOUR286, HMGT262, HMGT268
HMGT361(342)	Hospitality and Tourism Law	3	TOUR286, HMGT262, HMGT268, HMGT339
TOUR421(344)	Meeting and Convention Planning	4	HMGT339
TOUR404	Attractions and Leisure Management	3	TOUR308, TOUR311
HMGT408	Hospitality and Tourism Management	3	TOUR308
TOUR410	Tourism Practices and Policies of the Caribbean	3	TOUR404
TOUR411(359)	Tour Packaging and Planning	4	HMGT339, 361

		<b>CREDITS</b>	
<b>RESORT AND SPA MANAGEMENT</b>		<b>31</b>	
BOIL 115	Anatomy & Physiology I	4	
HMGT220	Introduction to Spa Therapies and Techniques	3	HMGT119
HMGT339	Tourism and Hospitality Marketing	3	TOUR286, HMGT262, HMGT268
HMGT361(342)	Hospitality and Tourism Law	3	TOUR286, HMGT262, HMGT268, HMGT339
HMGT390	Hotel Design Planning and Development	3	TOUR308, TOUR311
HMGT408	Hospitality and Tourism Management	3	TOUR308
HMGT419	Advanced Spa Therapies and Techniques	4	HMGT220
HMGT434	Organization and Management of Spa Facilities	4	HMGT401
TOUR421	Meeting and Convention Planning	4	HMGT339

**CONDITIONS FOR GENERAL EDUCATION REQUIREMENTS      32 CREDITS**

Please account for the minimum thirty-two General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the bachelor's degree.

**PROGRAMME SEQUENCE  
BSC IN HOSPITALITY AND TOURISM MANAGEMENT -  
FOOD AND BEVERAGE MANAGEMENT EMPHASIS**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	ACCT102 Accounting Fundamentals	3	ACCT103 Financial Accounting	3
	BSAD121 Applied Business Mathematics	3	ENGL120 Freshman Composition II	3
	HMGT119 Introduction to the Tourism Industry	3	HMEC124 Principles of Food Preparation	4
	EDUC100 Freshman Seminar <b>or</b> EDUC110 University Orientation	1	PSYC119/SOCI120 Principles of Psychology or Introduction to Sociology	3
	ENGL119 Freshman Composition I Science & Environmental Awareness Requirement	3	RELB113 God & Human Life	3
	<b>TOTAL CREDITS:</b>		<b>16</b>	<b>TOTAL CREDITS:</b>

2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	CPTR120 Computer Applications	3	Spiritual Development Requirement	2
	SPAN101 Beginning Spanish I or		HMG268 Beverage, Dining & Banquet Service	3
	FREN101 Beginning French I	3		
	HMG210 Front Office & Lodging Operations Management	3	TOUR286 Logistics & Management of Global Tourism	3
	EDUC151 Fundamentals of Christian Education	3	HMG262 Professional Housekeeping	3
	COMM251 Oral Communication	3	SPAN 102 Beginning Spanish II <b>or</b>	3
HPED111 Health Education	1	FREN 102 Beginning French II	3	
		1	PHED101 Physical Education	1
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
	<b>Summer I</b>			
	HMG370 Hospitality & Tourism Management Practicum I	4		
	<b>TOTAL CREDITS:</b>	<b>4</b>		
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	HMG339 Hospitality & Tourism Marketing	3	HMG332 Management and Organization of Food Service Facilities	3
	HMG330 Quantity Food Production & Service	4	HMG342 (361) Hospitality & Tourism Law	3
	TOUR308 Sustainable Tourism Development	3	BSAD301 Business Communication	3
	ECON216 Micro Economics	3	HMG311 (203) Food and Beverage Purchasing & Cost Control	3
	ENTR297 Introduction to Entrepreneurship	3	RELB305 Life & Teachings of Christ	3
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
	<b>Summer I</b>			
	SPAN156 Conversational Spanish or FREN156 Conversational French	3		
	<b>TOTAL CREDITS:</b>	<b>3</b>		
4 <sup>th</sup> Year <b>Senior</b> (Over 96 credits)	HMG408 Hospitality & Tourism Management	3	HMG436 Restaurant & Catering Management	4
	MGMT352 Human Resource Mgt.	3	BSAD371 Business Research Methods	3
	HMG401 Facilities Planning & Management	3	BSAD489 Ethics and Values in Business	3
	HMG355(428) Professional Culinary Arts	4	HMG430 Dining Room Management	4
	<b>TOTAL CREDITS:</b>	<b>13</b>	<b>TOTAL CREDITS:</b>	<b>14</b>
	<b>Summer I</b>			
	HMG470 Hospitality & Tourism Management Practicum II	4		
	Language & Content Examination	N/C		
	<b>TOTAL CREDITS:</b>	<b>4</b>		

**Total Credits = 132**

**PROGRAMME SEQUENCE**  
**BSC IN HOSPITALITY AND TOURISM MANAGEMENT –**  
**RESORT AND SPA MANAGEMENT EMPHASIS**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	ACCT102 Accounting Fundamentals	3	ACCT103 Financial Accounting	3
	BSAD121 Applied Business Math	3	ENGL120 Freshman Composition II	3
	HMGT119 Introduction to the Tourism Industry	3	HMEC124 Principles of Food Preparation	4
	EDUC100 Freshman Seminar <b>or</b> EDUC110 University Orientation	1	PSYC119/SOCI120 Principles of Psychology <b>or</b> Introduction to Sociology	3
	ENGL119 Freshman Composition I	3	RELB113 God & Human Life	3
	Science & Environ. Awareness Req.	3		
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	CPTR120 Computer Applications	3	Spiritual Development Requirement	2
	SPAN101 Beginning Spanish I <b>or</b> FREN101 Beginning French I	3	HMGT268 Beverage, Dining & Banquet Service	3
	HMGT210 Front Office & Lodging Operations Management	3	TOUR286 Logistics & Management of Global Tourism	3
	EDUC151 Fundamentals of Christian Education	3	HMGT262 Professional Housekeeping	3
	COMM251 Oral Communication	3	SPAN 102 Beginning Spanish II <b>or</b> FREN 102 Beginning French II	3
	HPED111 Health Education	1	PHED101 Physical Education	1
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
	<b>Summer I</b>			
	HMGT370 Hospitality & Tourism Management Practicum I	4		
	<b>TOTAL CREDITS:</b>	<b>4</b>		
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	HMGT339 Hospitality & Tourism Marketing	3	HMGT220 Introduction to Spa Therapies & Techniques	3
	TOUR308 Sustainable Tourism Dev.	3	TOUR421 (344) Meeting & Convention Planning	4
	ENTR297 Intro. to Entrepreneurship	3	BSAD301 Business Communication	3
	ECON216 Micro Economics	3	HGMT342(361)Hospitality & Tourism Law	3
	BIOL115 Anatomy & Physiology I	4	RELP305 Life & Teachings of Christ	3
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
	<b>Summer I</b>			
	SPAN156 Conversational Spanish <b>or</b> FREN156 Conversational French	3		
	<b>TOTAL CREDITS:</b>	<b>3</b>		
4 <sup>th</sup> Year <b>Senior</b> (Over 96 credits)	HMGT390 Hotel Design, Planning & Development	3	HMGT419 Advance Spa Therapies & Techniques	4
	HMGT408 Hospitality & Tourism Management	3	BSAD371 Business Research Methods	3
	HMGT401 Facilities Planning & Mgt.	3	BSAD489 Ethics and Values in Business	3
	MGMT352 Human Resource Mgt.	3	HMGT434 Organization & Mgmt. of Spa Facilities	4
	<b>TOTAL CREDITS:</b>	<b>12</b>	<b>TOTAL CREDITS:</b>	<b>14</b>

	<b>Summer I</b>			
	HMG470 Hospitality & Tourism Mgt. Practicum II Language & Content Examination	4  N/C		
	<b>TOTAL CREDITS:</b>	<b>4</b>		

**Total Credits = 132**

**PROGRAMME SEQUENCE  
BSc HOSPITALITY AND TOURISM MANAGEMENT -  
TRAVEL AND TOURISM MANAGEMENT**

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr</b>	
<b>1<sup>st</sup> Year Freshman (0-32 credits)</b>	ACCT102 Accounting Fundamentals	3	ACCT103 Financial Accounting	3	
	BSAD121 Applied Business Mathematics	3	ENGL120 Freshman Composition II	3	
	HMGT119 Introduction to the Tourism Industry	3	HMEC124 Principles of Food Preparation	4	
	EDUC100 Freshman Seminar <b>or</b> EDUC110 University Orientation	1	PSYC119/SOCI120 Principles of Psychology or Introduction to Sociology	3	
	ENGL119 Freshman Composition I	3	RELB113 God & Human Life	3	
	Science & Environmental Awareness Requirement	3			
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>	
	<b>2<sup>nd</sup> Year Sophomore (33-64 credits)</b>	CPTR120 Computer Applications	3	Spiritual Development Requirement	2
		SPAN101 Beginning Spanish I <b>or</b> FREN101 Beginning French I	3	HMGT268 Beverage, Dining & Banquet Service	3
		HMGT210 Front Office & Lodging Operations Management	3	TOUR286 Logistics & Management of Global Tourism	3
EDUC151 Fundamentals of Christian Education		3	HMGT262 Professional Housekeeping	3	
COMM251 Oral Communication		3	SPAN 102 Beginning Spanish II <b>or</b> FREN 102 Beginning French II	3	
HPED111 Health Education		1	PHED101 Physical Education	1	
<b>TOTAL CREDITS:</b>		<b>16</b>	<b>TOTAL CREDITS:</b>	<b>15</b>	
	<b>Summer I</b>				
	HMGT371 Hospitality & Tourism Mgt. Practicum I	4			
	<b>TOTAL CREDITS:</b>	<b>4</b>			



3 <sup>rd</sup> Year <b>Junior</b> (64-95 credits)	HMG T339 Hospitality & Tourism Marketing	3	BSAD301 Business Communication	3
	ECON216 Microeconomics	3	HGMT 361 (342) Hospitality & Tourism Law	3
	ENTR297 Introduction to Entrepreneurship	3	TOUR(421) 344 Meeting & Convention Planning	4
	TOUR308 Sustainable Tourism Development	3	RELP305 Life & Teachings of Christ	3
	TOUR311 Ecotourism & Special Interest Travel	3	TOUR336 Tourist Transport Systems	3
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
	<b>Summer I</b>			
	SPAN156 Conversational Spanish or FREN156 Conversational French	3		
	<b>TOTAL CREDITS:</b>	<b>3</b>		
4 <sup>th</sup> Year <b>Senior</b> (Over 95 credits)	HMG T400 Facilities Planning & Management	3	BSAD371 Business Research Methods	3
	HMG T408 Hospitality & Tourism Management	3	BSAD489 Ethics and Values in Business	3
	MGMT352 Human Resource Management	3	TOUR410 Tourism Policies & Practices of the Caribbean	3
	TOUR404 Attractions & Leisure Management	3	TOUR411(359) Tour Packaging & Planning	4
	<b>TOTAL CREDITS:</b>	<b>12</b>	<b>TOTAL CREDITS:</b>	<b>13</b>
	<b>Summer I</b>			
	HMG T470 Hospitality & Tourism Mgt. Practicum II	4		
	Language & Content Examination	N/C		
	<b>TOTAL CREDITS:</b>	<b>4</b>		

**Total Credits = 130**

## ASSOCIATE OF SCIENCE IN HOSPITALITY MANAGEMENT

The total number of credits for the Associate of Science in Hospitality Management is sixty-seven (67) credits. Each student must take the core of thirty-eight (38) credits and twenty-nine (29) credits for the General Education component.

Students will also be required to complete a total of two hundred and forty (240) documented hours of tourism related practical work experience. This includes the hours required for Practicum I. Work experience documentation is required. Students with extensive industry experience may apply for a waiver of up to one hundred and twenty (120) hours of work experience.

To prepare the students for the marketplace we expect students to dress appropriately. Therefore, as part of the design of the programme students are required to be in uniform while attending classes or on official University business, unless excused by the Department. **All students are also required to actively participate in the Tourism Action Club, complete the Team Jamaica Certification, First Aid & CPR Training, and possess a valid Food Handlers Permit.**

<b>CORE REQUIREMENTS</b>	<b>38 CREDITS</b>	<b>Prerequisites</b>
ACCT102      Accounting Fundamentals	3	
ACCT103      Financial Accounting	3	ACCT102
BSAD121      Applied Business Mathematics	3	
HMEC124      Principles of Food Preparation	4	N/A
HMG119      Introduction to Tourism Industry	3	N/A
HMG210      Front Office and Lodgings Operations	3	HMG119
HMG262      Professional Housekeeping	3	HMG119, HMG210
HMG268      Beverage, Dining and Banquet Service	3	HMEC124 <b>or</b> HMG119
HMG371      Hospitality and Tourism Management Practicum I	4	See Advisor
SPAN101/FREN101 Beginning Spanish I or Beginning French I	3	
SPAN102/FREN102 Beginning Spanish II or Beginning French II	3	
TOUR286      Logistics & Management of Global Tourism	3	HMG119

### **GENERAL EDUCATION REQUIREMENTS                      29 CREDITS (Minimum)**

Please account for the minimum twenty-nine (29) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the Associate's degree.

**PROGRAMME SEQUENCE**  
**ASc IN HOSPITALITY MANAGEMENT**

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr</b>
<b>1<sup>st</sup> Year Freshman (0-32 credits)</b>	ACCT102 Accounting Fundamentals	3	ACCT103 Financial Accounting	3
	BSAD121 Applied Business Mathematics	3	ENGL120 Freshman Composition II	3
	HMG119 Introduction to the Tourism Industry	3	HMEC124 Principles of Food Preparation	4
	EDUC100 Freshman Seminar <b>or</b> EDUC110 University Orientation	1	PSYC119/SOCI120 Principles of Psychology or Introduction to Sociology	3
	ENGL119 Freshman Composition I	3	RELB113 God & Human Life	3
	Science & Environmental Awareness Requirement	3		
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
<b>2<sup>nd</sup> Year Sophomore (32-63 credits)</b>	CPTR120 Computer Applications	3	Spiritual Development Requirement	2
	SPAN101 Beginning Spanish I <b>or</b> FREN101 Beginning French I	3	HMG1268 Beverage, Dining & Banquet Service	3
	HMG1210 Front Office & Lodging Operations Management	3	TOUR286 Logistics & Management of Global Tourism	3
	EDUC151 Fundamentals of Christian Education	3	HMG1262 Professional Housekeeping	3
	COMM251 Oral Communication	3	SPAN 102 Beginning Spanish II <b>or</b>	3
	HPED111 Health Education	1	FREN 102 Beginning French II	1
		3	PHED101 Physical Education	1
<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>15</b>	
	<b>Summer I</b>			
	HMG1370 Hospitality & Tourism Mgt. Practicum I	4		
	Language & Content Examination	N/C		
	<b>TOTAL CREDITS:</b>	<b>4</b>		

**MINOR IN HOSPITALITY AND TOURISM MANAGEMENT**

**REQUIREMENTS 24 CREDITS (Minimum)**

The courses set out below must be completed in order to achieve the Minor in Hospitality and Tourism Management.

<b>CORE REQUIREMENTS</b>		<b>24 CREDITS</b>	<b>Prerequisites</b>
HMGT119	Introduction to Tourism Industry	3	
HMGT210	Front Office and Lodgings Operations	3	HMGT119
HMGT220	Introduction to Spa Therapies and Techniques	3	HMGT119
HMGT262	Professional Housekeeping	3	HMGT119, HMGT210
HMGT268	Beverage, Dining and Banquet Service	3	HMEC124 <b>or</b> HMGT119
HMGT339	Hospitality and Tourism Marketing		TOUR286, HMGT262, HMGT268
<b>OR</b>			
HMGT342	Hospitality and Tourism Law	3	
TOUR286	Logistics and Management of Global Tourism	3	HMGT119
TOUR308	Sustainable Tourism Development	3	TOUR286

## DESCRIPTION OF COURSES

### ACCOUNTING (ACCT)

- ACCT102 Accounting Fundamentals and the Professional Accountant** **3 Credits**  
This course is designed to prepare students in the foundation accounting principles that are necessary to develop proficiency in the recording and interpretation of financial accounts.
- ACCT103 Financial Accounting** **3 Credits**  
This is a basic course in accounting, concepts, procedures and practices, including the accounting cycle, financial statement, accounting for assets, liabilities and owner's equity.  
**Prerequisite: ACCT102 Accounting Fundamentals**
- ACCT104 Managerial Accounting** **3 Credits**  
This course covers cost concepts and costing procedures and practices including relevant costing for decision-making, cost-volume profit analysis, profit planning variance analysis, and performance evaluation. **Co-requisite: ACCT103 Financial Accounting**
- ACCT241 Integrated Accounting** **3 Credits**  
This course is designed to expose students to computerized accounting procedures. The integrated accounting software provides students with the tools and techniques to use computers in today's accounting environment. These applications include the general ledger, the accounts receivable, accounts payable, fixed assets, and the payroll. **Prerequisite: ACCT103 Financial Accounting**
- ACCT245 (317) Intermediate Accounting I** **3 Credits**  
This course reviews the basic concepts of accounting, integrating accounting theory, generally accepted accounting principles, and time value of money. Included are detailed coverage of accounting for assets, liabilities and corporate accounting, and financial statement analysis.  
**Prerequisites: ACCT103: Financial Accounting, ACCT104 Managerial Accounting.**
- ACCT246 (318) Intermediate Accounting II** **3 Credits**  
This course reviews the basic concepts of accounting, integrating accounting theory, generally accepted accounting principles, and time value of money. In addition, detailed coverage of accounting for assets, liabilities and corporate accounting, including financial statement analysis. **Prerequisites: ACCT241 Integrated Accounting; ACCT 245(317) Intermediate Accounting I**
- ACCT250 (323) Cost Accounting** **3 Credits**  
Emphasis is placed on the importance of accurate and up-to-date accounting information to assist management in controlling manufacturing cost and decision-making. The job order cost system and the process cost system and standard costing are fully analyzed. Master budgeting, flexible budgeting and relevant cost are examined in detail. **Prerequisites: ACCT241 Integrated Accounting; ACCT 245(317) Intermediate Accounting I**
- ACCT346 Performance Management Accounting** **3 Credits**  
This course is designed to prepare students to assess business performance from both a financial and non-financial perspective, while appreciating the problems that may be encountered to control businesses at the divisional level and the importance of allowing for

external aspects. This is achieved using cost accounting, budgeting and other decision-making techniques to measure and control business performance. **Prerequisite: ACCT250: Cost Accounting**

**ACCT347 Principles and Practices of Accountants 3 Credits**

The course examines the functions and impact of corporate governance in business organizations, with a focus on the roles and responsibilities of directors and officers to stakeholders, in ensuring support and control of the organization’s activities. The syllabus explores internal review, control and feedback in implementing and supporting effective governance, and examines the identifying, assessing, and controlling of risk. **Prerequisite: ACCT246 (318) Intermediate Accounting II**

**ACCT419 Taxation 3 Credits**

The course covers the provisions of Jamaican Income Tax laws and regulations affecting the determination of taxable income for individuals, partnership and corporation. Students will practice preparation of tax returns and tax computation. The impact of the taxation system on the society will also be noted. **Prerequisite: ACCT246 (318) Intermediate Accounting II & BSAD341 Business Law**

**ACCT424 Auditing 3 Credits**

This course is designed to provide structures for organizing students’ thought processes about audit problems and practices. The emphasis is on the analysis of evidence and information for the purpose of resolving different kinds of decision problems dealing with such diverse topics as audit objectives, audit theory, professional ethics, legal liability, audit evidence, internal control evaluation, audit programmes, statistical applications, computer auditing and reports. **Prerequisite: ACCT 246 (318) Intermediate Accounting II & BSAD341 Business Law**

**ACCT476 Accounting Business Analysis 3 Credits**

This course is designed to prepare students to comprehensively assess the strategic position of an organization. Assessment includes the evaluation of strategies that fit business processes and structures with appropriate levels of information technology, to facilitate attainment of agreed strategic objectives. The evaluation of leadership in formulating and implementing business strategies is analyzed in light of the financial consequences of business decisions. **Prerequisite: ACCT 246 (318) Intermediate Accounting II & ACCT346 Performance Management Accounting**

**ACCT478 Advanced Accounting 3 Credits**

Advance study of certain financial accounting topics including partnership, consolidations, foreign currency translation and non-profit accounting. These topics are examined in detail including the financial statements of such entities. **Prerequisite: ACCT246 (318) Intermediate Accounting II**

**ACCT484 Accounting Information Systems 3 Credits**

The course involves a study of the objectives and design of financial information systems. The impact of information technology on the gathering, processing and reporting of financial and operating information will be covered within the course. Applications in financial information systems analysis and design with emphasis on the information requirements for business decision-making and improvement to business processes are included. **Prerequisites: ACCT 246 (318) Intermediate Accounting II; CPTR120 Computer Applications**

## BUSINESS ADMINISTRATION (BSAD)

### **BSAD121 Applied Business Mathematics**

**3 Credits**

The course reviews simple graphical and statistical display of business data, the calculation of basic statistics like mean, mode and standard deviation, preparation of payroll overhead allocation, mark up, mark down, bank reconciliation, accounting ratios and statement with an exposure to overtime calculation, use of compound interest, insurance, sinking fund and present value table in business decision making.

### **BSAD301 Business Communication**

**3 Credits**

A study of the principles and psychology of effective communication in organization with emphasis on written and oral communication. This includes designing information document, consultations, meetings and conferences, forms control, and report and proposal writing.

**Prerequisite: COMM251: Oral Communication**

### **BSAD341 Business Law**

**3 Credits**

Business law consists of that body of legal principles, which governs the conduct of trade and commerce. This course provides an understanding of the principles of a contractual, agency, partnership and corporate relationship, and an understanding of rights and responsibilities involved in the conduct of business. **Prerequisite: MGMT252 Principles of Management**

### **BSAD371 Business Research Methods**

**3 Credits**

Introduction of the most current coverage of business research methods including real word research in accounting, finance management, marketing and other business areas. Topics include problem definition and research proposal development, ethical issues in business research, research methods for collecting primary data and data analysis techniques.

**Prerequisites: BSAD301 Business Communications; ECON272 Business & Economic Statistics**

### **BSAD487 Business Practicum**

**3 Credits**

A one-semester structured and supervised work experience of approximately 120 hours, culminating in the completion of an academic paper. The experience exposes students to fundamental aspects of business such as planning, controlling, organizing, forecasting and decision-making. Students will bring theoretical knowledge gained in subjects such as accounting, marketing, behavioural sciences and economics to bear on these management functions. This Practicum will be co-ordinated through, but not limited to, the business entities at the Aston and Novelette Tai Centre and Industrial Complex at Northern Caribbean University. **Open only to juniors and seniors.**

### **BSAD489 Ethics and Values in Business**

**3 Credits**

This course examines the development of the whole person through the exploration of religious, moral, ethical, societal and ecological, and economic issues as they apply to organizations. It is designed to stimulate a positive attitude toward incorporating ethical value and stockholder analysis in business decision-making. **Prerequisite: MGMT 252 Principles of Management**

### **BSAD494: Current Trends and Issues Conference**

**1 Credit**

The Current Trends and Issues Conference is delivered over a two day period in which local and overseas presenters share on the latest developments in their chosen area of concentration in research and generally accepted practices which include finance, marketing,

entrepreneurship, accounts and human resource management. The main presenters include academicians as well as business practitioners. Students are given research-based assignments ahead of time which are intended to augment high order skills development and application of concepts and content gleaned from the conference to real world situations. **Senior Standing required.**

### ECONOMICS (ECON)

- ECON 132 Personal Finance and Development** **3 Credits**  
 This is an examination of the major financial decisions of individuals in allocating resources and planning expenditures. Topics include personal financial planning and budgeting, insurance, investment, the use of credit, housing, transportation, and consumer protection and integral individual development.
- ECON170 Business and Economic Calculus I** **3 Credits**  
 This course provides students with the basis for the development of their analytical skills and begins with the fundamental operations of algebra, number systems, exponents, radicals, matrices and function. The course further introduces the language of calculus and the application of calculus to various areas of business. **Prerequisite: BSAD121: Applied Business Mathematics**
- ECON171 Business and Economic Calculus II** **3 Credits**  
 Provides advanced study of operations of algebra, number systems, exponents, radicals, matrices and function. The student also receives in-depth exposure to the language of calculus and the application of calculus to various areas of business. **Prerequisite: ECON170 Business & Economic Calculus I**
- ECON216 Microeconomics** **3 Credits**  
 This course provides students with a basic knowledge of the principles of economics and develops knowledge of the terminology, main concepts and major economic theories. Topics covered include: scarcity, consumer behaviour, theory of production and costs, international trade, balance of payment, national income accounts, and the role of government in the economy, fiscal and monetary policy, growth and development. **Prerequisites: ENGL120: Freshman Composition II; ECON170 Business & Economic Calculus I**
- ECON217 Macroeconomics** **3 Credits**  
 This course exposes students to a more comprehensive study and advanced analysis of economy-wide phenomena than ECON216 Microeconomics. The focus is on the movement and trends in the economy as a whole. **Prerequisites: ECON170 Business & Economic Calculus I; ECON216: Microeconomics**
- ECON272 Business and Economic Statistics** **3 Credits**  
 A study of statistics used in business decision making; collecting and tabulating data, charts averages, dispersion, statistical induction, analysis of business changes, index-numbers, forecasting, regression and correlation analysis, linear and non-linear correlation. **Prerequisite: ECON170 Business & Economics Calculus I**



**ECON322 Caribbean Economic Problems****3 Credits**

This course gives students an understanding of the problem of economic development in Caribbean economies. It analyses persistent economic conditions prevailing in major sectors and develops an appreciation of the various obstacles to development and the options open to Caribbean economics. **Prerequisite: ECON217 Macroeconomics**

**ENTREPRENEURSHIP (ENTR)****ENTR297 Introduction to Entrepreneurship****3 Credits**

This course gives an overview of the fundamental principles and processes of entrepreneurship including idea generation and opportunity analysis. Students will examine elements in the entrepreneurial process – personal, sociological, and environmental - that give birth to a new enterprise. Critical factors for starting new enterprise such as alternative career prospects, family friends, role models, the state of the economy and the availability of resources will be explored. Students will be introduced to practical tools they can use to further their careers in business, both in entrepreneurship and in more traditional company environments.

**ENTR375 Skills and Behaviour of the Entrepreneur****3 Credits**

This course will focus on developing student awareness, knowledge, understanding, and application of the skills necessary to becoming a successful entrepreneur. Key business themes and concepts will include: the personal and professional qualities of the entrepreneur, global perspective and the growth of international business opportunities; role of ethics in business; role of small business in the economy; small business management and operations; entrepreneurs as the energizers of small business; the role and impact of technology and focus on quality. **Prerequisite: ENTR297 Introduction to Entrepreneurship**

**ENTR390 Managing the Family Business****3 Credits**

This course will involve identifying and discussing issues relevant to the continuity and management of a family business. During the course, students will develop either a case study of their own family business or a business plan for a proposed venture. For those planning to enter a family business, the course will assist them in charting their entry and management of their succession process. **Prerequisites: ENTR375 Skills and Behaviour of the Entrepreneur; FNCE341: Financial Management Principles**

**ENTR397 Entrepreneurship Finance****3 Credits**

In this course students will learn the financial functions of a new or entrepreneurial venture. The primary focus is on the function of the financial plan in the overall business plan. Sources of venture capital and cash flow management are covered as well. Other topics covered include an overview of alternative forms of financing including seed capital, valuing a company, going public, partnerships, and acquisitions. **Prerequisites: ACCT103 Financial Accounting; ENTR390 Managing the Family Business.**

**ENTR445 Innovation and Change****3 Credits**

This course explores the environment necessary for innovation; innovation applied to products, services, and strategies to regain competitive advantage; management of stress by innovation and change. **Prerequisite: MGMT252 Principles of Management**

**ENTR448 Global Entrepreneurship**

**3 Credits**

This course introduces students to international business by exploring a broad spectrum of business activities. The course focuses on the multiple environments which effective international managers must understand. Topics covered include internal trade and finance, e-commerce businesses, sociocultural issues, and political and legal forces. In addition, issues in marketing, human resources management, production and operations are surveyed.

**Prerequisite: Senior Standing**

**ENTR480 Entrepreneurial Field Studies**

**3 Credits**

This is a capstone course that allows the student to apply knowledge, skills, and behaviours learned. It is designed to give students experience in working with individuals to develop strategic plans, business plans, feasibility studies and funding proposals.

**Prerequisite: Senior Standing**

**FINANCE (FNCE)**

**FNCE340 Financial Markets and Institutions**

**3 Credits**

This course analyses the impact and significance of monetary policy as well as fiscal and income policies to our economy. It covers such areas as commercial banking process, business cycles and monetary and fiscal policies, international banking, inflation and interest rates. It acquaints the student with the complex world of monetary and fiscal policies and procedures.

**Prerequisites: ECON171: Business & Economic Calculus II; ECON217: Macroeconomics**

**FNCE341 Financial Management Principles**

**3 Credits**

Study of the accumulation and use of funds, financial goals, ratios, sources and uses of funds, asset management, capital budgeting, leverage, cost of capital, dividend policy and valuation; analysis, decision making and financial performance evaluation.

**Prerequisite: ACCT103 Financial Accounting & ECON 170 Business & Economic Calculus I**

**FNCE345 Corporate Finance**

**3 Credits**

This course is a detailed study of the requirements for and sources of funds in the business organization. It deals with both long and short-term aspects of finance with emphasis placed on analysis and decision-making.

**Prerequisite: FNCE341 Financial Management Principles**

**FNCE378 Intermediate Financial Management**

**3 Credits**

Detailed study of the core concepts of finance in a comprehensive and rigorous manner. The course examines market offerings and helps the students to understand the basis of corporate policy. It deals with both the long and short-term aspects of finance with emphasis placed on analysis and decision-making.

**Prerequisite: FNCE345 Corporate Finance.**

**FNCE400 Financial Case Studies**

**3 Credits**

Intensive case analyses of and discussions about organizations facing a variety of financial issues, including value maximization, measurement of cost of capital, analysis of capital projects, evaluation of merger opportunities, capital structure and dividend decision and risk management among others. Skills such as the use of spreadsheets micros and user defined functions, team work, and oral and written communication are emphasised heavily.

**Prerequisite: FNCE470 Investment Analysis**

**FNCE437 Risk Management and Insurance****3 Credits**

This course acquaints the students with the ever present reality of risks and how best to deal with them. The activities of a risk manager are described and insurance is introduced as one of his major tools. Personal lines of insurance such as auto, homeowners, health and life are also covered. Insurance for firms, small and large, operational aspects of insurance, such as marketing, pricing, underwriting, loss adjusting and financing, are included. This course is helpful to any businessperson and provides an introduction to the field of insurance as a career. **Prerequisite: FNCE341 Financial Management Principles**

**FNCE470 Investment Analysis****3 Credits**

A study of the various types of investments available, the markets in which they are traded, the techniques used to make sound investment decisions, and the factors that affect these decisions for various types of investors. **Prerequisite: FNCE378 Intermediate Financial Management**

**FNCE475 Management of Financial Institutions****3 Credits**

Comprehensive examination of the major financial institutions that comprise the Jamaican financial system, the course focuses on the management concepts and issues central to all financial institutions, including asset – liability management, liquidity and capital management, and investment securities portfolio management. The management policies of commercial banks are emphasized. Management concepts are applied through case studies. **Prerequisite: FNCE340 Financial Markets and Institutions**

**FNCE480 International Finance****3 Credits**

This course deals with problems in international finance, the balance of international payments, financing international trade, foreign departments of banks, foreign exchange markets, and the impact of international financial problems on businesses. **Prerequisite: FNCE341 Financial Management Principles.**

**FNCE490 Financial Analysis Seminar****3 Credits**

These seminars will present leading-edge financial topics, review basic research methods and introduce various financial databases. Research papers will be given and their development will be accompanied by work-site tours and mock interviews. Toward the end of the semester, students will make an oral presentation of their research papers along with the final document to financial professionals, faculty and alumni of the University. Skills such as spreadsheet use, team work, oral presentation and written communication will be emphasized. **Prerequisite: FNCE 470 Investment Analysis**

**HOSPITALITY MANAGEMENT (HMGT)****HMGT119 Introduction to the Tourism Industry****3 Credits**

In this course, students explore major concepts in tourism, what makes tourism possible, and how tourism can become an important factor in the wealth of any nation. It looks at principles, practices, and philosophies of tourism that have been found to be advantageous. Some of the topics include introductory principles, the importance of tourism, some tourism history and careers, travel motivations, demand and supply, destinations and marketing.

**HMGT203 Food and Beverage Purchasing and Cost Control****3 Credits**

A study of food and beverage purchasing and cost control within the Hospitality Industry. This

course prepares students to become buyers within the food service industry. The major areas of concern are on accuracy in product and quality definition. The course also examines how computers affect purchasing. Some areas of emphasis are introduction to purchasing, financial considerations and steps in purchasing, specifications and buyer selection, getting the goods, ending the purchasing job, the markets, role of the manager, principles of management, cost control, portion control, sales analysis, meat, poultry and eggs, fish, fresh produce, processed foods, dairy products, groceries and non food supplies. **Prerequisite: ACCT103 Financial Accounting**

**HMGT210 Front Office and Lodgings Operations 3 Credits**

A study of the complete operations of the front office, including: successfully handling guest information, reservations, registration and making the guest feel welcome and secure. This course examines the concepts of lodging operations management and the effective management and operation of a hotel and other residential facility. Additionally, the role played by the lodging industry in the economic development of a country is examined. Areas of emphasis include hotel and motel development, hotel management, hotel operation, hotel accounting and control, future of the industry. Students are exposed to technology-based systems in the tourism industry such as the use of global distribution systems, yield management systems, property management systems, food-service management systems, and club management systems from the management and end-user perspectives. **Prerequisite: HMGT 119 Introduction to the Tourism Industry**

**HMGT220 Introduction to Spa Therapies and Techniques 3 Credits**

This course provides an introduction to instruction in hydrotherapy, massage therapy, skin exfoliation and herbal wraps. Learning basics of spa treatments prepares one for a future in a resort environment, in addition to providing many alternatives for the home and private office spa options. **Prerequisite: HMGT 119 Introduction to the Tourism Industry; HMGT300 Fundamentals of Massage Therapy**

**HMGT262 Professional Housekeeping 3 Credits**

This course is a study of the concept of executive housekeeping within the hospitality industry. The course emphasises an understanding of the basic principles underlying the housekeeping department in lodging facilities, and includes hands-on practice. **Prerequisites: HMGT119 Introduction to Tourism; HMGT210 Front Office & Lodgings Operations**

**HMGT268 Beverage, Dining Room and Banquet Service 3 Credits**

This course is a combination of bar and beverage service operations, dining room and banqueting service. Students examine the wine regions of the world and learn how to pair wines appropriately. They also examine various styles of service and place settings. Emphasis is placed on service skills and techniques during guest service. Experience is gained in managing and hosting of catered events. **Prerequisite: HMGT119 Introduction to Tourism or HMEC124 Principles of Food Preparation**

**HMGT419 Advanced Spa Therapies and Techniques 4 Credits**

The Advanced Spa therapy course is designed to instruct students in the methods of skin peels and deep pore cleaning procedures. They also learn to use ingredients such as Retin-A and Alphahydroxy acids during certain treatments. Additionally, clinical skin care, aromatherapy, and spa body treatments such as Salt Glow, Body Polish, Enzymes Peels, Hydrotherapy and Balneotherapy are specialties taught. Aestheticians can incorporate many of these treatments into their service menus. Emphasis is placed on entrepreneurial skills

including but not limited to choosing the proper location, the importance of keeping good records, the art of marketing products and services, understanding client needs, customer service, growing and retaining clients. **Prerequisite: HMG220: Introduction to Spa Therapies & Techniques**

**HMG230 Quantity Food Production and Service****4 Credits**

This course is a study of the principles and techniques of quantity food production and service for food service entities. Emphasis is placed on modern developments influencing food service operations, kitchen organization, standard of professionalism, recipe standardization, measurement analysis, controlling food costs, safe food handling, mise en place, food presentation and garnishes. Factors affecting quantity, food service and planning, quality food preparation and service, and the functions of catering are explored. Students are required to plan, produce and market menus to customers. **Prerequisite: HME124 Principles of Food Preparation and Service**

**HMG232 Management and Organization of Food Service Facilities****3 Credits**

This course is designed to help students apply the principles of management and organization to food service systems. Emphasis is placed on managerial functions, the management process, planning and organizing the food service operation and staffing. Students acquire knowledge of Critical Points and the costs of operating the food service entity. Six hours of practical experience in a food service establishment are required. **Prerequisite: HMG230: Quantity Food Production & Service**

**HMG239 Hospitality and Tourism Marketing****3 Credits**

A study of marketing as it relates to the Hospitality and Tourism sectors. This course develops in students, an appreciation for the importance of Hospitality and Tourism Marketing. Students are exposed to the basic theories and principles of marketing. Major areas of emphasis are introduction to marketing, service marketing, the marketing environment, consumer buyer behaviour, market segmentation, marketing research, pricing, and promotion. **Prerequisites: HMG262 Professional Housekeeping; HMG268 Beverage, Dining Room & Banquet Service Management; TOUR286 Logistics and Management of Global Tourism**

**HMG261 Hospitality and Tourism Law****3 Credits**

This course covers the laws and regulations of the hotels and resorts and other related operations. It looks at rights and privileges of both operator and tourist. **Prerequisites: TOUR286 Logistics and Management of Global Tourism; HMG262 Professional Housekeeping; HMG268 Beverage, Dining Room & Banquet Service Management**

**HMG270 Hospitality and Tourism Management Practicum I****4 Credits**

Provides applied professional experience in a hotel, resort facility or on a cruise ship. The experience includes various aspects of work, for instance, purchasing and cost control, and accounting, in the case of students who are in the Food and Beverage Operations track. Two Hundred and forty (240) hours of experience to be done over six (6) weeks are needed to satisfy this course requirement. **(Consult Advisor)**

**HMG290 Hotel Design, Planning and Development****3 Credits**

This course introduces to students the design concepts for hotels. Emphasis is placed on factors to consider when planning the physical layout of a hotel, thereby enabling an effective relationship with architects who execute the technical aspects of blueprints. Additionally,

students are exposed to interior designing for hotels. **Prerequisites:** TOUR308: Sustainable Tourism Development; TOUR311: Ecotourism & Special Interest Travel

**HMGT401 Facilities Planning and Management** **3 Credits**  
 This course covers the planning and management of the physical plant of hospitality operations. Focus is placed on maintenance of the many types of equipment used in the industry. **Prerequisites:** HMGT339 Hospitality and Tourism Marketing; HMGT361: Hospitality and Tourism Law

**HMGT408: Hospitality and Tourism Management** **3 Credits**  
 This course addresses the challenges faced in managing the tourism and hospitality industry regionally and internationally. Exposure to operating executives from the fields of hotel, restaurant, foodservice, travel, and tourism are provided periodically. **Prerequisite:** TOUR 308 Sustainable Tourism Development

**HMGT419 Advanced Spa Therapies and Techniques** **4 Credits**  
 Students are exposed to therapeutic techniques which are tools for creating a therapeutic experience for clients and therapists. Students are taught techniques such as trigger-point release, forearm and elbow methods, connective tissue work and the therapeutic use of hot stones for relaxation and warming of the body's tissue. **Laboratory included. Prerequisite:** HMGT220 Introduction to Spa Therapies & Techniques

**HMGT428 Professional Culinary Arts** **4 Credits**  
 A study of the concepts of culinary arts, students develop creativity in the preparation and presentation of foods. Detailed instruction in cooking theory and techniques necessary to meet the demands of the professional kitchen is provided. Emphasis is placed on the art of preparing gourmet cuisine that meets industry standards. **Laboratory required. Prerequisites:** HMGT330: Quantity Food Production & Service; HMGT332: Management and Organization of Food Service Facilities

**HMGT430 Dining Room Management** **4 credits**  
 This course equips students with the requisite knowledge, supervisory and management skills to function in resorts, restaurants, and institutional facilities. Areas covered in this course include but are not limited to; related local and global laws & regulations, dining room service marketing, exceeding diverse customers' expectations, technical service practice, technology & service, people management, and trends. **Industry laboratory attachment is required. Prerequisites:** HMGT268 Beverage Dining & Banquet Services; HMGT428 Professional Culinary Arts

**HMGT434 Organization and Management of Spa Facilities** **4 Credits**  
 This course is a study of the designing and management of spa facilities. The course includes a review of the laws governing the practices of aesthetics and massage therapies in Jamaica and other parts of the world; career opportunities locally, nationally and internationally are included. Students receive practice in the art of selling, promotions and advertising, and communication skills. Emphasis is placed on the legal and ethical questions that affect the therapist in the professional environment. Different options for operating one's own business as well as working in other professional environments are discussed. As a requirement, students are assigned days to manage the on campus spa. **Prerequisite:** HMGT401 Facilities Planning & Management

**HMGT436 Restaurant and Catering Management****4 Credits**

A study of the crucial elements involved in successful operation of a restaurant and catering business and their interrelationships. Emphasis is placed on the management of the 'meal experience' by effectively bringing together three main elements – customers, the operation and employees. This is bolstered by the students planning and execution of themed meals.

**Laboratory Required. Prerequisite: HMGT428 Professional Culinary Arts**

**HMGT470 Hospitality and Tourism Management Practicum II****3 Credits**

The course provides students with the opportunity to reinforce their knowledge of the theory learned and past experiences obtained in **HMGT370/1 Hospitality and Tourism Management Practicum I (Consult Advisor)**

**MANAGEMENT (MGMT)****MGMT252 Principles of Management****3 Credits**

A study of the process of management and the attainment of organizational objectives through people by using the functions of planning, organizing, directing, controlling, and communicating. Emphasis is placed on effective decision-making, motivation, and communication techniques, leadership skills and performance evaluation. **Prerequisite: ENGL120 Freshman Composition II**

**MGMT352 Human Resource Management****3 Credits**

Examines basic guidelines for the personnel department in selecting, developing, motivating and evaluating employees. Explores the principles involved in studying organizational climate, communication, change, labour-management relations, remuneration and security. **Prerequisite: MGMT252 Principles of Management or HMGT339 Hospitality and Tourism Marketing**

**MGMT360 Team Building and Management****3 Credits**

The course is designed to expose students to a comprehensive view of what constitutes a team and the essence of teams' effectiveness. Students will grasp the definition of a team, the different types of teams, and will be able to evaluate the dynamics of organizational teams. In an increasingly globalised economy, greater emphasis is being placed on higher levels of efficiency; students are expected to recognise the importance of teamwork in attaining these efficiencies, and by extension, the overarching goals of the organisation. Various types of teams will be used for analysis and demonstration, in reflecting the best practices of the industry. **MGMT 352: Human Resource Management**

**MGMT367 Recruitment and Selection****3 Credits**

A study of the theory and application of methods used in recruiting and selecting employees. This course will include: the legal issues in employment, research in the employment process, the development and use of selection devices and recruiting applicants for job openings. **Prerequisite: MGMT352 Human Resource Management**

**MGMT376 Entrepreneurship****3 Credits**

This is a practical course on the principles and problems of organizing and operating a small business. Topics covered will include a procedural system for establishing a new business, providing physical facilities, financing, organizing and managing the small business.

Entrepreneurial skills, attitude, drive and dynamism will be looked at carefully. **Prerequisites: MGMT252 Principles of Management; FNCE341 Financial Management Principles**

**MGMT384 Quality Service Management**

**3 Credits**

The course is designed to expose students to the hallmarks of an outstanding customer service-driven organization. It is designed to stamp clearly in the student’s psyche, the reality that in today’s highly commoditized economy, the one major differentiator will be the customer experience. This course will therefore provide students with a solid foundation for delivering consistent, excellent service and also motivate them towards exceptional service delivery in any sphere of life. It will be highly practical and interactive. **Prerequisite: MGMT352 Human Resource Management**

**MGMT445 New Venture Creation**

**3 Credits**

This course deals with important aspects of starting, developing, and growing a new enterprise, or acquiring and building an existing business. Emphasis is given to the recognition, evaluation, and the exploitation of opportunity. Through analysis and discussion of cases and lecture material, students will be able to test their entrepreneurial ideas and get advice regarding the effectiveness of those ideas. **Prerequisites: FNCE341 Financial Management Principles; MKTG311 Principles of Marketing (which can be taken concurrently); ENTR297 Introduction to Entrepreneurship**

**MGMT446 Strategic Entrepreneurial Growth**

**3 Credits**

This course focuses on the entrepreneurial perspective, the challenge of entrepreneurial growth, gaining an appreciation for strategic planning in emerging venture, examining the growth option for emerging venture and finally a discussion of the emerging entrepreneurial issues confronting the economy today. **Prerequisite: MGMT 445 New Ventures Creation**

**MGMT452 Organizational Behaviour**

**3 Credits**

An overview of the complex human relations issues that are associated with leadership in various types of organizations. Contributions of social science to human relations, communication as a factor in human relations, employees’ attitudes towards work, and the effect of management styles on morale are also covered. **Prerequisite: MGMT252 Principles of Management**

**MGMT466 Human Resource Development**

**3 Credits**

The course will emphasize theory of training and development, research to determine needs, types of programmes, and practicum in conducting a training and development session, and evaluation of programmes. **Prerequisite: MGMT352 Human Resource Management**

**MGMT471 Compensation Administration**

**3 Credits**

A detailed study of job analysis methods of job evaluation, performance appraisal, community wage survey, basic systems and plans of compensating employees, and fringe benefits. **Prerequisite: MGMT352 Human Resource Management**

**MGMT472 Industrial Relations**

**3 Credits**

The sociology of labour relations, the legal position of unions and their members, and the collective bargaining process. Particular attention is given to the system of labour relations in Jamaica, termination of employment, and compensation for injury. **Prerequisite: MGMT360 Team Building & Management**



**MGMT475 Operations Management****3 Credits**

This course introduces the student to operation planning and control, often referred to as production control, or production management. It focuses on forecasting, operation planning, inventory planning and control and introduces the student to the queuing theory, PERT and CMP, Monte Carlo simulation, linear programming, and others. It is designed for production and production management and is also important for industrial engineering. **Prerequisite: ECON 272 Business & Economic Statistics**

**MGMT478 Negotiation Skills****3 Credits**

Study of the various aspects of negotiation, mediation and arbitration to help students understand how managers make educated decisions when faced with choices of alternative dispute resolution in business. This course will include the use of cases to provide relevant current illustrations of legal concept. **Prerequisite: BSAD341 Business Law & MGMT471 Compensation Administration**

**MGMT485 Management Information Systems****3 Credits**

This course explores the application of management techniques to computer capabilities, informational system requirements and design. Topics include the system approach to data communication, system design and system analysis. Emphasis is placed on equipment configuration, contract negotiation, cost containment techniques, and software evaluation. **Prerequisites: MGMT252 Principles of Managements & CPTR120 Computer Applications**

**MGMT486 Quantitative Business Analysis****3 Credits**

This course allows the student to use mathematical and statistical models in preparing data that provide for optional business decisions. Some topics are: probability, decision theory, linear programming, integer programming, queuing theory, market process, and dynamic programming. **Prerequisite: ECON 272 Business & Economic Statistics**

**MGMT490 Strategic Management****3 Credits**

This course deals with those aspects of general management, which affect the survival and success of business enterprises. Any problem or opportunity accounting, marketing, finance, production, organization, or personnel if it materially affects firm performance is a strategic concern, hence a business policy concern. This course is, therefore, necessarily integrative and interdisciplinary. It enables students to develop and/ or fine-tune skills in the analysis of strategic and organizational problems and issues. The course carries the final assessment for the language and content and is the capstone course for the programme. **Prerequisites: ACCT478 Advanced Accounting or FNCE470 Investment Analysis or MGMT446 Strategic Entrepreneurial Growth or MGMT472 Industrial Relations or MKTG490 Strategic Marketing**

**MARKETING (MKTG)****MKTG311 Principles of Marketing****3 Credits**

Marketing today is a vital core of management decision-making in an increasingly complex multinational business world. This course opens to the student the nature and operations of the marketing process. Such processes as marketing, opportunity analysis, forecasting, new product development, distribution, retailing, wholesaling, promotion, pricing, selling, etc. The course acquaints the student with the complex world of marketing, which involves computer application and e-commerce. **Prerequisite: MGMT252 Principles of Management**

**MKTG312 Customer Relations** **3 Credits**  
 The course includes the defining of customer relations, establishing employee accountability and training employees for Customer–Priority Attitudes. It will emphasize telephone expertise, the manner of handling Customer Complaints and the matter of ensuring customer satisfaction in order to increase customer profitability. **Prerequisite: MKTG311 Principles of Marketing.**

**MKTG321 Consumer Behaviour** **3 Credits**  
 Survey of social science theories pertinent to information processing, human behaviour and social interaction. Emphasis is placed on using this information to develop marketing strategies. **Prerequisite: MKTG311 Principles of Marketing**

**MKTG330 Retail Marketing** **3 Credits**  
 This course is designed to provide the student with detailed information for Retail Marketing. It will focus on the role of retailers within the marketing distribution system. Emphasis is placed on the relationship between retailer and consumer and other members of the distribution system. **Prerequisite: MKTG311 Principles of Marketing**

**MKTG349 Sales Management** **3 Credits**  
 Study of the functions of a sales department within the marketing organization. Included are organization, recruiting and selection procedures, training compensation, expenses, quotes, supervision, stimulation, planning activities and evaluation of sales personnel. A Case approach is used. **Prerequisite: MKTG311 Principles of Marketing**

**MKTG366 e-Commerce** **3 Credits**  
 History, development, social and economical significance of the interest and the basic tools for Internet commercial activities, analysis techniques that will equip the students to assess the web presence of a proposed or existing business and to design and implement such a business. The course involves looking at the technology for e-commerce address, database management, networking, web publishing and website management. **Prerequisite: CPTR120 Computer Applications, MKTG311 Principles of Marketing**

**MKTG368 Advertisement Practices** **3 Credits**  
 Examines essential viewpoints and issues from the standpoint of both the literature and the practitioner. Students learn why advertising is used, the kind of goal set for it, ways in which advertising programmes are developed to achieve these goals, and much about why and how advertising accomplishes its aims. Finally, students are exposed to the interaction between advertising and society, and the implications for successful advertising. **Prerequisite: MKTG311 Principles of Marketing**

**MKTG431 Marketing in Service Organizations** **3 Credits**  
 A reconsideration of the traditional marketing topics in the context of a variety of service organizations. Emphasis is placed on discussion of how product-oriented marketing activities need to be adjusted or even re-invented to accommodate “non-products”. **Prerequisite: MKTG321 Consumer Behaviour**

**MKTG420 Marketing Research** **3 Credits**  
 Methods of planning and carrying out marketing and consumer studies. Problem formulation, exploratory research, questionnaire construction and design, observational and sampling techniques, conducting surveys, data analysis, reporting, interpretation of findings and

implementation of recommendations. **Prerequisite: MKTG311 Principles of Marketing**

**MKTG488 Marketing Management**

**3 Credits**

Strategies, issues and decisions facing marketing managers. Emphasis is placed on the analytical processes by which market opportunities and environmental events translate into marketing plans. **Prerequisite: MKTG321 Consumer Behaviour**

**MKTG490 Strategic Marketing**

**3 Credits**

This marketing strategy course will focus on decision making in marketing. The emphasis is on strategy and planning. Marketing strategy is *integrative* in that it *organizes* and *aligns* the numerous and disparate tools, models, and frameworks of marketing management into a coherent whole. It is an applied course. Decision making is a skill and therefore requires practice to reinforce it, hence the need to practice with cases. **Prerequisite: MKTG488 Marketing Management**

**MKTG494 International Marketing**

**3 Credits**

This course is tended to provide students with a working knowledge of the dynamics of marketing across international borders within the context of a global environment and in multinational firms. It will involve discussions and presentations on global marketing strategies, cultural differences among consumers, international market segmentation and application of the marketing mix across borders. Students will be expected to analyze, examine and evaluate case studies from different multinational corporations and cultures. **Prerequisite: MKTG488 Marketing Management**

**TOURISM (TOUR)**

**TOUR286 Logistics and Management of Global Tourism**

**3 Credits**

This course provides students in the field of Hospitality and Tourism Management with a basic working knowledge of the geography of the world and how both traditional and non-traditional destinations act as a stimulus to motivate international, regional and local tourism. Students will get an opportunity to investigate global, regional and local travel patterns and access its impact on the Tourism Industry. The course also provides an extensive examination of tourism throughout the World that will address issues such as the major tourist markets especially for the regions and their performance in the industry. Additionally, the course addresses the challenges that the Caribbean region faces as it develops its tourism industry in competing in the global market. **Prerequisite: HMG210 Front Office & Lodgings Operations**

**TOUR308 Sustainable Tourism Development**

**3 Credits**

This course exposes students to contemporary issues pertaining to tourism based on the natural environment. It explores the strategies necessary to effectively manage and control the development of tourism in the Caribbean. **Prerequisite: TOUR286 Logistics and Management of Global Tourism**

**TOUR311 Eco-tourism and Special Interest Travel**

**3 Credits**

Students are exposed to the concepts, principles and practices of eco-tourism and other alternative forms of tourism. Additionally, this course includes the examination of the eco-tourism and special interest travel markets. **Prerequisite: TOUR308 Sustainable Tourism Development**

**TOUR336 Tourist Transport Systems**

**3 Credits**

This course examines the varied means of transportation used by tourists to arrive at their destination of choice. Emphasis is placed on air travel, the cruise shipping industry, rail travel, leisure services for groups, incentive travel, and exploring new and tested leisure products.

**Prerequisite: TOUR286 Logistics and Management of Global Tourism**

**TOUR359 Tour Packaging and Planning**

**4 Credits**

This is a comprehensive study of group and wholesale tour operations, providing a thorough understanding of the leisure traveller. The student is exposed to: the top leisure destinations, current cruise trends, the present and future trends in tours including adventure tours, ecotourism and travel insurance. The course includes design, supplier negotiations and pricing aspects of tours such as marketing, sales and promotional techniques used by tour planners.

**Prerequisites: TOUR336 Tourist Transport Systems; HMGT339 Hospitality and Tourism Marketing; HMGT361 Hospitality and Tourism Law.**

**TOUR404 Attractions and Leisure Management**

**3 Credits**

This course familiarizes students with tourism attractions that exist in the Caribbean and internationally. It explores the strategies used to manage these attractions such as the development of national protected area systems, capacity control and the management of species. **Prerequisite: TOUR308 Sustainable Tourism Development**

**TOUR410 Tourism Practices and Policies of the Caribbean**

**3 Credits**

This course includes an examination of tourism policies and practices in the Caribbean region. Students are also exposed to tourism's best practices such as the development of tourism master plans and approaches to policy development across the region. **Prerequisites: HMGT408 Hospitality & Tourism Management; TOUR311 Eco-tourism & Special Interest Travel**

**Prerequisites: HMGT408 Hospitality & Tourism Management; TOUR311 Eco-tourism & Special Interest Travel**

**TOUR421 (344) Meeting and Convention Planning**

**4 Credits**

This course concentrates on organizing, arranging and operating conventions, trade shows, and expositions. Emphasis is placed on the procedures involved in planning and marketing these events. **Prerequisite: HMGT339 Hospitality and Tourism Marketing**

# COLLEGE OF EDUCATION AND LEADERSHIP



NANIBALA PAUL, DEAN  
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NANIBALA.PAUL@NCU.EDU.JM

## STATEMENT OF MISSION

The faculty of the College of Education and Leadership view themselves as partners in learning with participants, committed to excellence in teaching and learning based upon a Christian worldview.

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TEACHER EDUCATION

PRE-UNIVERSITY

## DEPARTMENT OF TEACHER EDUCATION

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**Chair: Jacqueline H. HoShing-Clarke**

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### **FACULTY**

Julise Beckford  
 Derek Bignall  
 Belinda Bramwell  
 Horace Burnett  
 Pamela Burnett  
 Viola Fider  
 Howard Forbes  
 Tamarie Johnson-Williams  
 Desiree Ormsby  
 Burlan Panton

### **ADJUNCT**

Karla Boswell-Lewis  
 Hidran McKulsky  
 Vida McLaughlin  
 Patricia Reid-Clarke  
 Stacey Richards  
 Avia Rochester-Solomon

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### **MISSION STATEMENT**

The mission of the Department of Teacher Education is to prepare professionals academically, socially, spiritually and physically through a programme of study that incorporates a carefully balanced mix of knowledge, values, attitudes and skills, for efficient and effective performance in the world of work. The Department prepares professionals to provide quality service at the workplace and to their clients, and practise their profession in a holistic manner, through role model influence, a sound philosophy of Christian education, personal integrity and respect for others.

### **OBJECTIVES**

#### ***Broad Objectives of the Department of Teacher Education***

- To provide a high standard of educational delivery in the Early Childhood, Primary and Secondary school systems servicing the Jamaica Union territories, the Caribbean and the international community.
- To prepare student-teachers who will develop a sound philosophy of Christian education and servant leadership, and who will demonstrate the true professional role of the teacher through the infusion and modelling of Christian values and attitudes in their instruction.
- To prepare student-teachers as critical thinkers who possess a deep understanding of the philosophical, sociological and psychological foundations of teaching and learning, and who have the ability to organize the learning environment to facilitate group and individualized learning.
- To prepare student-teachers in the science and the art and craft of teaching; teachers who will effectively invite those under their care to embrace the relevant content through the effective use of teaching materials, technology, methods and strategies and assessment practices.
- To prepare student-teachers as professionals in curriculum and instructional planning, educational evaluation and instructional supervision and administration.
- To help students develop a quest for knowledge as a means of personal professional development, and for increased preparation for committed service to society.

- To encourage the active participation and involvement of teachers in the process of social and cultural transformation of the nation.
- Research – To provide students with an initiation to research by engaging them in investigations of relevant issues in education.

#### PROGRAMMES OFFERED

- Bachelor of Arts in Early Childhood Teacher Education
- Bachelor of Arts in Primary Teacher Education
- Bachelor of Arts in Secondary Teacher Education
- Bachelor of Science in Secondary Teacher Education
- Minor in Secondary Teacher Education
- Seventh-day Adventist (SDA) Teacher Certification

#### MATRICULATION REQUIREMENTS

##### ***One of the following is required for the Bachelor's degree:***

- Certificate or diploma from an approved tertiary institution.
- Transfer status with equivalent matriculation requirements into approved tertiary institution. Five (5) passes, including English Language, in the Caribbean Secondary Examinations Certificate (CSEC) at General Proficiency levels I, II and III (as of June 1998) or the equivalent. Applicants for Primary Teacher Education and Early Childhood Teacher Education must have a pass in Mathematics (CSEC/GCE). Applicants for Secondary Teacher Education must have passes in their areas of specialization (majors/minors).
- Successful completion of upper level certificate (Grades I and II) from technical or vocational schools.
- Satisfactory pass of the Mature Age Examination (MAE) for persons over the age of 25, and who have had five years of successful teaching experience.
- A score of 1170 or better on the Scholastic Aptitude Test (SAT I) for students from territories where this examination applies.

**NB:** A person matriculating by means of 1 or 2 above must meet all the requirements, as set out in the programme for which the individual has applied. The Trained Teachers' diploma with a minimum cumulative GPA of at least 2.67 (B-) from Teachers' Colleges in Jamaica will be accepted not only as a means of matriculation and advancement to the Bachelor's degree. That is, students will complete only the additional credits beyond the level of the diploma. However, for the General Education Requirement and the subject content areas of specialization (major/minor), students will continue to receive transfer of credits because the transfers vary for each subject area.

For diplomas with a GPA of less than 2.67 (B-), the transfer of credit system will be applied. Transfer of credit system will also be applied to the Teacher's Certificate or any other course of study that is not a Trained Teacher's Diploma.

Credits from one's previous academic status can be transferred to one's programme, provided the grades obtained are at least "Cs" and are corresponding or substituting courses offered at NCU. All transferred credits, though counted towards one's programme will not influence the classification of the degree awarded. All outstanding requirements for the programme must be completed, except where exemptions or waivers are granted. The requirements for the programme are not negotiable and transfer of credits is in accordance with international governing regulations.

## BACHELOR OF ARTS IN EARLY CHILDHOOD TEACHER EDUCATION

This programme is designed to provide students with an excellent foundation for teaching. It prepares professionals to offer quality service and practise their profession in a holistic manner through role model influence, personal integrity and respect for others.

The minimum number of credits for the B.A. in Early Childhood Teacher Education is one hundred and twenty-nine (129). Each student should take the Teaching Component Requirements of thirty-nine (39) credits, Minor of a minimum of twenty-one (21) credits, Professional Education Requirements of forty-six (46) credits and the General Education Requirements of twenty-six (26) credits to satisfy the requirements for the degree.

### TEACHING COMPONENT REQUIREMENTS 39 CREDITS PREREQUISITES

#### Language Arts

COMM251 Oral Communication	3	LART120
LART120 Use of English II	3	LART119
LRDG220 Fundamentals of Literacy Instruction	3	
LRDG221(321) Early Literacy Instruction	3	LRDG220
LRDG232 Literacy Education & Children's Literature	3	LRDG220
LRDG305 Literacy Intervention Strategies I	3	LRDG220

#### Mathematics

EDUC293 Mathematics for Young Children	3	
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#### Science

SCED102 Science & Discovery	3	
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#### Aesthetic Expression

*AEXP101 Expressions in Art & Crafts	3	
*AEXP103 Expressions in Music & Rhythm	3	
*AEXP105 Physical Exercise & Movement	3	
AEXP107 Drama & Movement	3	

**\*2 hours of lecture and 3 hours of lab.**

#### MINOR: 21 MINIMUM

The minor (minimum of 21 credits) should be chosen from the list below. Selection will be based on the student's interest and the advice of the academic advisor. Where the subject area chosen requires the completion of more than 21 credits to achieve basic competence, (e.g., Computer Studies and Music), the student will be asked to complete the additional credits required. Courses for each subject area are to be found in the minors of the respective disciplines in the various departments, or as indicated on the student profile sheet issued by the Department of Teacher Education.



**LIST OF MINORS**

**Art**  
**Biology (Science)**  
**Computer Studies**  
**English Language**  
**Food & Nutrition**  
**French**  
**Literacy Education**

**Mathematics**  
**Music**  
**Religious Education**  
**Social Studies**  
**Spanish**

**PROFESSIONAL EDUCATION REQUIREMENTS 43 CREDITS PREREQUISITES**

EDUC191 Child Growth & Development	3	
EDUC218 Psychology of Learning for Early Childhood Educators	3	EDUC191
EDUC221 Instructional Technology	3	EDUC218
EDUC294 Special Education for Early Childhood Educators	3	EDUC218
EDUC301 General Methods	3	EDUC221
EDUC332 Curriculum Development for Early Childhood Educators	3	EDUC218
EDUC341 Professionalism & School Administration	3	
EDUC342 Observation & Assessment	3	EDUC296
EDUC360 Foundations of Education	3	EDUC332
EDUC390 Teaching Practicum Seminar	N/C	
EDUC399 Teaching Practicum I	2	
EDUC431 Designing & Managing the Early Childhood Programme	3	
EDUC487 Introduction to Educational Research	3	EDUC342
EDUC490 Teaching Practicum II Seminar/Workshop	N/C	
EDUC498(499) Teaching Practicum II	8	EDUC399

**GENERAL EDUCATION REQUIREMENTS 26 CREDITS**

CPTR112 Introduction to Computer Science	
<b>OR</b>	
CPTR120 Computer Applications	3
EDUC100 Freshman Seminar	
<b>OR</b>	
EDUC110 University Orientation	1
EDUC151(101) Fundamentals of Christian Education	3
FREN/SPAN___ Modern Language Requirement <b>(If emphasis is not Modern Language)</b>	6
HLED109 Health Education	1
HFED155 Sexually Transmitted Infections Awareness Education	1
HMEC129 Social & Professional Ethics	3
RELB113 God and Human Life	3
RELB305 Life & Teachings of Christ	3
Spiritual Development Requirement	2

**RECOMMENDED SEQUENCE**  
**BA IN EARLY CHILDHOOD TEACHER EDUCATION (FOUR-YEAR PROGRAMME)**

Status	1 <sup>st</sup> Semester	Cr.	2 <sup>nd</sup> Semester	Cr.
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	*AEXP101 Exp. in Art & Craft AEXP104 Physical Exercise & Movement EDUC100 Freshman Seminar EDUC151 Fundamentals of Christian Education EDUC195 Child Growth & Dev. LART119 Use of English I	3 3 1 3 3 3	EDUC218 Psychology of Learning for Early Childhood Educators LRDG220 Fundamentals of Literacy Instruction LART120 Use of English II HLED 109 Health Education HMEC129 Social & Prof. Ethics SCED102 Science & Discovery	3 3 3 1 3 <b>3</b>
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
	<b>Summer I</b> Modern Language Requirement I COMM251 Oral Communication RELB113 God & Human Life	3 3 3	<b>Summer II</b> Modern Language Requirement II	3
	<b>TOTAL CREDITS:</b>	<b>9</b>	<b>TOTAL CREDITS</b>	<b>3</b>
2 <sup>nd</sup> Year <b>Sophomore</b> (32-63 credits)	*AEXP103 Exp. in Mus. & Rhythm AEXP107 Drama & Movement EDUC221 Instructional Tech. EDUC296 Strategies in Early Childhood Education EDUC293 Mathematics for Young Children HFED155 STI Awareness Educ.	3 3 3 3 3 1	LRDG221 Early Literacy Instruction EDUC332 Curriculum Development for Early Childhood Educators EDUC342 Observation & Assess. Minor Emphasis	3 3 3 6
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
3 <sup>rd</sup> Year <b>Junior</b> (64-95 credits)	EDUC487 Intro. to Educ. Research EDUC301 General Methods EDUC390 Teaching Practicum I Seminar/Workshop EDUC399 Teaching Practicum I LRDG232 Literacy Educ. & Children's Literature Minor Emphasis	3 3 N/C 2 3 3	EDUC294 Special Education for Early Childhood Educators EDUC360 Foundations of Educ. LRDG305 Literacy Intervention Strategies I Minor Emphasis	3 3 3 6
	<b>TOTAL CREDITS:</b>	<b>14</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
4 <sup>th</sup> Year <b>Senior</b> (Over 95 credits)	EDUC431 Designing & Managing the Early Childhood Centre Computer Science Requirement RELB305 Life & Teachings of Christ Minor Emphasis	3 3 3 6	EDUC490 Teaching Practicum II Seminar/Workshop EDUC498 Teaching Practicum II Spiritual Development	N/C 8 2
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>10</b>

\* 2 hours of lecture and 3 hours of lab

## BACHELOR OF ARTS IN PRIMARY TEACHER EDUCATION

This programme is designed to provide students with an excellent foundation for teaching. It prepares professionals to offer quality service and practise their profession in a holistic manner through role model influence, personal integrity and respect for others.

The minimum number of credits for the B.A. in Primary Teacher Education is one hundred and forty-four (144). Each student should take the Teaching Component Requirements of fifty-six (56) credits, Minor of a minimum of twenty-one (21) credits, Professional Education Requirements of forty (40) credits and the General Education Requirements of twenty-seven (27) credits to satisfy the requirements for the degree.

### TEACHING COMPONENT REQUIREMENTS 56 CREDITS PREREQUISITE

#### Language Arts

COMM251 Oral Communication	3	LART120
LART119 Use of English I	3	
LART120 Use of English II	3	LART119
LART318 Primary Language Arts Methodology	3	LRDG220
LRDG220 Fundamentals of Literacy Instruction	3	
LRDG232 Literacy Education & Children's Literature	3	
LRDG305 Literacy Intervention Strategies I	3	

#### Mathematics

MTED100 Primary Mathematics I	3	
MTED101 Primary Mathematics II	3	MATH100
MTED200 Primary Mathematics III	3	MATH101
MTED201 Primary Mathematics Methods	3	MATH200

#### Science

SCED100 Science for Living	4	
SCED101 Primary Science Methods	3	SCED100

#### Social Studies

SSED201 Social Studies Foundations I	3	
SSED202 Social Studies Foundations II	3	SSED201

#### Religious Education

REED201(101) Phenomena of Religion	3	
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#### Art & Crafts

*ACED101 Art & Crafts	3	
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#### Music

_____ An Instrument	1	
MUED124 Music Methods Seminar	3	

**\* 2 hours of lecture and 3 hours of lab**

**MINOR:**

**MINIMUM OF 21 CREDITS**

Area of Emphasis (a minimum of 21 credits) should be chosen from the list below. Selection will be based on the student's interest and the advice of the academic advisor. Where the subject area chosen requires the completion of more than 21 credits to achieve basic competence, (e.g. Computer Studies and Music), the student will be asked to complete the additional credits required. Courses for each subject area are to be found in the minors of the respective disciplines in the various departments, or as indicated on the student profile sheet issued by the Department of Teacher Education.

**List of Minors**

- |                             |                            |
|-----------------------------|----------------------------|
| <b>Art</b>                  | <b>Mathematics</b>         |
| <b>Biology (Science)</b>    | <b>Music</b>               |
| <b>Computer Studies</b>     | <b>Religious Education</b> |
| <b>English Language</b>     | <b>Social Studies</b>      |
| <b>Food &amp; Nutrition</b> | <b>Spanish</b>             |
| <b>French</b>               |                            |
| <b>Literacy Education</b>   |                            |

**PROFESSIONAL EDUCATION REQUIREMENTS 40 CREDITS PREREQUISITES**

EDUC195(205) Child & Adolescent Psychology	3	
EDUC198(196) Principles of Teaching & Learning (+ lab)	3	EDUC195
EDUC220 Educational Psychology	3	EDUC198
EDUC221 Instructional Technology	3	EDUC198
EDUC301 General Methods	3	EDUC221
EDUC333 Curriculum Development	3	EDUC198
EDUC341 Professionalism & School Administration	3	
EDUC343 Classroom Testing & Measurement	3	EDUC333
EDUC360 (150) Foundations of Education	3	EDUC333
EDUC399 Teaching Practicum I	2	
EDUC487 Introduction to Educational Research	3	EDUC343
EDUC490 Teaching Practicum II Seminar/Workshop	N/C	
EDUC498 Teaching Practicum II	8	EDUC399

**GENERAL EDUCATION REQUIREMENTS: 27 CREDITS**

Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the Bachelor's Degree.

Computer Science Requirement (If emphasis is not Computer)	3
EDUC100 Freshman Seminar or EDUC110 University Orientation	1
EDUC151(101) Fundamentals of Christian Education	3
HFED155 Sexually Transmitted Infections Awareness Education	1
HMEC129 Social & Professional Ethics	3
HPED111 Health & Physical Education	2
Modern Language Requirement (If emphasis is not Modern Language)	6
RELB113 God and Human Life	3

**RECOMMENDED SEQUENCE  
 BA PRIMARY TEACHER EDUCATION (FOUR-YEAR PROGRAMME)**

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr.</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr.</b>
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	EDUC100 Freshman Seminar	1	EDUC198 Principles of Teaching & Learning	3
	EDUC195 Child & Adol. Psychology	3	LART120 Use of English II	3
	LART119 Use of English I	3	LRDG220 Fundamentals of Literacy Instruction	3
	MTED100 Primary Mathematics I	3	MTED101 Primary Mathematics II	3
	SSED201 Social Studies Found. I Minor Emphasis	3	SSED202 Social Studies Found. II An Instrument (Piano or Voice)	3
		3		1
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
	<b>Summer I</b>		<b>Summer II</b>	
	Computer Science Requirement	3	RELB113 God & Human Life	3
	COMM251 Oral Communication	3	HMEC129 Social & Prof. Ethics	3
	<b>TOTAL CREDITS:</b>	<b>6</b>	<b>TOTAL CREDITS:</b>	<b>6</b>
2 <sup>nd</sup> Year <b>Sophomore</b> (32-63 credits)	*ACED101 Art & Craft	3	EDUC333 Curriculum Development.	3
	EDUC221 Instructional Tech.	3	EDUC301 General Methods	3
	EDUC220 Educational Psychology	3	LRDG232 Literacy Education & Children's Literature	3
	MTED200 Primary Mathematics III Minor Emphasis	3	Minor Emphasis	3
	STI Awareness Education	1	SCED100 Science for Living	4
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
	<b>Summer I</b>		<b>Summer II</b>	
	EDUC151 Fundamentals of Christian Education	3	HPED111 Health & Physical Educ.	2
	Minor Emphasis	3	Minor Emphasis	3
	<b>TOTAL CREDITS:</b>	<b>6</b>	<b>TOTAL CREDITS</b>	<b>5</b>
3 <sup>rd</sup> Year <b>Junior</b> (64-95 credits)	Minor Emphasis	3	LART318 Primary Language Arts Methodology	3
	LRDG305 Literacy Intervention Strategies I	3	MTED201 Primary Math Methods	3
	EDUC390 Teaching Practicum I Seminar/Workshop	N/C	SCED101 Primary Science Methods	3
	EDUC399 Teaching Practicum	2	MUED124 Music Methods Seminar	3
	EDUC343 Classroom Testing & Measurement	3	EDUC487 Introduction to Educational Research	3
	REED201 Phenomena of Religion	3		3
	<b>TOTAL CREDITS:</b>	<b>14</b>	<b>TOTAL CREDITS:</b>	<b>15</b>

DEPARTMENT OF TEACHER EDUCATION

4 <sup>th</sup> Year <b>Senior</b> (Over 95 credits)	EDUC341 Prof. & School Admin.	3	EDUC490 Teaching Practicum II	N/C
	EDUC360 Foundations of Educ.	3	Seminar/Workshop	
	RELB305 Life & Teachings of Christ	3	EDUC498 Teaching Practicum	8
	Minor emphasis	3	Modern Language Requirement II	3
	Modern Language Requirement I	3	Spiritual Development	2
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>13</b>

### BACHELOR OF ARTS/SCIENCE IN SECONDARY TEACHER EDUCATION

This programme is designed to provide students with an excellent foundation for teaching. It prepares professionals to offer quality service and practice their profession in a holistic manner through role model influence, personal integrity and respect for others.

The minimum number of credits for the B.A./B.Sc. in Secondary Teacher Education is one hundred and forty-three (143). Each student should take the Language Arts Requirements of fifteen (15) credits, Professional Education Requirements of forty (40) credits, Major of thirty-six (36) credits, Minor of a minimum of twenty-one (21) credits and the General Education Requirements, a minimum of thirty-one (31) to satisfy the requirements for the degree.

To determine whether one's programme is Bachelor of Arts or Bachelor of Science, the combination of courses in the major and minor along with those in the professional education requirements must be examined. That is, if the major and minor are both arts courses, it will be an arts degree, and if both are science courses, it will be a science degree. Where either the major or minor is arts or science, the degree will be arts, as the total composite of courses in the three areas will be more arts than science courses.

#### LANGUAGE ARTS REQUIREMENTS

The following requirement is common to all students, regardless of the discipline(s) being prepared for teaching.

	15 CREDITS	PREREQUISITES
COMM251 Oral Communication	3	LART120
LART119 Use of English I	3	
LART120 Use of English II	3	LART119
LRDG220 (101) Fundamentals of Literacy Instruction	3	
LRDG371 (211) Secondary Content Literacy Education	3	LRDG220

#### MAJOR AND MINOR

These requirements were formerly referred to as areas of specialization. They are now replaced with major and minor. Two subject areas or disciplines must be selected in which to prepare for teaching, except where teachers have traditionally been prepared in one subject area (e.g. Home Economics, Business Education), or where otherwise arranged by the Department.

Selection will be based on (a) the student's interest and (b) academic background, i.e., the student must possess acceptable pass(es) in the CSEC or equivalent examination, in relation to

his/her major and minor.

The **major** consists of a minimum of 36 credits, inclusive of at least a semester course in the teaching methodology of the subject area.

The **minor** consists of at least 21 credits.

- All Secondary Teacher Education students must satisfy 3-6 credit hours of the Modern Language Requirement. Students who are pursuing a Bachelor of Arts degree must do 6 credits.

The selection of a major and minor **must** be from the following list of subject areas available on the main campus of the University.

**List of Majors and Minors**

- |  |   |
|--|---|
| <b>Accounting (double option only)</b>         | <b>History</b>                                    |
| <b>Art (minor only)</b>                        | <b>Home Economics</b>                             |
| <b>Biology</b>                                 | <b>Literacy Education</b>                         |
| <b>Business Education (double option only)</b> | <b>Literature</b>                                 |
| <b>Business Studies</b>                        | <b>Mathematics</b>                                |
| <b>Chemistry (minor only)</b>                  | <b>Music</b>                                      |
| <b>Clothing &amp; Textiles (minor only)</b>    | <b>Natural Science (double option only)</b>       |
| <b>Computer Studies</b>                        | <b>Office Mgmt. &amp; Technology (major only)</b> |
| <b>English Language</b>                        | <b>Religious Education</b>                        |
| <b>Food &amp; Nutrition (minor only)</b>       | <b>Social Studies</b>                             |
| <b>French (minor only)</b>                     | <b>Spanish</b>                                    |
| <b>Geography</b>                               |   |

**PROFESSIONAL EDUCATION REQUIREMENTS      40 CREDITS    PREREQUISITES**

EDUC195(205) Child & Adolescent Psychology	3	
EDUC198(195) Principles of Teaching & Learning	3	EDUC195
EDUC220 Educational Psychology	3	EDUC198
EDUC221 Instructional Technology	3	EDUC198
EDUC301 General Methods	3	EDUC221
EDUC333 Curriculum Development	3	EDUC198
EDUC341 Professionalism & School Administration	3	
EDUC343 Classroom Testing & Measurement	3	EDUC333
EDUC360(150) Foundations of Education	3	EDUC333
EDUC390 Teaching Practicum I Seminar	N/C	
EDUC399 Teaching Practicum I	2	
EDUC487 Introduction to Educational Research	3	EDUC343
EDUC490 Teaching Practicum II Seminar/Workshop	N/C	
EDUC498 Teaching Practicum II	8	EDUC399

**GENERAL EDUCATION REQUIREMENTS      31-34 CREDITS**

Computer Science Requirement (if emphasis is not Computer)	3
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EDUC100 Freshman Seminar	
<b>OR</b>	
EDUC110 University Orientation	1
EDUC151(101) Fundamentals of Christian Education	3
HFED155 Sexually Transmitted Infections Awareness Education	
HMEC129 Social & Professional Ethics (See Humanities & Ethics)	1
HPED111 Health & Physical Education (See Personal Development)	3
	2
Mathematics Requirement ( <b>See Foundation Studies</b> )	3
RELB113 God & Human Life	3
Spiritual Development Requirements	2
RELB305 Life & Teachings of Christ	3
SCED100 Science for Living	4

**EXEMPTION:** Students are given exemption from Mathematics, Science, History, Music and Computer requirements if their major or minor fall in any one or two of these areas.

**N.B. All Teacher Education students pursuing a Bachelor of Arts Degree are required to complete 6 credit hours of a Modern Language, while those pursuing a Bachelor of Science Degree are required to complete 3 credit hours of a Modern Language.**



**RECOMMENDED SEQUENCE  
BACHELOR OF ARTS/SCIENCE IN SECONDARY TEACHER EDUCATION**

Status	1 <sup>st</sup> Semester	CR	2 <sup>nd</sup> Semester	CR
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	EDUC100 Freshman Seminar	1	EDUC198 Principles of Teaching & Learning	3
	EDUC195 Child & Adol. Psych.	3	LART120 Use of English II	3
	LART119 Use of English I	3	LRDG220 Funda. of Literacy Instruction	3
	EDUC151 Fund. of Christian Educ.	3	Major/Minor	3
	Major/Minor	6	STI Awareness Education	6
				1
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
	<b>Summer I</b>		<b>Summer II</b>	
	RELB113 God & Human Life	3	Modern Language Requirement 2 (for BA students only)	3
	Modern Language Requirement	3		
	Major/Minor	3		
	<b>TOTAL CREDITS:</b>	<b>9</b>	<b>TOTAL CREDITS</b>	<b>3</b>
2 <sup>nd</sup> Year <b>Sophomore</b> (32-63 credits)	EDUC221 Instructional Tech.	3	COMM251 Oral Communication	3
	EDUC220 Educational Psychology	3	EDUC301 General Methods	3
	LRDG371 Secondary Content Lit.	3	EDUC333 Curriculum Development	3
	Major/Minor	6	Major/Minor	6
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
	<b>Summer I</b>		<b>Summer II</b>	
	Major/Minor	6	Major/Minor	6
	<b>TOTAL CREDITS:</b>	<b>6</b>	<b>TOTAL CREDITS:</b>	<b>6</b>
3 <sup>rd</sup> Year <b>Junior</b> (64-95 credits)	EDUC390 Teaching Practicum I Seminar/Workshop	N/C	Computer Science Requirement	3
	EDUC399 Teaching Practicum I	2	EDUC360 Foundations of Education	3
	HMEC129 Social & Prof. Ethics	3	EDUC487 Introduction To Educational Research	3
	EDUC343 Classroom Testing & Measurement	3	Major/Minor	6
	Major/Minor	3		
	History /Music Requirement	3		
	<b>TOTAL CREDITS:</b>	<b>14</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
	<b>Summer I</b>			
	HPED111 Health & Physical Education	2		
	Major/Minor	6		
	<b>TOTAL CREDITS:</b>	<b>8</b>		
4 <sup>th</sup> Year <b>Senior</b> (Over 95 credits)	Mathematics Requirement (See Foundations Studies)	3	EDUC490 Teaching Practicum II Seminar/Workshop	N/C
	EDUC341 Prof. & School Admin.	3	EDUC 498 Teaching Practicum II	8
	Major/Minor	6	RELB305 Life & Teachings Of Christ	3
	SCED100 Science for Living	4	Spiritual Development	2
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>13</b>

DEPARTMENT OF TEACHER EDUCATION

## MINOR IN SECONDARY TEACHER EDUCATION

PROFESSIONAL ED. REQUIREMENTS	37 CREDITS	PREREQUISITES
EDUC195 Child & Adolescent Psychology	3	
EDUC198 Principles of Teaching and Learning	3	EDUC195
EDUC220 Educational Psychology	3	EDUC198
EDUC221 Instructional Technology	3	EDUC198
EDUC301 General Methods	3	EDUC221
EDUC333 Curriculum Development	3	EDUC198
EDUC341 Professionalism & School Administration	3	
EDUC343 Classroom Testing and Measurement	3	EDUC333
EDUC360 Foundations of Education	3	EDUC333
EDUC390 Teaching Practicum I Seminar/Workshop	N/C	
EDUC399 Teaching Practicum I	2	
EDUC490 Teaching Practicum Seminar/Workshop	N/C	
EDUC498 Teaching Practicum II	8	EDUC399

### RECOMMENDED SEQUENCE BY SEMESTER

Status	1 <sup>st</sup> Semester	Cr.	2 <sup>nd</sup> Semester	Cr.
2 <sup>nd</sup> Year <b>Sophomore</b> (32-63 credits)	EDUC195 Child & Adol. Psychology	3	EDUC198 Principles of Teaching & Learning	3
			EDUC341 Prof. & School Admin.	3
	<b>TOTAL CREDITS:</b>	<b>3</b>	<b>TOTAL CREDITS:</b>	<b>6</b>
3 <sup>rd</sup> Year <b>Junior</b> (64-95 credits)	EDUC220 Educational Psychology	3	EDUC301 General Methods	3
	EDUC333 Curriculum Development	3	EDUC343 Classroom Testing & Measurement	3
	EDUC221 Instructional Technology	3	EDUC360 Foundations of Education	3
	<b>TOTAL CREDITS:</b>	<b>9</b>	<b>TOTAL CREDITS:</b>	<b>9</b>
4 <sup>th</sup> Year <b>Senior</b> (Over 95 credits)	EDUC390 Teaching Practicum I Seminar/Workshop	N/C	EDUC490 Teaching Practicum II Seminar/Workshop	N/C
	EDUC399 Teaching Practicum I	2	EDUC498 Teaching Practicum II	8
	<b>TOTAL CREDITS:</b>	<b>2</b>		<b>8</b>

**NB: Start your minor no later than the 2<sup>nd</sup> year of your programme, to ensure readiness for graduation on schedule.**

<b>SDA TEACHER CERTIFICATION</b>	<b>25 CREDITS</b>	<b>PREREQUISITE</b>
EDUC151 Fundamentals of Christian Education	3	
HIST341 History of the SDA Church	3	
HPED111 Health and Physical Education	2	
LRDG221 Fundamentals of Literacy Instruction	3	
LRDG371 Secondary Content Literacy I	3	LRDG220
RELB113 God and Human Life	3	
RELB201/202 Daniel or Revelation	2	
RELB305 Life and Teachings of Christ	3	
RELT204 Gift of Prophecy	2	
_____ Seminar in Integration of Faith and Learning	1	

### **ADVANCEMENT PROGRAMME (BEYOND THE DIPLOMA) FOR TEACHER EDUCATION DIPLOMA GRADUATES**

Holders of Diplomas/Certificates in Teacher Education may advance to the B.A. or B.Sc. Degree, in accordance with the programmes outlined below.

If a trained teacher upon applying to NCU changed the level of their training, the student is required to do Teaching Practicum II. If the student pursued Primary Teacher Education at the tertiary level but upon application to the Bachelor's programme at NCU desires to do the Secondary Teacher Education programme (and vice versa), then that student is required to do Teaching Practicum II.

### **ADVANCEMENT PROGRAMME FOR PRIMARY TEACHER EDUCATION DIPLOMA GRADUATES (Minimum of 65 credits)**

<b>English Language Requirements</b>	<b>9 CREDITS</b>	<b>PREREQUISITE</b>
COMM251 Oral Communication	3	
ENGL252 English Syntax	3	
ENGL373 Advanced Writing	3	ENGL252

#### **Teaching Component Requirement**

The student will select an area of emphasis from the list below to complete a **minimum** of 21 credits. In those subject areas in which the minimum competency requires that more than 21 credits be accomplished, the student must satisfy that requirement.

**List of Minors**

- |                             |                            |
|-----------------------------|----------------------------|
| <b>Art</b>                  | <b>Mathematics</b>         |
| <b>Biology (Science)</b>    | <b>Music</b>               |
| <b>Computer Studies</b>     | <b>Religious Education</b> |
| <b>English Language</b>     | <b>Social Studies</b>      |
| <b>Food &amp; Nutrition</b> | <b>Spanish</b>             |
| <b>French</b>               |                            |
| <b>Literacy Education</b>   |                            |

**PROFESSIONAL EDUCATION REQUIREMENTS 8 CREDITS**

EDUC301 General Methods	3
EDUC344 Seminar in Administration & Technology	2
EDUC487 Introduction to Educational Research	3

**GENERAL EDUCATION REQUIREMENT 27-31 CREDITS**

Computer Science Requirement <b>(if emphasis is not Computer)</b>	3
EDUC110 University Orientation	1
EDUC151 Fundamentals of Christian Education	3
HFED155 Sexually Transmitted Disease Awareness Education	1
HIST431 History of the SDA Church (for Seventh-day Adventists Certification only)	3
HMEC129 Social & Professional Ethics	3
HPED111 Health & Physical Education <b>(See Personal Development)</b>	2
 Modern Language Requirement <b>(if emphasis is not Modern Language)</b>	 6
RELB113 (109, 110) God and Human Life	3
RELB305 Life and Teachings of Christ	3
Spiritual Development Requirement	2/3

**ADVANCEMENT PROGRAMME FOR SECONDARY TEACHER EDUCATION DIPLOMA  
GRADUATES (Minimum of 101 credits)**

<b>English Language Requirements</b>	<b>9 CREDITS</b>	<b>PREREQUISITE</b>
COMM251 Oral Communication		3
ENGL252 English Syntax		3
ENGL373 Advanced Writing		3 ENGL252

**Teaching Component Requirements**

The student must select two fields of study taken from the list below as his/her major and minor. It is recommended that this selection be congruent with the student's prior specialization. The courses selected in these fields must advance the total credits to 36 in the major, and at least 21 in the minor. Where the subject area requires study in the one field (double option) e.g. Home Economics or Music, that subject must advance to at least 57 credits in total.

**List of Majors and Minors**

**Accounts (D/O only)**

**Art (minor only)**

**Biology**

**Business Education (D/O only)**

**Business Studies**

**Chemistry (minor only)**

**Clothing & Textiles (minor only)**

**Computer Studies**

**English Language**

**Food & Nutrition (minor only)**

**French (minor only)**

**Geography**

**History**

**Home Economics**

**Literacy Education**

**Literature**

**Mathematics**

**Music**

**Natural Science (D/O only)**

**Religious Education**

**Office Mgnt. & Technology (D/O only)**

**Social Work (minor only)**

**Spanish**

**PROFESSIONAL EDUCATION REQUIREMENTS 8 CREDITS**

EDUC301 General Methods	3
EDUC344 Seminar in Administration & Technology	2
EDUC487 Introduction to Educational Research	3

**GENERAL EDUCATION REQUIREMENTS 27-30 CREDITS**

CPTR112 Intro to Computer Science

**OR**

CPTR120 Computer Applications	3
EDUC100 Freshman Seminar/EDUC110 University Orientation	1
EDUC151 Fundamentals of Christian Education	3
HFED155 Sexually Transmitted Infections Awareness Education	1
HIST341 History for the SDA Church (for Seventh-day	3

Adventists Certification only)	3
HMEC129 Social & Professional Ethics	
HPED111 Health & Physical Education	2
Modern Language Requirement ( <b>if emphasis is not modern language</b> )	3-6
RELB113(109, 110) God and Human Life	3
Spiritual Development Requirement	2
RELB305 Life and Teachings of Christ	3

### UPDATED DEGREE

#### Bachelor of Arts Degree in Primary Teacher Education

Persons who have been awarded degrees prior to the programme accreditation may choose to update their degrees.

#### **Adjustment Programme of the Primary Teacher Education Graduates to meet the Requirements of the Accredited Programme**

The courses set out in the programme constitute a checklist against which each student's transcript will be checked. **Depending on the time of graduation some students will do less than others, as any of these courses may already have been completed.** Students who graduated prior to 1997, may, after transcript analysis, be required to complete more than is outlined, to meet the degree requirements.

<b>PROFESSIONAL EDUCATION REQUIREMENTS</b>	<b>8 CREDITS PREREQUISITE</b>
EDUC301 General Methods	3
EDUC344 Seminar in Administration & Technology	2
EDUC487 Introduction to Educational Research	3
<b>TEACHING COMPONENT REQUIREMENTS</b>	<b>6 CREDITS</b>
Six (6) credits in one subject area emphasis (by advisement)	
<b>ENGLISH LANGUAGE REQUIREMENTS</b>	<b>6 CREDITS</b>
ENGL252 English Syntax	3
ENGL373 Advanced Writing	3 ENGL252
<b>GENERAL EDUCATION REQUIREMENTS</b>	<b>10-13 CREDITS</b>
CPTR112 Intro. to Computer Science or its equivalent	
HFED155 Sexually Transmitted Infections Awareness Education	3 1
HMEC129 Social & Professional Ethics	3
_____ Modern Language Requirement	3-6

## UPDATED DEGREE

### Bachelor of Arts Degree in Secondary Teacher Education

#### Adjustment Programme for Graduates to meet the requirements of the Accreditation Programme

The courses set out in the programme constitute a checklist against which each student's transcript will be checked. *Depending on the time of graduation some students will do less than others, as any of these courses may already have been completed.* Students who graduated prior to 1998, may after transcript analysis, be required to complete more than is outlined to meet the degree requirements.

#### PROFESSIONAL EDUCATION REQUIREMENTS 8 CREDITS

EDUC301 General Methods	3
EDUC344 Seminar in Administration & Technology	2
EDUC487 Introduction to Educational Research	3

#### TEACHING COMPONENT REQUIREMENTS 12 CREDITS (by advisement)

Twelve (12) credits in one specialization (double option) **OR** in two (2) specializations (major and minor)

ENGLISH LANGUAGE	6 CREDITS	PREREQUISITE
ENGL252 English Syntax	3	
ENGL373 Advanced Writing	3	ENGL252

#### GENERAL EDUCATION REQUIREMENTS 10-13 CREDITS

CPTR112 Introduction to Computer Science or its equivalent	3
HFED155 Sexually transmitted Infections Awareness Education	1
HMEC129 Social & Professional Ethics (See Humanities & Ethics)	3
_____ Modern Language Requirement	3-6

Please contact the Department of Teacher Education for further information –  
Tel.: 963-7371-3.

**TEACHER EDUCATION COURSES  
WITH SERVICE LEARNING COMPONENT**

EDUC100 Freshman Seminar  
EDUC110 University Orientation  
EDUC220 Educational Psychology  
EDUC301 General Methods  
EDUC308 Strategies in Early Childhood Education II  
EDUC344 Seminar in Administration & Technology  
HFED155 Sexually Transmitted Infections Awareness Education  
HMEC176 Family Management  
HMEC129 Social & Professional Ethics  
HMEC221 Meal Management and Table Service  
LRDG304/306 Literacy Intervention Strategies II  
LRDG365 Literacy for Special Students  
LRDG371 Secondary Content Literacy I  
LRDG401 Cultural Dimensions of Literacy  
REED206 Religious Education Methods

**NB: The following courses are not transferrable:**

EDUC301 General Methods  
EDUC344 Seminar in Administration & Technology  
EDUC487 Introduction to Educational Research





## DESCRIPTION OF COURSES

### AESTHETIC EXPRESSIONS

#### **ACED101 Art and Craft**

**3 Credits**

This course introduces art to student-teachers preparing to teach at the primary school level. It focuses on the use of indigenous and natural materials in the creation of art and craft items, the development of aesthetic appreciation, and development of the child through the different levels of visual expressions. This course also seeks to facilitate experimentation with and exploration of different materials and their potential uses. The content includes two dimensional design, picture making, critique and evaluation of children's work of art. The course further focuses on three dimensional designs, the appreciation of indigenous Jamaican art, the development of Jamaican art, intuitive and academic artists and craftsmen, forms and expression, and a study of Renaissance Art and Modern Art. The course also provides instruction in the strategies of teaching art and craft, including the development and use of the unit and lesson plans that are unique to this subject.

#### **AEXP101 Expressions in Art and Craft**

**3 Credits**

This course is designed to meet the needs of the Early Childhood teacher to engage the young children in free expression, using paint and other art materials as well as craft materials. It stresses the development of the aesthetic appreciation, as the teacher seeks to understand the development of the child through the different levels of visual expressions. The course further provides opportunities for the teacher to learn how to guide young children in deepening their expressions through experimentation and exploration with the different materials. The teacher in training learns how to make art and craft work amusing for the children, while observing the levels of development they are achieving in their reasoning ability, dexterity, social skill and others, through the opportunities for free expression with materials.

#### **AEXP103 Expressions in Music and Rhythm**

**3 Credits**

The course is designed to prepare student-teachers in the basics of music, and to provide experiences that articulate music and body rhythms through which they can appreciate and develop skills in young children. The student-teachers learn how to help children to utilize their body movements, with which they are fascinated, to express themselves in pleasurable ways and to learn to appreciate and interact with people and the physical environment.

#### **AEXP105 Physical Exercise and Movement**

**3 Credits**

This course sensitizes students to the importance of incorporating daily physical exercise and movement within the Curriculum. The Developmentally Appropriate Curriculum makes adequate provision for these physical exercise periods, since it is mandatory and is stipulated as international best practice. Rudimentary Skills Development which is a necessary component of Sports and Games is also highlighted throughout the entire course. Also, the delivery and content are Christ-centred and justice and respect will be exemplified in all class interactions as a means of encouraging students to incorporate these values in their lifestyles.

#### **AEXP107 Drama and Movement**

**3 Credits**

In this course, student-teachers learn to capture the natural body movements of young children, and co-ordinate them into useful dramatic expressions. These aesthetic expressions further enhance their ability to play, and promote listening, speaking, body parts

co-ordination, following instruction and self-control. This course, among others in the aesthetics area, lays the foundation for understanding concepts in mathematics, science and other areas of cognitive endeavour.

## EDUCATION

- EDUC100 Freshman Seminar/EDUC110 University Orientation** **1 Credit**  
 This course increases the freshman’s chances of success in college. It helps the student to be aware of, and use skills necessary to reach his/her educational objectives. Topics in this course include time management, test taking, communicating, study techniques, and personal issues that many college students face.
- EDUC151(101) Fundamentals of Christian Education** **3 Credits**  
 This course examines the philosophical and theological bases of major western worldviews and critiques their impact on education from a Christian perspective. Emphasis is given to the principles and philosophy of Seventh-day Adventist education. The uniqueness of this approach requires that all our students become aware of factors that influence the Seventh-day Adventist education today, as well as acquaint the students with the basic principles of Adventist educational philosophy, in preparing them for a life of service to God, others and self. This education is four-fold: it involves the intellectual, spiritual or religious, the socio-emotional, and the physical. Each student is expected to integrate these four components into a meaningful whole through teacher facilitation.
- EDUC191 Child Growth and Development** **3 Credits**  
 This course initiates the development of the trainee teacher to become an effective facilitator of the total educational development of young children. To achieve this, it is essential that he/she acquires in-depth understanding of the physical growth of children, their developmental patterns, characteristics and needs, their home backgrounds and the social and environmental conditions that impact on their development. Overall, the course helps student-teachers to understand how the holistic development of children can be fostered in the early childhood classroom.
- EDUC195 Child and Adolescent Psychology** **3 Credits**  
 This course gives student-teachers a thorough understanding of the development and behaviour of the child and adolescent. It includes a study of the physical, emotional, mental and social changes that influence the life of the child and the adolescent, as they experience normal growth and development. Emphasis is placed on the theoretical and practical aspects of the changes which alter experiences at every stage of development.
- EDUC198 Principles of Teaching and Learning** **3 Credits**  
 This course exposes trainee-teachers to the elements and interpretations of teaching and learning, to help them develop an understanding of how to build on and implement meaningful and productive learning environments. It covers the psychology of teaching and learning, with emphasis on the theories of the major contributors in the field, and its influence on learning, learning strategies, and the transfer of learning. **Prerequisite:** **EDUC195 Child and Adolescent Psychology**
- EDUC218 Psychology for Early Childhood Educators** **3 Credits**  
 This course helps early childhood educators understand how students learn and the principles that foster their learning. It lays the foundation for the application of approaches

to enhance student learning. **Prerequisite: EDUC191 Child Growth and Development**

**EDUC220 Educational Psychology**

**3 Credits**

This course exposes student-teachers to techniques which enhance their ability to deal with changes in the society and the classroom. It aims at equipping the trainee teacher with some procedures that will assist him or her in organizing effective learning activities, and in dealing with behavioural patterns experienced in the classroom. It covers the concept of classroom management, motivation, management processes and classroom behaviour management. **Prerequisite: EDUC196 Principles of Teaching and Learning**

**EDUC221 Instructional Technology**

**3 Credits**

The course exposes teachers in training to instructional materials and equipment - traditional and modern - and to help them develop and improve their skills in creating and using them. It also covers the roles and functions of students and teachers in technologically-enhanced learning environments; communication in the classroom, and skills acquisition in the analysis, selection, production and utilization of media, materials and methods, for effective instructional delivery. **Prerequisite: EDUC196 Principles of Teaching and Learning**

**EDUC293 Mathematics for Young Children**

**3 Credits**

This course is designed to prepare student-teachers to develop and implement strategies that are critical to the demonstration of best practice in the teaching of mathematics to early childhood children in the classroom. The teacher will therefore explore a variety of teaching methods and learning styles relevant to the developmental levels and needs of each age group. **Prerequisite: EDUC191 Child Growth and Development**

**EDUC294 Special Education for Early Childhood Educators**

**3 Credits**

This course exposes student-teachers to children with special needs whom they encounter in main stream classroom. Relevant topics are explored in order to equip the student-teachers to adequately meet the needs of these children (e.g. physical impairment and mild retardation, the gifted) and help them achieve their maximum potential. **Prerequisites: EDUC 218 Psychology for Early Childhood; EDUC191 Child Growth and Development**

**EDUC296 Strategies in Early Childhood Education**

**3 Credits**

This course prepares and equips Early Childhood teachers with the necessary skills to be competent in using the various techniques, strategies and approaches to enhance children's learning. It therefore prepares student-teachers to utilize developmentally appropriate practices in the classroom. **Prerequisite: EDUC 218 Psychology of Learning for Early Childhood Educators**

**EDUC301 General Methods**

**3 Credits**

This course examines the contemporary theories, media and practices that underpin the learner centred classroom. It is organized as a series of lectures and workshops to explore the practices and theories of teaching and learning. Topics include classroom management, organizational practices, lesson planning, teaching methodologies, assessment strategies and the use of media and materials. **Prerequisite: EDUC221 Instructional Technology**

**EDUC332 Curriculum Development for Early Childhood Educators**

**3 Credits**

This course equips student-teachers with the fundamental principles, guidelines, knowledge and skills required to effectively develop and utilize curricula that speak to the needs of

young children. It also prepares student-teachers to appropriately adapt content found in textbooks and standard documents in class programmes. **Prerequisite: EDUC218 Psychology of Learning for Early Childhood Educators**

**EDUC333 Curriculum Development**

**3 Credits**

This course provides students with the principles and concepts of curriculum foundations and development with analysis of the factors fundamental to planning, such as the aims of the educational programmes, the organization of the curriculum, and curriculum implementation and evaluation. Students also research and evaluate programmes in education and their impact on the curriculum. The format of the class involves class presentation by groups, discussion leading, writing of unit and lesson plans, sectionals and projects. **Prerequisite: EDUC198 Principles of Teaching and Learning**

**EDUC341 Professionalism and School Administration**

**3 Credits**

School Administration exposes student-teachers to the rudiments of school administration and the professional role of the teacher, thus enabling them to understand and appreciate the roles of the principal and other school administrators, and the operations of the school in general. The course familiarizes the students and prospective administrators with the purpose, nature, concept, and philosophies of administration. It also makes them aware of the techniques and functions of school administrators. These include management systems for development and advancement, problem detection and conflict resolution, implementing government policy, and meeting community needs. It also provides an exposure to the Jamaican educational system, as well as that of other societies and to budgeting, scheduling, and instructional supervision.

**EDUC342 Observation and Assessment**

**3 Credits**

This course allows for training in the practice of observation, and in designing and using suitable assessment instruments for young children. The recording of data and their use in evaluating the rate of mental development and learning progress of children are essential aspects of the curriculum. **Prerequisites: EDUC296 Strategies in Early Childhood Education, EDUC218 Psychology of Learning for Early Childhood Educators, EDUC332 Curriculum Development for Early Childhood Educators**

**EDUC343 Classroom Testing and Measurement**

**3 Credits**

This course assists trainee-teachers in acquiring the knowledge, skills and attitudes necessary to conduct proper classroom testing and measurement. It enables them to develop a more systematic approach to the evaluation of students' achievement, thus facilitating the satisfactory placement of students in further education and/or work situations. The topics covered include definitions of testing, measurement and evaluation; types of tests, formulation of objectives, test construction, the administration and analysis of classroom tests, and the interpretation and use of test results. **Prerequisite: EDUC333 Curriculum Development**

**EDUC344 Seminar in Administration and Technology**

**2 Credits**

This course updates, explores and reviews concepts, issues and media use as they relate to the classroom lecturer. It is also geared towards providing teachers and prospective principals with hands-on experience in manipulating the different technologies and to be cognizant of changes in technology. **Prerequisites: EDUC221 Instructional Technology; EDUC341 Professionalism and School Administration**

**EDUC360 Foundations of Education****3 Credits**

This course helps the prospective teacher become aware of, and appreciate the relationship between education and society; and to understand how forces within the society influence and shape the dimensions and quality of education. It examines the fundamental influences of philosophy, sociology, psychology, economics and politics on the evolution of education. It also examines the co-existence of the school as a socializing agent with the home, church, government and other agencies in transmitting the acceptable norms, beliefs, attitudes and values to students. **Prerequisite: EDUC333 Curriculum Development**

**EDUC390 Teaching Practicum I Seminar/Workshop****No Credit**

In this course, student-teachers are exposed to guided preparations for teaching practice, and are required to present at least three lessons in microteaching sessions. Evaluation is done on a pass/fail basis and students must pass the course to obtain a satisfactory grade in Teaching Practicum I. **Concurrent registration with Teaching Practicum I is required.**

**EDUC399 Teaching Practicum I****2 Credits**

Teaching Practicum is the practical aspect of the Teacher Education programme. Students are placed in schools to complete a minimum of three weeks of observation and teaching. Opportunities are provided for students to utilize their knowledge, skills and attitudes, in demonstrating their capabilities to cope with the many tasks and problems the teacher encounters in the classroom. **Prerequisites: EDUC220 Educational Psychology, and the equivalent of two (2) semesters coverage of the content courses**

**EDUC 400: Seminar/Workshop in Early Childhood Education****2 Credits**

This seminar/workshop is designed for those individuals who need to be competent in the teaching of Early Childhood Education. It will also satisfy staff development needs for those practitioners who need to be knowledgeable of current practices.

**EDUC431 Designing & Managing the Early Childhood Programme****3 Credits**

This course is intended to provide student-teachers with the knowledge and skills involved in establishing and managing early childhood programmes. The course will therefore help students to design and manage an environment that supports developmentally appropriate practice in an early childhood setting. **Prerequisite: EDUC323 Curriculum Development for Early Childhood**

**EDUC487 Introduction to Educational Research****3 Credits**

This course is designed to help students understand the nature of research, and to effectively use the knowledge generated from empirical enquiry. Students will be exposed to identifying research problems, developing proposals, generating and applying research procedures, analysing data, and making appropriate inferences and conclusions. The theoretical aspects of the course are done in the fall, and the study is done in the spring of the same school year. **Prerequisite: EDUC343 Classroom Testing and Measurement**

**EDUC490 Teaching Practicum II Seminar/Workshop****No Credit**

This course provides opportunities for student-teachers to further engage in guided preparations for their final teaching practice experience. The content coverage includes mastering the development of the unit and lesson plans, understanding and making interpretations of the curricula of different levels of the school system, and developing a clear understanding of the role of the teacher in the school and the community, among others. **Concurrent registration with Teaching Practicum II required.**

**EDUC498(499) Teaching Practicum II**

**8 Credits**

This course is designed to provide student-teachers with practice opportunities to further develop their skills and confidence in teaching. Students are required to complete a minimum of twelve weeks in selected schools. Opportunities are provided for students to further utilize their knowledge, skills and attitudes, in demonstrating their capabilities to handle the challenges experienced in the classroom. **Prerequisite: completion of all courses listed before EDUC498 Teaching Practicum II in the bulletin/profile sheet.**

**HFED155: Sexually Transmitted Infections Awareness Education**

**1 credit**

The course is designed to provide students with the essential knowledge pertaining to sexually transmitted diseases. Emphasis is placed on the aetiology and epidemiology of HIV/AIDS, the transmission and infection control, testing and counselling, nutrition, legal and ethical, and sexuality issues.

**HOME ECONOMICS**

**HEED320 Home Economics Methods**

**3 Credits**

This course is structured to enable students to acquire knowledge and skills related to the techniques and practices that will provide competencies needed for teaching the various courses in the Home Economics programme. It will serve as a means of broadening the outlook of student-teachers by incorporating Resource and Technology in the Home Economics programme, thus enabling them to cope with the changing needs of their students, their communities, the society and technology. **Prerequisite: EDUC301 General Methods**

**HMEC106 Consumer Education**

**2 credits**

This course aims to help the student-teachers to cope with the many demands of a dynamic economic environment. Emphasis is placed on consumers' rights and responsibilities, consumer behaviour, financial planning and appropriate use of credit.

**HMEC124 (DIET124) Principles of Food Preparation and Service**

**4 credits**

This course intends to promote the awareness of the scientific principles upon which food preparation is based. Attention is given to sanitation, and utilization of local and indigenous foods. Storage and preparation of food, meal planning, and convenience foods are areas of special emphasis. Principles of Food Preparation and Service also facilitates and encourages the acquisition of further knowledge in the utilization and service of local foods. **Laboratory is required and must be taken concurrently**

**HMEC125 Understanding Textiles**

**3 credits**

This course is a study of fibres and fabrics including their characteristics, construction, selection and care. Laboratory is required and must be taken concurrently.

**HMEC129 Social and Professional Ethics**

**3 credits**

A survey of the roles and functions of individuals and the codes of behaviour governing various social, cultural and professional situations such as weddings, funerals, professional organizations, civic functions, and areas of entertainment. Opportunities are provided in which all students may practice the principles learned. Recommended for all students.

- HMEC176 Family Management** **2 credit**  
A study of the principles of organization and management as they relate to family living under the present economic conditions. This course emphasizes the definition and purpose of management, the shaping of values and goals, the use of human and non-human resources, coping with stress, the responsibility of the home maker, types of families and their patterns, family planning, birth control, and social usage.
- HMEC221(DIET 221) Meal Management and Table Service** **3 credits**  
A study of the principles and methods of preparation and service of meals to meet a variety of specifications. It involves psychological, managerial, nutritional, socio-cultural, economical, and aesthetical implications in meal planning. It examines the marketplace and the consumer, science and the technology of food. It focuses on the goals of meal management in terms of nutrition, satisfaction, cost control, food safety, and sanitation. Styles of meal service, table etiquette and appointments are included. Laboratory is required. **Prerequisites: DIET120 Fundamentals of Nutrition, HMEC124(DIET124) Principles of Food Preparation and Service**
- HMEC267 Clothing Construction I** **3 credits**  
A study of the techniques and principles in selecting and constructing garments for various purposes. This course deals with problems in fitting and altering commercial patterns. The topics include the use of sewing tools, sewing equipment; use, care, types of sewing machines. Laboratory is required and must be taken concurrently. **Prerequisite: HMEC125 Understanding Textiles**
- HMEC268 Clothing Construction II** **3 credits**  
A continuation of techniques and principles studied in HMEC 267. Laboratory is required and must be taken concurrently. **Prerequisite: HMEC267 Clothing Construction I**
- HMEC281 Housing Interior and Design** **2 credits**  
This course studies historical and contemporary architecture. It examines the impact of historical movements on the design and construction of furnishings and houses. It investigates the essentials for the development and maintenance of functional, safe and comfortable interiors. Students are required to solve problems. A laboratory is required and must be taken concurrently. **Prerequisites: HMEC125 Understanding Textiles; HMEC268 Clothing Construction II**
- HMEC301 Dress, Culture and Society** **3 credits**  
This course describes clothing as it relates to self-expression and to the individual's adjustment to the physical and social environment. Topics relate to the functions of clothing, forms of adornment, ways in which clothes convey symbolic meaning, dress and its relation to society, and the development of western attire.
- HMEC302 Pattern Design** **3 credits**  
This course is designed to help students analyse designs to determine dart manipulation techniques used. Topics will include: understanding darts, analysing a design and making a personal sloper. **Prerequisite: HMEC268 Clothing Construction I**
- HMEC303 Tailoring Techniques** **3 credits**  
The course is designed to help students minimize their clothing budget by equipping them with the skills needed to produce high quality tailored garments. Emphasis is placed on

fabric selection, shaping and moulding, pressing, fitting and altering. **Prerequisites: HMEC125 Understanding Textiles; HMEC268 Clothing Construction II**

**HMEC305 Couturier Techniques 3 credits**

This course will assist students in demonstrating mastery of the processes and finishing techniques that are peculiar to high fashion dressmaking. Special emphasis is placed on machine embroidery, accessories, modelling of garment, rolled hems, rouleau loops, covering of buttons and buckles, novelty trims and sewing techniques. Students will also be required to construct formal wear using special fabric and trims. **Prerequisites: HMEC125 Understanding Textiles; MEC268 Clothing Construction II**

**HMEC314 Home and Family Management 3 credits**

A study of the principles of organization and management as they relate to family living under present economic conditions. This course emphasizes the definition and purposes of human and non-human resources, coping with stress, the responsibility of the homemaker, types of families and their patterns, family planning, social usage, consumer education and population control. Practical application of problem solving techniques in living situations required. **Prerequisites: HMEC125 Understanding Textiles; HMEC268 Clothing Construction II**

**HMEC390 Food in World Culture 3 credits**

This course examines food as it is prepared, served and eaten in various cultures particularly, Jamaican, African, Chinese, Italian/Mexican, French and Spanish cuisine. It looks at the religious, socio-economic significance of food and rituals associated with eating. **Prerequisite: HMED124(DIET124) Principles of Food Preparation and Service**

**HMEC394 Test Kitchens and Food Processing Techniques 3 Credits**

This course examines the principles and techniques that are involved in the preservation and packaging of food for future use. Emphasis is placed on the selection of raw material, the use of local ingredients, sanitation, food packaging, and the development, testing and standardization of recipes and formula. A laboratory is required and must be taken concurrently. **Prerequisite: HMEC124(DIET124) Principles of Food Preparation and Service**

**HMEC395 Advanced Foods 3 credits**

This course is a study of advanced techniques in food preparation. Projects requiring a high level of skill in the preparation and presentation of a variety of dishes for the family and special occasions are assigned. Topics include frozen desserts, candies, and advanced pastries. Laboratory is required and must be taken concurrently. **Prerequisite: HMEC124(DIET124) Principles of Food Preparation and Service**

**LANGUAGE ARTS**

**LART101 Basic English I 3 Credits**

This subject is primarily geared toward helping students identify and eliminate common errors in written and spoken language, and also to widen or strengthen possible existing knowledge in fundamental grammatical and mechanical skills.

**LART102 Basic English II 3 Credits**

This course is designed to reinforce concepts learned in Basic English I. Students are offered more guidance in order to achieve mastery of the spoken and written language.



**Prerequisite: LART101 Basic English I**

**LART119 Use of English I**

**3 Credits**

This course is designed to develop and strengthen the skills that the student-teacher will need to become a more proficient and confident user of the Standard English, whenever and wherever it is warranted. Strong emphasis is placed on grammar, spoken and written Standard English, as students improve their listening, speaking, and writing skills.

**LART120 Use of English II**

**3 Credits**

This course provides student-teachers with opportunities to develop their use of the English Language and to improve their communication and analytical competences. It incorporates aspects of English Syntax and Advanced Writing. **Prerequisite: LART119 Use of English I**

**LART318 Primary Language Arts Methodology**

**3 Credits**

This course is designed to equip student-teachers with the necessary skills for competence in Language Arts instruction at the elementary and levels. Special attention is given to the selection and use of appropriate methods and materials, and the planning of units and lessons for language instruction. **Prerequisites: LDG220 Fundamentals of Literacy Instruction and ENGL252 English Syntax.**

**LART319 Secondary Language Arts Methodology**

**3 Credits**

This course is designed to equip the student-teacher with the necessary strategies and skills, for competence in the instruction of Language Arts at the secondary level. It will enable him/her to deal with the culturally and linguistically diverse student population, so that each student will effectively use the English Language to communicate orally and in writing. Special attention is given to appropriate selection of materials and strategies in the planning of each unit and lesson plan. The curricula of ROSE, CSEC, GCE, and SSE are analysed and discussed to ensure that student teachers are prepared to effectively teach. **Prerequisites: LDG220 Fundamentals of Literacy Instruction and ENGL252 English Syntax (for English Language majors or minors only).**

**LRDG220 Fundamentals of Literacy Instruction**

**3 Credits**

This course is designed to present the fundamental concept and the methodology of teaching Literacy Education. The major topics addressed include Emergent Literacy, Vocabulary and Comprehension Strategies, and Approaches to Literacy Instruction.

**LRDG221 Early Literacy Instruction**

**3 Credits**

This course is designed to provide the student-teacher with techniques of preparing the young child from ages 4–6, for Literacy Education, writing, speaking and listening. **May be done concurrently with LRDG220 Fundamentals of Literacy Instruction.**

**LRDG232 Literacy Education and Children’s Literature**

**3 Credits**

The content of this course includes the various genres of children’s literature. Appropriate Literacy Education literature becomes the vehicle by which the content is conveyed. **May be done concurrently with LRDG220 Fundamentals of Literacy Instruction.**

**LRDG233 Literacy Education and Adolescent Literature**

**3 Credits**

Through this course, the trainee teacher will be equipped to provide the secondary student with the skills needed to “read” adolescent literature. Emphasis is placed on the response of the reader to the content, and not merely on the mechanical skills of Literacy Education

literature. The major topics are, examining various genres of adolescent literature, oral and silent Literacy Education of literature, and strategies for evoking reader response. **May be done concurrently with LRDG220 Fundamentals of Literacy instruction.**

**LRDG270 Primary Content Literacy**

**3 Credits**

The primary teacher trainee is exposed to Literacy Education strategies for presenting the content in Grades 4–6. The diagnostic prescriptive approach is discussed, and the student learns to construct and administer diagnostic instruments and design instructional strategies. **Prerequisite: LRDG220 Fundamentals of Literacy Instruction**

**LRDG305 (LRDG303) Literacy Intervention Strategies I**

**3 Credits**

This is the preliminary course in the theory of locating and identifying the challenges that children encounter in all the areas of literacy. The major areas of focus of the course are observation of struggling readers, factors contributing to literacy difficulties, approaches suitable for dealing with these difficulties, evaluation of various standardized diagnostic instruments, and the construction of informal instruments for use in a literacy intervention programme. **Prerequisite: LRDG220 Fundamentals of Literacy Instruction**

**LRDG306 (LRDG304) Literacy Intervention Strategies II**

**3 Credits**

This course involves the application of the theories examined in the introductory course, LRDG305. It requires the development of a case study in which a child with literacy problems is diagnosed, and appropriate teaching strategies are developed to minimize the deficiencies. **Prerequisite: LRDG305 Literacy Intervention Strategies I**

**LRDG365 Literacy for the Special Student**

**3 Credits**

This course examines the appropriate programmes and approaches that cater to the needs of at-risk students in the main stream. The special needs and characteristics of these students will be taken into consideration, namely the gifted, mildly hearing impaired, visually and speech impaired, among other learning disabilities. **Prerequisite: LRDG220 Fundamentals of Literacy Instruction.**

**LRDG371 Secondary Content Literacy I**

**3 Credits**

The trainee teacher is prepared to facilitate the Literacy Education of content in the various subjects. The areas of focus include difference between content and narrative, readability formulae, technical, specialized and general vocabulary in content material; comprehension skills, study strategies, etc. **Prerequisite: LRDG220 Fundamentals of Literacy Instruction**

**LRDG372 Secondary Content Literacy II**

**3 Credits**

This course is a follow-up to Secondary Content Literacy I – LRDG 371. The broad areas presented are assessment procedures, Literacy Education and study strategies, Literacy Education and writing connection, strategies for guiding content Literacy Education, development of Literacy Education, specific units and lesson plans. **Prerequisite: LRDG371 Secondary Content Literacy I**

**LRDG377 (LRDG375) Advanced Processes in Literacy Instruction I**

**3 Credits**

This course examines the principles of literacy instruction and embraces the following broad contents: Literacy challenges faced by students, especially boys; integration of literacy within other subject areas, word identification, vocabulary and comprehension strategies, and the use of technology in literacy instruction. Relevant elements of Exemplary Centre for Literacy Education Instruction (ECRI) will also be incorporated, especially in the vocabulary

and comprehension units. **Prerequisite: LRDG306 Literacy Intervention Strategies II.**

**LRDG378 (LRDG376) Advanced Processes in Literacy Instruction II** **3 Credits**  
An in-depth study of the principles and application of literacy is examined. Current practices in the Jamaican context and in the international context will also be evaluated, with a view to drawing ideas from these approaches wherever useful. The use of literacy software will form an integral part of the total course. To a lesser extent, the course also presents ideas for teaching literacy to the ESL (English as a Second Language) and other special students. Some of the practices examined during the course will be presented in community workshops. **Prerequisite: LRDG377 Advanced Processes in Literacy Instruction I**

**LRDG393 Adult Literacy Instruction** **3 Credits**  
This course focuses on the semi or non-literate adult, with a view to helping him/her function in a literate environment. The major topics are Evaluation of adult literacy performance, determining the various learning styles of adults, and implementing intervention strategies for the instruction of adults. **Prerequisite: LRDG306 (LRDG304) Literacy Intervention Strategies II - 3 Credits, or LRDG372 Secondary Content Literacy II**

**LRDG401 Cultural Dimensions of Literacy** **3 Credits**  
An examination of the various causes of, and contributors to the literacy performance of students, among which are the immediate family/home, the wider community, socio-cultural influences, sub-cultures and educational conditions. **Prerequisite: LRDG377 (LRDG375) Advanced Processes in Literacy Instruction I - 3 credits**

**LRDG405 Explorations in Literacy Development** **3 Credits**  
Instructional practices have been informed by literacy research. In this postmodern era, the development of literacy has been of great concern. Many instructional practices have been informed by research and the classroom teachers who embrace these practices sometimes are unable to link principles from which they are derived. In order to effectively guide students' literacy development, the classroom teacher should be aware of the philosophies and principles that influence classroom practices. This course is intended to expose individuals to significant areas of literacy research that have informed instructional practices thus enabling them to operate within an environment that supports their interaction as they facilitate literacy development.

## MATHEMATICS

**MTED100 Primary Mathematics I** **3 Credits**  
This course is designed to provide trainee teachers of the primary grades with the basic understanding of fundamental mathematics concepts, which should foster mastery of content applicable to the primary grades. Additionally, it provides further study in mathematics for students' personal development and enrichment. Topics include numeration and number concepts, sets, fractions, decimals, ratio, per cent and measurement. **N.B. This course is offered every other year.**

**MTED101 Primary Mathematics II** **3 Credits**  
This course is an advancement and continuation of the Primary Mathematics I course. It focuses on content as well as teaching-learning strategies, to enhance conceptual learning for the teacher trainee. Topics include geometric concepts, solids, shapes, further development of spatial ability; the number line, the four rules applied to whole numbers,

operations with integers, measurement, statistics and probability. **Prerequisite: MTED100 Primary Mathematics I. NB This course is offered every other year.**

**MTED200 Primary Mathematics III**

**3 Credits**

Like Primary Mathematics II, this course is an advancement and continuation of the Primary Mathematics series. It focuses on content as well as a good mix of Mathematics Methodology. It covers scale drawing, co-ordinate geometry, vectors, matrices and transformational geometry. **Prerequisite: MTED101 Primary Mathematics II. N.B. This course is offered every other year.**

**MTED201 Primary Mathematics Methods**

**3 Credits**

This is a methodology course aimed at helping the teacher trainee to acquire mathematical knowledge and methodological approaches, for helping primary grade children to develop the skills and disposition which should make them “ready” for further formal learning of mathematics. Topics include teaching problem solving, teaching numeration of whole numbers, teaching numeration of common and decimal fractions; teaching the four basic operations of whole numbers, teaching the four basic operations of common and decimal fractions, teaching measurement, teaching geometry, teaching rates, ratios, proportions and percents; teaching statistics and probability, teaching integers and their operations, teaching number patterns and theory, and teaching using calculators and computers in primary school mathematics. **Prerequisite: MTED200 Primary Mathematics III. N.B. This course is offered every other year. This course is offered in the Spring Semester (January to May).**

**MTED328 Secondary Mathematics Methods**

**3 Credits**

This course is designed to acquaint prospective secondary mathematics teachers with current issues and trends in the field of mathematics, and with the skills of unit and lesson planning, as well as the selection and use of instructional techniques and materials that are appropriate for the successful teaching of mathematics. Some attention will be given to the integration of mathematics with other subject areas, and diagnostic and remedial techniques that are necessary for the learning of mathematics by many students around the world. **N.B. This course is offered every other year. This course is offered in the Spring Semester (January to May).**

**RELIGIOUS EDUCATION**

**REED201 Phenomena of Religion**

**3 Credits**

This course is designed to help the student teachers become more knowledgeable of the beliefs, practices and customs of the dominant religion and religious institutions within the Jamaican/Caribbean society. It seeks to broaden their understanding of the concepts of “religion”, and to examine and study religion as a fact in society, thus fostering a level of respect for, and understanding and tolerance of other religions. Topics include theories of the origin of religion, history of religion in the Caribbean, world religion, religious groups and social issues relating to religion.

**REED206 Religious Education Methods**

**3 Credits**

This course is designed to assist student-teachers in appreciating the essential methodological principles of education, in particular, the practice which constitutes a sound approach toward the teaching of religious education. Topics covered include the role of the church in the development of religious education, methods and techniques of teaching religious education, factors influencing the teaching of religious education, unit and lesson

planning, and implementing the lesson plan. **Prerequisite: REED201 Phenomena of Religion. This course is offered in the Spring Semester (January to May).**

## SCIENCE

### SCED100 Science for Living

4 Credits

The rapid changes in today's world are the direct effects of the advance in science and its resultant technology. In every sphere of life, the recognition and appreciation of the application of scientific principles are of utmost importance. If resources of our world are to be properly utilized for enhancement of man's life, we must develop an understanding of the responsibility which human beings have to each other, and for their environment. **Science for Living** seeks to expose the student teacher to these concerns, in order that the formal educational system will play a major part in preparing citizens who can survive in the changing world and contribute to its development. The course carries three (3) hours of lecture and one (1) three-hour laboratory weekly.

### SCED101 Primary Science Methods

3 Credits

With the advance in science and technology, it is imperative that science teachers evaluate their role and consolidate the methods used in the teaching of science. This course aims to develop in the student teacher, a satisfactory command of the strategies used, to arouse in the pupils an awareness and curiosity about science. This should enable their pupils to more easily acquire the knowledge and skills necessary to function in today's society. **Prerequisite: SCED100 Science for Living. N.B. This course is offered in the Spring Semester (January to May).**

### SCED102 Science and Discovery

3 Credits

This course aims to motivate student teachers to develop an interest in the introduction of science to young children. Diverse methods and creative approaches will be used to reveal the "wonders of science" to the children. The main approaches will be the "discovery approach" which involves the children as "active problem solvers through inquiry and investigation". Themes will also be integrated with logico-mathematical concepts - music, movement, art/craft, and emergent literacy.

### SCED330 Secondary Science Methods

3 Credits

This course is designed to allow student teachers to practice the selection and use of methods and materials that are appropriate for the teaching of science. A central focus of the course is the development of unit and lesson plans and the inquiry and demonstration techniques as principal ways of delivering science information. **N.B. This course is offered in the Spring Semester (January to May).**

## SOCIAL STUDIES

### SSED201 Social Studies Foundation I

3 Credits

This Social Studies Foundation course for teachers of the primary grade is designed to equip the teachers with a variety of skills, concepts, understanding and attitudes which will make them more effective in their role as Social Studies teachers. It is intended that students will develop the necessary skills and attitudes which will help them cope with change, and prepare them to enable Jamaica to maximize its potential for development. Topics to be covered include planet earth, Jamaica's regional and global positions, and the sociological aspects of our development and nationhood.

**SSED202 Social Studies Foundation II**

**3 Credits**

Like the Social Studies Foundation I course, this course is designed to further equip the teacher of the primary grades with the necessary concepts, skills and attitudes that will enable them to function in their role as Social Studies teachers at this level. Topics to be considered include social stratification and inequality, social groups and their characteristics, and political groups and politics in Jamaica. **Prerequisite: SSED201 Social Studies Foundation I**

**SSED301 Social Studies Methods**

**3 Credits**

The Social Studies Methods course is intended to equip students with knowledge, skills and attitudes which they will use to perform effectively as teachers of Social Studies at the Primary level (Grades 1-9) and Secondary level (Grades 7-11) of the educational system. Topics to be covered include the relationship of social studies to other disciplines, unit and lesson planning, selecting and organizing teaching strategies, and evaluating students or performance. **Prerequisite: Fundamental content courses in Social Studies. This course is offered in the Spring Semester (January to May).**

**OTHER METHODS COURSES**

**BUED348 Business Education Methods**

**3 credits**

This course is designed to introduce students of Business Studies, Computer Studies and Secretarial Studies to teaching as it relates to their area of specialization, thus making them familiar with specific methodological approaches, which will enhance their abilities to identify and select or create strategies for teaching their subject at the secondary level. (For Business and Computer majors/minors only) **Prerequisites: EDUC301 General Methods; the completion of at least 18 credits of related content. This course is offered in the Spring Semester (January to May).**

**GSED364 Methods in Teaching Geography**

**3 credits**

The Methods in Teaching Geography course is intended to equip trainee-teachers with the knowledge, skills and attitudes, which they will use to perform effectively as teachers of Geography at the Pre-school, Primary and Secondary levels of the educational system. Topics to be covered will include the relevance of geography in the school curriculum, the goals of a study in geography, techniques in the teaching of geography, learning resources and activities related to the teaching of geography, planning for the geography classroom, evaluating learning in the geography classroom. (For Geography majors/minors only). **This course is offered in the Spring Semester (January to May).**

**HSED363 Methods in Teaching History**

**3 credits**

This course is designed to prepare student teachers of History to undertake effective delivery in the subject. Students will be exposed to selecting and using a variety of methods and material relevant to the subject area. They will also be required to develop methods of their own, while emphasizing the "how" of teaching rather than the "what." (For History majors/minors only) **Prerequisite: EDUC301 General Methods; the completion of at least 18 credits of related content. This course is offered in the Spring Semester (January to May).**

# DEPARTMENT OF PRE-UNIVERSITY

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**Chair: Jacqueline H. HoShing-Clarke**

E-mail: preuniversity@ncu.edu.jm

Telephone: (876) 963-7373

## FACULTY

Melbourne Allie

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## INTRODUCTION

Through the Department of Pre-University, Northern Caribbean University serves high school graduates who are not immediately qualified for matriculation into specific academic programmes of the University. Students are prepared to sit external examinations while being allowed to take a limited number of general education credits. The Pre-University programme allows students to make up deficiencies within one year, at which point the student advances or withdraws.

## OBJECTIVES

The Department aims to:

- Provide a second chance for high school graduates to obtain passes in failed CSEC/GCE Examinations.
- Equip students with the competencies necessary for a successful external examination entry in order to matriculate into the programme of intent.
- Motivate and develop self confidence in students in order to help them succeed intellectually and spiritually.

A Pre-University student is understood to be ANY student registered for one or more Pre-University subjects. The specifications of this registration are set out below.

### PRE-UNIVERSITY

3 subjects

2 subjects

1 subject

### GENERAL EDUCATION CREDITS

No credits

6 credits

9 credits

## REQUIREMENTS

Applicants with at least three external passes (GCE/CSEC) at grade 'C' or level III respectively, and a satisfactory transcript from a recognised high school, qualify for entry into Pre-University.

Upon entry into Pre-University, students are required to register for the CSEC classes within the Department along with the University credits allowed. Failure to comply with this requirement will result in students not being able to continue with University classes.

Additionally, the Department of Pre-University administers the Mature Age Entrance (MAE) examination. This exam is given two times a year: **Fall and Spring, on the last Thursday of May and October.**

### **Entry Requirements for the MAE**

Northern Caribbean University provides the opportunity for exceptionally well prepared persons who wish to pursue studies at the undergraduate level but who do not possess the qualifications which satisfy normal matriculation requirements for the desired programme. Such persons may seek entry under the Mature Age Entrance (MAE) programme.

Please note that entry under the MAE is not open to all undergraduate programmes. (See relevant department for matriculation specifications). Only persons who possess citizenship in the territories covered by JAMU will be accepted. International students and those holding citizenship in non-JAMU territories should apply under the undergraduate admissions matriculation requirements.

1. Be at least twenty-five (25) years of age at the beginning of the school year or semester in which entry is being sought: the first day of September for persons seeking entry for Fall (August) or the first day of January for persons seeking entry in Spring.
2. Academic preparation:
  - a. Must have at least two passes and not more than four at the CSEC/GCE O'Level or CAPE/GCE A'Level. Not more than one subject in SSC or equivalent examining body may be used as substitute; **OR**
  - b. Nationally or regionally recognized post-secondary certification from a programme or programmes that cumulatively cover the equivalent of one academic year; **OR**
  - c. HEART trust/NTA level II certification or higher (diploma or associates) in desired or equivalent discipline.
3. Obtain a passing mark of 60% in all three sections of the MAE examination which covers Mathematics, English Language and General Knowledge (Social Studies, Human and Social Biology and Current Affairs). Prospects are not allowed to sit the examination more than twice. (Once per year)
4. Have minimum of two years' discipline-specific or related experience.
5. Provide evidence of capacity to embark on academic rigour in an interview to be conducted by the department to which entry is desired.
6. Two recommendations, one of which must be from an employer or supervisor whose interaction with the candidate is for a period of at least one year.

Students accepted on this basis will be placed on one year's probation. Students will be allowed to register for a maximum of 10 credits per semester for the first year. They must complete the first 12 credits while maintaining an overall GPA of 2.50.

### **ENTRY QUOTA**

The University reserves the right to determine the number of applicants accepted annually under the MAE as well as the number accepted for each programme.



# COLLEGE OF HUMANITIES, BEHAVIOURAL AND SOCIAL SCIENCES



ORLEAN BROWN EARLE DEAN  
TELEPHONE: (876) 963-7495  
E-MAIL: ORLEAN.BROWN-EARLE@NCU.EDU.JM

## STATEMENT OF MISSION

The College resolves to reaffirm its commitment to the improvement of the societies it serves through:

- The development of the whole individual.
- The provision of quality instruction in general education and the arts.
- The promotion of relevant research to effect positive transformation in the society.
- The molding of an ethos for service to God and humanity, within an atmosphere inspired and shaped by the Adventist Christian faith.

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BEHAVIOURAL & SOCIAL SCIENCES  
COMMUNICATION STUDIES  
GENERAL STUDIES  
HUMANITIES  
MUSIC & FINE ART

## DEPARTMENT OF BEHAVIOURAL AND SOCIAL SCIENCES

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### Chair (Acting): Jason Wynter

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#### FACULTY

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 Dadria Lewis  
 Venese Madden  
 Sharon McBayne  
 Russell McLean  
 Stephen Peart  
 Sonia Smith  
 Sharmaine Tapper  
 Fay Williams

#### ADJUNCT

Desiree Alleyne  
 Kevin Cespedes  
 Lincoln Dennis  
 Eva Forde  
 Paulene Gayle-Betten  
 Tani Gray  
 Amoy Johnson-Adams  
 Andrea McKenzie-Howell  
 Charlene Sharpe  
 Janet Walters

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#### INTRODUCTION

The Department of Behavioural and Social Sciences offers degrees and certificates in nine distinct, yet interrelated, areas namely, Psychology, Counselling, Social Work, Family Life Education, Conflict Analysis Management and Resolution, Law, Political Science, Sociology, Criminal Justice and Security Management. **Psychology** is the systematic study of behaviour and mental processes. It investigates human behaviour and the factors that influence behaviour. The study of psychology prepares individuals to observe and interpret human behaviour and prescribe solutions. **Counselling** as a field utilizes psychology to study the background of individuals in order to understand their current functioning and to predict the directions in which they may go in the future. **Social Work** is the professional activity of helping individuals, groups or communities to enhance or restore their capacity for social functioning and to create social conditions favourable to their goals (National Association of Social Workers, 1982). **Family Life Education and Family Studies** are multi-disciplinary in focus, multi-professional in practice; and, is based on felt needs of individuals, families and communities. **Conflict Analysis Management and Resolution** is the study of the nature, cause and impact of conflict on individuals, families and society. It also focuses on conflict management and resolution strategies that can be applied in individual, group or family settings. **Law** courses are designed to provide students with an understanding of the operation of laws, including knowledge of, and preparation for their rights and duties as citizens. **Political Science** courses are built around the various concepts of government, diplomatic relations and international viewpoints. **Sociology** courses offer a distinctive perspective of the study of human society, equipping students with tools and providing insights on how they are shaped by and can shape society. **Criminal Justice and Crime and Security Management** courses are created to meet the needs of the society by providing the students with the necessary information and techniques to address the numerous challenges

faced within the justice system as well as to engage them in research pertinent to the handling of crime and the justice system.

### MISSION STATEMENT

From a Seventh-day Adventist Christian worldview, the Department of Behavioural and Social Sciences has as its mission, quality Christ-centred training, achieved through positive interactive learning opportunities involving students and facilitators, community service and mentorship; thereby preparing adaptable, quality-service oriented graduates with the research academic, and technical skills committed to serve with distinction in a globally ever-changing competitive environment.

### VISION STATEMENT

The Department of Behavioural and Social Sciences is uniquely poised and uses every opportunity to uphold the vision, mission and ethos of Northern Caribbean University fostering in every student spiritual, intellectual, personal and social identity, geared toward Christian value-based living.

### VALUE STATEMENT

Transformed for eternity through life-long learning.

### OBJECTIVES

#### *The Department aims to:*

- enable students to develop an awareness of and appreciation for current scientific studies of mental processes, social interactions and behaviour patterns;
- foster the application of counselling techniques, social work methods and values, psychological principles and various socio-political perspectives to personal improvement, welfare of others, and service to society;
- promote the application of Judeo-Christian values in the service delivery of emerging professionals in the social and behavioural sciences;
- adequately prepare students for service in the various entities consistent with their chosen profession, particularly those pertinent to the Jamaican/Caribbean setting;
- instil in students the value or worth of each client as one created in the image of God and for whom Christ died;
- prepare students to meet the requirements of the global and domestic labour markets with the requisite problem-solving skills as well as the ability to think critically, communicate and learn;
- produce individuals who can operate at high intellectual and moral levels in an increasingly pluralistic society;

- prepare students to ask fundamental questions about what matters to their specific society, thus enabling change in the way society views itself;
- empower students to become creators and producers of knowledge needed to contribute effectively and positively in this modern world and prepare citizens for now and the hereafter;
- prepare students for entrance to graduate studies;
- create an awareness of the ethical, environmental, economic and social issues associated with using an inter-disciplinary approach to problem solving;
- produce cogent and appropriately documented work that exhibit interpretive skill as well as factual knowledge from a Christ-centred perspective;
- enable students to identify and appreciate the philosophical synergies between our various disciplines thus gaining better insight into the career opportunities available and niche career areas that may be created;
- develop student's competencies in research and communication, which include mastering the use of primary and secondary sources, computer databases, and written, oral and computer-mediated presentations where applicable.

**PROGRAMMES OFFERED**

- Bachelor of Science in Counselling
- Bachelor of Science in Criminal Justice
- Bachelor of Science in Family Studies
- Bachelor of Science in Guidance Counselling
- Bachelor of Science in Psychology
- Bachelor of Social Work
- Associate of Science in Conflict Analysis Management and Resolution
- Associate of Science in Criminal Justice
- Associate of Science in Family Life Education
- Associate of Science in Social Work
- Minor in Conflict Analysis, Management, and Resolution
- Minor in Corrections and Rehabilitation
- Minor in Family Life Education
- Minor in Forensic Sciences
- Minor in Guidance Counselling
- Minor in Law
- Minor in Law and Political Science
- Minor in Law Enforcement
- Minor in Political Science and Government
- Minor in Psychology
- Minor in Sociology
- Minor in Social Work
- Minor in Telephone Hotline Counselling

- Concentration in Criminology and Sociology
- Certificate in Crime and Security Management
- Certificate in Family Life Education
- Certificate in Telephone Hotline Counselling

### **DURATION**

The normal completion time for full-time students (16 credit hours per semester) pursuing a Bachelor's degree in the Department of Behavioural and Social Sciences is four years. However, trained applicants, with transferable credits, may take less time to complete the programme.

### **MATRICULATION REQUIREMENTS**

Each applicant for the Department of Behavioural and Social Sciences must meet the matriculation requirements of the University and provide valid evidence of at least five (5) CSEC General Proficiency or GCE Ordinary Level or equivalent subjects for the Bachelor's and Associate degrees and certificates. The Mature Age Examination is applicable only to candidates over 25 years old. English is required for all areas.

Biology, Human and Social Biology, Integrated Science or prior training in Nursing or other related field is required for full matriculation into the Bachelor of Science degree in Psychology. A passing grade of "B" or better in Principles of Biology 1; (BIOL101) may satisfy this requirement.

Mathematics and biology and/or chemistry are required for full matriculation into the Bachelor of Science in Criminal Justice.

*All Bachelor of Science students are expected to complete a minimum of ten (10) personal counselling (individual & group) sessions and participate in a minimum of eight (8) sessions of professional development activities approved by the Department. These counselling sessions may be done through the Counselling and Psychological Services Centre (CPSC). The professional development activities may include sessions coordinated or supported by the Department.*

It is recommended that all second year students complete the **professional development services**, which will prepare them to utilize basic counselling/referral techniques as they serve as referral agents for the Counselling and Psychological Services Centre and the Community Counselling and Restorative Justice Centre.

Continuation in any of the Department's programmes is based on successful performance in an interview by the Department's *Prospective Student Interviewing Committee* and the periodic review of the student's academic performance, and evidence of appropriate personal and professional growth.

## BACHELOR OF SCIENCE IN COUNSELLING

The Bachelor of Science in Counselling degree provides an excellent foundation for students who plan on pursuing graduate studies in counselling or clinical psychology. It prepares the individual to work in such areas as child, adolescent and adult mental health facilities, children services, schools, hospitals and other related service agencies/organizations.

The minimum number of credits for the Counselling degree is one hundred and thirty (130). Each student should take the common core of eighty-nine (89) credits and the requisite General Education credits in order to satisfy the requirements of the degree.

<b>CORE REQUIREMENTS</b>	<b>89 CREDITS</b>	<b>PREREQUISITES</b>
COUN110(120) Human Skills and Strategies	3	
COUN121 Foundations of Counselling	3	COUN110
COUN200 Intro.to Mediation <b>or</b>		
COUN233 Telephone Counselling Skills and Techniques	3	
COUN319(351) Conflict and Crisis Management	3	
COUN324(322) Substance Abuse and Treatment Methodologies	3	COUN121/SOWK120, ENGL120
COUN238 -Career Exploration and Planning	3	
COUN348(234) Counselling Techniques	4	COUN121 or SOWK120
COUN349(347) Christian Perspectives in Helping Professions	3	COUN348, RELB113
COUN354 Child and Adolescent Counselling Techniques	3	
COUN355 Loss Bereavement and Grief Counselling	3	
COUN358 Counselling At-Risk Youth	3	
COUN383 Group Dynamics and Counselling	3	COUN348
COUN447 Administration of Guidance Counselling Services	3	COUN348
COUN495(493,494) Practicum in Counselling	9	Authorized Permission
FLEC197 Family Resource management	3	
FLEC219 Marriage and Family Dynamics	3	
FLEC312 Parenting the Growing Child	3	FLEC219, ENGL120
PSYC119 Principles of Psychology	3	
PSYC221 Developmental Psychology: Lifespan	3	PSYC119
PSYC224- Human Sexuality: Issues and Process	2	PSYC119
PSYC239- Stress Management: Theory and Practice	2	PSYC119
PSYC295 Introduction to Theories of Personality	3	PSYC119
STAT302(PSYC349/SOCI240) Statistics for the Beh. and Social Sci.	3	MATH100 or MATH121
PSYC345(400/SOCI220) Psych. and Social Research Methods	3	STAT302, ENGL120
PSYC460 Abnormal Psychology	3	PSYC221, COUN348, ENGL120
SOCI120 Introduction to Sociology	3	
SOWK460 Violence Intervention: A Systems Approach	3	COUN348
SOWK483(481) Child and Family Welfare	3	COUN383, SOWK203, FLEC312

### GENERAL EDUCATION REQUIREMENTS 41-49 CREDITS

Please account for the minimum forty-one to forty-nine general education credits. Should any of the recommended courses be required for the core, cognate, or elective for the degree you are pursuing, additional courses **must** be taken (by advisement) to complete the minimum requirements for the Bachelor's degree.

**RECOMMENDED PROGRAMME SEQUENCE  
BACHELOR OF SCIENCE IN COUNSELLING**

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr</b>
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	EDUC100 Freshman Seminar	1	COUN121 Foundations of Counselling	3
	ENGL119 Freshman Composition I	3	EDUC151 Fund. of Christian Education	3
	CPTR110 Computers in Everyday Life	3	ENGL120 Freshman Composition II	3
	PSYC119 Principles of Psychology	3	RELB118 Ethics in Moral Dev.	3
	RELB113 God & Human Life	3	SOCI120 Intro to Sociology	3
	COUN110 Human Skills & Strategies	3		
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>			
	MUED109 Music App	3		
	RELT206 Prophetic Studies	2		
	FLEC197 Family Resource Management	3		
	<b>TOTAL CREDITS</b>	<b>8</b>		
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	COUN200 Intro. to Mediation <b>OR</b>		FLEC219 Marriage & Family Dynamics	3
	COUN233 Telephone Coun. Skills & Techniques	3	MATH100 Fund. of Mathematics	3
	COMM251 Oral Communication	3	PSYC295 Intro. to Theor. of Personality	3
	COUN238 Career Exploration and Plann.	3	Modern Language Requirement	3
	PSYC224 Human Sexuality	2	COUN319 Conflict & Crisis Mgmt	3
	PSYC239 Stress Management	2		
	PSYC221 Developmental Psychology	3		
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
		RELB305 Life & Teachings of Christ	3	
	HPED111 Health and Phy. Ed.	2		
	<b>TOTAL</b>	<b>5</b>		
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	COUN348(234) Counselling Techniques	4	COUN349 Christian Perspectives	3
	FLEC312 Parenting the Growing Child	3	COUN383 Group Dynamics and Coun.	3
	COUN354 Child and Adolescent Coun. Tech.	3	COUN358 Counselling At-Risk Youth	3
	COUN355 Loss Bereave.& Grief Coun.	3	STAT302 Statistics for the Beh. & Social Sciences	3
	COU324 Substance Abuse and Treatment Methodologies	3	DIET120 Fundamentals of Nutrition	3
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
4 <sup>th</sup> Year <b>Senior</b> (Over 96 credits)	COUN447 Admin. Of Guid. Coun. Serv.	3	COUN495 Practicum in Counselling	9
	PSYC460 Abnormal Psychology	3		
	SOWK460 Violence Intervention	3		
	SOWK483(481) Child & Fam. Welfare	3		
	PSYC345 (400 /SOCI220) Psych. & Social Research Methods	3		
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>9</b>

## BACHELOR OF SCIENCE IN CRIMINAL JUSTICE (Concentration REQUIRED)

The Bachelor of Science in Criminal Justice as a programme of study, deals specifically with the exploration of the entire network of the government and its agencies that focus on the origin, the deterrence and the mitigation as well as the sanctioning of offenders and their rehabilitation. The programme attempts to fulfil the wide professional opportunities within the criminal justice system, and as such offers ten (10) minors. The programme prepares students for professions in a variety of areas such as; correctional services, customs, ministry of justice, ministry of security, alternate dispute resolution and law offices.

The minimum number of credits for the Criminal Justice degree is one hundred and twenty-eight (128). Students are required to complete the common core of forty-nine (49) credits, fifteen (15) cognate credits, a minor comprising a minimum of twenty-four (24) credits and a minimum of forty-one (41) general education credits. Note that while the BSc in Criminal Justice offers ten (10) minors, all areas may not be offered at the same time, therefore students are advised to consult with their advisor.

### CORE REQUIREMENTS

### 49 CREDITS

#### Credits

CJUS112	The Church and Preservation of "Institutional Justice"	3	
CJUS115	Introduction to Criminal Justice	3	
CJUS241	Citizens' Rights and Law Enforcers' Responsibilities	3	CJUS115
CJUS242	Ethics and Jurisprudence	3	LAWC107
CJUS321	Philosophy of Punishment and Corrections	3	CJUS115
CJUS331	Organized Crime	3	CJUS241
CJUS352	Victims of Crime	3	CJUS241
CJUS400	Internship in Criminal Justice	4	Authorized permission
CJUS441	International Human Rights	3	CJUS241
CJUS471	Restorative Justice	3	CJUS321
CJUS472	Juvenile Delinquents	3	CJUS321
COUN110	Human Skills and Strategies	3	
LAWC107	Fundamentals of Law and Legal Systems	3	
STAT302(349/SOCI240)	Statistics for Behavioural and Social Sciences	3	MATH100/121
PSYC345(PSYC400/SOCI220)	Psyc. & Social Research Methods	3	STAT302
SOCI400	Criminology	3	SOCI120

### REQUIRED COGNATES

### 15 Credits

CHEM113	Introduction to Forensic Chemistry	3	
ECON216	Microeconomics	3	MATH100/MATH121
PLSC212	The Jamaica Political Systems <b>OR</b>		
PLSC120	Foundations of Political Science & Government	3	
PSYC119	Principles of Psychology	3	
SOCI120	Introduction to Sociology	3	

### GENERAL EDUCATION REQUIREMENTS

### 41 Credits

Please account for the minimum forty-one (41) general education credits. Should any of the recommended courses be required for the core, cognate, or elective for the degree you are



pursuing, additional courses **must** be taken (by advisement) to complete the minimum requirements for the Bachelor's Degree.

**Concentration**

**24-30 credits**

In order to complete the requirements for the B.Sc. in Criminal Justice students are required to complete a minor (of at least 24 credits) and must seek advisement from the department which offers their selected minor. The following minors are recommended, but students may choose from other areas by advisement:

1. Corrections and Rehabilitation
2. Counselling
3. Forensic Science\*
4. Information Science
5. Law
6. Law Enforcement
7. Mass Communications
8. Psychology
9. Social Work
10. Sociology/Criminology

**\*N.B. Students minoring in Forensic Science must have external passes in Biology and/or Chemistry**

**ELECTIVES:** Students should choose from the list of electives below in cases where the selected minor requires elective(s) or in cases where there is need to compensate for shortfalls in credit requirements when overlaps exist between major and minor requirements.

**Electives will be accessible on the basis of prescribed course offerings for the semester when the student desires to complete elective courses. Please see list of Criminal Justice Electives below.**

**LIST OF CRIMINAL JUSTICE ELECTIVES**

CJUS222 Problems of Correction	3
CJUS233 Dealing with Immigration Issues	3
CJUS313 Public Governance in Criminal Justice	3
CJUS451 Gender and the Criminal Justice System	3
CJUS463 Technological Crimes and Crime Mapping	3
CJUS482 Serial Offenders	3
FLEC312 Parenting the Growing Child	3
LAWC230 Contract Law II	3
LAWC235 Law of Tort I	3
LAWC236 Law of Tort II	3
LAWC250 Criminal Law II	3
LAWC360 Alternative Dispute Resolution	3
LAWC375 Company Law	3
LAWC420 Corporate Finance & Investment Law	3
LAWC451 Public International Law	3
LAWC480 Women and the Law	3
PSYC224 Human Sexuality: Issues and Processes	2
PSYC239 Stress Management: Issues and Processes	2
PYSC295 Introduction to Theories of Personality	3

SOCI231 Marriage & Family in Diverse Cultures	3
SOCI420 Medical Sociology	3
SOWK120 Introduction to Social Work	3
SOWK319(303&304) Social Work, Social Policy and The Law	3
SOWK460 Violence Intervention: A Systems Approach	3
SOWK483 Child and Family Welfare	3

**RECOMMENDED PROGRAMME SEQUENCE  
BACHELOR OF SCIENCE IN CRIMINAL JUSTICE**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1st Year <b>Freshman</b> (0-32 Credits)	ENG100 Freshman Seminar	1	ENGL120 Freshman Comp. II	3
	ENGL119 Freshman Comp. I	3	CJUS112 Church and Preservation of Institutional Justice	3
	CJUS115 Intro. to Criminal Justice	3	Computer Elective	3
	CHEM113 Intro. to Forensic Chemistry	3	RELB113 God & Human Life	3
	COUN110 Human Skills & Strategies	3	SOCI120 Intro. to Sociology	3
	PSYC119 Principles of Psychology	3		
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>			
MATH100 Fund. of Mathematics	3			
EDUC151 Fund. of Christian Ed.	3			
Modern Language Req.	3			
<b>TOTAL CREDITS</b>	<b>9</b>			
2nd Year <b>Sophomore</b> (33-64 credits)	LAWC107 Fundamentals of Law and Legal Systems	3	ECON216 Microeconomics	3
	COMM251 Oral Communication	3	PSYC345 Psych. & Social Research Methods	3
	CJUS241 Citizens Rights & Law Enforcers Responsibilities	3	CJUS242 Ethics & Jurisprudence	3
	STAT302 Statistics for Behavioural Sciences	3	MUED109 Music Appreciation	3
	Minor	3	Minor	3
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>			
HELD111 Health and Physical Ed.	2			
PLSC212 Jamaican Political System	3			
RELT206 Prophetic Studies	2			
<b>TOTAL CREDITS</b>	<b>7</b>			
3rd Year <b>Junior</b> (65-96 credits)	CJUS 331 Organized Crime	3	CJUS352 Victims of Crime	3
	CJUS321 Phil. of Punishment & Corr. Minor	3	CJUS441 International Human Rights	3
	Minor	6	Minor	9
	RELB118 Ethics in Moral Dev.	3		
<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>15</b>	

4th Year <b>Senior</b> (Over 96 credits)	CJUS472 Juvenile Delinquents	3	CJUS400 Internship	4
	SOCI400 Criminology	3	RELB305 Life and Teachings of Christ	3
	CJUS471 Restorative Justice	3		
	Minor	3		
	Science & Env. Awareness Elective	3		
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>7</b>

BEHAVIOURAL & SOCIAL SCIENCES



## BACHELOR OF SCIENCE IN FAMILY STUDIES (MINOR REQUIRED)

The Bachelor of Science in Family studies degree is a multidisciplinary programme that examines the development of individuals and families across the lifespan. The programme is designed to prepare students for (a) professional careers in a variety of human service areas, including but not limited to, child and family services, community mental health, mediation and conflict resolution, law and political science, and the education system; (b) leadership roles in church, school, and community; (c) effective functioning within families, with a focus on family life education; and (d) graduate education.

### AIMS

The goals of this programme are to:

- Expose students to professional responsibilities, including ethical and legal roles.
- Train students to critically identify and analyze current and emerging issues which impact personal, interpersonal and societal well-being, using varied assessment perspectives.
- Enable students to develop an awareness and appreciation of current scientific studies of mental processes and behaviour.
- Foster the application of bio-psychosocial and psychological principles to personal improvement, to the welfare of others, and to the service of society.
- Promote the application of Judeo-Christian values in Family Life services.
- Promote social change and problem solving techniques in human relationships.
- Train students to utilize theories of human behaviour and social systems in planning Family Life Education interventions.
- Understand the biological, psychological, and social development across the lifespan as it relates to the structure and functioning of families.
- Encourage and promote the use of research-based interventions.
- Strengthen the network of social science practitioners to include, family life educator, Teachers, counsellors, social workers, ministerial personnel who at minimum are bachelors trained to deliver and manage health and family life education programmes.

### OBJECTIVES OF THE PROGRAMME

Having completed this programme, students will be able to:

- a. Function as professionals who understand and can articulate Bible-based principles on family life issues.
- b. Adopt and utilize a comprehensive life-skills based approach to the delivery of quality family life education programmes.
- c. Work in a family-focused environment having a broad knowledge base for working with children and families.
- d. Value and appreciate complex characteristics of children's families and communities and understand how this creates respectful, reciprocal relationships that support and empower families as well as techniques used to involve all families in their children's development and learning.



**GENERAL EDUCATION REQUIREMENTS**

**41-49 Credits**

Please account for the minimum forty-one to forty-nine General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core cognate, or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the Bachelor's Degree.

**RECOMMENDED PROGRAMME SEQUENCE  
BACHELOR OF SCIENCE IN FAMILY STUDIES**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	EDUC100 Freshman Seminar	1	COUN121 Foundations of Coun.	3
	ENGL119 Freshman Composition I	3	SOCI120: Introduction to Sociology	3
	EDUC151 Fund. of Christian Edu.	3	ENGL120 Freshman Composition II	3
	COUN110 Human Skills and Strategies	3	FLEC120(119) Fund. of Family Life	3
	PSYC119 Principles of Psychology	3	Ed.	3
	DIET120 Fundamentals of Nutrition	3	CPTR110 Computers in Everyday Life	3
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	COMM251 Oral Composition	3	FLEC221 Personality, Comm, & Family Relations
PSYC221 Developmental Psychology	3	HMEC129 Social & Professional Ethics	3	
FLEC219 Marriage and Family Dyn.	3	FLEC197: Family Resource Management	3	
RELB113 God & Human Life Minor	3	MATH100 Fund. of Mathematics Minor	3	
<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>15</b>	
	<b>Summer I</b>			
	PSYC224 Human Sexuality	2		
	RELT206 Prophetic Studies	2		
	MUED109 Music App	3		
	<b>TOTAL CREDITS</b>	<b>7</b>		

3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	COUN348(234) Counselling Techniques	4	STAT302 Statistics for the Behavioural and Social Sciences	3
	FLEC300 Biblical Perspective of Suffering and Forgiveness	3	PSYC239 Stress Mgt: Theory & Practice	2
	COUN324 Substance Abuse and Treatment Methodologies	3	FLEC332 Family Mediation and Conflict Management	3
	FLEC 312 Parenting the Growing Child	3	COUN383 Group Dynamics in Coun.	3
	Minor	3	HPED111 Health & Physical Ed Minor	2
				3
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>16</b>
4 <sup>th</sup> Year <b>Senior</b> (Over 96 credits)	FLEC447 Management of Family Life Education Programme	3	FLEC495 Family Studies Practicum	6
	PSYC345 Psychological & Social Research Methods	3	RELB305 Life & Teachings of Christ	3
	Minor	10	Modern Language Requirement	3
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>12</b>

## BACHELOR OF SCIENCE IN GUIDANCE COUNSELLING

The Bachelor of Science degree in Guidance Counselling provides an excellent foundation for students who plan to pursue graduate studies in counselling or related fields. It prepares the individual to work in such areas as child, adolescent and adult educational facilities and other related service agencies. The minimum number of credits for the Guidance Counselling degree is one hundred and thirty-six (136). Each student should take the common core of sixty-five (65) credits and thirty (30) credits of the required cognates, along with the minimum required General Education and general elective credits in order to satisfy the requirements of the degree.

<b>CORE REQUIREMENTS</b>	<b>65 CREDITS</b>	<b>PREREQUISITES</b>
COUN110(120) Human Skills and Strategies	3	
COUN121 Foundations of Counselling	3	COUN110
COUN238 Career Exploration and Planning	3	
COUN324(322) Substance Abuse and Treatment Method.	3	COUN121 or SOWK120, ENGL119
COUN348(234) Counselling Techniques	4	COUN121 or SOWK120, ENGL120
COUN349 Christian Perspectives in Helping Prof.	3	COUN348 & RELB113
COUN383 Group Dynamics and Counselling	3	COUN348
COUN447 Administration of Guid. Counselling Services	3	COUN348 & Completion of 3 <sup>rd</sup> yr.
COUN495(493,494) Practicum in Guidance Counselling	9	Authorized Permission
FLEC219 Marriage and Family Dynamics	3	
FLEC312 Parenting the Growing Child	3	FLEC 219
PSYC119 Principles of Psychology	3	
PSYC239(319) Stress Management: Theory and Practice	2	PSYC119
PSYC221 Developmental Psychology: Lifespan	3	PSYC119, ENGL119
PSYC224(420) Human Sexuality: Issues and Process	2	PSYC119
PSYC295 Introduction to Theories of Personality	3	PSYC119, ENGL 119
STAT302(PSYC349/SOCI240) Statistics for the Beh. and Social Sci.	3	MATH100, 121
PSYC345 (400/SOCI220) Psych. and Social Research Methods	3	STAT302, ENGL120
PSYC460 Abnormal Psychology	3	PSYC221, COUN348, ENGL 120
SOWK460 Violence Intervention: A Systems Approach	3	COUN348

<b>REQUIRED COGNATES</b>	<b>30 CREDITS</b>	
EDUC198 Principles of Teaching and Learning	3	EDUC195/PSYC221
EDUC220 Educational Psychology	3	EDUC198/Concurrently
EDUC221 Instructional Technology	3	EDUC198
EDUC301 General Methods	3	EDUC221
EDUC333 Curriculum Development	3	EDUC198
EDUC341 Professionalism and School Administration	3	EDUC360/Concurrently
EDUC343 Classroom Testing and Measurement	3	EDUC333
EDUC360 Foundations of Education	3	EDUC333
LRDG220 Fundamentals of Literacy Instruction	3	
LRDG371 Secondary Content Literacy	3	

**GENERAL EDUCATION REQUIREMENTS** **41 - 49 CREDITS**

Please account for the minimum forty-one (41) to forty-nine (49) General Education credits. Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the degree.



**RECOMMENDED PROGRAMME SEQUENCE  
BACHELOR OF SCIENCE IN GUIDANCE COUNSELLING**

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr</b>
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	EDUC100 Freshman Seminar	1	COUN 121 Foundations of Counselling	3
	ENGL119 Freshman Composition I	3	ENGL120 Freshman Composition II	3
	CPTR110 Computers in Everyday Life	3	RELB118 Ethics in Moral Development	3
	PSYC119 Principles of Psychology	3	PSYC221 Developmental Psychology	3
	RELB113 God & Human Life	3	EDUC198 Principles of Teaching & Learning	3
	COUN110 Human Skills & Strategies	3		
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>			
	FLEC219 Marriage & Family Dynamics	3		
	EDUC151 Fund. of Christian Ed.	3		
	<b>TOTAL CREDITS</b>	<b>6</b>		
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	COMM251 Oral Communication	3	EDUC301 General Methods	3
	EDUC220 Educational Psychology	3	EDUC221 Instructional Technology	3
	PSYC224 Human Sexuality	2	LRDG220 Fund. of Lit. Instructions	3
	PSYC239 Stress Management	2	PSYC295 Intro. to Theories of Pers.	3
	COUN238 Career Explor. & Planning	3	EDUC333 Curriculum Development	3
	MATH100 Fund. of Mathematics	3		
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>			
	MUED109 Music Appreciation	3		
	EDUC341 Profession. & School Admin	3		
	<b>TOTAL CREDITS</b>	<b>6</b>		
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	COUN348(234) Counselling Techniques	4	COUN324 Substance Abuse and Treatment Methodologies	3
	EDUC343 Classroom Testing & Meas.	3	COUN349 Christian Perspectives	3
	DIET120 Fundamentals of Nutrition	3	COUN383 Group Dynamics in Coun.	3
	FLEC312 Parenting the Growing Child	3	LRDG371 Secondary Content Literacy	3
	EDUC360 Foundations of Education	3	STAT302 Statistics for the Beh. & Social Sciences	3
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>			
	RELT206 Prophetic Studies	2		
	HPED111 Health & Physical Ed.	2		
	Modern Language Requirement	3		
	<b>TOTAL CREDITS</b>	<b>7</b>		
4 <sup>th</sup> Year <b>Senior</b> (Over 96 credits)	COUN447 Admin. of Guid. & Coun. Serv.	3	COUN495 Practicum in Guid. Counsel.	9
	PSYC460 Abnormal Psychology	3		
	RELB395 Life & Teachings of Christ	3		
	PSYC345-Psych. & Social Research Methods	3		
	SOWK460 Violence Intervention: A Systems Approach	3		
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>9</b>

## BACHELOR OF SCIENCE IN INDUSTRIAL AND ORGANIZATIONAL COUNSELLING

The Bachelor of Science degree in Industrial and Organizational Counselling will help students to understand the importance of human relations in the work place as it relates to job satisfaction. It will also expose students to skills in customer relations, organizational behaviour, industrial relations, ethics and values in business among many others.

The minimum number of credits for the Industrial and Organizational Counselling degree is one hundred and thirty-six (136). Each student should take the core of sixty-two (62) credits and a minimum of thirty-three (33) credits of required cognates, along with the minimum required Gen. Education credits in order to satisfy the requirements of the degree.

<b>CORE REQUIREMENTS</b>	<b>62 CREDITS</b>	<b>PREREQUISITES</b>
COUN110(120) Human Skills and Strategies	3	
COUN121 Foundations of Counselling	3	COUN110
COUN238 Career Exploration and Planning	3	
COUN324(322) Substance Abuse and Treatment Method.	3	PSYC119, COUN121 or SOWK120
COUN348(234) Counselling Techniques	4	COUN121 or SOWK120
COUN349 Christian Perspectives in Helping Professions	3	COUN348, RELB113
COUN383 Group Dynamics and Counselling	3	COUN348
COUN495(493,494) Practicum in Counselling	9	Authorized Permission
FLEC219 Marriage & Family Dynamics	3	
FLEC312 Parenting the Growing Child	3	COUN121, ENGL120
PSYC119 Principles of Psychology	3	
PSYC221 Developmental Psychology: Lifespan	3	PSYC119
PSYC224 Human Sexuality: Issues and Process	2	PSYC119
PSYC239 Stress Management: Theory and Practice	2	PSYC119
PSYC295 Introduction to Theories of Personality	3	PSYC119
STAT302(PSYC349/SOCI240)Statistics for the Beh.and Social Sci	3	MATH100, 121
PSYC460 Abnormal Psychology	3	PSYC221, COUN348
PSYC345(400/SOCI220)Psych. and Social Research Methods	3	STAT302, ENGL120
SOWK460 Violence Intervention: A Systems Approach	3	COUN348

<b>REQUIRED COGNATES</b>	<b>33 CREDITS</b>	<b>PREREQUISITES</b>
BSAD341 Business Law	3	MGMT252
BSAD489 Ethics and Values in Business	3	MGMT252
IOCO447 Administration of Industrial Counselling Services	3	
MGMT252 Principles of Management	3	
MGMT352 Human Resource Management	3	MGMT252
MGMT367 Recruitment and Selection	3	MGMT352
MGMT452 Organizational Behaviour	3	MGMT252
MGMT466 Human Resource Development	3	MGMT252
MGMT472 Industrial Relations	3	MGMT352
MGMT478 Negotiation Skills	3	BSAD341
OTEC302 Customer Relations	3	ENGL120

**GENERAL EDUCATION REQUIREMENTS 41 CREDITS**

Please account for the minimum forty-one (41) to forty-nine (49) General Education credits. Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses must be taken (by advisement) to complete the minimum requirements for the Bachelor’s Degree.

**RECOMMENDED PROGRAMME SEQUENCE  
BACHELOR OF SCIENCE IN INDUSTRIAL AND ORGANIZATIONAL COUNSELLING**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	EDUC100 Freshman Seminar	1	EDUC151 Fund. of Christian Education	3
	ENGL119 Freshman Composition I	3	PSYC221 Developmental Psychology	3
	CPTR110 Computers in Everyday Life	3	ENGL120 Freshman Composition I	3
	PSYC119 Principles of Psychology	3	RELB118 Ethics in Moral Dev.	3
	RELB113 God & Human Life	3	COUN121 Foundations of Counselling	3
	COUN110 Human Skills & Strategies	3		
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>			
	DIET120 Fundamentals of Nutrition	3		
	MUED109 Music App	3		
	HPED111 Health & Physical Ed	2		
	<b>TOTAL CREDITS</b>	<b>8</b>		
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	COMM251 Oral Communication	3	COUN238 Career Exploration and Plann.	3
	PSYC224 Human Sexuality	2	FLEC219 Marriage & Family Dynamics	3
	PSYC239 Stress Management	2	PSYC295 Intro. to Theories of Personal.	3
	MATH100 Fund. of Mathematics Required Cognates	3	Required Cognates	6
		6		
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>			
	RELT206 Prophetic Studies	2		
	Required Cognates	6		
	<b>TOTAL CREDITS</b>	<b>8</b>		
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	COUN348(234) Counselling Techniques	4	COUN349 Christian Perspectives	3
	FLEC 312 Parenting the Growing Child	3	COUN383 Group Dynamics in Coun.	3
	COUN324 Substance Abuse & Treatment Methodologies	3	STAT302 Statistics for Beh & Social Science...	3
	Required Cognates	6	Required Cognates	6
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>			
	Modern Language Requirement	3		
	<b>TOTAL CREDITS</b>	<b>3</b>		
4 <sup>th</sup> Year <b>Senior</b> (Over 96 credits)	PSYC460 Abnormal Psychology	3	COUN495 Practicum in Counselling	9
	SOWK460 Violence Intervention	3		
	PSYC345 Psychological & Social Research Meth.	3		
	RELB305 Life & Teachings of Christ	3		
	Required Cognate	3		
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>9</b>

## **BACHELOR OF SCIENCE IN PSYCHOLOGY (MINOR REQUIRED)**

The Bachelor of Science degree in Psychology prepares the individual in the study of behaviour and mental processes. This degree also provides an excellent foundation for students who plan on pursuing graduate studies in counselling psychology or -other branches of psychology such as: clinical, forensic, educational, sports, school, rehabilitation, industrial, organizational, engineering, quantitative and measurement or neuropsychology. This degree does not prepare persons to become professional counsellors. Persons desiring that preparation should enroll in the **Counselling or Guidance Counselling programmes.**

The minimum number of credits for the B.Sc. in Psychology is one hundred and thirty-four (134). Each student should take the common core of seventy-two (72) credits and a minor, consisting of twenty-one to thirty (21-30) credits, plus the **minimum** required General Education credits in order to satisfy the requirements of the degree.

### **CORE REQUIREMENTS**

BIOL101 Principles of Biology I	4
COUN110(120) Human Skills and Strategies	3
COUN121 Foundations of Counselling	3
COUN324(322) Substance Abuse and Treatment Method.	3
COUN348(234) Counselling Techniques	4
COUN349 Christian Perspectives in Helping Prof.	3
COUN383 Group Dynamics in Counselling	3
PSYC119 Principles of Psychology	3
PSYC215 Human Learning	3
PSYC221 Developmental Psychology: The Lifespan	3
PSYC224 Human Sexuality: Issues and Process	2
PSYC239 Stress Management: Theory and Practice	2
PSYC250 Social Psychology: Issues and Process	3
PSYC257 Physiological Psychology	3
PSYC295 Introduction to Theories of Personality	3
STAT302(PSYC349/SOCI240)Statistics for the Beh. and Social Sci	3
PSYC345(400/SOCI220) Psych. and Social Research Methods	3
PSYC472 Experimental Psychology	3
PSYC452 Directed Study/Research	3
PSYC460 Abnormal Psychology	3
PSYC455 Data Analysis: SPSS	3
PSYC486 Introduction to Psychological Testing	3
PSYC495 Community Psychology Fieldwork	6

### **72 CREDITS PREREQUISITES**

COUN110
COUN121 or SOWK120, ENGL119
COUN121 or SOWK120, ENGL119
COUN348, RELB113
COUN348
PSYC119, ENGL120
PSYC119
PSYC119
PSYC119
PSYC119, ENGL120
BIOL101, ENGL120
PSYC119
MATH100/MATH121
STAT302, ENGL120
PSYC345
PSYC345
PSYC221, COUN348
STAT302
STAT302
By advisement

### **MINOR REQUIREMENT**

### **21-30 CREDITS**

Minors may be chosen from any field of study other than Psychology, or Guidance Counselling. Choice of minor should be made in consultation with academic advisor and chair of the department from which the minor is chosen in the second semester of your first year. It is recommended that you begin your minor no later than the second semester of your second year.

**GENERAL EDUCATION REQUIREMENTS 41-49 CREDITS**

Please account for the minimum forty-one to forty-nine (41-49) Gen. Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the Bachelor’s Degree.

**RECOMMENDED PROGRAMME SEQUENCE  
BACHELOR OF SCIENCE IN PSYCHOLOGY**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	BIOL101 Principles of Biology I	4	COUN121 Foundations of Counselling	
	ENGL119 Freshman Composition I	3	CPTR110 Computers in Everyday Life	3
	EDUC100 Freshman Seminar	1	ENGL120 Freshman Composition II	3
	PSYC119 Principles of Psychology	3	RELB113 God & Human Life	3
	COUN110 Human Skills & Strategies	3	PSYC221 Developmental Psychology	3
	HPED111 Health & Physical Ed	2		3
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
<b>Summer I</b>				
	EDUC151 Fund. of Christian Ed.	3		
	Moral Development Requirement	3		
	<b>TOTAL CREDITS</b>	<b>6</b>		
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	COMM251 Oral Composition	3	PSYC295 Intro to Theories of Pers.	3
	PSYC215 Human Learning	3	PSYC250 Social Psychology	3
	PSYC224 Human Sexuality	2	STAT302 Statistics for the Beh. & Social Sci.	3
	PSYC239 Stress Management	2	Minor	6
	PSYC257 Physiological Psychology	3		
	MATH100 Fund. of Mathematics	3		
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
<b>Summer I</b>				
	MUED109 Music App	3		
	RELT206 Prophetic Studies	2		
	<b>TOTAL CREDITS</b>	<b>5</b>		
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	COUN348(234) Counselling Techniques	4	COUN349 Christian Perspectives	3
	COUN324 Substance Abuse & Treatment Methodologies	3	COUN383 Group Dynamics & Coun.	3
	PSYC345 Psych. & Social Research Methods	3	PSYC486 Intro. to Psych. Testing	3
	Minor	6	Minor	6
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>			
	Life & Teachings of Christ	3		
	Modern Language requirement	3		
	Minor	3		
	<b>TOTAL CREDITS</b>	<b>9</b>		
4 <sup>th</sup> Year <b>Senior</b> (Over 96 credits)	PSYC472 Experimental Psychology	3	PSYC459 Comm. Psych. Fieldwork	6
	PSYC460 Abnormal Psychology	3		
	PSYC452 Directed Study/Research	3		
	PSYC455 Data Analysis: SPSS	3		
	Minor	3		
<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>6</b>	

## BACHELOR OF SOCIAL WORK

The Bachelor of Social Work as a programme of study deals specifically with the promotion of social justice, social change and the empowerment and liberation of people to enhance their capacity and well-being towards social functioning.

The minimum number of credits for the Bachelor of Social Work is one hundred and thirty (130). Each student should take the common core of eighty-nine (89) credits, and the requisite General Education credits in order to satisfy the requirements of the degree. No minor is required. However students who major in Social Work and would like to work in schools may opt for a Minor in Education along with their degree.

CORE REQUIREMENTS	89 CREDITS	PREREQUISITES
COUN110 Human Skills and Strategies	3	
COUN 324(322) Substance Abuse and Treatment Method.	3	COUN110 or SOWK120
COUN348(234) Counselling Techniques	4	COUN121 or SOWK120, ENGL119
COUN349 Christian Perspectives in Helping Prof.	3	COUN348, RELB113
COUN383 Group Dynamics in Counselling	3	COUN348
FLEC219 Marriage and Family Dynamics	3	ENGL119, COUN110
FLEC312 Parenting the Growing Child	3	SOWK120, ENGL120
PSYC119 Principles of Psychology	3	
PSYC224 Human Sexuality: Issues and Process	2	PSYC119
PSYC239 Stress Management: Theory and Practice	2	PSYC119
PSYC250- Social Psychology: Issues and Process	3	PSYC119, ENGL119, COUN110
STAT302(PSYC349/SOCI240) Statistics for the Beh. and Social Sci.	3	MATH100 or MATH121
PSYC460 Abnormal Psychology	3	PSYC221, COUN348
PSYC345(400/SOCI220)Psych. and Social Research Methods	3	PSYC457, ENGL120
SOCI120 Introduction to Sociology	3	
SOWK120 Introduction to Social Work	3	COUN110, PSYC119
SOWK203 Social Work: Generalist Practice	3	SOWK120
SOWK212(204 & 206) Human Beh. and Social Env.	3	SOWK120
SOWK326 Social Work Economics	3	MATH100, SOWK203,
SOWK319, SOWK301		
SOWK243Social Work Theory and Practice	3	PSYC119 & SOWK203
SOWK295 Social Work Fieldwork I	1	SOWK203, SOWK212, SOWK226
SOWK300 Social Work Micro Practice	3	ENGL120, FLEC219, SOWK243
SOWK301 Social Work Macro Practice I	3	ENGL120, SOWK226, SOWK212
SOWK302 Social Work Macro Practice II	3	SOWK203, SOWK301
SOWK319 (303&304) Social Work, Social Policy, and the Law	3	SOWK301, ENGL120
SOWK400 Social Work Administration and Supervision	3	COUN383, SOWK203, SOWK319
SOWK460 Violence Intervention: A Systems Approach	3	COUN383, ENGL120
SOWK483 Child and Family Welfare	3	SOWK203, ENGL120, FLEC312, SOWK300, COUN383
SOWK495 Social Work Practicum	8	By Advisement

### GENERAL EDUCATION REQUIREMENTS (Minimum) 41- 49 CREDITS

Please account for the minimum forty-one (41) to forty-nine (49) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the Bachelor's Degree.

**RECOMMENDED PROGRAMME SEQUENCE  
BACHELOR OF SOCIAL WORK**

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr</b>
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	COUN110 Human Skills & Strategies	3	SOWK120 Intro. to Social Work	3
	EDUC100 Freshman Seminar	1	SOCI120 Introduction to Sociology	3
	ENGL119 Freshman Composition I	3	ENGL120 Freshman Composition II	3
	CPTR120 Computer Applications	3	MATH100 Fund. of Mathematics	3
	PSYC119 Principles of Psychology	3	PSYC250 Social Psych. Iss. & Proc.	3
	RELB113 God & Human Life	3		
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>			
	Ethics elective	3		
	Humanities and Fine Arts elective	3		
	EDUC151 Fund. of Christian Educ.	3		
	<b>TOTAL CREDITS</b>	<b>9</b>		
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	COMM251 Oral Communication	3	SOWK243 Social Work Theo. & Pract.	3
	FLEC219 Marriage & Family Dyn.	3	SOWK319(303 & 304) Social Work, Social Policy, and the Law	3
	SOWK203 Social Work Gen. Pract.	3	Modern Language Requirement	3
	SOWK212(204 & 206) Human Beh. and Social Env.	3	RELT206 Prophetic Studies	2
	PSYC239 Stress Mngt. Theo. & Pract.	2	PSYC224: Human Sexuality	2
	HPED111 Health & Physical ed	2	Science Elective	3
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer I</b>			
	RELB305 Life & Teachings of Christ	3		
	<b>TOTAL CREDITS</b>	<b>3</b>		
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	COUN348(234) Counselling Techniq.	4	COUN349 Christ. Pers. in Help. Prof.	3
	FLEC312 Parent. the Growing Child	3	COUN383 Group Dynamics in Coun.	3
	SOWK300 Social Work Micro Pract.	3	SOWK302 Social Wk Macro Pract. II	3
	SOWK301 Social Work Macro Pract. I	3	SOWK326 Social Work Economics	3
	COUN324 Substance Abuse and Treatment Methodologies	3	STAT302 Statistics for the Beh. & Social Sciences	3
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
		<b>Summer I</b>		
	SOWK295 Fieldwork I	1		
	<b>TOTAL CREDITS</b>	<b>1</b>		
4 <sup>th</sup> Year <b>Senior</b> (Over 96 credits)	SOWK400 Social Wk. Admin. & Sup.	3	SOWK495 Social Work Practicum	8
	PSYC460 Abnormal Psychology	3		
	SOWK483 Child & Family Welfare	3		
	SOWK460 Violence Intervention	3		
	PSYC345 Psychological & Social Research Methods	3		
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>8</b>

## ASSOCIATE OF SCIENCE IN CONFLICT ANALYSIS MANAGEMENT AND RESOLUTION

The total number of credits for the Associate of Science in Conflict Analysis Management and Resolution degree is seventy-seven (77). Each student should take the common core of forty-eight (48) credits and a minimum of twenty-nine (29) General Education and general elective credits in order to satisfy the requirements of the degree. *The mode of delivery for the core courses in this Associate degree is ONLINE.*

### CORE REQUIREMENTS

**48 CREDITS**

*COUN105 Principles of Conflict Analysis, Management and Resolution	3	
COUN110 Human Skills and Strategies	3	
*COUN130 Human Issues in Conflict Analysis	3	
*COUN200 Introduction to Mediation: Theory and Practice	3	COUN105, COUN130
*COUN205 Introduction to Negotiation Strategies: Theory and Practice	3	
*COUN210 Introduction to Facilitation: Theory and Practice	3	COUN105, COUN130
*COUN215 Cultural Perspectives in Conflict Resolution	3	
*COUN225 Theories of Conflict Analysis, Management and Resolution	3	COUN105, COUN130
*COUN230 Seminar: Conflict Analysis, Management and Resolution	3	
*COUN270 Critical Issues and Conflict Analysis, Management and Res.	3	
*COUN300 Conflict Resolution and the Law	3	
*COUN319 Conflict and Crisis Management	3	
*COUN305 Designing Conflict Resolution Systems	3	COUN225
*COUN342 Case Studies in Conflict Resolution	3	
*COUN397 Conflict Analysis, Management and Resolution: Fieldwork	3	
FLEC219 Marriage and Family Dynamics	3	

*(\*Listed in former Bulletins with CAMR course codes)*

### GENERAL EDUCATION REQUIREMENTS

**29 CREDITS**

Please account for the minimum twenty-nine (29) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the Associate's degree.



**RECOMMENDED PROGRAMME SEQUENCE  
ASSOCIATE OF SCIENCE IN CONFLICT ANALYSIS MANAGEMENT AND  
RESOLUTION**

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr</b>
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	EDUC100 Freshman Seminar	1	COUN200 Intro. to Mediation	3
	ENGL119 Freshman Composition I	3	COUN205 Intro. to Negot'n Strategies	3
	CPTR110 Computers in Everyday Life	3	Moral Dev. Requirement	3
	PSYC119 Principles of Psychology	3	ENGL120 Freshman Composition II	3
	COUN105 Principles of CAMR	3	COUN130 Human Issues in Conflict	3
	COUN110 Human Skills & Strategies	3		
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>		<b>Summer II</b>	
	COMM251 Oral Communication	3	FLEC219 Marriage & Family	3
	EDUC151 Fund. of Christian Ed.	3	Dynamics	3
	<b>TOTAL CREDITS</b>	<b>6</b>	RELB113 God & Human Life	
			<b>TOTAL CREDITS</b>	<b>6</b>
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	COUN210 Intro. to Facilitation	3	COUN300 Conflict Res. & The Law	3
	COUN215 Cultural Persp. in CR	3	COUN319 Conflict & Crisis Mgmt.	3
	COUN225 Theories of CAMR I	3	COUN342 Case Studies in CR	3
	COUN230 Seminar: in CAMR	3	COUN305 Designing CR System	3
	COUN270 Critical Issues & Ethics	3	RELT206 Prophetic Studies	2
			HPED111 Health & Physical Ed	2
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer I</b>			
	COUN397 CAMR: Fieldwork	3		
	<b>TOTAL CREDITS</b>	<b>3</b>		



## RECOMMENDED PROGRAMME SEQUENCE ASSOCIATE OF SCIENCE IN CRIMINAL JUSTICE

The Associate of Science in Criminal Justice is a regular programme requiring at least sixty-eight (68) credits for completion. There are thirteen (13) core courses, valuing 39 credits and eleven (11) General Education courses, valuing 29 credits.

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	EDUC100 Freshman Seminar	1	ENGL120 Freshman Composition II	3
	ENGL119 Freshman Comp. I	3	CHEM113 Intro. To Forensic Chemistry	3
	CJUS 112: The Church and Preservation of Instit. Justice	3	RELB113 God & Human Life	3
	CJUS 115 Intro. to Crim. Justice	3	CPTR110 Computers in Everyday Life	3
	SOCI120 Introduction to Sociology	3	LAWC107 Fund. of Law & Legal Systems.	3
	PSYC119 Principles of Psychology	3		
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>			
COMM251 Oral Communication	3			
RELB113 Ethics in Moral Dev.	3			
MUED109 Music App	3			
<b>TOTAL CREDITS</b>	<b>9</b>			
2 <sup>nd</sup> Year <b>Sophomore</b> (33-63 Credits)	STAT302- Statistics for Beh. & Social Sciences	3	CJUS 321 Phil. Of Punish. & Correction	3
	CJUS241 Citizens Rights & Law Enforcers Respon.	3	CJUS 371 Fund. of Restorative Justice.	3
	CJUS242 Ethics and Jurisprudence	3	SOCI 308 Criminology	3
	CJUS220 Crimes and their Victims	3	RELT206 Prophetic Studies	2
	PSYC345 Psychological and Social Research Methods	3	HPED111 Health & Physical Ed	2
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>13</b>

## ASSOCIATE OF SCIENCE IN FAMILY LIFE EDUCATION

The total number of credits for the Associate of Science in Family Life Education degree is seventy-six (76). Each student should take the common core of forty-four (47) credits and a minimum of twenty-nine (29) General Education and general elective credits in order to satisfy the requirements of the degree. The curriculum is designed specifically for the training of family life educators to serve in churches and community organizations in Jamaica, JAMU and the Caribbean.

### CORE REQUIREMENTS

COUN110(120) Human Skills and Strategies	3
COUN121 Foundations of Counselling	3
COUN324 Substance Abuse and Treatment Methodologies	3
COUN348(234) Counselling Techniques	4

**47 CREDITS**

### PREREQUISITES

COUN110
COUN121 or SOWK120 & ENGL119
COUN121 or SOWK120 & ENGL119

DIET120	Fundamentals of Nutrition	3	
FLEC120 (119)	Foundations of Family Life Education	3	
FLEC197	Family Resource Management	3	
FLEC219	Marriage and Family Dynamics	3	
FLEC221	Personality, Communications and Family Relations	3	ENGL120, COUN121, FLEC125 (119) & FLEC219
FLEC312	Parenting the Growing Child	3	COUN121, ENGL 120, FLEC219
FLEC249	Administration of Family Life Education Prog.	3	FLEC125&COUN348
FLEC290	Family Life Practicum	3	By Advisement, FLEC249 & FLEC312
PSYC119	Principles of Psychology	3	
PSYC221	Developmental Psychology: Lifespan	3	PSYC119 & ENGL119
PSYC224	Human Sexuality: Issues and Process	2	PSYC119 & ENGL119
PSYC239	Stress Management: Theory and Practice	2	PSYC119

**GENERAL EDUCATION REQUIREMENTS**

**29-30 CREDITS**

Please account for the minimum twenty-nine (29) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the Associate Degree.

**RECOMMENDED PROGRAMME SEQUENCE**  
**ASSOCIATE OF SCIENCE IN FAMILY LIFE EDUCATION**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	EDUC100 Freshman Seminar	1	FLEC120 (119) Foundations of Family Life Education	3
	ENGL119 Freshman Composition1	3	ENGL120 Freshman Comp. II	3
	CPTR110 Computers in Everyday Life	3	EDUC151 Fund. of Christian Ed.	3
	PSYC119 Principles of Psychology	3	FLEC221 Personality, Communications & Family Relations.	3
	RELB113 God & Human Life	3	COUN121 Foundations of Counselling	3
	COUN110 Human Skills and Strat.	3	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>		<b>Summer II</b>	
	DIET120 Fundamentals of Nutrition	3	NRSG217 Prin. of Wholistic Health	2
	FLEC197 Family Resource Mang.	3	HMEC129 Social & professional Ethics	3
	<b>TOTAL CREDITS</b>	<b>6</b>	<b>TOTAL CREDITS</b>	<b>5</b>
2 <sup>nd</sup> Year <b>Sophomore</b> (32-63 credits)	COMM251 Oral Communication	3	FLEC249 Adm. of Family Life Ed. Prog.	3
	PSYC221 Dev. Psych.: Lifespan	3	COUN 324 Substance Abuse and Treatment Methodologies	3
	PSYC239 Stress Management	2	COUN348(234) Counselling Techn.	4
	FLEC312 Parenting the Growing Child	3	PSYC224 Human Sexuality	2
	FLEC219 Marriage & Family Dynamics	3	FLEC290 Family Life Practicum	3
	RELT206 Prophetic Studies Gift of Prophecy	2		
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>

## ASSOCIATE OF SCIENCE IN SOCIAL WORK

The total number of credits for the Associate of Science in Social Work degree is seventy-five (75). Each student should take the common core of forty-six (46) credits and a minimum of twenty-nine (29) General Education and general elective credits in order to satisfy the requirements of the degree.

<b>CORE REQUIREMENTS</b>	<b>46 CREDITS</b>	<b>PREREQUISITES</b>
COUN110 Human Skills and Strategies	3	
FLEC312 Parenting the Growing Child	3	ENGL120 & COUN110
COUN348(234) Counselling Techniques	4	COUN121 or SOWK120 & ENGL120
COUN383 Group Dynamics in Counselling	3	COUN348 & ENGL 120
FLEC219 Marriage and Family Dynamics	3	COUN110 & ENGL120
PSYC119 Principles of Psychology	3	
SOWK120 Introduction to Social Work	3	COUN110 & PSYC119
SOWK203 Social Work: Generalist Practice	3	SOWK120
SOWK212(204 & 206) Human Beh. and Social Env.	3	SOWK120
SOWK300 Social Work Micro Practice	3	SOWK206, ENGL120, SOWK243 & FLEC219
SOWK301 Social Work Macro Practice I	3	SOWK226, SOWK212, SOWK319 & ENGL120
SOWK319(303 & 304) Social Work, Social Policy, and the Law	3	SOWK120 & ENGL120
SOWK400 Social Work Administration and Supervision	3	SOWK203 & ENGL120
SOWK483 Child and Family Welfare	3	FLEC312, ENGL120
SOWK495 Social Work Practicum	3	By Advisement

### GENERAL EDUCATION REQUIREMENTS 29 - 30 CREDITS

Please account for the minimum twenty-nine (29) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses must be taken (by advisement) to complete the minimum requirements for the Associate's Degree.

## RECOMMENDED PROGRAMME SEQUENCE ASSOCIATE OF SCIENCE IN SOCIAL WORK

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	EDUC100 Freshman Seminar	1	SOWK120 Intro. to Social Work	3
	ENGL119 Freshman Composition I	3	SOCI120 Introduction to Sociology	3
	CPTR110 Computers in Everyday Life	3	ENGL120 Freshman Composition II	3
	PSYC119 Principles of Psychology	3	RELB118 Ethics in Moral Dev.	3
	RELB113 God & Human Life	3	SOWK 212(204 & 206) Human	3
	COUN110 Human Skills and Strat.	3	Behavior and the Social Environment	
	<b>TOTAL CREDITS</b>		<b>16</b>	<b>TOTAL CREDITS</b>

	<b>Summer I</b>		<b>Summer II</b>	
	FLEC219 Marriage & Family Dynamics EDUC151 Fund. of Christian Ed. NRS217 Prin. of Wholistic Health <b>OR</b> HPED111 Health and Physical Ed.	3 3 2	RELT206 Prophetic Studies	2
	<b>TOTAL CREDITS</b>	<b>8</b>	<b>TOTAL CREDITS</b>	<b>2</b>
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	COMM251 Oral Communication COUN348 Counselling Techniques SOWK203 Social Work: Gen. Practice FLEC312 Parenting the Growing Child SOWK319(303&304) Social Work, Social Policy, and the Law	3 4 3 3 3	SOWK301 Social Work Macro Practice I SOWK483 Child & Family Welfare COUN383 Group Dynamics in Coun. SOWK300 Social Work Micro Practice SOWK400 Social Wk. Admin & Super.	3 3 3 3 3
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>			
	SOWK495 Social Work Practicum	3		
	<b>TOTAL CREDITS</b>	<b>3</b>		

### CERTIFICATE IN CRIME AND SECURITY MANAGEMENT

The growing incidents of crime and security issues ranging from interpersonal interactions to property violations require new techniques and approaches to reduce and where possible, solve these problems.

The Certificate in Crime and Security is designed primarily:

1. To establish the relationship between private and public security and the issues common to both;
2. To provide appropriate training for prospective and current security practitioners in the field.

The total number of credits for the Certificate in Crime and Security Management is forty (40). Each student should take the common core of twenty (20) credits and twenty (20) cognate credits in order to satisfy the requirements of the certificate.

**CORE REQUIREMENTS**

**20 CREDITS**

CJPS111 Foundations and Principles of Private Security	2
CJPS112 The Role and Ethical Practices of Security Officers	2
CJPS113 Introduction to Constitutional Law	2
CJPS121 Recognizing and Handling Property Violations	2
CJPS122 Basic Self Defense	2
CJPS123 Data Gathering and Reporting	2
CJPS131 Conflict Resolution Techniques	2

CJPS132 Security Administration and Man Management	3
CJPS133 Security Systems and Technologies	3

<b>REQUIRED COGNATES</b>	<b>20 CREDITS</b>
ENGL119 Freshman Composition 1	3
HPED111 Health and Physical Education	2
SOCI120 Introduction to Sociology	3
CPTR112 Introduction to Computer Science	3
SPAN 101 Beginning Spanish I	3
MATH121 College Algebra	3
RELB113 God and Human Life	3

**RECOMMENDED PROGRAMME SEQUENCE  
CERTIFICATE IN CRIME AND SECURITY MANAGEMENT**

<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	
CJPS111 Foundations & Principles of Private Security	2	CJPS123 Data Gathering & Reporting	2
CJPS112 The Role and Ethical Practices of Security Officers	2	CJPS131 Conflict Resolution Techniques	2
CJPS113 Intro to Constitutional Law	2	CJPS132 Security Administration and Man Management	3
CJPS121 Recognizing & Handling Property Violations	2	CJPS133 Security Systems and Technologies	3
CJPS122 Basic Self Defense	2		
<b>TOTAL CREDITS</b>	<b>10</b>	<b>TOTAL CREDITS</b>	<b>10</b>
<b>Summer I</b>		<b>Summer II</b>	
ENGL119 Freshman Composition 1	3	SPAN 101 Beginning Spanish I	3
HPED111 Health & Physical Education	2	MATH121 College Algebra	3
SOCI120 Introduction to Sociology	3	RELB113 God & Human Life	3
CPTR112 Intro. to Computer Science	3		
<b>TOTAL CREDITS</b>	<b>11</b>	<b>TOTAL CREDITS</b>	<b>9</b>

## CERTIFICATE IN FAMILY LIFE EDUCATION

The total number of credits for the Certificate in Family Life Education is forty-four (44). Each student should take the common core of twenty (31) credits and the minimum thirteen (13) general education credits in order to satisfy the requirements of this certificate.

<b>CORE REQUIREMENTS</b>	<b>31 CREDITS</b>	<b>PREREQUISITES</b>
COUN110 (120) Human Skills and Strategies	3	
COUN121 Foundations of Counselling	3	COUN110
COUN348(234) Counselling Techniques	4	COUN121/SOWK120
ECON132 Personal Finance and Development	3	See Dept. of Business
FLEC120 (119) Foundations of Family Life Education	3	
FLEC312 Parenting the Growing Child	3	FLEC219
FLEC249 Administration of Family Life Education Prog.	3	
PSYC119 Principles of Psychology	3	
PSYC221 Developmental Psychology: The Lifespan	3	PSYC119

**GENERAL EDUCATION REQUIREMENTS** **Minimum 13 CREDITS**  
 Please account for the minimum thirteen (13) General Education credits as stipulated in the sequence to complete the minimum requirements for this Certificate.

### RECOMMENDED PROGRAMME SEQUENCE CERTIFICATE IN FAMILY LIFE EDUCATION

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	EDUC100 Freshman Seminar	1	ENGL120 Freshman Composition II	3
	ENGL119 Freshman Composition I	3	COUN348(234) Counselling	4
	PSYC119 Principles of Psychology	3	Techniques	
	EDUC151 Fund. of Christian Ed.	3	COUN312 Parenting the Growing	3
	COUN110 Human Skills and Strat.	3	Child	
	FLEC120 (119) Foundations of Family Life Education	3	COUN121 Foundations of Couns.	3
			FLEC219 Marriage & Family Dynamics	3
	<b>TOTAL CREDITS</b>		<b>16</b>	<b>TOTAL CREDITS</b>
	<b>Summer I</b>		<b>Summer II</b>	
	PSYC221 Dev. Psych.: Lifespan	3	RELB113 God & Human Life	3
	FLEC197 Family Resource Management.	3	FLEC249 Adm. of Family Life Ed. Prog	3
	<b>TOTAL CREDITS</b>	<b>6</b>	<b>TOTAL CREDITS</b>	<b>6</b>





## BEHAVIOURAL AND SOCIAL SCIENCES ELECTIVES AND MINORS

These electives and minors are designed to be accessed by persons from any discipline that requires a minor. However, there are some that are specifically designed and labelled for the Criminal Justice and Family Studies majors. Students subscribing to these minors should begin in the first semester of their sophomore year.

### MINOR IN CONFLICT ANALYSIS, MANAGEMENT AND RESOLUTION (\*Listed in former Bulletins with CAMR course codes)

The Minor in Conflict Analysis, Management and Resolution requires a total of 29 credits. It is designed to prepare student to have a basic understanding of conflict, its causes, dynamics and its often complex consequences. The minor also aims at consolidating students' commitment to social justice; and, promoting a culture of peace and nonviolent conflict resolution.

		29 CREDITS	PREREQUISITES
COUN105	Principles of Conflict Analysis, Management and Resolution	3	
COUN110(120)	Human Skills and Strategies	3	
COUN130	Human Issues in Conflict Analysis	3	
COUN200	Introduction to Mediation (Theory and Practice)	3	COUN105, COUN130
COUN210	Introduction to Facilitation (Theory and Practice)	3	COUN105, COUN130
COUN220	Theories of Conflict Analysis, Management and Resolution	3	COUN105, COUN130
COUN230	Seminar: Conflict Analysis, Management and Resolution	2	COUN130
COUN305	Designing Conflict Resolution Systems	3	COUN220
COUN310	Conflict Analysis, Management and Resolution: Research Methods	3	COUN220
COUN319	Conflict and Crisis Management	3	COUN230

### MINOR IN CORRECTIONS AND REHABILITATION 29 Credits

The Corrections and Rehabilitation minor exposes students to important concepts in corrections and promotes an understanding of the correctional and rehabilitation environment. Minor courses also introduce students to all aspects of careers in corrections. Additionally, the minor aims to equip students with a better understanding of current social problems, stress management, and crime science investigation. **Students who select this minor and are not majoring in Criminal Justice MUST select CJUS115: Intro. to Criminal Justice as one of the three electives. This elective must be done prior to completing any third or fourth level course in the minor.**

CJUS 221	Prisons and Prison Subculture	3	
CJUS 332	Crowd and Riot Control	3	CJUS115
CJUS 421	Prison Crisis Management	3	CJUS221
CJUS 451	Gender and the Criminal Justice System	3	CJUS115
CJUS 452	Theories and Methods of Offender Treatment	3	CJUS221
CJUS 461	Crime Scene Investigation	3	CJUS231
PSYC239	Stress Management: Theory and Practice	2	
	Criminal Justice Electives (Any 3)	9	

**MINOR IN FAMILY LIFE EDUCATION**

The Minor in Family Life Education in the Department of Behavioural and Social Sciences provides an academic and professional background for work with children, adults, couples, and families. It offers an interdisciplinary foundation in several areas that influence and enhance the quality of life of children, adults, couples, and families based on education, enrichment and prevention. Fieldwork opportunities where students have direct experiences with individuals and families in the community are provided for qualified students.

	<b>29 CREDITS</b>	<b>PREREQUISITES</b>
COUN110(120) Human Skills and Strategies	3	
COUN121 Foundations of Counselling	3	COUN110
COUN 324(322) Substance Abuse and Treatment Methodologies	3	COUN110/SOWK120, PSYC119
FLEC125(119) Foundations of Family Life Education	3	
FLEC249 Administration of Family Life Education Prog.	3	
FLEC312 Parenting the Growing Child	3	
FLEC219 Marriage and Family in Dynamics	3	
PSYC224 Human Sexuality: Issues and Process	2	PSYC119
PSYC119 Principles of Psychology	3	
PSYC221 Developmental Psychology: The Lifespan	3	PSYC119

**FAMILY LIFE ONE (1) CREDIT ELECTIVES**

(These single credit courses can be taken by any major. They are offered mostly online with a one-day intensive. Students are required to do intensive preparation in completing all major assignments prior to the day presentation and interactions)

FLEC102 Personal Enrichment: The Art of Loving	1
FLEC103 My Family Photo Frame I	1
FLEC104 My Family Photo Frame II	1
FLEC105 The Autonomy of Adolescents Changing Mind	1
FLEC202 Managing Family Conflict	1
FLEC203 Building Positive Family Relationships	1
FLEC204 Coping with loss Pain and Suffering	1
FLEC205 Managing the Aftermath of Anger	1
FLEC302 The Family's Response to Child Molestation	1
FLEC303 Breaking the Cycle of Family Violence	1
FLEC304 The Effects of Parent and Child abuse on Family Relations	1
FLEC305 Repairing Hurting Family Relationships	1
FLEC402 Managing Mental Health Challenges: A Family's Response	1
FLEC403 Behaviour Modification Strategies for At-Risk Children	1
FLEC404 Life Style Choices and Sexual Orientation	1
FLEC405 Coping With Infidelity	1

**FAMILY LIFE THREE (3) CREDIT ELECTIVES**

FLEC125(119)	Foundations of Family Life Education	3	COUN121, ENGL119
FLEC197	Family Resource Management		
FLEC221	Personality, Communication, and Family Relations	3	
FLEC300	Biblical Perspective of Suffering and Forgiveness	3	FLEC 238
FLEC332	Family Mediation and Conflict Management	3	FLEC219, FLEC300
FLEC355	West Indian Families Parenting Styles	3	
FLEC447	Management of Family Life Education Programmes	3	FLEC322

**MINOR IN FORENSIC SCIENCE**

**30 Credits**

The minor in forensic science is offered to provide students with an understanding of the fundamental concepts and principles behind the application of scientific techniques to forensic investigations and to the criminal justice system. The minor allows students to gain both a deep understanding of a traditional discipline through their major field of study while gaining some experience with various aspects of forensic science and criminal investigations. **Students minoring in Forensic Science must have external passes in Biology and/or Chemistry. Additionally, students who select this minor and are not majoring in Criminal Justice MUST select CJUS115: Intro. to Criminal Justice and CHEM113: Introduction to Forensic Chemistry as electives. These electives must be done prior to completing any third or fourth level course in the minor.**

BIOL 320	Forensic Pathology	3	External pass in biology/chemistry
CHEM 320	Forensic Chemistry	3	CHEM113
CHEM 420	DNA Technology in Forensics	3	CHEM320
CJUS 231	Functions of Law Enforcement	3	CJUS115
CJUS 461	Crime Scene Investigation	3	CJUS231
CJUS 462	Fingerprinting	3	CJUS231
CJUS 464	Forensic Psychology	3	PSYC119
Criminal Justice Electives (Any 3)		9	

**MINOR IN GUIDANCE COUNSELLING**

The Minor in Guidance and Counselling examines the increasing emotional and behavioural difficulties for children and adolescents in the rapidly changing familiar and societal contexts, and addresses all the relevant issues in the context of school guidance and counselling. It aims to help participants acquire adequate knowledge, skills and commitment to play out their caring role and be members of guidance / counselling team in schools. They could be prepared to support schools in carrying out guidance programmes,

		<b>29 CREDITS</b>	<b>PREREQUISITES</b>
COUN110(120)	Human Skills and Strategies	3	
COUN121	Foundations of Counselling	3	COUN110
COUN238(338)	Career Planning: Theory and Practice	3	
FLEC312	Parenting the Growing Child	3	
COUN324 (322)	Substance Abuse and Treatment Methodologies	3	

COUN110/SOWK120, PSYC119			
COUN348(234)	Counselling Techniques	4	COUN120
COUN383	Group Dynamics in Counselling	3	COUN348
COUN395	Counselling Fieldwork	3	By advisement
PSYC224(420)	Human Sexuality: Issues and Process	2	PSYC119
PSYC239(319)	Stress Management: Theory & Practice	2	PSYC119

**MINOR IN LAW 30 CREDITS**

Given the eminence of globalization, legal knowledge in every academic discipline is of profound importance. The minor in law is directed to expose students in all areas of academia to core legal principles affecting their daily existence, as well as to act as a catalyst for those intending to pursue a career in law.

**CORE REQUIREMENTS 30 CREDITS**

LAWC101	Legal Research Writing	3
LAWC107*1	Fundamentals of Law and Legal Systems	3
LAWC211	The Principles of Constitutional Law	3
LAWC215	Criminal Law I	3
LAWC221	Contract Law I	3
LAWC235	Law of Tort I	3
LAWC360	Alternative Dispute Resolution	3
LAWC370	Public and Administrative Law	3
	Criminal Justice Electives*2 (Any 2)	6
	DO ANY TWO(2) other Law courses <sup>2</sup>	

\*1Students whose major is Criminal Justice must replace LAW107 with an additional course, given that LAW107 is listed among the core courses.

**ELECTIVES**

Choose from the following list of electives OR from ANY other law course relevant to the law minor offered through the Department in the semester required.

ECON217	Macroeconomics I	3
BSAD341	Business Law	3
SOCI120	Introduction to Sociology <b>OR</b>	
BIOL189	Philosophy of Science	3
PLSC350	International Relations	3
HMG361	Hospitality Law	3
LAWC400	Public International Law	3
SOCI400	Crime, Law and Society	3
LAWC490	Jurisprudence	3
COMM316	Introduction to Debate and Argumentation	3
JOUR310	Opinion Writing <b>OR</b>	
ENGL373	Advanced Writing	3
COMM355	Logic	3
BSAD489	Ethics and Values in Business <b>OR</b>	
RELT451	Christian Ethics and Moral Development	3

**NB: Please be advised that three hundred and four hundred level courses are available to junior and senior year students only OR by advisement.**

**MINOR IN LAW AND POLITICAL SCIENCE**

Given the eminence of globalization, legal knowledge in every academic discipline is of profound importance. The minor in law and political science is directed to expose students in all areas of academia to core legal and political science principles affecting their daily existence, as well as to act as a catalyst for those intending to pursue a career in law, politics or public life.

**21 CREDITS**

LAWC101 Legal Research and Writings	3
LAWC107 Fundamentals of Law and Legal Systems	3
PLSC120(211) Introduction to Political Science and Gov.	3
LAWC211(350) The Principles of Constitutional Law	3
PLSC250 Comparative Government	3
Elective – any other law course	3
Elective – any other political science course	3

**MINOR IN LAW ENFORCEMENT**

The law enforcement program is designed for individuals seeking a professional career in criminal justice and law enforcement. It is open to students who wish to improve their basic education, and who may be interested in pursuing a career in law enforcement.

**30 CREDITS**

CJUS 231 Functions of Law Enforcement	3	CJUS115
CJUS 332 Crowd and Riot Control	3	CJUS231
CJUS 333 Community Policing	3	CJUS231
CJUS 431 Terrorism and the State	3	CJUS115, 220, 331
CJUS 461 Crime Scene Investigation	3	CJUS231
CJUS 481 Stress Management for Criminal Justice Workers	3	PSYC119
CJUS 483 Interviewing and Interrogation Techniques	3	CJUS115, COUN110
Criminal Justice Electives (Any 3)	9	

**NB. Students who select this minor and are not majoring in Criminal Justice MUST select CJUS115: Intro. to Criminal Justice as one of the three electives. This elective must be done prior to completing any third or fourth level course in the minor.**

**POLITICAL SCIENCE AND GOVERNMENT**

**Why study political science and government?**

Political Science and Government is an excellent foundation for careers in law, government, public administration, management, media/journalism, education, psychology and other areas; but the most fundamental justification is that it helps individuals to become more effective participants in civic life. One’s existence as a citizen depends in no small degree on what government does or does not do. It is imperative that citizens understand how government works (or does not work), and the context within which this happens. Personal happiness depends on it.

The minor consists of twenty-one credits (21). There are five (5) core courses totaling fifteen (15) credits, and students should do another six credits (6 credits) from the list provided. (By consent of the instructor, upper division courses may be available to selected students who do not satisfy the prerequisites.)

**MINOR IN POLITICAL SCIENCE AND GOVERNMENT 27 CREDITS**

The Political Science and Government Minor consists of 27 credits with at least one course in each of the following Political Science areas: law, international relations, comparative politics and theory/methodology. This minor offering a versatile set of skills that are valued by employers and which can facilitate flexible career paths in a rapidly changing world.

LAWC107	Fundamentals of Law and Legal Systems	3
PLSC120	Foundations of Political Science and Govt.	3
PLSC121	Foundations of Political Philosophy	3
PLSC212	The Jamaican Political System	3
PLSC210	Caribbean Politics and Government	3
PLSC 250	Comparative Government	3

Students must do three (3) credits from the electives below. Please note that not all courses will be available at all times. The student must consult the department to see which ones will be available.

**Electives CHOOSE THREE (3) CREDITS**

PLSC315	African Politics *	3
PLSC320	Modern Caribbean Political Thinkers *	3
PLSC350	International Relations	3
PLSC355	Democracy and Democratization	3
PLSC410	Politics of Industrial Societies*	3
PLSC420	Politics and Government of the European Union*	3
PLSC421	The Politics of Human Rights in the Caribbean	3

\* Available in alternate years and are contingent on class size of no less than twenty (20) students.

**MINOR IN PSYCHOLOGY 28 CREDITS PREREQUISITES**

The Psychology minor is designed to provide undergraduate students with a broad overview of topics and domains within psychology, knowledge and skills related to research methods in psychology, and deeper knowledge of research, theory, and application in one or two specific content domains. Students completing this minor will find a flexible selection of coursework in psychology.

COUN110	Human Skills and Strategies	3	
COUN121	Foundations of Counselling	3	COUN110
PSYC119	Principles of Psychology	3	
PSYC239	Stress Management: Theory and Practice	2	PSYC119
PSYC221	Developmental Psychology: The Lifespan	3	PSYC119
PSYC224	Human Sexuality: Issues and Process	2	PSYC119
PSYC250	Social Psychology: Issues and Process	3	PSYC119

PSYC257	Physiological Psychology	3	BIOL101
PSYC295	Introduction to Theories of Personality	3	PSYC119
STAT302	Statistics for the Beh. and Social Sciences	3	MATH100

**MINOR IN SOCIOLOGY 30 CREDITS**

The minor in sociology consists of thirty (30) credits. There are nine (9) core courses totaling twenty-seven (27) credits and students should do one three (3) credit course from the electives indicated.

**27 CREDITS**

PSYC345	Psychological and Social Research Methods	3	STAT302
SOCI120	Introduction to Sociology	3	
SOCI231	Marriage and Family in Diverse Cultures	3	
STAT302	Statistics for Behavioural and Social Sciences	3	MATH100
SOCI300	Sociological Theory	3	
SOCI301	Sociology of the Caribbean	3	
SOCI320	Survey Research: Field Work	3	
SOCI308	Crime, Law and Society	3	
SOCI440	Research Seminar	3	

**ELECTIVES CHOOSE THREE (3) CREDITS**

SOCI420	Medical Sociology	3	
SOCI460	Community, Technology and Society	3	

**MINOR IN SOCIAL WORK 28 CREDITS PREREQUISITES**

The minor in Social Work is designed to familiarize students with the social service system, major social welfare programs, and elements of the profession of social work. The minor provides the opportunity for student to gain an in-depth understanding of many of the complex social problems of our time, domestically and internationally, and what can be done to alleviate these problems.

COUN110	Human Skills and Strategies	3	
COUN121	Foundations of Counselling	3	COUN110
COUN348(234)	Counselling Techniques	4	
SOWK120(199)	Introduction to Social Work	3	COUN110 & PSYC119
SOWK203	Social Work: Generalist Practice	3	SOWK120
SOWK206(204 & 206)	Human Beh. and the Social Env.	3	FLEC119 & SOWK226
SOWK300	Social Work Micro Practice	3	SOWK203/204, PSYC221
SOWK319(303 & 304)	Social Work, Social Policy, and the Law	3	SOWK120
SOWK395	Social Work: Fieldwork II	3	



<b>CONCENTRATION IN SOCIOLOGY AND CRIMINOLOGY</b>		<b>21 Credits</b>	
CJUS221	Prisons and Prison Subculture	3	CJUS115
SOCI300	Sociological Theory	3	SOCI120
SOCI301	Sociology of the Caribbean	3	SOCI120
SOCI320	Survey Research: Field Work	3	
SOCI401	Applied Criminology	3	
SOCI440	Research Seminar	3	
SOCI460	Community, Technology and Society	3	

**DESCRIPTION OF COURSES**

**CJPS011 Foundation and Principles of Private Security 2 Credits**

This course illustrates the background problems related to, the need for, and benefits of security. Distinction is also made between private and public security and the parameters and boundary conditions governing each.

**CJPS012 Role and Ethical Practices of Security Officers 2 Credits**

The course introduces the role of the security officer and the legal and ethical issues guiding his functions. The moral obligations that stem from social and religious issues are also examined and prudent practices inculcated with respect to a variety of problem-solving methods. Students are expected to show theoretical and practical knowledge in relation to the above-mentioned situations.

**CJPS013 Constitutional Law 2 Credits**

This course introduces the roles and functions of the legislature, as well as the rights of individuals and property under Commonwealth law. Specific laws such as the Trespass Act, and Larceny Act, are thoroughly analyzed especially as it relates to their relevance in private security. The origin and intended functions of these and other related laws are also examined.

**CJPS021 Recognizing and Handling Property Violations 2 Credits**

The definitions and types of property violations are introduced to students in this course. Appropriate ways of dealing with the breaches specifically related to the violations of property are explored and cemented. As a part of the assessment, students are exposed to a number of situations which require the synthesis and application of the techniques introduced.

**CJPS022 Basic Self Defense 2 Credits**

The etiquette, discipline and practices of a variety of martial arts techniques are the primary focus of this course. Students are expected to explain and demonstrate these techniques as a part of their evaluation.

**CJPS023 Data Gathering and Reporting 2 Credits**

This course teaches the rudiments of collecting information, through such techniques as observation (first-hand) and interview (second-hand), and the requisite presentation media for efficient dissemination of the same. This includes an in-depth analysis of follow-up techniques that are necessary and sufficient to ensuring data integrity and accurate reporting.

**CJPS031 Conflict Resolution Techniques 2 Credits**

The theories and principles of conflict and the techniques primarily utilized for conflict resolution are taught in this course. Emphasis is placed on the identification of conflict triggers, both socially and psychologically, and prevention measures. Methods in recognition, intervention, and solution of disputes also receive much focus.

**CJPS032 Security Administration and Management 3 Credits**

The course looks at the legal, business, and human resource issues that are relevant in effecting managerial and supervisory functions in private security enterprises. Topics examined include: the legal framework governing the establishment and operation of private security firms, basic managerial skills, organizational behaviour, labour relations, and worker rights within an organization.

**CJPS033 Security Systems and Technologies 3 Credits**

In this course, the historic role of science and technology in enhancing and advancing private security functions are studied. Full treatise is given on the variety of available security systems, which are utilized worldwide, the cost and benefits of such systems, and typical methods of breach. Technological tools, such as laser triggered alarms, CCTV, GIS systems, et cetera, are described and the predicted future for additional technological development discussed.

**CJUS112 The Church and Preservation of “Institutional Justice” 3 Credits**

The influence of the Church, its organization and moral principles in shaping Commonwealth legislature and criminal justice institutions are examined. Students are taught some of the moral and philosophical deficiencies in the process of criminal justice and identify how the Church and Christian philosophies may guide the process of making justice dispensation fairer.

**CJUS115 Introduction to Criminal Justice 3 Credits**

This course is designed to present an introductory overview of the functioning of the criminal justice system and its relationship to society. The major aim shows the interconnectedness of all the agencies within the system.

**CJUS220 Crimes and Their Victims 3 Credits**

The etiology and categories of crime and their victims are the primary areas of emphases offered in this course. Students, at the end of the course, have a concrete understanding of the factors affecting the various definitions of crime as well as exposure to the types of victims and the sociological implications of victimization within a global context. This course specifically aims at providing the foundational requirements for the Associate degree.

**Prerequisite: CJUS115: Introduction to Criminal Justice**

**CJUS221 Prisons and Prison Sub-culture 3 Credits**

Students analyze the history and intended role of penal institutions; from *juvenile centres* to *maximum security prisons*. An understanding of how the present prison system works, including the administrative and logistical functions therein, are delivered during this course. Information is gleaned regarding the efficiency of prisons in carrying out the mandate of state security. The existing subcultures of relationships and inter-relationships among correctional workers, inmates, and social workers within prisons form the framework for understanding the prison subculture. The typical operational modes, including rules of engagement, gang existence; *formal and informal* hierarchical structure, et cetera are explored and analyzed.

**Prerequisite: CJUS115: Introduction to Criminal Justice**

**CJUS222 Problems of Correction****3 Credits**

This course is a semester long case study that examines the methods utilized in effecting correction among criminal offenders. The relevance and success of the same are analyzed and various models applied across different countries utilized for comparative analysis.

**Prerequisite: CJUS115: Introduction to Criminal Justice**

**CJUS231 Functions of Law Enforcement****3 Credits**

An introduction to the philosophy and practice of policing and its organizational and administrative structures is the primary objective of this freshman/sophomore level course. The emphasis of the course is on the functions of the police, for example, law enforcement, order maintenance and public service; their responsibilities such as the preservation of constitutional rights, as well as including the organizational and management aspects for effective policing. **Prerequisite: CJUS115: Introduction to Criminal Justice**

**CJUS233 Dealing with Immigration Issues****3 Credits**

An introduction to the major immigration problem that is relevant among developing countries with limited border restrictions. An understanding of Jamaican Immigration Law and an analysis of the weaknesses therein are pursued. The course examines measures by which more stringent border control are effected, especially via the air and sea ports and ways in which immigration law offenders are traced and deported. The role of illegal immigrants in criminal activity along with human trafficking within Jamaica are also studied. **Prerequisite: CJUS115: Introduction to Criminal Justice**

**CJUS241 Citizens' Rights and Law Enforcers' Responsibilities****3 Credits**

This course explores the Jamaican constitution, and the constitution in other Commonwealth jurisdictions, with regard to understanding the right of citizens under the law. The Citizens Charter and other similar documents also form the framework for discussion. Common abuses and offenders involved therein are examined. The responsibilities of citizens towards the state are also examined and the responsibility of the state towards preservation of the rule of law, *via* its law enforcement agents, without infringing on citizens' rights are also studied.

**Prerequisite: CJUS115: Introduction to Criminal Justice**

**CJUS242 Ethics and Jurisprudence****3 Credits**

The ethical principles and legal parameters that bound the activities of workers within the criminal justice system are explored to derive a full understanding of the interrelated responsibilities, general roles, functions, and practice that are requisite for proper conduct.

**Prerequisite: LAWC107: Fundamentals of Law and Legal Systems**

**CJUS313 Public Governance in Criminal Justice****3 Credits**

The course is aimed at providing an overview of the theoretical foundations, and nature of governance in the public sphere, especially with respect to criminal justice. The student examines the traditional management functions in the legal domain performed by policy makers and public servants as well as current issues and problems in the field. **Prerequisite: CJUS115: Introduction to Criminal Justice**

**CJUS321 Philosophy of Punishment and Corrections****3 Credits**

The course explores the theory and practice of punishment and corrections. It delves into the organization and structure of penal institutions as well as the policies implemented. This

integrated approach is aimed at preparing the student to adequately address the issues which are likely to arise. Students explore the various issues within adult, community and juvenile centres: such as overcrowding, inmates with AIDS, issues relating to parole release and existing subcultures. It is anticipated that the student will critically examine the current prison system and policies within Jamaica. **Prerequisite: CJUS115: Introduction to Criminal Justice**

**CJUS331 Organized Crime**

**3 Credits**

This course examines the proliferation of drug-related and gang-related criminal activities being experienced globally. The psycho-sociological underpinnings guiding such activities as human-trafficking, pornography, customs and excise evasion, and the narco-trade are analyzed. Understanding of the personality traits behind organized crime, the *modus operandi* of criminal gangs, means of intercepting activities and confiscating resources, among others are derived from the course. **Prerequisite: CJUS241: Citizens' Rights and Law Enforcers' Responsibilities**

**CJUS332 Crowd and Riot Control**

**3 Credits**

This course explores psychological and sociological theories governing mob formation and offers techniques in dealing with crowds and riots both within the public sphere and enclosed environments. **Prerequisite: CJUS115: Introduction to Criminal Justice**

**CJUS333 Community Policing**

**3 Credits**

This course examines community policing theory and proactive community-based policing in the context of changes within communities and the police force. The identification of problems, which underlie the crimes committed in certain communities, are examined to develop both the process of change and the development of a change strategy. Emphasis on problem-solving models developed by various police forces to examine the multitude of effective policing models and the solutions offered by those models are made, such that students explore case histories and learn to develop creative solutions for simulated and current community problems. **Prerequisite: CJUS115: Introduction to Criminal Justice**

**CJUS352 Victims of Crime**

**3 Credits**

The students explore the definitions and types of crimes and the victims that result from the respective types. Sociological and psychological effect of crimes on victims, particularly abuse, rape, child molestation, among others are also explored. In addition, techniques of intervention, in order to reintegrate the victim into society, are examined. Methods of minimizing the victim's *post-crime* trauma are also studied. **Prerequisite: CJUS241 Citizens' Rights and Law Enforcers' Responsibilities**

**CJUS371 Fundamentals of Restorative Justice**

**3 Credits**

The course is designed to explore the rudiments and principles of restorative justice. Students are able to understand the process for the design, implementation and management of programmes essential to this model. Issues relating to the legal issues, organizational change and development, key stakeholder analysis in addition to research and evaluation strategies are also introduced. This course is specifically designed for students pursuing the Associate of Science in Criminal Justice. **Prerequisites: CJUS112: The Church and the Preservation of Institutional Justice; CJUS115: Introduction to Criminal Justice**

**CJUS400 Internship in Criminal Justice**

**4 Credits**

Students are placed in approved criminal justice agencies, viz. *correction facility, law*

*enforcement agency, the court, and the crime lab, to gain practical understanding of how these institutions within the system function. They participate in effecting the daily duties of the agencies of choice so as to derive first-hand understanding of the strengths and weaknesses therein. Students limit their choice to any two of the four agencies. Prerequisites: Completion of core courses and by authorized permission*

**CJUS421 Prison Crisis Management** **3 Credits**

This course offers practical techniques and theories of crisis intervention of hostage, suicide, domestic violence, sexual assault and drug abuse incidents in prisons. Students are exposed to the basic concepts of crisis intervention as well as practical ways for identifying the major personality types involved and the ways to address the various crises based on these personality types. **Prerequisites: PSYC119: Principles of Psychology; SOCI: Intro to Sociology, CJUS221 Prisons and Prison Sub-culture**

**CJUS431 Terrorism and the State** **3 Credits**

This course aims to explore issues of terrorism and counterterrorism as they are effected globally. Such issues as definitions, international law, local law (*such as the Terrorism Act*), as well as socio-economical, religious, and political influences on terrorist activities will be examined. The common types, as well as the sociological and psychological aspects in understanding this phenomenon, form a crucial part of the case study within the course. The role of the state in implementing techniques for identifying and monitoring terrorist suspects, as well as preventing/minimizing terrorist activities are emphasized. **Prerequisites: CJUS115: Introduction to Criminal Justice; CJUS220 Crimes and their Victims; CJUS331: Organized Crime**

**CJUS441 International Human Rights** **3 Credits**

This course explores the pertinent issue of international human rights with specific relation to the United Nations treaties on *international human rights* and on *war crimes*. Cases of violation are studied for analysis with respect to reasons, circumstances, and requisite sanctions. The operation of local human rights groups to protect the right of citizens against state abuses is also explored. **Prerequisite: CJUS241 Citizens' Rights and Law Enforcers' Responsibilities**

**CJUS451 Gender and the Criminal Justice System** **3 Credits**

The course gives a comprehensive approach to gender-role within the criminal justice system in three main areas as (1) offenders; (2) victims and (3) workers. It provides a historical perspective of the female juvenile and adult facilities, as well as the crime rates and sentencing practices. The student will be made aware of the differences in approaches needed for female sentencing and rehabilitation and explores whether or not there is victimizing role of the different genders within the criminal justice system. The final area explores gender-specific challenges faced by individuals within the system. **Prerequisite: CJUS115: Introduction to Criminal Justice**

**CJUS452 Theories and Methods of Offender Treatment** **3 Credits**

This course explores the theories and techniques which should be utilized while attending to persons charged within the criminal justice system. The history of the offender's treatment is explored as well as the classification of the various methods used to administer change in attitude and behaviour. This theoretically based course allows for the incorporation of appropriate theories to address the issues involved within the penal institutions, probation and parole. **Prerequisite: CJUS321: Philosophy of Punishment and Corrections**

**CJUS461 Crime Scene Investigation**

**3 Credits**

Crime Scene investigation is a salient area for the overall criminal justice system. The course instils the importance of preserving the crime scene as well as methods of recreating the crime scene in order to derive possible answers on a crime. The student is also exposed to the principles and techniques of observation and evidence gathering. An integral part of the course is the provision of practical scenarios to develop the requisite skills through a “crime scene” room. **Prerequisite: CJUS231: Functions of Law Enforcement**

**CJUS462 Fingerprinting**

**3 Credits**

Techniques related to effective fingerprinting techniques are explored. Students learn the importance of identifying relevant areas to be evaluated, methods of obtaining prints from various surfaces, and how to preserve and record the prints for analysis. The history and role of fingerprinting in criminal identification are also studied to impart relevance on this technique that is central to law enforcement activities globally. **Prerequisite: CJUS231: Functions of Law Enforcement**

**CJUS463 Technological Crimes and Crime Mapping**

**3 Credits**

As the face of crime changes, it becomes imperative that the contemporary law enforcers arm themselves with techniques to combat and prevent the new technological crimes that have become prevalent locally and globally. This course provides the necessary information to assist practitioners in understanding technology and its utilization in effecting crime, as well as how its use may enhance crime fighting capabilities. Details on analyzing patterns, especially locations, connected to crimes also introduce *Geographic Information Systems* (GIS) and *Geographic Position Satellites* (GPS) and their role in geographic profiling. Emphasis is placed on the identification of patterns and trends among criminals, as well as clusters and locations of various offences such as burglary, rape and drug-related activities. Students are expected to construct maps using governmental and other data. **Prerequisite: CJUS220: Crimes and their victims**

**CJUS464 Forensic Psychology**

**3 Credits**

Forensic psychology is the application of psychological methods, research, theory and practice to the study of the justice system. The course highlights the issues and responsibilities of the forensic psychologists. Additionally, it explores the techniques of criminal investigation such as profiling and jury selection, and examines matters such as insanity and competency pleas and child placement. **Prerequisite: PSYC119: Principles of Psychology**

**CJUS471 Restorative Justice**

**3 Credits**

The student in this course is exposed to the rudiments of philosophies and practices of restorative justice. The challenges experienced within traditional correction programmes are highlighted and ways in which this contemporary perspective provides a more rational approach to rehabilitation issues presented. **Prerequisite: CJUS321: Philosophy of Punishment and Corrections**

**CJUS472 Juvenile Delinquents**

**3 Credits**

This course is designed for seniors to provide a comprehensive view of the origins and theories pertaining to delinquents and under- aged criminal offenders. It provides the student with the necessary exposure to the theories leading to the offence. Current research on the factors influencing delinquent behaviour such as mass media and technological games, environmental

and psychological factors are incorporated. The juvenile policies in Jamaica and within the Caribbean are applied in the course. **Prerequisite: CJUS321 Philosophy of Punishment and Corrections**

**CJUS481 Stress and Criminal Justice Workers**

**3 Credits**

The course is aimed at informing the student of the nature and characteristics of the stress associated in the line of duty. The course identifies the stressors innate within the profession and introduces the student to various stress management techniques. Content areas explored in this course look at dealing with post trauma shooting, death and severe injury, testifying in court, and dealing with the public. The consequences of enforcement officers' stress are also introduced. The stress management techniques employ psychological and physical techniques for controlling stress. **Prerequisite: CJUS115: Introduction to Criminal Justice**

**CJUS482 Serial Offenders**

**3 Credits**

This course investigates the various types of serial offenders and focuses on ways to identify and address the special needs of these offenders. It requires the student's mastery of previous psychological, sociological, political and public administration theories, to adequately respond to these offenders. The course addresses areas such as the origin of serial and mass killing within a biological, psychological and sociological framework; profiles of these offenders within a gender framework; identifying potential victims; and the preventative tactics in cases of serial offences including serial murder. Students are exposed to serial offenders through interviews and other self reports. *The course involves comparative analysis given the global nature of crime.* **Prerequisite: CJUS331: Organized Crime**

**CJUS483 Interviewing and Interrogation Techniques**

**3 Credits**

This course seeks to introduce the students to the definitions and terms associated with interviews and interrogations, not excluding the identification of related ethical issues. The student will explore proper procedures and techniques in obtaining witness statements for both adults and children. The student will also be exposed to identifying the signs of truth and deception within human behaviour. **Prerequisite: CJUS231: Functions of Law Enforcement**

**COUN100 Paraprofessional Counselling Skills and Strategies**

**3 Credits**

This course is designed to expose participants to basic counselling skills and techniques; referral procedures and protocol; a wide range of counselling related issues, maladaptive, anti-social and disruptive behaviour patterns; and a repertoire of skills and techniques used to identify counselling needs and make appropriate referrals.

**COUN105 Principles of Conflict Analysis, Management and Resolution**

**3 Credits**

This course introduces students to the foundation of conflict analysis, management and resolution. This involves clear definitions, identifying the indicators of a potential conflict and examining the causes of conflicts, and how this impacts society.

**COUN110(120) Human Skills and Strategies**

**3 Credits**

This course explores, explains, and describes characteristics, philosophical foundations, ethics, skills and techniques of helping professions. It assists students who are planning a career in the helping professions/human services including, counselling, psychology, social work, criminal justice, nursing, theology and other related professions to develop effective human relation skills for the workplace. The course also seeks to help students recognize the importance of personal development and self-exploration to improve their intra- and interpersonal

relationships. Special considerations of the needs and expectations of professionals in the Jamaican/Caribbean context are highlighted.

**COUN121 Foundations of Counselling 3 Credits**

This course is designed to provide students with an introduction to the field of professional counselling; including its evolution, processes, specialties, understanding of the helping relationship, ethical and legal standards as well as practice of counselling in various settings. The course also provides students with the opportunity to appreciate the counsellor's professional identity and multifaceted role in a Jamaican/Caribbean context. **Prerequisites:** **COUN110(120): Human Skills and Strategies; PSYC119: Principles of Psychology**

**COUN130 Human Issues in Conflict Analysis, Management and Resolution 3 Credits**

This course introduces communication theories applicable to conflict resolution. The focus is on the human (cognitive, emotional and behavioural) aspects of conflict and how this relates to issues such as anger, violence and aggression.

**COUN200 Introduction to Mediation (Theory and Practice) 3 Credits**

This course introduces the basic elements of mediation, steps involved in the mediation process, understanding the mediator's role, goals and principles. Emphasis will be placed on foundational practices and skills of mediation. This is linked to ethical, legal and policy issues. Various models of mediation are presented for analysis and application to the Jamaican context. It also entails identifying the possible outcomes of a conflict before choosing an approach to conflict resolution. Mediation training is provided to students. **Prerequisites:** **COUN105: Principles of Conflict Analysis, Management and Resolution; COUN130: Human Issues in Conflict Analysis, Management and Resolution**

**COUN205 Introduction to Negotiation Strategies (Theory and Practice) 3 Credits**

This course is designed to develop the students' skills of negotiating techniques and to help them learn how to negotiate effectively. The art of negotiation lies in effective and strategic communication and so students are exposed to strategies to use in various situations. It also explores the skills, drawbacks and variations in the negotiation process.

**COUN210 Introduction to Facilitation (Theory and Practice) 3 Credits**

This course focuses on facilitation as an important skill in the conflict resolution process. It provides an overview of the principles needed for problem solving and consensus building and exposes students to the application of useful conflict resolution skills. **Prerequisites:** **COUN105 Principles of Conflict Analysis, Management and Resolution; COUN130: Human Issues in Conflict Analysis, Management and Resolution**

**COUN215 Cultural Perspectives in Conflict Resolution 3 Credits**

This course emphasizes the cultural differences which influence conflict analysis, management and resolution. Diversity, globalization, historical issues, cultural identities are some of the issues that will be explored. The intent is to equip students to manage and relate to cross-cultural issues in conflict resolution.

**COUN220 Theories of Conflict Analysis, Management and Resolution I 3 Credits**

This interdisciplinary course introduces students to important theoretical perspectives that can be related to conflict resolution. Theoretical explanations are given for why and how conflicts occur in various contexts and how conflict can be managed. Emphasis is placed on comparing



and contrasting these perspectives in order to better understand the nature of conflict, conflict escalation and dynamics. **Prerequisites: COUN105: Principles of Conflict Analysis, Management and Resolution; COUN130: Human Issues in Conflict Analysis, Management and Resolution**

**COUN225 Theories of Conflict Analysis, Management and Resolution II 3 Credits**

This course will build on COUN220 - Theories of Conflict Analysis, Management & Resolution I. In this section a greater linkage will be provided between theory and practice in that there will be a strong focus on how to use the theories to inform practice. **Prerequisite: COUN220 Theories of Conflict Analysis, Management and Resolution I**

**COUN230 Seminar: Conflict Analysis, Management and Resolution 3 Credits**

This course allows students to participate in seminars and workshops in the field of conflict resolution. This includes dramatic problem solving, team building, consensus building, and issues relating to national and international conflicts.

**COUN233 Telephone Counselling Skills and Techniques 3 Credits**

This course facilitates discussions and skills practice sessions on the importance of anonymity and confidentiality as they relate to helpline work practice and basic skills in managing various types of callers. Students will have the opportunity to demonstrate their ability to manage critical cases and make appropriate referrals.

**COUN238(338) Career Planning and Counselling 3 Credits**

This course provides opportunities for students to acquire requisite skills and techniques to help clients prepare for the world of work and life through assessment of interest, techniques for finding and utilizing job leads, workplace skills, listening and problem solving. Time and information management provide learners, primarily adolescents and young adults, with career skills for managing money, preparing for work, working on the job and learning success skills. Students will also be exposed to globalization - advantages and disadvantages and its implications for career counsellors. **Prerequisite: COUN110(120): Human Skills and Strategies**

**COUN242 Critical Issues and Ethics in Counselling 3 Credits**

This course is designed to involve learners in dealing with the critical and ethical issues affecting the practice of counselling and related helping professions. Some critical questions that are addressed include the value of life experiences and their impact on one's practice; the protection of the rights and responsibilities of the client and service providers and operating in one's level of competence. **Prerequisite: COUN110(120): Human Skills and Strategies**

**COUN270 Critical Issues and Ethics in CAMR 3 Credits**

This course is designed to involve learners in dealing with the critical and ethical issues affecting the practice of conflict analysis management and resolution. Some critical questions that are addressed include the value of life experiences and their impact on one's practice, the protection of the rights and responsibilities of the client and service providers, and how to determine one's level of competence.

**COUN300 Conflict Resolution and the Law 3 Credits**

This course provides an overview of the legal system in relation to conflict resolution. It explores current systems of referral and looks at the gaps in law relative to the peace building process.

**COUN305 Designing Conflict Resolution Systems 3 Credits**

The course integrates theory with practice by demonstrating how to analyze different systems (family, church, school, organization, community) and develop appropriate plans to prevent, manage and resolve conflicts. It is an assessment of these systems with the aim of being able to contribute to how these systems can better operate effectively in relation to conflict matters.

**COUN319 Conflict and Crisis Management 3 Credits**

This course introduces students to appropriate responses in crisis situations based on the conflicts which are generated. This relates to disaster management (hurricanes, fire, earthquakes, flooding, among others) and mitigation as well as kidnapping and missing person cases.

**COUN322 Drug Abuse and Treatment 3 Credits**

A study of the effects of mind altering and addictive substances, and current treatment methods. Emphasis is placed on effective preventative methods. Interventions are directed toward drug abusers and their families. Students interacting with a drug abuser will be exposed to effective treatment approaches. **Prerequisites: COUN121: Foundations of Counselling; SOWK120: Introduction to Social Work, PSYC119 Principles of Psychology**

**COUN342 Case Studies in Conflict Analysis, Management and Resolution 3 Credits**

This course allows students to evaluate existing and potential conflict situations nationally and internationally. The aim is to critically analyze conflict situations, apply theories and learn lessons from these cases.

**COUN348(234) Counselling Techniques 4 Credits**

This course introduces critical basics counselling skills including attending, client observation skills, open and closed questions with sensitivity to diversity and ethics. Students examine the tenets and techniques of select counselling theories and begin the process of identifying with and developing counseling strategies which reflect and are culturally relevant to the Jamaican/Caribbean context. Extensive role-playing in dyads and groups are critiqued. Basic attending, empathy, and relationship skills are emphasized. This course includes three (3) hours of lecture and one (1) hour of supervised laboratory experience (done at a different time) per week. **Prerequisite: COUN121: Foundations of Counselling or SOWK120(199): Introduction to Social Work I**

**COUN349 (347) Christian Perspective in Helping Professions 3 Credits**

This course exposes each student to the principles, methods and techniques of Christian Counselling and examines similarities and differences between secular and Christian counselling. Students are also exposed to the skills necessary for understanding and relating to specific spiritual, developmental and interpersonal issues experienced by individuals and families. **Prerequisite: COUN348(234): Counselling Techniques**

**COUN351 Crisis Management and Brief Treatment 3 Credits**

Crisis Management and Brief Treatment is designed to expose students to various methods of merging divergent expectations of therapies in health care, mental health and criminal justice that will address a wide range of psychological issues. This course also addresses topics such as acute psychological and situational crises and brief treatment applications. **Prerequisite:**

**COUN348(234): Counselling Techniques****COUN354 Child and Adolescent Counselling Techniques****3 Credits**

The Child and Adolescent Counselling Techniques course presents each learner with the opportunity to review and critically analyze several cases that cover a wide cross-section of presenting problems affecting children and adolescents. Each case is organized under five subheadings: introduction, conceptualization, process, outcome, and discussion. Through the use of techniques such as rounds, dyads, triads, circles, conferencing, student-student and student-teacher interactions the learner gains hands-on experiences in dealing with cases in assimilated real life setting. **Prerequisite: COUN348(234): Counselling Techniques**

**COUN355 Loss Bereavement and Grief Counselling****3 Credits**

This course is designed to expose participants to improve their level of appreciation for and understanding of the emotional, psychological and social changes that occur when one experiences a loss. It facilitates personal insight into the effects of experienced and faced loss. Students are also exposed to skills and methodologies of helping and supporting self in order to maintain the level of emotional energy needed to work with people facing loss, bereavement and grief. **Prerequisite: COUN348(234): Counselling Techniques**

**COUN358 Counselling At-Risk Children and Youth****3 Credits**

This course exposes students to various counselling skills and techniques designed specifically to work with maladjusted, at-risk children adolescents and youth. Special emphasis is placed on the utilization of a wide range of cognitive, affective and behavioural problem management techniques, case management and other intervention skills. **Prerequisite: COUN348(234) Counselling Techniques**

**COUN383 Group Dynamics in Counselling****3 Credits**

This course gives each student the opportunity to examine various kinds of groups, group leadership skills, styles, strategies, use of current theories, dynamics in counselling, group process, and purpose of groups in the context of counselling. Emphasis is placed on practical knowledge and techniques for effective group leadership. **Prerequisite: COUN348(234): Counselling Techniques**

**COUN395 Counselling Fieldwork****3 Credits**

This three-credit fieldwork entails time commitment of at least 100 hours on site, as well as classroom/seminar experience. Classroom/seminars are geared toward the processing of field experiences in a group context. Overall the course is designed to provide an opportunity for students to work at an approved site in which counselling theories and methods are applied. This experience helps students integrate and apply components of their knowledge of counselling and encourage the development and practice of ethical and professional standards consistent with the profession. **Prerequisite: Departmental approval**

**COUN397 Conflict Analysis, Management and Resolution: Fieldwork****3 Credits**

This course offers students the opportunity to learn in the field. This involves being assigned to a practicum site and contributing a minimum of 100 hours. Field trips are also organized as an integral element of the course.

**COUN447 Administration of Guidance/Counselling Services**

**3 Credits**

This course seeks to provide students with the administrative patterns for guidance services in typical school systems, practical application of principles and functions of guidance and counselling. Students are also exposed to policies and procedures involved in designing, maintaining, and evaluating Guidance and Counselling Services as outlined by the Ministry of Education. **Prerequisite: COUN348(234): Counselling Techniques**

**COUN495(493/494) Practicum in Counselling**

**3-9 Credits**

COUN495 is a continuation of COUN395 Counselling Fieldwork. Students are introduced to counselling practice in structured settings such as schools, social service agencies, industries and other organizations, to obtain practical experience in applying the principles and procedures in the field of counselling. The practicum experience includes weekly seminars, consultation sessions and case management meetings involving supervised interactions among students and internal and onsite supervisors. Feedback of supervised sessions are given to students on both an individual and group basis. Peer observations are encouraged. Students are required to complete 3-6 credits of practicum with 150-300 hours. **Prerequisite: Completion of all core requirements. Programme check and authorized permission.**

**FLEC102 Personal Enrichment: The Art of Loving**

**1 Credit**

This course explores the concept of personal enrichment, which provides an opportunity for the learner to return oneself to the present moment and make conscious choices, rather than reacting unconsciously. The practice of personal enrichment may be used as a tool to manage life stresses and as a way to cultivate positive emotional states. This course examines one's self in relation to family of origin and procreation. Topics include a diverse range of issues, including types of love, emotional intelligence, trust building, accepting appraisal from others among other topics. The course is primarily geared at having the learner understand the importance of what it means to be loved and to give love unconditionally.

**FLEC103 My Family Photo Frame I**

**1 Credit**

This course explores the understanding of family strengths and weaknesses and how family members relate to each other. For example, Internal Social Processes (including co-operation and conflict); and Communication (patterns and problems in husband-wife relationships and in parent-child relationships, including stress and conflict management). Primary focus is placed on exploring the impact of early childhood experiences and object relations attachment as significant factors in influencing adult attachments.

**FLEC104 My Family Photo Frame II**

**1 Credit**

Using **reframing** and other counselling micro-skills to facilitate the review of problems/issues raised in FLEC103: My Family Photo Frame I to identify alternative ways of viewing things or putting a different (more positive yet realistic) perspective on identifying problems/issues that are concerning, worrying or problematic.

**FLEC105 Lifestyle Choices and Sexual Orientation**

**1 Credit**

This course is designed for companies or individuals who want to learn more about all aspects of sex, gender and sexuality-lifestyle choices. It helps one to understand the differences and overlaps between these three, sometimes confusing areas, and how the issues faced by people whose sexual orientation, gender identity or sexual lifestyle means they may face misunderstanding or discrimination from others. It also looks at why society is still not accepting of difference in sexuality, gender and sexual lifestyle and how the values, beliefs and

attitudes may influence Western Judeo Christian beliefs

**FLEC106 The Anatomy the Adolescent Mind**

**1 Credit**

The course introduces participants to the physical, intellectual, personality, and emotional development; sexuality and the social adjustment of the adolescent. This course focuses on the psychological growth and development of the early adolescent (ages 9-15). The course also explores the relationship of the school environment to the child's development.. For the adolescent, this period is a dramatic challenge, one requiring adjustment to changes in the self, in the family, and in the peer group. In contemporary society, adolescents experience institutional changes as well. Among young adolescents, there is a change in school setting, typically involving a transition from elementary school to either junior high school or middle school; and in late adolescence there is a transition from high school to the worlds of work, university, or childrearing (Lene, 1998). The theories available to understand adolescent development as well as methods of intervention, identification of mental health issues, legal and cultural issues are also addressed.

**FLEC120(119) Foundations of Family Life Education**

**1 Credit**

This course introduces the learner to Family Life Education (FLE) that takes place in communities and the theory, principles, and skills necessary to prepare, present, and evaluate family life education programmes and workshops. The learner is also introduced to the business of outreach involved in FLE which require taking family science principles and practice to the general public – individuals, couples, parents, whole families – in varied educational setting outside traditional classrooms. This course also introduces the learner to functions of family life educators and some of the major tenets of the profession drawing psychology, social work, counselling and guidance, and education.

**FLEC197 Family Resource Management**

**3 Credits**

This course explores some of the major issues relating to families and individual's management of resources such as food, clothing, shelter, health care, recreation, transportation, time, money, and human capital. This course will seek to apply management and planning skills and processes to organize tasks and responsibility of financial resources to meet the goals of individuals and families across the life-span.

**FLEC202: Managing Family Conflict**

**1 Credit**

The course introduces participants to conflict resolution techniques for individuals to resolve family conflicts and build a common understanding and framework for working through challenging conflict situations.

**FLEC203: Building Positive Family Relationships**

**1 Credit**

The course introduce students to exploring creative and simply ways to build healthy family relationships for all members thus ensuring a safe environment and a heightened sense of cohesion. The main premise is to inculcate the notion that families with healthy relationships are able to interact with one another in a safe and respectful way.

**FLEC204: Coping with Loss, Pain, and Suffering**

**1 Credit**

This course examines both basic research and clinical aspects of pain and suffering. Following introductory lectures on suffering, pain and pain relief, a series of topics are explored, including but not limited to: definition of loss, pain and suffering; signs and symptoms of loss, pain and suffering; types of loss; effects of loss, pain and suffering; and effective techniques for dealing with the aftermath of loss. This course provides the student with the tools needed to

think systematically about these questions while using the foundational principles and faith insights of the Judeo/Christian tradition.

**FLEC205: Managing the Aftermath of Anger** **1 Credit**  
 Students learn the biblical principles and procedures involved in forgiveness, anger, and reconciliation as necessary tools for repairing broken relationships.

**FLEC219 Marriage and Family Dynamics** **3 Credits**  
 An overview of family processes and interpersonal relationships between married couples and family members. This course heightens students’ understanding of and appreciation for the family as a system; marital growth processes and seasons of marriage; multi-generational and systems learning; the family life cycle and its significance; support network; internal social processes and families with special needs.

**FLEC249 Administration of Family Life Education Programmes** **3 Credits**  
 Exploration of the philosophical foundations and principles of family life education, with emphasis on designing, implementing, maintaining and evaluating needs-based family life programmes.

**FLEC290 Family Life Practicum** **3 Credits**  
 Students are introduced to family life education practice in structured settings such as churches, communities and schools to obtain practical experience in applying the principles and procedures in family life education. The practicum experience includes weekly seminars, consultation sessions and case management meetings involving supervised interactions between students and supervisors. Peer observations and collaboration are necessary. Students are required to complete a minimum of one hundred (150) hours. **Prerequisite: Completion of coursework and by advisement.**

**FLEC302 The Family's Response to Child Molestation** **1 Credit**  
 This course provides knowledge about specific approaches to effective intervention with families and individuals involved in child sexual abuse. The focus is on understanding the nature, causes, and consequences of child abuse and neglect; and identification and explanation of attitudes about child abuse and neglect. The course is designed to help learners acquire knowledge and skills essential to the care and guidance of children such as a parent or caregiver. Emphasis is on helping the learner create an environment for children that will promote optimum development.

**FLEC303 Breaking the Cycle of Family Violence** **1 Credit**  
 The course describes forms of domestic violence across the lifespan with an emphasis on violence against women. Other forms include children witnessing intimate partner violence, physical and sexual child abuse and neglect, sexual assault in marriage, dating violence, elder abuse by an intimate partner or adult child. Each form of abuse is described and the relevant social work, justice and health policies and intervention strategies to address are outlined.

**FLEC304 The Effects of Partner and Child abuse on Family Relations** **1 Credit**  
 This course is designed to introduce students to the issues and concepts central to an understanding of the effects of partner and child abuse on family relations. The focus of the course is the study of interconnections of child abuse and domestic violence in the same family. The course explores the causes, characteristics and consequences of partner abuse and

child abuse, examining issues for both the victims and offenders of these crimes.

**FLEC312 Parenting the Growing Child**

**3 Credits**

A study of the parent-child relationship and its effects on obedience, self-esteem, values, and responsibility. Several parenting programmes are analyzed. Guided imagery and other effective methods are used to help students gain understanding into reasons for the feelings and behaviours of children (biological, foster and adopted). Effective behavioural interventions are explored and students are required to conduct parenting seminars/workshops in the community.

**FLEC402 Managing Mental Health Challenges: A Family's Response**

**1 Credit**

This course is an introduction to counselling and mental health services, history, agencies and current issues, and the difference between functional and dysfunctional behaviours. Students develop an awareness of the factors that affect mental health by exploring traditional beliefs and new treatments. The focus is on fostering students' knowledge and professional identity by increasing awareness of various roles and duties of professional mental health counsellors as well as learning how they interact with professionals from other disciplines within the mental health field to increase the level of awareness and garner support to address mental health challenges within a family setting.

**FLEC403 Behaviour Modification Strategies for At-Risk Children**

**1 Credit**

This course focuses on designing a sustainable comprehensive behavior management plan concentrating on developmentally appropriate strategies for parents/home classroom/school.

**FLEC404 Repairing Hurting Family Relationship**

**1 Credit**

This course facilitates the learner exploring what constitutes a hurting relationship while exploring the use of micro counselling skills to foster the development and sustainability of healthy family relationships.

**FLEC405 Coping With Infidelity**

**1 Credit**

This course allows the learner to explore the causes and impact of infidelity; consider tips on how to detect and avoid infidelity, how to end an affair, and restore and sustain a healthy relationship after the affair.

**FLEC221 Personality, Communication, and Family Relations**

**3 Credits**

This course guides the learner to thoroughly review the traditional family communication theories of roles theory, family systems theory, and rules theory in an engaging, non-traditional way. This course uniquely organizes the study of family communication around the concepts of *nurturing* and *control* in all family relationships, across all family forms, and their relationships to psychological processes and communicative outcomes in families. The course also emphasizes the diversity of today's families in terms of structure, ethnic patterns, and developmental experiences.

**FLEC332 Family Mediation and Conflict Management**

**3 Credits**

This course introduces the learner to the varied approaches to conflict management through the inclusion of both competitive and co-operative theories, and contrasting perspectives of conflict management. It also emphasizes a collaborative model for resolving conflict and the necessity and benefits in understanding competitive approaches. This course begins with an introduction to conflict, a review of the major approaches and theories of conflict

management. Following a discussion of the causes and variables which exist within conflicts, the skills necessary for conflict management are analysed, including listening, the ability to seek information, the importance of understanding personality types and behaviour patterns, negotiation, and conflict assessment.

**FLEC355 West Indian Families and Parenting Styles**

**3 Credits**

This course explores the interactive parent-child relations from infancy through adulthood and the internal and environmental forces which have an impact upon family dynamics. The individual, family, cultural, and societal influences on the parent-child relationship, as well as practical and public policy implications for promoting positive parent-child relationships within the West Indian family types are also explored. Students are challenged to integrate theory, research findings, and public policy as they consider a variety of issues related to the parent-child relationship in the Caribbean.

**FLEC300 Biblical Perspective of Suffering and Forgiveness**

**3 Credits**

This course examines the interplay between the biological responses to negative and positive emotions. It addresses issues such as: the body, mind and spirit connection; three kinds of forgiveness- Interpersonal (others) Intrapersonal (self), existential (God); reframing the past, experiencing peace in the present and purpose for the future. Additionally, questions including 'Why God allows suffering and evil?', 'Why good things happen to bad people and bad things happen to good people?' are addressed.

**FLEC447 Management of Family Life Education Programmes**

**3 Credits**

Students are exposed to administrative patterns for Family Life Education programmes that are offered to churches, schools, and community organizations. This course provides an excellent foundation to an understanding and appreciation of policies and procedures involved in designing, maintaining, and evaluating Family Life Education Programmes. **Prerequisites: COUN348 (234): Counselling Techniques and completion of all FLEC required core courses.**

**FLEC495 Family Studies Practicum**

**3 Credits**

This course requires that students participate in the actual implementation of a Family Life Education programmes as offered to churches, schools, and community organizations. Through the facilitation of presentations and one-on-one group sessions with individuals and families, students in structured settings, disseminate information and use the practical skills learnt to help individuals and their families to cope with life's difficult, stressful and challenging situations. Students are introduced to counselling practice in structured settings such as schools; the practicum experience also includes weekly seminars, consultation sessions and case management meetings involving supervised interactions among students and internal and onsite supervisors. Feedback of supervised sessions are given to students both on an individual and group basis. Peer observation is required. **Prerequisite: Completion of core requirements.**

**IOCO447 Administration of Industrial and Organizational Counselling Service**

**3 Credits**

This course addresses administrative patterns for counselling and services in typical industries organizations, and agency systems, as well as practical application of principles and functions. Students are exposed to policy and procedures involved in designing, maintaining, and evaluating Industrial and Organizational Counselling Services. **Prerequisites: COUN348(234): Counselling Techniques and completion of Industrial and Organizational required core and cognates.**



**LAWC101 Legal Writing and Research****3 Credits**

This is a fundamental course in any law programme. It is designed to teach students how to research legal points, documents and cases. It also educates students as to how to develop legal arguments, summarize cases and write legal papers.

**LAWC107 Fundamentals of Law and Legal Systems****3 Credits**

This course is designed to give students an understanding of the principles that govern the legal system in the Caribbean Commonwealth. Students learn to put other areas of law into their proper context and show how substantive legal rules are given their validity and effect.

**LAWC210 Philosophy of Law****3 Credits**

Students analyse the major schools of jurisprudential thought, incorporating how these views relate to fundamental legal issues.

**LAWC211 Principles of Constitutional Law****3 Credits**

The Principles of Constitutional Law is a study of the rules and practices with a view to the student understanding concepts such as the supremacy of the written constitution and the rule of law. The course explores the fundamental rules and practices that govern the relationship between the organs of the State and that define the function of each organ, namely the legislature, the executive and the judiciary. It adopts a comparative approach, where the United Kingdom is compared against the Caribbean and the United States where formal documents exist that set out the main rules that govern the political system.

**LAWC215 Criminal Law I****3 Credits**

This course exposes students to the definition of crime and how criminal law is formed. It also describes the roles and functions of criminal law and evaluates the moral, economic, and other concepts by which criminal law is criticised. Students also learn the elements of a crime, crimes of strict liability, crimes of negligence, manslaughter, murder and defenses.

**LAWC221 Contract Law I****3 Credits**

People enter into contracts on a daily basis. This course is designed to give students an in-depth understanding of the principles of contract formation and the rights and remedies available to the parties concerned.

**LAWC230 Contract Law II****3 Credits**

This course is designed to assess the legal obligations placed on individuals for performance and/or breach of contracts. It also incorporates issues of the legality of clauses contained in specific types of contracts. **Prerequisite: LAW221: Contract Law I**

**LAW235 Law of Tort I****3 Credits**

This course exposes students to the civil remedies available to persons who are harmed by the action or inaction of others. It focuses on the basic concepts of tortious liabilities such as negligence, rights and remedies and the defenses available to a person.

**LAWC250 Criminal Law II****3 Credits**

This course focuses on inchoate offences and offences against the person. Students are made to understand crimes such as non-fatal offences against the person, sexual offences and

offences against property including larceny and fraudulent conversion. **Prerequisite: LAWC215: Criminal Law I**

**LAWC300 Law of Tort II 3 Credits**

This course focuses on more specific tort principles such as defamation, nuisance and occupiers' liability. At the end of the course, students demonstrate a more in-depth understanding of their civil rights and remedies. **Prerequisite: LAWC235: Law of Tort I**

**LAWC360 Alternative Dispute Resolution (ADR) 3 Credits**

This course has gained significant importance in the Commonwealth world, as it is now the law in most countries including Jamaica that a judge may rule that a person has to exhaust alternative means before utilising the courts for remedies. This course is both a sociological and legal course. It explores the merits of bringing disputes to alternative forums rather than utilising the courts. The course also exposes students to negotiation, mediation skills and arbitration. At the end of the course, students demonstrate that they are better negotiators and have the necessary background to pursue a course in becoming a certified mediator. **Prerequisite: LAWC107: Functions of Law and Legal Systems**

**LAWC370 Public and Administrative Law 3 Credits**

The student evaluates the legal challenges that affect Acts of Parliament. Further, the student assesses the development of Judicial Review and the circumstances surrounding a declaration by the courts that an Act of Parliament is unconstitutional. The written constitution also provides for fundamental rights with particular focus on whether adequate redress is available for breaches of these rights. **Prerequisite: LAWC211: Principles of Constitutional Law**

**LACW375 Company Law 3 Credits**

This course is taught using comparative methods, exploring the law governing the company in various Commonwealth Caribbean jurisdictions. The course focuses on aspects such as the law governing the formation of the company, the issue of shares, corporate management, finance and corporate insolvency. At the end of this course, students are able to understand and appreciate the law governing companies in the region, making them marketable to work in any Commonwealth Caribbean jurisdiction.

**LAWC410 Medical Law 3 Credits**

The student focuses on the tenets of medical negligence, the issues relating to consent and/or refusal of medical treatment. Further, the student incorporates the legality of assisted conception and law as it relates to euthanasia.

**LAWC420 Corporate Finance and Investment Law 3 Credits**

This course is an evaluation of the responsibility placed on banks, taking into consideration their functions and duties incorporating issues of money laundering. Further emphasis is placed on the different types of securities options and trading.

**LAWC430 International Business Law 3 Credits**

As the world is quickly becoming a global village, most business transactions today contain international aspects. This course explores matters relevant to these commercial transactions such as the choice of law clause inserted in contracts, currency problems in international contracts, the jurisdiction of courts over international contracts and recognition and enforcement of foreign judgments.

**LAWC451 Public International Law****3 Credits**

This course exposes students to the principles of public international law. The course explores the definition of international law, the sources of international law, the law governing armed conflict, nationality, treatment of foreign diplomats and so forth. At the end of this course, students demonstrate an understanding of how international law governs states and international entities and the effects of international law on the individual's daily life.

**LAWC480 Women and the Law****3 Credits**

This course is designed to analyse the difference in the application of the law as it relates to men and women, with particular emphasis on the gender biases that accord with application of various issues under the criminal law.

**PLSC120 Foundations of Political Science and Government****3 Credits**

This fundamental course introduces students to the discipline of political science and government. The course is designed to highlight the dynamism and changing faces of political science and government. Students are introduced to some basic concepts and essential building blocks of the discipline that enable them to critically analyse government and political events and their application to everyday life.

**PLSC121 Foundations of Political Philosophy****3 Credits**

Any meaningful understanding of how politics is practised in the world today requires an appreciation of the myriad thought processes that guide political action. Politics is never practised in a vacuum bereft of the sort of ideological convictions, which stem from the utterances of religious sages or pens of more secular philosophers. Always there is a complex and intricate thought process, which guides political action. Political philosophy is that branch of philosophy which is concerned with matters of the state and the nature of human beings as it relates to society.

**PLSC210 Caribbean Politics and Government****3 Credits**

This course is designed to analyse the Westminster experience in the Anglophone Caribbean, using the Plantation as a point of departure. It also identifies some of the critical periods and times associated with the Caribbean political reality and traditions of governance that were established in the early years of independence. Notions of size, viability, geography, leadership, civil society and migration will be explored. This course also focuses on the contemporary issues facing the Anglophone Caribbean as a region. It also looks at specific Caribbean States and some of the critical problems that have emerged in recent years that threaten to undermine the democratic culture of these states. Attention is placed on critical issues that have arisen as these States undergo structural and cultural changes in government and governance, inclusive of regional integration, the CSME and the CCJ. **Prerequisite:** **PLSC120: Foundations of Political Science**

**PLSC212 The Jamaican Political System****3 Credits**

This course traces the political history of Jamaica and major internal and external events that have impacted on the country's pre and post-independence political and economic development. **Prerequisite:** **PLSC120: Foundations of Political Science and Government; or PLSC121: Foundations of Political Philosophy**

**PLSC250 Comparative Government**
**3 Credits**

This course provides a descriptive and analytical study of political systems in major foreign countries, in terms of both political structures and functions.

**PLSC315 African Politics**
**3 Credits**

The primary objective of this course is to enable students to understand the major forces and processes of imperialism and colonialism that have shaped and divided the continent of Africa, and to set the foundation for an understanding of pan-Africanist sentiments in the modern world. Another objective is to enable students to understand in their broad context the major political trends, contemporary issues and challenges facing Africa today. The course examines, for example, neo-colonial exploitation, population growth, underdevelopment and poverty, debt crisis, famine, governance, militarism, wars and refugees and disease. Strategies for their resolution are also considered. **Prerequisite: PLSC250: Comparative Government; it is however strongly recommended that students sit HIST355: African Civilization as a co-requisite to this course.**

**PLSC320 Modern Caribbean Political Thinkers**
**3 Credits**

This course introduces students to the thoughts of selected Caribbean thinkers and their contribution to mainstream political thought. **Prerequisites: PLSC121: Foundations of Political Philosophy; PLSC210: Caribbean Politics and Government**

**PLSC350 International Relations**
**3 Credits**

This course does not simply analyze current affairs, but also examines the recurrent activities and processes that characterize international politics in the 20<sup>th</sup> and early 21<sup>st</sup> centuries, and the relations among States. The course looks at the contexts in which States operate and the resultant policy choices employed, why, how, where and to what end. **Prerequisite: Any lower division political science or history course**

**PLSC355 Democracy and Democratization**
**3 Credits**

This course sketches out a picture of democracy that ultimately makes clear that democracy is not something that is achieved once and for all, but is a state of being that requires permanent work. The course also examines the key concept of democracy, its various forms, core elements and development since its beginning in Ancient Greece. The students are also exposed to the workings and doctrines of communism and post communism. **Prerequisite: PLSC210: Caribbean Politics and Government**

**PLSC410 Politics and Government of Industrial Societies**
**3 Credits**

This course explores the diverse political institutions and political systems of modern Europe and the United States of America. It looks theoretically at the variations in political institutions that differentiate between the various industrial states (i.e., electoral systems, party systems, types of executives and legislatures etc.). The goal of this course is to examine the different types of **political institutions** that are the fundamental building blocks of the different political systems to be examined. **Prerequisites: PLSC250: Comparative Government; PLSC355: Democracy and Democratization**

**PLSC420 Politics and Government of the European Union**
**3 Credits**

This is a specialized course that focuses only on the regional and political configurations of the European Union. This course is of academic importance and will expose students to the ramifications of a different model of regional integration especially as the Caribbean grapples

with CARICOM. This course also looks at the relations that exist between Europe and the Caribbean pre and post WTO and Lomé. **Prerequisites: PLSC210 Caribbean Politics and Government; PLSC410: Politics and Government of Industrial Societies**

**PLSC421 The Politics of Human Rights in the Caribbean** **3 Credits**

This is a specialized course. The Caribbean, like regions elsewhere, is caught in what has been called democracy's global 'Third Wave'. This course focuses on the Caribbean and common dilemmas of its democracy, namely the economic crises, drug trafficking and political instability which threatens its relatively healthy human rights profile. The course also examines the influence of foreign actors and external developments on the human rights status of the region. Particular attention is paid to the OAS, The United Nations, NGOs and International Law. **Prerequisite: PLSC355: Democracy and Democratization**

**PSYC119 Principles of Psychology** **3 Credits**

This is an introductory course that exposes students to the aims and methods of psychology, the study of human development, perception, learning, thinking, motivation, emotion, personality, and mental health. The course is intended to provide students with an understanding of the functions of the human mind and its relationship with behaviour within the social environment, which will help them to function more effectively as part of a whole, while maintaining their individuality.

**PSYC176: Psychology for Health Professionals** **3 Credits**

This course provides students with basic knowledge of psychology including the aims and methods of psychology, the study of human development, personality, perception, learning, thinking, motivation, emotion, social behaviour, and mental health and its application to the delivery of healthcare, real world situations and understanding of self. A broad overview of the general field and fundamental principles of psychology is provided.

**PSYC215 Human Learning** **3 Credits**

This course explores new strategies and contemporary perspectives for helping students acquire information, motives and attitudes that will enhance learning inside and outside the classroom. Students are also exposed to learning theories and explore new research findings relating to how human beings think and learn and current psychological perspectives in neuropsychology and neurobiology. **Prerequisites: PSYC119: Principles of Psychology; ENGL120: Freshman Composition II**

**PSYC221 Developmental Psychology: The Lifespan** **3 Credits**

This course explores the theories of developmental psychology over the human lifespan. Special emphasis is placed on biopsychosocial changes, the nature of memory, and developmental needs and tasks from childhood to the adult stages of development. **Prerequisite: PSYC119: Principles of Psychology**

**PSYC224(420) Human Sexuality: Issues and Process** **2 Credits**

This course exposes students to issues and varying perspectives related to the study of human sexuality and the evolution of sexual attitudes and practices. Social problems related to sexuality, such as AIDS, teenage pregnancy, homosexuality, illegitimate children and infidelity, are also addressed. **Prerequisite: PSYC119: Principles of Psychology**

**PSYC239(319) Stress Management: Theory and Practice**

**2 Credits**

This course is an exploration of the physiological and psychological nature and implications of stress and identification of stressors in a person's life. Students learn how to increase stress tolerance and implement change through the acquisition of stress reduction and management strategies. **Prerequisite: PSYC119: Principles of Psychology**

**PSYC250(450) Social Psychology: Issues and Process**

**3 Credits**

This course focuses on the interaction between the individual and society in the formation of attitudes, behaviours and influences, with special attention to the West Indian social environment. **Prerequisite: PSYC119: Principles of Psychology**

**PSYC257 Physiological Psychology**

**3 Credits**

This course exposes students to the basic structure and function of the nervous system, with special emphasis on the brain and its relationship to experience, behaviour and human development. **Prerequisites: BIOL101: Principles of Biology I; ENGL120: Freshman Composition II**

**PSYC295 Introduction to Theories of Personality**

**3 Credits**

This is an introductory course intended to expose students to the major theories of personality, and an understanding of the processes concerned with the development of the concept of personality throughout the human life span. Students are also exposed to Caribbean perspectives regarding personality development and are introduced to personality disorders. Emphasis is also placed on personality assessment to foster the personal development of students. **Prerequisite: PSYC119: Principles of Psychology**

**STAT302 Statistics for the Behavioural and Social Sciences**

**3 Credits**

This course introduces students to the basic concepts of descriptive and inferential statistics and allows practical application of statistical procedures through the utilization of the data analysis software PASW (formerly SPSS). The roles and significance of normal distribution, random sampling distributions and the Central Limit Theorem are highlighted. The logics of hypothesis testing are introduced and applied in different contexts. Typical tests of significance such as the Z-test, T-test, ANOVA and CHI Square are examined and applied through illustrative cases and data analysis. **Prerequisite: MATH100 Fundamentals of Mathematics or MATH121 College Algebra**

**PSYC345 Psychological and Social Research Methods**

**3 Credits**

This course introduces the major types of research methods, which are used by social scientists and gives the student an opportunity to write a proposal for a research study that he/she is interested in investigating. Quantitative, qualitative, and mixed methods research procedures are examined along with the factors which may enhance or undermine the internal and external validity of typical studies. The student is also guided in understanding and writing proposals. **Prerequisites: STAT302(PSYC349): Statistics for the Behavioural and Social Sciences; ENGL120: Freshman Composition II**

**PSYC452 Directed Study/Research**

**3 Credits**

Students are introduced to practical research where previously written proposals are implemented. Data collection, analysis, interpretation, evaluation and presentation of findings are required. Under supervision, students are allowed to undertake data collection, data entry, data analysis and interpretation; and they present and defend their final paper in a

planned research seminar. **Prerequisite: PSYC345 (PSYC400) Psychological and Social Research Methods**

**PSYC455 Data Analysis: SPSS****3 Credits**

This course introduces students to the SPSS software. Students are introduced to the syntax, major commands and procedures for coding and editing data files, while learning how to manipulate the software to complete statistical computations. Weekly laboratory sessions are used to summarize and analyze data sets. Additionally, students conduct a survey, analyze the data as well as present a technical/scientific report. **Prerequisites: STAT302(PSYC349): Statistics for the Behavioural and Social Sciences and ENGL120: Freshman Composition II**

**PSYC459 Community Psychology: Fieldwork****6 Credits**

This course is designed to provide an opportunity for students to work at an approved site where psychological theories and methods are applied. Classroom seminars are geared towards the processing of field experiences in a group context. Students integrate knowledge of major psychological theories and practice of ethical and professional standards consistent with the profession. **Prerequisite: Completion of core courses and departmental approval**

**PSYC460 Abnormal Psychology****3 Credits**

This course provides an overview of mental disorders and deviant behaviour including cause, prevention, and treatment. The course is also designed to build and sharpen students' assessment skills through case analyses. In addition, students are provided with opportunities to gain practical experience in the assessment and treatment of mental disorders. **Prerequisites: COUN348(234): Counselling Techniques; PSYC221: Developmental Psychology**

**PSYC472 Experimental Psychology****3 Credits**

This course emphasizes and demonstrates the importance of experimentation as a method of exploring and establishing relationships, and of providing an evidential basis for claims made in psychology. Ultimately the appreciation for the basics of experimental design in psychology is enhanced, and there is the ability to analyze and decipher critically, the experimental descriptions and protocols provided in the literature. **Prerequisite: PSYC345: Psychological and Social Research Methods**

**PSYC486 Introduction to Psychological Testing****3 Credits**

This course provides a survey of the theory and practice of the administration and interpretation of achievement, interest, personality and IQ tests and other related assessment tools. Students are exposed to the process of creating and validating instruments. They are also sensitized to various settings and ways in which tests are used as assessment tools to make important decisions about test takers. **Prerequisite: STAT302(PSYC349): Statistics for the Behavioural and Social Sciences**

**SOCI120 Introduction to Sociology****3 Credits**

This course gives the student a fundamental understanding of what Sociology is and how it helps us understand society. Some attention is given to the history of the discipline and the main thinkers in the field. This course also introduces the student to the methods of sociological research.

**SOCI220 Introduction to Social Research Methods 3 Credits**

This course is an introduction to the research methods used in the social sciences. It is primarily aimed at equipping the student with the necessary tools to engage in basic social research. It covers the following areas for both quantitative and qualitative approaches: the research process, observation, research design, measurement and issues of research ethics.

**SOCI231 Marriage and Family in Diverse Cultures 3 Credits**

This course gives a sociological understanding of the family and the institution of marriage and how they affect and are affected by society. Emphasis is placed on family and marriage in the West Indies.

**SOCI240 Statistics and Computing in the Social Sciences 3 Credits**

Aimed at providing the necessary introduction to the analysis of data using contemporary computer-based programmes, this course prepares the student to operate within the new technological arena of social research. The course allows students to develop competence in the use of statistical computing packages within a sociological framework. The areas covered in this course are as follows: theories of measurement, measures of variability, probability and hypothesis testing; correlation and regression. In order to demonstrate competence, the student is required to select a research question and to subject this problem to computer analysis based on an existing Jamaican data set.

**SOCI300 Sociological Theory 3 Credits**

Building on the introductory course of SOCI 120, this course exposes the undergraduate student to the major debates of traditional sociological theoretical perspectives and introduces contemporary perspectives. This course serves as a foundation for future graduate candidates. The content of the course is as follows: Debates on Sociology as a Science; Perspectives of Society, Functionalism, Marxism, Semiotics, Postmodernism and Social Interaction.

**Prerequisite: SOCI120: Introduction to Sociology**

**SOCI301 Sociology of the Caribbean 3 Credits**

This course explores West Indian society. There is an examination of slum life and overcrowding, teenage pregnancy, juvenile delinquency, drug addiction, alcoholism, the culture of poverty, urbanization and the cultural deprivation of the rural areas. **Prerequisite**

**For Minors Only: SOCI300 Sociological Theory or by consent of lecturer**

**SOCI320 Survey Research: field work 3 Credits**

This course is designed to equip the undergraduate with the necessary skills for carrying out a survey. Overall, the course incorporates the skills learnt from SOCI220 and SOCI240.

**Prerequisite: SOCI240: Statistics and Computing in the Social Sciences**

**SOCI400 Crime, Law and Society 3 Credits**

An analysis of the origin and development of law and social control agencies is provided by this course. The structural theory of the origins of crime and criminality is also studied.

**SOCI401 Applied Criminology 3 Credits**

Utilizing the theoretical perspectives within the study of crime and the factors contributing to its emergence found in **SOCI 400 (308)**, the student garners the appropriate techniques for the application of these models within this course. Emphasis is placed on the creation and application of workable models to adequately answer questions relating to the individual,



social structure and processes regarding the cause of crime, and practical models for its reduction. Lecture: 2 hours per week; Practice: 1 hour per week.

**SOCI420 Medical Sociology**

**3 Credits**

Designed to assist trainee health care professionals and students interested in illnesses, it explores the Sociology of illness, including AIDS and mental health. The course covers the following areas: sociological perspectives on illness and mental health, health professionals and patient interaction, comparative health care in the Caribbean. **Prerequisite: SOCI120: Introduction to Sociology; or consent of instructor**

**SOCI440 Research Seminar**

**3 Credits**

Students engage in directed research projects utilizing appropriate methodology and relevant theories and concepts, and present their research both in oral and written formats. **Prerequisite: SOCI 320: Survey Research: Fieldwork**

**SOCI460 Communication, Technology and Society**

**3 Credits**

This course looks at the issue of communication and technology from a cross-cultural perspective but with particular emphasis on the diverse Jamaican society. The course is designed to meet the needs of undergraduates interested in communication and technology. It is aimed at helping the student to understand the varying societal responses to technology and the power of communication on society. **Prerequisite: SOCI120: Introduction to Sociology; or consent of instructor**

**SOCI491 Readings in Sociology**

**3 Credits**

In this course students will do reading, analysis and discussion of selected works of leading sociological thinkers like Weber, Marx and Durkheim. There is also be an attempt to examine a modern work that deals with some of the relevant issues of contemporary society. **Prerequisite: ANY 300 LEVEL SOCI COURSE**

**SOWK120(199) Introduction to Social Work**

**3 Credits**

This course provides an overview of the evolution of social work regionally and internationally and its relationship to social welfare. The purpose, mission, goals, functions, roles and values; fields of practice; the ecosystem perspective; introduction to the generalist approach and methods and contemporary issues confronting the profession are explored. **Prerequisites: PSYC119: Principles of Psychology; COUN110: Human Skills and Strategies**

**SOWK203 Social Work: Generalist Practice**

**3 Credits**

In this course, students recognize and understand the difference between the workers' and the clients' role in the therapeutic process. Through continuous assessment and evaluation throughout the course, students are able to understand the fundamental theories and models used in generalist practice. **Prerequisite: SOWK120(199): Introduction to Social Work**

**SOWK212 Human Behaviour and the Social Environment**

**3 Credits**

Using an ecosystem approach, the development and socialization of the individual across the lifespan is examined in the context of the family and social groups. **Also**, an exploration of the dynamics and behaviours of organizations and communities are examined. Theoretical explanations of the development of organizations and communities are explored, as well as the socio-economic forces that influence their behaviour. The course also examines how communities and organizations affect minority and oppressed groups. **Prerequisite: PSYC119**

**Principles of Psychology; Co-requisites: FLEC219 Marriage and Family Dynamics; SOWK120(199): Introduction to Social Work**

**SOWK326 Social Work Economics**

**3 Credits**

- This course provides instruction in socio-economic principles and their application that will stimulate final year students in preparation for the workforce. It introduces economic theories and policies, using case studies to develop applied knowledge. It also helps to develop students' understanding and gives insight into socio-political issues and the implications of social issues on the economy which will be valuable in whatever future career path they take as Social Workers. **Prerequisites: MATH100: Fundamentals of Mathematics; SOWK203: Social Work: Generalist Practice; SOWK319: Social Work, Social Policy and the Law; SOWK301: Social Work Macro Practice I**

**SOWK243 Social Work Theory and Practice**

**3 Credits**

The course examines theories/perspectives, models and methods used in the discipline of Social Work. The construction of social work theory, content and contextual appropriateness, techniques suggested by each theory, and application of theory to client problems are examined. Topics include psychodynamic theories, crisis-intervention and task-centred models; behavioural models, social psychological and communication models; system theory models, radical and Marxist models. **Prerequisite: SOWK203: Social Work: Generalist Practice**

**SOWK295 Social Work: Fieldwork I**

**1 Credit**

This one-credit course entails one hundred hours of introductory field experience and seeks to expose the novice social worker to the dynamics of social work practice. Weekly assignments and on-campus supervision are included in this course which provides the learner with practical, hands-on experience at the pre-professional level and an opportunity to link theory with practice. **Prerequisites: SOWK203: Social Work: Generalist Practice; SOWK212: Human Behaviour and Social Environment; COUN348(234): Counselling Techniques**

**SOWK300 Social Work Micro Practice**

**3 Credits**

This course explores theoretical frameworks, knowledge processes and skills including analysis and interventions for effecting change in families and individuals using the generalist approach. Students also explore the relationship between individual and family functioning as well as problem solving. Specific issues affecting individuals and families are examined. **Prerequisites: SOWK203: Social Work Generalist Practice; (PSYC221: Developmental Psychology) or SOWK206: Human Behaviour and the Social Environment; SOWK243: Social Work Theory & Practice.**

**SOWK301 Social Work Macro Practice I**

**3 Credits**

The course explores social work principles, practices, knowledge and skills for effecting change in communities, organizations, institutions and mutual aid groups. Students are expected to function as service delivery agents and assessors under the supervision of the instructor. A community immersion approach is utilized to allow students to gain practical experiences on how to develop strategies and techniques for addressing community, social and humanitarian challenges. **Prerequisites: SOWK120(199): Introduction to Social Work; SOWK203: Social Work: Generalist Practice; SOWK212: Human Behaviour & Social Environment**

**SOWK302 Social Work Macro Practice II**

**3 Credits**

- This course is an introduction to the knowledge-base and skills necessary for social planning

and project implementation. Students are expected to plan, organize and implement a community-based project resulting from their needs assessment, community profile and intervention plan that began in Macro Practice I. Proposal and grant writing techniques are utilized in this course in an effort to sensitize students to the principles and functions of public/private partnerships and the soliciting of funding for social programmes and/or projects based on humanitarian work. **Prerequisite: SOWK301: Social Work Macro Practice I**

**SOWK319 (303 & 304) Social Work, Social Policy and the Law 3 Credits**

This course is an introduction to the models of social policy, the role of the social work practitioner in policy analysis, implementation and evaluation. The course provides an overview of the major social welfare programmes in Jamaica and their impact on the social functioning and welfare of persons, especially disadvantaged and vulnerable groups, and issues for reform. **Also** Social Work, Social Policy and the Law examine the interface between the law, social welfare policy and social work practice. The course also looks at the processes and forces in the development, implementation and reform, and the social worker's role in these activities. The structure and operation of the judicial system and the major laws that govern practice in social welfare settings are examined. **Prerequisite: SOWK120(199): Introduction to Social Work; SOWK203: Social Work: Generalist Practice**

**SOWK395 Social Work: Fieldwork II 3 Credits**

This three-credit fieldwork involves time commitment of at least 200 hours on site, as well as classroom/seminar experience. Classroom/seminars are geared toward the processing of field experiences in a group context. Overall the course is designed to provide an opportunity for students to work at an approved site in which social work theories and methods are applied. This experience helps students integrate and apply components of their knowledge of social work and encourage the development and practice of ethical and professional standards consistent with the profession. **Prerequisites: Departmental approval and SOWK295: Social Work Field Work I; COUN383 Group Dynamics in Counselling**

**SOWK400 Social Work Administration and Supervision 3 Credits**

The course introduces the student to the administrative functions, tasks and processes in social service organizations and examines how they achieve optimal functioning. It also examines the skills and dynamics of social work supervision. **Prerequisites: SOWK203: Social Work: Generalist Practice; SOWK319: Social Work, Social Policy and the Law; COUN383: Group Dynamics in Counselling; ENLG120: Freshman Composition II**

**SOWK460 Violence Intervention: A Systems Approach 3 Credits**

Students are introduced to intra-familial and extra-familial violence, the impact it has on the family and wider societal system, factors that contribute to these phenomena as well as theories as to why this violence happens. They are also exposed to different preventative and interventive programmes for family members and will be afforded the opportunity to put theory into practice through community service. **Prerequisites: COUN383: Group Dynamics in Counselling; SOWK300: Social Work Micro Practice**

**SOWK483(481) Child and Family Welfare 3 Credits**

A study of significant programmes and services for the welfare of children. Students are exposed to current issues and programmes relating to juvenile court, foster care, adoptions, protective services, institutional care and special-needs services. This course also examines the past and current philosophies that underlie the child welfare field. **Prerequisite: SOWK203 Social Work: Generalist Practice; COUN312: Parenting the Growing Child; SOWK300: Social**

Work Micro Practice; COUN383: Group Dynamics in Counselling; ENGL120: Freshman Composition II

**SOWK495 Social Work Practicum**

**8 Credits**

SOWK495 is a continuation of SOWK295 Social Work: Fieldwork I. It consists of 500 hours field experience in social work settings under the joint supervision of agency and the department. The practicum also includes a weekly seminar that helps to guide students in integrating theory and practice through analysis of behaviour, and evaluation of practice skills in Social Work. **Prerequisite: Completion of all core requirements. Programme check and departmental authorization are also required.**



# DEPARTMENT OF COMMUNICATION STUDIES

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## Chair: Rhoma Tomlinson Whyte

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### FACULTY

Noreen Daley  
Ralna Simmonds  
Rhoma Tomlinson Whyte

### ADJUNCT

Nadeen Campbell  
Andrew Canon  
Rosette Chisholm-Salazar  
Nigel Coke  
Derval Graham  
Lawrie Henry  
Noel Jumps  
Janice Lindsay  
Kenecia McDonald  
Elaine Oxamendi Vicet  
Nneka Reid-Dix  
Niccardo Rhoden  
Michael Sharpe  
Dwayne Sterling  
Grace Turner  
Yorkali Walters  
Everett Wiles

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### INTRODUCTION

The Department contributes to the fulfilment of the mission of the University by helping students to develop their skills in Media and Communication. The courses are structured to be strong theoretically and practically and are based on Christian values and principles, enabling students to be balanced and well-rounded. All courses have a faith based component and select courses carry service learning elements. This enables the students to incorporate their academic and faith based values into their professional endeavours.

Several online courses are offered to facilitate the 21<sup>st</sup> century adult learner. In order to participate in the online classes, these students are required to have access to a laptop outfitted with a headset and microphone. The laptop should be formatted to the University's online specifications.

## Philosophy

In a globally competitive environment, the Department seeks to continually offer superior learning opportunities by collaborating with business partners and qualified and experienced faculty. In keeping with the Seventh-day Adventist principles, the Department seeks to hone technological skills and creative talent, enabling the graduate to make a positive contribution to the growth, development and well-being of the nation.

## Vision Statement

To create a department that is the first choice as a place of work and for students to pursue a programme of study in Media and Communication.

## Mission Statement

The Department of Communication Studies aims to offer academic courses with practical application within a holistic context that embraces Christian principles and leadership, thereby enabling students to adapt to and function in Jamaica, the Caribbean and the world.

## Goals:

In fulfilment of the Department's philosophy, vision and mission, we pursue the following goals:

- Incorporating faith based learning in all academic units, with a Christ-centred approach to teaching.
- Creating a learning environment that facilitates intellectual excellence which engages students in research and hones analytical and critical thinking skills, creativity and independent thought through sound teaching methods and exposure to relevant teaching material and cutting edge technology.
- Equipping students with the requisite skills thus enabling them to have a competitive advantage globally.
- Incorporating service learning elements in select academic units to encourage a spirit of service.

## Objectives

In harmony with the philosophy, vision and mission, the Department seeks to:

- Sensitize students to the role and function of communication in the global village.
- Guide students in the understanding of Christian values and ideals.
- Expose students to the theories, principles and techniques that govern and are applicable to the particular field of study; thus creating a rounded student ready for the work environment.
- Provide a learning environment that challenges students through academic rigour and exposure to the external working environment in media and media related organizations through internships, practicums, conferences and panel discussions.

- Provide continual training for faculty and staff to enhance professional development and growth.
- Adapt the Media and Communication curricula to the needs of Jamaica and the international society.
- Provide an ethical, technical and concepts-based education for careers in the fields of communication and media.
- Foster a sense of community and a spirit of voluntarism through service learning towards the development of soft skills necessary for good citizenship.
- Continually upgrade the resources and facilities within the Department.
- Engage external media practitioners to facilitate class sessions thereby enriching and enhancing the learning experience.

### **PROGRAMMES OFFERED**

- Bachelor of Arts in Communication Studies
- Associate of Arts in Communication Studies
- Minor in Communication Studies
- Minor in E-Ministries (Evangelism)

Degree programmes are accredited by the University Council of Jamaica.

### **DURATION**

The normal time for full-time students (16 credit hours per semester and 6 – 9 per summer) to complete a bachelor's degree in the Department of Communication Studies is four years. However, applicants with transferable credits may take less than four years of full-time study.

Students are required to have passing grades of C+ and higher in all core requirements, areas of specialization and electives.

### **MATRICULATION REQUIREMENTS**

In addition to the University requirements, a student who desires to major in Communication Studies must have a pass in English in CSEC General Proficiency Level I or II or GCE O' Level of at least a 'B' or an equivalent examination with a comparable grade. In addition, it is recommended that the passes should include mathematics and a modern language.

All students pursuing the Bachelor of Arts degree in the Department are required to do six (6) credit hours of a modern language at the intermediate level. Students who do not have a pass in a modern language in CSEC, GCE or an equivalent examination must complete the prerequisite six (6) credit hours of the beginning course of a modern language, before enrolling in the intermediate level course.

Persons over the age of 25 who do not meet the regular matriculation requirements must have at least three years' working experience in Media and Communication and be successful at the Mature Age Entrance examinations.

## DCS STUDENT PROFILE

Students of the Department of Communication Studies (DCS) are expected to demonstrate behaviour, attitudes and competences consistent with the DCS student profile articulated below:

The DCS student profile is an individual who reflects robust knowledge of media and communication theories, principles and concepts and is guided by ethical values which are fundamental to employability and entrepreneurial advancement. This independent thinker demonstrates mastery of language skills, is able to work under pressure and has sound technical ability. The DCS graduate is a model of Christian virtue who is morally grounded, retains humanness, averts mechanical and inflexible undertones, and as such is:

- Competent
- A critical thinker
- Socially adaptable
- Articulate
- Poised and refined
- Observant of protocol and etiquette
- Expressive and confident and
- Thorough.

## RIGHTS TO MEDIA PRODUCTIONS

Essentially, this policy covers video, audio productions and print publications. All recordings and publications produced in the Department of Communication Studies in fulfilment of class assignments, whether made on school premises or elsewhere, with or without departmental equipment or extra funds, are subject to the following ownership policy:

1. All such recordings and publications are co-owned by the student and the University. In each case where the work originated with more than one student, the students should decide which student or students co-own the recordings or publications with the school.
2. Either the student or the University may arrange distribution. Students who do not wish to have their recordings or publications distributed may veto distribution.
3. The University will decide whether or not to put its name on a given recording or publication.
4. Recordings/publications may be distributed only after the necessary approvals have been obtained.
5. The co-owners of these productions may request copies at a cost to them.



**OTHER DEPARTMENTAL REQUIREMENTS**

Students who are sponsored by parents/guardians are required to sign a Memorandum of Understanding on being accepted to the Department. This Memorandum is co-signed by the student's parents/guardians as a signal of the relationship and role that each stakeholder has in the growth and development of that student.

The Department's polo shirt is the wear of choice when students participate in departmental or university related events on or off campus.

**UPDATED DEGREE**

Persons who have been awarded degrees prior to the programme accreditation may choose to update their degrees.

**Adjustment Programme for the Graduates of the Bachelor of Arts in Communication Studies**

The courses set out in the programme constitute a check list against which each student's transcript will be matched. Depending on the time of graduation, some students will do fewer courses than others, as one or more of these courses may already have been completed. Students who graduated prior to 2010, may, after transcript analysis, be required to complete more than is here set out, to meet the degree requirements. All requirements for the degree must be met and where this list does not carry a requirement, the student must meet the requirement, as indicated in this Bulletin.

**CORE REQUIREMENTS**

**11 CREDITS**

**PREREQUISITES**

JOUR252	Outside Broadcast	3	COMM 215
JOUR257	Writing for Electronic Media	3	JOUR130
COMM150	Intro to Communication Research	2	COMM 126
COMM400	Media Entrepreneurship	3	COMM 396

## BACHELOR OF ARTS IN COMMUNICATION STUDIES

Students must do at least 132 credits to complete the baccalaureate degree. Students are required to complete 61 credits in the major area, 21 credits in an area of specialization, 6 credits in Communication Studies electives and 44-49 credits of General Education requirements for the baccalaureate degree as outlined in the *Bulletin*. Students who are doing a general communication studies degree without an area of emphasis, and whose minor is less than 27 credits, must ensure that they make up for the additional credits from the communication studies electives.

<b>CORE REQUIREMENTS</b>	<b>61 CREDITS</b>	<b>PREREQUISITES</b>
COMM126 Introduction to Media and Communication	3	
COMM105 Fundamentals of Writing	2	
COMM128 Issues in Caribbean Media	3	COMM126
COMM135 Introduction to Television Production	3	COMM126, JOUR 130
COMM150 Introduction to Communication Research	2	COMM126
COMM215 Television Production I	3	COMM126, 135
COMM 224 Techniques of Radio Production	3	COMM126, JOUR130
COMM235 Digital Publishing	3	COMM126
COMM245 Radio Broadcasting I	3	COMM128, 224
COMM276 Group Dynamics and Leadership	3	COMM251
COMM320 Communication Research Methods	2	COMM128, 150
COMM339 Production House	4	COMM320, 396
COMM396 Broadcast Management	3	COMM215, JOUR252
COMM399 Internship	3	COMM339
COMM400 Media Entrepreneurship	3	COMM396
COMM401 Media Ethics and Legal Issues	3	COMM126,128
JOUR102 Fundamentals of Public Relations	3	
JOUR130 Introduction to Journalism	3	
JOUR168 Introduction to Advertising	3	
JOUR255 News Writing	3	JOUR130, COMM105
JOUR333 Feature Writing	3	JOUR 130, 255

**AREAS OF SPECIALIZATION**

A student who chooses to specialize in any of the following areas is not required to do a minor. Students must do the required 21 credits for their specific area of specialization and must choose the other 6 credits from the Communication Studies electives. Individuals who do not choose any of the following areas of specialization must choose a minor from another discipline. The minor must cover a minimum 27 credits.

<b>TELEVISION</b>		<b>21 CREDITS</b>	<b>PREREQUISITES</b>
COMM243	TV Broadcasting I	3	
COMM244	TV Broadcasting II	3	COMM243,259,267
COMM268	Electronic Field Production	3	COMM216,267
COMM269	Script Writing	3	JOUR257
COMM216	Television Production II	3	COMM215
COMM347	Advanced TV Production I	3	COMM282
COMM448	Advanced TV Production II	3	COMM347

<b>RADIO</b>		<b>21 CREDITS</b>	<b>PREREQUISITES</b>
COMM222	Theory and Practice in Audio Recording	3	COMM126
COMM246	Radio Broadcasting II	3	COMM 224,245,259
COMM259	Voice and Diction	3	COMM251
COMM316	Debate and Argumentation	3	COMM251,259
COMM345	Advanced Radio Production I	3	COMM224,245,246
COMM446	Advanced Radio Production II	3	COMM345
JOUR257	Writing for Electronic Media	3	JOUR130

<b>PUBLIC RELATIONS</b>		<b>21 CREDITS</b>	<b>PREREQUISITES</b>
JOUR202	Event Planning	3	JOUR102
JOUR 257	Writing for E- Media	3	COMM126,105
JOUR252	Outside Broadcast	3	COMM215;224
COMM267	Techniques of Video Editing	3	COMM126,135
JOUR201	Writing for Public Relations	3	JOUR102
JOUR321	Public Relations Campaigns	3	JOUR201
JOUR401	Case Studies in Public Relations	3	JOUR321

**JOURNALISM**

**21 CREDITS PREREQUISITES**

JOUR131	Photo Journalism	3	PRNT154
JOUR256	News Writing II	3	JOUR255
JOUR257	Writing for Electronic Media	3	JOUR130
JOUR335	Writing and Reporting for Broadcast	3	COMM215,246
COMM267	Techniques of Video Editing	3	COMM126,135
JOUR258	Web Based Journalism	3	JOUR256
JOUR356	Foreign News Reporting	3	JOUR258

**COMMUNICATION STUDIES ELECTIVES**

Each student must choose 6 credits of electives. Students are free to choose electives of their choice. However, some electives are recommended for students pursuing specific areas of specialization (*please see bracketed information below*). Also, if students choose to do an elective that carries a prerequisite that is not listed on their sequence of courses, they must do the prerequisite before doing the elective. In addition, if one of the courses listed below are required for the core or area of specialization, the student cannot choose it as an elective.

**CREDITS PREREQUISITES**

COMM206	Graphic Design and Illustration (PR students)	3	COMM 235
COMM209	Advertising on the World Wide Web	3	JOUR168
COMM216	Television Production II	3	COMM215
COMM222	Theory and Practice in Audio Recording (TV students)	3	COMM126
COMM244	TV Broadcasting II	3	COMM243,259,267
COMM246	Radio Broadcasting II	3	COMM245,259,224
COMM259	Voice and Diction (Journalism students)	3	COMM251
COMM267	Techniques of Video Editing (TV & Radio students)	3	COMM126,135
COMM268	Electronic Field Production	3	COMM216, 267
COMM269	Script Writing	3	JOUR257
COMM276	Group Dynamics & Leadership (SL)	3	COMM 251
COMM316	Debate and Argumentation (Journalism students)	3	COMM251
COMM345	Advanced Radio Production I	3	COMM246,224
COMM347	Advanced Television Production I	3	COMM282
COMM446	Advanced Radio Production II	3	COMM345
COMM448	Advanced Television Production II	3	COMM347
JOUR131	Photo Journalism (PR students)	3	PRNT154
JOUR201	Writing for Public Relations	3	JOUR102
JOUR202	Event Planning	3	JOUR102
JOUR252	Outside Broadcast (Radio & TV)	3	COMM224, 215
JOUR256	News Writing II	3	JOUR255
JOUR258	Web Based Journalism	3	JOUR 256
JOUR335	Writing and Reporting for Broadcast	3	COMM215, 246
PRNT154	Principles of Photography (PR & Journalism students)	3	

**GENERAL EDUCATION REQUIREMENTS**

**44 -50 CREDITS**

Please account for the minimum 44 General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, area of specialization or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the Bachelor’s degree. Please note that all communication studies students are required to do the general education course PSYC119 Principles of Psychology.

C O M M U N I C A T I O N S T U D I E S

**RECOMMENDED SEQUENCE  
BACHELOR OF ARTS IN COMMUNICATION STUDIES**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-33 credits)	EDUC100: Freshman Seminar	1	COMM135: Intro. to Television Production	3
	ENGL119: Freshman Composition I	3	ENGL120: Freshman Composition II	3
	COMM126: Intro. to Media & Communication	3	COMM128: Issues in Caribbean Media	3
	COMM105: Fundamentals of Writing	2	JOUR102: Fundamentals of Public Relations	3
	JOUR130: Intro. to Journalism	3	JOUR168: Introduction to Advertising	3
	HMEC129: Social & Professional Ethics	3		
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
	<b>Summer I</b>			
	COMM251 Oral Communication	3		
	EDUC151 Fund of Christian Education	3		
	<b>TOTAL CREDITS:</b>	<b>6</b>		
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	COMM235: Digital Publishing	3	JOUR255: News Writing	3
	COMM224: Techniques of Radio Production	3	RELB 113: God and Human Life	3
	COMM215: Television Production I	3	SPAN 162: Intermediate Spanish II	3
	SPAN161: Intermediate Spanish I	3	COMM245: Radio Broadcasting I	3
	Math requirement	3	COMM276: Group Dynamics & Leadership	3
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
	<b>Summer I</b>			
	PSYC119: Principles of Psychology	3		
	COMM150: Intro to Communication Research	2		
	<b>TOTAL CREDITS:</b>	<b>5</b>		
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	Area of Specialization	3	COMM320: Communication Research Methods	2
	COMM396: Broadcast Management	3		3
	JOUR 333: Feature Writing	3	RELB305: Life & Teachings of Christ	6
	DIET120: Fundamentals of Nutrition	3	Area of Specialization	4
	Spiritual Development Requirement	2	COMM 339: Production House	
	<b>TOTAL CREDITS:</b>	<b>14</b>	<b>TOTAL CREDITS:</b>	<b>15</b>

## ASSOCIATE OF ARTS IN COMMUNICATION STUDIES

A student pursuing this course of study is required to complete at least 68 credits. Thirty-nine (39) of these must be Communication Studies core credits and the remaining 29 must be General Education credits.

<b>CORE REQUIREMENTS</b>	<b>39 CREDITS</b>	<b>PREREQUISITES</b>
COMM105 Fundamentals of Writing	2	
COMM126 Introduction to Media and Communication	3	
COMM128 Issues in Caribbean Media	3	COMM126
COMM135 Introduction to Television Production	3	COMM126
COMM150 Introduction to Communication Research	2	COMM126
COMM224 Techniques of Radio Production	3	COMM126, JOUR130
COMM243 TV Broadcasting I	3	COMM126, 135
COMM245 Radio Broadcasting I	3	COMM126, 224
COMM320 Communication Research Methods	2	COMM150
JOUR102 Fundamentals of Public Relations	3	
JOUR130 Introduction to Journalism	3	
JOUR168 Introduction to Advertising	3	
JOUR252 Outside Broadcasting	3	
JOUR255 News Writing	3	JOUR130

### GENERAL EDUCATION REQUIREMENTS 29 CREDITS

Please account for the minimum twenty-nine (29) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, area of specialization or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the Associate Degree.

### RECOMMENDED SEQUENCE ASSOCIATE OF ARTS IN COMMUNICATION STUDIES

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	COMM126: Intro to Media & Communication	3	COMM135: Introduction to TV. Production	3
	COMM105: Fundamentals of Writing	2	ENGL120: Freshman Comp. II	3
	EDUC100: Freshman Seminar	1	JOUR102: Fund. of Public Relations	3
	ENGL119: Freshman Composition I	3	JOUR168: Intro. to Advertising	3
	JOUR130: Intro. to Journalism	3	COMM128: Issues in Caribbean Media	
	HMEC129: Social and Professional Ethics			
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>15</b>

	<b>Summer I</b>		<b>Summer II</b>	
	COMM251 Oral Communication	3		
	EDUC 151: Fundamentals of Christian Educ.	3	Humanities and Fine Arts requirement	3
	Personal Development requirement	2		
	<b>TOTAL CREDITS:</b>	<b>8</b>	<b>TOTAL CREDITS:</b>	<b>3</b>
2 <sup>nd</sup> Year Sophomore (33-64 credits)	COMM150: Intro to Communication Research	2	JOUR252: Outside Broadcasting	3
	COMM 243: TV Broadcasting	3	COMM320: Communication Research Methods	2
	COMM224: Techniques of Radio Production	3	COMM245: Radio Broadcasting I	3
	JOUR255: News Writing	3	Spiritual development requirement	2
	RELB 113 :God and Human Life	3	DIET120: Fundamentals of Nutrition	3
	<b>TOTAL CREDITS:</b>	<b>14</b>	<b>TOTAL CREDITS:</b>	<b>13</b>

### MINOR IN COMMUNICATION STUDIES

A student pursuing this minor is required to complete at least 29 credits, six (6) of which are electives. If a student chooses to do an elective that carries a prerequisite that is not listed on the sequence of courses, they must do the prerequisite before doing the elective. All courses listed under Core requirements must be done.

#### CORE REQUIREMENTS

	CREDITS	PREREQUISITES
COMM126 Introduction to Media & Communication.	3	
COMM105 Fundamentals of Writing	2	
COMM135 Introduction to Television Production	3	COMM126, JOUR 130
COMM224 Techniques in Radio Production	3	COMM 126, JOUR130
COMM255 News Writing	3	COMM126, JOUR130
JOUR102 Fundamentals of Public Relations	3	
JOUR130 Introduction to Journalism	3	
JOUR168 Introduction to Advertising	3	

#### COMMUNICATION STUDIES ELECTIVES

**(Choose two (2) of the following)**

	CREDITS	PREREQUISITES
COMM128 Issues in Caribbean Media	3	
COMM202 Event Planning	3	JOUR102
COMM235 Digital Publishing	3	COMM126
COMM215 Television Production I	3	COMM135
COMM222 Theory and Practice in Audio Recording	3	COMM126
COMM243 TV Broadcasting I	3	COMM126
COMM245 Radio Broadcasting I	3	COMM126
COMM267 Techniques of Video Editing	3	COMM126, 135
COMM268 Electronic Field Production	3	COMM216, 267

COMM276	Group Dynamics and Leadership (SL)	3	COMM251
COMM316	Debate and Argumentation	3	COMM251
JOUR255	News Writing	3	JOUR130
JOUR257	Writing for Electronic Media	3	JOUR130
JOUR333	Feature Writing	3	JOUR130, 255
JOUR335	Reporting and Writing for Broadcast	3	JOUR130, 255
PRNT154	Principles of Photography	3	

### MINOR IN E-MINISTRIES (EVANGELISM)

A student pursuing this minor is required to complete at least 29 credits, three (3) of which are electives. If a student chooses to do an elective that carries a prerequisite that is not listed on the sequence of courses, they must do the prerequisite before doing the elective. All courses listed under Core requirements must be done.

CORE REQUIREMENTS	26 CREDITS	PREREQUISITES
COMM260	Evangelism in the Electronic Media	3 RELB 113
COMM105	Fundamentals of Writing	2
COMM224	Techniques of Radio Production	3 COMM 126,JOUR 130
COMM135	Introduction to Television Production	3 COMM126,JOUR 130
COMM259	Voice and Diction	3 COMM251
COMM257	Writing for Electronic Media	3 JOUR130
COMM245	Radio Broadcasting I	3 COMM224
COMM254	E-Ministry	3 COMM259
COMM243	TV Broadcasting I	3 COMM 135

COMMUNICATION STUDIES CORE ELECTIVES (Choose one (1) of the following courses)	3 CREDITS	PREREQUISITES
COMM128	Issues in Caribbean Media	3
COMM235	Digital Publishing	3 COMM126
COMM215	Television Production I	3 COMM135
COMM222	Theory and Practice in Audio Recording	3 COMM126
COMM267	Techniques of Video Editing	3 COMM126,135
COMM268	Electronic Field Production	3 COMM216,267
COMM276	Group Dynamics and Leadership (SL)	3 COMM251
COMM316	Debate and Argumentation	3 COMM251
JOUR202	Event Planning	3 JOUR102,COMM235
JOUR255	News Writing	3 JOUR130
JOUR333	Feature Writing	3 JOUR130,255
JOUR335	Reporting and Writing for Broadcast	3 JOUR130,255,
PRNT154	Principles of Photography	3



## DESCRIPTION OF COURSES

### **COMM105 Fundamentals of Writing**

**2 Credits**

Students will be guided through a review of basic English grammar, with an emphasis on different modes of creative writing. They will also be introduced to the language and jargon of the communication /media practitioner. **Prerequisite: None**

### **COMM126 Introduction to Media and Communication**

**3 Credits**

Explores the nature, functions, theories and responsibilities of mass media. Students are exposed to the various media and communication theories and examine their application in the diverse 21<sup>st</sup> century communication arena. It explores media convergence, the advent of social media and evolving communication technologies and their impact on media and communication. **Prerequisite: None**

### **COMM128 Issues in Caribbean Media**

**3 Credits**

Exposes students to issues affecting media coverage in the Caribbean. Students will examine the situation in different countries, critique the similarities and differences in structure, practice and cultural nuances in Caribbean media organisations and look at how differences in journalistic practices and societal diversity impact the coverage of politics, culture and regional development and integration. **Prerequisite: COMM126 Introduction to Media and Communication**

### **COMM135 Introduction to Television Production**

**3 Credits**

A study of the fundamentals of producing for the medium. Includes script writing, directing the audio session, studio recording, mixing, production, music and sound effects. The student will be exposed to the use of lighting and sound in supporting video. **Prerequisite: COMM126 Introduction to Media and Communication**

### **COMM150 Introduction to Communication Research**

**3 Credits**

The course is an introduction to the nature, value and practice of research. It highlights various approaches to research, emphasizing issues in media and communication. Research methodologies and the impact of the internet and social media on research, are also examined. Students are required to generate research topics and write research proposals. **Prerequisite: COMM126 Introduction to Media and Communication**

### **COMM206 Graphic Design and Illustration**

**3 Credits**

This course offers graduated instruction, using technical and conceptual skills for publishing information for the purposes of advertising. Guided tutorials and independent thinking form the teaching style for this course. **Prerequisite: COMM235 Digital Publishing**

### **COMM209 Advertising on the World Wide Web**

**3 Credits**

This course introduces students to the principles and processes of Internet advertising. It provides an overview of online advertising, Internet advertising strategies and Internet direct marketing. **Prerequisite: JOUR168 Introduction to Advertising**

**COMM215 Television Production I**

**3 Credits**

This course highlights the theory and practical experience in producing and directing for television. Includes study of the role of the director and styles of directing. Practical experience includes but is not limited to directing interviews and 'live' magazine and news programmes in a studio setting. **Prerequisites: COMM126 Intro to Media and Communication, COMM135: Intro TV Production.**

**COMM216 Television Production II**

**3 Credits**

Advanced theory and practical experience in directing for television. Practical experience includes directing a single camera production outside of the television studio. **Prerequisites: COMM215 Television Production I, COMM267 Techniques of Video Editing**

**COMM222 Theory and Practice in Audio Recording**

**3 Credits**

The student will be introduced to the theory and teaching of the multi-channel recording studio. The selection and physical basis of all equipment will be explored. Students will be competent in editing sound and carrying out the operations of the recording studio. Students are required to use cutting edge technology and will be able to apply these techniques in studio. **Prerequisite: COMM126 Intro to Media and Communication**

**COMM 224 Techniques of Radio Production**

**3 Credits**

The student is introduced to the world of radio production and will learn the role of radio, its impact on society and the skills involved in creating scripts for different programme formats. The student will conceptualize programme ideas and bring them to fruition. **Prerequisites: COMM 126: Intro to Media and Communication, Jour 130 Intro to Journalism**

**COMM231 Advertising Management**

**3 Credits**

This course introduces students to the advertising process as well as to managerial and theoretical perspectives in advertising. Students will learn to develop and execute an advertising plan with clearly defined objectives. Students will also build necessary skills in advertising, including account planning and media planning, while gaining a broader appreciation for how each of these skill areas fit into the overall structure of the advertising process. **Prerequisite: JOUR168 Introduction to Advertising.**

**COMM235 Digital Publishing**

**3 Credits**

The study and use of digital lettering, type styles, graphics, page layout and design. The course is designed to study the advancement and refinement of graphic art techniques, with emphasis on the proper use of mechanical tools and computer-aided digital publishing systems. This is an online course. **Prerequisite: COMM126 Introduction to Media and Communication**

**COMM243 TV Broadcasting I**

**3 Credits**

Exposes the student to the medium of television broadcasting and includes planning, production and presentation. Emphasis will be on presentation and developing and sharpening the potential broadcaster's skills on camera. Practical exercises include activities such as hosting a feature programme and anchoring news. **Prerequisites: COMM126: Intro to Media and Communication, COMM135 Introduction to TV Production.**

**COMM244 TV Broadcasting II** **3 Credits**  
 Students are required to fine tune their broadcasting skills for television. Emphasis will be on sharpening the potential broadcaster's skills on camera and news anchoring. **Prerequisites:** **COMM243 Television Broadcasting I, COMM259 Voice and Diction, COMM267 Techniques of Video Editing**

**COMM245 Radio Broadcasting I** **3 Credits**  
 This course introduces the student to the intricacies of radio broadcasting. It fine-tunes the student's presentation skills and builds on the production skills garnered in *Techniques of Radio Production*. A theoretical background will prepare the student for the practical work which will be done throughout the course. The emphasis is on effectively presenting a variety of radio formats. **Prerequisites:** **COMM126 Intro to Media and Communication, COMM224 Techniques of Radio Production.**

**COMM246 Radio Broadcasting II** **3 Credits**  
 A course designed to hone the skills in feature writing, interviews, newscasts and panel discussions for radio. The skills acquired will enable the student to produce a variety of radio formats, including a current affairs programme. **Prerequisites:** **COMM245 Radio Broadcasting I, COMM259 Voice and Diction, COMM224 Techniques of Radio Production**

**COMM251 Oral Communication** **3 Credits**  
 An exploration of the dynamic process of intra-personal, interpersonal, small group, and public speaking communication contexts. It includes practical emphasis on the acquisition of skills in these four contexts of communication. **Prerequisite:** **ENGL120 Freshman Composition II**

**COMM254 E-Ministry** **3 Credits**  
 This course teaches the history of the electronic and online media platforms and the appropriate use of media in evangelism. It teaches the core elements of sharing the gospel message using electronic platforms, including online streaming. It teaches the fundamentals of broadcast and online media and looks at best fit presentation styles for the spreading of the gospel. **Prerequisite:** **COMM259 Voice and Diction**

**COMM259 Voice and Diction** **3 Credits**  
 A course which provides training for improvement in the use of the speaking voice. Attention is focused on range, flexibility, clarity of articulation and standards of pronunciation, with individual help in the correction of faulty speech habits. **Prerequisite:** **COMM251 Oral Communication**

**COMM260 Evangelism in the Electronic Media** **3 Credits**  
 It looks at how different media have been used in evangelism overtime. Students are guided through the use of various equipment and are encouraged to master their operation. Learning is accelerated through the use of practical sessions and case studies. The course will include guest presentations and case studies. This course will attract a lab fee as students are

required to utilize camera equipment and work in studio. **Prerequisites:** RELB 113: God and Human Life, COMM254: E-Ministry

**COMM267 Techniques of Video Editing** **3 Credits**

Students will be introduced to the various forms of video editing equipment, tape formats and new technologies. The students will gain practical hands-on experience that will enable them to master the craft of post-production. **Prerequisites:** COMM126 Intro to Media and Communication, COMM135 Intro to TV Production.

**COMM268 Electronic Field Production** **3 Credits**

This is a class in dramatic shooting. Production teams will produce dramas shot on Digital video tape. This requires extensive hours to be scheduled outside of class sessions. **Prerequisites:** COMM267 Techniques of Video Editing, COMM216 Television Production II

**COMM276 Group Dynamics and Leadership (SL)** **3 Credits**

This course focuses on interpersonal relationships in the small group; and leadership as a function in group cohesiveness and productivity. This course requires the student to be exposed to leadership theories which will be tested in field application. The course has an off campus component which facilitates experiential learning. It has a strong Service Learning component. **Prerequisite:** COMM251 Oral Communication

**COMM316 Debate and Argumentation** **3 Credits**

The study of reasoned argument through creative application of the rules of evidence and reasoning. Students will be exposed to the steps used in the formulation of a hypothesis and will be required to develop hypotheses individually. Research techniques will be explored in this course to ensure that arguments presented are logical and cohesive. Students may be required to participate in forums and debates at the university level. **Prerequisite:** COMM251 Oral Communication

**COMM320 Communication Research Methods** **3 Credits**

This is a practical course designed to have students apply the theories and concepts learnt in *Introduction to Communication Research*. Emphasis will be placed on practical application. Students are required to complete research on a topic of their choice, from the field of media and communication. Students may also be required to work as research assistants for a faculty member who is engaged in research. **Prerequisite:** COMM150 Introduction to Communication Research

**COMM339 Production House** **4 Credits**

Students will be given the opportunity to get practical hands-on experience with internal and external clients. Students must prepare and present approved proposals, a portfolio and signed workshop attendance logs at a panel interview assessment session. On successful completion of the panel interview, students will sit a Language and Content Interview. Students who are unsuccessful at Production House will not be able to sit the Language and Content Interview or proceed on Internship. **Students should have completed at least nine (9) credits in the emphasis for Production House. Prerequisites:** COMM320 Communication Research Methods, COMM396 Broadcast Management.

**COMM345 Advanced Radio Production I****3 Credits**

A study of the modern radio broadcast station. The functions, requirements and skills necessary to work in broadcast are fine-tuned through practical in-studio work. Students will be required to produce features and news for broadcast on NCU radio. **Prerequisite:** **COMM246 Radio Broadcasting II**

**COMM347 Advanced TV Production I****3 Credits**

This course entails producing, directing and performing in a television programme; and creating for the video medium. Students receive exposure to the responsibilities of the producer and director; and are taught to master the art of special effects: the creative use of lighting, scenery and makeup. Students are encouraged to produce original and experimental projects. **Prerequisite:** **COMM282 Television Production II**

**COMM396 Broadcast Management****3 Credits**

A study of the various components involved in managing a media facility with special emphasis on the Jamaican landscape (as well as close interaction with the regulating body, the Broadcasting Commission). **Prerequisites:** **COMM215 TV Production I, JOUR252 Outside Broadcasting**

**COMM399 Internship****3 Credits**

Students are required to apply academic content, demonstrate mastery of their subject area or an area in which they are placed as well as professional ethics at a journalistic, publication, broadcast or related facility. Internship is usually for a four to six week period under the supervision of a professional. Grading is by an external departmental instructor, based on work ethics, competence and initiative. **Prerequisites:** **Successful completion of the Language and Content Interview, COMM339 Production House**

**COMM400 Media Entrepreneurship****3 Credits**

This course entails using practical skills learnt throughout the programme to develop and grow a business. Exposure to proposal writing and developing strategic partnerships is integral to this course and students will be guided through this process. **Prerequisite:** **COMM396 Broadcast Management**

**COMM401 Media Ethics and Legal Issues****3 Credits**

An overview of legal aspects of the media, with emphasis on libel, copyright, censorship, privacy and other issues confronting professional communicators. **Prerequisites:** **COMM126 Intro to Media and Communication, COMM128: Issues in Caribbean Media**

**COMM446 Advanced Radio Production II****3 Credits**

Advanced level work in radio production will be covered. Students will be required to produce news, features and documentaries for NCU radio. **Prerequisite:** **COMM345 Advanced Radio Production I**

**COMM448 Advanced TV Production II**

**3 Credits**

Without formal instruction, students are required to undertake all aspects involved in producing a 30 minute film by a given time. This includes script writing (done in COMM347), casting, location selection, legalities, filming, editing... A formal package must be submitted along with the video presentation.

**Prerequisites:** COMM347 Advanced TV Production I, COMM401 Media Ethics and Legal Issues

**JOUR102 Fundamentals of Public Relations**

**3 Credits**

This course covers communication techniques used in public relations to identify and reach specified audiences through controlled media. Preparation of press releases, brochures, newsletters, reports, audio-visually, speeches and media campaigns; planning and constructing special events; underpinned by theories in communication. **Prerequisite:** COMM126 Intro to Media and Communication

**JOUR130 Introduction to Journalism**

**3 Credits**

Students are introduced to the field of Journalism and the theories and practices of the local and global news media landscape. The work of the Journalist and the general structure and operations of the news room are covered. News gathering and interviewing techniques are also emphasized.

**JOUR131 Photo Journalism**

**3 Credits**

Teaches the core elements of identifying the perfect shot for the perfect news story. Learning is accelerated through the use of practical sessions and case studies. **Prerequisite:** PRNT154 Principles of Photography

**JOUR168 Introduction to Advertising**

**3 Credits**

Examines essential viewpoints and issues from the standpoint of both the literature and the practitioner. Students learn why advertising is used, the kind of goal set for it, ways in which advertising programmes are developed to achieve these goals and much about why and how advertising accomplishes its aims. Finally, students are exposed to the interaction between advertising and society and the implications for successful advertising. **Prerequisite:** COMM126 Intro to Media and Communication

**JOUR 201 Writing for Public Relations**

**3 Credits**

This course will introduce students to the various Public Relations writing tools, as well as help develop the necessary skills for PR writing, including newsletters, press release(s), feature stories, and speeches. Building on the foundation of the News Writing course, students will learn to apply the same principles in a public relations context. Students will learn to write persuasive copy for all media platforms as well as for both internal and external audiences. They will also produce written marketing support products and prepare speeches and editorial copy for companies and organizations. **Prerequisites:** JOUR 102 Fundamentals of Public Relations, COMM235 Digital Publishing

**JOUR 202 Event Planning****3 Credits**

This course emphasizes best practices in the planning and execution of events. It introduces techniques for processing pertinent public relations information, problem-solving and communication skills for the contemporary practitioner. The participant will be required to articulate the concept as expressed by an external client and execute an appropriate programme in accordance with those needs. Exposure to contingency and crisis management plans will be integral to this course. An understanding of protocol and etiquette is critical to this course, which has a practical component embedded. Participation is required.

**Prerequisite: JOUR102 Fundamentals of Public Relations**

**JOUR252 Outside Broadcast****3 Credits**

This course provides the student with a platform on which the successful staging of an outside broadcast for radio and television can be effected. The student will be exposed to management and leadership theories which will underpin the execution of an outside broadcast. The student will be exposed to proposal writing and the successful execution of fund raising events. **Prerequisites: COMM215 Television Production I, COMM224**

**Techniques of Radio Production**

**JOUR255 News Writing****3 Credits**

The student is exposed to the rudiments of news gathering and news writing. Experience is gained by covering assignments and in writing articles for print and online platforms in particular. **Prerequisite: JOUR130 Intro to Journalism**

**JOUR256 News Writing II****3 Credits**

Advanced news gathering and news writing techniques are explored. This is a highly practical course which involves students covering assignments on and off campus. **Prerequisites: JOUR255 News Writing**

**JOUR257 Writing for Electronic Media****3 Credits**

The principles and techniques of script writing for all broadcast media platforms, including online platforms, are explored in this course. Students are required to do practical work. This is an on line course. **Prerequisite: JOUR130 Introduction to Journalism**

**JOUR258 Web-Based Journalism****3 Credits**

Emphasizes best practices in journalistic writing for on line media platforms. The student will be exposed to technical skills in writing for this media platform. **Prerequisites: JOUR256 News Writing II**

**JOUR321 Public Relations Campaigns****3 Credits**

Students will learn the managerial and practical aspects of the public relations campaign, including research, agenda/objective setting, planning, execution and evaluation. Students will cover all relevant functions of the creative and managerial process, including event planning and media relations, through the actual creation of a comprehensive public relations campaign. **Prerequisite: JOUR 201 Writing for Public Relations**

**JOUR333 Feature Writing** **3 Credits**

Theory and practice of writing feature stories for traditional print platforms such as newspaper and magazine and online platforms. Practical assignments involve interviewing, writing, revision and marketing of articles. **Prerequisites: JOUR130 Intro to Journalism, JOUR255 News Writing**

**JOUR335 Writing and Reporting for Broadcast** **3 Credits**

This course exposes the student to advanced journalistic practices, including script writing and reporting for radio and television. Students are required to master assignment coverage and in-the-field news reporting techniques. **Prerequisites: COMM215 Television Production I, COMM 246 Radio Broadcasting II**

**JOUR336 Foreign News Reporting** **3 Credits**

This course teaches the core and expert skills required for writing about global issues for an international audience, being cognizant of the cultural nuances. **Prerequisite: JOUR256 News Writing II**

**JOUR401 Case Studies In Public Relations** **3 Credits**

Using the case study approach to learning, this course will give students the opportunity to review and later predict how organizations solve their respective public relations challenges. Students will learn to write case statements, case summaries and position papers while critiquing and drafting solutions to given problems. **Prerequisite: JOUR 321 Public Relations Campaign**

**PRNT154 Principles of Photography** **3 Credits**

A study of the basic principles of photography. Includes theory and practice of exposure, development, printing and enlarging; and the study of various types of equipment and apparatus. **Prerequisite: COMM126 Intro to Media and Communication**





## DEPARTMENT OF GENERAL STUDIES

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**Chair: Jason Wynter**

E-mail: Jason.wynter@ncu.edu.jm

Telephone: (876) 963-7495; 7494

**Faculty:** Comprised of instructors from the designated departments in which the students may choose to do their programme of study.

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### INTRODUCTION

This programme is intended to give a cross-disciplinary foundation to students who desire to choose a broader, more varied programme of study. Students may cross departmental lines in order to obtain the preparation that will best fit them for the future study of other disciplines. The total number of credits should be no less than one hundred and twenty-eight (128).

### OBJECTIVE

The department aims to provide students with a broad-based, educational foundation for increased flexibility in future study and career choices.

### PROGRAMME OFFERED

- Bachelor of Arts in General Studies

### MATRICULATION REQUIREMENTS

- Applicants must meet the requirements for entry to the University, as well as the requirements for taking the minors comprising the student's programme of study.
- Transfer students matriculating into this programme must have a cumulative GPA of 2.25 or above.

### ADDITIONAL REQUIREMENTS

- Students must complete the basic general education requirements as outlined.
- Instead of taking a major and a minor, students are required to select emphases of a minimum of twenty-seven (27) credits each, with at least 12-15 hours of upper division credits in at least three related disciplines. Credits in the areas of emphasis are exclusive of the general education requirements, which amount to 37-49 credits.
- Students are required to have a GPA of 2.5 or above in at least two of the areas of emphasis and a GPA of 2.25 or better in the other.
- Students should file an approved course plan with the adviser or the programme co-ordinator no later than the end of the sophomore year. This plan must be approved by the Academic Board.

Each department chairperson serves as adviser for the emphasis taken within that department. The co-ordinator or chairperson of the Department of General Studies serves as general adviser for each student.

# DEPARTMENT OF HUMANITIES

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**Chair: Lucinda Peart (Interim)**

E-mail: humanitiesdept@ncu.edu.jm

Telephone: (876) 963-7463-4

Grace Beckford – Language Centre Co-ordinator

Telephone: (876) 963-7476

**FACULTY**

Yvonne Blagrove-Smith  
Mario Castillo Rangel (On Sabbatical)  
Fiona Dyer Wilson  
Sydonie Graham  
Rhonda Harrison  
Yamirka Jackson  
Sheryl Reid  
Maria Teresa Sanchez  
Carolyn Wiles-Blair  
Fitzroy Williams  
Roy Wynter

**ADJUNCT**

Winnie Mae Anderson-Brown  
Orrette Burke  
Noreen Daley  
Althea Edwards-Boothe  
Sherica Green  
Joan Reid

HUMANITIES

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## INTRODUCTION

The Department of Humanities contributes to the fulfilment of the mission of the University by helping students to develop an appreciation for the humanities by sharpening critical, analytical and creative skills through the study of language and literature. It also seeks to acquaint students with the forces, movements, institutions and ideas that have shaped the human experience through the study of history.

## OBJECTIVES

***The Department seeks to:***

- provide students with the tools and approaches necessary to make an informed, creative and Christian impact in their area of study;
- produce individuals who can operate at a high intellectual and moral level in rapidly changing times;
- prepare students to meet the requirements of the global and domestic labour markets with the requisite problem-solving skills as well as the ability to think, communicate and learn;
- adopt a broad historical, comparative and inter-disciplinary perspective on every day issues;
- provide a foundation for a wide range of careers in law, journalism, library science, publishing, public relations, teaching, multilingual secretary, translation, interpretation, government, library science, diplomacy, and research;

- provide a thorough understanding of the range of forces which have shaped the development of the Caribbean region;
- prepare students in conjunction with the Department of Teacher Education to teach in the primary and secondary schools;
- provide students with the flexibility to access online courses;
- prepare students for entrance to graduate studies.

### **PROGRAMMES OFFERED**

- Bachelor of Arts in English (Literature Emphasis)
- Bachelor of Arts in English (Writing Emphasis)
- Bachelor of Arts in English Education
- Bachelor of Arts in History
- Bachelor of Arts in Spanish Studies
- Bachelor of Arts in Spanish Education
- Associate of Arts in Spanish
- Associate of Arts in English
- Minor in English
- Minor in French
- Minor in History
- Minor in Social Studies
- Minor in Spanish
- English as a Second Language (ESL-proficiency)

### **MATRICULATION REQUIREMENTS**

#### **English**

In addition to the University's entry requirements, a student who desires to major in English must have a pass in English at CSEC General Proficiency Level I or II, or GCE O' Level of at least a 'B' or an equivalent examination with a comparable grade.

#### **History**

Students majoring in History must have a pass in the subject of at least 'B' at GCE or at least Level II CSEC at the General Proficiency Level. In addition, persons may be accepted into the programme if they are successful in the Mature Age Examination which is only applicable to candidates over 25 years old.

#### **Spanish**

For admission to the Bachelor of Arts in Spanish Studies, the Bachelor of Arts in Spanish Education and Associate of Arts in Spanish, it is recommended that the applicant have a pass in Spanish of at least a 'B' at GCE O' Level or Grade II in the CSEC General Proficiency Level or an equivalent examination with a comparable grade. Students pursuing these programmes are required to take six (6) credits of French.

### Modern Language Requirement

All students pursuing a Bachelor of Arts in English and English Education are required to do six (6) credits of a modern language at the intermediate level. Students in this programme who do not have a pass in a modern language in CSEC or GCE or an equivalent examination must complete the prerequisite – 6 credit hours of the beginning course of a modern language – before enrolling in the intermediate level course.

### THE ENGLISH LANGUAGE PROFICIENCY EXAMINATION (ELPENCU)

Each prospective student is required to take the English Language Proficiency Examination (ELPENCU) that is geared towards testing competence in *grammar, comprehension and writing* in order to be placed in the appropriate English course. Students who fail this examination are required to enroll in ENGL071: Introduction to Composition. A fee is charged for the examination.

### BACHELOR OF ARTS IN ENGLISH

This programme requires 50 credits in the core, (not including Freshman Composition ENGL119, 120), 3 credits of English electives, 6 credits of cognates and 37-49 credits of General Education for the baccalaureate degree as outlined in this *Bulletin*. There are two emphases: one in literature and one in writing. Each emphasis has a core of 50 credits including 3 English electives. At least 30 of the credits for the Bachelor of Arts in English must be in upper-division courses numbered 300 or above. This degree requires a minor in any other subject area. This programme requires a minimum of 132 credits (*Literature emphasis*) and 128 credits (*Writing emphasis*).

### BACHELOR OF ARTS IN ENGLISH (LITERATURE EMPHASIS)

CORE REQUIREMENTS	Total 50 CREDITS	Prerequisites
ENGL205 Introduction to Literature I	3	ENGL119/LART119
ENGL206 Introduction to Literature II	3	ENGL205
ENGL208 Introduction to Linguistics	3	ENGL120/LART120
ENGL243(245) Survey of British Literature	3	ENGL205, ENGL206
ENGL248 Survey of Literatures in English	3	ENGL205, ENGL206
ENGL252 English Syntax	3	ENGL120
ENGL301 American Literature	3	ENGL206
ENGL331 Literary Criticism	3	ENGL243 or 248
ENGL333 West Indian Writers		ENGL205, ENGL206
ENGL335 World Literature	3	ENGL205, ENGL206
ENGL337 Literature of the Medieval Period <b>or</b>		ENGL205, ENGL206, 243
ENGL338 Sixteenth Century Literature <b>or</b>		ENGL205, ENGL206, 243
ENGL339 Seventeenth Century Literature	3	ENGL205, ENGL206, 248
ENGL344 Eighteenth Century Literature <b>or</b>		ENGL205, ENGL206, 248
ENGL345 Romantic Writers <b>or</b>		ENGL205, ENGL206, 248
ENGL346 Victorian Writers <b>or</b>		ENGL205, ENGL206, 248
ENGL427 Twentieth Century Writers	3	ENGL205, ENGL206, 248
ENGL413 History & Dev. of the English Lang	3	ENGL208, 243, 248
ENGL437 Major Author	3	ENGL243, 248

ENGL448	Seminar in Adv. English Studies	2	SENIOR STATUS
ENGL326	Creative Writing or	3	ENGL120/LART120
ENGL373	Advanced Writing or		ENGL120/LART120
JOUR255	News Writing or		ENGL120/LART120
JOUR310	Opinion Writing		ENGL120/LART120
ENGLISH ELECTIVE: (LITERATURE)		3	
<b>COGNATES</b>		<b>6</b>	
ENGL319	Teaching English as a Foreign Language*	3	EDUC301
ENGL485	English Research Methods	3	ENGL331
*EDUC301: <i>General Methods is the prerequisite</i>			
<b>GENERAL EDUCATION REQUIREMENTS</b>		<b>37 - 49</b>	

### BACHELOR OF ARTS IN ENGLISH (WRITING EMPHASIS)

**CORE REQUIREMENTS**

	<b>Total 50 CREDITS</b>	<b>Prerequisites</b>
ENGL205	3	ENGL119/LART119
ENGL206	3	ENGL205
ENGL208	3	ENGL120/LART120
ENGL221	3	ENGL120/LART120
ENGL252	3	ENGL120/LART120
ENGL243	3	ENGL205, 206
ENGL248	3	ENGL205,206
ENGL312	3	ENGL208
ENGL315	3	ENGL205,206
ENGL301	3	ENGL205,206
ENGL331	3	ENGL373
ENGL373	3	ENGL252
ENGL400	3	ENGL373
ENGL413	3	ENGL208, 243
ENGL448	2	SENIOR STATUS
JOUR255	3	ENGL120/LART120

ENGLISH ELECTIVE: (WRITING/LANGUAGE) 3

**COGNATES** **6**

ENGL319	Teaching English as a Foreign Language	3	EDUC301
ENGL485	English Research Methods	3	ENGL331

**GENERAL EDUCATION REQUIREMENTS 43 - 49**

**RECOMMENDED PROGRAMME SEQUENCE  
BA IN ENGLISH (LITERATURE EMPHASIS)**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	ENGL119 Freshman Comp. I	3	ENGL120: Freshman Composition II	3
	EDUC100 Freshman Seminar	1	HIST/GEO: History/Geography Req.	3
	PSYC/SOCI Psyc/Soci Requirement	3	RELB113: God and Human Life	3
	MUED/ART Music/Art Requirement	2/3	CPTR Computer Requirement	3
	EDUC151 Fund. of Christian Edu.	3	Ethics/Moral Dev. Requirement	3
	MATH Math Requirement	3		
	<b>TOTAL</b>	<b>15/16</b>	<b>TOTAL</b>	<b>15</b>
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	ENGL205 Introduction to Lit. I	3	ENGL206 Introduction to Lit. II	3
	RELB/RELT Religion Requirement	2/3	SPAN162 Intermediate Spanish II <b>or</b>	
	SPAN161 Intermediate Spanish I <b>or</b>		FREN162: Intermediate French II	3
	FREN161: Intermediate French I	3	ENGL208: Intro. to Linguistics HPED111:	3
	BIOL Science/Environ. Require.	3	Health and Physical Ed.	2
	ENGL252: English Syntax	3	COMM251 Oral Communication	3
	Elective ( <b>minor</b> )	2	Elective ( <b>minor</b> )	3
<b>TOTAL</b>	<b>16/17</b>	<b>TOTAL</b>	<b>17</b>	
	<b>Summer I</b>			
	Elective ( <b>minor</b> )	3		
	English Elective	3		
	<b>TOTAL</b>	<b>6</b>		
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	ENGL243: Survey of British Lit.	3	ENGL248: Survey of Literatures in Engl.	3
	ENGL301: American Literature	3	ENGL331: Literary Criticism	3
	ENGL/JOUR Writing Requirement	3	ENGL333: West Indian Writers	3
	ENGL485: Engl. Research Methods	3	ENGL335: World Literature	3
	Elective ( <b>minor</b> )	3	Elective ( <b>minor</b> )	3
	<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>15</b>
4 <sup>th</sup> Year <b>Senior</b> (Over 96 credits)	ENGL337: Lit. of the Med. Period <b>or</b>		ENGL319: Teach Eng. as For. Lang.	3
	ENGL338: Sixteenth Cent. Lit. <b>or</b>		RELB305: Life and Teach. of Christ	3
	ENGL339: Seventeenth Cent. Lit.	3	ENGL344: Eighteenth Cent. Lit. <b>or</b>	
	ENGL413: History & Dev. of English Language	3	ENGL345: Romantic Writers <b>or</b>	
	ENGL437: Major Author	3	ENGL346: Victorian Writers <b>or</b>	
	Elective ( <b>minor</b> )	7	ENGL427: Twentieth Cent. Writers	3
	<b>TOTAL</b>	<b>16</b>	ENGL448: Sem. in Adv. Eng. Stu. Elective ( <b>minor</b> )	2 6
	<b>TOTAL</b>	<b>TOTAL</b>	<b>17</b>	

HUMANITIES

**RECOMMENDED PROGRAMME SEQUENCE  
BA IN ENGLISH (WRITING EMPHASIS)**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	ENGL119: Freshman Comp. I	3	ENGL120: Freshman Composition II	3
	EDUC100: Freshman Seminar	1	HIST/GEO: History/Geography Req.	3
	PSYC/SOCIPsyc/Soci Requirement		RELB113: God and Human Life	3
	MUED/ART Music/Art Requirement	3	CPTR Computer Requirement	3
	EDUC151: Fund. of Christian Edu.	2/3	Ethics/Moral Dev. Requirement	3
	MATH Math Requirement	3		
		3		
<b>TOTAL</b>		<b>15/16</b>	<b>TOTAL</b>	<b>15</b>
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	ENGL205: Introduction to Literature I	3	ENGL206: Introduction to Literature II	3
	COMM251: Oral Communication	3	SPAN162: Intermed. Spanish II <b>or</b>	
	RELB/RELT Religion Requirement	3	FREN162: Intermediate French II	3
	SPAN161: Intermediate Spanish I <b>or</b>	2/3	BIOL Science/Environ. Requirement	3
	FREN161: Intermediate French I		ENGL208: Intro. to Linguistics	3
	ENGL252: English Syntax		ENGL221: Technical Writing	3
	Electives ( <b>minor</b> )	3	HPED111: Health and Physical Education	2
		3		
		2		
	<b>TOTAL</b>		<b>16/17</b>	<b>TOTAL</b>
	<b>Summer I</b>			
	English Elective	3		
	<b>TOTAL</b>	<b>3</b>		
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	ENGL243: Survey of British Literature	3	ENGL248: Survey of Lit. in English	3
	ENGL301: American Literature	3	ENGL331: Literary Criticism	3
	ENGL373: Advanced Writing	3	ENGL333: West Indian Writers	3
	JOUR255 : News Writing	3	ENGL485: English Research Methods	3
	RELB305: Life and Teachings of Christ	3	Electives ( <b>minor</b> )	3
				3
<b>TOTAL</b>		<b>15</b>	<b>TOTAL</b>	<b>15</b>
4 <sup>th</sup> Year <b>Senior</b> (Over 96 credits)	ENGL312: Applied Linguistics <b>or</b>		ENGL319: Teach. Eng, as For Lang.	3
	ENGL315: Lang. Culture & Society	3	ENGL448: Sem in Adv. English Stud	2
	ENGL400: Approaches to Writing	3	Electives ( <b>major/minor</b> )	12
	Electives ( <b>minor</b> )	9		
	<b>TOTAL</b>		<b>15</b>	<b>TOTAL</b>



## BACHELOR OF ARTS IN ENGLISH EDUCATION

The Bachelor of Arts in English Education is designed to provide individuals with the skills necessary to teach English at the high school level. The programme is comprised of a minimum of 139 credits. It is intended to provide the opportunity for high school graduates, as well as graduates of Teachers' Colleges or other institutions, to acquire a well-rounded and balanced education as it meets the following objectives:

1. To prepare individuals to teach English in schools.
2. To prepare individuals to teach to non-native speakers of English.
3. To provide the opportunity for persons to pursue graduate studies in English Education or related area.
4. To enable individuals to improve their own mastery of the English language and to work with individuals who are experiencing problems with the language.
5. To meet the needs of individuals who want to teach English and desire to earn a degree in English Education.

## BACHELOR OF ARTS IN ENGLISH EDUCATION

<b>CORE REQUIREMENTS</b>	<b>Total 47 CREDITS</b>	<b>Prerequisites</b>
ENGL205 Introduction to Literature I	3	ENGL119/LART119
ENGL206 Introduction to Literature II	3	ENGL205
ENGL208 Introduction to Linguistics	3	ENGL120/LART120
ENGL243(245) Survey of British Literature	3	ENGL205,206
ENGL248 Survey of Literatures in English	3	ENGL205,206
ENGL252 English Syntax	3	ENGL120/LART120
ENGL326 Creative Writing	3	ENGL120/LART120
ENGL331 Literary Criticism	3	ENGL205,206,243/248
ENGL333 West Indian Writers	3	ENGL205,206,243/248
ENGL373 Advanced Writing	3	ENGL252
ENGL312 Applied Linguistics	3	ENGL208
ENGL315 Language, Culture & Society	3	ENGL208
ENGL319 Teaching English as a Foreign Language	3	EDUC301
ENGL400 Approaches to Writing	3	ENGL373
ENGL448 Seminar in Adv. English Studies	2	SENIOR STATUS
LART319 Language Arts Methodology	3	EDUC301
<b>COGNATES</b>	<b>12</b>	
LRDG220 Fundamentals of Literacy Instruction	3	
LRDG305 Literacy Intervention Strategies I	3	LRDG220
LRDG306 Literacy Intervention Strategies II	3	LRDG305
LRDG371 Secondary Content Literacy	3	LRDG220

**EDUCATION REQUIREMENTS**

**40**

EDUC195	Child and Adolescent Psychology	3	
EDUC198	Principles of Teaching & Learning	3	
EDUC220	Educational Psychology	3	EDUC198
EDUC221	Instructional Technology	3	EDUC198
EDUC301	General Methods		EDUC221
EDUC333	Curriculum Development	3	EDUC198
EDUC341	Professionalism and School Admin	3	
EDUC343	Classroom Testing & Measurement		EDUC333
EDUC360	Foundations of Education	3	EDUC333
EDUC390	Teaching Practicum I Workshop	NC	
EDUC399	Teaching practicum I	2	
EDUC487	Intro.to Educational Research	3	
EDUC490	Teaching Practicum II Workshop	NC	
EDUC498	Teaching Practicum II	8	

**GENERAL EDUCATION REQUIREMENTS**

**37- 49  
CREDITS**

**RECOMMENDED PROGRAMME SEQUENCE  
BA IN ENGLISH EDUCATION**

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr</b>
<b>1<sup>st</sup> Year Freshman</b> (0-32 credits)	ENGL119 Freshman Comp. I	3	ENGL120 Freshman Comp. II	3
	EDUC100 Freshman Seminar	1	ENGL205 Intro. to Literature I	3
	RELB113 God & Human Life	3	LRDG220 Fund. of Lit. Instr.	3
	CPTR Computer Requirement	3	MATH Requirement	3
	Hist/Geo/Music/ Art Requirement	3	Moral Develop. Requirement	3
	EDUC 151 Fund. of Christian Ed.	3	Humanities Requirement	2
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>17</b>
	<b>Summer I</b>		<b>Summer II</b>	
	EDUC195 Child & Adolescent Psychology	3	EDUC198 Prin. of Teach. & Learn.	3
	ENGL206 Intro to Literature II	3	EDUC221 Instructional Technology	3
	<b>TOTAL</b>	<b>6</b>	<b>TOTAL</b>	<b>6</b>
<b>2<sup>nd</sup> Year Sophomore</b> (33-64 credits)	COMM251 Oral Communication	3	Science Requirement	3
	ENGL243 Survey of British Lit.	3	ENGL208 Intro to Linguistics	3
	ENGL252 English Syntax	3	ENGL248 Survey of Lit. in English	3
	SPAN/FREN 161 Intermediate I	3	RELB/RELT Spiritual Development	3
	EDUC220 Educational Psychology	3	SPAN/FREN Intermediate II	3
			HPED111 Health & Physical Ed.	2
	<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>17</b>
	<b>Summer I</b>			
	EDUC301 General Method	3		
	EDUC360 Foundations of Education	3		
	ENGL373 Advanced Writing	3		
	<b>TOTAL</b>	<b>9</b>		
<b>3<sup>rd</sup> Year Junior</b> (65-96 credits)	ENGL315 Lang., Culture & Society	3	ENGL333 West Indian Writers	3
	ENGL326 Creative Writing	3	EDUC319 Lang. Arts Methodology	3
	ENGL331 Literary Criticism	3	EDUC343 Classrm. Test. & Measure.	3
	EDUC333 Curriculum Develop	3	ENGL400 Approaches to Writing	3
	LRDG371 Sec. Content Reading I.	3	ENGL312 Applied Linguistics	3
	EDUC 390 Teaching Pract I Workshop	NC		
	EDUC 399 Teaching Practicum I	2		
	<b>TOTAL</b>	<b>17</b>	<b>TOTAL</b>	<b>15</b>

HUMANITIES

4 <sup>th</sup> Year	ENGL319 Teach. Eng. as Foreign Language	3	LRDG306 Literacy Intervention II	3
Senior (Over 96 credits)	ENGL448 Sem. in Adv. Eng. Stud.	2	EDUC490 Teach. Pract. Workshop II	N/C
	LRDG305 Literacy Intervention I	3	EDUC498 Teaching Practicum II	8
	EDUC341 Prof. & Sch. Admin.	3		
	Research Requirement	3		
	<b>TOTAL</b>	<b>14</b>	<b>TOTAL</b>	<b>11</b>

### ASSOCIATE OF ARTS IN ENGLISH

A student pursuing this course of study is required to complete at least 68 credits, 29-30 of which are General Education requirements.

**N.B. Students may have to do at least one summer.**

CORE REQUIREMENTS	Total 33 CREDITS	Prerequisites
ENGL205 Introduction to Literature I	3	ENGL119/LART119
ENGL206 Introduction to Literature II	3	ENGL205
ENGL208 Introduction to Linguistics	3	ENGL120/LART120
ENGL243(245) Survey of British Literature	3	ENGL205,206
ENGL248(246) Survey of Literatures in English	3	ENGL205,206
ENGL252 English Syntax	3	ENGL120/LART120
ENGL301 American Literature	3	ENGL206
ENGL333 West Indian Writers	3	ENGL206
ENGL335 World Literature	3	ENGL206
ENGL326 Creative Writing <b>or</b>		ENGL120/LART120
ENGL373 Advanced Writing	3	ENGL252
ENGL255 News Writing <b>or</b>		ENGL120/LART120
JOUR310 Opinion Writing	3	ENGL120/LART120
 ENGLISH ELECTIVE	 3	
<b>COGNATE</b>	<b>3</b>	
 LRDG220 Fundamentals of Literacy Instruction	 3	
<b>GENERAL EDUCATION REQUIREMENTS</b>	<b>29 – 30</b>	

**RECOMMENDED PROGRAMME SEQUENCE  
ASSOCIATE OF ARTS IN ENGLISH**

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr</b>
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	ENGL119: Freshman Composition I	3	ENGL120: Fresh. Comp. II	3
	EDUC100: Freshman Seminar	1	ENGL205: Intro. to Literature I	3
	EDUC151: Fund of Christian Educ.	3	LRDG220: Fund. of Literacy	
	RELB113: God & Human Life	3	Instruction	3
	PSYC/SOCI/ECON <b>or</b>		CPTR Computer Requirement	3
	HIST/GEOG Humanities Require.	3	RELB/RELT Religion Req.	2/3
	HPED111: Health and Phys. Educ.	2		
<b>TOTAL</b>		<b>15</b>	<b>TOTAL</b>	<b>14/15</b>
	<b>Summer I</b>			
	ENGL206: Intro. to Literature II	3		
	ENGL252: English Syntax	3		
	HMEC/RELB: Moral Dev. Req.	3		
	<b>TOTAL</b>	<b>9</b>		
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	JOUR255: News Writing <b>or</b>		ENGL248 Survey of Lit. in English	3
	JOUR310: Opinion Writing	3	ENGL301: American Literature	3
	ENGL326: Creative Writing <b>or</b>		ENGL333: West Indian Writers	3
	ENGL373: Advanced Writing	3	ENGL335: World Literature	3
	ENGL 243(245) Survey of British Lit.	3	English elective	3
	COMM251: Oral Communication	3		
	ENGL208: Introduction to Linguistics	3		
<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>15</b>	

HUMANITIES

## BACHELOR OF ARTS IN HISTORY (Minor Required)

The Bachelor of Arts in History consists of credits from a given core, cognates and General Education requirements. The total number of credits for the history degree is at least one hundred and twenty-eight (128). Each student should take the core requirement of sixty (60) credits, the cognates of nine (9) credits, the necessary General Education courses and a minor of his or her choice.

<b>COURSE CORE REQUIREMENTS</b>	<b>60 CREDITS</b>	<b>PREREQUISITES</b>
HIST100 Introduction to History	3	
HIST104 World History I	3	
HIST105 World History II	3	HIST104
HIST205 Foundations of Archaeology	3	HIST100,104,105
HIST231 Caribbean History: 1492-1860 (History of the West Indies I)	3	
HIST232 Caribbean History: 1860-present (History of the West Indies II)	3	HIST231
HIST251 United States History I	3	
HIST252 United States II	3	HIST251
HIST260 History of Jamaica	3	
HIST300 History Tour (Internship/Fieldwork)	3	HIST205,260
HIST335 Latin American History I	3	
HIST336 Latin American History II	3	HIST335
HIST341 History of the Seventh-day Adventist Church	3	
HIST355 (Survey)African Civilization	3	HIST104,105
HIST377 Nineteenth and Twentieth Century Europe I	3	
HIST378 Nineteenth and Twentieth Century Europe II	3	HIST377
HIST402 Historiography	3	(For senior History Majors)
HIST491 Individualized Reading	3	HIST402
HIST492 (490) Independent Study(Final Year Research Paper)	3	HIST402
HIST453 Jamaican Religious Traditions and Cults	3	HIST 260

<b>REQUIRED COGNATES</b>	<b>9 CREDITS</b>
ARTS201 Ancient African Art & Modern Society	3
GEOG102 Intro. to Human Geography	3
PLSC120 Foundations of Political Science & Gov't	3

### **MINOR/GENERAL ELECTIVES REQUIREMENTS 21-24 CREDITS**

A minor or a number of general elective courses numbering twenty-one (21) to twenty-four credits (24) must be chosen from another discipline. Where necessary, additional credits may be taken from any other discipline to complete a total of at least one hundred and twenty-eight (128) credits, required for the degree.

### **GENERAL EDUCATION REQUIREMENTS 37-49 CREDITS**

Please account for the minimum thirty-seven (37) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses **MUST** be taken (by advisement) to complete the minimum requirements for the Bachelor's degree.

**RECOMMENDED PROGRAMME SEQUENCE  
BACHELOR OF ARTS IN HISTORY  
(Minor Required)**

HUMANITIES

Status	1st Semester	Cr	2nd Semester	Cr
1st Year Freshman (0-32 Credits)	ENG100 Freshman Seminar	1	HIST105 World History II	3
	HIST104 World History I	3	ENGL120 Freshman Comp. II	3
	HIST100 Introduction to History	3	MATH100 Fund. of Mathematics	3
	ENGL119 Freshman Comp. I	3	RELB113 God & Human Life	3
	Computer Science req.	3	MUED109 Music Appreciation	3
	GEOG100 Intro to Human Geog.	3		
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>15</b>
	<b>Summer I</b>			
	HPED111 Health & Physical Ed.	2		
	HMEC129 Social & Prof. Ethics	3		
	DIET120 Fundamentals of Nutrition	3		
	<b>OR</b> Other Science Awareness Elect.			
	<b>TOTAL</b>	<b>8</b>		
2nd Year Sophomore (33-64 credits)	HIST231 Caribbean History: 1492-1860 (formerly History of WI I)	3	HIST232 Caribbean History: 1860-present (formerly History of WI II)	3
	HIST251 United States History I	3	HIST252 United States History II	3
	COMM251 Oral Communication	3	HIST260 History of Jamaica	3
	ART201 Ancient African Art & Modern Society	3	SOCI231 Marriages & Family in Diverse Cultures	3
	EDU151 Fundamentals of Christian Education		HIST205 Found. of Archaeology	
	<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>15</b>
	<b>Summer I</b>			
	Modern Language I (Beginning or Intermediate)	3		
	RELB201 Daniel <b>OR</b> RELB202 Revelation	2		
	PLSC211 Found. of Political Science	3		
	<b>TOTAL</b>	<b>8</b>		
3rd Year Junior (65-96 credits)	Modern Language II (Beginning or Intermediate)	3	HIST336 Latin American History II	3
	HIST335 Latin American History I	3	HIST355 Survey of African History	3
	HIST341 History of the SDA Church	3	HIST378 Nineteenth and Twentieth Century Europe II	3
	HIST377 Nineteenth and Twentieth Century Europe I	3	Minor	6
	Minor			
	<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>15</b>
4th Year Senior (Over 96 credits)	RELB305 Life & Teachings of Christ	3	HIST300 History Tour (Internship/Fieldwork)	3
	HIST491 Individualized Reading (Research)	3	HIST402 Historiography	3
	HIST453 Jamaican Religious Traditions & Cults	6	HIST492 (490) Independent Study (Final Year Research Paper)	6
	Minor		Minor	
	<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>15</b>

## BACHELOR OF ARTS IN SPANISH STUDIES (Minor Required)

The Bachelor of Arts in Spanish Studies is designed to integrate the study of languages and cultures with specific preparation in a variety of other programmes. The degree incorporates a minimum of **133** credit hours. The objective of this course of study is to prepare students for various international careers with language skills in the areas of government, business, international transportation, hospitality management, communication, foreign trade and banking.

Students pursuing the B.A. in Spanish Studies are required to do:

- A **minor** (students may choose from any of the minors offered by the university).
- Six (6) credits of French.
- An immersion trip, preferably after finishing the third year.

**N.B.:** For admission to the Bachelor of Arts in Spanish Studies, the Bachelor of Arts in Spanish Education and Associate of Arts in Spanish, it is recommended that the applicant have a recent pass in Spanish (less than 3 years) of at least a 'B' in GCE or Grade II in the CSEC General Proficiency Level or an equivalent examination with a comparable grade. Students with a pass in Beginning Spanish I and/or II (SPAN101, SPAN102) or an equivalent examination in another institution may also apply for this programme. Students with a pass in Intermediate Spanish I and II (SPAN161, SPAN162) applying for the BA programme will receive transfer credits for SPAN122 and SPAN132.

CORE REQUIREMENTS	66 CREDITS	PREREQUISITES
SPAN122 Foundations of Spanish II	3	SPAN132 (Co-requisite)
SPAN132 Spanish Conversation and Reading II	3	SPAN122 (Co-requisite)
SPAN208 Hispanic Culture & civilization <b>or</b>		
SPAN209 Spanish Culture & Civilization	3	SPAN122,132
SPAN211 Español Intermedio I	3	SPAN122,132, Co-req.213
SPAN212 Español Intermedio II	3	SPAN211, 213,Co-req. 214,
SPAN213 Spanish Conversation and Reading III	3	SPAN122,132, Co-req. 211
SPAN214 (205) Spanish Conversation & Reading IV	3	SPAN211, 213, Co-req. 212
SPAN225 Spanish Rhetoric	3	SPAN212, 214 (205)
SPAN233 Major Themes & Writers of Spanish Literature <b>or</b>		
SPAN236 Major Themes & Writers of Hispanic Literature	3	SPAN211, 213
SPAN308 Spanish Linguistics	3	SPAN212, 214 (205)
SPAN310 Advanced Spanish Grammar	3	SPAN212, 214 (205),
SPAN313 Literary Criticism	3	SPAN212, 214 (205)
SPAN336 Spanish Lexicology	3	SPAN212, 214 (205),
SPAN361 History & Development of the Spanish Lang	3	SPAN310
SPAN368 Immersion Trip	3	SPAN212, 214 (205)
SPAN425 Advanced Spanish Composition	3	SPAN225
SPAN433 Masterpieces of Spanish Literature <b>OR</b>	3	
SPAN434 Masterpieces of Hispanic Literature		SPAN, 212, 214 (205)
SPAN435 Literature of the Spanish Speaking Caribbean	3	SPAN 212, 214 (205)
SPAN456 Contrastive Analysis of English & Spanish	3	SPAN 212, 214 (205)
SPAN461 Spanish Translation	3	SPAN456
SPAN462 Interpretation Techniques	3	SPAN456



**ELECTIVES**

Choose any one (1) of the following

SPAN324 Techniques of Teaching Spanish	3	SPAN212, 214(205)
SPAN325 Business Spanish	3	SPAN212, 214(205)
SPAN341 Spanish for Hospitality Management	3	SPAN 212, 214(205)

**COGNATES**

French Requirement	6
SOCI120 Introduction to Sociology	3

**MINOR**

**21-27 credits**

A minor may be selected from any of those offered at the University.

**GENERAL EDUCATION REQUIREMENTS**

**44 credits**

All bachelor's degrees require 37-49 credit hours of General Education requirements.

**RECOMMENDED SEQUENCE  
BACHELOR OF ARTS IN SPANISH STUDIES**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b>	SPAN122: Foundations of Spanish II	3	SPAN211: Español Intermedio I	3
	SPAN132: Span Conv. & Reading II	3	SPAN213: Span. Conv. & Reading III	3
	EDUC100: Freshman Seminar	1	ENGL120: Freshman Comp. II	3
	ENGL119: Freshman Composition I	3	CPTR112: Intro. to Computer Science	3
	EDUC151: Fund. of Christian Education	3	<b>or</b>	3
	RELB113: God and Human Life	3	CPTR120: Computer Applications	3
	<b>TOTAL</b>	<b>16</b>	Moral Development Requirement <b>TOTAL</b>	<b>15</b>
	<b>Summer I</b>		<b>Summer II</b>	
	COMM251: Oral Communication	3	RELB305: Life and Teachings of Christ	3
	MATH100: Fund. of Mathematics <b>or</b> Math Requirement	3		
	<b>TOTAL</b>	<b>6</b>	<b>TOTAL</b>	<b>3</b>
2 <sup>nd</sup> Year <b>Sophomore</b>	SPAN208: Hispanic Cult. & Civilization	3	SPAN225: Spanish Rhetoric	3
	<b>OR</b> SPAN 209: Spanish Culture & Civilization	3	SPAN233: Major Themes & Writers of Spanish Literature <b>OR</b> SPAN236: Major Themes & Writers of Hispanic Literature	3
	SPAN212: Español Intermedio II	3	Literature	6
	SPAN214 (205) Spanish Conv. & Reading IV	6	Minor Requirement	2
	Minor Requirement	2	Spiritual Development Requirement	3
	Personal Development Requirement	3	SOCI120: Introduction to Sociology	3
	<b>TOTAL</b>	<b>17</b>	<b>TOTAL</b>	<b>17</b>

3 <sup>rd</sup> Year <b>Junior</b>	SPAN308: Spanish Linguistics	3	SPAN336: Spanish Lexicology	3
	SPAN310: Adv. Spanish Grammar	3	SPAN361: Hist. & Dev. Of the Span Lang.	3
	SPAN313: Literary Criticism	3	French Requirement	3
	French Requirement	3	Science & Env. Awareness Requirement	3
	Humanities & Fine Arts Req.	3	Minor Requirement	3
	<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>15</b>
<b>Summer I</b>				
	<b>SPAN368: Immersion Trip</b>	<b>3</b>		
4 <sup>th</sup> Year <b>Senior</b>	SPAN425 Advanced Spanish Composition	3	SPAN435: Lit. of Spanish Speaking Caribbean	3
	SPAN433 Masterpieces of Span. Lit. OR	3	SPAN462: Interpretation Techniques.	3
	SPAN434 Masterpieces of Hispanic Lit.	3	Minor Requirement	9
	SPAN456: Contr. Anal. of Eng & Span	3		
	SPAN461: Spanish Translation	3		
	Spanish Elective	15	<b>TOTAL</b>	<b>15</b>
	<b>TOTAL</b>			

### BACHELOR OF ARTS IN SPANISH EDUCATION

The Bachelor of Arts in Spanish Education is designed to integrate the study of languages and cultures with specific preparation in the field of education. The objective of this major is to prepare students for teaching at the Primary and Secondary levels, while providing a base for pursuing graduate studies. The programme consists of **130** credits and has as its objectives:

1. To provide a framework for training and education; enabling students to sit any relevant licensing examination.
2. To offer students theoretical and practical knowledge in the acquisition of the Spanish language, allowing students to gain greater appreciation for the language.
3. To create a dynamic interactive environment where students can attain native-level fluency in which sporadic errors do not interfere with communication.
4. To provide students with a degree in which they will attain a high level of fluency and competency in Spanish, while enabling them to sit the Joint Board Examination.
5. To train students to be competent foreign language educators with the ability to teach up to GCE A' level or CAPE.
6. To equip students with the ability to speak the language with sufficient accuracy in order to participate effectively in most formal and informal conversations on practical, social, professional and abstract topics and support opinions and hypothesize using native-level discourse strategies.

For admission to the Bachelor of Arts in Spanish Education, It is recommended that the applicant have a recent pass (less than 3 years) in Spanish of at least a 'B' in GCE or Grade II in the CSEC General Proficiency Level or an equivalent examination with a comparable grade. Students with a pass in Beginning Spanish I and/or II (SPAN101, SPAN102) or an equivalent examination in another institution may also apply for this programme. Students with a pass in Intermediate Spanish I and II (SPAN161, SPAN162) applying for the BA programme will receive transfer credits for SPAN122 and SPAN132. All B.A. students are required to participate in an immersion trip, preferably after finishing the third year.

**CORE REQUIREMENTS**

	<b>60 CREDITS</b>	<b>Prerequisites</b>
SPAN122 Foundations of Spanish II	3	SPAN132 (Co-requisite)
SPAN132 Spanish Conversation and Reading II	3	SPAN122 (Co-requisite)
SPAN211 Español Intermedio I	3	SPAN122,132, (Co-requisite) 213
SPAN212 Español Intermedio II	3	SPAN211,213, (Co-requisite) 214
SPAN213 Spanish Conversation and Reading III	3	SPAN122,132, (Co-requisite) 211)
SPAN214(205) Spanish Conversation and Reading IV	3	SPAN211,213, (Co-requisite) 212
SPAN225 Spanish Rhetoric	3	SPAN212,214 (205)
SPAN233 Major Themes of Spanish Literature <b>or</b>		
SPAN236 Major Themes of Hispanic Literature	3	SPAN211, SPAN213
SPAN308 Spanish Linguistics	3	SPAN212,214 (205)
SPAN310 Advanced Spanish Grammar	3	SPAN212,214 (205)
SPAN313 Literary Criticism	3	SPAN212, 214 (205)
SPAN324: Techniques of Teaching Spanish	3	SPAN 212,214 (205)
SPAN336 Spanish Lexicology	3	SPAN212, 214 (205)
SPAN361 History & Develop. of the Spanish Lang.	3	SPAN212, 214 (205)
SPAN368 Immersion Trip	3	SPAN212, SPAN214(205)
SPAN425 Advanced Spanish Composition	3	SPAN212, 214 (205)
SPAN435 Lit. of the Spanish Speaking Caribbean	3	SPAN212, 214 (205)
SPAN456 Contrastive Analysis of English & Spanish	3	SPAN 212, 214 (205)

**ELECTIVES student will choose 2 (two) of the following)**

SPAN208 Hispanic Cult. & Civilization <b>OR</b>	3	
SPAN209 Spanish Culture & Civilization		SPAN122, SPAN132
SPAN325 Business Spanish	3	SPAN212, 214 (205)
SPAN433 Masterpieces of Spanish Literature <b>OR</b> SPAN434 Masterpieces of Hispanic Literature	3	
SPAN461 Spanish Translation	3	SPAN 212, 214 (205) SPAN456

**EDUCATION REQUIREMENTS**

	<b>26 Credits</b>	<b>Prerequisites</b>
EDUC195 (205) Child & Adolescent Psychology	3	
EDUC198 (196) Principles of Teaching and Learning	3	EDUC195
EDUC220 Educational Psychology	3	EDUC198
EDUC221 Instructional Technology	3	EDUC198
EDUC301 General Methods	3	EDUC221
EDUC333 Curriculum Development	3	
EDUC341 Professionalism & School Administration	3	
EDUC343 Classroom Testing and Measurement	3	
EDUC390 Teaching Practicum I Workshop	N/C	
EDUC399 Teaching Practicum I	2	

**GENERAL EDUCATION REQUIREMENTS**

**44 credits**

(All bachelor's degrees require 37- 49 credit hours of General Education requirements).

**RECOMMENDED SEQUENCE  
BACHELOR OF ARTS IN SPANISH EDUCATION**

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr</b>
1 <sup>st</sup> Year <b>Freshman</b>	ENGL119: Freshman Composition I SPAN122: Foundations of Spanish II SPAN132: Span Conv. & Reading II EDUC100: Freshman Seminar <b>or</b> EDUC102: University Orientation EDUC151: Fund. of Christian Edu.	3 3 3 3 1 3	ENGL120: Freshman Comp. II SPAN211: Español Intermedio I SPAN213: Span. Conv. & Reading III SOC120: Intro to Sociology Health & Physical Ed Req. RELB113: God & Human Life	3 3 3 3 2 3
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>17</b>
	<b>Summer I</b>			
	CPTR112: Intro. to Computer Science <b>or</b> CPTR120: Computer Applications	3		
	<b>TOTAL</b>	<b>3</b>		
2 <sup>nd</sup> Year <b>Sophomore</b>	EDUC195 (205): Child & Adol. Psych. EDUC198: Prin. of Teach. & Learning SPAN212: Español Intermedio II SPAN214 (205): Spanish Conversation & Reading IV COMM251: Oral Communication	3 3 3 3 3	SPAN225: Spanish Rhetoric SPAN233: Major Themes & Writers of Spanish Lit. <b>OR</b> SPAN236: Major Themes & Writ. of Hispanic Literature EDUC221: Instructional Technology EDUC220: Educational Psychology MATH100: Fund. of Mathematics <b>or</b> MATH121: College Algebra Spiritual Development Requirement	3 3 3 3 3 3 2
	<b>TOTAL</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>17</b>
3 <sup>rd</sup> Year <b>Junior</b>	EDUC301: General Methods EDUC341 Professionalism & School Administration SPAN308: Spanish Linguistics SPAN310: Adv. Spanish Grammar SPAN313: Literary Criticism	3 3 3 3 3	SPAN324: Techniques of Teaching Spanish SPAN336: Spanish Lexicology SPAN361: Hist. & Dev. of the Span Lang. EDUC333: Curriculum Development EDUC343: Educ. Testing and Measurement	3 3 3 3 3
	<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>15</b>
	<b>Summer I</b>			
	SPAN368: Immersion Trip	3		
	<b>TOTAL</b>	<b>3</b>		
4 <sup>th</sup> Year <b>Senior</b>	SPAN425: Advanced Spanish Composition SPAN435: Lit. of Spanish Speaking Caribbean SPAN456: Contr. Anal. of Eng. & Span. Spanish electives (300 levels)	3 3 3 6	EDUC390: Teaching Practicum Workshop EDUC399: Teaching Practicum I RELB305: Life and Teachings of Christ Humanities & Fine Arts Req. Science/Environmental Awareness Moral Development requirement	N/C 2 3 3 3 3
	<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>14</b>

## ASSOCIATE OF ARTS IN SPANISH

The programme is designed to provide students with the foundation for a career in teaching or in any other area that requires proficiency in Spanish. Students are required to complete at least **64** credits, 29-30 of which are general education requirements.

<b>CORE REQUIREMENTS</b>		<b>27 Credits</b>
SPAN122	Foundations of Spanish II	3
SPAN132	Spanish Conversation & Reading II	3
SPAN208	Hispanic Culture & Civil. <b>OR</b>	
SPAN209	Spanish Culture & Civil.	3
SPAN211	Español Intermedio I	3
SPAN213	Spanish Conversation and Reading III	3
SPAN212	Español Intermedio II	3
SPAN214(205)	Spanish Conversation and Reading IV	3
SPAN225	Spanish Rhetoric	3
SPAN233	Major Themes and Writers of Spanish Lit. <b>OR</b>	
SPAN236	Major Themes and Writers of Hispanic Lit.	3
<b>ELECTIVES</b>		<b>6</b>
<b>Choose any 2 (two) of the following</b>		
SPAN310	Advanced Spanish Grammar	3
SPAN324	Techniques of Teaching Spanish	3
SPAN325	Business Spanish	3
<b>COGNATES:</b>		<b>6</b>
HIST335, 336	Latin American History I <b>OR</b> II	3
SOCIO120	Introduction to Sociology	3
<b>GENERAL EDUCATION REQUIREMENTS</b>		<b>29-30</b>

## RECOMMENDED SEQUENCE ASSOCIATE OF ARTS IN SPANISH

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b>	ENGL119: Freshman Composition I	3	ENGL120: Freshman Comp. II	3
	EDUC100: Freshman Seminar	1	SPAN211: Español Intermedio I	3
	SPAN122: Foundations of Spanish II	3	SPAN213: Spanish Conv. & Reading III	3
	SPAN132: Spanish Conv. & Reading II	3	EDUC151: Fundamentals of Chris. Ed.	3
	RELB113: God and Human Life	3	SOCIO 120 Intro to Sociology	3
	HMEC/RELB: Moral Development	3	HPED111 Health & Physical Education	2
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>17</b>
	<b>Summer I</b>			
	COMM251: Oral Communication	3		
	<b>TOTAL</b>	<b>3</b>		
2 <sup>nd</sup> Year <b>Sophomore</b>	RELB/RELT: Religion Requirement	3	SPAN225: Spanish Rhetoric	3
	SPAN212: Español Intermedio II	3	SPAN233: Major Themes and Writers of Spanish Lit. <b>OR</b> SPAN236: Major Themes and Writers of Hispanic Lit.	3
	SPAN214 (205) Spanish Conversation & Reading IV	3	Spanish Elective	3
	SPAN208: Spanish Cult. & Civ. <b>OR</b> 209: Hispanic Cult. & Civ.	3	HIST335/336: Latin American Hist. I or II	3
	Spanish Elective	3	CPTR: Computer Requirement	3
	<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>15</b>

### MINORS

<b>ENGLISH (LITERATURE EMPHASIS)</b>	<b>27 CREDITS</b>
ENGL205 Introduction to Literature I	3
ENGL206 Introduction to Literature II	3
ENGL208 Introduction to Linguistics	3
ENGL252 English Syntax	3
ENGL243(245) Survey of British Literature	3
ENGL248 Survey of Literatures in English	3
ENGL301 American Literature	3
ENGL333 West Indian Writers	3
English Elective	3
<b>ENGLISH (WRITING EMPHASIS)</b>	<b>27 CREDITS</b>
ENGL205 Introduction to Literature I	3
ENGL206 Introduction to Literature II	3
ENGL208 Introduction to Linguistics	3
ENGL252 English Syntax	3
ENGL243(245) Survey of British Literature	3
ENGL248 Survey of Literatures in English	3
<b>Select three (3) of the following:</b>	
ENGL221 Technical Writing	3
ENGL326 Creative Writing	3
ENGL373 Advanced Writing	3
ENGL400 Approaches to Writing	3

JOUR255 News Writing	3
JOUR310 Opinion Writing	3
JOUR333 Feature Writing	3

**FRENCH 24 CREDITS**

FREN161 Intermediate French I	3
FREN162 Intermediate French II	3
FREN211 French Civilization	3
FREN212 Advanced French I	3
FREN213 Advanced French II	3
FREN325 Business French	3

**Choose two (2) of the following:**

FREN227 French Rhetoric	3
FREN300 Introduction to Translation	3
FREN303 La Francophonie	3
FREN324 Techniques of Teaching French	3

**HISTORY 21-24 CREDITS**

HIST100 Introduction to History	3
HIST104 World History I	3
HIST231 Caribbean History: 1492-1860 (formerly West Indian History)	3
HIST260 History of Jamaica	3
HIST402 Historiography	3

**Do any two (2) of the following courses:**

HIST251 United States History I	3
HIST252 United States History II	3
HIST341 History of the Seventh-day Adventist Church	3
HIST335 Latin American History I	3
HIST336 Latin American History II	3
HIST355 Survey of African Civilization	3
HIST377 19 <sup>th</sup> and 20 <sup>th</sup> Century Europe	3
HIST313 History of the Christian Church I	3
HIST314 History of the Christian Church II	3
HIST 352 (252) Far East in the Late 19 <sup>th</sup> & 20 <sup>th</sup> Centuries	3
HIST456 (256) Britain and Commonwealth	3
HIST452 Topics in West Indian History	3

**SOCIAL STUDIES 21 CREDITS**

SOCI101&102 Introduction to Social Studies I & II	6
SOCI120 Introduction to Sociology	3
GEOG100 Introduction to Human Geography	3
SOCI301 Sociology of the Caribbean (Prerequisite - SOCI 120)	3
ECON 322 Caribbean Economic Problems <b>or</b>	
HIST 355 Survey of African Civilization	3
PLSC 250 Comparative Government <b>or</b>	
PLSC120 Foundations of Political Science & Govt.	3

<b>SPANISH</b>		<b>27 CREDITS</b>
SPAN122	Foundations of Spanish II	3
SPAN132	Spanish Conversation & Reading II	3
SPAN211	Español Intermedio I	3
SPAN213	Spanish Conversation and Reading III	3
SPAN212	Español Intermedio II	3
SPAN214 (205)	Spanish Conversation & Reading IV	3
SPAN208	Hispanic Culture & Civilization or	
SPAN209	Spanish Culture & Civilization	3
<b>Choose two (2) of the following:</b>		
SPAN225	Spanish Rhetoric	3
SPAN236	Major Themes and Writers of Hispanic Literature	3
SPAN233	Major Themes and Writers of Spanish Literature	3
SPAN324	Techniques of Teaching Spanish	3
SPAN325	Business Spanish	3

**N.B.:** It is recommended that students doing a minor in a modern language begin in their second year.

### ENGLISH AS A SECOND LANGUAGE INSTITUTE (NCU-ESLI)

The NCU-ESLI offers an intensive English language programme designed specifically for three groups:

1. Non-English speaking students who need English proficiency before undertaking college/university studies.
2. Non-English speaking professionals or persons engaged in different trades who need English.
3. Non-English speaking persons who have a personal desire to learn the language.

It is designed to help students communicate proficiently in English, both orally and in writing. Textbooks are complemented by the use of authentic documents and audio-visual material.

Students are accepted at any level and from any field.

The programme is offered all year long and is divided into six modules. There are also six levels, from Beginning I up to Advanced II. On average, a student covers a level within two modules.

A student entering ESLI 131-134 (the Intermediate I level), must have a TOEFL score of at least 133. This TOEFL documentation must be current (within 12 months of the anticipated entry date). Students who arrive without this requirement will be tested before being placed in a class.

At the Intermediate Level, a student enrolls for ESLI classes only. At the Advanced Level, a student may be allowed to take regular university-level courses along with ESLI classes. The number of courses is determined in consultation with the Coordinator of the English as a Second Language Institute.

A student enrolled in ESLI is released from the programme upon achieving one of the following:

1. A TOEFL score of 213 (with no section lower than 18)
2. Completion of Advanced II with at least a B in all ESLI sections.



## ENGLISH AS A SECOND LANGUAGE INSTITUTE

### BEGINNING I

ESLI 111	Writing Skills	4 hours/wk
ESLI 112	Grammar Skills	4 hours/wk
ESLI 113	Reading Skills	4 hours/wk
ESLI 114	Oral/Listening Skills	4 hours/wk

### BEGINNING II

ESLI 121	Writing Skills	4 hours/wk
ESLI 122	Grammar Skills	4 hours/wk
ESLI 123	Reading Skills	4 hours/wk
ESLI 124	Oral/Listening Skills	4 hours/wk

### INTERMEDIATE I

ESLI 131	Writing Skills	4 hours/wk
ESLI 132	Grammar Skills	4 hours/wk
ESLI 133	Reading Skills	4 hours/wk
ESLI 134	Oral/Listening Skills	4 hours/wk

### INTERMEDIATE II

ESLI 141	Writing Skills	4 hours/wk
ESLI 142	Grammar Skills	4 hours/wk
ESLI 143	Reading Skills	4 hours/wk
ESLI 144	Oral/Listening Skills	4 hours/wk

### ADVANCED I

ESLI 151	Writing Skills	4 hours/wk
ESLI 152	Grammar Skills	4 hours/wk
ESLI 153	Reading Skills	4 hours/wk
ESLI 154	Oral/Listening Skills	4 hours/wk

### ADVANCED II

ESLI 161	Writing Skills	4 hours/wk
ESLI 162	Grammar Skills	4 hours/wk
ESLI 163	Reading Skills	4 hours/wk
ESLI 164	Oral/Listening Skills	4 hours/wk

#### Beginning I, II

An introduction to the fundamentals of English grammar and pronunciation. There is intensive practice in pronunciation and structure and the student is provided with ample opportunities to develop the different language skills. Exposure is also given to familiar everyday expressions and phrases, as well as cultural information related to English-speaking countries. **Prerequisite: n/a**

**Intermediate I, II**

An increased emphasis on the integration of the language skills and vocabulary building in order to improve the students' communicative skills. Students are given further exposure to the culture of English-speaking countries. **Prerequisite: Beginning II**

**Advanced I, II**

The presentation of the structure of the English Language at a higher level. The student develops a greater understanding of complex texts and is also capable of producing them. He/She can communicate more easily in various settings. Additional opportunities are given to students to learn about the culture of the English-speaking world. **Prerequisite: Intermediate II**

**DESCRIPTION OF COURSES**

**ENGLISH**

**ENGL071 Introduction to Composition**

**No credit**

Fundamentals of the language in regard to grammatical, mechanical and writing skills. Students who were not successful in the ELPENCU must take this course before taking Freshman Composition I. This course does not apply toward a degree.

**ENGL119, 120 Freshman Composition I, II**

**6 Credits**

Study and practice in the fundamental principles of composition. ENGL119 emphasizes specific writing skills and principles which apply to narrative, descriptive, expository and argumentative types of composition. ENGL 120 focuses on writing style and information-gathering techniques, with emphasis on the writing of the research paper. **These courses must be taken in sequence.** ENGL120 Freshman Composition II is generally a prerequisite to all other courses in the department.

**ENGL205 Introduction to Literature I**

**3 Credits**

This is the first part of a year-long course designed for students who are at the beginning of a serious study of literature. It is intended to assist students in developing a sufficient grasp of the nature and variety of **poetry** and **the short story**, some reasonable means for reading it with appreciative understanding, and a few ideas of how to evaluate literature. The works covered will be from a broad spectrum of regional and international writers belonging both to contemporary life as well as previous centuries. Particular attention will be paid to developing perceptive reading and clear, effective writing skills needed for this discipline at the tertiary level. **Prerequisite: ENGL 119 Freshman Composition I or LART119 Use of English I**

**ENGL206 Introduction to Literature II**

**3 Credits**

This is the second part of a year-long course designed for students who are at the beginning of a serious study of literature. It is intended to assist students in developing a sufficient grasp of **the novel** and **drama**, some reasonable means for reading these genres with appreciative understanding, and a few ideas of how to evaluate literature. Particular attention will be paid to developing perceptive reading and clear, effective writing skills needed for this discipline at the tertiary level. **Prerequisite: ENGL205 Introduction to Literature I**

- ENGL208 Introduction to Linguistics** **3 Credits**  
This course focuses on the various fields, aspects and branches of linguistics, with emphasis on the materials and methods of descriptive linguistics in phonology, syntax and semantics.  
**Prerequisite: ENGL120 Freshman Composition II or LART120 Use of English II**
- ENGL221 Technical Writing** **3 Credits**  
Skills for informational writing needed in business and industry; practice in writing letters, proposals, descriptive and analytical reports and research papers. **Prerequisite: ENGL120 Freshman Composition II or LART120 Use of English II**
- ENGL237 Children's Literature** **3 Credits**  
Selection, analysis and evaluation of literary works from various genres of children's literature to enhance the preparation of Primary school teachers and other persons involved in the training of children. **Prerequisites: ENGL 205 & ENGL206 Introduction to Literature I & II**
- ENGL238 Adolescent Literature** **3 Credits**  
Selection, analysis and evaluation of literary works that meet the reading interests of young adults and enhance the preparation of Secondary English teachers, librarians and parents.  
**Prerequisite: ENGL206 Introduction to Literature II**
- ENGL243(245) Survey of British Literature** **3 Credits**  
A survey of the development of British Literature from the Middle Ages to the eighteenth century. **Prerequisites: ENGL 205 & 206 Introduction to Literature I & II**
- ENGL248 Survey of Literatures in English** **3 Credits**  
An introduction to the literature of England and its Anglophone counterparts from the nineteenth to the twentieth century. **Prerequisites: ENGL 205 & ENGL 206 Introduction to Literature I & II**
- ENGL252 English Syntax** **3 Credits**  
Descriptive grammar as it relates to the English language – parts of speech, phrases, clauses, sentence structure, syntax and punctuation. Emphasis on relationship of sentence parts.  
**Prerequisite: ENGL120 Freshman Composition II or LART120 Use of English II**
- ENGL257 Drama in Education** **3 Credits**  
This course exposes the student to the rudiments of drama and the significant role that drama can play in education. An activity-oriented approach will be used. **Prerequisite: ENGL 243(245) Survey of British Literature or ENGL 248 Survey of Literatures in English**
- ENGL301 American Literature** **3 Credits**  
A study of major American poets and prose writers, with emphasis on ideas, attitudes and trends which characterized their work. **Prerequisites: ENGL 205 & ENGL 206 Introduction to Literature I & II**
- ENGL312 Applied Linguistics** **3 Credits**  
A study of the language learning process involving theories of language acquisition and key issues concerning the language learning process.  
**Prerequisite: ENGL208 Introduction to Linguistics**

- ENGL313 Literature of the English Bible** **3 Credits**  
 A study of selected works from the Old and New Testaments with emphasis on their literary value. **Prerequisite: ENGL 206 Introduction to Literature II**
- ENGL315 Language, Culture and Society** **3 Credits**  
 A study of the interrelatedness of language, culture and society. **Prerequisite: ENGL208 Introduction to Linguistics**
- ENGL319 Teaching English as a Foreign Language** **3 Credits**  
 The course exposes the student to the theoretical background and practical problems of English Language Teaching (ELT) both as a Modern Foreign Language and as a Second Language. It covers the basic principles of language methodology and provides an overview of the history and development of Foreign Language Teaching methods with emphasis on the teaching of English. Clinical involvement is required.  
**Prerequisite: EDUC301 General Methods**
- ENGL326 Creative Writing** **3 Credits**  
 Practice in writing short stories, poetry and drama. **Prerequisite: ENGL120 Freshman Composition II or LART120 Use of English II**
- ENGL331 Literary Criticism** **3 Credits**  
 The study of the theory and practice of literary criticism and an investigation of methods and practice of research preparation for writing a major paper. **Prerequisites: ENGL205, 206 Introduction to Literature I & II, ENGL243(245) Survey of British Literature or ENGL 248 Survey of Lit. in English**
- ENGL333 West Indian Writers** **3 Credits**  
 A study of the poetry, prose and drama of major writers in Jamaica and the West Indian region. **Prerequisites: ENGL205 & ENGL206 Introduction to Literature I & II**
- ENGL335 World Literature** **3 Credits**  
 A study of selected masterpieces of world literature (English translation). **Prerequisites: ENGL205 & ENGL206 Introduction to Literature II**
- ENGL337 Literature of the Medieval Period** **3 Credits**  
 Lyric, drama, prose and verse narrative from the beginnings of English Literature through to Malory. **Prerequisites: ENGL205, 206 Introduction to Literature I & II, ENGL243(245) Survey of British Literature**
- ENGL338 Sixteenth Century Literature** **3 Credits**  
 This course presents a critical, historical and appreciative study of the literature of the Renaissance in England. Attention is given to major authors and literary movements.  
**Prerequisites: ENGL205, 206 Introduction to Literature I & II, ENGL 243(245) Survey of British Literature**
- ENGL339 Seventeenth Century Literature** **3 Credits**  
 A study of the literature of England from 1600 - 1700. **Prerequisites: ENGL205, 206 Introduction to Literature I & II, ENGL243(245) Survey of British Literature**

- ENGL344 Eighteenth Century Literature** **3 Credits**  
 This course presents a critical, historical and appreciative study of the prose and poetry of eighteenth century England. Special attention is given to Dryden, Pope, Swift and Johnson. **Prerequisites: ENGL205, 206 Introduction to Literature I & II, ENGL 248 Survey of Literatures in English**
- ENGL345 Romantic Writers** **3 Credits**  
 A specialized course in the study of English poetry and prose between 1798 and 1832. Special attention is given to Blake, Wordsworth, Coleridge, Byron, Shelley and Keats. **Prerequisites: ENGL205, 206 Introduction to Literature I & II, ENGL 248 Survey of Literatures in English**
- ENGL346 Victorian Writers** **3 Credits**  
 A specialized course in the study of English poetry and prose between 1832 and 1890. Special attention is given to Tennyson, Browning, Arnold and Carlyle. **Prerequisites: ENGL205, 206 Introduction to Literature I & II, ENGL 248 Survey of Literatures in English**
- ENGL365 African-American Literature** **3 Credits**  
 This course focuses on the contributions of African-American writers to the American literary heritage. **Prerequisite: 3 credits of literature at the 200-level or above.**
- ENGL373 Advanced Writing** **3 Credits**  
 Provides intensive instruction and review in the essentials of good writing and current theory on the composition process. Includes critical writing, research essays on literary topics, and various types of professional correspondence. **Prerequisite: ENGL252 English Syntax**
- ENGL378 African Writers** **3 Credits**  
 A study of selected works in various genres from African Literature. **Prerequisite: 3 credits of literature at the 200-level or above**
- ENGL386 Independent Study & Readings** **1-3 Credit(s)**  
**Independent study:** Specially arranged intensive study in the areas of language, literature or composition under the supervision of an appropriate instructor resulting in written reports or papers. **Readings:** Selected readings on various authors, genres or topics supervised by the teacher. Includes regular teacher-student conferences. **Prerequisite: Prior approval from the department chair.**
- ENGL400 Approaches to Writing** **3 Credits**  
 Composition theory, writing practice and discussion, with application to writing. **Prerequisite: ENGL373 Advanced Writing**
- ENGL413 History and Development of the English Language** **3 Credits**  
 History of language, including elements that have influenced the development of the English Language at different periods. Attention is given to changes in sound, grammar and vocabulary. **Prerequisite: ENGL208 Introduction to Linguistics or ENGL243(245) Survey of British Literature**
- ENGL427 Twentieth Century Writers** **3 Credits**  
 A study of major twentieth-century writers with emphasis on British, American, West Indian and African works. **Prerequisites: ENGL205, 206 Introduction to Literature I & II, ENGL248 Survey of Literatures in English**

**ENGL437 Major Author 3 Credits**

The study of a major author such as Chaucer, Shakespeare, Milton, Walcott or Hawthorne.  
**Prerequisites:** ENGL205, 206 Introduction to Literature I & II, ENGL243(245) Survey of British Literature or ENGL248 Survey of Literatures in English

**ENGL448 Seminar in Advanced English Studies 2 Credits**

A study of current issues and developments in the broad field of English. Emphasis will be on the critical investigation of issues in the study of English in post- colonial and other contexts. Research projects relate to a common topic chosen by the instructor. **Open to seniors only.**

**ENGL485 English Methods in Research 3 credits**

This course is designed to acquaint students with the skills they need to approach literary works and theories with critical minds and appraise the merits of such material by using the tools of evaluation employed in the discipline. Methods in textual analysis and criticism, biographical interpretation, discourse analysis, interviewing, visual methodologies, archival methods, quantitative analysis, ethnographic methods, oral history and creative writing will be discussed. The theoretical aspects of the course are done in the fall and the study is done in the spring of the same year. **Prerequisite: ENGL331 Literary Criticism**

**JOUR310 Opinion Writing 3 Credits**

A study of how to write editorials, articles, reviews, letters and columns that take a position on issues of current interest; overview of journalism ethics, libel laws, etc. **Prerequisite: ENGL120 Freshman Composition or LART 120 Use of English II**

**FRENCH**

**FREN101, 102 Beginning French I, II 6 Credits**

An introduction to the fundamentals of French grammar and pronunciation. Includes intensive practice in pronunciation and structure. (For students without an O' Level or CSEC pass in French)

**FREN156 French Conversation 3 Credits**

Training in oral expression of items on various topics and issues, with emphasis on fluency and accuracy, integrated with the study of grammatical structures and idioms by means of dialogue, role-play and other activities. This course does not count toward a major or minor. **Prerequisite: FREN 102 Beginning French II. N.B. Students may be asked to do FREN161: Intermediate French instead.**

**FREN 158 French for Hospitality and Tourism Industry 3 Credits**

French for the Hospitality and Tourism Industry introduces students to the specialized vocabulary that will be required in this service industry. Using the current trends in practice in Jamaica, its main focus is real-life situations requiring knowledge of the French language and its associated Francophone culture. It is expected that students will become immediately functional and proficient in French at the basic level in order to be effective in the workplace. The course is taught in French. **Prerequisite: FREN 102 Beginning French II**

**FREN161, 162 Intermediate French I, II 6 Credits**

A thorough review of the fundamentals of grammar and conversation and continued vocabulary building through reading, aural-oral drills and written exercises. **Prerequisite: FREN102 Beginning French II or GCE/CSEC French, or its equivalent.**

- FREN211 French Civilization** **3 Credits**  
 A study of the main artistic, cultural, political and religious trends in French history, and the influence of French culture from the Middle Ages to contemporary time. **Prerequisite:** **FREN162 Intermediate French II**
- FREN212 Advanced French I** **3 Credits**  
 This is the first part of a two-part course on the advanced study of the structure of French with concentration on comprehension of complex passages taken from the French press. Emphasis is on accuracy in both written and oral expression. **Prerequisite:** **FREN162: Intermediate French II or its equivalent**
- FREN213 Advanced French II** **3 Credits**  
 This is the second part of a two-part course on the advanced study of the structure of the French language. Emphasis is placed on the mastery of comprehension and production of complex linguistic structures. Students in this course are encouraged to sit and obtain a satisfactory pass in the corresponding level of the *Diplôme d'Études en Langue Française* (DELF) at the Alliance Française in June in Kingston, as a means of obtaining international recognition of their linguistic level. **Prerequisite:** **FREN212 - Advanced French I**
- FREN227 French Rhetoric** **3 Credits**  
 Techniques of expository writing. Includes study of the process of writing — analysis of subject, documentation and research ideas, writing and rewriting and linking of ideas. **Prerequisite:** **FREN212 Advanced French I**
- FREN233, 234 Survey of French Literature I, II** **6 Credits**  
 A study of the development of French Literature in continental France from the Middle Ages to the 20<sup>th</sup> century, through analysis of some of its most outstanding masterpieces. **Prerequisite:** **FREN162 Intermediate French II**
- FREN300 Introduction to Translation** **3 Credits**  
 This introductory course teaches the fundamental principles in translating documents from Standard French into English and vice versa. It expounds on the theoretical and practical aspects of translation. It provides a platform for advanced study of translating or for obtaining professional certification. The course will be taught in French. **Prerequisite:** **FREN213 - Advanced French II**
- FREN303 La Francophonie** **3 Credits**  
 Explores the cultural, literary and linguistic variations of territories outside of continental France where French has the status of an official language. Includes Quebec, Martinique, Guadeloupe, French Guiana and the French-speaking African countries. **Prerequisite:** **FREN212 Advanced French I**
- FREN317 Masterpieces of 19<sup>th</sup> Century French Literature** **3 Credits**  
 Discussion and analysis of selected works of major writers of the period. **Prerequisite:** **FREN213 Advanced French II**
- FREN318 Masterpieces of 20<sup>th</sup> Century French Literature** **3 Credits**  
 Selected novels, plays and poetry of prominent writers. **Prerequisite:** **FREN213 Advanced French II**

**FREN324 Techniques of Teaching French** **3 Credits**  
 Objectives, methods, curricula and materials for teaching French. Field experience required.

**FREN325 Business French** **3 Credits**  
 Spoken and written French common to the French-speaking world of business and industry, with emphasis on business practices, and the writing and translating of business letters, documents and professional reports. **Prerequisite: FREN213 Advanced French II**

## HISTORY

**HIST100 Introduction to History** **3 Credits**  
 This course is designed to introduce students to the nature of the discipline, fields of study and careers in history. It seeks to provide a solid foundation for **students pursuing a degree in History**. Emphasis will be given to the theory, methods and application of historical subject matter and fields of study, the relationship of history to other disciplines, historical techniques and the use of history.

**HIST103 Caribbean Perspectives** **3 Credits**  
 This course gives an interdisciplinary approach to the study of important themes in contemporary Caribbean life. These include geography and environment; labour systems, peasantry, literature and education; gender roles and race; religion, music, migration, economy and multi and transnational organisations, regional integration, American influence (to name a few). **No prerequisite required as it is opened mainly to non-History major students and can be access as a General Education course option.**

**HIST104 World History I** **3 Credits**  
 This course studies world societies from the origin of human life on this planet to the time of Europe's expansion at the close of the middle ages. Attention will be devoted to the definition of 'civilization', while exploring the heritage of traditions and customs developed by the major civilizations, the interactions of the various civilizations and their contribution to the shaping of human societies.

**HIST105 World History II** **3 Credits**  
 This course studies world societies from about 1500 to the present. It looks at both the changes that have occurred in the past five (5) centuries, and demonstrates how each new development has changed the world from communities of relative isolation to the closer ties of today's interdependent 'global village'. **Prerequisite: HIST104 World History I**

**HIST205 Foundations of Archaeology** **3 Credits**  
 This course serves as an introduction to Archaeology, in which students become familiar with major concepts, techniques and approaches in the subject. It also demonstrates the interconnectivity of different disciplines, such as Ecology, Anthropology, Ethnography, and Architecture to Archaeology. Analysis of evidence (material culture) using traditional and innovative methods of research as well as interpretation and documentation of findings will be discussed and demonstrated, where possible. **Prerequisites: HIST100 Introduction to History; HIST104 World History I and HIST 105 World History II**



**HIST231 Caribbean History I (formerly West Indian History I) 3 Credits**

This is part one of a two-part course which examines the Caribbean historical experiences from the pre-Columbian era to post Emancipation period up to the 1860s. Caribbean conquest and colonization as well as the evolution of the plantation system, slavery, imperialism, emancipation, and education will be discussed. The course will also take into account the diversity of races, ethnicities and cultures within the Caribbean Diaspora.

**HIST232 Caribbean History II (formerly West Indian History II) 3 Credits**

The course examines the changes in the political, social, economical and cultural institutions that emerged as a result of emancipation in the nineteenth century. The course analyses the transformation of the majority of the population from former slaves to citizens, and Caribbean plantation economies under colonial rule into modern, nationalist states within an international socio-political and economic framework. **Prerequisite: HIST231 Caribbean History I**

**HIST251 US History I 3 Credits**

This course explores the creation of an American nation through Colonization of America; Migration and Expansionism; the move towards Independence; the forming of the American Constitution; the introduction and development of Slavery and Slave Communities in America; the Civil War, and Reconstruction.

**HIST252 US History II 3 Credits**

This course covers Twentieth Century United States History which addresses the Emancipation of the Blacks, Reconstruction, Segregation in America, the Spanish American War, World Wars I and II, the Cold War and Great Depression. The course also examines the United States amidst challenges and changes- Women Liberation, Black Power and the shift from a threat of Communism to Terrorism. **Prerequisite: HIST251 US History I**

**HIST260 History of Jamaica 3 Credits**

This course will provide students with a historical overview of the significant events and individuals that have shaped all aspects of Jamaica's history from pre-Columbian times to the independence era to the 21<sup>st</sup> Century. Students will vigorously analyse the historical development of Jamaican political, religious and social institutions and the contributions of some of the individuals who have shaped the island's history. Students will examine artifacts of Amerindian social history, as well as other evidences of the island's historical development, made available by the Jamaica National Heritage Trust, Archaeology Division, Museums and the Institute of Jamaica. They will also examine the relics and retentions of plantation life through field visits to historical sites.

**HIST300 History Tour 3 Credits**

This course will allow students to acquire skills and techniques for the formation and operation of Archives and Museums as well as learn the art of Curatorship. A tour of selected sites in Jamaica or the Caribbean Islands will be included with emphasis on discovery learning, reading, research and discussion. Central to the purpose of the History Tour course is providing students with the knowledge of existing and potential heritage sites in the region and equipping them with the requisite skills and techniques for planning and operating tours, as well as collecting and displaying historical evidence. This course also has **an internship component** whereby students will be required to gain hands-on/'on-the-job' training on heritage sites and within history-related entities for a period of time. **Prerequisites: HIST205 Foundations of Archaeology; HIST260 History of Jamaica OR with prior approval.**

**HIST313 History of the Christian Church I 3 Credits**

This course gives a critical assessment of the movements, tendencies, doctrines and personalities in the early Christian church. It stresses the controversies facing Christendom up to the Treaty of Westphalia in 1648. **Prerequisite: HIST104 World History I OR HIST105 World History II**

**HIST314 History of the Christian Church II 3 Credits**

This course gives an in-depth study of the Christian church with emphasis on the Reformation and religious controversy. It examines the trends and developments in the church and its relevance in the contemporary world. **Prerequisite: HIST313 History of the Christian Church I**

**HIST335 Latin American History I 3 Credits**

This is part one of a two-part course that examines the history of Spanish and Portuguese America from the arrival of Columbus, to the subsequent Hispanic conquest and European domination of Meso-American and South American region up to the eve of Revolutionary Wars of Independence in the 19<sup>th</sup> century. **This course is open mainly to History and Spanish Majors as well as Education Students.**

**HIST336 Latin American History II 3 Credits**

This course gives an in-depth study of Spanish and Portuguese America in the post-colonial period and explores the dynamics of the Nationalistic and Regionalist movements towards social order, progress and modernity from the mid 19<sup>th</sup> century to the present. The Latino-Caribbean connections are also explored. **Prerequisite: HIST335 Latin American History I**

**HIST341 History of the Seventh-day Adventist Church 3 Credits**

This course gives an evaluation of the background, rise and progress of the Seventh-day Adventist church. **This course is open mainly to Theology Major Students.**

**HIST352(252) Far East in the Late Nineteenth & Twentieth Centuries 3 Credits**

This course explores the Far East in the late nineteenth and twentieth century, with special reference to the emergence and impact of Japan and China as world powers, and India as a non-aligned power. A history of contemporary problems facing the region will also be explored. **Prerequisite: HIST104 World History I and HIST105 World History II**

**HIST355 Survey of African Civilization: Pre-History to 20<sup>th</sup> Century 3 Credits**

This course explores the rise and fall of the Ancient West African kingdoms; the concepts of culture and religion; the introduction, spread and impact of Islam and Christianity, the course further examines Europe's Colonization of Africa; Domestic and International Slavery; Apartheid in South Africa; African Resistance, Decolonization and Independence. **Prerequisite: HIST104 World History I and HIST105 World History II**

**HIST377 Nineteenth Century Europe 3 Credits**

This course gives an in-depth study of the conditions in Europe that gave rise to Nationalism, Liberalism, Colonialism, Fascism and Communism.

**HIST378 Twentieth Century Europe****3 Credits**

This course examines the phenomenal paradigm shift of European regional affairs becoming world affairs and having global repercussions. The World Wars, the League of Nations, United Nations Organisation (UNO), the Cold War, 'De-colonialisation' as well as the present world conflicts are therefore explored. **Prerequisite: HIST377 (19<sup>th</sup> & 20<sup>th</sup> Century Europe I)**

**HIST402 Historiography****3 Credits**

This course examines the history of the discipline of History and provides an in-depth study of the existing body of literature or historical writings and methodology of historical research employed by major historians. This course is a major step toward serious historical enquiry and research as is expected of senior undergraduates as well as aspiring graduates and even new post-graduates. **This course is open to senior History students ONLY. Third year students may be allowed to access the course with prior approval. Prerequisite: Completion of lower level History courses.**

**HIST452 Topics in West Indian History****3 Credits**

This course provides an in-depth study of the developments in political, social, cultural and religious occurrences on assigned period topics in West Indian history using primary sources as extensively as possible. **Prerequisites: HIST231 Caribbean History I; HIST232 Caribbean History II and HIST402 Historiography. HIST103 Caribbean Perspectives can also be used as a prerequisite course with prior approval.**

**HIST453 Jamaican Religious Traditions and Cults****3 Credits**

This course examines the major religious traditions of Jamaica, including European, African and Asian Antecedents. It also includes both historical and theological dimensions of Jamaican religious identity, with a view towards broadening the context of Adventism. **Prerequisite: HIST260 History of Jamaica**

**HIST456 (256) Britain and Commonwealth****3 Credits**

This course is a study of Great Britain and its dealings with the Commonwealth. Emphasis will be placed on the nature of the relationship and the level of transmission of English institutions to the commonwealth. **Prerequisites: HIST232 Caribbean History II; HIST378 Twentieth Century Europe (19<sup>th</sup> & 20<sup>th</sup> Century Europe II)**

**HIST491 Individualized Reading Programme****3 Credits**

This course Individualized Reading aims at equipping students with the required tools to identify historical themes and use primary and secondary source materials to produce a monographic piece. The course will provide students with the knowledge and methodology for historical research writing and will prepare them to undertake higher level of research at the graduate level. **Prerequisite: HIST402 Historiography**

**HIST492(490) Independent Study****3 Credits**

The course will allow students to evaluate the authenticity of sources used in monographs, make effective use of primary sources and identify a subject area which will be used to produce a monograph in a final research paper, with the use of authentic primary sources. **Prerequisite: HIST402 Historiography**

## SOCIAL STUDIES

### **SOSC101 Introduction to Social Studies I**

**3 Credits**

This is part one of a two-tier introductory course designed to equip beginning teachers of secondary schools (Grades 7-11) with the knowledge, understanding and skills relevant to the teaching of Social Studies at that level. This course will draw its content from many disciplines in particular Geography and Economics. Students will be allowed, through the interdisciplinary units of this course to appreciate the unity of knowledge, through examination of geographic studies and economic issues and to propose solutions to contemporary problems.

### **SOSC102 Introduction to Social Studies II**

**3 Credits**

This is part two of a two-tier introductory course designed to equip beginning teachers of secondary schools (Grades 7-11) with the knowledge, understanding and skills relevant to the teaching of Social Studies at that level. While requiring students to critically appraise a variety of situations, relationships and activities in human society, these courses draw their content from many disciplines particularly the Social Sciences and History. Students will be required to examine aspects of the society, social institutions as well as historical and cultural realities. An examination of real life situations to find solutions to contemporary problems will be emphasized. **Prerequisite: SOSC101 Introduction to Social Studies I**

### **SOSC291 Caribbean Society I**

**3 Credits**

This is part one of a two-tier advanced course designed to equip student teachers with the knowledge and understanding of the development of Caribbean Society, and to help them to develop an awareness of the continued efforts of Caribbean peoples to bring about meaningful change. Special emphasis will be given to the role of women in shaping the fabric of the Caribbean society and history. The course is intended also to help them acquire the skills and attitudes essential for the acquisition of Social Science content and the critical appraisal of social issues. **Prerequisites: SOSC101, 102- Introduction to Social Studies I & II**

### **SOSC292 Caribbean Society II**

**3 Credits**

This is part two of a two-tier advance course designed to provide student teachers with the knowledge and understanding of the development of Caribbean social institutions such as the family, church, media and most importantly the school, through the lens of gender. This course seeks to sensitize students to gender relations and realities within the home, media, religious and educational institutions. School attendance and performance among male and female students will be emphasized as students will be required to conduct investigative research to determine the effects of societal factors on schooling. The critical thinking, investigative research and documentation skills acquired should equip the student teachers with the essential skills and attitudes demanded of their vocation. **Prerequisite: SOSC291 Caribbean Society I**

## SPANISH

### **SPAN101, 102 Beginning Spanish I, II**

**6 Credits**

An introduction to the understanding and speaking of Spanish. Includes intensive practice in pronunciation and structure. (For students not having O'Level Spanish or its equivalent). This course fulfils the General Education requirement for those persons who are not required to do the intermediate level of a foreign language.

**SPAN121 Foundations of Spanish I****3 Credits**

Foundations of Spanish is a course that gives the student an introduction to the basic concepts in the grammar and writing of Spanish. The development of basic skills with emphasis on grammatical structure, composition and writing practice, includes intensive practice in the language structure. The course carries three (3) hours of lecture and a three (3) hour laboratory weekly. This course must be taken concurrently with **SPAN131 Spanish Conversation and Reading I. For students without O' Level or CSEC pass in Spanish.**

**PAN122 Foundations of Spanish II****3 Credits**

Foundations of Spanish is a course that with the introduction to the basic concepts in the grammar and writing of Spanish. The development of basic skills with emphasis on grammatical structure, composition and writing practice. Students will be able to develop a simple composition one page in length. Includes intensive practice in the language structure. This course must be taken concurrently with **SPAN132 Spanish Conversation and Reading II.**

**SPAN131 Spanish Conversation and Reading I****3 Credits**

Students will develop oral ability to express ideas with learned utterances on various topics, with emphasis on fluency and accuracy, integrated with the study of grammatical structures and idioms by means of dialogue, role-play and varied activities. Reading and discussion of selected texts, narratives, essays, drama, poetry and current articles to develop fluency in reading and conversation. The course carries three (3) hours of lecture and a three (3) hour laboratory weekly. This course must be taken concurrently with **SPAN121 Foundations of Spanish I. (For students without O'Level or CSEC pass in Spanish)**

**SPAN132 Spanish Conversation and Reading II****3 Credits**

Students will develop oral ability to handle successfully a variety of uncomplicated tasks and participate in simple conversations on topics beyond the most immediate needs. Emphasis on fluency and accuracy, integrated with the study of grammatical structures and idioms by means of dialogue, role-play and varied activities. Reading and discussion of selected texts--narratives, essays, drama, poetry and current articles to develop fluency in reading and conversation. The course carries three (3) hours of lecture and a three (3) hour laboratory weekly. This course must be taken concurrently with **SPAN122 Foundations of Spanish II. Prerequisites: SPAN121 Foundations of Spanish I and SPAN131 Spanish Conversation and Reading I or GCE/CSEC Spanish or its equivalent**

**SPAN156 Spanish Conversation****3 Credits**

Students will develop oral ability to express ideas on various topics, with emphasis on fluency and accuracy, integrated with the study of grammatical structures and idioms by means of dialogue, role-play and varied activities. **Prerequisite: SPAN102 (Beginning Spanish II) or its equivalent.** This course does not count toward a major or minor.

**SPAN161, 162 Intermediate Spanish I, II****6 Credits**

Continued development of basic skills with greater emphasis on composition, grammar, reading culture, oral and listening exercises and writing practice. Reading and discussion of selected texts--narratives, essays, drama, poetry and current articles to develop fluency in reading and conversation. **Prerequisite: SPAN102 Beginning Spanish II or CSEC/GCE Spanish or its equivalent.** This course fulfils the General Education requirement for those persons who are required to do the intermediate level of a modern language.

**SPAN205 Advanced Spanish Conversation 3 credits**

An intensive course in speaking Spanish with emphasis on expression, phonetics and correct grammatical structures. This course must be taken concurrently with **SPAN212 Español Intermedio II**. **Prerequisites:** **SPAN 211 Español Intermedio I, SPAN 213 Spanish Conversation and Reading III**

**SPAN208 Hispanic Culture and Civilization 3 Credits**

Lectures and reading in Spanish on Latin American geography, history, politics, arts, and literature. This course is offered in alternate years. **Prerequisites:** **SPAN212 Español Intermedio II, SPAN214 Spanish Conversation and Reading IV**

**SPAN209 Spanish Culture and Civilization 3 Credits**

Lectures and reading in Spanish on Spanish geography, history, politics, arts, and literature. This course is offered in alternate years. **Prerequisites:** **SPAN212 Español Intermedio II, SPAN214 Spanish Conversation and Reading IV**

**SPAN210 Advanced Spanish 3 Credits**

Training in oral and written self-expression with emphasis on fluency and accuracy. Attention is given to Spanish syntax and style. This course is offered in alternate years. **Prerequisites:** **SPAN212 Español Intermedio II, SPAN214 Spanish Conversation and Reading IV or SPAN162 Intermediate Spanish II**

**SPAN211 Español Intermedio I 3 Credits**

Students will develop the ability to handle successfully most uncomplicated writing tasks associated with social situations. Development of intermediate skills with emphasis on reading and culture. Reading and discussion of selected texts--narratives, essays, drama, poetry and current articles to develop fluency in reading. This course must be taken concurrently with **SPAN213 Spanish Conversation and Reading III**. **Prerequisites:** **SPAN122 Foundation of Spanish II, SPAN 132 Spanish Conversation and Reading II**

**SPAN212 Español Intermedio II 3 Credits**

Students will develop the ability to express ideas on a broad variety of everyday situations with confidence and the ability to link sentences smoothly. Emphasis is on accuracy, integrated with the study of grammatical structures and idioms by means of dialogue, role-playing and varied activities. This course must be taken concurrently with **SPAN214 Spanish Conversation and Reading IV**. **Prerequisites:** **SPAN 211 Español Intermedio I, SPAN 213 Spanish Conversation and Reading III**

**SPAN213 Spanish Conversation and Reading III 3 Credits**

Students will develop the ability to create with the language by combining and recombining learned elements in a primarily reactive manner. Reading and discussion of selected texts – narratives, essays, drama, poetry and current articles to develop fluency in reading. This course must be taken concurrently with **SPAN211 Español Intermedio I**. **Prerequisites:** **SPAN 122 Foundations of Spanish II, SPAN 132 Spanish Conversation and Reading II**

**SPAN214 Spanish Conversation and Reading IV 3 Credits**

Students will develop oral ability to express ideas on various topics in a participatory fashion. There will be an increased ability to convey and comprehend meaning with diverse language strategies orally and in the written form. Emphasis is on fluency and accuracy, integrated with the study of grammatical structures and idioms by means of dialogue, role-play and varied

activities. This course must be taken concurrently with **SPAN212 Español Intermedio II**.  
**Prerequisites:** **SPAN 211 Español Intermedio I, SPAN 213 Spanish Conversation and Reading III**

**SPAN225 Spanish Rhetoric**

**3 Credits**

Techniques of expository writing. Includes study of the process of writing, documentation and research, ideas, writing of drafts and rewriting. **Prerequisites:** **SPAN212 Español Intermedio II, SPAN214 Spanish Conversation and Reading IV**

**SPAN233 Major Themes & Writers of Spanish Literature**

**3 Credits**

A study of leading writers and masterpieces from the Middle Ages to 20<sup>th</sup> Century peninsular literature. This course is offered in alternate years. **Prerequisites:** **SPAN212 Español Intermedio II, SPAN214 Spanish Conversation and Reading IV**

**SPAN236 Major Themes & Writers of Hispanic Literature**

**3 Credits**

A study of leading writers and masterpieces from the colonial period to 20<sup>th</sup> Century Hispanic Writers. This course is offered in alternate years. **Prerequisites:** **SPAN212 Español Intermedio II, SPAN214 Spanish Conversation and Reading IV**

**SPAN301 Spanish Literature of the 18<sup>th</sup> & 19<sup>th</sup> Centuries**

**3 Credits**

Literature and thought of the 18<sup>th</sup> and 19<sup>th</sup> centuries; neoclassicism, romanticism, and realism; drama, poetry, essay, and novel. This course is offered in alternate years.  
**Prerequisite:** **SPAN313 Literary Criticism**

**SPAN308 Spanish Linguistics**

**3 Credits**

This course is designed to expose students to basic concepts in Spanish linguistics and to help them to understand and appreciate the dynamic nature of language. This course also provides the basis for describing and explaining different levels and varieties of language. It is hoped that an understanding and appreciation of language as a phenomenon will lead to improved language proficiency and an awareness of the greatness of the Creator of language.  
**Prerequisites:** **SPAN212 Español Intermedio II, SPAN214 Spanish Conversation and Reading IV**

**SPAN310 Advanced Spanish Grammar**

**3 Credits**

Training in oral and written self-expression, with emphasis on fluency and accuracy. Attention is given to Spanish syntax and style. The course carries three (3) hours of lecture and a three (3) hour laboratory weekly. **Prerequisites:** **SPAN212 Español Intermedio II, SPAN214 Spanish Conversation and Reading IV**

**SPAN313 Literary Criticism**

**3 Credits**

This course surveys the currently most influential modes of literary criticism and considers the cultural/political contexts which spawned or fostered each school. Although the different schools of criticism may not be examined chronologically, the focus of the course is upon the disparate approaches themselves: their particular premises, goals, methods, utility, limitations, and political effects. **Prerequisites:** **SPAN212 Español Intermedio II, SPAN214 Spanish Conversation and Reading IV**

- SPAN315 Spanish Literature of the 20<sup>th</sup> Century** **3 Credits**  
 Poetry, drama, and prose fiction in Spain from the Generation of 1898 through to the contemporary period. This course is offered in alternate years. **Prerequisite: SPAN313 Literary Criticism**
- SPAN318 20<sup>th</sup> Century Hispanic Narrative** **3 Credits**  
 A study of selected major contemporary Hispanic writers. This course is offered in alternate years. **Prerequisite: SPAN313 Literary Criticism**
- SPAN320 Hispanic Women Writers** **3 Credits**  
 A study of the works of some of the contemporary women writers of the Caribbean region. It addresses themes that are gender-related, and seeks to examine across the literary genres some of the issues that are common to women writers of the region, as well as their individual concerns and perspectives. This course is offered on a biennial basis. **Prerequisite: SPAN313 Literary Criticism**
- SPAN324 Techniques of Teaching Spanish** **3 Credits**  
 Objectives, methods curricula, and methods for teaching Spanish. Field experience required. **SPAN212 Español Intermedio II, SPAN214 Spanish Conversation and Reading IV (SPAN205)**
- SPAN325 Business Spanish** **3 Credits**  
 Spoken and written Spanish common to the Spanish-speaking world of business and industry, with emphasis on business practices, and the writing and translating of business letters, documents and professional reports. **Prerequisite: SPAN310 Advanced Spanish Grammar**
- SPAN336 Spanish Lexicology** **3 Credits**  
 The primary objective of the class is to offer theoretical knowledge and practice concerning synchronic, diachronic and dialectical aspects in order to develop and internalize knowledge of an important part of linguistics. The course will allow students through their theoretical conception to gain greater appreciation of Spanish lexicology and at the same time gradually enrich their vocabulary by introducing them to the field of semantics and its application to the Spanish language. **Prerequisites: SPAN308 Spanish Linguistics**
- SPAN341 Spanish for Hospitality Management** **3 Credits**  
 Students will study vocabulary and themes essential to hospitality management. Students will learn to express themselves in a variety of roles through dialogues, grammar exercises, situational role-plays, and reality-based activities to reinforce the vocabulary. **Prerequisite: SPAN310 Advanced Spanish Grammar**
- SPAN361 History & Development of the Spanish Language** **3 Credits**  
 This course is primarily designed to present the historical development of the Spanish Language to students in such a way as to provide them with an understanding of present-day Spanish. It will introduce students to both the internal and external factors that have moulded the Spanish language throughout its historical development. **Prerequisite: SPAN310 Advanced Spanish Grammar**
- SPAN368 Immersion Trip** **3 Credits**  
 During this immersion trip students will be required to spend time immersed in a Spanish speaking environment, which will allow them to participate in language activities and cultural activities aimed at reinforcing and enhancing the knowledge acquired during the previous



years. This course, which is to be taken upon completion of the third year, will conclude with a research report.

**SPAN425 Advanced Spanish Composition**

**3 Credits**

This course broadens the aspects studied in **SPAN225 Spanish Rhetoric**. Students will be exposed to a deeper study of the research process and suitable techniques for the writing of academic documents in Spanish. **Prerequisite: SPAN225 Spanish Rhetoric**

**SPAN433 Masterpieces of Spanish Literature**

**3 Credits**

This course offers a deeper and broader study of the aspects introduced in SPAN233, Major Themes and Writers of Spanish Literature, including and advanced approach to the literary production of Spain. **Prerequisite: SPAN233 Major Themes and Writers of Spanish Literature, SPAN313 Literary Criticism**

**SPAN434 Masterpieces of Hispanic Literature**

**3 Credits**

This course offers a deeper and broader study of the aspects introduced in SPAN234, Major Themes and Writers of Hispanic Literature, including and advanced approach to the literary production of Latin America. **Prerequisite: SPAN236 Major Themes and Writers of Hispanic Literature, SPAN313 Literary Criticism**

**SPAN435 Literature of Spanish Speaking Caribbean**

**3 Credits**

This course will expose students to the literary trends and authors from the Spanish-Speaking Caribbean from colonial times to the present, including representative works from Cuba, Dominican Republic, Puerto Rico, as well as the Caribbean coastal areas of Central and South America. **Prerequisite: SPAN233 Major Themes and Writers of Spanish Literature OR 236 Major Themes and Writers of Hispanic Literature, SPAN313 Literary Criticism**

**SPAN456 Contrastive Analysis of English and Spanish**

**3 Credits**

This course will compare and contrast the linguistic structure, phonology, morphosyntax and discourse levels of English and Spanish and will apply such knowledge to teaching Spanish as a second language (SSL) to speakers of English.

**Prerequisite: SPAN310 Advanced Spanish Grammar**

**SPAN461 Spanish Translation**

**3 Credits**

The course will introduce students to translation techniques and attention will also be paid to précis writing, business correspondence and idiomatic expressions. Students will be expected to compile glossaries from their readings and to make oral presentations in classes. They will initially be trained to translate routine and general documents and will be given increasingly difficult and lengthy texts to translate as the course progresses. **Prerequisite: SPAN456 Contrastive Analysis of English and Spanish**

**SPAN462 Interpretation Techniques**

**3 Credits**

The course will introduce students to interpretation techniques, emphasizing on consecutive and whisper, and attention will also be paid to conference and business meetings interpretation. Students will be expected to perform basic interpretation exercises.

**Prerequisite: SPAN456 Contrastive Analysis of English and Spanish**

## DEPARTMENT OF MUSIC AND FINE ARTS

**Chair: Kaestner Robertson**

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### FACULTY

Glenda Anderson  
Kaestner Robertson  
Diana Sinclair

### ADJUNCT

Marilyn Anderson  
O'Neal Mundle  
Erick Parris  
Jo-Ann Richards  
Carline Waugh

### INTRODUCTION

The Department of Music and Fine Arts functions within the College of Humanities, Behavioural and Social Sciences and provides students with access to quality music instruction in a variety of degree and certificate programmes. Students are prepared for graduate school, employment in teaching, industry or self-employment.

### VISION STATEMENT

To create a stimulating and scholarly culture; where the best practices of pedagogy, integration of faith and learning, research and servant leadership are modelled.

### MISSION STATEMENT

The mission of the Department of Music, in accordance with the Institution's mission, is to prepare students to serve within the church as well as the wider regional and global communities. The Department of Music is committed to academic excellence and to providing students with a music education based on a Seventh-day Adventist Christian worldview. Working together, faculty and students create an atmosphere within which intellectual, social and artistic development can take place.

### PROGRAMME GOALS

- A. The general objectives of the Music Programme of Northern Caribbean University are to:
1. Assist the student in the development of a Christian philosophy that will acknowledge the restorative and ennobling power of music.
  2. Instil in the student an intellectual and experiential understanding of music histories and culture, musical styles and the theoretical principles of music.
  3. Prepare the student to perform competently and confidently in his or her speciality.
  4. Acquire perceptive skills needed for sensitive ensemble participation.

5. Develop the student's creativity in all aspects of musical expression.
6. Lay a solid basis for a career in music and/or graduate study.
7. Prepare the student to understand the multifaceted world of professional music and to become a functioning contributor to the musical life of the community.

B. Measurable musical objectives are to develop in the student specific competencies which shall include:

1. A functional knowledge of the language and grammar of music.
2. The ability to hear, identify and relate the rhythmic, melodic, harmonic and formal elements of music.
3. An intimate knowledge of a wide selection of music literature representing the principal eras and genres.
4. A functional ability in those performing areas appropriate to the student's needs and interests and requirements of the degree programme.
5. Fluency in sight-reading, dictation and improvisation skills.
6. Possession of functional basic piano skills.
7. Ability to rehearse choral and instrumental ensembles.
8. Develop and deliver high quality and relevant music curricula at the high school and /or elementary school levels.

### PROGRAMMES OFFERED

- Bachelor of Arts in Music
- Bachelor of Music in Music Education
- Bachelor of Music in Performance and Pedagogy
- Associate of Arts in Music
- Minor in Music
- Certificate in Performance and Pedagogy

### MATRICULATION REQUIREMENTS

In order to matriculate, applicants must satisfy University entry requirements as well as appear before the Music faculty for an audition in their performance medium and pass the Music Theory Placement Examination, before or during orientation week.

These exams are designed to determine a student's knowledge and competence in the areas of Theory, piano skills and their applied music area. The results of these exams are used to determine whether students are prepared to enter directly into one of the degree programmes or whether they need to take prerequisite courses in the area(s) in which a deficiency or deficiencies are present. These may include **MUTH100(MUCT101/2) Fundamentals of Theory**, **MUPF064-8 Applied Music**; and/or **MUCL102(MUPF102) Class Piano I** (See *Music Student Handbook* for further details.)

## GENERAL REQUIREMENTS

### Music Student Handbook

All music students will receive a copy of the *Music Student Handbook* upon entering any of the music programmes. Current students will also receive an updated version at the beginning of each successive school year. The *Handbook* contains all the requirements and procedures, as well as general information that students need to know about the music facilities and the music degree programmes offered by the Department. Students are responsible for and required to be informed about its contents.

### Ensembles

All majors, associates and minors must participate in a departmental ensemble each consecutive semester (except when a student is teaching or on internship) until the ensemble degree requirements are fulfilled. Students may enrol in no more than two ensembles in any given semester. Large and small ensembles include: The University Chorale, Chamber Ensemble and Concert Band.

### Forums

Forums are seminars designed for majors, associates and minors to perform in a friendly environment and participate in scholarly discussions and performance. Attendance is required for all music majors.

### Solo Recitals

All majors are required to present both a Junior and a Senior recital as graduation requirements. Each of these must be preceded by a pre-recital four weeks prior to the proposed recital date. (See *Music Student Handbook* for further details.)

### Piano Proficiency

Each major, including Teacher Education majors, is required to pass a Piano Proficiency Examination at the end of the sophomore year. Students who fail the exam will be required to register for Piano Proficiency courses until the examination is passed. (See *Music Student Handbook* for further details.)

### Jury Examinations

All Music students who are registered for Applied Music for credit in any semester are required to appear before the music faculty for a jury examination at the end of that semester. At the jury examination, the student will present the compositions, in their principal instrument, studied during that semester, but which have not been presented at a previous jury. The length of the jury is determined by the number of credits for which the student is registered that semester. (See *Music Student Handbook* for further details.)

### Advancement to Candidacy

This mid-matriculation interview occurs at the jury at the end of the sophomore year (Sophomore Evaluation). This Evaluation examination is designed to ensure that students will be able to continue in the programme for which they are enrolled based upon their current levels of academic and performance skills. (See *Music Student Handbook* for further details.)

### Concert and Recital Attendance

Attendance at all major concerts, recitals, and forums sponsored by the Department is required of all music students.

**Applied Music**

All students enrolled in the Bachelor's degree programmes in music are required to register for fourteen (14) 60-minute Applied lessons per semester in their primary performing medium in order to obtain credit. Students enrolled in the Associate degree programmes as well as minors in music are required to register for fourteen (14) 30-minute lessons per semester in order to obtain credit.

**Career Opportunities**

Some career opportunities including: performance, teaching, music therapist, architectural acoustics consultant, arts management, music biographer, church musician, composer, conductor, musicologist, lyricist, music attorney, music industry (including radio, television, and publishing) and music librarian. Some of these will require graduate studies in their appropriate disciplines.

## BACHELOR OF ARTS IN MUSIC

This degree offers a broad-based study of music within a liberal arts curriculum. Students who are interested in a General Music degree but who may wish to pursue another major, Associate’s degree or a minor in another discipline, are encouraged to opt for this degree. A minimum of forty (40) additional credits of coursework must be chosen in an area outside of music along with the required General Education courses in order to complete the minimum one hundred and twenty-eight (128) credits required to graduate with a Bachelor’s degree.

Students pursuing this major must pass the Theory Placement Entrance Exam and an audition on the instrument in which they intend to major. Further details for the entrance exam requirements are published in the *Music Student Handbook*.

<b>Core Requirements</b>	<b>40 Credits</b>
MU Ensemble	2
MUCT170 Introduction to Music Notation Software	1
MUHL341(MUHL205) Music History I	3
MUHL344(MUHL206) Music History II	3
MUHL425 Music History Seminar	2
MUPF143 Introduction to Conducting	1
MUPF Applied Music and Forum	8
MURC390-2 Junior Recital	NC
MURC490-2 Senior Recital	NC
MUTH111, 113(MUCT203, 204) Theory I, II	6
*MUTH112, 114 (MUCT110, 111) Sight Singing & Dictation I, II	2
MUTH211, 213(MUCT303, 304) Theory III, IV	6
**MUTH212, 214(MUCT212, 213) Sight Singing & Dictation III, IV	2
MUTH310(MUCT305) Form and Analysis	2
MUTH311(MUCT308) Orchestration <b>or</b> MUTH216(MUCT221) Composition	2

\*Must be taken concurrently with MUTH111,113(MUCT203,204)  
 \*\*Must be taken concurrently with MUTH211,212(MUCT303,212)

**Note:** Students should take MUHL130 Survey of Caribbean Music to satisfy the Humanities General Education Course requirement.

**GENERAL EDUCATION REQUIREMENTS 30- 49 CREDITS**

Students enrolled in the Bachelor of Arts in Music programme are required to complete a minimum of forty-three (43) General Education credits.

**ASSOCIATE OR MINOR REQUIREMENTS**

An Associate degree, Minor or a concentration of courses of at least forty (40) credits must be chosen from another discipline to complete the minimum total of one hundred and twenty-eight (128) credits required for a Bachelor’s degree.

**RECOMMENDED SEQUENCE  
BACHELOR OF ARTS IN MUSIC**

*MUSIC & FINE ARTS*

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr</b>
<b>1<sup>st</sup> Year Freshman (0-32 Credits)</b>	MUTH111(MUCT203) Music Theory I	3	MUTH113(MUCT204) Music Theory II	3
	MUTH112(MUCT110) Sight Singing & Dictation I	1	MUTH114(MUCT111) Sight Singing & Dictation II	1
	MUPF Applied Music & Forum	1	MUSC170 Introduction to Music Notation Software	1
	MU Ensemble	3	MUPF Applied Music & Forum	1
	CPTR112 Intro. to Computer Science	1	MU Ensemble	3
	EDUC100 Freshman Seminar or University Orientation	3	ENGL120 Freshman Composition II	3
	ENGL119 Freshman Composition I	3	MATH Mathematics Requirement	3
	EDUC151 Fund. of Christian Education		Associate/ Minor Elective	
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>2<sup>nd</sup> Year Sophomore (33-64 Credits)</b>	MUTH211(MUCT204) Music Theory III	3	MUTH213(MUCT304) Music Theory IV
MUED212(MUCT212) Sight Singing & Dictation III		1	MUTH214(MUCT213) Sight Singing & Dictation IV	1
MUPF Applied Music & Forum		1	MUPF Applied Music & Forum	1
Personal Dev. Requirement		3	MUPF143 Intro to Conducting	1
RELB 113 God and Human Life		6	Personal Dev. Requirement	1
Associate/Minor Emp. Electives			RELB305 Life and Teachings of Christ	3
			COMM251 Oral Communication	3
			Associate/ Minor Elective	3
<b>TOTAL CREDITS</b>		<b>15</b>	<b>TOTAL CREDITS</b>	<b>16</b>
<b>Summer I</b>				
Behavioural or Social Science Elective	3			
<b>TOTAL CREDITS</b>	<b>3</b>			
<b>3<sup>rd</sup> Year Junior (65-96 Credits)</b>	MUHL320(MUHL205) Music History I	3	MUHL322(MUHL206) Music History II	3
	MUPF Applied Music & Forum	0	MUTH311(MUCT308) Orchestration or	
	Modern Lang. Requirement	3	MUTH216(MUCT221) Composition	(2)
	*MUTH216(MUCT221) Composition or		MUPF Applied Music & Forum	2
	MUTH311(MUCT308) Orchestration	(2)	Modern Language Requirement	3
	MUTH310(MUCT305) Form and Analysis	2	MURC390-2 Junior Recital	NC
	MUHL130 Survey of Caribbean Music - (Humanities Requirement)	3	Associate/Minor Elective	6
	Associate/Minor Elective	3		
<b>TOTAL CREDITS</b>	<b>14/16</b>	<b>TOTAL CREDITS</b>	<b>14/16</b>	
<b>4<sup>th</sup> Year Senior (Over 96 Credits)</b>	MUPF Applied Music & Forum	1	MUPF465 Applied Music & Forum	1
	MUHL425 Seminar in Music History	2	MURC490-2 Senior Recital	0
	Moral Development Requirement	3	Spiritual Dev. Requirement	3
	Science and Env. Requirement	3	Associate/ Minor Electives	12
	Associate/Minor Electives	7		
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>16</b>

**\*Students are required to do either MUTH216(MUCT221) Composition or MUTH311(MUCT308) Orchestration**

## BACHELOR OF MUSIC IN MUSIC EDUCATION

Graduates from this programme will be both Certified and Specialist teachers. They will be qualified to teach either instrumental and/or choral music at the primary and/or secondary level. Students should note that because this is a professional degree it will require a minimum of 145 credits for completion. The programme may be completed in four (4) years, including summer sessions or five (5) years, excluding summers. It includes sixty-three (63) credits of Music core requirements, forty-two (42) credits of Professional Education and forty (40) credits of General Education.

Students pursuing this major must pass the Theory Placement Entrance Exam and an audition on the instrument in which they intend to major. Further details for the entrance exam requirements are published in the **Music Student Handbook**.

Core Requirements	63 Credits	Prerequisites
MUED230(MUED358) Elementary Music Methods	3	
MUED231(MUED359) Secondary Music Methods	3	
MUHL320(MUHL205) Music History I	3	MUTH113, 114
MUHL322(MUHL206) Music History II	3	MUTH113, 114
MUHL425 Seminar in Music History	2	MUHL320, 322
MUPD150 Teaching of Brass	1	
MUPD151(MUED383, 386) Teaching Woodwinds	1	
MUPD152(MUED383, 386) Teaching of Percussion	1	
MUPD153(MUED383, 386) Teaching of Voice	1	
MUPD154 Teaching of Strings	1	
MUPD155 Teaching of Piano	1	
MUPD156 Teaching Fretted Instruments	1	
MUPF143 Introduction to Conducting	1	MUTH113 & 114
MUPF356 Choral Conducting	2	MUPF143, MUTH213 & 214
MUPF368 Instrumental Conducting	2	MUPF356, MUTH311
MURC390-2 Junior Recital	NC	
MURC490-2 Senior Recital	NC	
MUSC170 Introduction to Music Notation Software	1	MUTH113, 114
MUTH111, 113(MUCT203, 204) Theory I, II	6	MUTH100
MUTH211, 213(MUCT303, 304) Theory III, IV	6	
MUTH216(MUCT221) Composition	2	MUTH213, 214
MUTH310(MUCT305) Form and Analysis	2	MUTH213, 214
MUTH311(MUCT308) Orchestration	2	MUTH213, 214
*MUTH112, 114(MUCT110,111) Sight Sing. & Dictation I, II	2	
**MUTH212, 214(MUCT212, 213) Sight Sing. & Dictation III, IV	2	
***MUPF Applied Music & Forum	8	
****MU Ensemble	6	

\*Must be taken concurrently with MUTH111, 113(MUCT203, 204)

\*\*Must be taken concurrently with MUTH211, 213(MUCT303, 304)

\*\*\*Students whose applied skills are below **MUPF176** will register for **MUPF056 and/or MUPF057** until the appropriate level is attained as determined by faculty **audition**.

\*\*\*\*Students should register for **3 credits of Choral Ensemble and 3 credits of Instrumental Ensemble**.



Students must take MUHL130 Survey of Caribbean Music to fulfil the Humanities requirement in General Education.

Note: Music Education students should take LART119 and LART120: Use of English I and II instead of Freshman Composition I and II

PROFESSIONAL EDUCATION REQUIREMENTS	40 CREDITS	PREREQUISITE
EDUC195(205) Child & Adolescent Psychology	3	
EDUC198(196) Principles of Teaching & Learning	3	EDUC195
EDUC220 Educational Psychology	3	EDUC198
EDUC221 Instructional Technology	3	
EDUC301 General Methods	3	EDUC344
EDUC333 Curriculum Development	3	EDUC198
EDUC341 Professionalism & School Administration	3	
EDUC343 Classroom Testing & Measurement	3	EDUC333
EDUC360(150) Foundations of Education	3	EDUC333
EDUC390 Teaching Practicum I Seminar	NC	
*EDUC399 Teaching Practicum I (required under 3 year teaching experience)	2	
EDUC487 Introduction to Educational Research	3	EDUC343
EDUC490 Teaching Practicum II Seminar/Workshop	NC	
*EDUC498 Teaching Practicum II	8	EDUC399

**\*\*TEACHING SUBJECT METHODOLOGY 3 CREDITS**

**LITERACY EDUCATION REQUIREMENTS 6 CREDITS**

LRDG220 (101) Fundamentals of Literacy Instruction	3	
LRDG371 (211) Secondary Content Literacy I	3	LRDG220

\*Teaching Practicum I (2 credits) and Teaching Practicum II (8 credits) will be combined and spread over two (2) semesters of 5 credits each. One semester will be conducted in a Primary School and the other in a Secondary School. See protocol for teaching practicum in **Music Student Handbook**.

\*\*Satisfied by MUED230 Elementary Music Methods (3 credits) and MUED231 Secondary Music Methods (3 credits)

**General Education Requirements 36-49 credits**

Students must take the minimum of thirty-six (36) General Education credits as stipulated in the *Bulletin*.

Music Education Majors should take MUHL130 Survey of Caribbean Music to fulfil the Humanities General Education Requirement and EDUC 220 Educational Psychology to fulfil the Behavioural & Social Science General Education requirement.

## RECOMMENDED SEQUENCE BACHELOR OF MUSIC IN MUSIC EDUCATION

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr	
1 <sup>st</sup> Year <b>Freshman</b> (0-32 Credits)	MUTH111 (MUCT204) Music Theory I	3	MUTH113(MUCT304) Music Theory II	3	
	MUTH112(MUCT110)Sight Singing & Dictation I	1	MUTH114(MUCT111) Sight Singing & Dictation II	1	
	MUPF Applied Music & Forum	NC	MUPF Applied Music & Forum	NC	
	MU Ensemble	1	MUCT170 Intro. to Music Notation Software	1	
	MUPD150-6 Teaching of Instrument/Voice	1	MU Ensemble	1	
	EDUC100 Freshman Seminar or University Orientation	1	MUPD150-6 Teaching of Instrument/Voice	1	
	LART119 Use of English I	3	LART120 Use of English II	3	
	CPTR112 Intro. to Computer Science	3	Mathematics Requirement	3	
	COMS300 Community Service	NC	COMS300 Community Service	NC	
	EDUC195 Child & Adolescent Psychology	3	EDUC198 Principles of Teaching & Learning	3	
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>16</b>	
	<b>Summer I</b>			<b>Summer II</b>	
	EDUC151 Fund. of Christian Education	3	MUHL130 Survey of Caribbean Music	3	
	RELB305 Life and Teachings	3	RELB118 Ethics in Moral development	3	
<b>TOTAL CREDITS</b>	<b>6</b>	<b>TOTAL CREDITS</b>	<b>6</b>		
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 Credits)	MUTH211(MUCT303) Music Theory III	3	MUTH213(MUCT304) Music Theory IV	3	
	MUTH212(MUCT212) Sight Singing & Dictation III	1	MUTH214(MUCT213) Sight Singing & Dictation IV	1	
	Modern Lang. Requirement	3	MUTH216(MUCT221) Composition	2	
	MUHL320(MUHL205) Music History I	3	MUHL322(MUHL206) Music History II	3	
	MUPF Applied Music & Forum	1	MUPF Applied Music & Forum	1	
	MU Ensemble	1	MUPF143 Intro. to Conducting	1	
	MUPD150-6 Teaching Instrument/Voice	1	MU Ensemble	1	
	LRDG220 Fundamentals of Lit. Instruction	3	MUPD150-6 Teaching Instrument/Voice	1	
	<b>TOTAL CREDITS</b>	<b>16</b>	EDUC220 Educational Psychology	3	
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>16</b>	
	<b>Summer I</b>			<b>Summer II</b>	
	COMM251 Oral Communication	3	EDUC301 General Methods	3	
	EDUC360 Foundations of Education	3	Personal Development Requirement	2	
	<b>TOTAL CREDITS</b>	<b>6</b>	<b>TOTAL CREDITS</b>	<b>5</b>	
3 <sup>rd</sup> Year <b>Junior</b> (64-96 Credits)	MUTH 310(MUCT305) Form and Analysis	2	MUTH311(MUCT308) Orchestration	2	
	MUPF143 Choral Conducting	2	MUPF368 Instrumental Conducting	2	
	MUPD150-6 Teaching Instrument/Voice	1	MUPD150-6 Instrument/Voice	1	
	MUPF Applied Music & Forum	1	MUPF Applied Music and Forum	1	
	MUED230(MUED358) Elem. Music Methods	1	MU Ensemble	1	
	MU Ensemble	1	MURC390-2 Junior Recital	NC	
	EDUC333 Curriculum Development	3	MUED23(MUED120) Sec. Music Methods	3	
	LRDG371 Secondary Content Literacy	3	EDUC343 Classroom. Test. & Measurement	3	
	<b>TOTAL CREDITS</b>	<b>16</b>	EDUC341 Professionalism &School Admin.	3	
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>16</b>	
	<b>Summer I</b>			<b>Summer II</b>	
	MUHL425 Seminar in Music History	2	Science and Environ. Requirement	3	
	EDUC487 Introduction to Educational Research	3	MUPD150-6 Teaching Instrument/Voice	1	
	<b>TOTAL CREDITS</b>	<b>5</b>	<b>TOTAL CREDITS</b>	<b>4</b>	

4 <sup>th</sup> Year <b>Senior</b> (Over 96 Credits)	MUPF Applied Music & Forum	2	MUPF Applied Music & Forum	2
	EDUC390 Teaching Practicum I Workshop	NC	MURC490-2 Senior-Recital	NC
	*EDUC399 Practicum 1	2	EDUC490 Teaching Practicum II Workshop	NC
			*EDUC498 Teaching Practicum II	8
	<b>TOTAL CREDITS</b>	<b>4</b>	<b>TOTAL CREDITS</b>	<b>10</b>

\*The 10 credits of Teaching Practicum are divided equally (5+5) between the two semesters of the fourth year, five credits in a Primary School and the other five in a Secondary school.

## BACHELOR OF MUSIC IN PERFORMANCE AND PEDAGOGY

The Bachelor of Music in Performance and Pedagogy programme is designed to prepare graduates to function as private music studio teachers, active performers on their chosen instrument, accompanists, Specialist Teachers, and church musicians. Graduates from this programme will be able to continue in Graduate studies leading to degrees in a variety of areas such as performance, pedagogy, theory and composition, musicology, church music and music therapy.

Students pursuing this major must pass the Theory Placement Entrance Exam and an audition on the instrument in which they intend to major. Further details for the entrance exam requirements are published in the *Music Student Handbook*. Only those who have achieved a high level of performance skills on their instrument, prior to applying, will be admitted to this degree programme.

### Core Requirements

### 84 credits

MU Ensemble	8
MUCT170 Introduction to Music Notation Software	1
MUHL314-335 Music Literature	4
MUHL320(MUHL205) Music History I	3
MUHL322(MUHL206) Music History II	3
MUHL425 Seminar in Music History	2
MUHL427 Directed Study	2
MUPD360-365(MUED375-6) Pedagogy	4
MUPD 410, 411 Practicum	2
MUPF143 Introduction to Conducting	1
MUPF356 Choral Conducting	2
MUPF358 Instrumental Conducting	2
*MUPF 230-3 Singer's Diction <b>or</b>	
MUPF341, 342 Chamber Music <b>or</b>	
MUPF340 Accompanying	4
MUPF Applied Music and Forum	24
MURC390-2 Junior Recital	NC
MURC490-2 Senior Recital	NC
MUTH111, 113(MUCT203, 204) Theory I, II	6
MUTH112, 114(MUCT110, 111) Sight Singing & Dictation I, II	2
MUTH211, 213(MUCT303, 304) Theory III, IV	6
MUTH216(MUCT221) Composition	2

MUTH310(MUCT305) Form and Analysis	2
MUTH311(MUCT308) Orchestration	2
**MUTH212, 214(MUCT212, 213) Sight Singing & Dictation III, IV	2

\*All Voice majors should take four (4) credits of Singer’s diction; i.e. one (1) credit each in English, French, German and Italian diction. Keyboard majors should take two (2) credits each of Accompanying and Chamber Music and Instrumental majors should take four (4) credits of Chamber Music.

\*\*Must be taken concurrently with MUTH211, 213(MUCT303,304)

**General Education Requirements**

**30-49 credits**

Students must take a minimum of forty-four General Education credits in order to complete the required 128 credits to graduate as stipulated in the *Bulletin*. Students in this degree programme must take either **MUHL130** Survey of Caribbean Music to fulfil the Humanities General Education Requirement.

**RECOMMENDED SEQUENCE  
BACHELOR OF MUSIC IN PERFORMANCE AND PEDAGOGY**

Status	1st Semester	Cr	2nd Semester	Cr
1st Year <b>Freshman</b> (0-32 Credits)	EDUC100 Freshman Seminar	1	ENGL120 Freshman Composition II	3
	ENGL119 Freshman Composition I	3	CPTR Computer Science Requirement	3
	HPED Physical Education Requirement	1	HLED Health Education	1
	RELB113 God & Human Life	3	MUPF197 Applied Music	1
	MUTH196 Applied Music Forum	1	MUTH113(MUCT204) Music Theory III	3
	MUTH111(MUCT203) Theory I	3	MUTH 114(MUCT111) Sight Singing & Dictation II	3
	MUTH112(MUCT110) Sight, Singing & Dictation I	3	MUCT170 Intro. to Mus. Notation Software	1
	MU Ensemble	1	MU Ensemble	1
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer I</b>			
	Moral Development Elective	<b>3</b>		
	<b>TOTAL CREDITS</b>	<b>3</b>		
2nd Year <b>Sophomore</b> (33-64 Credits)	MUPF296 Applied Music Forum	3	MUPF297 Applied Music & Forum	3
	MUTH211(MUCT303) Music Theory III	3	MUTH213(MUCT304) Theory IV	3
	MUTH212(MUCT212) Sight, Singing & Dictation III	1	MUTH214(MUCT213) Sight Singing & Dictation IV	1
	MUHL320(MUHL205) Music History I	3	MUTH216(MUCT221) Composition	2
	*(MUPF230 Singer’s Diction)	(1)	MUHL322(MUHL206) Music History II	3
	*(MUPF231 Singer’s Diction)	(1)	MUPF143 Intro to Conducting	1
	MUHL130 Survey of Caribbean Music.	3	RELB Spiritual Development Requirement.	2
	MU Ensemble	1	MU Ensemble	1
	<b>TOTAL CREDITS</b>	<b>14/16</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer II</b>			
	EDUC151: Fundamentals of Christian Ed.	3		
	<b>TOTAL CREDITS</b>	<b>3</b>		

3rd Year Junior (65-96 Credits)	MUPF396 Applied Music & Forum MUTH310(MUCT305) Form & Analysis MUPF356 Choral Conducting (MUPF34 Chamber Music or MUPF340 Accompanying MUPD360-365 Pedagogy *(MUPF232 Singer's Diction) MU Ensemble Social Science Requirement  TOTAL CREDITS:	3 2 2 [2] 2 1 1 3  <b>14/15</b>	MUPF397 Applied Music MUTH311(MUCT308) Orchestration MUPF368 Instrumental Conducting MUPF342 Chamber Music II or MUPF340 Accompanying MUPD360-365 Pedagogy *(MUPF233 Singer's Diction) MU Ensemble MATH Mathematics Requirement MURC Junior Recital  TOTAL CREDITS	3 2 2 2 2 (1) 1 3 NC  <b>14/15</b>	<i>MUSIC &amp; FINE ARTS</i>
4th Year Senior (Over 96 Credits)	MUPF496 Applied Music MUHL425 Seminar in Music MUHL314-325 Music Literature MUPD410 Practicum I MU Ensemble Science Requirement RELB305 Life and Teachings of Christ  <b>TOTAL CREDITS</b>	3 2 2 1 1 3 3  <b>15</b>	MUPF297 Applied Music MUHL427 Directed Study MUHL314-325 Music Literature MUPD411 Practicum II MU Ensemble Modern Language Requirement COMM251 Oral Communication MURC Senior Recital  <b>TOTAL CREDITS</b>	3 2 2 1 1 3 3 NC  <b>15</b>	

\*All Voice majors should take four (4) credits of Singer's diction; i.e. one (1) credit each in English, French, German and Italian diction. Keyboard majors should take two (2) credits each of Accompanying and Chamber Music and Instrumental majors should take four (4) credits of Chamber Music.

\*\*Must be taken concurrently with MUTH211, 213(MUCT303, 304)

## ASSOCIATE OF ARTS IN MUSIC

The Associate of Arts in Music degree is designed to provide a wide range of career options including Music Technology, Music Ministry and Performance. Twenty-five (25) credits of Music Core courses are required, and twelve (12) credits of music electives to be chosen as a concentration by the student in consultation with his/her advisor. These electives must be upper division courses from the Bachelor's degree programs offered by the department.

Students pursuing this major must pass the Theory Placement Entrance Exam and an audition on the instrument in which they intend to major. Further details for the entrance exam requirements are published in the **Music Student Handbook**.

<b>Music Core Requirements</b>	<b>25 credits</b>
MUPF Applied Music and Forum	4
MUTH111, 113, 211(MUCT203, 204, 303) Theory I, II, III	3, 3, 3
*MUTH112, 114, 212(MUCT110,111,212) Sight Singing & Dictation I, II, III	1, 1, 1
MUCT170 Introduction to Music Notation Software	1
MUHL320(MUHL205) Music History I <b>or</b>	
MUHL322(MUHL206) Music History II	3
MUPF143 Introduction to Conducting	1
MU Ensemble	4
*Must be taken concurrently with MU 111, 113(MUCT203, 204)	

**Music Electives** **12 – 15 credits**

**GENERAL EDUCATION REQUIREMENTS** **29 credits**

Please account for the minimum twenty-nine (29) general education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum required for the Bachelor's degree.

**N.B.: Students should take MUHL130 Survey of Caribbean Music as a General Education Course**

**RECOMMENDED SEQUENCE  
ASSOCIATE OF ARTS IN MUSIC**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 Credits)	MUTH111 Music Theory I (MUCT203)	3	MUTH113 Music Theory II (MUCT204)	3
	MUTH112 Sight, Singing & Dictation I (MUCT110)	1	MUTH114 Sight, Singing & Dictation II (MUCT 111)	1
	MUPF Applied Music and Forum	1/3	MUPF Applied Music	1/3
	MU Ensemble	1	MU Ensemble	1
	MUCT170 Intro to Music Notation Software	1	ENGL120 Freshman Composition II	3
	CPTR112 Intro. to Computer Science		MUHL130 Survey of Caribbean Music	
	EDUC100 Freshman Seminar	3	MU Concentration	3
	ENGL119 Freshman Composition I	1	MUPF143 Introduction to Conducting	0-3
	3		1	
	<b>TOTAL CREDITS</b>	<b>14/16</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer I</b>		<b>Summer II</b>	
	Spiritual Development Requirement	3	Personal Development Requirement	2
	<b>TOTAL CREDITS</b>	<b>3</b>	<b>TOTAL CREDITS</b>	<b>2</b>
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 Credits)	MUPF Applied Music & Forum	1/3	MUPF Applied Music & Forum	1/3
	MU Ensemble	1	MUHL320 or 322 Music History I, II	3
	MU Concentration Course	2/3	MU Ensemble	1
	MU Concentration Course	2/3	MU Ensemble	1-3
	EDUC151 Fund. of Christian Education	3	MU Concentration Course	3
	RELB Spiritual Development Elective	3	Moral Development Requirement *Prim. or Sec. Supervised Teaching	(4)
	<b>TOTAL CREDITS</b>	<b>14</b>	<b>TOTAL CREDITS</b>	<b>14</b>

MUSIC & FINE ARTS

## THE CERTIFICATE IN PERFORMANCE AND PEDAGOGY

The Music entrance requirements for this programme are the same as those for the Bachelor of Music in Performance and Pedagogy. (See page # .)

Since there are no General Education requirements for this Certificate programme, students entering this programme need not fulfil the normal University entry requirements for a degree programme. Students who complete the requirements for the Certificate programme would be certified at a more advanced level than the Licentiate Diplomas in similar areas offered by the Associated Board of the Royal Schools of Music (ABRSM) and other similar institutions.

Graduates from this programme will be able to teach in private studios and work as accompanists and as church musicians. The programme may be completed in two (2) years.

	48 credits
MUCT170 Introduction to Music Notation Software	1
MUHL314-335 Music Literature I & II	4
MUHL320(MUHL205) Music History I	3
MUHL322(MUHL206) Music History II	3
MUPF Applied Music and Forum	12
MUPF143 Introduction to Conducting	1
MUPD360-5(MUED375-6) Pedagogy I & II	4
MUPD410,411 Practicum I & II	2
MUTH111,113,211,213(MUCT203,204,303,304) Music Theory I, II, III, IV	3, 3, 3, 3
MUTH310(MUCT305) Form and Analysis	2
*MUTH112,114,212,214(MUCT110,111,212,213) Sight Singing & Dictation I, II, III, IV	1, 1, 1, 1
** MURC390-2 Recital	NC

**REQUIREMENTS:**

\*Must be taken concurrently with MUTH111,113(MUCT203,204)

\*\* The requirements for this recital are equivalent to those for the Junior recital in the Bachelor of Music in Piano Performance and Pedagogy programme.



**RECOMMENDED SEQUENCE  
CERTIFICATE IN PERFORMANCE AND PEDAGOGY**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year (0-32 Credits)	MUTH111(MUCT203) Music Theory I	3	MUTH113(MUCT204) Music Theory II	3
	MUTH112(MUCT110) Sight, Singing & Dictation I	1	MUTH114(MUCT111) Sight, Singing & Dictation II	1
	MUPF Applied Music	3	MUPF Applied Music	3
	MU Ensemble	1	MUPF Applied Music	1
	MUCT170 Intro to Music Notation Soft.	1	MU Ensemble	1
	MUHL314-325 Music Lit. I	2	MUPF143 Intro to Conducting	2
	MUHL314-325 Music Lit. I	2	MUHL314-325 Music Lit. II	2
	MUPD360-5(MUED375-6) Pedagogy I	2	MUPD360-5(MUED375-6) Pedagogy II	2
<b>TOTAL CREDITS</b>	<b>13</b>	<b>TOTAL CREDITS</b>	<b>13</b>	
2 <sup>nd</sup> Year (33-64 Credits)	MUTH211(MUCT303) Music Theory III	3	MUTH213(MUCT304) Music Theory IV	3
	MUTH212(MUCT212) Sight-Singing and Dictation III	1	MUTH214(MUCT213) Sight-Singing and Dictation IV	1
	MUHL320(MUHL205) Music History I	3	MUPF Applied Music & Forum	3
	MUPF Applied Music & Forum	3	MUHL322(MUHL206) Music History II	3
	MUPD410 Practicum I	1	MUPD411 Practicum II	1
			MUPD411 Practicum II	2
			MUTH310(MUCT305) Form and Analysis	0
			MURC Recital	0
<b>TOTAL CREDITS</b>	<b>11</b>	<b>TOTAL CREDITS</b>	<b>13</b>	

MUSIC & FINE ARTS

**\*MINOR IN MUSIC**

Students who wish to pursue a Minor emphasis in Music must consult with and be advised by the Chair of the Music department and the Coordinator for the Music Education programme sometime during the first Semester of their Freshman year in order to avoid delays in their projected Graduation date.

	<b>24 credits</b>
MU Electives	5
MU Ensemble	2
MUCT170 Introduction to Music Notation Software	1
MUHL320(MUHL205) Music History I <b>or</b>	
MUHL322(MUHL206) Music History II	3
MUPF Applied Music and Forum	4
MUPF143 Intro.to Conducting	1
MUTH111,113(MUCT203,204) Music Theory I, II	6
**MUTH112,114(MUCT110,111) Sight Singing & Dictation I, II	2

**REQUIREMENTS:**

- \*This minor is not available for Education majors.
- \*\*Must be taken concurrently with MUTH111, 113(MUCT203,204)

## MAJOR IN MUSIC FOR Secondary Teacher Education

This major requires a minimum of 36 credits. All courses, including required cognates and prerequisites, must be completed in accordance with the recommended sequence. Students pursuing this major must pass the Music Theory Placement Entrance examination, an audition in their performance area and a piano skills test, if the student is not a keyboard major.

Students with less than competence in any of these areas must take **MUTH100(MUCT101/2) Fundamentals of Music Theory**, **MUPF064-8 Applied Music** or **MUCL102(MUPF102) Class Piano I** as applicable. (See *Music Student Handbook* for further details.)

Core Requirements	36 Credits
MU Ensemble	4
MUCT170 Intro to Music Notation Software	1
MUED231(MUED359) Secondary Music Methods	3
MUHL320(MUCT205) Music History I	3
MUHL322(MUCT206) Music History II	3
*MUTH111(MUCT203) Music Theory I	3
**MUTH112(MUCT110) Sight Singing and Dictation I	1
MUTH113(MUCT204) Music Theory II	3
***MUTH114(MUCT111) Sight Singing and Dictation II	1
MUTH211(MUCT303) Music Theory III	3
****MUTH212(MUCT212) Sight Singing and Dictation III	1
MUTH310(MUCT305) Form and Analysis	2
MUTH216(MUCT221) Composition	2
MUPF134 Into.to Conducting	1
MUPF356 Choral Conducting	2
*****MUPF Applied Music	3

### Requirements:

- \*Must pass the Theory Placement examination or take Fundamentals of Music Theory
- \*\*Must be taken concurrently with MUTH111(MUCT111)
- \*\*\* Must be taken concurrently with MUTH113(MUCT204)
- \*\*\*\*Must be taken concurrently with MUTH211(MUCT303)
- \*\*\*\*\*Audition for Applied Area should be done before pursuing these credits

**N.B.: Students should take MUHL130 Survey of Caribbean Music as a General Education Course.**

## MINOR AREA OF EMPHASIS IN MUSIC Secondary Teacher Education

This minor requires a minimum of 21 credits. All courses, including required cognates and prerequisites must be completed in accordance with the recommended sequence. Students pursuing this major must pass the Music Theory Placement Entrance examination, an audition in their performance area and a piano skills test, if the student is not a keyboard major.

Students with less than competence in any of these areas must take **MUTH100(MUCT101/2) Fundamentals of Music Theory**, **MUPF064-8 Applied Music** or **MUCL102(MUPF102) Class Piano I** as applicable. (See *Music Student Handbook* for further details.)

Core Requirements	21 Credits
MU Ensemble	2
MUCT170 Intro to Music Notation Software	1
MUED231(MUED359) Secondary Music Methods	3
MUHL322(MUHL206) Music History II	3
MUPF143 Introduction to Conducting	1
*MUTH111(MUCT203) Music Theory I	3
**MUTH112(MUCT110) Sight Singing and Dictation I	1
MUTH113(MUCT204) Music Theory II	3
**MUTH114(MUCT111) Sight Singing and Dictation II	1
***MUPF Applied Music	3

**REQUIREMENTS:**

- \* Prerequisite for MUTH111(MUCT203) is passing the Theory Placement Examination or take **MUTH100(MUCT101/2) Fundamentals of Music Theory**
- \*\*Must be taken concurrently with MUTH111(MUCT203) & MUTH113(MUCT204)
- \*\*\*Student must audition with the Music Department to determine readiness for the applied area of emphasis (voice, piano, instrument, etc.)

**N.B.: Students should take MUHL130 Survey of Caribbean Music as a General Education course.**

**MINOR AREA OF EMPHASIS IN MUSIC**  
**Early Childhood/Primary Teacher Education**

The minor is a minimum of 21 credits. All courses, including required cognates and prerequisites must be completed in accordance with the recommended sequence. Students pursuing this major must pass the Music Theory Placement Entrance examination, an audition in their performance area and a piano skills test, if the student is not a keyboard major.

Students with less than competence in any of these areas must take **MUTH100(MUCT101/2) Fundamentals of Music Theory**, **MUPF064-8 Applied Music** or **MUCL102(MUPF102) Class Piano I** as applicable. (See *Music Student Handbook* for further details.)

<b>Core Requirements</b>	<b>21 Credits</b>
MU Ensemble	2
MUCT170 Intro to Music Notation Software	1
MUED230(MUED358) Elementary Music Methods	3
MUHL322(MUHL206) Music History II	3
MUPF143 Introduction to Conducting	1
MUPF156-256 Applied Music	3
*MUTH111(MUCT203) Music Theory I	3
**MUTH112(MUCT110) Sight Singing and Dictation I	1
MUTH113(MUCT204) Music Theory II	3
**MUTH114(MUCT111) Sight Singing and Dictation II	1

**REQUIREMENTS:**

- \*Prerequisite for MUTH111(MUCT203) requires passing the Theory Placement Examination or taking MUTH100 Fundamentals of Music Theory
- \*\*Must be taken concurrently with MUTH111(MUCT203) and MUTH113(MUCT204)
- \*\*Students must audition with the Music Department to determine readiness for the Applied area of emphasis (voice, piano, instrument, etc.)

**N.B.: Students should take MUHL130: Survey of Caribbean Music to fulfil the Humanities General Education course.**

## DESCRIPTION OF COURSES

### GENERAL MUSIC

- |  |                 |
|--|-----------------|
| <b>MUCL100(MUPF140) Class Voice I</b>  | <b>1 credit</b> |
| This course is an introduction to the fundamentals of singing and is designed especially for the beginner. Not available for credit to major or minor degree requirements.               |                 |
| <b>MUCL101(MUPF141) Class Voice II</b>   | <b>1 credit</b> |
| This is a continuation of <b>MUCL100</b> . Not available for credit to major and minor degree requirements.  |                 |
| <b>MUCL102(MUPF102) Class Piano I</b>  | <b>1 credit</b> |
| This course is an introduction to the fundamentals of piano playing and is especially designed for the beginner. Not available for credit to major and minor degree requirements.        |                 |
| <b>MUCL103(MUPF103) Class Piano II</b>   | <b>1 credit</b> |
| This is a continuation of <b>MUCL102</b> . Not available for credit to major or minor degree requirements.   |                 |
| <b>MUCL104 Class Instrument I</b>  | <b>1 credit</b> |
| This course is designed to instruct the beginner in the fundamentals of playing a woodwind, brass, or string instrument. Not available for credit to major or minor degree requirements. |                 |
| <b>MUCL105 Class Instrument II</b>   | <b>1 credit</b> |
| This is a continuation of beginning level MUCL 104. Not available for credit to major or minor degree requirements.  |                 |
| <b>MUCL200 Class Voice</b>   | <b>1 credit</b> |
| This course designed for the intermediate voice student. Not available for credit to major or minor degree requirements.   |                 |
| <b>MUCL201 Class Voice II</b>  | <b>1 credit</b> |
| This is a continuation of <b>MUCL200</b> . Not available for credit to major or minor degree requirements.   |                 |
| <b>MUCL202 Class Piano I</b>   | <b>1 credit</b> |
| This course designed for the intermediate piano student. Not available for credit to major or minor degree requirements.   |                 |
| <b>MUCL203 Class Piano II</b>  | <b>1 credit</b> |
| This is a continuation of <b>MUCL202</b> . Not available for credit to major or minor degree requirements.   |                 |
| <b>MUCL204 Class Instrument I</b>  | <b>1 credit</b> |
| This course designed for the intermediate instrumental student. Not available for credit to major or minor degree requirements.  |                 |

**MUCL205 Class Instrument II****1 credit**

This is a continuation of beginning level **MUCL204**. Not available for credit to major or minor degree requirements.

**MUHL100 Music Appreciation****3 credits**

This course is an introduction to the music of the Western world and music of other cultures. Consideration is given to the various political, social, and religious factors that have influenced musical styles of various periods, geographical regions and cultures. Representative compositions of various styles and genres will be studied. Emphasis is placed on listening assignments, analysis, class activities and recital attendance.

**MUHL120 Survey of Jamaican Music****3 credits**

This course is a study of the history and literature of Jamaican music and focuses on the socio-historical context in which classical music, folk music, popular music, and religious musical forms evolved.

**MUHL130 Survey of Caribbean Music****3 credits**

This course is a study of the history and literature of musical forms indigenous to the islands of the Caribbean and focuses upon the socio-historical and cultural context in which these musical forms are evolved.

**MUPC100-107 NCU Chorale****NC-1 credit**

Membership in this auditioned ensemble is open to all NCU students. Auditions for this ensemble usually take place during the first week of each semester. This course involves the study and performance of a plethora of choral literature spanning medieval through contemporary repertoire. These include small and large choral works, both sacred and secular. Registrations for NC will be recorded as Pass/Fail. May be repeated for credit.

**MUPC200-207 Chamber Ensemble****NC-1 credit**

This small vocal ensemble of select voices is primarily made up of music majors and minors. Membership in this ensemble is by audition and consent of the director. Performance opportunities for this ensemble will include civic, religious, academic and cultural venues. Repertoire from early baroque to contemporary music will be studied and performed. Registrations for NC will be recorded as Pass/Fail at the end of the semester. May be repeated for credit.

**MUPB100-107 Concert Band****NC-1 credit**

This large ensemble rehearses and performs various genres of band repertoire. Membership in this ensemble is by audition. Registrations for NC will be recorded as Pass/Fail. May be repeated for credit.

**MUPO100-107 NCU Orchestra****NC-1 credit**

This large ensemble rehearses and performs various genres of orchestral repertoire. Membership in this ensemble is by audition. Registrations for NC will be recorded as Pass/Fail. May be repeated for credit.

**MUPS100-107 Steel Band****NC-1 credit**

This instrumental ensemble performs original Caribbean music as well as arrangements of classical and contemporary music. Open to all NCU students. Registrations for NC will be recorded as Pass/Fail. May be repeated for credit.

**MUTH100(MUCT101, MUCT 102) Fundamentals of Theory**

**3-4 credits**

This course is a study of the rudiments of music. It is designed for the general college student or the music major, associate and minor whose pre-college music skills are deficient. Not available for credit toward music major, associate or minor requirements.

**THEORY**

**MUTH111(MUCT203) Theory I**

**3 credits**

This course is the study of structural and harmonic materials of diatonic music beginning with a review of scales, intervals, triads and inversions. Principles of voice leading as well as part-writing in root position are introduced in this semester of Music Theory. Examples are drawn from the standard classical literature. Written, aural, and keyboard work are an integral part of this course. **Prerequisite:** pass the **Music Theory Placement Examination with a minimum score of 80%.**

**MUTH112(MUCT110) Sight Singing, Ear Training, & Dictation I**

**1 credit**

The singing of scales, intervals (ascending and descending), rhythm (quarter, 8<sup>th</sup>, and 16<sup>th</sup> notes and rests), chords (major, minor, augmented, and diminished in root position) and one-part dictation. Must be taken concurrently with **MUTH111.**

**MUTH113(MUCT204) Theory II**

**3 credits**

This course continues the study of structural and harmonic materials of diatonic music as they relate to part-writing in first inversion and six-four chords, non-chord tones, phrases and cadences as well as analysis. Examples are drawn from the standard classical literature. Written, aural, and keyboard work are an integral part of this course. **Prerequisite: MUTH111 & 112**

**MUTH114(MUCT 111) Sight Singing, Ear Training, & Dictation II**

**1 credit**

This course introduces the student to the study of rhythmic and melodic dictation as well as sight-singing moderately difficult tonal passages. **Prerequisite: MUTH111 & 112.** Must be taken concurrently with **MUTH113.**

**MUTH211(MUCT303) Theory III**

**3 credits**

The study of structural and harmonic materials of chromatic music as they relate to all diatonic seventh chords, secondary functions, modulation, and an introduction to the basic forms of music. Examples are drawn from standard classical literature. Written, aural, and keyboard work are an integral part of this course. **Prerequisite: MUTH113 & 114**

**MUTH212(MUCT212) Sight Singing, Ear Training, & Dictation III**

**1 credit**

The student is introduced to the study of two-part melodic dictation and dictation in four-parts. More advanced study in sight-singing and rhythm is also undertaken. **Prerequisite: MUTH 113 & 114.** Must be taken concurrently with **MUTH211.**

**MUTH213(MUCT304) Theory IV**

**3 credits**

The study of borrowed chords, the Neapolitan sixth, the Augmented sixth, further elements of the harmonic vocabulary, expanded tonality and 20<sup>th</sup> century techniques (atonality, set theory, and serialism) are introduced in this semester. Examples are drawn from standard classical literature. Written, aural, and keyboard work are an integral part of this course.



**Prerequisite: MUTH211 & 212**

**MUTH214(MUCT213) Sight Singing, Ear Training, & Dictation IV** **1 credit**  
 Students are introduced to sight-singing atonal melodies. The study of four- part dictation is introduced and the study of more difficult one and two-part dictation is continued. Further rhythmic studies are also included. **Prerequisite: MUTH211 & 212.** Must be taken concurrently with **MUTH213.**

**MUTH216(MUCT221) Composition** **2 credits**  
 This is a course in twentieth century techniques of composition. **Prerequisite: MUTH 211.** Offered in alternate years.

**MUTH310(MUCT305) Form and Analysis** **2 credits**  
 This course is an introduction to the study of the structural and harmonic analysis of tonal music. The study of the various forms and procedures of music is also included. **Prerequisite: MUTH 211.** Offered in alternate years.

**MUTH311(MUCT308) Orchestration** **2 credits**  
 This course focuses on the study of the ranges, techniques and timbre of orchestral and band instruments and provides the student with the techniques for scoring for small and large ensembles including orchestra, concert band and steel band. Written exercises are an integral part of the course. Offered in alternate years. **Prerequisite: MUTH213.**

**MUTH312(MUCT309) Counterpoint** **2 credits**  
 The study of 18th century two-, three-, and four-voice counterpoint. **Prerequisite: MUTH 213.** Offered as needed.

#### MUSIC HISTORY AND LITERATURE

**MUHL221(MUHL211) Survey of Steel Band Movement** **3 credits**  
 An overview of the cultural socio-economic factors that led to the development of steel pan. The organization of steel pan and the contributions to the literature by various arrangers, composers and innovators will also be discussed. Offered in alternate years.

**MUHL314, 315 Vocal Literature** **2, 2 credits**  
 A survey of the song literature from 1600 to the present. The important works of all major composers and poets who contributed to the vocal literature will be studied. Extensive listening and analysis of these works will also be included. Emphasis will be placed on German Lieder, French art songs as well as the Italian, British and American Art song. The course material will be studied over two (2) semesters.

**MUHL320(MUHL205) Music History I** **3 credits**  
 An in-depth study of the development of Western music from the monophonic chants of the early church to the growth of polyphony, secular forms, and to music of the Reformation and Baroque periods. Compositions will be listened to, studied and analysed. Attention will be drawn to the political, religious, philosophical and social events that shape the arts of the periods being studied. Activities such as listening assignments, concert and recital attendance will also be included. **Prerequisites: MUTH113 & 114**

**MUHL322(MUHL206) Music History II**

**3 credits**

The study of the development of musical styles from the classical period to the present. Compositions will be listened to, studied and analysed. Attention will be drawn to the political, religious, philosophical and social events that shape the arts of the periods being studied. Activities such as listening assignments, concert and recital attendance will also be included. **Prerequisites: MUTH113 & 114**

**\*MUHL324, 325 Instrumental Literature**

**2, 2 credits**

A survey of the music literature written for a particular orchestral instrument chosen by the student as his/her major performing instrument. The course will cover both the complete solo and orchestral literature written for that instrument. Emphasis will be placed on listening and analysis of these compositions, the course material will be studied over two (2) semesters.

**MUHL334, 335 Piano Literature**

**2, 2 credits**

A comprehensive study of the keyboard (harpsichord, clavichord and pianoforte) literature from the 16<sup>th</sup> century to the present. Representative works of all major composers, their stylistic features and performance practices of the various periods will be studied. Extensive listening and analysis of the repertoire will also be included. The course material will be studied over two (2) semesters.

**MUHL425 Seminar in Music History**

**3 credits**

This is a seminar course designed to allow students to gain experience in independent study, research, writing papers and giving formal presentations. Various topics for the course could include: Music in the Baroque, Romanticism in Music, Twentieth-century Music or Ethnomusicology. **Prerequisites: MUTH320, 322**

**MUSIC EDUCATION**

**MUED230(MUED358) Elementary Music Methods**

**3 credits**

The study of behavioural techniques, methods and materials necessary to function effectively in grades one through six. Offered in alternate years. **Prerequisites: MUTH113 & 114**

**MUED231(MUED359) Secondary Music Methods**

**3 credits**

The study of behavioural techniques, methods and materials necessary to teach music in High School. Offered in alternate years. **Prerequisites: MUTH113 & 114**

**MUED232 Vocal Music for Schools**

**3 credits**

The organization and selection of vocal music literature appropriate for elementary and high school choirs of various levels. Offered as needed.

**MUPF143 Introduction to Conducting**

**1 credits**

This course is a study of the rudimentary aspects of conducting a musical ensemble. It is designed to introduce students to simple beat patterns, gestural interpretation of dynamics and articulatory elements as well as score study procedures, and ensemble management. Emphasis will be placed on the choral repertoire with occasional forays into instrumental works. **Prerequisites: MUTH113 & 114**

**MUPF356: Choral Conducting****2 credits**

This course involves the advanced study of conducting mixed, male, and female choral ensembles as well as advanced idiomatic pieces. Students will be introduced to more advanced technical issues of gestural leadership than those in Introduction to Conducting and apply them towards accurately interpreting a choral score. Students will also be introduced to advanced score study procedures, rehearsal planning, and ensemble management. **Prerequisites: MUPF143, MUTH213, 214**

**MUPF368: Instrumental Conducting****2 credits**

This course involves the advanced study of concert band, and orchestral literature through analysis, rehearsal, and performance for conductors. The study will include, but not be limited to, compositions for small ensembles as well as works for orchestra, concert band and steel band. Students will master technical issues of gestural leadership and apply them towards accurately interpreting a musical score. Students will also be introduced to advanced score study procedures, rehearsal planning, and ensemble management. **Prerequisite: MUTH311**

**MUPF427 Directed Study****2 credits**

A final year seminar course for students enrolled in the Bachelor of Music in Performance degree program. In consultation with and approval by the instructor, students will select a research topic related to their performance area and write a research paper on that topic. The student will also write a student note his/her senior recital and present a short lecture recital prior to the senior recital.

**CHURCH MUSIC****MURE200(MURE120) Church Music and Worship****2-3 credits**

This course introduces the student to a brief study of the history and literature of sacred music as well as the philosophy and function of music in worship both in the Seventh-day Adventist church as well as in other Christian denominations.

**MURE341(MUSC230) Hymnody/Psalmody****3 credits**

A study of hymns and psalms as they relate to congregational singing, their origins, histories and development through the ages, their basic styles and functions. Hymns from the Caribbean and across the world form an important part of this study. **Prerequisite: Junior standing and/or by permission of the instructor.** Offered in alternate years.

**PEDAGOGY****MUPD150 Teaching of Brass****1 credit**

A study of methods, materials and physiological and technical problems involved in teaching **Brass** at the basic level. Students will have supervised experiences in in-class teaching. Offered in a seven (7) semester cycle. **Prerequisite: MUTH111**

**MUPD151(MUED 383, 386) Teaching of Woodwinds** **1 credit**  
 A study of methods, materials and physiological and technical problems involved in teaching **Woodwind** instruments at the basic level. Students will have supervised experiences in teaching classes and private lessons. Offered in a seven (7) semester cycle. **Prerequisite: MUTH111**

**MUPD152(MUED 383, 386) Teaching of Percussion** **1 credit**  
 A study of methods, materials and physiological and technical problems involved in the teaching of **Percussion** instruments at the basic level. Students will have supervised experiences in teaching classes and private lessons. Offered in a seven (7) semester cycle. **Prerequisite: MUTH111**

**MUPD153(MUED 383, 386) Teaching of Voice** **1 credit**  
 A study of methods, materials and physiological and technical problems involved in teaching **Voice** at the basic level. Students will have supervised experiences in the teaching of classes and private lessons. Offered in a seven (7) semester cycle. **Prerequisite: MUTH111**

**MUPD154 Teaching of Strings** **1 credit**  
 A study of methods, materials and physiological and technical problems involved in teaching **Strings** at the basic level. Students will have supervised experiences in the teaching of classes and private lessons. Offered in a seven (7) semester cycle. **Prerequisite: MUTH111**

**MUPD155 Teaching of Piano** **1 credit**  
 A study of methods, materials and physiological and technical problems involved in teaching **Piano** at the basic level. Students will have supervised experiences in the teaching of classes and private lessons. Offered in a seven (7) semester cycle. **Prerequisite: MUTH111**

**MUPD156 Teaching Fretted Instruments** **1 credit**  
 A study of methods, materials and physiological and technical problems involved in teaching **Fretted** instrument at the basic level. Students will have supervised experiences in the teaching of classes and private lessons. Offered in a seven (7) semester cycle. **Prerequisite: MUTH111**

**MUPD360, 361(MUED375) Piano Pedagogy** **2, 2 credits**  
 A comprehensive study of the methods and repertoire appropriate for teaching students of various ages and levels, the course also addresses the psychological, physiological and technical approaches to playing and teaching the piano. This course is designed for students in the Bachelor of Music in Performance and Pedagogy programme. **Prerequisite: MUPF276, MUCT213, 214**

**MUPD362, 363( MUED376) Vocal Pedagogy** **2, 2 credits**  
 A comprehensive study of vocal methods and repertoire for teaching children, adolescents and adults, this course also addresses the psychological, physiological and technical approaches to developing the human voice. For students in the Bachelor of Music Performance and Pedagogy Programme. **Prerequisite: MUPF376 MUCT213, 214**

**MUPD364, 365 Instrumental Pedagogy** **2, 2 credits**  
 A comprehensive study of the methods and repertoire of the major orchestral instrument studied by the student that would be appropriate for students of all ages and levels. Harp or

Percussion majors should also take this course. The physiological, psychological and technical approaches to playing and teaching the chosen instrument will also be studied. For students enrolled on the Bachelor of Music in Performance and Pedagogy. **Prerequisite: MUPF376**

- MUPD410, 411 Practicum** **1, 1 credits**  
Teaching Practicum follows the pedagogy sequence for students enrolled in the Bachelor of Music in Performance and Pedagogy programme. Students will gain experiences in teaching children and adults ranging from beginning through intermediate levels over two (2) Semesters. Lessons will be observed and evaluated. **Prerequisites: MUPD360-365**
- MUPF230 English Diction** **1 credit**  
The Study of English diction for singing. Students will be introduced to the International Phonetic Alphabet as well as the particular idiosyncrasies of the English language with regard to the singing of vowels and consonants.
- MUPF231 Italian Diction** **1 credit**  
The study of Italian diction for singing. Students will be introduced to the International Phonetic Alphabet as well as the particular idiosyncrasies of the language with regard to the singing of vowels and consonants.
- MUPF232 French Diction** **1 credit**  
The study of French diction for singing. Students will be introduced to the International Phonetic Alphabet as well as the particular idiosyncrasies of the language with regard to the singing of vowels and consonants.
- MUPF233 German Diction** **1 credit**  
The study of German diction for singing. Students will be introduced to the International Phonetic Alphabet as well as the particular idiosyncrasies of the language with regard to the singing of vowels and consonants.
- MUPF340 Accompanying** **2 credits**  
This course is designed for keyboard majors to gain experiences in accompanying both instrumentalists and vocalists studying the standard literature for both media. Students will be evaluated on their preparation and performance of the literature studied.
- \*MUPF341, 342 Chamber Music** **2, 2 credits**  
This course provides experiences to both instrumentalist and keyboard players to rehearse and perform chamber music literature. Students will be evaluated on their preparation and performance of the literature studied. **Prerequisite: MUPD297, MUCT213, 214**

#### MUSIC PERFORMANCE

- MUPF160 Piano Proficiency** **NC**  
This class is especially designed to prepare music majors who did not pass the Piano Proficiency Examination at the end of the sophomore year to be able to complete the requirement before graduating. Students will be charged the appropriate Applied lesson-fee when registering for this course.

**MUPF056, 057 Applied Music I, II**

**NC**

This course is designed for Music students in the study of their primary performing medium who wish to take thirty-minute lessons for zero credit. These lessons also afford students who are not at the Applied Music level at which they should be to register for credit to raise their skill levels. Students will be charged the appropriate Applied Music lesson fees for this course.

**MUPF156, 157 Applied Music and Forum I, II**

**1, 1 credit**

**MUPF256, 257 Applied Music and Forum I, II**

**1, 1 credit**

The courses listed above are designed for students enrolled in the Associate degree programmes and also for music minors in the study of their primary performing medium. Associates and minors are allowed to take thirty minute lessons to fulfill Applied Music requirements in their respective programmes. Students should consult the **Music Student Handbook** to note the required repertoire levels for these courses. Students who are enrolled in the Bachelor of Arts in Music and the Bachelor of Music degree programmes are not eligible to register for these courses.

**MUPF176, 177 Applied Music and Forum I, II**

**1, 1 credits**

**MUPF276, 277 Applied Piano and Forum I, II**

**1, 1 credits**

**MUPF376, 377 Applied Piano and Forum I, II**

**1, 1 credits**

**MUPF476, 477 Applied Piano and Forum I, II**

**1, 1 credits**

The courses listed above are designed for students enrolled in the BA in Music and the B.Mus. in Music Education degree programmes in the study of their primary performance medium and represent the eight semesters (four years) of Applied Music study required for the programmes. Students take one sixty-minute lesson each week and are expected to practice five hours per week for each credit for which they are registered. Students should also consult the **Music Student Handbook** to note the required repertoire levels for this course.

**MUPF196, 197 Applied Music and Forum I, II**

**3, 3 credits**

**MUPF296, 297 Applied Piano and Forum I, II**

**3, 3 credits**

**MUPF396, 397 Applied Piano and Forum I, II**

**3, 3 credits**

**MUPF496, 497 Applied Piano and Forum I, II**

**3, 3 credits**

The courses listed above are designed solely for students enrolled in the Bachelor of Music in Performance and Pedagogy degree programme in the study of their primary performance medium and represent the eight semesters (four years) of Applied music study required for the programme. Students should consult the **Music Student Handbook** to note the required repertoire levels for this course. Students in this degree programme are expected to practice a minimum of fifteen hours per week each semester.

**MUPF260(MUCT221) Foreign Language Diction**

**3 credits**

The study of the International Phonetic Alphabet as it pertains to romantic and Germanic languages. Offered as needed. **Prerequisite: MUED 230.**

**MUPF262(MUED203) The Art of Accompaniment**

**3 credits**

The study of the art of accompanying vocal and instrumental music. Students will be exposed to a wide variety of the literature of both vocal and instrumental music. Offered as needed. Assigned to work with at least one vocalist and one instrumentalist during the course and will be required to present the material studied in a public performance. **Prerequisite: MUPD297, MUCT213, 214**

## MUSIC TECHNOLOGY

### MUCT170 Intro to Music Notation Software

1 credit

This course is designed to teach students how to use music notation software such as Finale, Sibelius, etc. **Prerequisites: MUTH113 and 114.**

### MUCT370(MUTH 216) Computer Music

3 credits

This course is an introduction to MIDI and Digital music technology. It includes composing, recording, and publishing music using the computer and MIDI keyboard. **Prerequisite: MUCT170.** Offered as needed.

### MUCT371(MUCT343) Music Studio Technique

3 credits

This course is designed for running a music studio as a small business. The course covers music studio network techniques and uses windows or Mac for recording and creating vocal and/or instrumental music. **Prerequisite: MUCT370.** Offered as needed.

### MUCT 470(MUCT344) Computer Music Project

3 credits

A course that requires two major projects involving: creating and recording vocal and instrumental music. **Prerequisite: MUCT370.** Offered as needed.

## SCIENCE

### MUSC381(PHYS205) Music Acoustics

2-3 credits

An investigation of the physical properties of sound and the analysis of sound production by musical instruments and the human voice. The properties associated with sound in various performance spaces. **Prerequisite: junior status or by permission of the instructor.** Offered as needed.

## RECITALS

### MURC390 Junior Voice Recital

NC

### MURC 391 Junior Piano Recital

### MURC 392 Junior Instrumental Recital

All Junior solo recitals are preceded by a pre-recital examination before the Music faculty four weeks prior to the proposed recital date. Students must be enrolled in Applied Music for credit or no credit during the semester that the recital is to take place. All recitals must be given in the same medium and memorized according to the traditional protocol of each particular performance medium. (See *Music Student Handbook* for more details).

### MURC490 Senior Voice Recital

NC

### MURC 491 Senior Piano Recital

### MURC 492 Senior Instrumental Recital

All Senior solo recitals are preceded by a pre-recital examination before the Music faculty four weeks prior to the proposed recital date. Students must be enrolled in Applied Music for credit or no credit during the semester that the recital is to take place. All recitals must be given in the same medium and memorized according to the traditional protocol of each particular performance medium. (See *Music Student Handbook* for more details).

## FINE ARTS

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**Co-ordinator: Pearline Williams**

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Telephone: (876) 963-7771

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### INTRODUCTION

The technique of creating works of art is exciting. However, talent is not enough. Study, dedication and discipline are required to nurture, train and direct such talent through organised structural learning. Intellectual nourishment feeds the artistic creativity of the student and enriches his/her life. The purpose of art courses is to introduce the students to a broader view of life, as well as prepare them for employment opportunities in art.

### OBJECTIVES

The Department aims to:

- Provide a framework of education and training in visual art, giving students an opportunity to pursue a degree in this field.
- Establish and maintain consistent standards for the Associate degree in visual art.
- Expose students to the works of Jamaican and international masters in the field of art, thereby, training them to be able to recognise the masters' contributions to our history and culture globally.
- Ensure standards in respect to the quality and international compatibility of the programme content that will fulfil global demands.
- Train students for international recognition as artists and art teachers, assistant curators, museum attendants, illustrators and other such occupations.

### PROGRAMMES OFFERED

Associate of Arts in Visual Art

Minor in Art

### MATRICULATION REQUIREMENTS

In addition to the University requirements, a student who desires to do the Associate of Arts in Visual Art must have at least five (5) CSEC or GCE external passes which should include Art (grade I, II, or III in CSEC and A, B or C in GCE) Mathematics, English and two others, or any other equivalent certification.



## ASSOCIATE OF ARTS IN VISUAL ART

The Associate of Art Degree programme in Visual Art is a two-year programme, designed to provide the student with skills and knowledge through organized structural learning. The purpose of the art courses is to introduce the students to a broader view of life as well as prepare them for employment opportunities in art.

### Programme Benefits

1. Students will be highly trained for international recognition as artists and art teachers.
2. Students will be equipped to work as assistant curators in galleries, docents, illustrators, and resource persons for the Jamaica Cultural Development Commission (JCDC), Institute of Jamaica, and National Library of Jamaica.
3. With a sound understanding of the relevant skills and theories, students can work as professional full time painters or as artists in residence in various organizations, as gallery owners and occupational therapists in mental institutions and convalescence homes.
4. The Associate Degree will serve as the foundation for advanced studies in the field of art.
5. The degree will provide a core of knowledge that will enable the degree holders to plan and execute seminars and workshops effectively.

### Duration: Two (2) years plus the included Summer Session

The Associate degree in Visual Art amasses a total of seventy-one (71) credit hours (to include 34 core requirements, eight (8) cognates and 29 general education requirements).

#### CORE REQUIREMENTS

#### 34 Credits PREREQUISITES

ART*100	Visual Concepts	2	
ART*101	Introduction to the Principles of Art	3	
ART*102	Drawing, Theory & Practice	3	
ART*105	Painting, Theory & Practice	3	
ART*106	Introduction to Sculpture & Ceramics	3	
ART*201	Ancient African Art & Modern Society	3	
ART*202	West Indian Art	3	
ART*205	Advanced Painting	2	
ART*206	Introduction to Graphic Design	3	CPTR112 or 120
ART*210	Art in Everyday Life	3	
ART*212	History of Italian Renaissance Art	3	
ART*216	Art in the Marketplace <b>OR</b>		
ART*220	Methods in Teaching Art	3	

#### REQUIRED COGNATES

#### 8 Credits

COMM205	Desktop Publishing	3
MUED109	Music Appreciation	2
PRNT154	Principles of Photography	3

#### GENERAL EDUCATION REQUIREMENTS

#### 29 Credits

COMM251	Oral Communication	3
CPTR112	Introduction to Computer Science <b>OR</b>	
CPTR120	Computer Applications	3
EDUC100	Freshman Seminar	1
EDUC151	Fundamentals of Christian Education	3

ENGL119/120	Freshman Composition I & II	6
HPED111	Health & Physical Education	2
RELB113	God & Human Life	3
RELB201	Daniel <b>OR</b>	
RELB202	Revelation	2
Humanities requirement		3
Moral Development requirement		3

**RECOMMENDED SEQUENCE FOR ASSOCIATE OF ARTS IN VISUAL ART**

Status	1 <sup>st</sup> semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	ART*101: Intro. to the Prin. of Art	3	ART*100: Visual Concepts	2
	ART*105: Painting, Theory & Practice	3	ART*106: Intro. to Sculp. & Ceramics	3
	EDUC100: Freshman Seminar	1	CPTR112: Intro. to Computer Science <b>OR</b>	
	ENGL119: Freshman Comp. I	3	CPTR120: Comp. Applications	3
	HPED111: Health & Physical Edu.	3	ENGL120: Freshman Comp. II	3
	RELB113: God & Human Life	3	PRNT154: Principles of Photography	3
			RELB201: Daniel <b>OR</b>	
			RELB202: Revelation	2
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>16</b>
	<b>Summer I</b>			
	ART*102: Drawing, Theory & Practice	3		
	ART*210: Art in Everyday Life	3		
	COMM205: Desktop Publishing	3		
	<b>TOTAL</b>	<b>9</b>		
2nd Year <b>Sophomore</b> (0-32 credits)	ART*205: Advanced Painting	2	ART*201: Ancient African Art & Modern Society	3
	ART*206: Intro. to Graphic Design	3	ART*202: West Indian Art	3
	ART*216: Art in the Marketplace <b>OR</b>		ART*212: History of Italian Renaissance Art	3
	ART*220: Methods in Teaching Art	3	EDUC151: Funda. of Christian Edu.	3
	COMM251: Oral Communication	3	Moral Development Req.	3
	Humanities Requirement	3		
	MUED109: Music Appreciation	2		
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>15</b>

## MINOR IN ART

REQUIREMENTS	30 Credits	PREREQUISITES
ART*101 Introduction to the Principles of Art	3	
ART*102 Drawing, Theory & Practice	3	
ART*105 Painting, Theory & Practice	3	
ART*106 Introduction to Sculpture & Ceramics	3	
ART*201 Ancient African Art & Modern Society	3	
ART*202 West Indian Art	3	
ART*210 Art in Everyday Life	3	
ART*220 Methods in Teaching Art	3	ART*101/102/105
COMM205 Desktop Publishing	3	
PRNT154 Principles of Photography	3	

### RECOMMENDED SEQUENCE MINOR IN ART

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year	ART*101: Intro. to the Principles of Art	3	ART*106: Intro. To Sculpture & Ceramics	3
	ART*102: Drawing, Theory & Practice	3	ART*201: Ancient African Art & Modern Society	
	ART*105: Painting, Theory & Practice	3	PRNT154: Principles of Photography	
	<b>TOTAL CREDITS:</b>	<b>9</b>	<b>TOTAL CREDITS:</b>	
2 <sup>nd</sup> Year	ART*210: Art in Everyday Life	3	ART*202: West Indian Art	3
	ART*216: Art in the Marketplace <b>or</b>	3		
	ART*220: Methods in Teaching Art	3		
	COMM205: Desktop Publishing	3		
<b>TOTAL CREDITS:</b>	<b>9</b>	<b>TOTAL CREDITS:</b>	<b>3</b>	

## DESCRIPTION OF COURSES

### ART\*100: Visual Concepts

**2 Credits**

Students will be introduced to the elements of design that will provide interactive activities. This will lead to artistic experiences that will encourage critical thinking. Students will make the connections between the Visual Art and Holistic Living. This will also enhance the student's ability to observe their environment and use creative approaches to the fundamentals of two and three-dimensional designs.

### ART\*101: Introduction to the Principles of Art

**3 Credits**

Students will acquire a solid foundation in art criticism, aesthetics and the philosophy of art. They will also be introduced to a wide variety of painting materials and will learn the creative

approaches to the fundamentals of two-dimensional and three-dimensional designs. Students will be introduced to a cross-sectional study of European art from prehistoric times to the present. Critical theory, including iconography, will be covered. There will be discussions, analysis and criticism of painting and sculptures done by old and modern masters.

**ART\*102: Drawing, Theory and Practice**

**3 Credits**

This course includes the study of materials used for drawing and their practical application in the representation of objects through form, line value, texture and perspective.

**ART\*105: Painting, Theory and Practice**

**3 Credits**

In this practical course, students will learn the theories of painting and apply these in class work. They will explore the basic techniques of painting by studying the materials used and seeing the practical applications in the representation of objects, through form, colour, value, texture and perspective. Students will also learn to formally analyse paintings and decipher the psychoanalytical concepts in art criticism.

**ART\*106: Introduction to Sculpture & Ceramics**

**3 Credits**

This practical course teaches the basic techniques of sculpture, primarily modelling, carving and construction in a variety of materials including clay, plaster, wood and metals. Students will be introduced to the basic hand building techniques of ceramics, which will include building slabs, coils and press and other methods by introducing them to clay bodies, basic glazes and oxidation firing.

**ART\*201: Ancient African Art & Modern Society**

**3 Credits**

This course will introduce the student to African Art in the ancient world and show how this art has impacted on modern art today. The art of Egypt, Central Africa and other African regions will be explored. The student will be able to see through the eyes of an art historian, how African art has affected our lives. Discussions will be conducted on African-American, Caribbean and Jamaican art.

**ART\*202: West Indian Art**

**3 Credits**

The course presents a study of the principles of art applied to the visual forms, with emphasis on West Indian art from pre-Columbian times to the present. This will be a survey course using cross-sectional studies to cover the different periods and styles in art in the West Indies. The students will be able to see through the eyes of an art historian as they see how West Indian art has developed.

**ART\*205: Advanced Painting**

**2 Credits**

This is a continuation of Art\*105. It will cover the problems in the theory of painting. Design factors in contemporary fine arts will be emphasized and approaches thoroughly explored.

**ART\*206: Introduction to Graphic Design**

**3 Credits**

This course will cover the essential components of visual communication. This includes the use of computer programmes and manual production. Students will be exposed to the different arms of graphic arts, which include illustration, typography, printmaking, animation and the principles of photography. Exposure to this area will enhance students' design ability and facilitate integration with other subject areas. **Prerequisite: CPTR112 Introduction to Computer Science or CPTR120 Computer Applications**

**ART\*210: Art in Everyday Life****3 Credits**

This is a very exciting, innovative and interesting course that will introduce the students to the broader vistas of life. They will be able to make their own art from objects derived from their environment. Collage, mono print, mosaic, woodcuts, graphic arts, murals, fibre art, Dada art, art installations and other forms of environmental art will be introduced.

**ART\*212: History of Italian Renaissance Art****3 Credits**

This course will provide a study of architecture, sculpture and paintings of the 14<sup>th</sup> and 15<sup>th</sup> centuries. Emphasis will be on Italian painting from Giotto through Botticelli and on Northern painting from the Gothic Illuminators through Hugo Van der Goes.

**ART\*216: Art In the Marketplace****3 Credits**

This is a specialized course that will deal with the business of art. Marketing is just as important as the execution of the work and requires equal attention. In this course, students will evaluate the legal challenges faced by artists and will focus on organised, strategic and direct marketing, contracts and other legal forms. The students will also be exposed to exhibition co-ordination, résumé and portfolio presentation, protocols and professionalism in the marketplace, as well as comparative collecting and art dealing. **Prerequisites: ART\*101 Introduction to the Principles of Art, ART\*102 Drawing, Theory and Practice and ART\*105 Painting, Theory and Practice**

**ART\*220: Methods in Teaching Art****3 Credits**

This course is designed to create an awareness of the methods used in teaching the visual arts. Instructional procedures, assessment and student learning are critical. A wide range of art forms will be covered, including media, tools, techniques and safety measures. Curriculum development and professional development will be examined, using diagnostic procedures and independent thinking. Authenticity, integrity and insight will be critical as students make connections between the visual arts and other disciplines in relation to history and culture. **Prerequisites: ART\*101 Introduction to the Principles of Art, ART\*102 Drawing, Theory and Practice and ART\*105 Painting, Theory and Practice**

## COLLEGE OF NATURAL AND APPLIED SCIENCES, ALLIED HEALTH AND NURSING



VINCENT WRIGHT, DEAN  
(876) 963-7482  
VWRIGHT@NCU.EDU.JM

### STATEMENT OF MISSION

The College of Natural and Applied Sciences with its team of professional Christ-centred workers, technology, and research, has the mission of being an agent of positive change and development, and is committed to equip students for service to God and humanity in all areas of science, industry and education.

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BIOLOGY, CHEMISTRY AND ENVIRONMENTAL SCIENCES  
COMPUTER AND INFORMATION SCIENCES  
DENTAL HYGIENE  
MATHEMATICS AND ENGINEERING  
MEDICAL TECHNOLOGY  
NURSING  
NUTRITION, DIETETICS AND FOOD SCIENCE

# DEPARTMENT OF BIOLOGY, CHEMISTRY AND ENVIRONMENTAL SCIENCES

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## Chair: Delano Lewis

E-mail: [biochemt@ncu.edu.jm](mailto:biochemt@ncu.edu.jm)

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### FACULTY

Patience Bazuaye-Alonge  
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Clifton Foster  
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Lemore Jones  
Delano Lewis  
Gordon Lightbourn

Alston Miller III  
Samson Omoregie  
Dwight Rose  
Yaneke Watson  
Max Wellington  
Nicole White  
Vincent Wright

### ADJUNCT

Paul Gyles  
Knola Oliphant  
Gad Onywere  
Howard Ranger  
Maureen Wilson

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## INTRODUCTION

The members of the Department of Biology, Chemistry and Environmental Science believe that knowledge of life in all its varied forms and functions contributes to one's mental, social and spiritual health. The Department's goal is to provide the church and the world with workers and entrepreneurs who understand the processes of life and are dedicated to its preservation.

## OBJECTIVES

The Department's curricula is designed to:

- Give students a general education in the biological, chemical, agricultural and environmental sciences.
- Prepare students for further academic pursuits within the medical, biomedical, biological, biochemical, chemical, agricultural and environmental sciences.
- Train biology, chemistry, agriculture and environmental Sciences teachers.
- Prepare persons for employment in biological, chemical, agricultural and environmental sciences in facilities within academia, industry, and government.
- Prepare persons for entrepreneurship in fields related to the biological, chemical, agricultural and environmental sciences.

## PROGRAMMES OFFERED

### Agricultural Sciences

Bachelor of Science in Agronomy

### Biological Sciences

Bachelor of Science in Biological Sciences

Bachelor of Science in Biology Education

Associate of Science in Biology

Minor in Biology

### **Biochemical Sciences**

Bachelor of Science in Biochemistry

### **Chemical Sciences**

Bachelor of Science in Chemistry

Associate in Science in Chemistry

Minor in Chemistry

### **Environmental Sciences**

Bachelor of Science in Environmental Science

Bachelor of Science in Applied Environmental Geography

Minor in Environmental Science

### **DURATION**

The normal completion time for full-time students (16 credit hours per semester, and 6-9 per summer) pursuing a Bachelor of Science degree in the Department of Biology, Chemistry and Environmental Sciences is four years, and two years for an Associate of Science degree. Students are to complete the minimum credit requirement that is specified for their programme. Such requirement should be no less than one hundred and twenty-eight (128) credits for a Bachelor of Science degree, sixty-four (64) credits for an Associate of Science degree and twenty-four (24) credits for a Minor and thirty (30) for a diploma. Students with transferable credits may take less than the specified time period of full-time study to complete their programme.

### **MATRICULATION REQUIREMENTS**

In addition to the general requirements for entry into the University, the requirements for matriculation into our departmental programmes are specified as follows:

**Bachelor of Science in Agronomy:** A minimum of grade III in CSEC or grade C in GCE O' Level in English Language, Mathematics, Agricultural Science/Biology, Chemistry, and any other subject.

**All undergraduate biological, biochemical, chemical, and environmental sciences programmes:** A minimum of grade III in CSEC or grade C in GCE O' Level in English Language, Mathematics, Biology, Chemistry, and any other subject.

**Bachelor of Science in Applied Environmental Geography:** A minimum of grade II in CSEC or grade B in GCE O' Level in Geography and a minimum of grade III or C in English Language, Mathematics, and any two other subjects.

### **GRADUATION REQUIREMENTS**

In addition to the stated requirements, **ALL** students pursuing the Bachelor's degree in Agriculture, Agronomy, Biological Sciences, Biology Education, Biochemistry, Chemistry, Applied Environmental Geography and Environmental Science are required to conduct an independent research that will be evaluated according to departmental specifications. The students are also required to pass an oral Language and Content Examination.



## BACHELOR OF SCIENCE IN AGRONOMY

### INTRODUCTION

Agronomy is a branch of agriculture dealing with field-crop production and soil management, which has led to major improvements in yield and quality of food, fibre and energy crops over the last century. This degree considers crop production systems that meet the economic objectives of producers, demands from society and consumers, and changing climatic conditions. The Bachelor of Science in Agronomy programme comprises *138 credits*, broken down as follows: *63 credits of core requirements, 35 credits of cognates, 3 credits of electives and 37 credits of General Education requirements.*

### CAREER OPPORTUNITIES

Many persons who study Agronomy are employed in farm management and/or manage their own farms. Career opportunities in the discipline also include research, and advisory and consultancy work with public and private organizations.

### MATRICULATION REQUIREMENTS

CSEC or GCE passes in Mathematics, English, Chemistry, Biology/Agricultural Science, one other subject, with at least a grade three (III) or a grade of C.

### DURATION

The duration of the undergraduate programme in Agronomy is 4 years or 8 semesters, with two semesters of internship.

### CORE REQUIREMENTS

### 63 CREDITS PREREQUISITE

AGRO200 Crop Protection	3
AGRO206 Plant Propagation & Nursery Management	3
AGRO208 Agriculture Economics	3
AGRO300 Field and Forage Crops	3
AGRO299,397,497,498 Farm Practice (1 credit x 4)	4
AGRO308 Weed Science	3
AGRO310 Vegetable Crops	3
AGRO312 Farm Machinery and Spray uipment	3
AGRO316 Plant Protection	2
AGRO318 Soils and Fertilizer	3
AGRO322 Principles of Agro Ecology	3
AGRO358 Agri-Seminar 1	1
AGRO360 Agri-Seminar 2	1
AGRO436 Tree Crops	3
AGRO426 Planning & Agriculture Development	3
AGRO440 Soil Microbiology	4
AGRO438 Farm Management & Agribusiness	3
AGRO446 Forestry & Land Husbandry	3
AGRO434 Post Harvest Physiology and Storage	4
AGRO432 Plant Breeding	3
AGRO442 Internship: Farm Management	3
BIOL470 Plant Morphology	4

**REQUIRED COGNATES**

**35 CREDITS**

AGRO490 Language and Content	N/C
BIOL155, 156 Foundations of Biology I, II	8
BIOL350 Biostatistics	3
CHEM121, 122 General Chemistry I, II	8
CHEM211, 212 Organic Chemistry I, II	8
PHYS151, 152 General Physics I, II	8

**ELECTIVES**

**3 CREDITS**

AGRO320 Forest Resources	3
AGRO460 Food Technology	2
AGRO471 Turf Grass Management	3

**GENERAL EDUCATION REQUIREMENTS**

**37-49 CREDITS**

Please account for the minimum thirty-seven (37) General Education credits as stipulated in the Bulletin. Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses may be taken (by advisement) if needed to complete the minimum requirements for the Bachelor's Degree.

**RECOMMENDED SEQUENCE  
BACHELOR OF SCIENCE IN AGRONOMY**

Status	1 <sup>st</sup> Semester		2 <sup>nd</sup> Semester	
1 <sup>st</sup> Year Freshman (0-32 credits)	BIOL155 Found. of Biology I	4	BIOL156 Found. of Biology II	4
	CHEM121 Gen. Chem. I	4	CHEM122 Gen. Chem. II	4
	ENGL119 Freshman Comp. I	3	ENGL120 Freshman Comp. II	3
	EDUC100 Freshman Seminar	1	HPED111 Health and Physical Ed.	2
	MATH121 College Algebra	3	RELB113 God & Human Life	3
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer I</b>			
	EDUC151 Fund. Of Christian Edu.	3		
	COMM251 Oral Communication	3		
	RELB201 Daniel	2		
	<b>TOTAL CREDITS</b>	<b>8</b>		
2 <sup>nd</sup> Year Sophomore (33-64 credits)	BIOL257 Animal Biology	4	BIOL258 Plant Science	4
	CHEM211 Organic Chem. I	4	CHEM212 Organic Chem. II	4
	PHYS151 General Physics I	4	PHYS152 General Physics II	4
	SOCI120 Introduction to Sociology	3	CPTR112 Computer Applications	3
	AGRO299 Farm Practice	1	AGRO358 Agri-Seminar	1
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer I</b>			
	AGRO208 Agriculture Economics	3		
	AGRO206 Plant Propagation & Nur. Mgmt.	3		
	RELB/RELT Religion Requirement	3		
	<b>TOTAL CREDITS</b>	<b>9</b>		
3 <sup>rd</sup> Year Junior (65-96 credits)	BIOL350 Biostatistics	3	CHEM201 Analytical Chem. I	4
	BCHM301 Biochemistry	4	AGRO314 Field & Forage Crop	3
	AGRO310 Vegetable Crops	3	RELB201 Daniel	2
	BIOL347 Principles of Research Agriculture Elective	3	AGRO318 Soils & Fertilizer	3
		3	AGRO322 Principles of Agro-Ecology	3
		3	AGRO360 Agri-Seminar 2	1
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer I</b>			
	Modern Language	3		
	Moral Development	3		
	<b>TOTAL CREDITS</b>	<b>6</b>		
4 <sup>th</sup> Year Senior (over 96 credits)	AGRO312 Farm Machinery & Equip.	3	AGRO432 Plant Breeding	3
	AGRO308 Weed Science	3	AGRO434 Post-Harvest Phys. & St.	3
	BIOL470 Plant Morphology	4	AGRO436 Tree Crops	3
	AGRO446 Forestry & Land Husbandry	3	AGRO438 Farm Mgmt. & Agri-Bus.	3
	AGRO497 Farm Practice	1	AGRO440 Soil Microbiology	3
	AGRO316 Plant Protection	2	AGRO490 Language and Content	0
			AGRO498 Farm Practice	1
			<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer I</b>			
	AGRO442 Internship	3		
	AGRO495 Final Yr. Research	0		
	<b>TOTAL CREDITS</b>	<b>3</b>		

## BACHELOR OF SCIENCE IN BIOLOGICAL SCIENCES

### PHILOSOPHY

The Bachelor of Science in Biological Sciences degree programme was formulated to meet various needs, namely: provide education in the biological sciences for conservation, protection and improvement of ecosystems for the advancement of plant and animal life, and to solve related problems. Graduates should be able to pursue the enhancement of agricultural, biomedical, environmental and industrial endeavours in Jamaica, the Caribbean and the world. This programme is expected to bring to the awareness of students an in-depth appreciation of the beauty of the natural world in which we live, and of the relationships among and between living and non-living things.

### PROGRAMME LEARNING OUTCOMES

At the end of this programme, students should be able to:

- Devise strategies for the protection, conservation, and improvement of ecosystems.
- Demonstrate proficiency in classification and identification of organisms in the biosphere.
- Understand key biological processes and their roles in living organisms.
- Demonstrate an understanding of laboratory techniques relevant to the biological sciences.
- Design, conduct and present research in a select biological sub-discipline.
- Critically analyse and proffer solutions to biologically related problems.
- Appreciate the wonders and complexity of the ecosystems.
- Apply knowledge and skills gained for the enhancement of agricultural, biomedical, environmental and industrial endeavours in Jamaica, the Caribbean and the world.

### INTRODUCTION

This degree equips students with quality education in the biological sciences; prepares students for entry into medical, dental and graduate schools; prepares students for employment and entrepreneurship in research facilities and industrial organizations. The Bachelor of Science in Biological Sciences degree programme consists of 128 credits, broken down as follows: 64 credits of core courses, 23 credits of cognates, 6-10 credits of biology electives and 35 credits of general education requirements.

	64 CREDITS	PREREQUISITES
<b>CORE REQUIREMENTS</b>		
BIOL155,156 Foundations of Biology I, II	8	O' Level Biology grades A-C <b>or</b> CSEC Biology grades I-III
BIOL257 Animal Biology	4	BIOL155, 156
BIOL258 Plant Science	4	BIOL155, 156
BIOL347 Principles of Research	2	Completion of all 2 <sup>nd</sup> year courses
BIOL349 General Ecology	3	BIOL155, 156
BIOL350 Biostatistics	3	MATH165
BIOL360 General Microbiology	4	BIOL155, 156
BIOL395 Genetics	4	BIOL155, 156

BIOL399 Biology Seminar I	1	BIOL257, 258
BIOL420/473 Animal/Plant Physiology	4	BIOL257/258
BIOL471 Advanced Molecular Biology and Biotechnology	3	BIOL498
BIOL489 Undergraduate Research Project	4	BIOL347
BIOL494 Principles of Nanoscience	3	BIOL395
BIOL496 Cell Biology-Histology	4	BIOL257, 258
BIOL498 Molecular Biology	4	BIOL395
BIOL499 Biology Seminar II	1	BIOL399
CHEM211, 212 Organic Chemistry I & II	8	CHEM121,122

**BIOLOGY ELECTIVES (BY ADVISEMENT)\* 6-10**

BIOL325 Field Natural History	2	BIOL255,256
BIOL405 Special Topics in Biology	2	BIOL347
BIOL434 Medicinal Plants	3	BIOL257, 258
BIOL475 Human Anatomy	4	BIOL347, 395
BIOL476 Human Physiology	4	BIOL347, 395

Other Biology courses for Biological Sciences majors as listed in Course Description section.

\*Students who intend to pursue a career in the field of Medicine, Dentistry, Optometry, or other related medical programmes are required to do 10 credits of Biology electives, including BIOL475, 476.

**REQUIRED COGNATES**

**23 CREDITS**

CHEM121, 122 General Chemistry I, II	8	O' Level Chemistry grades A-C or CSEC Chemistry grades I-III or CHEM111,112
CPTR120 Computer Applications	3	
MATH165 Pre-Calculus I	4	MATH121
PHYS151,152 General Physics I, II	8	O' Level Physics grades A-C or CSEC Physics grades I-III or PHYS101, 102

**GENERAL EDUCATION REQUIREMENTS**

**35 CREDITS**

Please account for the minimum thirty-five (35) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses may be taken (by advisement) if needed to complete the minimum requirements for the Bachelor's Degree.

**RECOMMENDED SEQUENCE  
BACHELOR OF SCIENCE IN BIOLOGICAL SCIENCES**

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr</b>
<b>1<sup>st</sup> Year Freshman</b>	BIOL155 Foundations of Biology I	4	BIOL156 Foundations of Biology II	4
	CHEM121 General Chemistry I	4	CHEM122 General Chemistry II	4
	EDUC100 Freshman Seminar	1	ENGL120 Freshman Comp. II	3
	ENGL119 Freshman Comp. I	3	HPED111 Health & Phys. Ed.	2
	MATH 121 College Algebra	3	RELB113 God and Human Life	3
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
	<b>Summer I</b>			
	EDUC151 Fund. of Christian Education	3		
	CPTR120 Comp. Applications	3		
	RELB305 Life & Teachings	3		
	<b>TOTAL CREDITS:</b>	<b>9</b>		
<b>2<sup>nd</sup> Year Sophomore</b>	BIOL257 Animal Biology	4	BIOL258 Plant Science	4
	CHEM211 Organic Chemistry I	4	CHEM212 Organic Chemistry II	4
	COMM251 Oral Communication	3	HMEC129 Social & Prof. Ethics	3
	MATH165 Pre-Calculus I	4	Modern Language Req.	3
			Spiritual Development Requirement	2
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>16</b>
<b>3<sup>rd</sup> Year Junior</b>	BIOL347 Principles of Research	2	PHYS152 General Physics II	4
	BIOL349 General Ecology	3	Biology Electives	3
	BIOL350 Biostatistics	3	BIOL360 General Microbiology	4
	BIOL399 Biology Seminar I	1	BIOL395 Genetics	4
	PHYS151 General Physics I	4		
	Humanities & Fine Arts	3		
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>
<b>4<sup>th</sup> Year Senior</b>	BIOL471 Adv. Molecular Biology & Biotech.	3	BIOL498 Molecular Biology	4
	BIOL496 Cell Biology-Histology	4	BIOL499 Biology Seminar II	1
	Biology Electives	4	BIOL494 Principles of Nanoscience	3
	BIOL420/473 Plant or Animal Physiology	4	Biology Electives	3
			BIOL489 Undergraduate Research Project	4
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>15</b>

## BACHELOR OF SCIENCE IN BIOLOGY EDUCATION

### PHILOSOPHY

The Bachelor of Science in Biology Education was designed to prepare students for effective, pragmatic, and innovative instruction of students in the biological sciences at the primary and high school levels. Graduates from the programme should be able to produce learners whose critical thinking skills are developed for application in appreciating, preserving, protecting, and improving their biological environments and for further advancement of their knowledge in biology or related fields.

### INTRODUCTION

The Bachelor of Science in Biology Education degree programme comprises 147 credits, which are distributed as follows: 60 credits of core requirements in Biology, 34 credits core in Education, 3 credits Biology electives, 15 credits cognates and 35 credits General Education requirements.

### CORE REQUIREMENTS

	<b>60 CREDITS</b>	<b>PREREQUISITES</b>
BIOL155,156 Foundations of Biology I, II	8	O' Level Biology grades A-C or CSEC Biology grades I-III
BIOL165, 166 Anatomy & Physiology I, II	8	O' Level Biology grades A-C or CSEC Biology grades I-III
BIOL257 Animal Biology	4	BIOL156
BIOL258 Plant Science	4	BIOL156
BIOL347 Principles of Research	2	Completion of all 2 <sup>nd</sup> year courses
BIOL349 General Ecology	3	BIOL156
BIOL350 Biostatistics	3	MATH121,165
BIOL360 General Microbiology	4	BIOL155, 156
BIOL395 Genetics	4	BIOL155, 156
BIOL399 Biology Seminar I	1	BIOL255, 256
BIOL420/473 Animal/Plant Physiology	4	BIOL255/256
BIOL489 Undergraduate Research Project	4	Final year
BIOL471 Adv. Molecular Biology & Biotechnology	3	BIOL395
BIOL496 Cell Biology-Histology	4	BIOL255/256
BIOL498 Molecular Biology	4	BIOL395

### BIOLOGY ELECTIVES

(BY ADVISEMENT)

Please refer to Biology courses for as listed in Course Description section of the programme.

**3**

### REQUIRED COGNATES

	<b>15 CREDITS</b>	
CHEM121, 122 General Chemistry I, II	8	O' Level Chemistry grades A-C or CSEC Chemistry grades I-III or CHEM111, 112
MATH165 Pre-Calculus I	4	MATH121
CPTR120 Computer Applications	3	

**CORE REQUIREMENTS IN EDUCATION 34 CREDITS**

EDUC195 Child and Adolescent Psychology	3
EDUC198 Principles of Teaching and Learning (+ MT*)	3
EDUC221 Instructional Technology (+ MT)	3
EDUC301 General Methods (+ MT)	3
SCED330 Secondary Science Methods (+ MT)	3
EDUC333 Curriculum Development +MT)	3
EDUC341 Professionalism and School Administration	3
EDUC343 Classroom Tests and Measurement	3
EDUC399 Teaching Practicum I	2
EDUC490 Teaching Practicum Seminar/ Workshop (Integrated Micro Teaching – 16 hours)	N/C
EDUC498 Teaching Practicum II	8

**GENERAL EDUCATION REQUIREMENTS 35 CREDITS**

Please account for thirty-five (35) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses may be taken (by advisement) if needed to complete the minimum requirements for the Bachelor’s Degree.

1 Credit of Practicum = 45 Hours  
 \*MT = Micro Teaching, which is embedded in the courses



**RECOMMENDED SEQUENCE  
BACHELOR OF SCIENCE IN BIOLOGY EDUCATION**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b>	BIOL155 Foundations of Biology I	4	BIOL156 Foundations of Biology II	4
	BIOL165 Anatomy & Physiology I	4	BIOL166 Anatomy & Physiology II	4
	EDUC100 Freshman Seminar	1	CHEM122 General Chemistry II	4
	CHEM121 General Chemistry I	4	EDUC198 Prin. of Teaching & Learning	3
	EDUC195 Child & Adol. Psych.	3	HLED109 Health Education	1
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>16</b>
	<b>Summer I</b>			
	ENGL119 Freshman Comp. I	3		
	CPTR120 Comp. Applications	3		
	MATH 121 College Algebra	3		
	<b>TOTAL</b>	<b>9</b>		
2 <sup>nd</sup> Year <b>Sophomore</b>	MATH165 Pre-Calculus I	4	BIOL258 Plant Science	4
	BIOL257 Animal Biology	4	Moral Development	3
	EDUC151 Fund. of Christian Edu.	3	Modern Language	3
	EDUC221 Educational Technology	3	COMM251 Oral Communication	3
	PHED101 Physical Education	1	Humanities & Fine Arts	3
	<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>16</b>
	<b>Summer I</b>			
	RELB113 God and Human Life	3		
	ENGL120 Freshman Comp. II	3		
	<b>TOTAL</b>	<b>6</b>		
3 <sup>rd</sup> Year <b>Junior</b>	BIOL347 Principles of Research	2	BIOL360 General Microbiology	4
	BIOL349 General Ecology	3	EDUC301 General Methods	3
	BIOL350 Biostatistics	3	SCED330 Secondary Science	
	BIOL399 Biology Seminar I	1	Methods	3
	EDUC333 Curriculum Development	3	EDUC341 Prof & School Admin	3
	EDUC399 Teaching Practicum I	2	EDUC343 Classroom Tests and Measurement	3
	<b>TOTAL</b>	<b>14</b>	<b>TOTAL</b>	<b>16</b>
	<b>Summer I</b>			
	RELB305 Life & Teachings	3		
	BIOL395 Genetics	4		
	Spiritual Development	2		
	<b>TOTAL</b>	<b>9</b>		
4 <sup>th</sup> Year <b>Senior</b>	Biology Electives	3	BIOL471 Adv. Molecular Biology & Biotechnology	3
	BIOL473 Plant Physiology	4	BIOL489 Undergraduate Research Project	4
	BIOL496 Cell Biology-Histology	4	EDUC490 Teaching Practicum Seminar/Workshop	NC
	BIOL498 Molecular Biology	4	EDUC499 Teaching Practicum II	8
	<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>15</b>

## BACHELOR OF SCIENCE IN BIOCHEMISTRY

### PHILOSOPHY

The Bachelor of Science in Biochemistry programme was designed to meet needs, solve problems, educate, and find new pragmatic and sustainable ways of enhancing the lives of humans in areas that concern the chemistry and molecular biology of life. The focus of the programme is to serve the Jamaican populace, the Caribbean region, and the wider sphere of the world. The programme seeks to be driven by the principle of diligence in exploration and exploitation of our natural world through the tools of intellect and the oversight of God for the benefit of humanity.

### INTRODUCTION

This programme gives students a basic education in chemistry of living organisms; prepares students for entry into medical, dental, and graduate schools; trains teachers to apply themselves in biology and chemistry in secondary schools; and prepares students for employment in research facilities and industrial organizations. The programme comprises 136 credits with 83 credits core requirements in biochemistry, biology, and chemistry, 12 credits of cognates, 3 credits of electives and 38 credits General Education requirements.

### CORE REQUIREMENT IN BIOCHEMISTRY

#### 27 CREDITS

#### PREREQUISITES

BCHM201,202 Intro to Biochemistry I, II	8	BIOL155,156
BCHM301, 302 Biochemistry I, II	8	BCHM201,202
BCHM390 Analytical Biochemistry (Instrumentation)	3	BCHM201,202
BCHM400 Applied Biochemistry	3	BCHM301,302
BCHM401 Advanced Biochemistry	4	BCHM301,302
BCHM420 Biochemistry Seminar	1	BCHM301,302

### CORE REQUIREMENT IN BIOLOGY

#### 32 CREDITS

BIOL155,156 Foundations of Biology I,II	8	O'Level Biology grades A-C or CSEC Biology grades I-III
BIOL257 Animal Biology	4	BIOL155, 156
BIOL258 Plant Science	4	BIOL155, 156
BIOL350 Biostatistics	3	MATH 165
BIOL347 Intro to Research	2	Completion of all year 2 courses
BIOL395 Genetics	4	BIOL155, 156
BIOL498 Molecular Biology	4	BIOL395
BIOL471 Adv. Molecular Biology & Biotechnology	3	BIOL498

### CORE REQUIREMENTS IN CHEMISTRY

#### 24 CREDITS

CHEM121, 122 General Chemistry I, II	8	CSEC grades I-III or GCE grades A-C in Chemistry
CHEM201 Analytical Chemistry I	4	CHEM121,122
CHEM211, 212 Organic Chemistry I, II	8	CHEM122, 211

CHEM219 Inorganic Chemistry 4 CHEM212

**BIOCHEMISTRY/BIOLOGY ELECTIVES 3**

Select an upper (i.e., 300 or 400) level course 3

**REQUIRED COGNATES 12 CREDITS**

MATH165 Pre-Calculus I 4

MATH121

PHYS151,152 General Physics I, II 8

CSEC grades I-III or GCE  
grades A-C in Physics

**GENERAL EDUCATION REQUIREMENTS 38 CREDITS**

Please account for the minimum forty-one (38) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses may be taken (by advisement) if needed to complete the minimum requirements for the Bachelor's Degree.

**RECOMMENDED SEQUENCE  
BACHELOR OF SCIENCE IN BIOCHEMISTRY**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b>	BIOL155 Found. of Biology I	4	BIOL156 Found. of Biology II	4
	EDUC100 Freshman Seminar	1	CHEM122 General Chemistry II	4
	CHEM121 General Chemistry I	4	PHYS152 General Physics II	4
	PHYS151 General Physics I	4	CPTR120 Computer Applications	3
	ENGL119 Freshman Comp. I	3	HLED109 Health Education	1
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>16</b>
	<b>Summer I</b>			
	EDUC151 Fund. of Christian Educ.	3		
	MATH121 College Algebra	3		
	ENGL120 Freshman Comp. II	3		
	<b>TOTAL</b>	<b>9</b>		
2 <sup>nd</sup> Year <b>Sophomore</b>	BCHM201 Intro. to Biochemistry I	4	BCHM202 Intro. to Biochemistry II	4
	BIOL257 Animal Biology	4	BIOL258 Plant Science	4
	CHEM211 Organic Chemistry I	4	CHEM212 Organic Chemistry II	4
	MATH165 Pre-Calculus I	4	Physical Education Requirement	1
			COMM251 Oral Communication	3
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>16</b>
	<b>Summer I</b>			
	Humanities & Fine Arts Req.	3		
	RELB113 God & Human Life	3		
	HMEC129 Social & Prof. Ethics	2		
	<b>TOTAL</b>	<b>9</b>		
3 <sup>rd</sup> Year <b>Junior</b>	BCHM301 Biochemistry I	4	BCHM302 Biochemistry II	4
	BIOL347 Intro. to Research	2	BCHM390 Analytical Biochemistry (Instrumentation)	3
	BIOL350 Biostatistics	3	BIOL395 Genetics	4
	CHEM219 Inorganic Chemistry	4	Spiritual Development Requirement	2
	RELB305 Life & Teachings of Christ	3	Modern Language Requirement	3
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>16</b>
4 <sup>th</sup> Year <b>Senior</b>	CHEM201 Analytical Chemistry I	4	BCHM400 Applied Biochemistry	3
	BCHM401 Adv. Biochemistry	4	Biochemistry/Biology Elective	3
	BCHM420 Biochemistry Seminar	1	BIOL471 Adv. Molecular Biology & Biotechnology	3
	BIOL498 Molecular Biology	4		
	<b>TOTAL</b>	<b>13</b>	<b>TOTAL</b>	<b>9</b>

## ASSOCIATE OF SCIENCE IN BIOLOGY

### PHILOSOPHY

The Associate of Science in Biology programme was created to offer informed, intelligent, and productive technical assistance in meeting various needs, solving problems and educating in the biological sciences areas for preservation, protection and improvement of natural habitats and ecosystems, and advancement of plant and animal life. Graduates from the programme should be able to assist in the pursuit of enhancement of agricultural production in Jamaica, the Caribbean region, and the world. The programme, as offered by a Christian institution, can bring to the awareness of students the appreciation of the beauty of the natural world in which we live, and of the relationships among and between kingdoms of living organisms.

### INTRODUCTION

The Associate of Science in Biology degree is a two-year programme that comprises a total of 73 credits, and is broken down as follows: 32 credits core requirements, 4 credits of Biology Electives, 11 credits of cognates and a minimum of 26 credits of General Education requirements.

<b>CORE REQUIREMENTS</b>	<b>32 CREDITS</b>	<b>PREREQUISITES</b>
BIOL155,156 Foundations of Biology I, II	8	GCE O' Level Biology grades A-C or CSEC Biology grades I-III
BIOL165, 166 Anatomy & Physiology I, II	8	GCE O' Level Biology grades A-C or CSEC Biology grades I-III
BIOL257 Animal Biology	4	BIOL155, 156
BIOL258 Plant Science	4	BIOL155, 156
BIOL353 Principles of Molecular Biology	4	BIOL155, 156
BIOL395 Genetics	4	BIOL155, 156
<b>BIOLOGY ELECTIVES (BY ADVISEMENT)</b>	<b>4</b>	
<b>REQUIRED COGNATES</b>	<b>11 CREDITS</b>	
CHEM121, 122 General Chemistry I, II	8	O' Level Chemistry grades A-C or CSEC Chemistry grades I-III
CPTR120 Computer Applications	3	

### GENERAL EDUCATION REQUIREMENTS 29-30 CREDITS

Please account for the minimum twenty-nine (29) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses may be taken (by advisement) if needed to complete the minimum requirements for the Associate Degree.

**RECOMMENDED SEQUENCE  
ASSOCIATE OF SCIENCE IN BIOLOGY**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b>	BIOL155 Foundations of Biology I	4	BIOL156 Foundations of Biology II	4
	EDUC100 Freshman Seminar	1	BIOL166 Anatomy & Physiology II	4
	BIOL165 Anatomy & Physiology I	4	CHEM122 General Chemistry II	4
	ENGL119 Freshman Comp. I	3	HPED111 Health & Phys. Ed.	2
	CHEM121 General Chemistry I	4	Spiritual Development	2
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>16</b>
	<b>Summer I</b>			
	ENGL120 Freshman Comp. II	3		
	EDUC151 Fundamen. of Christian Ed.	3		
	CPTR120 Computer Applications	3		
	<b>TOTAL</b>	<b>9</b>		
2 <sup>nd</sup> Year <b>Sophomore</b>	BIOL257 Animal Biology	4	BIOL258 Plant Science	4
	BIOL353 Prin. of Molecular Biology	4	COMM251 Oral Communication	3
	BIOL395 Genetics	4	Humanities	3
	Biology Elective	4	RELB113 God and Human Life	3
			Moral Development	3
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>

**MINOR IN BIOLOGY**

The Minor in Biology programme consists of 28 credits, broken down into 20 credits core requirements and 8 credits cognates.

**CORE REQUIREMENTS**

BIOL155,156 Foundations of Biology I, II

**20 CREDITS**

8

**PREREQUISITE**

O' Level Biology grades A-C  
or CSEC Biology grades I - III

BIOL255,256 Zoology or Botany

4

BIOL156

BIOL498 Molecular Biology

4

BIOL156

BIOL395 Genetics

4

BIOL156

**REQUIRED COGNATES**

CHEM121,122 General Chemistry I, II

**8 CREDITS**

8

O' Level Chemistry grades  
A-C or CSEC Chemistry  
grades I - III

## BACHELOR OF SCIENCE IN CHEMISTRY

This baccalaureate programme in Chemistry will support and may be used as a base for other areas in chemistry such as **medicinal chemistry** which involves pharmaceutical drugs to treat or cure illnesses that may be developed and synthesized; and through **materials chemistry** novel materials, such as fabric, plastics and metal alloys may be developed to continue improving the lifestyle of man. This degree gives students a major education in chemistry; prepares them for entry in graduate school; trains chemists to deal with the world of chemistry; prepares students for employment in research facilities and industrial organizations. The Bachelor of Science in Chemistry programme comprises 129 credits broken down as follows: 46 credits core requirements, 27 credits cognates, 15 credits electives and 41 credits General Education requirements.

### MATRICULATION REQUIREMENTS

Each applicant must have CSEC/GCE O' Level passes (General I, II, III or A, B, C) in English, Mathematics, Chemistry, Biology and one (1) other subject.

<b>CORE REQUIREMENTS IN CHEMISTRY</b>	<b>46 Credits</b>	<b>PREREQUISITES</b>
CHEM121 General Chemistry I	4	O' Level Chemistry grades
CHEM122 General Chemistry II	4	A-C or CSEC Grades I-III
CHEM201 Analytical Chemistry I	4	CHEM121
CHEM202 Analytical Chemistry II	4	CHEM122
CHEM211 Organic Chemistry I	4	CHEM121
CHEM212 Organic Chemistry II	4	CHEM122
CHEM351 Inorganic Chemistry I	4	CHEM121
CHEM352 Inorganic Chemistry II	4	CHEM122
CHEM361 Physical Chemistry I	4	CHEM121
CHEM362 Physical Chemistry II	4	CHEM122
CHEM401 Principles of Chemistry Research	1	Completion of 1 <sup>st</sup> & 2 <sup>nd</sup> -year courses
CHEM402 Scientific Writing	1	
CHEM420 Independent Laboratory Research	4	
 <b>REQUIRED COGNATES</b>	 <b>27 Credits</b>	
BIOL155 Foundations of Biology I	4	O' Level Biology grades A-
C or BIOL156 Foundations of Biology II	4	CSEC Biology Grades I-III
BIOL350 Biostatistics	3	MATH 121, 165
MATH165 Pre-Calculus I	4	MATH121
MATH166 Pre-Calculus II	4	
PHYS151 General Physics I	4	O' Level Biology grades A-
C or		
PHYS152 General Physics II	4	CSEC Physics grades I-III
 <b>ELECTIVES</b>	 <b>15 Credits</b>	
BCHM301 Biochemistry I	4	CHEM211, 212
CHEM431 Forensic Chemistry	3	
CHEM432 Food Chemistry	3	
CHEM441 Chemistry in Medicine and Agriculture	3	
CHEM442 Chemistry in Sports	3	
CHEM451 Environmental Chemistry	3	

CHEM452 Industrial Chemistry and Catalysis	3
CHEM461 Computational Chemistry	3
CHEM462 Materials Chemistry	3

**GENERAL EDUCATION REQUIREMENTS**
**41-49 CREDITS**

Please account for the minimum forty-one (41) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses may be taken (by advisement), if needed to complete the minimum requirements for the Bachelor's Degree.

**RECOMMENDED SEQUENCE  
BACHELOR OF SCIENCE IN CHEMISTRY**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1st Year <b>Freshman</b>	EDUC100 Freshman Seminar	1	EDUC151 Fund. of Christian Educ.	3
	ENGL119 Freshman Composition I	3	ENGL120 Freshman Composition II	3
	BIOL155 Foundations of Biology I	4	BIOL156 Foundations of Biology II	4
	MATH121 College Algebra	3	HPED111 Health & Physical Educ.	2
	CHEM121 General Chemistry I	4	CHEM122 General Chemistry II	4
	<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>16</b>
	<b>Summer I</b>			
	RELB113 God and Human Life	3		
	Modern Language	3		
	Spiritual Development	2		
<b>TOTAL</b>	<b>8</b>			
2 <sup>nd</sup> Year <b>Sophomore</b>	COMM251 Oral Communication	3	CPTR120 Computer Application	3
	MATH165 Pre-Calculus I	4	MATH 166 Pre-Calculus II	4
	CHEM201 Analytical Chemistry I	4	CHEM202 Analytic Chemistry II	4
	CHEM211 Organic Chemistry I	4	CHEM212 Organic Chemistry II	4
	<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>15</b>
3rd Year <b>Junior</b>	Humanities and Fine Arts	3	Humanities and Fine Arts	3
	PHYS151 General Physics I	4	PHYS152 General Physics II	4
	CHEM351 Inorganic Chemistry I	4	CHEM352 Inorganic Chemistry II	4
	CHEM361 Physical Chemistry I	4	CHEM362 Physical Chemistry II	4
	CHEM401 Principles of Chemistry Research	1		
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>15</b>
4th Year <b>Senior</b>	CHEM402 Scientific Writing	1	Chemistry Electives	6
	BIOL350 Biostatistics	3	CHEM420 Independent Lab. Research	4
	Chemistry Electives	9	Moral Development	3
	RELB305 Life and Teachings of Christ	3		
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>13</b>



## ASSOCIATE OF SCIENCE IN CHEMISTRY

The Associate of Science in Chemistry programme consists of 72 credits broken down into 24 credits of core requirements, 19 credits of cognates and 29 credits of General Education Requirements.

<b>CORE REQUIREMENTS</b>	<b>24 CREDITS</b>	<b>PREREQUISITES</b>
CHEM121,122 General Chemistry I, II	8	O' Level Chemistry grades A-C or CSEC Chemistry grades I - III
CHEM201, 202 Analytical Chemistry I, II	8	CHEM122 General Chemistry II
CHEM211, 212 Organic Chemistry I, II	8	CHEM122 General Chemistry II

<b>REQUIRED COGNATES</b>	<b>19 CREDITS</b>	<b>PREREQUISITES</b>
MATH121 College Algebra	3	
MATH165,166 Pre-Calculus I, II	8	See Math Section of the <i>Bulletin</i>
PHYS 151,152 General Physics I, II	8	

**GENERAL EDUCATION REQUIREMENTS** **29 CREDITS**  
 Please account for the minimum twenty-nine (29) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses may be taken (by advisement), if needed to complete the minimum requirements for the Associate Degree.

### RECOMMENDED SEQUENCE ASSOCIATE OF SCIENCE IN CHEMISTRY

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
<b>1<sup>st</sup> Year Freshman</b>	CHEM121 General Chemistry I	4	CHEM122 General Chemistry II	4
	ENGL119 Freshman Comp. I	3	ENGL120 Freshman Comp. II	3
	EDUC100 Freshman Seminar	1	EDUC151 Fund. of Christian Ed.	3
	RELB113 God and Human Life	3	CPTR120 Computer Applications	3
	MATH121 College Algebra	3	Humanities	3
	Spiritual Development	2		
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>16</b>
	<b>Summer I</b>			
	COMM251 Oral Communication	3		
	Moral Development	3		
	HPED111 Health & Physical Educ.	2		
	<b>TOTAL</b>	<b>8</b>		
<b>2<sup>nd</sup> Year Sophomore</b>	CHEM201 Analytical Chemistry I	4	CHEM202 Analytical Chemistry II	4
	CHEM211 Organic Chemistry I	4	CHEM212 Organic Chemistry II	4
	PHYS151 General Physics I	4	PHYS152 General Physics II	4
	MATH165 Pre-Calculus I	4	MATH166 Pre-Calculus II	4
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>16</b>

**MINOR IN CHEMISTRY**

The Minor in Chemistry programme comprises 24 credits of core requirements.

<b>CORE REQUIREMENTS</b>	<b>24 CREDITS</b>	<b>PREREQUISITES</b>
CHEM121,122 General Chemistry I, II	8	O' Level Chemistry grades A-C <b>or</b> CSEC Chemistry grades I - III
CHEM201, 202 Analytical Chemistry I, II	8	CHEM122 General Chemistry II
CHEM211, 212 Organic Chemistry I, II	8	CHEM122 General Chemistry

## BACHELOR OF SCIENCE IN ENVIRONMENTAL SCIENCE

The Bachelor of Science in Environmental Science will facilitate the mission of Northern Caribbean University by providing quality Christ-centred environmentalists. A background in environmental science will integrate the principles of Christian and professional ethics. A person with a bachelor's level education in environmental science is prepared to assume a wide variety of positions in industry, education, and/or public service. The candidate will also be able to work in government and non-government institutions/organizations, pursue careers in areas such as policy, advocacy, conservation, consulting, administration, law and education. The Bachelor of Science in Environmental Science programme comprises 135 credits, broken down as follows: 65 credits of core requirements, 8 credits of cognates, 17 credits of electives and 41 credits of General Education requirements.

<b>CORE REQUIREMENTS</b>	<b>65 Credits</b>	<b>PREREQUISITES</b>
BIOL155, 156 Foundations of Biology I, II	8	O' Level Biology grades A-C or CSEC Biology grades I-III
BIOL347 Principles of Research	2	Completion of 1 <sup>st</sup> & 2 <sup>nd</sup> -year courses
BIOL349 General Ecology	3	BIOL156
BIOL350 Biostatistics	3	MATH121, 165
BIOL360 General Microbiology	4	BIOL156, 166
CHEM122 General Chemistry II	4	O' Level Chemistry grades A-C or CSEC Chemistry grades I-III
CHEM211 Organic Chemistry I	4	CHEM121, 122
CHEM451 Environmental Chemistry	3	CHEM211
ENSC110 Principles of Sustainable Development	3	CHEM121
ENSC215 Soil Resources: Erosion and Land Husbandry	2	BIOL156, CHEM122
ENSC250 Environmental Policy and Ethics	3	
ENSC294 Survey of Environmental Technologies	2	
ENSC320 Environmental Meteorology	3	CHEM122, BIOL156
ENSC345 Eco-Toxicology	3	CHEM211
ENSC355 Forest Resources	3	BIOL156, ENSC110
ENSC426 Solid & Hazardous Waste Management	3	CHEM211
ENSC430 Water Resource Management	3	CHEM211
ENSC490 Environmental Resource Management	3	BIOL156, CHEM211
ENSC495 Project in Environmental Science	2	
ENSC402 Scientific Writing	1	
GEOG330 Coastal Zone Management	3	
<b>REQUIRED COGNATES</b>	<b>8 Credits</b>	
CHEM121 General Chemistry I	4	O' Level Chemistry grades A-C or CSEC Chemistry grades I-III
MATH165 Pre-Calculus I	4	
<b>ELECTIVES</b>	<b>17 Credits</b>	
BIOL225 Field Natural History	2	BIOL155&156
BIOL255 Zoology	4	BIOL155&156
BIOL256 Botany	4	BIOL155&156
BIOL335 Marine Biology	3	BIOL155&156
BIOL420 Animal Physiology	4	BIOL255
BIOL473 Plant Physiology	4	BIOL256

GEOG202 Natural Hazards & Environment	3
GEOG204 Atmosphere & Biosphere	3
GEOG216 Climatology: Theory & Applied	3
GEOG305 Soil and Plant Growth	3
GEOG316 Earth Materials	3
GEOG361 Economic Systems & Development	3
GEOG404 Soil Conservation & Water Resources	3
GEOG410 Environmental Pollution and Remediation	3

**GENERAL EDUCATION REQUIREMENTS                      41-49 CREDITS**

Please account for the minimum forty-one (41) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses must be taken (by advisement) to complete the minimum requirements for the Bachelor’s Degree.

**RECOMMENDED SEQUENCE  
BACHELOR OF SCIENCE IN ENVIRONMENTAL SCIENCE**

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr</b>
<b>1<sup>st</sup> Year Freshman</b>	BIOL155 Found. of Biology I	4	BIOL156 Founda. of Biology II	4
	EDUC100 Freshman Seminar	1	ENGL120 Freshman Comp II	3
	ENGL119 Freshman Comp I	3	HPED111 Health & Phys. Ed.	2
	MATH121 College Algebra	3	CHEM122 General Chemistry II	4
	CHEM121 General Chemistry I	4	ENSC110 Prin. of Sustain. Dev.	3
	<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>16</b>
	<b>Summer I</b>			
	EDUC151 Fund. of Christian Educ.	3		
	RELB113 God and Human Life	3		
	CPTR120 Computer Applications	3		
	<b>TOTAL</b>	<b>9</b>		
<b>2<sup>nd</sup> Year Sophomore</b>	CHEM211 Organic Chemistry I	4	ENSC250 Environ. Policy & Ethics	3
	ENSC215 Soil Resources: Erosion and Land Husbandry	2	COMM251 Oral Communication Humanities and Fine Arts	3
	ENSC294 Survey of Environ. Technologies	2	Modern Language	6
	Electives	4		3
	MATH165 Pre-Calculus I	4		
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>15</b>
<b>3<sup>rd</sup> Year Junior</b>	BIOL347 Principles of Research	2	BIOL335 Marine Biology	3
	BIOL349 General Ecology	3	BIOL360 General Microbiology	4
	BIOL350 Biostatistics	3	ENSC320 Environ. Meteorology	3
	ENSC345 Eco-Toxicology	3	ENSC355 Forest Resources	3
	Electives	3	GEOG330 Coastal Zone Management	3
	Spiritual Development	2		
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>16</b>
<b>4<sup>th</sup> Year Seniors</b>	ENSC426 Solid and Hazardous Waste Management	3	ENSC430 Water Resource Management	3
	ENSC402 Scientific Writing	1	CHEM451 Environ. Chemistry	3
	Electives	6	ENSC490 Environ. Resource Management	3
	Moral Development	3	ENSC495 Project in Environ. Sci.	2
			Electives	4
	<b>TOTAL</b>	<b>13</b>	<b>TOTAL</b>	<b>15</b>

## MINOR IN ENVIRONMENTAL SCIENCE

The Minor in Environmental Science programme consists of 27 credits of core requirements.

### CORE REQUIREMENTS

### 27 Credits

BIOL 155, 156 Foundations of Biology I, II	8	O'Level Biology grades A-C or CSEC Biology grades I-III
BIOL 349 General Ecology	3	BIOL156
BIOL 360 General Microbiology	4	BIOL156, 166
ENSC 110 Principles of Sustainable Development	3	CHEM121
ENSC 250 Environmental Policy and Ethics	3	BIOL156, CHEM122
ENSC 3__ 3 <sup>rd</sup> -year Environmental Science core (choose 1)	3	
ENSC 490 Environmental Resource Management	3	BIOL156, CHEM211



**BACHELOR OF SCIENCE IN  
APPLIED ENVIRONMENTAL GEOGRAPHY  
(MINOR OR GENERAL ELECTIVES REQUIRED)**

All events take place in geographical space. Geography seeks to explain and predict the spatial inter-relationship between the physical and socio-econo-political process, which fosters understanding of and gives character to the earth's variable surface through time. Environmental issues are increasingly becoming a dominant area of geographical study and focus for the global community. Environmental geography in the contemporary world fosters traditional and newly developed technical skills which prepare individuals not only for academic positions in schools, colleges and universities, but also for a variety of jobs in international, local and non-governmental agencies.

The Applied Environmental Geography degree consists of credits from a given core, cognates and General Education requirements. The total number of credits for this degree is at least one hundred and twenty-eight (128). All students are reqd. to do 60 credits of core requirements, 12 credits of cognates, a minimum of 41 credits of General Education requirements and a choice between a minor and general elective credit. Students who wish to pursue a minor must complete 24 credits of the chosen minor whereas those who wish to do general electives must complete 15 credits.

<b>CORE REQUIREMENTS</b>	<b>60 Credits</b>	<b>PREREQUISITES</b>
GEOG100 Intro. to Human Geography	3	
GEOG102 Intro. to Physical Geography	3	
GEOG115 (315) Map Reading and Aerial Photo Interpretation	3	GEOG100 or 102
GEOG200 Caribbean Geography	3	GEOG100
GEOG202 Natural Hazards & Env. Management	3	GEOG100 & GEOG102
GEOG215 Geomorphology	4	GEOG102
GEOG216 Climatology: Theoretical and Applied	3	GEOG102
GEOG226 (416) Intro. Geographic Information Systems	3	GEOG115 (315)
GEOG230 Methods of Geographical Investigation	3	GEOG100 & GEOG102
GEOG305 Soil and Plant Growth	3	GEOG102
GEOG316 Earth Materials	3	GEOG215
GEOG330 (430) Coastal Zone Management	3	GEOG102 or GEOG215
GEOG361 Economic Systems and Development	3	
GEOG362 Agricultural Geographical Systems		GEOG100 & GEOG200
GEOG404 Soil Conservation and Water Resources	4	GEOG305
GEOG410 Environmental Pollution and Remediation	4	CHEM112 and BIOL335
GEOG415 Field Techniques in Geography	3	GEOG115,226,316
GEOG425 Spatial Planning	3	GEOG115,226,361/362
GEOG460 Geography of Field Work	6	GEOG226,230,305,316/ 362,330

**REQUIRED COGNATES**

**12 Credits**

BIOL225 Field Natural History	2	BIOL155, 156 (Foundations of Biology) or GEOG102 (Physical Geography)**
BIOL335 Marine Biology	3	BIOL155, 156 (Foundations of Biology). <i>GEOG430 (New Code GEOG330)**</i>
CHEM111 Introduction to Chemistry I	4	
Statistics Requirement	3	

**ELECTIVES STREAMS FOR GEOGRAPHY MAJORS**

**15 CREDITS**

Groups from which electives will be chosen for the B.Sc. applied environmental geography

**GEOGRAPHY**

	<b>CR</b>	<b>PREREQUISITES</b>
GEOG105 World Regions	3	
GEOG201 Urban Geography	3	GEOG 100 or Instructor's Consent
GEOG203 Geosphere and Hydrosphere	3	GEOG 102 or Instructor's Consent
GEOG204 Atmosphere and Biosphere	3	GEOG 102 or Instructor's Consent
GEOG206 Geography of North America	3	Instructor's Consent
GEOG235 Statistical Geography	3	Statistics Background
GEOG300 Introduction to Meteorology	3	GEOG102
GEOG401 Advanced Meteorology	3	GEOG102
GEOG420 The Developing World	3	Instructor's Consent
GEOG490 Directed Investigation	3	Instructor's Consent

**TOURISM**

	<b>CR</b>	<b>PREREQUISITES</b>
HMGT401 Facilities and Leisure Management	3	TOUR 308/ GEOG430(330)
TOUR286 Logistics and Management of Global Tourism	3	HMGT119 /GEOG100
TOUR308 Sustainable Tourism Development	3	HMGT119 /GEOG100
TOUR311 Ecotourism and Special Interest Travel	3	HMGT119/GEOG100 and GEOG102
TOUR404 Attractions and Leisure Management	2	TOUR 308/ GEOG430(330)
TOUR410 Tourism Policies & Practices of the Caribbean	3	TOUR 311/GEOG 200

**NATURAL/ENVIRONMENTAL SCIENCE**

	<b>CR</b>	<b>PREREQUISITES</b>
BIOL349 General Ecology	3	BIOL156/GEOG100
BIOL456 Biogeography	2	BIOL349/GEOG204 or GEOG305
ENSC205 Environmental Policy and Ethics	3	Instructor's Consent
ENSC426 Solid and Hazardous Waste Management	3	Instructor's Consent
ENSC430 Water Resource Management	3	Instructor's Consent
ENSC490 Environmental Resource Management	3	Instructor's Consent

**NOTE:**

Students will be able to choose approximately 15 credits of electives from these areas. It is recommended that they stay within these groups.



**GENERAL EDUCATION REQUIREMENTS 41-49 CREDITS**

Please account for the minimum forty-one (41) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses must be taken (by advisement) to complete the minimum requirements for the Bachelor's Degree.

**RECOMMENDED SEQUENCE  
BACHELOR OF SCIENCE IN  
APPLIED ENVIRONMENTAL GEOGRAPHY**

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr</b>
1 <sup>st</sup> Year <b>Freshman</b>	GEOG100 Intro. to Human Geogr.	3	GEOG102 Physical Geography	3
	GEOG115 Map Reading & Air Photo	3	ENGL120 Freshman Comp. II	3
	EDUC100 Freshman Seminar	1	CPTR120 Computer Applications	3
	ENGL119 Freshman Composition I	3	MATH121 College Algebra	3
	CHEM111 Intro. to Chemistry I	4	RELB113 God and Human Life	3
	Spiritual Development	2		
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>15</b>
	<b>Summer I</b>			
	EDUC151 Fund. of Christian Educ.	3		
	HPED111 Health & Physical Educ.	2		
	Modern Language	3		
	<b>TOTAL</b>	<b>8</b>		
2 <sup>nd</sup> Year <b>Sophomore</b>	GEOG200 Caribbean Geography	3	BIOL225 Field Natural History	2
	GEOG216 Climatology: Theoretic & Applied	3	GEOG215 Geomorphology	4
	GEOG226 Introduction to GIS	3	GEOG202 Natural Hazards & Environ. Managemt.	3
	GEOG230 Methods of Geographic Investigation	3	Humanities and Fine Arts	3
	COMM251 Oral Communication	3	Elective/Minor	3-4
	<b>TOTAL</b>	<b>15</b>	<b>TOTAL</b>	<b>15-16</b>
	<b>SUMMER I</b>			
	BIOL265 Environmental Health	3		
	<b>TOTAL</b>	<b>3</b>		
3 <sup>rd</sup> Year <b>Junior</b>	GEOG305 Soil and Plant Growth	3	BIOL335 Marine Biology	3
	GEOG361 Economic Systems & Development	3	GEOG316 Earth Materials	3
	Electives/Minor	3	GEOG330 Coastal Zone Management	3
	Minor	4	GEOG362 Agric. Geog. Systems	3
	Statistics Requirement	3	Minor	4
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>16</b>

4 <sup>th</sup> Year Senior	GEOG460 Geogr. of Field Work	6	GEOG404 Soil Conservation & Water Resources	3
	GEOG410 Environmental Pollution and Remediation	4	GEOG415 Field Techniques in Geography	3
	GEOG425 Spatial Planning	3	Electives/Minor	6
	Electives/Minor	3	Moral Development	3
	<b>TOTAL</b>	<b>16</b>	<b>TOTAL</b>	<b>15</b>

**\*Please note that GEOG460: Geography Fieldwork is a year-long research based course done in the senior year which will be shared among instructors in the Programme.**

## DESCRIPTION OF COURSES

### GENERAL

General Courses offered by the Department of Biology, Chemistry and Environmental Sciences to all students.

**BIOL101, 102 Principles of Biology I, II 8 Credits**

An introduction to the basic concepts of biology as they apply to man. Three lectures and one three-hour laboratory weekly for two semesters. May be used to satisfy the general education requirement, but not toward a major or a minor in the sciences. BIOL101 is a prerequisite to BIOL102. Credits cannot be applied toward graduation for Biology Majors.

**BIOL189 Philosophy of Science 3 Credits**

Survey of the history and philosophy of science. Consideration is given to data from the biological and physical sciences as they relate to our current understanding of the earth's history. Seventh-day Adventist church's views on scientific issues will be examined and compared to current ideologies. Current ethical issues and their potential resolutions are discussed. Three lectures each week.

**HLED109 Health Education 1 Credit**

An introduction to the basic principles of healthful living, the prevention of disease, and the maintenance of physical, emotional, social and spiritual well-being. One class session lecture per week.

**HPED102 Weight Training & Aerobics I 1 Credit**

Individually programmed instruction in the fundamental skills of weight training and aerobic activity. Progressive instruction involves more advanced levels of weight training and comprehensive aerobic development.

**HPED103 Volleyball Level I 1 Credit**

This is a course in which students learn the theoretical concepts necessary for successful participation in the game of volleyball. Topics covered include mechanical analysis of fundamentals through volleyball skills, offensive strategies, rules and officiating.

**HPED104 Netball Level I****1 Credit**

This course is designed to give the student the theoretical concepts necessary for successful participation in the game of netball. Topics covered will include mechanical analysis of fundamentals through netball skills, offensive/defensive strategies, rules and skills.

**HPED111 Health and Physical Education****2 Credits**

An introduction to the basic principles of healthful living, the prevention of disease, and the maintenance of physical, emotional, social and spiritual well-being. Includes an exercise programme that the student is encouraged to maintain after finishing the class. Two lectures and one hour of physical education.

**AGRONOMY****AGRI446 Agro climatology and irrigation****3 credits**

Defining climatology and irrigation in relation to dry land agriculture, investigation of the mechanisms employed in irrigation and the available technology in irrigation, modeling and analysis techniques and applications to water resource management.

**AGRO200 Crop Protection****3 credits**

An introduction to Integrated Pest Management, use of chemical agents and investigations into Biological control of plant pest and diseases, seed propagation and land preparation.

**AGRO206 Plant Propagation & Nursery Management****3 credits**

Introduction to plant propagation, sexual and asexual propagation, plant life cycles theory and practice of nursery management, introduction to greenhouse technology.

**AGRO208 Agriculture Economics****3 credits**

Introduction to the field of economics as it relates to the agricultural sector, the structure and organization of the Jamaican agricultural sector in comparison to other third world and first world sectors, focus on the components of agro economic systems, and policies and laws governing such.

**AGRO300 Field and Forage Crops****3 credits**

Familiarization with forage crops available in Jamaica and major livestock rearing countries, explore the land husbandry techniques and the care of forage crops, the course also looks into the breeding of field and forage crops and seed production.

**AGRO308 Weed Science****3 credits**

Principles and procedures in weed biology, ecology and management. Identification of weeds and assessment of their impact on crop production.

**AGRO310 Vegetable Crops****3 credits**

Principles and practices used in vegetable crop production for local and international markets in terms of cultural methods, post harvesting, handling etc., ecology and nutritional requirements for optimal vegetable crop production and challenges experienced with vegetable crops.

- AGRO312 Farm Machinery and Spray Equipment** **3 credits**  
 Outline the variety and use of farm machinery and spray equipment, hands on experience with farm machinery and spray equipment, basic repair and maintenance, proper usage and storage.
- AGRO318 Soils and Fertilizer** **3 credits**  
 Explores the chemistry of soils and fertilizers, soil formation and types. Also nutrient cycling, erosion and management of soils. Investigates the use of fertilizers to meet plant requirements and discussions about soil sustainability and methods of soil conservation.
- AGRO320 Forest Resources** **3 credits**  
 Explores forest reserves in the world, where and how forests grow, the economics of forest reserves, ecological benefits and human impact on forest reserves.
- AGRO322 Principles of Agro Ecology** **3 credits**  
 Investigates the interrelationships between agricultural plants and animals and how they are impacted by the wider environment with emphasis on environmentally sustainable practices and approaches to agriculture.
- AGRO361 Plant Protection** **2 credits**  
 Outline of various ecological interactions and chemical cycles that occur in different plant production systems, natural and man-made protection mechanisms in field plants and other plant species  
 of computer programmes in the organization, planning and management of agricultural systems.
- AGRO426 Planning & Agriculture Development** **3 credits**  
 Insights into the processes involved in establishing agricultural industries, explores policies and laws governing local and international agricultural sectors.
- AGRO434 Post Harvest Physiology and Storage** **4 credits**  
 An examination of the physiological and biochemical changes unique to post harvest development and deterioration, principles and practices of post-harvest food crop handling and storage of different types of crops.
- AGRO436 Tree Crops** **3 credits**  
 Explores sustainable farming systems, recognizing pests and diseases of tree crops, the morphological and anatomical features of tree crops and their uses.
- AGRO438 Farm Management & Agribusiness** **3 credits**  
 Introduces management and the business side of agriculture, exposure to economic principles and practices as applied to farm management
- AGRO440 Soil Microbiology** **4 credits**  
 Basic techniques in microbiology, introduction to the micro ecology of soils and the transformations brought about by micro flora. The course looks at the various roles of soil micro-organisms in breaking down organic matter, their reaction to chemicals and ecological interrelationships in the soil.
- AGRO446 Forestry & Land Husbandry** **3 credits**

A sustainable approach to land management, principles and practices of land husbandry, planning for optimal land use, comparison of soil management versus land management

**AGRO432 Plant breeding** **3 credits**

This focuses on explorations into traditional and modern methods of plant breeding, exploration of technologies used in sustainable plant breeding and best practices.

**AGRO460 Food Technology** **2 credits**

Explorations into traditional and modern methods of food technology, explores the modification of food to meet growing world demands.

**BIOLOGY**

**BIOL155, 156 Foundations of Biology I, II** **8 Credits**

An introductory course integrating botany and zoology; it is designed to form a firm foundation for students majoring in the biological sciences. Three hours lectures and one three-hour laboratory weekly, for two semesters. **Prerequisite: O' Level, CSEC pass in biology (C or III) and a minimum grade of C in BIOL101, 102; co-requisite CHEM111, 112**

**BIOL257 Animal Biology** **4 Credits**

A systematic study of animal phyla and the protozoans. Classification, comparative anatomy and physiology, and interrelationships are considered. Field trips are taken to study the organisms in their natural habitats. A marine laboratory will be visited. Three lectures and one three-hour laboratory per week. **Prerequisite: BIOL156 Foundations of Biology II**

**BIOL258 Plant Science** **4 Credits**

Systematic study of the algae, fungi, and the flowering and non-flowering plants with emphasis on classification. Three lectures and one three-hour laboratory per week. **Prerequisite: BIOL156 Foundations of Biology II**

**BIOL347 Principles of Research** **2 Credits**

This course focuses on current methods and experimental techniques. The preparations and presentation of a scientific report will be required for biology majors and minors. With the aid of staff guidance, each student will conduct a literature search, design a study, then submit and present a research proposal. This research proposal will form the basis for a senior year presentation. Two hours of lecture per week. **Prerequisite: Completion of Years 1 & 2 Courses**

**BIOL349 General Ecology** **3 Credits**

Study of organisms and their interaction with the living and non-living environment, including conservation, management and application of field experimental techniques to laboratory component exercises. Field Trips to relevant ecosystems. **Prerequisite: BIOL156: Foundations of Biology II**

**BIOL350 Biostatistics** **3 Credits**

This course is designed to introduce the major concepts of descriptive statistics. The major theoretical principles of inferential statistics are discussed and applied during an examination of hypothesis testing after random sampling. The laws of probability, and distributions, including binomial and normal, are thoroughly discussed. A research paper is required. Three lectures per week. It is not applicable toward the General Education requirement for biology majors. **Prerequisite: MATH 165 Pre-Calculus I**

**BIOL395 Genetics** **4 Credits**  
 The study and understanding of the properties of genetic material. Mechanisms of heredity are considered using genetic analysis. Laboratories feature experiments in chromosome analysis, statistical techniques, and recombinant DNA technology. Three lectures and one three-hour laboratory weekly. **Prerequisite: BIOL156 Foundations of Biology II**

**BIOL399 Biology Seminar I** **1 Credit**  
 Discussions are held on ethics in biological and medical sciences. The views on evolution, creation, and bio-engineering will be examined. Current topics in the biological sciences will be introduced. One meeting per week. **Prerequisite: BIOL257, 258 Animal Biology, Plant Science**

**BIOL496 Cell Biology/Histology** **4 Credits**  
 The cell is presented as a functional unit in the major organs and systems of the body. The microscopic anatomy, cytology and ultra-structure of normal tissues and organ systems are correlated with function. The molecular mechanism of cellular functioning is looked at during a review of current concepts and theories. Three hours of lecture and one laboratory per week. **Prerequisite: BIOL257, 258 Animal Biology, Plant Science or BIOL360: Microbiology**

**BIOL499 Biology Seminar II** **1 Credit**  
 Utilizing guest speakers and current literature, reports are made on specific problems in the field of biology. Senior research projects are also presented. Biology majors and minors are expected to attend departmental seminars which are open to all regardless of class standing or enrolment for the course. One meeting per week. **Prerequisite: BIOL399 Biology Seminar I**

**GROUP A: ENVIRONMENTAL BIOLOGY**

**BIOL325 Field Natural History** **2 Credits**  
 This course entails (1) one credit of lab work and one (1) credit of coursework. A course designed to introduce the student to the flora and fauna of Jamaica. Excursions will be made to various habitats. Identification, behaviour, migratory and distribution patterns will be studied. No more than two credits may be taken per semester. May be repeated for up to four credits. **Prerequisite: BIOL156 Foundations of Biology II**

**BIOL335 Marine Biology** **3 Credits**  
 A study of the marine organisms of the Caribbean coral reefs and associated mangrove communities. Basic principles governing the marine environment will be included. Field trips and a visit to a marine laboratory are required. **Prerequisite: BIOL155, 156 Foundations of Biology I, II or BIOL257, 258 Animal Biology, Plant Science**

**BIOL405 Special Topics in Biology** **2 Credits**  
 This course will be applicable to students who are doing their final year research and therefore entails one (1) credit of coursework and one (1) credit of lab work. It focuses on research and literature review of a selected current topic in the biological sciences. Discussions are geared toward depth in the specific area of study and increasing the awareness and knowledge base of each participant in the area. This course can be repeated for up to 6 credits (2 credits each) because the topic changes every semester. **Prerequisite: BIOL347 Introduction to Research**

**BIOL456 Biogeography** **2 Credits**

A study of the natural laws governing the distribution of organisms throughout the earth. Two lectures weekly. **Prerequisite: BIOL257, 258, 349 Animal Biology, Plant Science, General Ecology**

**BIOL459 Entomology** **3 Credits**  
An introductory study to the fundamental aspects of insect biology. Two lectures and one three-hour laboratory weekly. **Prerequisite: BIOL257, 258 Animal Biology, Plant Science**

#### GROUP B: MORPHOLOGICAL AND FUNCTIONAL BIOLOGY

**BIOL165,166 Anatomy & Physiology I, II** **8 Credits**  
Structure and function of the human body are correlated. Three Lectures and one three-hour laboratory weekly for two semesters. **Prerequisite: GCE O'Level Biology or CSEC Biology, Human and Social Biology**

**BIOL305 Embryology** **3 Credits**  
A study of the developmental stages of vertebrates, from the formation of germ cells in the parents to the completion of the early stages of organogenesis in the embryo. In the laboratory special attention is given to the development of the frog and the chick. Two lectures and one three-hour laboratory weekly. **Prerequisite: BIOL257, 258 Animal Biology, Plant Science**

**BIOL320 Forensic Pathology** **3 Credits**  
This course will require one (1) credit course work and one (1) credit lab work. It is designed to give students an understanding of the pathologic process, injury or disease that directly result in or initiates a series of events which leads to a person death. This course will focus on death in most jurisdictions which may include homicide, accidental, natural, suicidal and undetermined causes. **Prerequisites: BIOL165, 166 Anatomy & Physiology I, II**

**BIOL360 General Microbiology** **4 Credits**  
A study of the morphology, physiology, genetics and culture of microorganisms. Emphasis is placed on the diversity of microorganisms and the relationship of microbes to humanity and the environment. Three lectures and one three-hour laboratory weekly. **Prerequisite: BIOL165, 166 Anatomy & Physiology I, II or BIOL155, 156 Foundations of Biology I, II**

**BIOL385 Immunology** **3 Credits**  
The study of a host's specific defences to a pathogen. Specific defences, innate resistance, and immunity will be examined. The mechanism of host defences involving invading organisms such as pathogenic bacteria, viruses, fungi, protozoa, helminths and foreign materials including pollen, insect venom, and transplanted tissue will be examined. Properties of antigens and antibodies, host antigen interactions, and cellular immune responses will be studied. **Prerequisites: BIOL257, 258 Animal Biology, Plant Science**

**BIOL420 Animal Physiology** **4 Credits**  
A study of the physiological basis for normal and pathological conditions in the human body. Emphasis is placed on the physiology of the animal system. Four lectures weekly. **Prerequisites: BIOL257**

**BIOL423: DNA Technology in Forensic Chemistry** **3 Credits**  
Focus will be on methods of Molecular Biology in the application and use of DNA technology in

forensic sciences. Students will gain an understanding of the basic scientific concept relevant to DNA techniques and maintain records to exacting standard required for court-admissible evidence. Laboratory and computer methods, good communication skills, problem solving and critical thinking skills are required.

**BIOL426 Parasitology** **3 Credits**

The biology of parasitism including functional morphology, essentials of classification, and distribution with emphasis on the better known human parasites. Special attention is given to host-parasites relationships involving ecological factors concerned with host-parasite contact, pathogenicity and pathology, and treatment effects on parasitized populations. Two lectures and one three-hour laboratory weekly. **Prerequisite: BIOL257, 258 Animal Biology, Plant Science**

**BIOL470 Plant Morphology** **4 Credits**

A study of cell, tissue structure and reproduction in vascular and nonvascular Plants. Three lectures and one laboratory each week. **Prerequisite: BIOL258 Plant Science. Offered alternate years on demand**

**BIOL471 Advanced Molecular Biology & Biotechnology** **3 Credits**

Exploration of current advances and developments in the field of molecular biology and exposure to application of techniques using biotechnology and in areas such as molecular diagnostics, next generation sequencing, gene editing e.g. CRISPR/cas systems elaboration on modern molecular studies. **Prerequisite: BIOL498 Molecular Biology**

**BIOL473 Plant Physiology** **4 Credits**

A study of the functions of plant organs with a detailed review of vascular tissues and organs. Three lectures and one laboratory each week. **Prerequisite: BIOL258 Plant Science**

**BIOL475 Human Anatomy** **4 Credits**

A study of the anatomical structure of the human body, and develops a basic understanding of the structure and function of body organs and systems, and their interactions. Body structure is studied by organ systems and involves a balance between gross anatomical study and histology. Form-function relationships are emphasized. Successful completion of this course gives students a working knowledge of human anatomical features, systems, and nomenclature with the intent of applying this information to future clinical situations they may encounter. **Prerequisite: BIOL395 Genetics**

**BIOL476 Human Physiology** **4 Credits**

A study of the body's functional mechanisms and their underlying regulation. The course explores the biological systems and their interconnections in the human being to maintain health and well-being. Components of the course examined include Body Fluids & Compartments, Membranes & Transport, Acid-Base Balance, Muscle, Cardiovascular, Pulmonary, Renal, Gastrointestinal, and Endocrine systems. **Prerequisite: BIOL395 Genetics**

**BIOL498 Molecular Biology** **4 Credits**

This course introduces students to the structure and molecular mechanism of cellular functioning. The structure and function of genes, mechanisms of DNA replication, recombination and repair, regulation of genes, and experimental methodology of molecular biology are reviewed.



## BIOCHEMISTRY

### **BCHM131 Principles of Biochemistry**

**3 Credits**

The rudimentary molecules that make up living organisms, their cellular Organisation, structures and importance. Introduction to dietary Food Metabolism: Digestion, assimilation, transport and storage. Two hours of lecture and one hour of lab per week

### **BCHM201 Introduction to Biochemistry I**

**4 Credits**

The Cell: the unit of life; the hierarchy of cellular organization; elements compounds, functional groups and biomolecules; intra- and intermolecular bonds in living organisms. Water, aqueous solution chemistry and buffers. Carbohydrates: mono-, di-, oligo- and polysaccharides. Amino acids, polypeptides and proteins; essential amino acids; protein structural organization; protein types, complexity and biological functions. Protein sequencing and analysis. Introduction to enzyme kinetics.

### **BCHM202 Introduction to Biochemistry II**

**4 Credits**

Lipids: fatty acids, neutral lipids, phospholipids, sphingolipids, waxes, isoprenoids cholesterol-based lipids. Biological membranes: membrane fluidity, membrane organization, membrane transport systems. Nucleotides, DNA and RNAs. Vitamins and their functional derivatives; macro- and microminerals.

### **BCHM301 Biochemistry I**

**4 Credits**

Introduction to Metabolism. Digestion, absorption, transport and storage of ingested macromolecular carbohydrates, lipids, proteins and nucleic acids. Production and functions of hormones for metabolism of carbohydrates, lipids and proteins. Types I, II and gestational diabetes mellitus. Lipoproteins. Carbohydrate metabolism: glycolysis, TCA cycle, glyoxylate cycle, electron transport and oxidative phosphorylation, glycogenesis, glycogenolysis, gluconeogenesis, pentose phosphate pathway. Lipid metabolism: fatty acid catabolism and lipid biosynthesis. Photosynthesis. **Prerequisite: BCHM201, 202: Introduction to Biochemistry I, II**

### **BCHM302 Biochemistry II**

**4 Credits**

Bioenergetics: Enthalpy, entropy and free energy change, high energy biomolecules, coupled processes, energy charge, phosphorylation potential, substrate cycling. Protein and amino acid biosyntheses and catabolism. Nucleotide biosyntheses and catabolism. Vitamins, their derivatives and functions. Metabolic integration, organ specialization to metabolic adaptation. Minerals in protein and enzyme complexes and functions. Signal transduction.

### **BCHM323 Enzymology**

**3 Credits**

Introduction to enzymes. Enzyme classification, composition, structure-function relationships. Lock of key and induced fit hypotheses. Enzyme syntheses and activation; enzyme specificity. Enzyme kinetics – initial velocity, steady state, Michael's constant, expression of enzyme activity; single and bisubstrate reactions; mechanisms of enzyme catalysis; regulations of enzyme activity. Ribozymes and abzymes.

### **BCHM390 Analytical Biochemistry**

**3 credits**

This course deals with the principles, procedures and applications of biochemical separation, purification and detection techniques. Such laboratory techniques includes spectrophotometry, centrifugation, various types of chromatography, electrophoresis, isoelectric focusing, dialysis, pH, PCR, ELISA, radiology, bioluminescence and

chemiluminescence. Sampling and error treatment in biochemical laboratory studies are initially introduced. **Prerequisite: BCHM302 Biochemistry II**

**BCHM401 Advanced Biochemistry** **4 Credits**

This course is an advanced level discussion of the application of biochemical principles to complex biological problems. Students will be expected to explore research literature. Topics include virology, oncology, eukaryotic gene expressions, advanced enzymology and an introduction to aspects of molecular physiology (immunology, muscle contraction, hormones and neurotransmitters) **Prerequisites: CHEM212, 301**

**BCHM420 Biochemistry Seminar** **1 Credit**

Discussions are held concerning current trends in the field of Biochemistry. Focus will be on the application of Biochemistry and the use of Molecular Biology. One meeting per week. **Prerequisites: BCHM301**

**CHEMISTRY**

**CHEM111,112 Introductory Chemistry I, II** **8 Credits**

A General Education course for liberal arts students and for prospective nurses covering principles of inorganic, organic, and biological chemistry. Three lectures and one three-hour laboratory weekly for two semesters. **Credit cannot be applied to graduation for both CHEM111, 112 and CHEM121, 122**

**CHEM113 Intro to Forensic Chemistry** **3 Credits**

This is an introductory forensic chemistry course investigating the physical and chemical properties of matter. Specific chemical topics include: significant figures, naming compounds, structure of an atom, VSEPR theory, and properties of solutions, organic chemistry (functional groups and DNA), thermodynamics, ideal gas law, reaction kinetics, equilibrium and nuclear chemistry. These concepts are linked to criminal cases and how chemical evidence help to solve crimes. Students will also be exposed to forensic techniques and their relevant chemical principles in the laboratory.

**CHEM121 General Chemistry I** **4 Credits**

This course gives a broad view of the origins and importance of chemistry and a full appreciation for the simplicities derived from the establishment of periodic trends among the chemical elements. The concepts of atomic structure (and the associated atomic properties) and the principles behind the quantum theory and quantum numbers are introduced. A full appreciation of the chemical bond, the mechanism of bond formation and the reasons why chemical bonds are formed by atoms, is given such that the link between atomic structure and molecular structure may be made. Chemical kinetics and thermodynamics **Prerequisites: O' Level passes in mathematics and chemistry or minimum grade of C, MATH 121 College Algebra and CHEM112 Introductory Chemistry II**

**CHEM122 General Chemistry II** **4 Credits**

This course introduces students to the core areas in chemistry. These are *inter alia*: (1) **analytical principles and procedures** (*viz.* analysis of errors,); (2) **Inorganic Chemistry** (incorporating such topics as the transition elements, and periodic trends, Born-haber cycle); (3) **Physical Chemistry** (to include Intermolecular Forces, electrochemistry and the gas laws); and (4) **Organic Chemistry** (which will explore properties, synthesis and reaction of hydrocarbons, Thermochemistry). **Prerequisite: CHEM121 General Chemistry I**

**CHEM201 Analytical Chemistry I****4 Credits**

This course teaches students how to describe and represent, qualitatively and quantitatively, the chemistry of aqueous systems using chemical equilibrium principles. From this, and understanding (from both the chemical and mathematical vantage). The concepts behind mass spectrometry and chromatography (TLC, HPLC, GC) will be outlined. Calculation surrounding the construction of a pH curve in acid-base systems will be carried out. Detailed knowledge on statistical and graphical methods of evaluating and interpreting analytical data obtained in a repetitive manner will be imparted.

**CHEM202 Analytical Chemistry II****4 Credits**

This course covers principles of spectrochemical analysis (Atomic emission and absorption), electrochemistry, ultra-violet/visible and infrared spectroscopies, as well as gravimetric and titrimetric, analysis. Three hours of lecture and three hours of laboratory weekly, 1 or 2 semesters. **Prerequisite: CHEM231 Analytical Chemistry I**

**CHEM211, 212 Organic Chemistry I, II****8 Credits**

The chemistry of carbon containing compounds with emphasis on molecular structure, spectra-structure relationships, and a mechanistic approach to organic reactions. The elucidation of organic structures using NMR, UV, Mass and IR spectroscopy. Three lectures and one three-hour laboratory weekly for two semesters. **Prerequisite: CHEM122 General Chemistry II**

**CHEM219 Inorganic Chemistry**

In this course, students will learn to describe the type of bonding in various solid materials and how this influences the physical properties of these materials. An illustration of orbital shapes, especially as it relates to a description of degeneracy and splitting of d orbitals in an octahedral and a tetrahedral field will be given. Consequently, the existence of high spin and low spin transition complexes, their magnetic and physical properties, e.g. colour, will be explained via the above concepts. This course teaches students how to: (1) recognize the symmetry elements for any three-dimensional structure; (2) identify point groups based on the symmetry elements present for a given structure; (3) rationalize data concerning the structures of molecules and extended solid arrays; (4) correlate molecular structure of compounds with the chemical bonds present; and (5) how to understand periodic group trends with respect to basic chemical reactions. **Prerequisite: CHEM122 General Chemistry II**

**CHEM351 Inorganic Chemistry I****3 Credits**

In this course, students will learn to describe the type of bonding in various solid materials and how this influences the physical properties of these materials. An illustration of orbital shapes, especially as it relates to a description of degeneracy and splitting of d-orbitals in an octahedral and a tetrahedral field will be given. Consequently, the existence of high-spin and low-spin transition complexes, their magnetic and physical properties, e.g. colour, will be explained via the above concepts. Students will also be taught how to identify and write mechanisms for inorganic substitution and oxidative reactions, as well as to explain the features of catalysts and their activities in chemical reactions, and distinguish between homogenous and heterogeneous catalysts; *an account for advantages and disadvantages is given in each case.* **Prerequisites: CHEM231 and CHEM232**

**CHEM352 Inorganic Chemistry II****3 Credits**

This course teaches students how to: (1) recognize the symmetry elements for any three-dimensional structure; (2) identify point groups based on the symmetry elements present for a given structure; (3) rationalize data concerning the structures of molecules and extended solid arrays; (4) correlate molecular structure of compounds with the chemical bonds present; and (5) how to understand periodic group trends with respect to basic chemical reactions.

**Prerequisite:** CHEM219

**CHEM361 Physical Chemistry I****3 Credits**

Ideal Gases, Real Gases. Compression Factors, Real Gas Equations of State, Condensation, Crystal Data and Equations of State, The law of Corresponding States, Distribution of Molecular Speeds in an Ideal Gas, applications of Maxwell Distribution Collisions with a wall and effusion, Molecular Collisions and mean free path, thermal conductivity, viscosity, diffusion, electrical conductivity, chemical bonding in solids, cohesive energies of solids, theoretical calculation of cohesive energies, crystal structures, defects in solids, liquids, the interphase region, curved interfaces, surface tension.

**CHEM362 Physical Chemistry II****3 Credits**

Classical Mechanics, P-V work and heat, the law of thermodynamics, Enthalpy, Heat capacities, the Joule and Joule-Thomson experiments, perfect gases and the first law, the molecular nature of integral energy, heats of solutions. The second law of Thermodynamics, heat engines entropy, calculation of entropy changes, reversibility and irreversibility, the thermodynamic temperature scale. Thermodynamic properties of non-equilibrium systems, Determination of standard enthalpies of formation, Temperature dependences of reaction heats, conventional entropies and the third law of thermodynamics, standard Gibbs energy of reactions, estimation thermodynamic properties, the phase rule, one component phase equilibrium, the clapeyron equation, solid-solid phase transitions, Higher-Order phase transitions.

**CHEM420 Independent Laboratory Research****6 Credits**

Water analysis, Chemical analysis in cement and Bauxite. Petroleum distillation and Anilin point test. Oil analysis, Potassium Nitrate Fertilize production, coal analysis (Moister, ash and volatile matter). Enamel production and metal coating, Hexane, Toluene distillation and mass-energy balance.

**CHEM431 Forensic Chemistry****3 Credits**

Case-oriented approach will be used to explore selected topics of forensic Chemistry: These include: (1) The scientific and technological foundation for examination of events (2) the scope of expert qualifications and testimony, the legal status of scientific techniques, and the admissibility of the results in evidence; (3) the analysis of trace evidence, including glass, soil, hair, fibres, paint, gunpowder residue and bullet fragments; (4) forensic toxicology and pharmacology are applied to the analysis of alcohol, poisons, and drugs; and (5) the characterization of blood and other body fluids. An understanding of the DNA structure and its relation to criminal investigation will be discussed. Student will also study various case studies.

**CHEM432 Food Chemistry****3 Credits**

Evaluate the chemical, physical and functional prosperities of food constituents and the effects of processing on those constituents using an array of both basic and recently developed chemical, biochemical and instrumental technologies in accordance with current food industry and regulatory agency practices.

**CHEM441 Medicine and Agriculture****3 Credits**

The synthesis organic compounds of medicinal and agricultural interest. General principles of drug action; structure-Activity Relationships; Principles of drug design. Synthetic approaches to selected pharmacologically active compounds e.g. sulphonamides, pyrimidines, penicillins, central nervous system drugs – tranquillizers, antidepressants, hallucinogens. Insecticides, fungicides, herbicides, growth regulators. Natural products used in medicine and agriculture. A practical course of 36 hours.

**CHEM442 Chemistry In Sports****3 Credits**

The use of supplements, pharmacological or otherwise, and the topics of doping control and gender verification present complex moral, legal and health-related difficulties. Further unique problem are associated with international sporting events, such as the effects of travel and acclimatization and the attempt to balance an athlete's participation with his or her health. Apply the chemistry of sports to atomic and molecular interactions; thermodynamics; acid/base chemistry; bonding and electrochemistry.

**CHEM452 Industrial Chemistry And Catalysis****3 Credits**

Drinking water and waste water treatment, Nitrogen industry, Sulphuric acid, Chlorine-Alkali Systems, Hydrogen production and Hydrogen Energy Systems, Nitration, Oxidation, Dyes, Petrochemicals Pharmaceutical Industry.

**CHEM461 Computational Chemistry****3 Credits**

An overview of Computational Chemistry, Molecular mechanic structure methods. Semiempirical and ab initio methods. Density functional methods, applications, single point calculations, geometry optimizations examining Molecular Orbitals. Predicting moments and Atomic charges. Studying Chemical Reactivity. Theoretical approach to Molecular Spectroscopy. IR, UV-Visible.

**CHEM462 Materials Chemistry****3 Credits**

Materials Chemistry has emerged as an important sub-discipline within Chemistry. It is the Mechanics, to understand the mechanical properties and their structural applications, Solid-state physics and quantum mechanics, for the electronic. Thermal magnetic, chemical, structural and optical properties of materials. Chemistry and polymer science, for the understanding of plastics, colloids, ceramics, liquid crystals, solid state chemistry, and polymers.

**ENVIRONMENTAL SCIENCE****CHEM451 Environmental Chemistry****3 Credits**

This course examines the structure, characteristics and chemical behaviour of both anthropogenic and natural toxicants. It investigates their impact on the structure and function of ecosystem and human health. The conceptual framework of this course aims to establish linkages between toxicants and environmental issues. Some of the fundamentals to be covered include chemodynamics, abiotic- and bio- transformation, and distribution (toxic kinetics), and intoxication mechanism and the expression of toxicity (toxicodynamics). **Prerequisite: CHEM211 Organic Chemistry I**

**ENSC110 Principles of Sustainable Development**

**3 Credits**

The earth’s climate is changing, there are still hundreds of millions of people living in extreme poverty and rich countries are dependent on dwindling oil supplies. The implications of this is examined. Sustainable development offers an alternative approach – one that recognizes the limits of our environment. The course provides an understanding of sustainable development, enabling evaluation of project sustainability, policies and lifestyles. **Prerequisite: Consent of instructor**

**ENSC205 Environmental Policy & Ethics**

**3 Credits**

This course is concerned with how environmental policies are created, implanted and contested. Covering legislative, regulatory, and collaborative approaches to environmental issues, it also includes a critical analysis of values and traditions of environmental through the philosophy of environmental policy issues and ethical systems related to environmental thought. **Prerequisite: Consent of instructor**

**ENSC251 Soil Resources: Erosion and Land Husbandry**

**2 Credits**

This course emphasizes the problems caused by misuse of land, and causes and techniques of control of soil erosion and sedimentation. Areas also included: Salt-affected soils and their reclamation; recommendations for delineating specific land usages; soil percolation test for sewer pits, and building construction. Carries laboratory and field practical components. **Prerequisite: CHEM121, 122 General Chemistry I, II or BIOL155, 156 Foundations of Biology I and II**

**ENSC294 Survey of Environmental Technologies**

**2 Credits**

This course introduces students to current and conventional technologies used in both remedial and mitigative environmental management activities. It will also introduce students to technologies and engineering strategies currently used to find solution to today’s volatile environmental issues. **Prerequisite: Consent of instructor**

**ENSC402 Scientific Writing**

**1 Credit**

This course will require frequent informal writing and oral presentations of scientific papers. Students will acquire the skills to meet international standards in scientific writing.

**ENSC426 Solid and Hazardous Waste Management**

**3 Credits**

Waste is defined as any substance that is discarded, emitted, or deposited in the environment in such volume, constituency or manner as to cause an alteration in the environment, and as such, is generated in three forms: solid, liquid and gas. By approaching waste as a resource, waste products are explored as potential resource before disposal. This course includes topics such as: the identification and use of recyclable materials and waste management (including the generation, collection, separation, storage, re-user, recycling, transportation, transfer, treatment and disposal of waste). **Prerequisite: CHEM351 or consent of instructor**

**ENSC430 Water Resources Management**

**3 Credits**

This course examines the sustainable use of water, including the disposal of waste-water after use, quantity and quality of precipitation, and surface and ground water. Hydrological theory is applied for problem solving exercises in this course. **Prerequisite: CHEM352 Environmental Chemistry or consent of instructor**

**ENSC490 Environmental Resource Management**

**3 Credits**

The objective of this course is to assist students in developing their own comprehensive

understanding of the environmental planning and management, both in theory and in practice. The emphasis will be on understanding planning practices that can promote sustainability, especially, in Caribbean urban regions. Particular attention will be given to contemporary and emerging challenges in environmental planning and management.

**Prerequisite: BIOL349 General Ecology or consent of instructor**

#### **ENSC495 Project in Environmental Science**

**2 Credits**

Students will produce a 4,000-word typed and bound local fieldwork paper or case study conducted on a project approved by the Department. Environmental Science, majors are expected to attend departmental seminars and external seminars in the field of environmental science. **Prerequisite: Completion of all third year ENSC core courses or consent of instructor**

### **APPLIED ENVIRONMENTAL GEOGRAPHY**

#### **GEOG102 Introduction to Physical Geography**

**3 Credits**

The field of Human Geography is examined. The course covers population growth and distribution and population structure. Migration and geography of food resources are also studied. The course also explores world food problems, agricultural systems, population and resources, settlements and transportation systems, methods of geographical investigation; data presentation and analysis are also examined. (12 hours of practical work)

#### **GEOG102 Introduction to Physical Geography**

**3 Credits**

An introduction to geomorphic processes is provided in this course. It also gives an introduction to climatology and meteorology, and to vegetation and soils. Methods of geographical investigation are explored. This course also covers weathering, tectonics and volcanism. (24 hours of practical work)

#### **GEOG115(315) Map Reading & Air Photo Interpretation**

**4 Credits**

This course reviews in detail fundamental concepts and techniques, many of which will be partly familiar to students (e.g., map scale and symbols, compass directions, contours, map overlays, profiles, etc.). More advanced techniques are also covered (e.g., UTM grid, use of Global Positioning Systems, Compass, Stereoscopes, Air-photo overlays, area and height measurements from air-photos as well as observing intervisibility). Material is presented through one lecture session and a three-hour Laboratory session per week as well as several Fieldwork activities, which will include a "hands-on" approach to map and air-photo reading. Concepts and skills will be demonstrated and used repetitively in a process of cumulative learning. **Prerequisite: Consent of the Lecturer**

#### **GEOG200 Geography of the Caribbean**

**3 Credits**

An investigative and analytical approach to studying the Caribbean's diverse physical (natural), economic and socio-cultural environment. The geographical vulnerability and viability of the Caribbean region will be examined, especially as it relates to tectonics, environmental integrity, cultural and political dynamics and demographic trends. The sustainability of Caribbean territories will be explored small island developing states (SIDS) initiatives. There will be a two-hour lecture session per week. At the end of the semester, student will go on a one-week field exercise to a selected Caribbean territory. **Prerequisite: GEOG100 Intr. Human Geography**

**GEOG202 Natural Hazards and Environmental Management**

**3 Credits**

Natural hazards assessment and mitigation measures will be examined for the Caribbean Region. Primary hazards such as Earthquakes, Volcanoes, Hurricanes and Droughts will be observed as well as the associated chain hazards of Tsunamis, landslides, floods, bush fires, etc. Differentiation will be made between hazards and disasters where the origin, scope, controllability of cause and impact, predictability and magnitude will be analyzed. Analysis of the normal, emergency, disasters and recovery state will be done as well as the resources needed for disaster prevention or mitigation. In Environmental Management, Sustainable development, sustainability and the core principles of Environmental Impacts (EIA) will be discussed. EIA case studies will be examined and students will use applied knowledge to create EIA of a particular developments. There will be two (2) weekly lectures, 12 hours of applied work through simulation scenarios and up to three (3) field trips to get more “hands on” approach in the real world. **Prerequisite: GEOG100 Introduction to Human Geography and GEOG102 Introduction to Physical Geography**

**GEOG201 Urban Geography**

**3 Credits**

Urban Geography examines the roles and functions of cities; economic base of cities; classification of cities; urban land use patterns; models of urban structure and hierarchy; urban transportation issues. An in depth analysis of the central place theory is undertaken. Urban Problems of the developing world such as that of the Caribbean will be investigated. There will be two lecture sessions per week and two field trips to different urban areas. **Prerequisite: GEOG100 Introduction to Human Geography**

**GEOG203 Geosphere & Hydrosphere**

**4 Credits**

Geosphere: Hill slope geomorphology, hill slope processes, classification of mass movements. It will emphasize topics such as Fluvial geomorphology – dynamics and hydraulics of rivers, fluvial processes and landforms; Coastal geomorphology – waves, tides, currents, coastal processes and landforms. Hydrosphere: Hydrological cycle, precipitation – types of spatial and temporal variation. There will be two lecture sessions per week. Students will visit various environments to understand this course through applied fieldwork. **Prerequisite: GEOG102 Introduction to Physical Geography or Consent of Instructor**

**GEOG204 Atmosphere & Biosphere**

**3 Credits**

Atmosphere: Influences on tropical climatic variations topography, ocean currents, El Nino, etc. Small-scale climates; Climatic classification; Climate change - causes and implications are topics in this course. Biosphere: Ecology and Ecosystems - energy flows, material cycling is also examined. Biomes factors influences, spatial pattern of biomes, species diversity. The course covers subject matters such as Vegetation succession; Environmental gradients; species relationships and interactions. This course involves fieldwork in various locations to give students firsthand knowledge of this course. **Prerequisite: GEOG102 Introduction to Physical Geography or Consent of Instructor**

**GEOG206 Geography of North America**

**3 Credits**

Physiography and human alteration of the North American landscape; agro-industries, environmental realities, demographic trends and their attendant impacts on the Caribbean region will be the focus of this course. **Prerequisite: GEOG10 & 102 Introductions to Human and Physical Geography or Consent of Instructor**

**GEOG215 Geomorphology**

**4 Credits**

This course will examine the theoretical and applied concepts of endogenic and exogenic



geomorphologic processes and how geomorphology shapes our physical landscape. Global Topography, patterns of global relief and landforms, lithological and structural control, Hill slope morphology, hill slope processes, fluvial and coastal morphology will be investigated discussed and tested through applied knowledge and remote sensing technology. Rates of erosion, flows, transportation and deposition will be tested under controlled laboratory procedures as well as through fieldwork. There will be one lecture session and two (2) laboratory hours per week. Student will also go on fieldtrips to test their skills in the fluvial and coastal environment **Prerequisite: GEOG102 Physical Geography** (2 laboratory hours per week).

**GEOG216 Climatology: Theoretical & Applied****4 Credits**

A systematic study of the major climatic elements, with special emphasis on the heat and water balances and its influence on the human and natural environment. Applied knowledge will be gained through the use of equipment to test precipitation amount, wind direction and speed, air pressure and heat. Various sources of rainfall and its impact will be examined. Students will look at the combination of weather factors and how weather patterns are influenced in the Caribbean. **Prerequisite: GEOG102 Physical Geography or equivalent** (2 laboratory hours per week).

**GEOG226(416) Geographic Information Systems (GIS)****3 Credits**

This course introduces students to concepts and applications of Geographical Information Systems (GIS), and remote sensing. Areas cover by the subject include data acquisition and processing, database management, spatial analysis, image classification and GIS project and will be carried out through a series of lectures addressing the theoretical and conceptual aspects of the subject. The course will also place emphasis on the practical and operational components of the course. ArcGIS and image processing software will be used for remote sensing processing and the analysis of data and creation of spatio-temporal patterns. There will be one (1) lecture session and three (3) laboratory hours per week. **Prerequisites: GEOG115 (315) Map-Reading and Air Photo Interpretation**

**GEOG230 Methods of Geographical Investigation****3 Credits**

The concepts and methodologies of both human and physical geography will be explored mainly through a system, theoretical and a practical approach. Geographic assessment will be carried out through to assist in identifying, gathering and applying data through quantitative and qualitative techniques. Geographical Measurement and use of descriptive statistics and sampling techniques will be examined. Reconnaissance trips and pilots projects will be carried out to demonstrate the applied nature of this course. In addition, essentials or research design and writing will be taught. There will be a one lecture session per week. Majority of the duration of this course will be spent in the field conducting research. GIS knowledge will be an asset for this course. **Prerequisite: GEOG102 Physical Geography or GEOG100: Introduction and Human Geography**

**GEOG235 Statistical Geography****3 Credits**

An introduction to the methods of geographical measurement, the geographic use of descriptive statistics and spatial sampling theory will be examined in this course. Climate and weather data and interpretation of weather maps are also other areas of study. Students will have opportunity to try their hand at weather reporting and forecasting and using other geographic statistical methods. **Prerequisite: Background in statistics would be helpful. Prerequisite: Background in Statistics or Consent of Instructor**

**GEOG300 Introduction to Meteorology**
**3 Credits**

This course provides an introduction to the dynamics of weather and climate from a meteorological perspective. Emphasis will be placed on atmospheric dynamics - structure, energy moisture - global circulation; microclimates and climate change, global warming, greenhouse effect, El Nino, etc. This course will be highly practical in nature where students are introduced to weather equipment and how to read and use them. **Prerequisite: GEOG102 Physical Geography and GEOG204 Atmosphere & Biosphere**

**GEOG305 Soils and Plant Growth**
**3 Credits**

This course emphasizes the edaphic requirements of soils. Soil conditions for plant growth – physical, chemical, biological. Water movements and water potential in soil. Soils structure composition and degradation will be examined. The course undertakes a diagnosis of soils and plants for nutrient and fertilizer recommendations. Limiting requirements for growth media, composting, methods of soil sampling are also examined. Tillage systems, land drainage and irrigation. Two (2) hour laboratory investigations will be done per week. Observations will be done in the field using an applied approach. **Prerequisite: GEOG102 Introduction to Physical Geography**

**GEOG316 Earth Materials**
**3 Credits**

Focus will be on the mineralogy and petrology of the different rock types. Applied Sedimentology and structural geology techniques will illustrate local land formation. Minerals of different rock types will be analysed for habit, cleavage, streak, hardness, fracture, chemical composition etc. Rock microscopes will show mineral features such as colour, type of twinning, refraction, symmetry, etc. The mafic, ultramafic, felsic, phaneritic, aphanatic properties of rock bearing minerals will be examined. The uses of economic minerals such as diamond, chlorite, fluorite, obsidian, asbestos will be discussed. Rock and minerals will be identified through hand specimen, and fieldtrips to different rock environments. There will be three (3) laboratory and two (2) lecture sessions per week. **Prerequisite: GEOG215 Geomorphology**

**GEOG330 (430) Coastal Zone Management**
**3 Credits**

Defining and managing the coastal zone resources. Development of shore features formed by waves and currents: erosional and depositional landforms are studied using scale models of different processes. Marine inshore ecosystems including mangrove swamps and corals: Analysis of the part played by humans in deteriorating beaches and inshore marine environments. Environmental Impact Assessment (EIA) and Cost Benefit Analysis (CBA) of coastal developments are examined. Solutions for mitigation and coastal remediation are explored. Two lecture sessions per week. Fieldwork will play an important role in providing first hand and applied knowledge of understanding coastal resources, development and management. GIS background will be an asset for this course. **Prerequisite: GEOG102 Physical Geography or consent of instructor**

**GEOG361 Economic Systems and Development**
**3 Credits**

This course focuses on the nature and scope of economic geography; concepts of development; models of development, such as Mrydal's cumulative causation; Rostow's model; Plantopolis model; etc. It also focuses on development disparities between developed and developing countries; the role of agriculture; Industrial location; Energy resources; Transportation systems. It employs statistical methods and geographic information systems to measure and analyze economic development (12 hours of practical work). **Prerequisite: GEOG100: Introduction to Human Geography**

**GEOG362 Agricultural Geographical Systems****3 Credits**

This course will examine the spatial patterns and systematic approach to the development of agriculture in the Caribbean and how it has built economies, shaped societies and defined landscapes. Focus will be on human resources, agricultural systems, environmental relationships, agricultural decision making, and agricultural innovation and diffusion will be explored. Food security, green revolution and use new technologies in solving the world food problem will be investigated. Agriculture and population growth concepts will be discussed as well as agricultural land use theories. The factors the environmental, social and economic problems affecting agriculture will be analyzed. There will be two (2) lecture session per week and twelve hours of applied work involved. Also, there will be a four (4) day field trip to an agricultural community. **Prerequisite: GEOG102 Physical Geography or GEOG100: Introduction and Human Geography**

**GEOG401 (301) Advanced Meteorology****3 Credits**

This course is aimed at giving students firsthand experience where they are taught to operate a fully functional weather station. Students will be placed at weather collection stations for internship (one month) activities to get applied knowledge of how weather is collected, analyzed and reported. Students will have opportunity to try their hand at weather reporting and forecasting. **Prerequisite: GEOG300 Introduction to Meteorology**

**GEOG404 Soil Conservation & Water Resources****4 Credits**

Problems associated with the misuse of land and water resources will be investigated in great detail. In depth analysis of hydrological principles associated with precipitation, interception, evaporation, infiltration, percolation, ground water flow, soil water flow and retention capacity and runoff will be carried out in an applied manner through the use of formula and equation to calculate flow, storage and rates of movements. Soil hysteresis, Darcy's Law, Horton's and Hewlett's methods of measuring runoff will be used in the field. Soil erosion and sediment control, nature of water erosion and factors affecting it will be examined. Soil erodability and water erosion control techniques as above for wind erosion. Salt-affected soils and reclamation will be studied. Recommendations for delineating specific land usages; soil percolation tests for sewage pits, etc. Soil physics for engineering purposes: bulk density, hydraulic conductivity, soil plasticity (the chemistry and physics of clays), laboratory and field investigations will be done. (3 laboratory hours per week) **Prerequisite: GEOG305: Soils & Plant Growth, GEOG203 Geosphere & Hydrosphere or Equivalent**

**GEOG410 Environmental Pollution & Remediation****4 Credits**

This course is designed to familiarize students with the applied techniques for monitoring ongoing pollution phenomena in soils, water and air. This includes the application of laboratory and field measurements. Current strategies and techniques of remediation are studied in this course. Fieldwork will be conducted in conjunction with Governmental Agencies, Non Profit Organizations and the Private Sector to observe, participate and physically assist in ensuring that environmental stewardship is maintained or otherwise improved. GIS background will be an asset for this course. (2 laboratory hours per week) **Prerequisite: Any first year Biology Course or Chemistry 111 or Consent of Instructor**

**GEOG415 Field Techniques in Geography****3 Credits**

This course undertakes the observation of form and character of landscapes through the utilization of plane tabling, theodolite triangulation, sampling techniques and scale modelling. Use of Compass, Clinometers, Tape Measure, Levels, Global Positioning system (GPS), will be critical to the exploration of the applied nature of this course. Map-reading skills are assumed.

The collection, storage analysis and display of spatially referenced data to produce information essential for planning and decision making in the public and private sector. Principles and practice of GIS design and operation; practical experience in GIS application through lab assignments are undertaken. This course will be majority fieldwork. **Prerequisite: GEOG115 (315) Map Reading & Air Photo Interpretation, GEOG226 (416) Geographic Information Systems (GIS) and any University Statistics Course.**

**GEOG420 The Developing World**

**3 Credits**

This course explores the geographical constraints on development in the Third World. Impacts of colonization on economic, political and cultural geography in emerging nation-states are examined. International relations and possible reasons for poverty in developing countries are also examined. **Prerequisite: Consent of Instructor**

**GEOG425 Spatial Planning**

**3 Credits**

This course examines the different approaches to the application of urban and regional planning through the use of urban planning techniques. The understanding of development standards will be crucial. Urban Design Principles of, sustainability, appropriate technology, liveability, life between buildings and smart growth will be examined and analyzed in greater detail to give a hands - on approach to the understanding urban morphology and city squares. Regional and international case studies, students will be using full in understanding the spatial, societal and cultural differences that are created through urban design and morphology. The course will also examine the different steps and stages involved in the planning process, focusing on the different roles played by government, owners of businesses, the public at large and other stakeholders. **Prerequisite: GEOG115 (315) Map Reading & Air Photo Interpretation, GEOG226 (416) Geographic Information Systems (GIS), GEOG361 Economic Systems and Development or GEOG362 Agricultural Geographical Systems or by Instructor's Consent**

**GEOG460 Geography Field Work**

**6 Credits**

This course is a field project approved by the Department. Students will produce a 6,000-word project typed and bound and is fit enough for journal publication and contribute to an existing body of knowledge. This project will engage students' knowledge in topics of interest to them and demonstrate an understanding of previous knowledge garnered throughout their programme of study. Students will spend one year formulating topic, conducting research and applying knowledge in their research project. Here student will get to demonstrate all applied learned previously. This project will demonstrate a student's readiness of the working world or graduate programme. The project is normally marked by a panel of Instructors and selected persons from the public and private sector. The grade is deferred at the end of the first semester, but all six credits are awarded at year end. **Prerequisites: GEOG226 (416) Geographic Information Systems (GIS), GEOG230 Methods of Geographical Investigation, GEOG305 Soils and Plant Growth, GEOG361 Economic Systems and Development or GEOG362 Agricultural Geographical Systems, GEOG330 (430) Coastal Zone Management**

**GEOG490 Directed Investigation**

**3 Credits**

Readings, analyses and discussion of significant monographs dealing with a specified topic, under the guidance and supervision of a department member are undertaken in this course. **Prerequisite: Consent of Instructor**

# DEPARTMENT OF COMPUTER and INFORMATION SCIENCES

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## Interim Chair: Damion Mitchell

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### FACULTY

Janece Howell-Morgan

Damion Mitchell

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Stacy Nicholson

Michael Reid

Halzen Smith

Keron Tooma

### ADJUNCT

Hamlet Graham

Henry Osborne

Marlon Richards

Trevor Williams

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### INTRODUCTION

The programmes offered in this Department are designed to provide knowledge and experience in the pure and applied areas of, computer science, information science and information technology. Beyond this, the Department seeks to imbue in its students Christian values, moral soundness, and professional ethics. These, along with the theories and applications of logic programming and problem solving through practical applications, will prepare students for service in all branches of science, business, and the humanities.

### DEPARTMENT GOALS

#### The Department aims to:

- instil and exemplify Christ-like principles of order, honesty, integrity, and selfless service.
- prepare students for work in the multi-faceted areas of computer science, and computer information systems, and information technology.
- provide the foundation for advanced study.
- facilitate the development of pacesetters in technology.
- provide the community with courses that will introduce and enhance practical knowledge of computers.

### SPECIFIC OBJECTIVES:

#### Students will be able to:

- analyze a problem, and identify and define the computing requirements appropriate to its solution;
- demonstrate effective team work through interpersonal, communication and presentation skills via participation in group projects;
- design, implement and evaluate a computer-based system, process, component or programme to meet desired needs;
- describe the professional, ethical, legal, security and social issues and responsibilities related to the field of computing;
- communicate effectively with a range of audiences;
- recognize the need for and the ability to engage in continuing professional development;
- write efficient and effective computer programmes in different programming paradigms using various programming languages such as, but not limited to, C++, C#, Java;
- identify & explain fundamental concepts and principles of an information system (people,

procedures, data, hardware and software) and their impact on society as well as the future of technology;

- analyze the local and global impact of computing on individuals, organizations, and society;
- apply knowledge of computing and mathematics appropriate to the discipline;
- practice and apply strong analytical skills in order to assess and solve problems efficiently;
- use current techniques, skills, and tools necessary for computing practice;
- effectively design, develop, implement, test, document as well as review large software and web projects using the relevant tools available; and
- independently conduct research in the computer and information sciences domain.

**PROGRAMMES OFFERED**

**Computer Science**

- Bachelor of Science in Computer Science  
(Concentrations available in Software Engineering, Information Security, and Data Communications and Networks)

**Computer Information Systems**

- Bachelor of Science in Computer Information Systems  
(Concentrations available in Networking, Data Management, Information Security, Technology Management, and Digital Design)
- Minor in Computer Information Systems

**Information Technology**

- Bachelor of Science in Information Technology
- Associate of Science in Information Technology

The following competency certificates are available for non-NCU students:

- |                                   |                           |                                     |
|-----------------------------------|---------------------------|-------------------------------------|
| - IT Infrastructure Management    | - PC Repair               | - Computer Applications             |
| - Network Administration          | - Java Programming        | - Linux Systems Administration      |
| - Android Application Development | - Website Design          | - Graphic Design                    |
| - Visual Basic Programming        | - IT Project Management   | - C# Programming                    |
| - Data Driven Web Development     | - IT Support              | - Information Security Fundamentals |
| - Windows Systems Administration  | - Animation Fundamentals  | - .NET Application Development      |
| - Data Mining Fundamentals        | - Database Administration |                                     |

**MATRICULATION REQUIREMENTS**

Stated programme durations are based on the presumption that students have met all matriculation requirements and are taking a full course load each semester.

**Computer Information Systems / Information Technology**

Students must have five (5) external passes including Mathematics, English, and Information Technology (CSEC General Proficiency level I, II, or III; GCE at grade A, B, C, from this region) or equivalent, or satisfactory grade in SAT I and SAT II where applicable.

**Computer Science**

Students must have five (5) external passes including Mathematics, English, and Information Technology (CSEC level I, II/GCE grade A, B), and a Science subject preferably Physics (CSEC

General Proficiency level I, II or III; GCE at grade A, B, C, from this region) or equivalent, or satisfactory grade in SAT I and SAT II where applicable. Integrated Science may not be used to satisfy the science requirement.

#### All Programmes

1. A 'C+' grade is the required pass mark for the course CPTR113: Introduction to Programming. However, a minimum grade of 'C' allows the student continued enrolment in the Department and subsequent resits.
2. Applicants who do not have a pass in Information Technology in CSEC or an equivalent pass from another external examination entity will be required to take CPTR112: Introduction to Computer Science.
3. For the Computer Science major, the science elective may **NOT** be BIOL189: Philosophy of Science or DIET120: Principles of Nutrition.

#### GRADUATION REQUIREMENTS

1. An overall GPA of 2.5, a minimum GPA of 2.5 in core classes.
2. At least a 'C+' grade for all core courses, elective concentrations and CPTR120 Computer Applications. Additionally, at least a 'C' grade for all other courses (e.g., cognate, general education, etc.).
3. All required external examination passes.
4. Complete at least 100 hours of Professional Advancement Credits (PAC) \*\*
5. A passing score on the Language and Content Examination (Oral Exam.) \*\*

*\*\* Bachelor's Degrees only*

#### INTERNSHIPS

Internships provide the opportunity for upper level students to garner practical work experience in their field through temporary supervised positions in public or private organizations. This will provide enhanced learning through the application of skills acquired in a professional environment. All students are encouraged to participate in this programme.

#### PROFESSIONAL ADVANCEMENT CREDITS (PAC)

Students must accumulate a minimum of 100 PACs starting in their junior year. Each one-hour activity will be assigned 5 PACs. Credits can be obtained through participation in relevant and approved seminars, workshops and conferences. Membership in approved professional organizations is awarded up to 10 PACs. Completion of at least 100 PACs is a requirement for the course CPTR401: Seminar in Computer and Information Sciences.

## BACHELOR OF SCIENCE IN COMPUTER SCIENCE

Students are required to complete a minimum of 136 credits towards the Bachelor of Science degree in Computer Science as follows: 70 core, 21 cognates, and 45 General Education credits.

<b>CORE REQUIREMENTS</b>	<b>70 Credits</b>	<b>Prerequisites</b>
CPTR113 Introduction to Programming	3	
CPTR151 Principles of Programming I	3	CPTR113, MATH121
CPTR204 Website Design and Implementation	3	CPTR151
CPTR213 Fundamentals of Databases	3	CPTR120, CPTR151
CPTR235 Software Engineering	3	CPTR151
CPTR242 Principles of Programming II	3	CPTR151
CPTR252 Data Structures and Algorithms	3	CPTR151, MATH165
CPTR282 Computer Organization and Architecture	3	CPTR151, MATH165
CPTR293 Field Group Project	2	CPTR204, 213, 230/235, 252
CPTR300 Colloquium	1	CPTR230, 252, COMM251
CPTR304 Internet Authoring	3	CPTR204, 213, 230, 252
CPTR311 Discrete Structures in Computer Science	3	CPTR242, MATH165
CPTR313 Fundamentals of Information Security	3	CPTR252
CPTR315 Theories of Programming Languages	3	CPTR242, CPTR252
CPTR355 Algorithm Design and Analysis	3	CPTR252, CPTR311
CPTR365 Artificial Intelligence	3	CPTR252, CPTR311
CPTR375 Operating Systems	3	CPTR252
CPTR380 Data Telecommunications	3	CPTR252
CPTR401 Seminar in Computer Info. Science	1	CPTR300
CPTR415 Human Computer Interaction	3	CPTR300
CPTR450 Database Systems	3	CPTR213, 252, 300
CPTR489 CIS Project/Research Proposal Development	1	CPTR293, CPTR304
CPTR490 Advanced Project	2	CPTR293, 304, 489
300/400 Level Computer Electives	9	

**Students may use their electives to form concentrations in areas related to Computer Science. Some of these areas are identified below. Normally a student will not take all of the courses listed for an area, but rather only those courses which best meet his/her educational objectives.**

### SOFTWARE ENGINEERING

- CPTR322 Mobile Application Development
- CPTR370 Expert Systems
- CPTR413 Cryptography
- CPTR430 Assembly Language Programming
- CPTR440 Enterprise Information Systems
- CPTR453 Computer Graphics
- CPTR465 Advanced Application Development
- CPTR467 Compiler Design and Development
- CPTR470 Data Security

### DATA COMMUNICATIONS AND NETWORKS

- CPTR363 Information Security Policy and Auditing
- CPTR421 Systems Administration and Engineering



CPTR425 Network Design and Implementation  
 CPTR460 Distributed Systems  
 CPTR470 Data Security  
 CPTR483 Security Vulnerabilities and Attack Prevention

**INFORMATION SECURITY**

CPTR363 Information Security Policy and Auditing  
 CPTR413 Cryptography  
 CPTR421 Systems Administration and Engineering  
 CPTR470 Data Security  
 CPTR483 Security Vulnerabilities and Attack Prevention

**REQUIRED COGNATES**

**21 CREDITS**

**Prerequisites**

MGMT252	Principles of Management	3	
MATH165	Pre-Calculus I	4	MATH121
MATH166	Pre-Calculus II	4	MATH165
MATH171	Calculus I	4	MATH166
MATH278	Linear Algebra	3	MATH165
MATH305	Probability and Statistics	3	MATH165

**Science Requirement for Computer Science Programmes:**

**The following courses may be used to satisfy the science requirement:**

BIOL155 Foundations of Biology I  
 BIOL165 Anatomy and Physiology I  
 CHEM121 General Chemistry I  
 PHYS151 General Physics I

**Other potential courses are subject to approval**

**GENERAL EDUCATION REQUIREMENTS**

**45-49 CREDITS**

Please account for the minimum forty-five (45) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses must be taken (by advisement) to complete the minimum requirements for the Bachelor’s Degree.

Students pursuing the Bachelor of Science in Computer Science **must** successfully complete the following courses as part of their General Education requirements:

- CPTR120: Computer Applications (*Foundation Studies*)
- MATH121: College Algebra (*Foundation Studies*)
- PSYC119: Principles of Psychology (*Humanities*)
- CPTR123(407): Computer Ethics (*Moral Development*)

**RECOMMENDED SEQUENCE  
BACHELOR OF SCIENCE IN COMPUTER SCIENCE**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	CPTR113: Intro to Programming	3	CPTR151: Programming I	3
	CPTR120: Computer Applications	3	MATH165: Pre-Calculus I	4
	MATH121: College Algebra	3	RELB113: God and Human Life	3
	EDUC100: Freshman Seminar	1	ENGL120: Freshman Comp. II	3
	ENGL119: Freshman Composition I	3	CPTR123: Computer Ethics	3
	EDUC151: Fund. of Christian Educ.	3		
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
	<b>Summer I</b>			
	Modern Language Requirement	3		
	Humanities & Fine Arts Req.	3		
	<b>TOTAL CREDITS:</b>	<b>6</b>		
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	CPTR204: Website Design & Impl.	3	CPTR252: Data Structures & Algorithms	3
	CPTR213: Fund. of Databases	3	CPTR282: Computer Org. & Arc.	
	CPTR235: Software Engineering	3	MATH171: Calculus I	3
	CPTR242: Programming II	3	MGMT252: Principles of Management	4
	MATH166: Pre-Calculus II	4	COMM251: Oral Communication	3
				3
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
	<b>Summer I</b>			
	Personal Development Requirement	2		
	RELB305: Life & Teach. of Christ	3		
	<b>TOTAL CREDITS:</b>	<b>5</b>		
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	CPTR293: Field Group Project	2	CPTR304: Internet Authoring	3
	CPTR300: Colloquium	1	CPTR355: Alg. Analysis & Design	3
	CPTR311: Discrete Str. in Comp Science	3	CPTR365: Artificial Intelligence	3
	CPTR313: Fund. of Info Security	3	CPTR375: Operating Systems	3
	CPTR315: Theories of Prog. Lang.	3	CPTR380: Data Telecommunications	3
	MATH278: Linear Algebra	3		
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
4 <sup>th</sup> Year <b>Senior</b> (Over 96 credits)	CPTR415: Human Comp Interaction	3	CPTR401: Seminar in CIS	1
	CPTR489: CIS Project/Research Proposal	1	CPTR450: Database Systems	3
	<b>300/400 Level Computer Electives</b>	3	CPTR490: Advanced Project	2
	<b>300/400 Level Computer Electives</b>	3	<b>300/400 Level Computer Electives</b>	3
	MATH305: Probability & Statistics	3	BIOL/CHEM/PHYS Science Req.	4
	PSYC119: Principles of Psychology	3	Spiritual Development Requirement	2
			Language & Content Examination	N/C
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>15</b>

## BACHELOR OF SCIENCE IN COMPUTER INFORMATION SYSTEMS

Students are required to complete a minimum of 133 credits towards the Bachelor of Science degree in Computer Information Systems as follows: 70 core, 12 electives, 7 cognates, and 44 General Education credits.

<b>CORE REQUIREMENTS</b>		<b>70 Credits</b>	<b>Prerequisites</b>
CPTR113	Introduction to Programming	3	
CPTR151	Principles of Programming I	3	CPTR113, MATH121
CPTR204	Website Design and Implementation	3	CPTR151
CPTR213	Fundamentals of Databases	3	CPTR120, CPTR151
CPTR230	Systems Analysis and Design	3	CPTR151
<b>OR</b>			
CPTR235	Software Engineering		
CPTR240	Upgrade and Repair of PC	3	CPTR151, MATH121
CPTR242	Principles of Programming II		
<b>OR</b>			
CPTR262	Visual Programming	3	CPTR151
CPTR252	Data Structures and Algorithms	3	CPTR151, MATH165
CPTR282	Computer Organization and Architecture	3	CPTR151, MATH165
CPTR293	Field Group Project	2	CPTR204, 213, 230/235, 252
CPTR300	Colloquium	1	CPTR230, 252, COMM251
CPTR303	IT Training and Support	3	CPTR120, 230, 240, COMM251
CPTR304	Internet Authoring	3	CPTR204, 213, 230, 252
CPTR326	Foundations of Information Systems	3	MGMT252, CPTR120, CPTR230
CPTR356	IT Project Management	3	CPTR230
CPTR375	Operating Systems	3	CPTR252
CPTR380	Data Telecommunications	3	CPTR252
CPTR401	Seminar in Computer Information Science	1	CPTR300
CPTR489	CIS Project/Research Proposal	1	CPTR293, CPTR304
	Development		
CPTR490	Advanced Project	2	CPTR489
<b>Business Core Requirements</b>			
ACCT102	Accounting Fundamentals	3	
ACCT103	Financial Accounting	3	ACCT102
MGMT252	Principles of Management	3	
ECON216	Microeconomics		
<b>OR</b>			
ECON217	Macroeconomics	3	
MKTG311	Principles of Marketing	3	MGMT252
MGMT452	Organizational Behaviour	3	MGMT252, PSYC119
<b>COGNATES</b>		<b>7 Credits</b>	
MATH165	Pre-Calculus	4	MATH121
MATH305	Probability and Statistics	3	MATH165

**ELECTIVES**

**12 Credits**

Any other 300/400 level computer information systems courses may be used to satisfy these electives subject to the approval of the academic advisor or department chair.

**GENERAL EDUCATION REQUIREMENTS**

**44-49 CREDITS**

Please account for the minimum forty-four (44) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses must be taken (by advisement) to complete the minimum requirements for the Bachelor’s Degree.

Students pursuing the Bachelor of Science in Computer Information Systems **must** successfully complete the following courses as part of their General Education requirements:

- CPTR120: Computer Applications (*Foundation Studies*)
- MATH121: College Algebra (*Foundation Studies*)
- PSYC119: Principles of Psychology (*Humanities*)
- CPTR123(407): Computer Ethics (*Moral Development*)

**Elective Concentrations**

Students can use their electives to form concentrations in areas related to Computer Information Systems. Some of these areas are identified below. Normally a student will not take all of the courses listed for an area, but rather only those courses that best meet his/her educational objectives.

**NETWORKING**

**Credits Prerequisites**

CPTR313	Fundamentals of Security Technologies	3	CPTR252
CPTR421	Systems Administration and Engineering I	3	CPTR375, CPTR380
CPTR422	Systems Administration and Engineering II	3	CPTR375, CPTR380
CPTR425	Network Design and Implementation	3	CPTR375, CPTR380

**DATA MANAGEMENT**

**Credits Prerequisites**

CPTR313	Fundamentals of Security Technologies	3	CPTR252
CPTR450	Database Systems	3	CPTR213, CPTR252, CPTR300
CPTR455	Fundamentals of Data Mining and Warehousing	3	CPTR213, CPTR300
CPTR440	Enterprise Information Systems <b>OR</b>		CPTR326
CPTR470	Data Security	3	CPTR313, CPTR375

**INFORMATION SECURITY**

**Credits Prerequisites**

CPTR313	Fundamentals of Security Technologies	3	CPTR252
CPTR363	Information Security Policy and Auditing	3	CPTR313
CPTR470	Data Security	3	CPTR313, CPTR375
CPTR483	Security Vulnerabilities and Attack Prevention	3	CPTR421

**TECHNOLOGY MANAGEMENT**

**Credits Prerequisites**

CPTR313	Fundamentals of Security Technologies	3	CPTR252
ECON216/ ECON217	Microeconomics <b>OR</b> Macroeconomics (whichever was not taken to satisfy the Business Core)	3	
MGMT475	Operations Management	3	ECON272 or MATH305
<i>Choose any two of the following:</i>			
CPTR466	IT Infrastructure and Technology Management	3	CPTR326
BSAD341	Business Law	3	MGMT252
MGMT297	Introduction to Entrepreneurship	3	
CPTR404/ MKTG366	Electronic Commerce <b>OR</b> e-Commerce	3	CPTR304 CPTR120, MKTG311

MGMT352 Human Resource Management

3 MGMT252

**DIGITAL DESIGN**

**Credits Prerequisites**

CPTR317 Digital Graphic Design  
CPTR415 Human Computer Interaction  
CPTR453 Computer Graphics

3 ARTS101, CPTR151  
3 CPTR252  
3 CPTR317, CPTR252,  
MATH165  
3 CPTR317

CPTR377 Animation Fundamentals

**Note:** Students electing a concentration in Digital Design MUST also take the course **ARTS101 Introduction to Principles of Art** to satisfy the Humanities and Fine Arts General Education requirement.



**RECOMMENDED SEQUENCE  
BACHELOR OF SCIENCE IN COMPUTER INFORMATION SYSTEMS**

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr</b>
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	CPTR113: Intro to Programming	3	CPTR151: Programming I	3
	CPTR120: Computer Applications	3	CPTR123(407): Computer Ethics	3
	MATH121: College Algebra	3	MATH165: Pre-Calculus I	4
	EDUC100: Freshman Seminar	1	RELB113: God and Human Life	3
	ENGL119: Freshman Composition I	3	ENGL120: Freshman Comp II	3
	EDUC151: Fund of Christian Education	3		
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
	<b>Summer I</b>			
	Modern Language Requirement	3		
	PSYC119: Principles of Psychology	3		
	Humanities & Fine Arts Elective	3		
	<b>TOTAL CREDITS:</b>	<b>9</b>		
2 <sup>nd</sup> Year <b>Sophomore</b> (32-63 credits)	CPTR204: Website Design & Impl.	3	CPTR252: Data Structs & Algorithms	3
	CPTR213: Fund of Databases	3	CPTR282: Comp Org & Architecture	3
	CPTR242: Programming II	3	CPTR240: Upgrade and Repair of a PC	3
	<b>OR</b>		ACCT102: Accounting Fundamentals	3
	CPTR262: Visual Programming		MGMT252: Principles of Management	3
	CPTR230: Systems Analysis & Design	3		
	COMM251: Oral Communication	3		
<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>15</b>	
3 <sup>rd</sup> Year <b>Junior</b> (64-95 credits)	CPTR293: Field Group Project	2	CPTR304: Internet Authoring	3
	CPTR303: IT Training & Support	3	CPTR375: Operating Systems	3
	CPTR300: Colloquium	1	CPTR380: Data Telecommunications	3
	CPTR326: Foundations of Info. Systems	3	CPTR356: IT Project Management	3
	ACCT103: Financial Accounting	3	<b>Elective 2</b>	3
	<b>Elective 1</b>	3		
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
4 <sup>th</sup> Year <b>Senior</b> (Over 95 credits)	CPTR489: CIS Project/Research Proposal	1	CPTR401: Seminar in CIS	1
	MKTG311: Principles of Marketing	3	CPTR490: Advanced Project	2
	ECON216: Microeconomics	3	MATH305: Probability & Statistics	3
	<b>OR</b>		Science & Environmental Awareness	3
	ECON217: Macroeconomics		Spiritual Development	2
	MGMT452: Organizational Behaviour	3	Personal Development Requirement	2
	RELB305: Life & Teach of Christ	3	<b>Elective 4</b>	3
	<b>Elective 3</b>	3	<i>Language &amp; Content Examination</i>	N/C
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>

## MINOR IN COMPUTER INFORMATION SYSTEMS

REQUIRED COURSES	18 Credits	Prerequisites
CPTR113    Introduction to Programming	3	
CPTR151    Principles of Programming I	3	CPTR113, MATH121
CPTR204    Website Design & Implementation	3	CPTR151
CPTR213    Fundamentals of Databases	3	CPTR120, CPTR151
CPTR230    Systems Analysis & Design	3	CPTR151
CPTR240    Upgrade & Repair of a PC	3	CPTR151, MATH121
<b>Chooses two courses from the following</b>	<b>6 Credits</b>	
CPTR242    Principles of Programming II	3	CPTR151
<b>OR</b>		
CPTR262    Visual Programming	3	CPTR151
CPTR252    Data Structures & Algorithms	3	CPTR151, MATH165
CPTR303    IT Training & Support	3	CPTR120, 230, 240, COMM251
CPTR304    Internet Authoring	3	CPTR204, 213, 230, 252
CPTR326    Foundations of Information Systems	3	MGMT252, CPTR120, CPTR230
CPTR313    Fundamentals of Security Technologies	3	CPTR252
<b>TOTAL CREDITS</b>	<b>24 Credits</b>	

Students pursuing the Minor in Computer Information Systems **must** successfully complete the following courses in addition to the ones stated above:

- CPTR120: Computer Applications (*Foundation Studies*)
- MATH121: College Algebra (*Foundation Studies*)
- MATH165: Pre-Calculus I

Students who wish to advance from a Minor to an Associate's degree in Computer Information Systems, must complete 16 additional 200-400 level computer (CPTR) credits not listed under the minor.

## BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY

Students are required to complete a minimum of 130 credits towards the Bachelor of Science degree in Information Technology as follows: 61 core, 12 electives, 13 cognates, and 44 General Education credits.

### CORE REQUIREMENTS

#### 61 Credits Prerequisites

CPTR113	Introduction to Programming	3	
CPTR151	Principles of Programming I	3	CPTR113, MATH121
CPTR204	Website Design and Implementation	3	CPTR151
CPTR213	Fundamentals of Databases	3	CPTR120, CPTR151
CPTR230	Systems Analysis and Design	3	CPTR151
CPTR242	Principles of Programming II		CPTR151
<b>OR</b>			
CPTR262	Visual Programming	3	CPTR151
CPTR240	Upgrade and Repair of a PC	3	CPTR151, MATH121
CPTR252	Data Structures and Algorithms	3	CPTR151, MATH165
CPTR282	Computer Organization and Architecture	3	CPTR151, MATH165
CPTR293	Field Group Project	2	CPTR204, 213, 230/235, 252
CPTR300	Colloquium	1	CPTR230, 252, COMM251
CPTR303	IT Training and Support	3	CPTR120, 230, 240, COMM251
CPTR304	Internet Authoring	3	CPTR204,213,230,252
CPTR313	Fundamentals of Security Technologies	3	CPTR252
CPTR356	IT Project Management	3	CPTR230
CPTR375	Operating Systems	3	CPTR252
CPTR380	Data Telecommunications	3	CPTR252
CPTR425	Network Design and Implementation	3	CPTR375, CPTR380
CPTR401	Seminar in Computer Information Science	1	CPTR300
CPTR421	Systems Administration and Engineering I	3	CPTR375, CPTR380
CPTR422	Systems Administration and Engineering II	3	CPTR421
CPTR489	CIS Project/Research Proposal Development	1	CPTR293, CPTR304
CPTR490	CIS Advanced Project	2	CPTR489

### COGNATES

#### 13 Credits

MATH165	Pre-Calculus	4	MATH121
MATH305	Probability and Statistics	3	MATH165
MGMT252	Principles of Management	3	
MGMT297	Introduction to Entrepreneurship	3	

### ELECTIVES

#### 12 Credits

Any other 300/400 level computer information systems courses may be used to satisfy these electives subject to the approval of the academic advisor or department chair.



## GENERAL EDUCATION REQUIREMENTS

44-49 CREDITS

Please account for the minimum forty-four (44) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses must be taken (by advisement) to complete the minimum requirements for the Bachelor's Degree.

Students pursuing the Bachelor of Science in Information Technology **must** successfully complete the following courses as part of their General Education requirements:

- CPTR120: Computer Applications (*Foundation Studies*)
- MATH121: College Algebra (*Foundation Studies*)
- PSYC119: Principles of Psychology (*Humanities*)
- CPTR123(407): Computer Ethics (*Moral Development*)



**RECOMMENDED SEQUENCE  
BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	CPTR113: Intro to Programming	3	CPTR151: Programming I	3
	CPTR120: Computer Applications	3	CPTR123(407): Computer Ethics	3
	MATH121: College Algebra	3	MATH165: Pre-Calculus I	4
	EDUC100: Freshman Seminar	1	RELB113: God and Human Life	3
	ENGL119: Freshman Composition I	3	ENGL120: Freshman Comp II	3
	EDUC151: Fund of Christian Education	3		
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
	<b>Summer I</b>			
	PSYC119: Principles of Psychology	3		
	Humanities & Fine Arts Elective	3		
	<b>TOTAL CREDITS:</b>	<b>6</b>		
2 <sup>nd</sup> Year <b>Sophomore</b> (32-63 credits)	CPTR204: Web Design & Impl.	3	CPTR252: Data Structs & Algorithms	3
	CPTR213: Fund of Databases	3	CPTR282: Comp Org & Architecture	3
	CPTR242: Programming II	3	MGMT252: Principles of Management	3
	<b>OR</b>		COMM251: Oral Communication	3
	CPTR262: Visual Programming		Spiritual Development	2
	CPTR230: System Analysis & Design	3	Personal Development Requirement	2
	CPTR240: Upgrade & Repair of a PC	3		
<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>16</b>	
3 <sup>rd</sup> Year <b>Junior</b> (64-95 credits)	CPTR293: Field Group Project	2	CPTR304: Internet Authoring	3
	CPTR303: IT Training & Support	3	CPTR375: Operating Systems	3
	CPTR300: Colloquium	1	CPTR356: IT Project Management	3
	CPTR380: Data Telecommunications	3	MGMT297 Intro. to Entrepreneurship	3
	CPTR313: Fundamentals of Info Security	3	<b>Elective 2</b>	3
	<b>Elective 1</b>	3		
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
4 <sup>th</sup> Year <b>Senior</b> (Over 95 credits)	CPTR489: CIS Project/Research Proposal		CPTR401: Seminar in CIS	1
	CPTR421: System Administration I	1	CPTR490: Advanced Project	2
	MATH305: Probability & Statistics	3	CPTR422: Systems Administration II	3
	CPTR425: Network Design & Imple.	3	RELB305: Life & Teachings of Christ	3
	Modern Language Requirement	3	Science & Environmental Awareness	3
	<b>Elective 3</b>	3	<b>Elective 4</b>	3
		3	Language & Content Examination	N/C
<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>15</b>	

## ASSOCIATE OF SCIENCE IN INFORMATION TECHNOLOGY

Students are required to complete a minimum of 68 credits towards the Associate of Science degree in Information Technology as follows: 32 core, 7 cognates, and 29 General Education credits.

### CORE REQUIREMENTS

### 32 Credits Prerequisites

CPTR113	Introduction to Programming	3	
CPTR151	Principles of Programming I	3	CPTR113, MATH121
CPTR204	Website Design and Implementation	3	CPTR151
CPTR213	Fundamentals of Databases	3	CPTR120, 151
CPTR230	Systems Analysis and Design	3	CPTR151
CPTR240	Upgrade and Repair of a PC	3	CPTR151, MATH121
CPTR242	Principles of Programming II		CPTR151
<b>OR</b>			
CPTR262	Visual Programming	3	CPTR151
CPTR252	Data Structures and Algorithms	3	CPTR151, MATH165
CPTR282	Computer Organization and Architecture	3	CPTR151, MATH165
CPTR293	Field Group Project	2	CPTR204, 213, 230/235, 252
CPTR303	IT Training and Support	3	CPTR120, 230, 240, COMM251

### COGNATES

### 7 Credits

MATH121	College Algebra	3	
MATH165	Pre-Calculus	4	MATH121

### GENERAL EDUCATION

### 29-30 CREDITS

Please account for the minimum twenty-nine (29) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses must be taken (by advisement) to complete the minimum requirements for the Associate Degree.

Students pursuing the Associate of Science in Information Technology **must** successfully complete the following courses as part of their General Education requirements:

- CPTR120: Computer Applications (*Foundation Studies*)
- CPTR123(407): Computer Ethics (*Moral Development*)

**RECOMMENDED SEQUENCE  
ASSOCIATE OF SCIENCE IN INFORMATION TECHNOLOGY**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year Freshman (0-32 credits)	CPTR113: Intro to Programming	3	CPTR151: Programming I	3
	CPTR120: Computer Applications	3	CPTR123(407): Computer Ethics	3
	MATH121: College Algebra	3	MATH165: Pre-Calculus I	4
	EDUC100: Freshman Seminar	1	RELB113: God and Human Life	3
	ENGL119: Freshman Composition I	3	ENGL120: Freshman Comp II	3
	EDUC151: Fund of Christian Education	3		
	<b>TOTAL CREDITS:</b>	<b>16</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
	<b>Summer I</b>			
	PSYC119: Principles of Psychology	3		
	COMM251: Oral Communication	3		
	<b>TOTAL CREDITS:</b>	<b>6</b>		
2 <sup>nd</sup> Year Sophomore (32-64 credits)	CPTR204: Web Design	3	CPTR252: Data Structs. & Algorithms	3
	CPTR213: Fund of Databases	3	CPTR282: Comp Org & Architecture	3
	CPTR242: Programming II	3	CPTR303: IT Training & Support	3
	<b>OR</b>		CPTR293: Field Group Project	2
	CPTR262: Visual Programming		Spiritual Development	2
	CPTR230: Systems Analysis & Design	3	Personal Development Requirement	2
	CPTR240: Upgrade & Repair of a PC I	3		
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>15</b>

## DESCRIPTION OF COURSES

### **CPTR112 Introduction to Computer Science** **3 Credits**

Basic introduction to the field of computer science. Provides an awareness of the computer's capabilities and limitations and its history and impact. Covers standard computer hardware, software, applications and careers.

### **CPTR113 Introduction to Programming** **3 Credits**

Introduction to the concepts of problem-solving and computer programming. Topics include the programme development life cycle, developing algorithms (using flow charts and pseudocode), control structures, top-down development and modular design, functions, strings, arrays and structures. An introduction to procedural programming using a modern programming language, such as C++. The structure and operation of a computer will also be discussed. **Co-requisite: MATH121 College Algebra**

### **CPTR120 Computer Applications** **3 Credits**

Business oriented introduction to electronic spreadsheets, relational databases, and computer aided presentations. In depth study of electronic spreadsheets with emphasis on creating, modifying, formatting and printing spreadsheets with calculated cells and mathematical formulas. Introduction to relational databases including creating, modifying, sorting, searching and creating reports. Includes advanced word processing techniques and introduces the basics of computer aided presentations.

### **CPTR123(407) Computer Ethics** **3 Credits**

This course aims to encourage students to think about current ethical implications in the context of computing. Topics include social implications of computing, professional and ethical responsibilities, risk and liabilities of computer based systems, privacy and civil liabilities, intellectual property and computer crimes.

### **CPTR151 Principles of Programming I** **3 Credits**

This course builds on CPTR113: Introduction to Programming and provides in-depth coverage of C++, with an emphasis on object-oriented programming. Topics include: multi-dimensional arrays; sorting and searching techniques; data abstraction and information hiding; pointer and reference variables; recursion; file processing techniques; classes, inheritance and polymorphism; memory management and exception handling. **Prerequisites: CPTR113 Introduction to Programming, MATH121 College Algebra**

### **CPTR204 Website Design and Implementation** **3 Credits**

This course covers the fundamentals of Internet programming and website design and development. Topics covered include the principles governing the proper design of websites, HTML, client-side scripts and other authoring tools. **Prerequisite: CPTR151 Principles of Programming I**

### **CPTR213 Fundamentals of Databases** **3 Credits**

This is an introductory course dealing with database structures and design. It includes relational modelling, object oriented databases, various database language tools such as FOXPRO and SQL and design tools, such as ERWIN and VISIO. **Prerequisites: CPTR120 Computer Applications, CPTR151 Principles of Programming I**

**CPTR230 Systems Analysis and Design 3 Credits**

A methodical approach to developing computer systems. Includes system planning, analysis, feasibility study, design, testing, implementation and software maintenance. Group project is mandatory. **Prerequisite: CPTR151 Principles of Programming I. Recommend that this be taken with CPTR213 Fundamentals of Databases**

**CPTR235 Software Engineering 3 Credits**

This is an introductory course in software engineering, addressing the software development process. Topics include software process modelling, requirements gathering and documentation, software architecture design and analysis, detailed design and programming, graphical user interface (GUI) design and prototyping, software quality assessment, software testing, software maintenance and evolution management, personal and team-based development. **Prerequisite: CPTR151 Principles of Programming I. Recommend that this be taken with CPTR213 Fundamentals of Databases**

**CPTR240 Upgrade and Repair of PCs 3 Credits**

Course introduces basic repairs and preventative maintenance of personal computers. It also describes and illustrates techniques, such as changing the motherboard, increasing memory, changing hard drives and floppy drives, installing network operating systems. This is a laboratory course, and as such, there is a two-hour lecture and a three-hour laboratory each week. **Prerequisites: CPTR151 Principles of Programming I, MATH121 College Algebra**

**CPTR242(152) Principles of Programming II 3 Credits**

This course extends programming skills through the introduction of an alternative programming language such as Java. Topics include but are not limited to an overview of Java syntax, control structures, methods, I/O, strings, arrays, recursion, exception handling, abstract data types and object-oriented programming. Students will also be exposed to graphical user interfaces and applets using the javax.swing package. **Prerequisites: CPTR151 Principles of Programming I, MATH121 College Algebra**

**CPTR252 (250) Data Structures and Algorithms 3 Credits**

Continuation of CPTR151: Principles of Programming I, with an emphasis on the definition and use of data structures. Topics covered include but are not limited to: algorithm analysis, abstract data types, linked lists and pointers, stacks and queues, recursion, binary trees, general trees, hashing techniques, graphs, advanced sorting and searching methods. **Prerequisites: CPTR151 Principles of Programming I, MATH165 Pre-Calculus I**

**CPTR262 Visual Programming 3 Credits**

Visual programming languages are widely used for the rapid development of windows-based graphical applications. This course will introduce students to the fundamental principles of event-driven programming and to programming in a visual environment through the use of the Visual C# or other programming languages within Microsoft's .NET Framework. An additional aim of this course is to give students an understanding of the main ideas of Human-Computer Interaction (HCI). Emphasis will be placed on the total program development process - problem analysis, design, coding, testing, debugging and maintenance. Programming projects will involve common business problems that require data entry, display of calculated results, report requests, conditional testing, arithmetic operations, control breaks, array processing, data validation, searching, sorting, reading and writing files. **Prerequisites: CPTR120 Computer Applications, CPTR151 Principles of Programming I, MATH121 College Algebra**

**CPTR282 (202) Computer Organization and Architecture****3 Credits**

Further study for the computer science student, covering internal data representation, number base conversion, Boolean algebra, computer operating systems and architecture, with an introduction to assembly language. **Prerequisites: CPTR151 Principles of Programming I, MATH165 Pre-Calculus I**

**CPTR293 Field Group Project****2 Credits**

A continuation and application of theories taught in Systems Analysis. The course will provide students with experience in designing, coding and testing a significant software application utilizing any of the taught programming languages or one recommended by the instructor. Students will also be introduced to project management and software design tools. At the end of the course each group will present a complete software package and make an oral presentation to a general forum. **Prerequisites: CPTR213 Fundamentals of Databases, CPTR230 Systems Analysis & Design or CPTR235 Software Engineering, CPTR252 Data Structures and Algorithms, CPTR204 Website Design and Implementation**

**CPTR300 Colloquium****1 Credit**

Students will be exposed to the reading and analysis of technical literature and be familiarized with practices employed in the preparation and presentation of technology related publications. This will include a discussion of proper research and documentation techniques. This is a pre-cursor to CPTR401 Seminar in Computer Information Science. **Prerequisites: CPTR230 Systems Analysis & Design or CPTR235 Software Engineering, CPTR252 Data Structures & Algorithms, COMM251 Oral Communication**

**CPTR303 IT Training and Support****3 Credits**

This course examines the contemporary theories, media and practices that will empower IT professionals to provide effective and consistent training and support to users at different levels of proficiency. Topics include assessing training needs, developing training plans and training manuals, training and delivery methods, use of technology for training delivery, and assessment of training success, onsite and remote troubleshooting procedures, IT support policy and procedures, IT forms and records, and planning for change, etc. **Prerequisites: CPTR120 Computer Applications, CPTR230 Systems Analysis & Design, CPTR240 Upgrade & Repair of PC, COMM251 Oral Communications**

**CPTR304 Internet Authoring****3 Credits**

This course introduces Internet technologies and web-page development concepts. The course utilizes various HTML Editors, JavaScript and CGI programming. New technologies introduced as appropriate. **Prerequisites: CPTR204 Website Design & Implementation, CPTR213 Fundamentals of Databases, CPTR230 Systems Analysis & Design or CPTR235 Software Engineering, CPTR252 Data Structures & Algorithms**

**CPTR311 Discrete Structures in Computer Science****3 Credits**

Introduction to discrete mathematical structures and their applications to computer science. Topics include logic, mathematical reasoning, set theory, recursion, functions and relations and graph theory. **Prerequisites: CPTR242 Principles of Programming II or CPTR262 Visual Programming, MATH165 Pre-Calculus I**

**CPTR313 Fundamentals of Security Technologies****3 Credits**

An investigation of the fundamental assurance technologies that can be applied to interface specifications, architectures, and implementations of information security mechanisms.

Principles of testing are discussed and applied to demonstrative and vulnerability testing. The selection of appropriate security applications, security lifecycles, and interoperability issues will be covered. **Prerequisite: CPTR252 Data Structures & Algorithms**

**CPTR315 Theories of Programming Languages 3 Credits**

This course examines the nature, background and structure of programming languages in general. Language runtime systems, specification of syntax and semantics will be discussed. This should lead to an enhancement of language choice when developing software.

**Prerequisites: CPTR242 Principles of Programming II, CPTR252 Data Structures & Algorithms**

**CPTR317 Digital Graphic Design 3 Credits**

This course provides students with a practical introduction to digital graphic design which includes principles such as typography, colour schemes, and imagery. Through a series of projects, students will experience the planning, conceptualization, and creation of digital images. Basic design practices will be covered and students will be familiarized with modern graphic design technologies. **Prerequisites: ARTS101 Introduction to Art, CPTR151 Principles of Programming I**

**CPTR322 Mobile Application Development 3 Credits**

This project-oriented course examines the principles of mobile application design and development. Students will learn application development on a mobile platform. Topics will include memory management; user interface design; data persistence; messaging and networking techniques and publishing applications. Students are expected to work on a project that produces a professional-quality mobile application. Course work will include project conception, design, implementation, and pilot testing of mobile phone software applications.

**Prerequisites: CPTR204 Website Design & Implementation, CPTR242 Principles of Programming II, CPTR252 Data Structures & Algorithms, CPTR293 Field Group Project**

**CPTR326 Foundations of Information Systems 3 Credits**

This course explores contemporary information systems (IS) and its role within an organization. It seeks to provide a fundamental understanding of the impact of information technology on decision making and key organization rules. Discusses how information systems and technology act as an enabler for businesses to operate differently and more efficiently. Also introduces systems theory, process improvement and the development of information systems. **Prerequisites: MGMT252 Principles of Management, CPTR120 Computer Applications, CPTR230 Systems Analysis**

**CPTR355 Algorithm Analysis and Design 3 Credits**

Introduces formal techniques to support the design and analysis of algorithms, focusing on both the underlying mathematical theory and practical considerations of efficiency. Topics include asymptotic complexity bounds, techniques of analysis, algorithmic strategies, and an introduction to automata theory and its language to language translation. **Prerequisites: CPTR252 Data Structures & Algorithms, CPTR311 Discrete Structures in Computer Science**

**CPTR356 IT Project Management 3 Credits**

Practical examination of how projects can be managed from start to finish. Designed to convey to students the core knowledge of the project life cycle, roles and skills necessary to effectively initiate, plan, execute, monitor/control and close a project. Case studies are used throughout the course to support concepts, principles, and problem solving. **Prerequisite: CPTR230 Systems Analysis or CPTR235 Software Engineering**



- CPTR363 Information Security Policy and Auditing** **3 Credits**  
This course covers the development and need for information security policies and the principles and practices related to the secure operation of existing information technology. It also covers legal issues and legislation that impacts the design, implementation, and administration of secure infrastructures. **Prerequisite: CPTR313 Fundamentals of Information Security**
- CPTR365 Artificial Intelligence** **3 Credits**  
Artificial Intelligence (AI) is the area of computer science focusing on creating computer systems that can engage in behaviours that humans consider intelligent. This course introduces methods for the analysis, design and applications of intelligent agents. Basic methods of expressing knowledge in forms suitable for computer systems and methods for deriving consequences by automated reasoning will be addressed. **Prerequisites: CPTR252 Data Structures & Algorithms, CPTR311 Discrete Structures in Computer Science**
- CPTR370 Expert Systems** **3 Credits**  
This course introduces students to expert systems in general and rule-based systems specifically. Students also learn advanced programming techniques which include topics of inexact reasoning, and intelligent database management methods. They will learn how to develop a community of expert systems, which cooperate over a blackboard structure, and they will build a rule-based expert system to address a real-world problem. **Prerequisites: CPTR252 Data Structures & Algorithms, CPTR311 Discrete Structures in Computer Science**
- CPTR375 (410) Operating Systems** **3 Credits**  
Concepts and issues in the design of operating systems including file management, scheduling, memory management, resource management, protection and security. **Prerequisites: CPTR252 Data Structures & Algorithms, CPTR282 Computer Organization & Architecture**
- CPTR377 Animation Fundamentals** **3 Credits**  
This course introduces the principles of animation using relevant industry technologies. Students gain practical exposure to various animation concepts and techniques that may include basic movement, rotoscoping, and timing. This is a project-based course that requires students to create an animation using the techniques covered in the course. **Prerequisite: CPTR317 Digital Graphic Design**
- CPTR380 Data Telecommunications** **3 Credits**  
Fundamental concepts, principles, methods, and standards in electronic data communication. Focus is "computer to computer", as well as "computer to work station" communication. **Prerequisite: CPTR252 Data Structures & Algorithms**
- CPTR382 Topics in Computer Information Science** **3 Credits**  
An open course designed to introduce a selected topic of interest in the area of Computer Science or Information Systems. Sample topics for selection: networking, operating systems, web languages, computer applications etc. **Prerequisite: Depends on the topic and level; however CPTR252 Data Structures is expected**
- CPTR401 Seminar in Computer Information Science** **1 Credit**  
Analysis, integration, synthesis and evaluation of combined core content. Current trends and standards in Information Science/Technology. At the end of the course, each student is

required to prepare and present a significant publishable research paper. **This course is open to seniors only. Prerequisite: CPTR300 Colloquium**

**CPTR404 Electronic Commerce 3 Credits**

This course focuses on internet and electronic commerce systems. It covers electronic commerce infrastructure, online advertisement, electronic payment systems, security issues, global digital economics and marketing on the internet. **Prerequisite: CPTR304 Internet Authoring**

**CPTR413 Cryptography 3 Credits**

This course provides an introduction to the principles of number theory and how they are applied to cryptographic algorithms. Topics examined are: several classic ciphers, modern cryptographic methods, symmetric encryption, public key cryptography, hash functions, key management, digital signatures, certificates, electronic mail security, steganography, and recent developments affecting security and privacy on the Internet. The focus will be on how cryptography and its application can maintain privacy and security in computer networks. **Prerequisites: CPTR313 Fundamentals of Information Security, CPTR355 Algorithm Analysis & Design**

**CPTR415 Human Computer Interaction 3 Credits**

A comprehensive study of the principles and techniques of human-computer interaction. Topics include foundations, human-centered software development and evaluation, graphical interface design and programming, multimedia systems, collaboration and communication. **Prerequisites: CPTR252 Data Structures & Algorithms, CPTR300 Colloquium**

**CPTR421 Systems Administration and Engineering I 3 Credits**

The course presents a practical approach to systems administration. Students will gain practical exposure to challenging administrative subjects such as mail, kernel building, DNS configuration, user authorization, access control audit, firewalls, benchmarking and system performance. **Prerequisites: CPTR375 Operating Systems, CPTR380 Data Telecommunications**

**CPTR422 Systems Administration and Engineering II 3 Credits**

The course presents a practical approach to systems administration in a Unix/Linux environment. Students will gain practical exposure to GNU and Unix commands, Linux file systems, scripting, data management, essential services and security, among other things. **Prerequisites: CPTR375 Operating Systems, CPTR380 Data Telecommunications**

**CPTR425(385) Network Design and Implementation 3 Credits**

Lab oriented course, configuration and wiring of various types of networks including but not limited to Unix/Linux or Windows environments. Security and system administration techniques addressed. **Prerequisites: CPTR375 Operating Systems, CPTR380 Data Telecommunications**

**CPTR430 Assembly Language Programming 3 Credits**

Advanced study of computer architecture, machine language, and microcomputer assembly language. Emphasizes writing and debugging assembly language programmes. Offered on demand. **Prerequisites: CPTR252 Data Structure & Algorithms, CPTR282 Computer Organization & Architecture**

**CPTR440 Enterprise Information Systems****3 Credits**

Focuses on enterprise-level information systems, technologies, and infrastructures that are emerging as the first generation 21st century application integration design strategies and tools. Included are managing Web-based client/server and distributed environments, evaluation of vendor strategies, legacy system migration issues, performance, interoperability, scalability, security concerns, service-oriented application integration, mobile devices, business process integration, and emerging standards. Cases of enterprise systems and architectures are analyzed. **Prerequisite: CPTR326 Foundations of Information Systems**

**CPTR450 Database Systems****3 Credits**

Advanced study of database systems and administration. Includes data warehousing techniques as well as relational database design, setup, manipulation, and use. Other issues such as data mining techniques, data integrity, security, backup and recovery, and database administration are discussed. Programming projects are required. **Prerequisites: CPTR213 Fundamentals of Databases, CPTR252 Data Structures & Algorithms, CPTR300 Colloquium**

**CPTR453 Computer Graphics****3 Credits**

Basic principles of interactive computer graphics: raster graphics, colour models, anti-aliasing and texture, image-space and object-space methods, 3D homogeneous co-ordinates, perspective, illumination models, depth cueing, hidden line elimination, morphing and other techniques. **Prerequisites: CPTR252 Data Structures & Algorithms, MATH166 Pre-Calculus II, MATH278 Linear Algebra**

**CPTR455 Fundamentals of Data Mining and Warehousing****3 Credits**

This is an introductory course in data mining and warehousing, which introduces the concepts, algorithms, techniques, and systems of data warehousing and data mining. Topics include: getting to know your data, data pre-processing, integration and transformation, design and implementation of data warehouse and OLAP systems, data cube technology, mining frequent patterns and association, basic concepts and advanced methods, and cluster analysis basic concepts. **Prerequisites: CPTR213 Fundamentals of Databases, CPTR300 Colloquium**

**CPTR460 Distributed Systems****3 Credits**

A direct study of distributed systems in general and a detailed look at areas such as: distributed architectures, communication protocols, time synchronization, consistency and replication, distributed file systems, transactions and concurrency control, failure detection, fault tolerance, distributed shared memory, and security in distributed systems. In addition, each student is presented with a thorough comprehension of the most significant issues in distributed systems, both from the point of view of the choices available to the system designer and the circumstances under which such options are most useful. **Prerequisite: CPTR421 Systems Administration**

**CPTR465 Advanced Application Development****3 Credits**

This course explores the development of advanced computer applications. It involves an in-depth study of event-driven programming, database integration, and server-side programming. Students are exposed to advanced programming on the .NET platform, web services, developing ActiveX components, and other topics of current interest. **Prerequisites: CPTR293 Field Group Project, CPTR304 Internet Authoring**

**CPTR466 IT Infrastructure Management 3 Credits**

Discusses fundamental information technology and telecommunications infrastructure such as data, video, VOIP, networking, web services and the integration of enterprise applications. Covers key concepts, models, systems architectures, essential protocols, noteworthy standards, information security and assurance as well as the design, deployment and administration of networks. Additionally, the course examines servers, various storage and distributed systems such as cluster, grid and cloud computing. Further explores the development and implementation of relevant technologies to serve an organization in a dynamic and competitive environment. An introduction to essential concepts relating to technology management and the role of IT managers/directors is also presented. **Prerequisite: CPTR326 Foundations of Information Systems**

**CPTR467 Compiler Design and Development 3 Credits**

This course introduces and examines the principles, algorithms, and data structures involved in the design and construction of a compiler, but also a real sense of how they actually fit together to make a workable, usable compiler. Topics include lexical analysis, context-free grammars, parsing techniques, symbol tables, error recovery and code generation. **Prerequisite: CPTR355 Algorithm Analysis & Design**

**CPTR470 Data Security 3 Credits**

This course introduces the basic principles of computer security, focusing on system elements. Among the topics covered are access control and integrity, system analysis, security in programming, policy formation and enforcement, legal and social issues and network security. Basic concepts on various cipher systems will be presented. **Prerequisites: CPTR313 Fundamentals of Information Security, CPTR375 Operating Systems**

**CPTR483 Security Vulnerabilities and Attack Prevention 3 Credits**

A treatment of security issues related to computers and computer networking. This course is designed for advanced users, system administrators and network administrators. The course covers TCP/IP security issues, security policies, packet filtering, Internet firewall architecture and theory, detecting and monitoring unauthorized activity, password authentication, intrusion detection and prevention and other security issues involving Linux, UNIX and Microsoft Windows operating systems. A team project is included. **Prerequisite: CPTR421 Systems Administration & Engineering**

**CPTR489 CIS Project/Research Proposal Development 1 Credit**

An advanced computer project/research that incorporates theories learned in programming, data structures, database, and/or systems analysis classes. Project/Research must be applicable to a real-world problem. The project/research requires the student to do some investigation before implementation. Students will delve into areas such as: How have others approached this problem; new techniques or technologies needed to successfully complete this project? **Prerequisites: CPTR293 Field Group Project, CPTR304 Internet Authoring**

**CPTR490 Advanced Project 2 Credits**

An advanced computer project/research that incorporates theories learned in previous computer classes. This is a continuation of the proposal development course (CPTR489), where students are required to implement the idea that was previously proposed. Project/research report, and other supporting documentations will be required. Project/Research is done in consultation with an instructor. Students have **1 semester** to complete the project/research. **Prerequisites: CPTR293 Field Group Project, CPTR489 CIS Project/Research Proposal**

**Development**

**CPTR495 Advanced Topics in Computer Information Science**

**3 Credits**

An open course designed to enhance previous learning experiences by incorporating advanced technologies and theories. In-depth research may be required. **Open to seniors only.**

**Prerequisite: CPTR300 Colloquium**

**CPTR499 Internship**

**3 Credits**

An educational strategy that integrates classroom studies with work-based learning that is related to the student's academic curriculum and career goals. **Prerequisites: CPTR293 Field Group Project, CPTR300 Colloquium**

## DEPARTMENT OF DENTAL HYGIENE

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**Co-ordinator: Vincent Wright**

Telephone: (876) 963-7127/8

**FACULTY**Mark Edwards  
James Fallah  
Curtis Foster**ADJUNCT**Lesline Davis  
Reva Morgan  
Tiffany Reid

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### BACHELOR OF SCIENCE IN DENTAL HYGIENE

The baccalaureate programme in dental hygiene extends over four academic years, including two summers. The curriculum focuses on the total care of individuals and is not exclusive to dental hygiene. Students learn to assess oral health needs, evaluate oral health status and plan and implement appropriate dental hygiene interventions. Upon completion of the programme, students sit the Dental Council of Jamaica Dental Hygiene Board Examination for Dental Hygiene registration which qualifies them to practise in any of the English-speaking Caribbean islands. Courses are designed to emphasize the professional roles and legal responsibilities for dental hygienists.

**OBJECTIVES**

Northern Caribbean University's role is a small part of a worldwide mission, which includes Andrews Memorial Hospital, Loma Linda University, Andrews University, Oakwood University and other associated institutions. Every effort is made to maintain the standard of conduct, which reflects the spiritual philosophy of NCU.

The Bachelor of Science in Dental Hygiene programme comprises of minimum 128 credits with 70 credits being Core requirements in Dental Hygiene, 26 credits as Required Cognates and 32 minimum credits as General Education requirement.

**The programme endeavours to prepare students who are able to:**

- Conduct a preliminary examination to be used in ascertaining the patient's medical/dental status and need for dental care (*medical history, charting of existing oral conditions, vital signs, pulp vitality, etc.*).
- Demonstrate the ability to assess the patient's preventative oral health needs and provide an atmosphere to maximize patient learning.
- Demonstrate the ability to customize the oral hygiene recommendations taking into account other factors such as in E. above, i.e., educational, social, financial, mental etc.
- Evaluate the patient's dental needs and administer the appropriate treatment within the framework of the dental hygienist's responsibilities.
- Evaluate the need for appropriate radiographs, and appropriate intervals for radiographic exposure.
- Evaluate the need for the appropriate pain control measures (local anaesthesia, nitrous

- oxide/oxygen).
- Successfully pass the dental hygiene licensing examination.
- Be competent contributors to the community and dental hygiene profession.

### MATRICULATION REQUIREMENTS

To be accepted to Bachelor of Science in Dental Hygiene, the prospective student must attend a scheduled department interview; be at least 17 years of age; provide documentary evidence of at least 100 hours of supervisory attendance in a dental/dental hygiene facility and have five CSEC passes at the General Proficiency Level Grade I, II or III; or GCE O' Level passes at Grade A, B, or C including Math, English, Chemistry, Biology/Human & Social Biology and one other subject. Passing grade of C+ or better in CHEM111 & CHEM112: Introduction to Chemistry I& II may satisfy the CSEC Chemistry requirement. Other credentials will be evaluated according to the entry requirements of NCU.

#### CORE REQUIREMENTS

#### 70 CREDITS

#### PREREQUISITES

DENT129	Dental Radiology I	2	
DENT141	Oral Embryology & Histology	3	
DENT152	Oral Anatomy & Physiology	3	
DENT173	Dental Materials	2	DENT129, 141, 152
DENT174	Oral Microbiology	3	All first semester courses
DENT175	Head & Neck Anatomy	1	DENT141, 152
DENT186	Fundamentals of Dental Hygiene	3	DENT129, 141, 152
DENT187	Dental Radiology II	2	DENT129
DENT210	Introduction to Pharmacology	2	
DENT215	Dental Health Ed. & Assessment	2	DENT186, 174
DENT227	Periodontology I	2	All first year course
DENT233	Oral Pathology	2	All first year courses
DENT241	Clinical Rotation I	3	All courses up to DENT290
DENT258	Dental Seminar	1	All courses up to DENT215
DENT262	Clinical Rotation II	3	All courses up to DENT241
DENT276	Dental Community Health	2	DENT290 Dental Nutrition
DENT290	Dental Nutrition	2	All courses up to DENT187
DENT341	Clinical Rotation III	4	All courses up to DENT290
DENT367	Anaesthesia & Pain Control	2	BIOL166, DENT210, All first & second year courses
DENT398	Clinical Rotation IV	4	DENT341, 367, 396
DENT396	Periodontology II	3	All first & second year courses
DENT447	Dental Hygiene for Special Needs Patients	3	Complete 2 <sup>nd</sup> & 3 <sup>rd</sup> years
DENT482	The Professional Hygienist	3	All courses up to DENT 398
DENT492	Boards Review	2	Completion of the programme
DENT450	Clinical Rotation V	4	Courses up to DENT398
DENT455	Clinical Rotation VI	4	Courses up to DENT450
DENT470	Practicum	3	Courses up to DENT455

#### REQUIRED COGNATES

#### 23 CREDITS

#### PREREQUISITES

BIOL166	Anatomy & Physiology II	4	Biology Grades I-III
BIOL347	Introduction to Research	2	
CHEM121	General Chemistry I	4	O'Level Chemistry Grades A-C or CSEC/Chemistry Grades I-III

CHEM122	General Chemistry II	4	CHEM122
MTCH105	Medical Terminology	2	
PHYS101	Introduction to Physics	4	
SOCI120/ECON132	Intro.to Sociology/Personal Finance	3	
DENT298	Ethics, Jurisprudence & Practice	3	
Core Requirements		68 credits	
Required Cognates		26 credits	
General Education Requirements		32 credits	
<b>Total Credits</b>		<b>128</b>	

**GENERAL EDUCATION REQUIREMENTS**

**32 CREDITS**

Please account for the minimum thirty-two (32) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the Core, Cognate or Elective for the degree being perused, additional courses may be taken (by advisement) if needed to complete the minimum requirement for the Bachelor's Degree.



**RECOMMENDED SEQUENCE  
BSC IN DENTAL HYGIENE**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1st Year <b>Freshman</b> (0-32)	ENGL119 Freshman Comp I	3	ENGL120 Freshman Comp II	3
	EDUC100 Freshman Seminar	1	DENT173 Dental materials	2
	DENT129 Dental Radiology I	2	DENT174 Oral Microbiology	3
	DENT152 Oral Anatomy & Physiology	3	DENT175 Head & Neck Anatomy	1
	DENT141 Oral Emb. & Histology	3	DENT186 Fundamentals of Dental Hygiene	3
	MTCH105 Medical Terminology	2	DENT187 Dental Radiology II	2
				HPED111 Health & Phys. Ed
	<b>TOTAL CREDITS:</b>	<b>14</b>	<b>TOTAL CREDITS:</b>	<b>16</b>
	<b>Summer I</b>		<b>Summer II</b>	
	DENT290 Dental Nutrition	2	Spiritual Development Requirement	2
	RELB113 God and Human Life	3		
	CHEM121 General Chemistry I	4		
	<b>TOTAL CREDITS:</b>	<b>9</b>	<b>TOTAL CREDITS:</b>	<b>2</b>
2 <sup>nd</sup> Year <b>Sophomore</b> (32-64)	COMM251 Oral Communication	3	EDUC151 Fundamentals of Christian Education	3
	DENT241 Clinical Rotation I	3	DENT262 Clinical Rotation II	3
	DENT227 Periodontology I	2	DENT298 Ethics, Jurisprudence & Practice	3
	DENT233 Oral Pathology	2	DENT258 Dental Seminar	1
	DENT215 Dental Health Education & Assessment	2	DENT276 Dental Community Health	2
	Computer Science Requirement	3	DENT210 Introduction to Pharmacology	2
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>14</b>
	<b>Summer I</b>			
	SOCI120 Introduction to Sociology			
	<b>OR</b> ECON132 Personal Finance & Development	3		
	<b>TOTAL CREDITS:</b>	<b>3</b>		
3 <sup>rd</sup> Year <b>Junior</b> (64-96)	DENT341 Clinical Rotation III	4	DENT398 Clinical Rotation IV	4
	DENT367 Anesthesia & Pain	2	MATH121 College Algebra	3
	BIOL347 Introduction to Research	2	CHEM152 General Chemistry II	4
	DENT396 Periodontology II	3	BIOL166 Anatomy & Physiology II	4
	PHYS101 Introduction to Physics	4		
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>15</b>

D E N T A L H Y G I E N E

<b>4<sup>th</sup> Year Senior (Over 96)</b>	Modern Language Requirement	3	DENT482 Professional Hygienist	3
	DENT447 Dental Hygiene for the Special Needs Patient	3	DENT492 Boards Review	2
	RELB305 Life & Teachings of Christ	3	DENT455 Clinical Rotation VI	4
	DENT450 Clinical Rotation V	4		
	<b>TOTAL CREDITS</b>	<b>13</b>	<b>TOTAL CREDITS</b>	<b>9</b>
	Summer I			
	DENT470 Practicum	3		
	<b>TOTAL CREDITS:</b>	<b>3</b>		

## ASSOCIATE OF SCIENCE IN DENTAL HYGIENE

### INTRODUCTION

Students are prepared to become registered dental hygienists. Approaches to the vocational-professional development of the student stem from the goal to graduate competent clinicians who can positively affect their community and the dental hygiene profession through personal, intellectual and professional achievements. Students are trained to provide preventive dental health care, treatment and education in a dental hygienic clinic.

### OBJECTIVES

Northern Caribbean University's role is a small part of a worldwide mission, which includes Andrews Memorial Hospital, Loma Linda University, Andrews University, Oakwood University and other associated institutions. Every effort is made to maintain the standard of conduct, which reflects the spiritual philosophy of NCU.

The Associate of Science in Dental Hygiene programme comprises of minimum 73 credits with 41 credits being Core requirements in Dental Hygiene, 12 credits as Required Cognates and 23 minimum credits as General Education requirement.

#### The programme endeavours to prepare students who are able to:

- Provide quality preventive dental hygiene care to patients in clinics and other settings.
- Provide effective treatment, care and education for patients based on thorough assessment data.
- Develop and demonstrate professional ability in dental hygiene.
- Be competent contributors to the community and dental hygiene profession.
- Successfully pass the dental hygiene licensing examination.

### MATRICULATION REQUIREMENTS

To be accepted to Associate of Science in Dental Hygiene, the prospective student must attend a scheduled department interview; be at least 17 years of age; provide documentary evidence of at least 100 hours of supervisory attendance in a dental/dental hygiene facility and have five CSEC passes at the General Proficiency Level Grade I, II or III; or GCE O' Level passes at Grade A, B, or C including Math, English, Chemistry, Biology/Human & Social Biology and one other subject. Passing grade of C+ or better in CHEM111 & CHEM112: Introduction to Chemistry I& II may satisfy the CSEC Chemistry requirement. Other credentials will be evaluated according to the entry requirements of NCU.

### CORE REQUIREMENTS

### 38 CREDITS

### PREREQUISITES

DENT129	Dental Radiology I	2	
DENT141	Oral Embryology & Histology	3	
DENT152	Oral Anatomy & Physiology	3	
DENT173	Dental Materials	2	DENT129, 141, 152
DENT174	Oral Microbiology	3	All first semester courses
DENT175	Head & Neck Anatomy	1	DENT141, 152
DENT186	Fundamentals of Dental Hygiene	3	DENT129, 141, 152
DENT187	Dental Radiology II	2	DENT129
DENT210	Introduction to Pharmacology	2	
DENT215	Dental Health Ed. & Assessment	2	DENT186, 174

DENT227	Periodontology I	2	All first year course
DENT233	Oral Pathology	2	All first year courses
DENT241	Clinical Rotation I	3	All courses up to DENT290
DENT258	Dental Seminar	1	All courses up to DENT215
DENT262	Clinical Rotation II	3	All courses up to DENT241
DENT276	Dental Community Health	2	DENT290 Dental Nutrition
DENT290	Dental Nutrition	2	All courses up to DENT187

**REQUIRED COGNATES**

**12 CREDITS**

**PREREQUISITES**

CHEM121	General Chemistry I	4	O'Level Chemistry Grades A-C or CSEC/Chemistry Grades I-III
MTCH105	Medical Terminology	2	
SOCI120/ECON132	Intro.to Sociology/Personal Finance	3	
DENT298	Ethics, Jurisprudence & Practice	3	

Core Requirements	38 credits
Required Cognates	12 credits
General Education Requirements	23 credits
<b>Total Credits</b>	<b>73</b>

**GENERAL EDUCATION REQUIREMENTS**

**23 CREDITS**

Please account for the minimum twenty-three (23) General Education credits as stipulated in the Bulletin. Should any of the recommended courses be required for the Core, Cognate or Elective for the degree being perused, additional courses may be taken (by advisement) if needed to complete the minimum requirement for the Associate Degree.

**RECOMMENDED SEQUENCE  
ASSOCIATE OF SCIENCE IN DENTAL HYGIENE**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	ENGL119 Freshman Comp I	3	ENGL120 Freshman Comp II	3
	EDUC100 Freshman Seminar	1	DENT173 Dental Materials	2
	DENT129 Dental Radiology I	2	DENT174 Oral Microbiology	3
	DENT152 Oral Anatomy & Physiology	3	DENT175 Head & Neck Anatomy	1
	DENT141 Oral Emb. & Histology	3	DENT186 Fundamentals of Dental	3
	MTCH105 Medical Terminology	2	Hygiene	2
			DENT187 Dental Radiology II	2
			HPED111 Health & Phys. Ed	
	<b>TOTAL CREDITS</b>	<b>14</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer I</b>		<b>Summer II</b>	
	DENT290 Dental Nutrition	2	Spiritual Development Requirement	3
	RELB113 God and Human Life	3		
	CHEM121 General Chemistry I	4		
	<b>TOTAL CREDITS</b>	<b>9</b>	<b>TOTAL CREDITS</b>	<b>3</b>
2 <sup>nd</sup> Year <b>Sophomore</b> (32-63 credits)	COMM251 Oral Communication	3	EDUC151 Fundamentals of Christian	3
	DENT241 Clinical Rotation I	3	Education	
	DENT227 Periodontology I	2	DENT262 Clinical Rotation II	3
	DENT233 Oral Pathology	2	DENT298 Ethics, Jurisprudence &	3
	DENT215 Dental Health Education &		Practice	1
	Assessment	2	DENT258 Dental Seminar	2
	Computer Science Requirement	3	DENT276 Dental Community Health	2
			DENT210 Introduction to Pharmacology	
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>14</b>
	<b>Summer I</b>			
	SOCI120 Introduction to Sociology			
	<b>OR</b>			
	ECON132 Personal Finance &	3		
	Development			
	<b>TOTAL CREDITS</b>	<b>3</b>		

D E N T A L H Y G I E N E

## DESCRIPTION OF COURSES

### DENTAL HYGIENE

**DENT129 Dental Radiology I** **2 Credits**

The student learns the theory of radiation production and safety. Learning methods include lectures, demonstrations, visuals and clinical observation

**DENT141 Oral Embryology and Histology** **3 Credits**

The student is able to understand the origins of human tissues and relate these to the clinical Dental Hygiene practicum, emphasizing the histological foundations of preventive dentistry. Orofacial embryology and histology form a basis for future understanding of periodontology, general and oral pathology, and for making clinical evaluations of patients with common oral diseases. Three (3) hours lecture weekly.

**DENT152 Oral Anatomy and Physiology** **3 Credits**

Four (4) hours lecture and one three-hour laboratory weekly. The student demonstrates knowledge of the gross and microscopic anatomy of the Human body involving the nervous system, cardiovascular system and skeletal system. The course also covers the teeth, tissues, organs of the oral cavity, nomenclature, functions and forms of the teeth, as well as identify normal and malocclusions.

**DENT173 Dental Materials** **2 Credits**

The student demonstrates an understanding of the physical and chemical properties of materials used in dentistry and their proper manipulations and applications. This course consists of two (2) hours lecture-discussion and clinical observation. **Prerequisites: DENT129 Dental Radiology I; DENT141 Oral Embryology & Histology; DENT152 Oral Anatomy & Physiology**

**DENT174 Oral Microbiology** **3 Credits**

The student classifies and describes the main groups of microorganisms, and isolate and cultivate microorganisms in the laboratory. The concepts of general microbiology correlated with the oral ecology and factors associated with pathogenesis. Special emphasis is placed upon correlation to periodontology, dental caries and phase contrast microscopy. Sterilization, disinfections, asepsis, and chemotherapy are also emphasized. Two (2) hours lecture, one three-hour laboratory weekly. **Prerequisites: All first semester courses**

**DENT175 Head and Neck Anatomy** **1 Credit**

The student identifies, describes, and locates the bones of the skull, muscles of mastication, tongue, face, pharynx, and glands of the head and neck. One (1) hour lecture. **Prerequisite: DENT141 Oral Embryology & Histology; DENT152 Oral Anatomy & Physiology**

**DENT186 Fundamentals of Dental Hygiene** **3 Credits**

This course prepares the student to perform preventive, educational, and therapeutic services supporting total health for the control of oral diseases, ultimately strengthening the ability to analyze patients' needs and to treat them appropriately. The student demonstrates procedures which include taking health histories and other screening procedures, performing the oral prophylaxis, applying preventive treatment and patient educating. Nine (9) hours

clinical practice weekly. **Prerequisites:** DENT129 Dental Radiology I; DENT141 Oral Embryology & Histology; DENT152 Oral Anatomy & Physiology

**DENT187 Dental Radiology II**

**2 Credits**

The course provides the student with knowledge necessary to utilize the techniques of bisecting and paralleling for the exposure of radiographs. The course provides students with the knowledge necessary to differentiate between normal anatomical structures and pathological conditions. Learning methods include lectures, demonstrations, slides, tapes, and laboratory experiences. One (1) hour lecture, 3 hours laboratory exercise. **Prerequisite:** DENT129 Dental Radiology I

**DENT210 Introduction to Pharmacology**

**2 credits**

The Introduction to Pharmacology course for dental hygiene students is designed to help students develop an understanding of basic pharmacological concepts, drug action and clinical implications. It equips the student or health professional with the historical background of pharmacology and provides introductory material for application of basic knowledge of the principles governing the administration of drugs. The content covers information regarding the laws and regulations controlling drug usage, drug classifications and their importance in medical and non-medical settings across the life span. Drug therapy is an integral part of health care; hence allied health students have a vital role in drug therapy and observance of drug effects. Two (2) hours lecture weekly. **Prerequisites:** All courses up to DENT 241 Clinical Rotation I

**DENT215 Dental Health Education and Assessment**

**2 Credits**

The student develops learning strategies and teaches dental health education lessons to a variety of grade levels in a public school setting encompassing the areas of prevention, maintenance, consumer education, and nutritional counseling. Two (2) hours lecture weekly. **Prerequisites:** DENT 186 Fundamentals of Dental Hygiene; DENT174 Oral Microbiology

**DENT227 Periodontology I**

**2 Credits**

The student expands his/her knowledge of prevention of gingival and periodontal disease by (1) identifying the etiology, and (2) applying methods available to treat gingival and periodontal diseases. Two (2) hours lecture weekly. **Prerequisites:** All first year courses

**DENT233 Oral Pathology**

**2 Credits**

The student makes clinical evaluations of conditions related to general and pathologic conditions, etiologies of disease, inflammation, infection, immunity, and degeneration processes. Two (2) hours lecture weekly. **Prerequisites:** All first year courses

**DENT241 Clinical Rotation I**

**3 Credits**

Provides a transition from the pre-clinical setting to a more in depth dental hygiene patient care setting. An orientation to clinical procedures and protocols as well as an opportunity to apply pre-clinical skills to patient care including prophylaxis, sealants, fluoride, radiographs, oral photography and diagnostic casts. Twelve (12) hours clinical practice weekly and two (2) hours lecture. **Prerequisites:** DENT186 Fundamentals of Dental Hygiene; current CPR certificate; Hepatitis B vaccination; personal instruments

**DENT258 Dental Seminar**

**1 Credit**

The student develops professional acuity to current theories, methodologies, and dilemmas in dental hygiene practice through a seminar-discussion. The course includes a review of current

literature, case presentations, and exposure to personnel associated with dental hygiene practice. Students also learn the eight specialties recognized by the Jamaican Dental Association Two (2) hours lecture weekly. **Prerequisites: All courses up to DENT 215**

**DENT262 Clinical Rotation II** **3 Credits**

The student administers comprehensive dental hygiene care to patients based on individual treatment plans and makes referrals when indicated. The course is a continuation of DENT 241. Twelve (12) hours clinical practice weekly. **Prerequisites: Current CPR certificate; Hepatitis B vaccination; personal instruments; all courses up to DENT241**

**DENT276 Community Dental Health** **2 Credits**

The student provides dental health services to the community using programme planning, health, education, and population survey techniques. Learning methods include seminar, field experience, and lectures. Two (2) hours lecture weekly. **Prerequisites: All courses up to DENT 215**

**DENT290 Dental Nutrition** **2 Credits**

The student relates the biological and chemical needs of patients to their nutritional intake. Nutritional disturbances observed in the clinic are identified, analyzed and discussed. Treatment of nutritional problems has direct application to didactic material. Two (2) hours lecture. **Prerequisites: All Semesters I and II courses**

**DENT298 Ethics, Jurisprudence and Practice Management** **3 Credits**

The student places dental hygiene practice within the perspective of ethics and law, develop leadership skills and acquire practice in management skills. Two (2) hours lecture weekly. **Prerequisites: All courses up to DENT 215**

**DENT341 Clinical Rotation III** **4 Credits**

The student administers comprehensive dental hygiene care to patients based on the individual treatment plans and make referrals when indicated. Keen attention is also given to administration of anaesthesia and the role of multi-disciplinary approach to patient management. The student begins to do more extensive periodontal cases including curettage and root planning. The course is a continuation of DENT 262. Fifteen (15) hours clinical practice weekly, (3) three hours of lecture. **Prerequisites: DENT262 Clinical Rotation II; DENT210 Introduction to Pharmacology; current CPR certificate; Hepatitis B vaccination; personal instruments and all courses up to DENT 290**

**DENT367 Anaesthesia and Pain Control** **2 Credits**

The study of anaesthetic techniques used in dentistry, techniques of administration of vocal, topical and local anaesthesia. Safety precautions and a review of head and neck anatomy are conducted. Medical emergencies, prevention, consequences and legal ramifications are also discussed **Prerequisites: DENT210 Introduction to Pharmacology and all first and second year courses**

**DENT396 Periodontology II** **3 Credits**

The student expands his/her knowledge gingival and periodontal disease. Students are exposed to surgical interventions in treating severe periodontal and gingival conditions. They apply the newest treatment modalities available in the treatment of these conditions. Two (2) hours lecture weekly **Prerequisites: All first and second year courses**



**DENT 398 Clinical Rotation IV** **4 Credits**  
 Clinical procedures including the maintenance of surgical periodontal cases, suture removal, medical and dental emergencies, treatment of special needs patients, aesthetic concerns, whitening, night guards and extracoronary splinting. **Prerequisites: DENT 341 Clinical Rotation III; DENT367 Anesthesia and Pain Control; DENT396 Periodontology II; current CPR certificate; Hepatitis B vaccination; personal instruments**

**DENT447 Dental Hygiene for the Special Needs** **3 Credits**  
 Lecture and clinical rotations to provide care for those patients with special needs: mentally and physically challenged, speech and hearing impaired, home-bound and institutionalized. Students are introduced to sign language, geriatrics and children's homes. The student learns how to manage these patients in different settings. **Prerequisites: All course up to DENT398**

**DENT450 Clinical Rotation V** **4 Credits**  
 Advanced dental hygiene procedures including removal of plaque and dental calculus from roots surfaces during surgical procedures, students also perform advanced medical and dental emergencies techniques and treat of special needs patients. **Prerequisites: ALL courses up to DENT 398 Clinical Rotation IV; current CPR certificate; Hepatitis B vaccination; personal instruments**

**DENT455 Clinical Rotation VI** **4 Credits**  
 This course exposes the student to expanded functions for the dental hygienist that would include placement of temporary fillings in an already prepared tooth, insertion of avulsed and splinting and making referral to the dentist. Student incorporates the entire dental team when preparing a treatment plan for a patient so as to provide optimum dental health. **Prerequisites: All courses up to DENT450; current CPR certificate; Hepatitis B vaccination; personal instruments**

**DENT470 Practicum** **3 Credits**  
 The student is rotated through various health care facilities to experience different modes of health care delivery to include hospitals, government clinics and selected private offices. **Prerequisites: All courses up to DENT455**

**DENT 482 Professional Hygienist** **3 Credits**  
 A course that prepares the student for the "real world". It involves, résumé preparation, interview techniques, personal development, coping mechanisms, sexual harassment, death and dying, child and sex abuse and other preparation for the world of work. Lecture format with panel discussions, selected guest speakers and "live" interviews videotaped for student feedback, evaluation and critique. **Prerequisites: All courses up to DENT 447**

**DENT492 Boards Review** **2 Credits**  
 Preparation for international, regional and local board examinations. Exam taking techniques, format and design of the various examinations are discussed. All licensure requirements as well as content review, test construction, effective review methods, test taking strategies and anxiety control are presented. **Prerequisite: Completion of the dental hygiene curriculum or eligibility to sit the Board examination. Open to graduates of other dental hygiene programmes who wish to do remedial or review for the Dental Hygiene Board examination. Students may be exempted from this course if they are already registered with the Dental Council of Jamaica and have one year's working experience.**

## DEPARTMENT OF MATHEMATICS AND ENGINEERING

**Chairperson: Deju Nation, PhD.**

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**FACULTY**

Calvin Campbell  
 Faithlyn Granville  
 Cedric Hanson  
 Vaughan Leslie  
 Kerry-Ann Reid  
 Trevor Simpson  
 Kahlil Smith

**ADJUNCT**

Andel Bailey  
 Rydel Johnson  
 Avery Thompson

### INTRODUCTION

The mathematics and engineering programmes offered by the Mathematics and Engineering Department exist primarily for producing innovators in applied science, technology, engineering and mathematics (STEM) who possess Godly character and sound Christian ethics and who utilize their expertise and skills for driving economic growth and value creation in Jamaica. The Department therefore seeks to inculcate in its students Christian values and principles of excellence, moral soundness, professional ethics, order, honesty, integrity and selfless service that will prepare them for productivity in industry. These values and principles, along with the application of logic, creative thinking, problem solving and effective communication skills will fit the students for service in all key STEM related disciplines.

Our programmes prepare our students for work globally in the following career professions:

Career Field	Essential Career Tasks and Possible Local (Jamaican) Employers
Actuary	Work as a Financial Analyst and Risk Manager in Banking or Insurance industry, Finance and Investment, Pensions Fund Management, Real Estate and Mortgages Management.
Pure and Applied Mathematician	Work as a hard core Mathematician in Academia, Research or as a consultant with Industry.
Mathematics Education Specialist Teacher	Work as a mathematics specialist educator from elementary school through to advanced secondary education levels.
Computer Systems Engineer	Work on the design, analysis and development of complete computer/embedded systems for various applications - software and hardware related.
Electrical Power Systems Engineer	Work on the design, analysis and development of power systems for the generation, transmission, control, conditioning and delivery of electrical power in various applications.
Renewable Power Systems Engineer	Work on the design, analysis and development of renewable power systems (Solar, Wind, Hydro) for the generation, conversion, transmission, control, conditioning and delivery of renewable power in various applications.

RF Communications Engineer	Work on the design, analysis and development of RF, Microwave and fibre optic communications systems/networks for 3-5G communication systems -fixed and wireless broadband applications
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**PROGRAMME LEARNING OBJECTIVES**

The fundamental objective of the Bachelor of Science in Mathematics programme is to fulfil the mission and vision of the Department in the purposeful training, and graduating of high calibre mathematics professionals with a strong penchant and ability for mathematical knowledge application in innovative and creative ways that advance productivity in their workplaces. In keeping with the strong liberal arts foundation of the University, the programme couches its core mathematical pedagogy within a context of teaching social responsibility, morality, commitment to country and to God. Consequently ALL students upon successful completion of our programmes would be able to:

1. Think independently, critically, inductively and deductively.
2. Conduct Mathematical Proofs and effectively utilize the tools of Mathematical Induction for problem definition, formulation and solution.
3. Analyze and evaluate general, real life and applied mathematics problems.
4. Apply core and fundamental mathematical concepts in local problem solving (especially in the Jamaican context).
5. Design, develop, implement, solve, optimize, analyze and evaluate mathematical models for use in applied science, e and general problem solving application.
6. Design and conduct an applied mathematics research project.
7. Prepare scholarly applied mathematics articles for peer review journal and general publication.
8. Keep abreast of global trends in mathematical knowledge, application and thought and make scholarly contributions to expand available knowledge.
9. Underpin professionalism in the mathematics field with a strong commitment to social and environmental responsibility; ethical and moral decision making; and loyalty to country and to God.

**PROGRAMMES OFFERED**

**BSc Degrees in Mathematics**

- Bachelor of Science in Mathematics (with concentrations):
  - Pure and Applied Mathematics Concentration
  - Actuarial Science Concentration
  - Education Concentration
- Bachelor of Science in Mathematics (with Minor)

**BSc Degrees in Engineering**

- Bachelor of Science in Electrical and Electronic Engineering (with concentrations)\*
  - Renewable Energy and Power Systems Design
  - Industrial Process Control and Instrumentation Systems Design
  - RF/Microwave and Electronic Communications Systems Design

- Bachelor of Science in Computer Systems Engineering (with concentrations)\*
  - Database Systems Design
  - Embedded Systems and Process Control Design
  - Information & Communications Systems Design

\*Concentration areas for engineering programmes must be decided and declared by the end of the 2<sup>nd</sup> year of study and approved by the Department Chair or Advisor/Supervisor.

**MINIMUM MATRICULATION REQUIREMENTS - MATHEMATICS**

**Option A**

- A'Level/CAPE Pure or Applied Math (U1&U2) – Grades A, B, C or Grades I, II, III
- A'Level/CAPE/CSEC English A – Grades A, B, C or Grades I, II, III
- Three (3) extra A'Level/CAPE/CSEC subjects – Grades A, B, C or Grades I, II, III

**Option B**

- Equivalent foundation year transfer credits from other tertiary level institution in mathematics, English, physics or engineering science. (To be assessed by Dept.)

**Option C**

- Successful completion of NCU (TEAM) Training in Engineering and Advanced Mathematics programme along with passes in CSEC Mathematics and English Language.

**MINIMUM MATRICULATION REQUIREMENTS - ENGINEERING**

**Option A**

- A'Level/CAPE Pure or Applied Math (U1&U2) – Grades A, B, C or Grades I, II, III
- A'Level/CAPE Physics (U1&U2) – Grades A, B, C or Grades I, II, III
- A'Level/CAPE/CSEC English A – Grades A, B, C or Grades I, II, III
- Two (2) extra STEM based CAPE/CSEC subjects – Grades I, II, III

N.B. Either *CAPE (U1&2) in Electrical and Electronic Technology or Geometric and Mechanical Engineering Drawing (GMED)* may be used as a substitute for *CAPE Physics (U1 &U2)*.

**Option B**

- Equivalent foundation year transfer credits from other tertiary level institution in mathematics, English, physics or engineering science. (To be assessed by Dept.)

**Option C**

- Successful completion of NCU (TEAM) Training in Engineering and Advanced Mathematics programme along with passes in CSEC Mathematics and English Language.

**FOUNDATION YEAR (ALL MATHEMATICS AND ENGINEERING PROGRAMMES)**

Students who meet **ALL** the programme matriculation requirements are accepted into the *Foundation Year* of the BSc. programmes. It is important to note that this does not mean full programme matriculation. Full programme matriculation occurs at the end of the foundation year provided that **ALL CORE** foundation year courses are passed with a minimum “B average” and the student achieves a minimum cumulative foundation year GPA of 3.0. If the foundation year is completed without meeting these requirements, the student **MUST** do so within one (1) year. Failing this, the student **MUST** withdraw from the programme of study.

## MATRICULATION DEFICIENCIES

### OPTIONS FOR THOSE WITH ACCEPTABLE CSEC GRADES

- A student who has passes in CSEC Math and Physics (Grades I and II) may receive **provisional** acceptance into departmental programmes. However, it will require (at minimum) an additional year to satisfactorily pass the required pre-calculus and physics courses (MATH121, MATH165, MATH166, PHYS101, PHYS102). A minimum “B” grade level must be achieved in ALL the above named courses, along with a satisfactory departmental evaluation of demonstrated work ethic before acceptance into the “Foundation Year” is granted.

### MATHEMATICS PLACEMENT EXAMINATION

ALL students (except those with CAPE/A LEVEL or Additional Math passes as outlined in the transfer credit table above) are required to do the Mathematics Placement Examination in order to determine their readiness for any prescribed mathematics course in their area of study. The placement test is NOT an additional matriculation requirement. It is simply a placement tool designed to identify students who need to undertake foundational studies in mathematics before embarking on the mathematics course(s) required for their programme of study. The test is applicable to both new students as well as to current students in ANY year of study. The test content seeks to assess mastery of basic concepts in algebra, consumer arithmetic and geometry. The table below identifies the recommended courses related to the percentage scores received on the test.

Score	MATH121: College Algebra	MATH100: Fundamental of Mathematics	MATH095: Introductory Mathematics
60% or more	√	√	
50%-59%		√	
< 50%			√
No Exam			√

### COURSE EXEMPTIONS

The table given below provides information on external board exam passes and their corresponding NCU course exemptions.

SUBJECT (Pure OR Applied)	“Minimum” Grade/Score per Unit	NCU Course Exemption(s) Granted
A’ LEVEL/ CAPE MATH (Units 1 AND 2)	A-B or (I-II)	MATH095, MATH100, MATH121, MATH165, MATH166, MATH181(was MATH171)
A’ LEVEL/ CAPE MATH (Units 1 AND 2)	C or III	MATH095, MATH100, MATH121, MATH165, MATH166
CAPE MATH (Units 1 AND 2)	IV	MATH095, MATH100, MATH121, MATH165
Additional Math (CXC ORGCSE)	I,II OR A,B	
A LEVEL	D	

CAPE MATH (Units 1 OR 2)	I,II	MATH095, MATH100, MATH121, MATH165
Additional Mathematics (CXC or GCSE)	III or C	
CAPE MATH (Units 1 OR 2)	III,IV	MATH095, MATH100, MATH121
CAPE PHYSICS (Units 1 AND2)	I-III	PHYS101, PHYS102, PHYS151, PHYS152
CSEC PHYSICS CAPE PHYSICS (Units 1, 2OR both)	I-III IV	PHYS101, PHYS102
SAT Mathematics (USA, Other)	550	MATH095, MATH100
ACT Mathematics (USA, Other)	22	MATH095, MATH100

\*Credits in College Algebra are not applicable towards the bachelor's or associate degree in mathematics.

**PREREQUISITE/COREQUISITE COURSES**

Each course in the Department has one or more prerequisite or co-requisite requirement(s). **A student is not allowed to register for a course until all the requirements are fully met.** Please see the 'Description of Courses' section below for information on course prerequisites and corequisites.

**UNIVERSITY GRADUATION REQUIREMENTS**

1. An overall G.P.A. of 2.0; a minimum G.P.A. of 2.5 in core courses and a minimum G.P.A. of 2.25 in the minor.
2. At least a 'C+' grade for all core courses.
3. At least a 'C' grade in all cognate classes.
4. All required external examination passes.

**FINAL YEAR EXIT EXAMINATION (WRITTEN)**

As part of the Language and Content Examination, a written final year exit examination is mandatory for all senior students wishing to graduate. This exam is summative of fundamental mathematical content, spread over the four (4) years of study at NCU. Students MUST pass this exam before final approval for graduation. The exam consists of two comprehensive 3-hour papers (one theory focused and one applications focused) and will be administered 1-2 days before the oral component of the Language and Content Examination.

**FINAL YEAR RESEARCH PAPER**

All final year students must complete the mandatory course MATH440 (Applied Mathematics Research and Exit Review). This course requires that students research and prepare their selected research topic or internship project for publication in a peer reviewed journal selected in collaboration with their academic supervisor. A pass in this course is achieved only by on-time submission to the selected academic journal of their (NCU advisor approved) choice.

**FINAL YEAR INTERNSHIP**

Each final year student is required to complete a mandatory internship or practicum for a minimum of one hundred and sixty hours (160) with a local firm, research body, school or other commercial Jamaican enterprise, working in an area of Applied Mathematics. Students both practice and experience service learning as they contribute tangibly to the growth and development of the selected Jamaican organization through their innovation. This practicum counts towards the University’s Community Service requirement for graduation, as stated in the *Undergraduate Bulletin* segment on General Education Requirements.

**GPA REQUIREMENT FOR GRADUATION**

Although the Department upholds the minimum 2.5 requirement GPA to qualify for graduation, it strongly recommends that Mathematics and Engineering seek to maintain a minimum GPA of 3.0. This is especially important for those students wishing to pursue graduate studies within our Master’s degree programmes or those of other institutions where this is the minimum required GPA.



## BACHELOR OF SCIENCE IN MATHEMATICS

The Bachelor of Science degree in Mathematics takes four years (inclusive of summers) for those students who satisfy all of the requirements for matriculation. This programme consists of 55 credits of core mathematics courses, 24 credits of minor or concentration courses, 13 Math/Eng. electives and 6-9 credits of cognates. General Education courses consist of 33 credits (4 credits of the minimum 37 are satisfied by the programme core) constituting a minimum of 131 credits. To satisfy graduation requirements, each student must complete all core, cognate and General Education courses. A student pursuing the BSc in Mathematics may choose to do any minor offered by the University.

### COMPULSORY COMMON MATH CORE FOR ALL CONCENTRATIONS (55 CREDITS)

CORE MATH COURSES	55 CREDITS	PREREQUISITE/COREQUISITES
MATH175 Historical and Conceptual Frameworks in Mathematical – (Induction and Proofs )	3	MATH166, Math. Matr. Req.
MATH181 Calculus I (with Analytic Geometry)	4	MATH166, Math. Matr. Req.
MATH182 Calculus II (with Analytic Geometry)	4	MATH181
MATH205 Probability Theory & Statistics w/ Apps.	3	MATH166, Math. Matr. Req.
MATH241 Differential Equations w/ Apps.	3	ENGR123, MATH182
MATH261 Finite Mathematics	3	ENGR123, MATH205, MATH182
MATH283 Calculus III (with Analytic Geometry)	4	MATH182
MATH288 Fundamentals of Linear Algebra	3	ENGR123, MATH182
MATH342 Real Analysis w/ Apps	3	ENGR123, MATH283, MATH288
MATH343 Complex Variable. and Numeric Analysis	3	ENGR123, MATH283, MATH288
MATH344 Discrete Mathematics w/ Apps	3	ENGR123, MATH205, MATH182
MATH345 Mathematical Modelling and Numerical Methods	3	ENGR123, MATH182
MATH380 Abstract Algebra w/ Apps.	4	MATH283, MATH288
MATH385 Partial Differential Equations w/ Apps.	4	ENGR123, MATH241, MATH283
MATH430 Advanced Calculus	4	MATH175, MATH283
MATH440 Applied Mathematics Research and Exit Review	4	MATH430
<b>6-9</b>		
<b>REQUIRED COGNATES (ALL CONCENTRATIONS)</b>	<b>CREDITS</b>	
ACCT102 Fundamentals of Accounting ( <i>For Act Sci. Only</i> )	3	Matriculation Requirements
CPTR151 Principles of Programming I	3	ENGR123
ENGR123 Software Techniques and Computational Methods	3	MATH166 or Math. Matr. Req.
<b>TOTAL</b>	<b>9</b>	



**PURE AND APPLIED MATHEMATICS CONCENTRATION COURSES**

PURE AND APPLIED CONC. (COMPULSORY REQS.)		<b>24</b>	<b>PREREQUISITES</b>
		<b>CREDITS</b>	
MATH452	Advanced Numerical Methods w/ Apps.	3	MATH205, MATH380, MATH385
MATH453	Advanced Statistical Methods w/Apps.	3	MATH205, MATH380, MATH385,
MATH454	Fundamentals of Time Series Analysis w/ Apps.	3	MATH205, MATH380, MATH385,
MATH455	Advanced Partial Diff. Eqns. w/Apps.	3	MATH205, MATH380, MATH385
MATH456	Functional Analysis and Applications	3	MATH205, MATH380, MATH385,
MATH457	Fundamentals of Metric Spaces and & Topology	3	MATH205, MATH380, MATH385,
MATH458	Stochastic Calculus – Modelling w/ Apps.	3	MATH205, MATH380, MATH385,
MATH459	Fundamentals of Group and Number Theory w/ Apps.	3	MATH205, MATH380, MATH385,
<b>TOTAL</b>		<b>24</b>	

**ACTUARIAL SCIENCE CONCENTRATION COURSES**

ACTUARIAL SCIENCE CONC. (COMPULSORY REQS.)		<b>24 CREDITS</b>	<b>PREREQUISITES</b>
ACCT103	Financial Accounting	3	ACCT102
ACCT104	Managerial Accounting	3	ACCT103
BSAD301	Business Communication	3	COMM251
CPTR213	Fundamentals of Databases	3	ENGR123, CPTR151
ECON216	Principles of Micro-Economics	3	ENGL120, Mat. Req.
ECON217	Principles of Macro-Economics	3	ECON216
FNCE341	Financial Management Principles	3	ACCT104
FNCE437	Risk Management and Insurance	3	FNCE341
<b>TOTAL</b>		<b>24</b>	

BUSINESS ELECTIVES FOR ACT. SCI. CONC.		<b>DO ANY 3 Credits</b>	<b>PREREQUISITES</b>
BSAD341	Business Law	3	MGMT252
FNCE378	Intermediate Financial Management	3	FNCE341
FNCE470	Investment Analysis	3	FNCE378
MGMT252	Principles of Management	3	ENGL120
<b>TOTAL (CREDITS TO CHOOSE FROM)</b>		<b>12</b>	

**EDUCATION CONCENTRATION COURSES**

EDUCATION CONCENTRATION (CORE COURSES)		<b>24 Credits</b>	<b>PREREQUISITES</b>
EDUC195	Child and Adolescent Psychology	3	
EDUC198	Principles of Teaching and Learning	3	EDUC195
EDUC220	Educational Psychology	3	EDUC198
EDUC221	Instructional Technology	3	EDUC198
EDUC301	General Methods	3	EDUC221
EDUC333	Curriculum Development	3	
EDUC341	Professionalism and School Admin.	3	
EDUC343	Classroom Testing and Measurement	3	EDUC333
<b>TOTAL</b>		<b>24</b>	

**MINOR CONCENTRATION COURSES**

MINOR CONCENTRATION CORE (As per. Subject Area) **Credits**  
 TOTAL **24**

*\*A Minor may be selected from any degree programme offered by the University. (See section of bulletin on Minor requirements)*

**MATHEMATICS/ENGINEERING ELECTIVES (GENERAL)**

MATH./ENG. ELECTIVES FOR PURE AND APPL. CONC.		DO ANY 6 Credits	PREREQUISITES
ENGR112	Statics of Mechanical Systems	3	MATH181(Co-requisite)
ENGR113	Dynamics of Mechanical Systems	3	MATH181(Co-requisite)
ENGR121*	Applied Physics w/ Calculus I	3	MATH181(Co-requisite)
ENGR122*	Applied Physics w/ Calculus II	3	ENGR121
MATH315**	Financial Mathematics	3	MATH205, MATH182
MATH325**	Mathematical Probability	3	MATH205, MATH182
MATH326**	Mathematical Statistics	3	MATH325
MATH452	Advanced Numerical Methods w/ Apps.	3	MATH205, MATH380, MATH385
<b>TOTAL</b>	<b>(CREDITS TO CHOOSE FROM)</b>	<b>24</b>	

*(\*Should be selected by Pure and Applied Science Majors)*

*(\*\*Should be selected by Actuarial Science Majors)*

**GENERAL EDUCATION REQUIREMENTS (MATH PROGRAMMES) 33 CREDITS**

The courses ENGR123 and MATH175 together satisfy at least 4 credits of the general education requirements in the area of "Science and Environmental Awareness". To complete the minimum general education requirement of 37 credits therefore requires that the additional 33 credits be accounted for throughout the four years of study. This may be achieved by following the sequence of general education courses as outlined in the recommended course sequence.

**RECOMMENDED SEQUENCE  
(BSC IN MATHEMATICS WITH ACTUARIAL SCIENCE CONCENTRATION)**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
<b>1<sup>st</sup> Year (Foundation Year)</b>	EDUC100 Freshman Seminar	1	ENGL120 Freshman Composition II	3
	ENGL119 Freshman Composition I	3	MATH182 Calculus II (w/ Analytical Geo.)	4
	ENGR123 Software Techniques & Computational Methods	3	MATH205 Probability Theory & Statistics with Applications	3
	MATH175 Historical & Conceptual Frameworks in Maths (Induction & Proofs)	3	MATH288 Fundamentals of Linear Algebra	3
	MATH181 Calculus I (w/ Analytical Geo.)	4	RELB113 God & Human Life	3
Personal Development Req.	2			
	<b>Total Credits</b>	<b>16</b>	<b>Total Credits</b>	<b>16</b>
<b>2<sup>nd</sup> Year Sophomore (32-64 Credits)</b>	Fundamentals of Christian Ed.	3	COMM251 Oral Communication	3
	MATH344 Discrete Maths ENGL151 w/Apps.	3	MATH241 Differential Equations w/Applications	3
	MATH345 Math. Modelling & Numerical Methods	3	MATH342 Real Analysis w/ Applications	3
	MATH261 Finite Mathematics	3	MATH343 Complex Variable & Numerical Analysis w/ Apps.	3
	MATH283 Calculus III (w/ Analytical Geo)	4	MATH315 Financial Mathematics	4
	<b>Total Credits</b>	<b>16</b>	<b>Total Credits</b>	<b>16</b>
<b>2<sup>nd</sup> Year Summer Session 1 (64-70 Credits)</b>	ACCT102 Fundamentals of Accounting	3		
	CPTR1151 Principles of Programming I	3		
	<b>Total Credits:</b>	<b>6</b>		
<b>3<sup>rd</sup> Year Junior (70-102 Credits)</b>	ENGL151 Fundamentals of Christian Ed.	3	MATH385 Partial Differential Equations w/ Applications	4
	MATH380 Abstract Algebra w/ Applications	4	ACCT104 Managerial Accounting	3
	ACCT103 Financial Accounting	3	CPTR213 Fundamentals of Databases	3
	BSAD301 Business Communication	3	MATH326 Mathematical Statistics	3
	MATH325 Mathematical Probability	3	Moral Development Requirement.	3
	<b>Total Credits</b>	<b>16</b>	<b>Total Credits</b>	<b>16</b>
<b>4<sup>th</sup> Year Senior (102-134 Credits)</b>	MATH430 Advanced Calculus w/ Applications	4	MATH440 Applied Maths. Research & Exit Exam Review	4
	ECON216 Microeconomics	3	ECON217 Macroeconomics	3
	FNCE341 Financial Management Principles	3	FNCE437 Risk Management & Insurance	3
	<b>Business Elective Course</b>	3	Humanities Requirement	3
	Modern Language Requirement	3	Spiritual Development Requirement	3
			MATH460 Mathematics Final Year Exit Exam	NC
		<b>Total Credits:</b>	<b>16</b>	<b>Total Credits:</b>

## RECOMMENDED SEQUENCE (PURE AND APPLIED SCIENCE CONCENTRATION)

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>(Foundation Year)</b>  <b>Freshman</b> (32 credits max.)	EDUC100 Freshman Seminar	1	ENGL120 Freshman Composition II	3
	ENGL119 Freshman Composition I	3	MATH182 Calculus II (w/ Analytical Geo.)	4
	ENGR123 Software Techniques & Computational Methods	3	MATH205 Probability Theory & Statistics with Applications	3
	MATH175 Historical & Conceptual Frameworks in Maths (Induction & Proofs)	3	MATH288 Fundamentals of Linear Algebra	3
	MATH181 Calculus I (w/ Analytical Geo.) Personal Development Req.	4 2	RELB113 God & Human Life	3
<b>Total Credits</b>	<b>16</b>	<b>Total Credits</b>	<b>16</b>	
2 <sup>nd</sup> Year <b>Sophomore</b>  (32-64 Credits)	ENGL151 Fundamentals of Christian Ed.	3	COMM251 Oral Communication	3
	MATH344 Discrete Maths w/Apps.	3	MATH241 Differential Equations w/Applications	3
	MATH345 Math. Modelling & Numerical Methods	3	MATH342 Real Analysis w/ Applications	3
	MATH261 Finite Mathematics	3	MATH343 Complex Variable & Numerical Analysis w/ Apps.	3
	MATH283 Calculus III (w/ Analytical Geo)	4	<b>Maths./Eng. Elective Course</b>	4
<b>Total Credits</b>	<b>16</b>	<b>Total Credits</b>	<b>16</b>	
2 <sup>nd</sup> Year <b>Summer Session 1</b> (64-67 Credits)	CPTR151 Principles of Programming I	3		
	<b>Total Credits:</b>	<b>3</b>		
3 <sup>rd</sup> Year <b>Junior</b>  (67-99 Credits)	ENGL151 Fundamentals of Christian Ed.	3	MATH385 Partial Differential Equations w/ Applications	4
	MATH380 Abstract Algebra w/ Applications	4	ENGR121 Applied Physics w/ Calculus I	3
	ENGR121 Applied Physics w/ Calculus I	3	MATH452 Advanced Numerical Methods w/ Apps.	3
	MATH456 Functional Analysis w/ Apps	3	<b>Maths./Eng. Elective Course</b>	3
	<b>Maths./Eng. Elective Course</b>	3	Moral Development Requirement.	3
<b>Total Credits</b>	<b>16</b>	<b>Total Credits</b>	<b>16</b>	
4 <sup>th</sup> Year <b>Senior</b>  (99-131 Credits)	MATH430 Advanced Calculus w/ Applications	3	MATH440 Applied Maths. Research & Exit Exam Review	4
	MATH454 Fundamentals of Time Series Analysis w/ Apps.	4	MATH457 Fundamentals of Metric Spaces & Topology w/ Apps	3
	MATH458 Stochastic Calculus – Modelling with Applications	3	MATH459 Fundamentals of Group & Number Theory w/ Apps	3
	<b>Maths./Eng. Elective Course</b>	3	Humanities Requirement	3
	Modern Language Requirement	3	Spiritual Development Requirement.	3
	<b>Total Credits</b>	<b>16</b>	MATH460 Mathematics Final Year Exit Exam	NC
<b>Total Credits</b>	<b>16</b>	<b>Total Credits</b>	<b>16</b>	

**RECOMMENDED SEQUENCE  
(BSC IN MATHEMATICS WITH MINOR)**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
<b>1<sup>st</sup> Year</b>  <b>(Foundation Year)</b>  <b>Freshman</b>  (32 credits max.)	EDUC100 Freshman Seminar	1	ENGL120 Freshman Composition II	3
	ENGL119 Freshman Composition I	3	MATH182 Calculus II (w/ Analytical Geo.)	4
	ENGR123 Software Techniques & Computational Methods	3	MATH205 Probability Theory & Statistics with Applications	3
	MATH175 Historical & Conceptual Frameworks in Maths (Induction & Proofs)	3	MATH288 Fundamentals of Linear Algebra	3
	MATH181 Calculus I (w/ Analytical Geo.)	4	RELB113 God & Human Life	3
	Personal Development Req.	2		
<b>Total Credits</b>	<b>16</b>	<b>Total Credits</b>	<b>16</b>	
<b>2<sup>nd</sup> Year</b> <b>Sophomore</b>  (32-64 Credits)	ENGL151 Fundamentals of Christian Ed.	3	COMM251 Oral Communication	3
	MATH344 Discrete Maths w/Apps.	3	MATH241 Differential Equations w/Applications	3
	MATH345 Math. Modelling & Numerical Methods	3	MATH342 Real Analysis w/Applications	3
	MATH261 Finite Mathematics	3	MATH343 Complex Variable & Numerical Analysis w/ Apps.	3
	MATH283 Calculus III (w/ Analytical Geo)	4	Maths./Eng. Elective Course	4
	<b>Total Credits</b>	<b>16</b>	<b>Total Credits</b>	<b>16</b>
<b>2<sup>nd</sup> Year</b> <b>Sum. Sess. I</b> (64-67 Credits)	CPTR151 Principles of Programming I	<b>3</b>		
<b>Total Credits</b>	<b>3</b>			
<b>3<sup>rd</sup> Year</b> <b>Junior</b>  (67-99 Credits)	ENGL151 Fundamentals of Christian Ed.	3	MATH385 Partial Differential Equations w/ Applications	4
	MATH380 Abstract Algebra w/ Applications	4	Minor Course	3
	Minor Course	3	Minor Course	3
	Minor Course	3	Maths./Eng. Elective Course	3
	Maths./Eng. Elective Course	3	Moral Development Requirement.	3
	<b>Total Credits</b>	<b>16</b>	<b>Total Credits</b>	<b>16</b>
<b>4<sup>th</sup> Year</b> <b>Senior</b>  (99-131 Credits)	MATH430 Advanced Calculus w/ Applications	4	MATH440 Applied Maths. Research & Exit Exam Review	4
	Minor Course	3	Minor Course	3
	Minor Course	3	Minor Course	3
	Maths./Eng. Elective Course	3	Humanities Requirement	3
	Modern Language Requirement	3	Spiritual Development Requirement.	3
	<b>Total Credits</b>	<b>16</b>	MATH460 Mathematics Final Year Exit Exam	NC
		<b>Total Credits</b>	<b>16</b>	

## MINOR IN MATHEMATICS

CORE REQUIREMENTS	24 Credits	PREREQUISITES
MATH165 Pre-Calculus I	3	MATH121
MATH166 Pre-Calculus II	3	MATH165
MATH181 Calculus with Analytical Geometry I	4	MATH166 or Matr. Req.
MATH182 Calculus with Analytical Geometry II	4	MATH181
MATH205 Probability Theory and Statistics with Applications	3	MATH166, Matr. Req.
MATH241 Differential Equations with Applications	3	ENGR123, MATH182
MATH288 Fundamentals of Linear Algebra	3	ENGR123, MATH182
MATH3XX Math Elective (Must be a 300 level course)	3	-
<b>REQUIRED COGNATE</b>		
ENGR123 Software Techniques and Computational Methods	3	MATH166 or Matr. Req.
<b>TOTAL</b>	<b>29</b>	

## BACHELOR OF SCIENCE IN ELECTRICAL AND ELECTRONIC ENGINEERING

The Bachelor of Science degrees in Electrical and Electronic Engineering is designed to be completed over four (4) academic years (inclusive of summers) by students who satisfy all the matriculation requirements. It comprises 136 academic credits containing 77 core engineering, 24 supporting mathematics, 3 cognate, 6 elective and 26 general education credits. Note that 11 of the 37 minimum General Education Credits (as stipulated by the Northern Caribbean University academic regulations) are fulfilled within the content of the CORE engineering courses.

The areas of specialization are as follows:

- Renewable Energy and Power Systems Design
- Industrial Process Control and Instrumentation Systems Design
- RF/Microwave and Electronic Communications Systems Design

The chosen area of specialization is reflected in the “elective courses chosen” along with the 3<sup>rd</sup> and 4<sup>th</sup> year design projects.

### CORE ENGINEERING COURSES (77 CREDITS)

	CREDITS	PRE/COREQUISITES
ENGR110 Engineering Orientation and Ethics	3	
ENGR111 Introduction to Engineering Design and CAD	2	
ENGR119 Electro-Mechanical Workshop I	1	
ENGR120 Electro-Mechanical Workshop II	1	ENGR119
ENGR121 Applied Physics w/Calculus I	3	MATH181(Corequisite)
ENGR122 Applied Physics w/Calculus II	3	ENGR121
ENGR123 Software Techniques and Comp. Methods	3	MATH166 or Math. Matr. Req.
ENGR251 Electrical Circuit Theory and Analysis I	3	ENGR122, ENGR123, MATH182
ENGR252 Electrical Circuit Theory and Analysis II	3	ENGR251
ENGR260 Chemistry for Engineers and Scientists w/Apps.	3	ENGR122, MATH181
ENGR301 Electronics I	4	ENGR251, MATH241
ENGR302 Electronics II	4	ENGR301
ENGR303 Electrical Power Systems I	3	ENGR252, MATH241
ENGR304 Electrical Power Systems II	4	ENGR303
ENGR305 Communication Systems I	3	ENGR251, MATH241
ENGR307 Digital Circuits and Microprocessors I	4	ENGR251, MATH241

ENGR310	Engineering Electromagnetics	3	MATH283, MATH343, ENGR252
ENGR312	Electrical Drives and Power Electronics I	4	ENGR301, ENGR303, ENGR307
ENGR314	Control Systems and Mechatronics I	4	ENGR252, MATH241
ENGR320	Signals and Systems	3	ENGR251, MATH241
ENGR324	Digital Signal Processing	3	ENGR251, MATH241
ENGR328	Antennas, RF and Microwave Comm. Systems Design	4	ENGR302, ENGR305, ENGR310
ENGR330	Embedded Systems Design I	4	ENGR301, ENGR307
ENGR333	Third Year Design	1	ENGR252, MATH241, MATH343
ENGR334	Fourth Year Design	1	ENGR333
ENGR340	Engineering Economics for Entrepreneurship	3	ENGR110
<b>TOTAL</b>		<b>77</b>	

**COMPULSORY MATHEMATICS COURSES (24 CREDITS)**

	CREDITS	PREREQUISITES	
MATH181	Calculus I (w/ Analytical Geometry)	4	MATH166, Math Matr. Req.
MATH182	Calculus II (w/ Analytical Geometry)	4	MATH181
MATH205	Probability Theory and Statistics w/ Apps.	3	MATH166, Math Matr. Req.
MATH241	Differential Equations W/ Apps.	3	ENGR123, MATH182
MATH343	Complex Var. and Numerical Analysis	3	ENGR123, MATH283, MATH288
MATH283	Calculus III (w/ Analytical Geometry)	4	MATH182
MATH288	Fundamentals of Linear Algebra w/ Apps.	3	ENGR123, MATH182
<b>TOTAL</b>	<b>24</b>		

**REQUIRED COGNATES (3 CREDITS)**

REQUIRED COGNATE COURSE	CREDITS	PREREQUISITES	
CPTR151	Principles of Programming I	3	ENGR123

**ELECTRICAL ENGINEERING ELECTIVES (6 CREDITS)**

ENGINEERING ELECTIVE COURSES	Do ANY 6 Credits	PREREQUISITES	
ENGR370	Fundamentals of Fluid Mechanics w/ Apps	3	ENGR122, ENGR123, MATH283
ENGR371	Heat & Mass Transfer w/ Applications	3	ENGR122, ENGR123, MATH283
ENGR372	Thermodynamics w/ Applications	3	ENGR122, ENGR123, MATH283
ENGR373	Introduction to Computational Fluid Dynamics (CFD)	3	ENGR370
ENGR418	Industrial Process Systems Design	3	ENGR251, MATH182
ENGR419	Renewable Energy Systems Design	3	ENGR251, MATH182
ENGR420	Modern Communications System Design	3	ENGR302, ENGR305, ENGR328
ENGR451	Embedded Operating Systems Design	3	ENGR330, MATH241
<b>TOTAL</b>	<b>(CREDITS TO CHOOSE FROM)</b>	<b>24</b>	

**Note:** The available and permissible electives are not necessarily restricted to the above listing but are open to other relevant 300 or 400 level courses offered by the Departments of Mathematics and Engineering and Computer and Information Science (Chosen with approval of Advisor).

**INDUSTRIAL APPRENTICESHIP**

Before graduation, all final year engineering students are required to complete a minimum of four (4) weeks industrial experience with an assigned engineering firm, during their final semester of classes.

**NVQ-J (National Vocational Qualification, Jamaica)**

As a means of increasing the competitive advantage of the NCU Engineering students, our students are able to pursue National Vocational Qualifications (NVQs) through the University's current Memorandum of Understanding (MOU) with the HEART TRUST/NTA.

**GENERAL EDUCATION REQUIREMENTS (ENGINEERING PROGRAMMES) 26 CREDITS**

The courses ENGR110, ENGR121, ENGR122 ENGR123, and ENGR340 together satisfy at least 11 credits of the 37 minimum general education requirements in the areas of Foundation Studies, Humanities and Science and Environmental Awareness. To complete the minimum general education requirements of 37 credits therefore requires that the additional 26 credits be accounted for throughout the four years of study.

**RECOMMENDED SEQUENCE  
(BSC IN ELECTRICAL AND ELECTRONIC ENGINEERING)**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
<b>1<sup>st</sup> Year (Foundation Year)</b>	ENGR110 Engineering Orientation & Ethics	3	ENGL120 Freshman Composition II	3
	ENGL119 Freshman Composition I	3	ENGR111 Engineering Design with CAD	2
<b>Freshman (32 credits max.)</b>	ENGR121 Applied Physics with Calculus I	3	ENGR119 Electro-Mechanical Workshop I	1
	ENGR123 Software Techniques & Computational Methods	3	ENGR122 Applied Physics with Calculus II	3
	MATH181 Calculus I (w/ Analytical Geo.)	4	ENGR151 Programming for Engineers & Scientists I	3
			MATH182 Calculus II (w/ Analytical Geo.)	4
	<b>Total Credits</b>	<b>16</b>	<b>Total Credits</b>	<b>16</b>
<b>2<sup>nd</sup> Year  Sophomore (32-72 Credits)</b>	ENGR120 Electro-Mechanical Workshop II	1	ENGR252 Electrical Circuit Theory & Analysis II	3
	<b>ENGR251 Electrical Circuit Theory &amp; Analysis I</b>	3	ENGR310 Engineering Electromagnetics	3
	<b>ENGR260 Chemistry for Engineers &amp; Scientists with Applications</b>	3	MATH205 Probability Theory & Statistics with Applications	3
	MATH343 Fundamentals of Linear Algebra	3	MATH241 Differential Equations with Applications	3
	MATH283 Calculus III (w/ Analytical Geo.)	4	MATH343 Complex Variable and Numerical Analysis w/ Apps	3
	Personal Development Requirement	1	Personal Development Requirement	1
	<b>Total Credits</b>	<b>15</b>	<b>Total Credits</b>	<b>16</b>



	<b>Summer Session I</b>			
	COMM251 Oral Communications	3		
	RELB113 God and Human Life	3		
	Foreign Language Requirement	3		
	<b>Total Credits</b>	<b>9</b>		
3 <sup>rd</sup> Year <b>Junior</b> (72-110 Credits)	ENGR301 Electronics I	4	ENGR302 Electronics II	4
	ENGR303 Electrical Power Systems I	3	ENGR304 Electrical Power Systems II	4
	ENGR307 Digital Circuits & Microprocessors I	4	ENGR312 Electrical Drives & Power Electronics I	4
	ENGR314 Control Systems & Mechatronics I	4	Embedded Systems Design I	4
	Third Year Design	1		
	<b>Total Credits</b>	<b>16</b>	<b>Total Credits</b>	<b>16</b>
	<b>Summer Session I</b>			
	EDUC151 Fundamentals of Christian Education	3		
	RELB305 Life & Teachings of Christ	3		
	<b>Total Credits</b>	<b>6</b>		
4 <sup>th</sup> Year <b>Senior</b> (110-136 Credits)	ENGR305 Communication Systems I	3	ENGR340 Engineering Economics for Entrepreneurship	3
	ENGR320 Signals & Systems	3	Eng./Comp. Elective	3
	ENGR324 Digital Signal Processing	3	Eng./Comp. Elective	3
	ENGR328 Antennas RF & Microwave Circuit Design	4	Spiritual Development Requirement	3
	ENGR334 Fourth Year Design	1	ENGR400 Fundamentals of Engineering. Exit Exam	NC
	<b>Total Credits</b>	<b>14</b>	<b>Total Credits</b>	<b>12</b>

## BACHELOR OF SCIENCE IN COMPUTER SYSTEMS ENGINEERING

The Bachelor of Science degree in Computer Systems Engineering is designed to be completed over four (4) academic years (inclusive of summers) by students who satisfy all the matriculation requirements. It comprises 135 academic credits containing 44 core engineering, 42 computer systems, 17 compulsory mathematics, 6 electives and 26 general education credits. Note that 11 of the 37 minimum General Education Credits (as stipulated by the Northern Caribbean University academic regulations) are fulfilled within the content of the CORE engineering courses.

There areas of specialization currently being offered are as follows:

- Database Systems Design
- Embedded Systems and Process Control Design
- Information & Communications Systems Design

The chosen area of specialization is reflected in the “elective courses chosen” along with the 3<sup>rd</sup> and 4<sup>th</sup> year design projects.

### CORE ENGINEERING COURSES (44 CREDITS)

CORE ENGINEERING COURSES	CREDITS	PREREQUISITES
ENGR110 Engineering Orientation and Ethics	3	
ENGR111 Engineering Design With CAD	2	
ENGR119 Electro-Mechanical Workshop I	1	
ENGR121 Applied Physics w/ Calculus I	3	MATH171(CO)
ENGR122 Applied Physics w/ Calculus II	3	ENGR120
ENGR123 Software Techniques and Comp. Methods	3	MATH166 or Math. Matr. Req.
ENGR251 Electrical Circuit Theory and Analysis I	3	ENGR122, ENGR123, MATH182
ENGR301 Electronics I	3+1	ENGR251, MATH241
ENGR307 Digital Circuits and Microprocessors I	3+1	ENGR251, MATH241
ENGR320 Signals and Systems	3	ENGR251, MATH182
ENGR324 Digital Signal Processing	3	ENGR251, MATH182
ENGR330 Embedded Systems Design I	3+1	ENGR301, ENGR307
ENGR333 Third Year Design	1	ENGR252
ENGR334 Fourth Year Design	1	ENGR333
ENGR340 Engineering Economics for Entrepreneurship	3	ENGR110
ENGR350 Machine Learning for Computer Engineers	3	MATH288, CPTR151
<b>TOTAL</b>	<b>44</b>	

### CORE COMPUTER SYSTEMS COURSES (42 CREDITS)

	CREDITS	PREREQUISITES
CPTR151 Principles of Programming I	3	ENGR123
CPTR213 Fundamentals of Databases	3	ENGR123, CPTR151
CPTR235 Software Engineering	3	CPTR151, CPTR213
CPTR242 Principles of Programming II	3	CPTR151
CPTR252 Data Structures And Algorithms	3	CPTR242
CPTR282 Computer Organization and Architecture	3	CPTR151
CPTR311 Discrete Structures In Computer Science	3	CPTR242
CPTR355 Algorithm Design and Analysis	3	CPTR252
CPTR365 Artificial Intelligence	3	CPTR252
CPTR375 Operating Systems	3	CPTR252
CPTR380 Data Telecommunication	3	CPTR252

CPTR421	Systems Administration and Engineering I	3	CPTR375,CPTR380
CPTR425	Network Design And Implementation	3	CPTR375,CPTR380
CPTR467	Compiler Design And Development	3	CPTR355
TOTAL		<b>42</b>	

**COMPULSORY MATHEMATICS COURSES (17 CREDITS)**

	CREDITS
MATH181 Calculus I (w/ Analytical Geometry)	4
MATH182 Calculus II (w/ Analytical Geometry)	4
MATH205 Probability Theory and Statistics w/ Apps.	3
MATH241 Differential Equations with Applications	3
MATH288 Fundamentals of Linear Algebra w/ Apps.	3
TOTAL	<b>17</b>

**COMPUTER SYSTEMS/ENGINEERING ELECTIVES (6 CREDITS)**

	Do ANY 6 CREDITS	PREREQUISITES
CPTR422 Systems Administration and Engineering II	3	CPTR375,CPTR380
CPTR430 Assembly Language Programming	3	CPTR252, CPTR282
CPTR450 Database Systems	3	CPTR213, CPTR252, ENGR333
CPTR483 Security Vulnerabilities and Attack Prevention	3	CPTR421
ENGR305 Communication Systems I	3	ENGR251, MATH182
ENGR418 Industrial Process Design	3	ENGR330, MATH182
ENGR419 Renewable Energy Systems Design	3	ENGR330, MATH182
ENGR451 Embedded Operating Systems Design	3	ENGR330, MATH182
TOTAL (CREDITS TO CHOOSE FROM)	<b>24</b>	

**Note:** The available and permissible electives are not necessarily restricted to the above listing but are open to other relevant 300 or 400 level courses offered by the Departments of Mathematics and Engineering and Computer and Information Science (Chosen with approval of Adviser).

**RECOMMENDED COURSE SEQUENCE  
(BSC IN COMPUTER SYSTEMS ENGINEERING)**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr	
<b>1<sup>st</sup> Year (Foundation Year)</b>	ENGR110 Engineering Orientation & Ethics	3	ENGL120 Freshman Composition II	3	
	ENGL119 Freshman Composition I	3	ENGR111 Engineering Design with CAD	2	
<b>Freshman (32 credits max.)</b>	ENGR121 Applied Physics with Calculus I	3	ENGR119 Electro-Mechanical Workshop I	1	
	ENGR123 Software Techniques & Computational Methods	3	ENGR122 Applied Physics with Calculus II	3	
	MATH181 Calculus I (w/ Analytical Geo.)	4	CPTR151 Principles of Programming I	3	
			MATH182 Calculus II (w/ Analytical Geo.)	4	
	<b>Total Credits</b>	<b>16</b>	<b>Total Credits</b>	<b>16</b>	
<b>2<sup>nd</sup> Year Sophomore</b>  (32-67 Credits)	ENGR251 Electrical Circuit Theory & Analysis I	3	COMM251 Oral Communications	3	
	CPTR213 Fundamentals of Databases	3	MATH205 Probability Theory & Statistics with Applications	3	
	CPTR235 Software Engineering	3	MATH241 Differential Equations with Applications	3	
	MATH343 Fundamentals of Linear Algebra	3	CPTR252 Data Structures & Algorithms	3	
			CPTR242 Principles of Programming II	3	
	<b>Total Credits:</b>	<b>12</b>	<b>Total Credits:</b>	<b>15</b>	
	<b>Summer Session I</b>				
RELB113 God and Human Life	3				
Foreign Language Requirement	3				
Personal Development Requirement	2				
<b>Total Credits:</b>	<b>8</b>				
<b>3<sup>rd</sup> Year Junior</b>  (67-107 Credits)	ENGR301 Electronics I	4	CPTR355 Alg. Analysis & Design	3	
	CPTR282 Computer Org. & Arch.	3	CPTR365 Artificial Intelligence	3	
	ENGR307 Digital Circuits & MCU's I	4	CPTR375 Operating Systems	3	
	CPTR311 Discrete Structures in Computer Science	3	ENGR330 Embedded Systems Design I	4	
	Third Year Design	1	CPTR380 Data Telecommunications	3	
	<b>Total Credits:</b>	<b>15</b>	<b>Total Credits:</b>	<b>16</b>	
	<b>Summer Session I</b>				
	EDUC151 Fund. of Christian Ed.	3			
RELB305 Life & Teachings of Christ	3				
Spiritual Development Requirement	3				
<b>Total Credits:</b>	<b>9</b>				

<b>4<sup>th</sup> Year Senior</b>  (107-135 Credits)	ENGR350 Machine Learning for Computer Engineers	3	ENGR340 Engineering Economics for Entrepreneurship	3
	ENGR320 Signals & Systems	3	Comp./Eng. Elective	3
	ENGR324 Digital Signal Processing	3	Comp./Eng. Elective	3
	CPTR421 Systems Administration & Engineering I	3	CPTR425 Network Design & Implementation	3
	CPTR467 Compiler Design & Development	3	ENGR400 Fundamentals of Engineering Review & Exit Exam	NC
	ENGR334 Fourth Year Design	1		
	<b>Total Credits:</b>	<b>13</b>	<b>Total Credits:</b>	<b>12</b>

### MINOR IN ENGINEERING

CORE ENGINEERING COURSES	CREDITS	PRE/COREQUISITES
ENGR110 Engineering Orientation and Ethics	3	
ENGR111 Introduction to Engineering Design and CAD	2	
ENGR112 Statics of Mechanical Systems	3	MATH181(Co-requisite)
ENGR113 Dynamics of Mechanical Systems	3	MATH181(Co-requisite)
ENGR119 Electro-Mechanical Workshop I	1	
ENGR121 Applied Physics w/Calculus I	3	MATH181(Corequisite)
ENGR122 Applied Physics w/Calculus II	3	ENGR121
ENGR123 Software Techniques and Comp. Methods	3	MATH166 or Matr. Req.
ENGR251 Electrical Circuit Theory and Analysis I	3	MATH283 (Corequisite)
ENGR3XX Engineering Elective Course (Must be at 300 level)	3	-
<b>REQUIRED COGNATE</b>		
MATH181 Calculus with Analytical Geometry I	3	MATH166 or Matr. Req.
<b>TOTAL</b>	<b>30</b>	

### ENGINEERING/TECHNICAL MODULES AND SHORT COURSES

Students who are not ready to begin an engineering degree may wish to complete one or more of the short courses offered by the department. These courses are conveniently spread over a 5-15 week interval, with contact time ranging from 15-45 hours. Most of these courses can be administered wholly or partly via the *NCU Distance Education Portal*, allowing students the flexibility, convenience and economics of study from home. Some technical aspects of the programmes must be achieved by practical work at our on-campus state-of-the-art Engineering Lab facilities. Finally, almost all these courses will provide students either *part or full transfer credits* to related BEng degree programme course

#### Introductory Level (General Public/Junior Technicians)

- SCBM101 Basic Math & Science for Technicians
- SCPE101 Practical Electronics & Instrumentation
- SCTD101 3D Printing & Design with CAD
- SCMF101 Metal Fabrication & Machining

**Renewable Energy Modules (Electrical/Math/English/Computer knowledge required)**

- SCPV101 Solar Photo-voltaic System Design & Installation I
- SCSH101 Solar Heating, Cooling and Ventilation Systems Design & Installation I
- SCWT101 Wind Turbine. Systems. Design & Installation I
- SCEA101 (Economic Analysis of RE Systems)
- SCHAT101 Hydro-Turbine Systems Designs & Installation I

**Advanced Level (Practicing Engineers & Technologists)**

- SCEM101 Electrical Machines & Industrial Drives Design
- SCIE101 Industrial Electronics & Process Control Design
- SCPE101 Power Electronics & Renewable Energy Conversion System Design
- SCDE101 Digital Electronics & PLC's for Process Control
- SCML101 MATLAB & Simulink with Industrial Applications
- SCLV101 LabVIEW with Industrial Applications

*\*Completion of ALL the renewables modules cited above will satisfy the Renewable Systems Specialization component of the BSc EE degree programme.*

*N.B.: The Renewable Energy Modules PV101, SH101 and WT101 are all aligned to the curricula of the North American Board of Certified Energy Professionals (NABCEP), United States. The Mathematics and Engineering Department actively maintains Certified Education Provider Status with the NABCEP and therefore students are able to sit NABCEP Entry Level examinations through the Department while preparing for careers in both the local and regional North American Energy sector. The NABCEP is the premier body for certification of energy professionals throughout the United States and Canada.*

## DESCRIPTION OF COURSES

### MATHEMATICS

#### **MATH095 Introductory Mathematics**

**3 Credits**

This course teaches the basic concepts and operations in mathematics. It is designed for students who do not have a pass in mathematics at the CSEC/GCE level. Topics include basic operations in arithmetic and algebra. Students learn mathematical operations on whole numbers, integers, fractions and decimals. **Credits do not apply toward a degree.**

#### **MATH100 Fundamentals of Mathematics**

**3 Credits**

Study of mathematical concepts in the field of number theory, number systems, algebra including graphs and statistics. Designed to meet the General Education requirement for the baccalaureate degree, but does not apply toward a major or minor in mathematics. **Prerequisite: MATH095 Introductory Mathematics or pass in the Mathematics Entrance Examination (50% or more).**

#### **MATH121 College Algebra**

**3 Credits**

The fundamental operations of algebra, inequalities, absolute values, systems of linear equations, number systems, exponents, radicals, matrices and determinants, relations and functions. Credits for this course are not applicable towards a bachelor's or associate degree in mathematics. **Prerequisite: MATH095 Introductory Mathematics or pass in the Mathematics Entrance Examination (60% or more).**

#### **MATH165 Pre-Calculus I**

**4 Credits**

Sets, fundamental operations of algebraic expressions, theory of equations, functions and their graphs, matrices and determinants, logarithmic and exponential functions, complex numbers and an introduction to differentiation and integration. **Prerequisite: MATH121 College Algebra or equivalent**

#### **MATH166 Pre-Calculus II**

**4 Credits**

Trigonometric functions and their graphs, identities, solutions of triangles, introduction to polar co-ordinates, polar equations and their graphs and an introduction to conic sections. **Prerequisite: MATH165 Pre-Calculus I**

#### **MATH175 Historical and Conceptual Frameworks in Mathematics:**

##### **Induction and Proofs**

**3 Credits**

This is a foundation year course designed to provide freshmen with an appreciation for the history behind the development of fundamental concepts in mathematics. They are introduced to the concepts of fundamental laws, axioms, postulates and theories related to the historical development of core mathematical techniques. The role and work of prominent 16-20<sup>th</sup> mathematicians and their impact on the core math concepts of today are explored. Particular emphasis is placed on students' ability to develop proofs and to use the powerful techniques of mathematical induction in problem solving and general analysis. **Prerequisite: Mathematics Matriculation Requirement or MATH166 Pre-Calculus II**

#### **MATH181 (171) Calculus I with Analytical Geometry**

**3 Credits**

This foundation year course is designed to provide freshmen with a foundation in the fundamental first principles of Calculus. It comprises instruction in the calculus of limits, the definition of the derivative and difference quotient, ordinary derivatives of elementary

functions and their combinations, transcendental functions, simple differential equations, the anti-derivative and the definite integral, and associated theorems (1<sup>st</sup> and 2<sup>nd</sup> Fundamental Theorems, Mean Value Theorem etc.), axioms and postulates. The course is taught from an analytical and geometric perspective building on a foundation of algebra and basic function theory learnt in algebra and pre-calculus courses. The calculus of trigonometric functions is widely integrated and particular emphasis is given to scientific and engineering related concept applications. Software simulations and numerical solutions in MATLAB are infused in delivery and student coursework and assignments. **Prerequisite: Mathematics Matriculation Requirement or MATH166 Pre-Calculus II**

**MATH182 (172) Calculus II with Analytical Geometry****3 Credits**

This is an intermediate level course designed to build on the calculus I foundation by extending analysis to focus on techniques of integration, the calculus of intermediate forms and L'Hopital's Rule, improper integrals, Taylor, Maclaurins and infinite series and sequences, the calculus of conics and polar coordinates, along with analysis of spatial geometry and vectors. Software simulations and numerical solutions in MATLAB are infused in delivery and student coursework and assignments. **Prerequisite: MATH181 (171) Calculus with Analytical Geometry I**

**MATH205 (305) Probability Theory and Statistics****3 Credits**

This is a foundational course designed to study the essential concepts of probability theory and statistics. Topics include, Bayer's Theorem, conditional probability, decision trees, sampling techniques and data collection, measures of central testing, probability distributions such as the Normal, Binomial, Poisson, Pareto, probability density functions, and testing techniques inclusive of one/two tailed, chi-squared and general regression based correlation tests. This course is also highly applications base and consequently prodigious use is made of the software packages R, SPSS and MATLAB/Simulink. **Prerequisite: Mathematics Matriculation Requirement or MATH166 Pre-Calculus II**

**MATH241 (341) Differential Equations with Applications****3 Credits**

This is an intermediate level course designed to study first order and higher order differential equations with constant and variable coefficients. Series solutions, integral, Laplace and Fourier transforms, and their applications are also examined. Software simulations and numerical solutions in MATLAB are infused in delivery and student coursework and assignments. **Prerequisites: ENGR123 Software Techniques and Computational Methods; MATH 182 (172) Calculus with Analytical Geometry II**

**MATH261 Finite Mathematics****3 Credits**

An intermediate level course introducing students to logic, set theory, matrices, vectors, elementary probability, linear programming, theory of games and applications from various fields of business. **Prerequisites: ENGR123 Software Techniques and Computational Methods; MATH 182 (172) Calculus with Analytical Geometry II; MATH205 (305) Probability Theory and Statistics**

**MATH283 (281) Calculus III with Analytical Geometry****3 Credits**

This is an intermediate level course designed to build on the Calculus II foundation through analytical exploration of multiple variable calculus, partial derivatives, limits and continuity of multivariate functions, the chain rule of partial differentiation and associated connections with Taylor Series, directional derivatives, tangent planes, numerical approximations of functions, double and triple integrals, the Jacobian and multivariable transformations and vector calculus



with associated theorems, namely Green's, Gauss's Divergence and Stokes's Theorems. Applications involving fluid dynamics and heat/mass transfer (Basic 1D Navier-Stokes', Heat and Wave Equations) are actively utilized to teach concepts. Software simulations and numerical solutions in MATLAB are infused in delivery and student coursework and assignments. **Prerequisite: MATH 182 (172) Calculus with Analytical Geometry II**

**MATH288 (278) Fundamentals of Linear Algebra**

**3 Credits**

This is an intermediate level course concerned with the study of vectors in free space, solution methods for systems of linear equations, determinants, matrices, vectors and vector spaces, subspaces, linear transformations, inner products, eigenvalues and eigenvectors. The course is highly practical and makes prodigious use of MATLAB/Simulink, SCILAB/Xcos and other similar software packages for solving real world application problems and for coding descriptive models for problem solution. **ENGR123 Software Techniques and Computational Methods; MATH 182 (172) Calculus with Analytical Geometry II**

**MATH315 Financial Mathematics**

**3 Credits**

An intermediate level course designed to provide an understanding of the fundamental concepts of financial mathematics; and how those concepts are applied in calculating present and accumulated values for various streams of cash flows as a basis for future use in: reserving, valuation, pricing, duration calculation, asset/liability management, investment income, capital budgeting and valuing contingent cash flows. This course contains the material tested on the Society of Actuaries Exam FM/2. **Prerequisite: MATH205 (MATH305) Prob. Theory & Statistics; MATH 182 (172) Calculus with Analytical Geometry II**

**MATH325 Mathematical Probability**

**3 Credits**

The purpose of this course is to develop knowledge of the fundamental probability tools for quantitatively assessing risk. The application of these tools to problems encountered in actuarial science is emphasized. It contains the material tested on the Society of Actuaries Exam P/1. **Prerequisites: MATH205 (MATH305) Prob. Theory & Statistics; MATH 182 (172) Calculus with Analytical Geometry II**

**MATH326 Mathematical Statistics**

**3 Credits**

This course addresses Estimation Theory and Application, Hypothesis Testing Theory and Application, Regression and Correlation and Analysis of Variance. **Prerequisites: MATH325 Mathematical Probability**

**MATH342 Real Analysis with Applications**

**3 Credits**

This is a sophomore year course geared to teach students the essentials of the mathematical analysis of real numbers, and their associated function, as relating to convergence of sequences and series, continuity, differentiability, Riemann integrals, metric spaces, sequences and series of functions, uniformity, and the interchange of limit operations. Emphasis is placed on the use of abstract concepts inductions and proofs in the general teaching methodology. Software simulations and analytical solutions in MATLAB are infused in delivery and student coursework and assignments. **Prerequisites: ENGR123 Software Techniques and Computational Methods; MATH283 (MATH281) Calculus with Analytical Geometry III; MATH288 (278) Fundamentals of Linear Algebra**

**MATH343 Complex Variables and Numerical Analysis**

**3 Credits**

An intermediate level course geared to combine the key concepts of complex and numerical analysis in such a way that numerical techniques are easily extended to the analysis of

functions in the complex domain. The fundamental concepts of the complex number system and complex functions, Cauchy-Riemann conditions, analytic functions and their properties, Complex integration and contour integrals, and conformal mapping are explored as they relate to solving problems numerically. This is achieved through use of the Finite Differences (FD) and Finite Element (FE) techniques. Software simulations and numerical solutions in MATLAB are infused in delivery and student coursework and assignments. **Prerequisites: ENGR123 Software Techniques and Computational Methods; MATH283 (MATH281) Calculus with Analytical Geometry III; MATH288 (278) Fundamentals of Linear Algebra**

**MATH344 Discrete Mathematics****3 Credits**

This is an intermediate level course that introduces students to the study of sequential processes that occur at specific time intervals (discrete time). It introduces mathematics and engineering students to the concepts of logic and proof, induction and recursion, discrete probability, algorithm design and finite state machines. This course is required for mathematical completeness in mathematics majors. Software simulations and numerical solutions in MATLAB are infused in delivery and student coursework and assignments. **Prerequisites: ENGR123 Software Techniques and Computational Methods; MATH 182 (172) Calculus with Analytical Geometry II; MATH205 (305) Probability Theory and Statistics**

**MATH345 Mathematical Modelling and Numerical Methods****3 Credits**

This intermediate level course is designed to build on the foundation provided by ENGR123. It explores the definition, purpose, motivation and need for mathematical modelling of various real life scenarios or problems, especially suited to the local Jamaican experience. Students are exposed to the various types of mathematical modelling techniques, their advantages and disadvantages, the steps and process of formulating accurate mathematical models, along with model interpretation and evaluation techniques. This course is largely practical and simulation based. Thus MATLAB/Simulink Core Software and relevant toolboxes (Symbolic Math; Statistical Toolbox, Simscape Simmechanics, and Control Systems Toolbox) are prodigiously used. **Prerequisites: ENGR123 Software Techniques and Computational Methods; MATH 182 (172) Calculus with Analytical Geometry II**

**MATH380 Abstract Algebra****3 Credits**

This course explores the theory and applications of the algebraic mathematical structures known as groups, rings and fields. Topics covered include dihedral groups, homomorphisms and isomorphisms; subgroups and cyclic subgroups; group actions; permutations; Cosets and Lagrange's Theorem, Cayley's Theorem; the Sylow Theorems and the Fundamental Theorem of Finitely Generated Abelian Groups. Following this thorough investigation of group theory, students begin to explore the basic ideas of ring theory. **Prerequisites: MATH283 (281) Calculus with Analytical Geometry III; MATH288 (278) Fundamentals. of Linear Algebra**

**MATH385 Partial Differential Equations with Applications****3 Credits**

An advanced undergraduate level or introductory graduate level course designed to equip students with a thorough understanding of the fundamental techniques of solving partial differential equations. The course engages an application perspective as related to various real life dynamical processes and transient phenomena. It builds on foundational concepts from the MATH241 course in ODE's, which would have already introduced students to the formulation and solution of IVP's BVP's and IVBP's under a variety of Boundary conditions (Neumann, Dirichlet, Mixed and Robin). It extends such analysis to DE's of two or more variables (PDE's), their classifications (Parabolic, Elliptic and Hyperbolic) and behaviours under various boundary conditions. **Prerequisites: ENGR123 Software Techniques and**

**Computational Methods; MATH241 (MATH341) Differential Equations with Applications; MATH283 (281) Calculus with Analytical Geometry III**

**MATH430 Advanced Calculus with Applications**

**3 Credits**

This is an advanced undergraduate level or introductory graduate level course intended to immerse students in rigorous mathematical analysis. The development of continuity, differentiability, integrability, and power series representation properties of functions of a single variable will be investigated from an axiomatic and proof based reference. The topological and metric properties of Euclidean space are the basis of a rigorous treatment of differential calculus (including the Implicit Function Theorem and Lagrange Multipliers) for mappings between Euclidean spaces and integration for functions of several real variables.

**Prerequisites: MATH175 Historical & Conceptual Frameworks; MATH283 (281) Calculus with Analytical Geometry III**

**MATH440 Applied Mathematics Research and Exit Review**

**3 Credits**

A senior year research course dedicated to the undertaking and preparation of a selected research topic/problem under investigation for publication in a peer reviewed academic journal. It is designed that this course be completed in conjunction with the **Final Year Internship Project** and thus essentially consists of a write-up or preparation of project research findings and innovations for written publication. One weekly credit hour of this course is also dedicated to a concise programme review of mathematical content (spanning the four years of the students' study) and preparing them for their written Exit Examination. **Prerequisite: MATH430 Advanced Calculus**

**MATH452 Advanced Numerical Methods with Applications**

**3 Credits**

This advanced senior year or introductory graduate level course intended to introduce the study of advanced numerical solution techniques to partial differential equation models, largely from a functional analysis perspective. Concepts from Banach, Hilbert, Lebesgue and Sobolev spaces in functional analysis are used in developing numerical discretizations, mesh development and mesh refinement for Finite Element solutions of industrial problems in flow, transport and particle analysis. Applications are investigated using MATLAB and R software packages. **Prerequisites: MATH205 (MATH305) Prob. Theory & Stats; MATH380 (MATH371) Abstract Algebra; MATH385 Partial Diff. Equations w/Apps.; MATH430 Advanced Calculus**

**MATH453 Advanced Statistical Methods with Applications**

**3 Credits**

This is an advanced senior year or introductory graduate level course intended to introduce the study of advanced topics in simple and multivariate linear regression, two and three way ANOVA's, time series regression and forecasting, cluster analysis, factor analysis, conjoint analysis, and multidimensional scaling. Prodigious use is made of statistical software to investigate local industrial applications, conduct nonlinear regression analysis, Multiple logistic regression, Multiple linear regression, Poisson and Cox regression. Applications are investigated using MATLAB and R software packages. **Prerequisites: MATH205 (MATH305) Prob. Theory & Stats; MATH380 (MATH371) Abstract Algebra; MATH385 Partial Diff. Equations w/Apps.; MATH430 Advanced Calculus**

**MATH454 Fundamentals of Time Series Analysis with Applications**

**3 Credits**

An advanced senior year or introductory graduate level course that introduces the study of stochastic, neural networks and SVM based models, together with their inherent forecasting strengths and weaknesses. Various issues related to time series modelling, such as stationarity, parsimony, overfitting, are investigated. Model building, data analysis, inference and

forecasting using auto regressive (AR), moving average (MA), ARMA, and ARIMA processes is also an important part of this course. Finally practical investigations into stationary and non-stationary processes, seasonal processes, auto-correlation and partial auto-correlation functions, identification of models, estimation of parameters, and spectral analysis are accomplished using MATLAB and R software packages. **Prerequisites: MATH205 (MATH305) Prob. Theory & Stats; MATH380 (MATH371) Abstract Algebra; MATH385 Partial Diff. Equations w/Apps.; MATH430 Advanced Calculus**

#### **MATH455 Advanced Partial Differential Equations with Applications**

**Credits**

This is an advanced senior year or introductory graduate level course intended to build on the foundation of MATH385 in focus on the study of concepts and techniques for solving the partial differential equations (PDE) that appear in various scientific disciplines. Particular emphasis is placed on the nonlinear PDE. Applications include problems from fluid dynamics, electrical and mechanical engineering, materials science, quantum mechanics, etc. It will explore solutions to the Heat, Wave, Poisson, and Laplace equations along with their applications in solving problems in heat transfer, wave propagation and signal analysis. Analysis is done on linear, quasi-linear and non-linear differential equations. One primary application is the exploration of the continuity, momentum and energy equations of fluid flow (as related to the Navier-Stokes Equations) and their analytical or numerical solutions under certain *limiting conditions*. **Prerequisites: Prerequisites: MATH205 (MATH305) Prob. Theory & Stats; MATH380 (MATH371) Abstract Algebra; MATH385 Partial Diff. Equations w/Apps.; MATH430 Advanced Calculus**

#### **MATH456 Functional Analysis with Applications**

**3 Credits**

This is an advanced senior year or introductory graduate level course that introduces the study of linear mappings as defined on Banach spaces and Hilbert spaces, especially linear functionals (real-valued mappings) on  $L(p)$ ,  $C[0, 1]$  and sequence spaces. The four big theorems in functional analysis, i.e. Hahn-Banach theorem, uniform boundedness theorem, open mapping theorem and Banach-Steinhaus theorem are studied. Topics covered include: Normed linear spaces and Banach spaces. Bounded linear operators and continuous linear functionals. Dual spaces. Reflexivity. Hahn-Banach Theorem. Open Mapping Theorem. Uniform Boundedness Principle. Banach-Steinhaus Theorem. The classical Banach spaces. Compact operators. Inner product spaces and Hilbert spaces. Orthonormal bases. Orthogonal complements and direct sums. Riesz Representation Theorem. Adjoint operators. **Prerequisites: MATH205 (MATH305) Prob. Theory & Stats; MATH380 (MATH371) Abstract Algebra; MATH385 Partial Diff. Equations w/Apps.; MATH430 Advanced Calculus**

#### **MATH457 Fundamentals of Metric Spaces and Topology with Applications**

**3 Credits**

This advanced senior year or introductory graduate level course introduces the fundamental notions of metric space topology. Coursework explores the specifics of Euclidean, non-Euclidean and other fundamental metric spaces including the Hilbert Cube and two-dimensional surfaces and the Bolzano-Weierstrass Theorem. Sequences, functions, compactness, completeness, convergence and continuity of metric spaces are also explored along with characterization and classification results for metric spaces. Selected applications of topology, possibly including the structure of molecules and/or networks. The aim of the module is to introduce students to metric spaces; to show how continuity may be utilised within this context to provide generalisations of familiar results and to show how the greater generality leads to new results. Identification of the underlying topological structure of metric spaces, leading to the more general notion of topological spaces is clearly established along with algebraic encoding of topological information. **Prerequisites: Prerequisites: MATH205**

**(MATH305) Prob. Theory & Stats; MATH380 (MATH371) Abstract Algebra; MATH385 Partial Diff. Equations w/Apps.; MATH430 Advanced Calculus**

**MATH458 Stochastic Calculus – Modelling and Applications** **3 Credits**  
 Stochastic Calculus is an advanced senior year or introductory graduate level course that provides an in depth introduction to the branch of mathematics that operates on stochastic (random) processes. The theory of integrals of stochastic processes with respect to these processes is the overarching theme of this course. Approaching processes using the Itô and Stratonovich integrals, and to a much lesser extent the Malliavin integral is the main emphasis. Expressing the Stratonovich integral in terms of the Itô integral is of key importance. An emphasis is placed on modelling systems (financial/ physical/engineering) that behave randomly. **Prerequisites: MATH205 (MATH305) Prob. Theory & Stats; MATH380 (MATH371) Abstract Algebra; MATH385 Partial Diff. Equations w/Apps.; MATH430 Advanced Calculus**

**MATH459 Fundamentals of Group and Number Theory with Applications** **3 Credits**  
 This advanced senior year or introductory graduate level course builds largely upon the foundation of MATH288 and MATH80 to provide a detailed introduction to fundamentals of group theory, subgroups, fields and Galois theory, rings and their relationships, symmetry elements and point groups, group representations and cohomology, algebraic number theory, topology and algebraic structure and Adeles related concepts. Number theory aspects of this course include theory of integers, divisibility, prime numbers, primality testing, factorization methods, congruences, Diophantine problems, arithmetical functions, Fermat's little theorem, primitive roots, quadratic reciprocity, Diophantine equations, Fermat's last theorem, arithmetical functions and so on. Applications are drawn from Cryptology, and Coding theory among others. **Prerequisites: MATH205 (MATH305) Prob. Theory & Stats; MATH380 (MATH371) Abstract Algebra; MATH385 Partial Diff. Equations w/Apps.; MATH430 Advanced Calculus**

**MATH460 Mathematics Final Year Exit Examination** **NC 1 Credit**  
 This is a written final year exit examination which is comprehensive of fundamental mathematical knowledge from all four (4) years of study. Students who have applied for graduation must sit and pass this examination as the first part of their Language and Content Examination, before they are eligible to graduate.

**ENGINEERING**

**ENGR110 Engineering Orientation and Ethics** **3 Credits**  
 This course in engineering is designed to give freshmen a general introduction to university life and especially an overview of the engineering profession they will study. It is designed to provide a thorough understanding of core skills required to be a successful engineering through assigned projects. It also focuses on ethics in the engineering profession and the importance of developing morally sound practices as an engineering professional.

**ENGR111 Introduction to Engineering Design with CAD** **2 Credits**  
 The engineering student is introduced to the fundamental science of how systems are designed, and how a useful product is brought from the stage of conceptualization to market. It covers the fundamentals of the design process and the development of Computer Aided Design (CAD) representations of prototypes.

**ENGR112 Statics of Mechanical Systems****3 Credits**

This first year applied science/engineering course introduces students to the principles of static equilibrium by applying Newton's laws of motion to solve engineering problems. Special emphasis is placed on drawing free body diagrams and self-checking strategies. Important topics include introduction to forces; 2D and 3D equilibrium of particles and rigid bodies; centre of gravity and centroids; distributed loading and hydrostatics; friction; analysis of structures including trusses, frames and machines; and shear force and bending moment diagrams. **Corequisite: MATH181 (MATH172) Calculus I with Analytical Geometry**

**ENGR113 Dynamics of Mechanical Systems****3 Credits**

This first year applied science/engineering course focuses on teaching students how to apply Newtonian physics to relatively simple physical situations. Building on concepts learnt in Engineering Statics, it considers systems that are not in equilibrium i.e. with velocity and acceleration. Some of the topics covered are pure kinematics (a mathematical description of motion only), while others are kinetic (determine motion in problems involving the concepts of force and energy). The course restricts itself to 2-D (planar) mechanisms. **Prerequisite: ENGR112 Statics of Mechanical Systems**

**ENGR119 Electro-Mechanical Workshop I****1 Credit**

Students are introduced to safety and other accepted practices in the mechanical workplace. Basic background theory and written tests on fundamental workshop processes are covered over the first two weeks of the course, along with a safety and lab induction. The remaining 13 weeks of the course are all practical and require students to complete a design project using techniques of general fabrication, CNC & lathework drilling, milling etc. equipment.

**ENGR120 Electro-Mechanical Workshop II****1 Credit**

This course introduces students to safety and other accepted practices in the electrical workplace. Basic background theory on sensor control, instrumentation and wiring of single and three phase circuits and loads are covered over the first two weeks of the course, along with a safety and lab induction. The remaining 13 weeks of the course are all practical. The remaining 13 weeks of the course are all practical and require students to complete a design project utilizing the concepts learnt. The design project is linked to that of the ENGR119 course. **Prerequisite: ENGR119 Electro-Mechanical Workshop I**

**ENGR121 Applied Physics with Calculus I****3 Credits**

This first year course introduces students to the study of motion and thermal physics including vectors, kinematics, forces, Newton's three laws of motion, circular motion and rotations, harmonic motion, momentum, energy and work, gravity, fluids, and thermodynamics from a calculus based perspective. **Corequisite: MATH181 (MATH172) Calculus I with Analytical Geometry**

**ENGR122 Applied Physics with Calculus II****3 Credits**

This course helps the student to understand and solve problems in physical applications involving Electricity, Magnetism and Optics. Key concepts explored are includes electric fields, and electric potential, current flow, resistance and capacitance, magnetic fields, Faraday's law and inductance, electric circuits and electromagnetic oscillations, and electromagnetic waves and light propagation all from a calculus based perspective. **Prerequisite: ENGR121 Applied Physics with Calculus I**

**ENGR123 Software Techs & Computational Methods****4 Credits**

A practically designed course with an active lab component for achieving basic student competency in coding, simulation analysis and implementation of basic FD & FE methods in the following key software packages: MATLAB/SIMULINK, LabVIEW, MULTISIM and EAGLE CAD. The course consists of a minimum of a week's overview of the core essentials of each package and an integrated design project that links application of all packages via interlinked numerical tasks. The solutions of the Heat, Wave and Poisson equations under varying boundary conditions (Dirichlet, Neumann, Robin, Mixed) are investigated through practical application questions. There is a compulsory weekly 3 hour lab session. **Prerequisite: MATH166 or Mathematics Matriculation Requirement**

**ENGR251 Electrical Circuit Theory and Analysis I****3 Credits**

This course explores the basics of electrical circuits as relating to Ohm's Law, Kirchoff's Voltage and Current laws, Loop and Nodal analysis along with important network theorems such as the Thevenin, Norton and Maximum Power Transfer Theorems. Phasors and multiphase AC circuits are also investigated along with basic magnetic circuits. **Prerequisites: ENGR122 Applied Physics with Calculus II; ENGR123 Software Techs & Computational Methods; MATH182 (MATH172) Calculus with Analytical Geometry II**

**ENGR252 Electrical Circuit Theory and Analysis II****3 Credits**

Application of operational methods to the solution of electrical circuits is the focus of this course. Topics include effects of poles and zeroes on the circuit response; transfer functions of electrical networks; Laplace and Fourier transforms; network parameters. **Prerequisite: ENGR251 Electrical Circuit Theory and Analysis I**

**ENGR260 Chemistry for Engineers and Scientists w/ Applications I****3 Credits**

This course provides students with a thorough theoretical understanding of standard chemical processes in industry. Particular emphasis is given to the bauxite/alumina, cement, sugar/ethanol, milling and general food processing operations relevant in the Jamaican context. Elementary concepts in process fluid dynamics, thermodynamics and heat transfer are infused with concepts such as chemical kinetics, equilibria, and stoichiometry as they relate to specific chemical processes. The last 4 weeks of this course are spent on the analysis of a working chemical process via a weekly lab session. **Prerequisites: ENGR122 Applied Physics with Calculus II, MATH181 (MATH171) Calculus with Analytical Geometry I**

**ENGR301 Electronics I****4 Credits**

The focus of this course is the theory and operation of electronic devices, and their uses as system blocks in the development and implementation of larger systems. Devices such as diodes, bipolar transistors, FET's, MOSFETS's, and IGBT transistors are emphasized, along with OP amps and Op amp circuits. The design of amplifiers and linear power supplies, their uses in larger systems, and the effect of loads on their operation are also major areas of focus. This course carries a compulsory weekly 3-hour lab session. **Prerequisites: ENGR251 Electrical Circuit Theory and Analysis I, MATH241 (MATH341) Differential Equations with Applications.**

**ENGR302 Electronics II****4 Credits**

This course in electronics has a particular emphasis on equivalent circuit representation and analysis of electronic analog circuits and systems, their frequency response and behavior under feedback control. The design of oscillators and frequency dependent, and the effect of loads on their operation are also major areas of focus. Emphasis is also placed on applications of

integrated circuits and design of analog, control, communication and digital electronic systems. There is a compulsory weekly 3-hour lab session. **Prerequisite: ENGR301 Electronics I**

**ENGR303 Electrical Power Systems I 3 Credits**

In this course, an introduction is provided to power systems, system components and integration; transformers, induction machines, synchronous machines, direct current machines, and special machines. **Prerequisites: ENGR252 Electrical Circuit Theory and Analysis II, MATH241 (MATH341) Differential Equations with Applications.**

**ENGR304 Electrical Power Systems II 4 Credits**

This course builds on the foundation laid in ENGR303. A more detailed and advanced and analytical treatment is provided for power systems, system components and integration; transformers, induction machines, synchronous machines, direct current machines, and special machines. Special emphasis is placed on High voltage transmission, transformation and distribution systems as typical of Utility power networks (eg. JPS). There is a compulsory weekly 3-hour lab session. **Prerequisite: ENGR303 Electrical Power Systems I**

**ENGR305 Communication Systems I 3 Credits**

An introductory course in the field of analog communication systems in which transmitters, receivers, and different modulation and demodulation techniques are studied. A preliminary treatment of noise and an introduction to digital and wireless communications are also included. **Prerequisites: ENGR251 Electrical Circuit Theory and Analysis I, MATH241 (MATH341) Differential Equations with Applications.**

**ENGR307 Digital Circuits and Microprocessors I 3 Credits**

This is an intermediate level course exploring the fundamentals of digital circuits. Combinational and sequential logic functions and their realization, K-Maps and minimization, It also explores digital circuit technologies, rules for application, design, AD/DA conversion, CAD simulation, PLAs. and digital memories. The basics of MC's with respect to Von Neuman and Harward architectures and general concept of microcomputers are also explored. Data presentation, code structure, instruction sets and programming of a chosen microprocessor along with peripherals and I/O's. Finally programming of microprocessor systems, use of assemblers, development and debugging of firmware are practical activities conducted in the course. **Prerequisites: ENGR251 Electrical Circuit Theory and Analysis I, MATH241 (MATH341) Differential Equations with Applications.**

**ENGR310 Engineering Electromagnetics 3 Credits**

This course explores static electric and magnetic fields and general electromagnetic theory and Maxwell's equations; steady electric current magnetic field of ferromagnetic materials. The relation between field and circuit theory; waves and wave polarization, reflection, refraction, and diffraction. **Prerequisites: MATH343 Complex Variable and Numeric Analysis; ENGR252 Electrical Circuit Theory and Analysis II**

**ENGR312 Electrical Drives and Power Electronics I 4 Credits**

A study of the energy conversion principles, operating behavior of AC and DC electric machines and standard power electronic control topologies (Buck, Boost, Buck-Boost, Flyback, etc.) used in electronic drives. Circuit models are developed to study their steady-state characteristics and their transient responses. Practical applications include AC/DC motor control systems and PV/Wind energy harvesting applications. Also examined are the industrial methods of starting, stopping and controlling of electro-mechanical machines. The course carries a compulsory



weekly 3-hour lab session. **Prerequisites:** ENGR301 Electronics I, ENGR303 Electrical Power Systems I, ENGR307 Digital Circuits and Microprocessors I

**ENGR314 Control Systems and Mechatronics I**

**4 Credits**

This course involves an analysis of linear time-invariant feedback control systems and provides an introduction to the basics of mechatronic systems. System modeling, time and frequency-domain response, stability and accuracy are all applied to the design of controls for mechatronic systems. Analysis by use of Root- Locus, Bode plots, Nyquist diagram is carried out on mechatronic system models. This course carries a compulsory weekly 3-hour lab session. **Prerequisite:** ENGR252; **Corequisites:** ENGR301 Electronics I, ENGR307 Digital Circuits and Microprocessors I

**ENGR320 Signals and Systems**

**3 Credits**

The basic concepts of and analysis of continuous and discrete-time signals and their propagation through various LTI and non-linear systems are addressed. The course involves analysis of signal-system operation using the mathematical tools of Fourier series, the discrete Fourier transform and the Laplace Transform. Real world applications involving signal convolution, impulse response and modeling are explored. Further still applications in signal filtering, sampling and spectral analysis and filter design are also actively explored in various simulations and practical demonstrations. **Prerequisites:** ENGR252 Electrical Circuit Theory and Analysis II, MATH241 (MATH341) Differential Equations with Applications.

**ENGR324 Digital Signal Processing**

**3 Credits**

In this course general DSP concepts along with digital design techniques involving low pass, bandpass, high pass, and notch filters are explored. Topics include sensitivity and high order filters, modelling of DSP systems, Z transform, IIR and FIR systems, Algorithms for convolution, correlation functions, DFT, and FFT computation, engineering applications. **Prerequisites:** ENGR252 Electrical Circuit Theory and Analysis II, MATH241 (MATH341) Differential Equations with Applications.

**ENGR328 Antennas, RF and Microwave Systems I**

**4 Credits**

This course introduces linear antennas, linear arrays and aperture antennas as well as far field pattern calculation and measurement techniques. Analysis and design of high frequency amplifiers and oscillators: stability, scattering parameters, use of the Smith chart and other practical design tools, noise. Microwave antennas, waveguides and communication circuits are practically investigated through lab activities. This course carries a compulsory weekly 3-hour lab session. **Prerequisites:** ENGR302 Electronics II, ENGR305 Communication Systems I, ENGR310 Engineering Electromagnetics

**ENGR330 Embedded System Design I**

**4 Credits**

This course focuses on the implementation of MCU implementation for control of electromechanical systems. Principles of embedded computing systems: architecture, hardware/software components, interfacing, hardware/software co-design, and communication issues as well as an introduction to programming of synchronous state machines to capture behavior of time-oriented systems for running on microcontrollers are included. This course carries a compulsory weekly 3-hour lab session. **Prerequisites:** ENGR301 Electronics I, ENGR307 Digital Circuits and Microprocessors I

**ENGR333 Third Year Design Project**
**1 Credit**

The design of a complete system through use of design methodology, formulation, simulation, specifications, optimization and alternative solutions is undertaken by students. The aim of this project is to test the practical analysis and design capabilities of third year students within established constraints and timelines. The design project runs over the entire year and is chosen by the student in consultation with their project supervisor/lecturer. **Prerequisites: ENGR252 Electrical Circuit Theory and Analysis II; MATH241 Differential Equations w/Apps.; MATH343 Complex Variable and Numeric Analysis**

**ENGR334 Fourth Year Design Project**
**1 Credit**

The course is a continuation of third year design (ENGR311) and aims to test the capabilities of final year students to design a complete system, while adhering to real world constraints. Constraints such as professional ethics, oral communications, project feasibility studies, proposal writing, human factors, intellectual property, liability, standards and schedules are enforced. Feasibility, economic, reliability, safety ethics, and social impact are the focus of this design project. The design project runs over the entire year and is chosen by the student in consultation with their project supervisor/lecturer and is presented and assessed at the end of the programme. A passing grade on this final year project is a requirement for graduation. **Prerequisite: ENGR333 Third Year Design Project**

**ENGR340 Engineering Economics and Entrepreneurship**
**3 Credits**

This course introduces the basic methods of engineering economic analysis including equivalence, value measurement, interest relationships and decision support theory and techniques as applied to capital projects. Logistics management is also introduced. **Prerequisite: ENGR110 Engineering Orientation and Ethics**

**ENGR350 Machine Learning for Computer Engineers**
**3 Credits**

This course provides a general introduction to machine learning and statistical pattern recognition. Major topics include: supervised learning unsupervised learning, learning theory; reinforcement learning and adaptive control. The course also addresses recent applications of machine learning, in areas such as robotic controls, data mining, autonomous navigation, bioinformatics, speech/text recognition and web data processing. **Prerequisite: MATH288 Fundamentals of Linear Algebra; CPTR151 Principles of Programming I**

**ENGR370 Fundamentals of Fluid Dynamics with Applications**
**3 Credits**

This is a course is intended to teach graduate mathematics students the fundamentals of fluid dynamics as especially related to process flow in reaction vessels and flow channels. Topics include fundamentals of open and closed channel flows, dimensionless numbers in flow analysis, laminar and turbulent flow characteristics, fundamentals of reaction kinematics. Representations of process kinetics will be solved, both analytically and numerically, using MATLAB/Simulink, LabVIEW and Scilab/XCOS Software packages. **Prerequisites: ENGR122 Applied Physics w/Calculus II; ENGR123 Software Techniques and Computational Methods; MATH283 (MATH281) Calculus with Analytical Geometry III**

**ENGR371 Heat & Mass Transfer with Applications**
**3 Credits**

This is a course is intended to teach graduate mathematics students the fundamentals of heat and mass transfer as especially related to process flow in reaction vessels and flow channels. Topics include the conduction, convection and radiation heat transfer modes; continuity, momentum and energy equations; energy balance diagrams; fundamentals of open and closed channel flows, dimensionless numbers in flow analysis, laminar and turbulent flow

characteristics; fundamentals of reaction kinematics; Systems representations will be solved, both analytically and numerically, using MATLAB/Simulink, LabVIEW and Scilab/XCOS Software packages. **Prerequisites: ENGR122 Applied Physics w/Calculus II; ENGR123 Software Techniques and Computational Methods; MATH283 (MATH281) Calculus with Analytical Geometry III**

**ENGR372 Thermodynamics with Applications**

**3 Credits**

This is an advanced course that teaches students the applications in Thermodynamics approached from a calculus based perspective. Representations of physical systems will be solved, both analytically and numerically, using MATLAB/Simulink, LabVIEW and Scilab/XCOS Software packages. **Prerequisites: ENGR122 Applied Physics w/Calculus II; ENGR123 Software Techniques and Computational Methods; MATH283 (MATH281) Calculus with Analytical Geometry III**

**ENGR373 Introduction to Computational Fluid Dynamics**

**3 Credits**

This is a course intended to teach students the fundamentals of computational fluid dynamics as specially related to process flow in reaction vessels and flow channels. Topics include analytical and numerical solutions to the governing equations of fluid dynamics (Navier Stokes and Energy Equations), partial differential equation classification, discretization, stability analysis, model representation and solution, meshing and grid development, and grid transformations. Systems will be solved, both analytically and numerically, using MATLAB/Simulink, LabVIEW and Scilab/XCOS Software packages. **Prerequisite: ENGR370 Fundamentals of Fluid Dynamics with Applications**

**ENGR400 Fundamentals of Engineering Exit Examination**

**NC 1 Credit**

This is a written final year exit examination which is comprehensive of fundamental engineering knowledge from all four (4) years of study. Students who have applied for graduation must sit and pass this examination as the first part of their Language and Content Examination, before they are eligible to graduate.

**ENGR418 Industrial Process Design**

**3 Credits**

The supporting theoretical underpinning, simulation and design guidelines for industrial process engineering students engaging in their final year design project are provided in this course. **Prerequisites: ENGR330 Embedded Systems I; MATH182 (MATH172) Calculus with Analytical Geometry II**

**ENGR419 Renewable Energy Systems Design**

**3 Credits**

The study of current and upcoming alternative energy technologies and solutions is the focus of the course. Introduction of photovoltaic, wind, and hydroelectric systems for small, medium and large power generating systems is introduced as well as general components, balance of system, market effects, environmental impacts, energy dispatch schemes, schemes to introduce and promote alternative energy in large scale. It provides the supporting theoretical underpinning, simulation and design guidelines for renewable energy engineering students engaging in their final year design project. **Prerequisites: ENGR330 Embedded Systems I; MATH182 (MATH172) Calculus with Analytical Geometry II I**

**ENGR420 Modern Communications System Design**

**3 Credits**

This fourth year elective course is designed for students who desire to enhance their engineering knowledge in communication systems. State-of-the-art techniques in FM, digital communication, phase locked loops, noise treatment, threshold improvement, and other

industry aspects are included as well as small and large scale communication schema and analysis of methodologies used for selection. **Prerequisites: ENGR302 Electronics II; ENGR305 Communication Systems I; ENGR328 Antennas, RF and Microwave Systems I**

**ENGR451 Embedded Operating Systems**

**3 Credits**

This fourth year elective course is designed to introduce students to the design, operation and control of embedded operating systems in real-world electronic systems, which must operate perfectly in real time. It explores the key design challenges, system implementation, and validation of real-time and embedded systems. Key course topics include device architectures, resource management, concurrency, best practices for code security, software development and coding, memory mapping and management, timeline based design and analysis using metrics, schedule based testing, hardware interfacing, device driver programming, and boot kernels, firmware, communication transmission and networking, troubleshooting and code debugging in live systems. Concepts will be developed by various project related assignments in C/C++ programming language among others. **Prerequisites: ENGR330 Embedded System Design I; MATH241 Differential Equations w/Apps.**

**PHYSICS**

**PHYS101 Introduction to Physics I**

**4 Credits**

This basic course introduces students to the rules governing the behaviour of matter and forces, as well as the utilisation, production and transmission of energy in the form of sound and heat. Three hours laboratory per week for the semester are required.

**PHYS102 Introduction to Physics II**

**4 Credits**

This course provides further investigation of the theory and laws governing the behaviour of matter and forces, and the utilization, production and transmission of energy in the form of electricity, light and radioactivity. Three hours laboratory per week for the semester are required. **Prerequisite: PHYS101**

**PHYS151 General Physics I**

**4 Credits**

This college level physics course introduces the fundamental concepts of classical and modern physics. A more advanced study of mechanics, heat and sound concepts ensues. Three hours laboratory per week for the semester are required. **Prerequisite: PHYS102 Introductory Physics II or a pass in CSEC or GCE Physics. Corequisite: MATH 165 Pre-Calculus I**

**PHYS152 General Physics II**

**4 Credits**

Further investigation into the fundamental concepts of classical and modern physics is undertaken. A more advanced study of light, optics, electricity, atomic and nuclear physics, elementary particles and quantum mechanics. Three hours laboratory per week for the semester are required. **Prerequisite: PHYS151 General Physics I**

**COURSE DESCRIPTIONS FOR SHORT COURSES**

**SCPV101 Solar Photo-voltaic System Design and Installation I**

**3 credits**

This course teaches the fundamental concepts of Solar Photo-voltaic Systems Design and Installation for residential applications. It provides background theory on solar energy fundamentals, solar energy availability and its effective utilization. Students are taught to properly size PV system components (PV arrays, battery banks, charge controllers etc.) for

meeting user load requirements; design a complete PV installation for a residential application (Grid-Tie and Off-Grid); perform system optimization and upgrades using industry standard software and via basic analytical techniques. At minimum, students must demonstrate ability to install a basic PV system comprising a battery bank, inverter, charge controller, combiner box, circuit breakers, a grounding mechanism, a lightning arrester, PV wire connectors and a sub-panel. The course is directly aligned to the requirements for North American Board of Certified Energy Professionals (NABCEP) certification in PV systems and prepares students to sit the NABCEP Entry Level Examination. **Prerequisite: BMS101 or CSEC Mathematics**

**SCSH101 Solar Heating, Cooling and Ventilation Systems Design and Installation I 3 credits**

The fundamental concepts of Solar Heating and Cooling Systems Design and Installation, solar radiation collection, absorption and efficient energy conversion for heating and cooling residential applications are taught in this course that provides background theory on solar energy fundamentals, solar energy availability and its effective utilization. Students are taught to properly size solar heating and cooling system components (solar thermal collectors, circulating pumps and pipework, heat pumps, refrigerants, flow and temperature controllers, control and relief valves, working fluids etc.) for meeting user load requirements; design a complete solar heating and cooling installation (e.g., 1 – 10 kW<sub>t</sub> system) for a residential application (Grid-Tie and Off-Grid); perform system optimization and upgrades using industry standard software and via basic analytical techniques; demonstrate ability to install a basic heating/cooling system comprising a solar collector, an artificial heat source, flow controller, circulating pump, flow controller, and combi-system storage tank. The course is directly aligned to the requirements for North American Board of Certified Energy Professionals (NABCEP) certification in PV systems and will prepare students to sit the NABCEP Entry Level Examination. **Prerequisite: BMS101 or CSEC Mathematics**

**SCWT101 Wind Turbine Systems Design and Installation I 3 credits**

This course teaches the fundamental concepts of Low Power Wind Turbine systems design and installation, wind abstraction and efficient energy conversion for residential applications. It provides background theory on wind energy fundamentals, wind energy availability and its effective utilization. Students are the principles of wind energy systems, harvesting wind energy, wind power curves, MPPT, turbine control mechanisms and efficient energy conversion for residential applications During the course student will properly size wind turbine system components (Turbine motors, blades, battery banks, charge controllers, inverters etc.) for meeting user load requirements; design a complete wind turbine installation (eg. 1 – 10 kW<sub>e</sub> system) for a residential application (Grid-Tie and Off-Grid); perform system optimization and upgrades using industry standard software and via basic analytical techniques; demonstrate ability to install a basic wind turbine system comprising a turbine, inverter, charge controller, battery bank, circuit breakers, a grounding mechanism, a lightning arrester, load and a sub-panel, design its control/protection system. This course is directly aligned to the requirements for North American Board of Certified Energy Professionals (NABCEP) certification in PV systems and will prepare students to sit the NABCEP Entry Level Examination. **Prerequisite: BMS101 or CSEC Mathematics**

**SCEA101 Economic Analysis of RE Systems 3 credits**

This course teaches students the fundamentals of evaluating the economics of implementing a renewable energy system or solution. It covers the fundamentals of microeconomics as applied to the evaluation of the cost effectiveness of a proposed Renewable Energy solution within

given site, climatic, financial and local market conditions. **Prerequisite: BMS101 or CSEC Mathematics**

**SCBM101 Basic Math & Science for Technicians****3 credits**

This course is primarily designed to teach basic mathematical and computational skills to electro-mechanical technicians in the local industry who are without CSEC passes in Mathematics, but who need formal mathematics education and certification for their job positions. The course content is similar to that of MATH095, but is highly practical and applications focused in relation to the work related needs of technicians.

**SCPE101 Practical Electronics & Instrumentation****3 credits**

This course teaches the fundamental concepts in electronics and instrumentation skills. It begins with the fundamentals of electrical circuit theory such as Ohm's Law, Kirchhoff's Voltage and Current laws, RLC circuits and key concepts in instrumentation and troubleshooting. Loop and node analysis is also done on various electrical network configurations of passive and active semiconductor electronic components, namely the p-n junction diode, SCR, TRIAC's, DIAC's, UJT's, and the BJT, FET, MOSFET's and IGBT transistors. The practical use of these components in practical circuits such as rectifiers, power supplies, filters, amplifiers and controllers is investigated in practical lab experiments and also by various simulations in PSPICE, PSIM and MATLAB/Simulink. Finally, widely utilized IC based circuits built around chips such as the LM555 timer and the LM741 Op-Amp are assigned for project building and troubleshooting. Students wishing to obtain NVQ certification in this area may also do so through the departmental collaboration with HEART NTA. **Prerequisite: BMS101 or CSEC Mathematics**

**SCTD101 3D Printing & Design with CAD****3 credits**

This course first teaches the fundamental concepts of Computer Aided Design (CAD) as outlined in the ENGR111 course but combines the element of design and CAD development with 3D printing fundamentals. Students are able print the prototype models they develop in addition to investigating and understanding the inner workings of a 3D printer. Prerequisites: NONE

**SCMF101 Metal Fabrication & Machining****3 credits**

This course teaches the fundamental concepts of metal fabrication and machining. It provides background theory on important concepts in metalwork, such as metallurgy, heat treatment, lathework, milling and drilling operations. It also covers the basics of fabrication with metal sheeting, hollow and angle sections. Basic techniques electric-arc and oxy-acetylene welding are also taught. Students wishing to obtain NVQ certification in this area may also do so through the departmental collaboration with HEART NTA. **Prerequisite: BMS101 or CSEC Mathematics**

**SCHT101 Hydro-Turbine Systems Designs & Installation I****3 credits**

This course teaches the fundamental concepts of Low Power Hydro-Power Turbine systems design and installation, hydro-power abstraction and efficient energy conversion for distributed applications. It provides background theory on hydro-power energy fundamentals, hydro-power availability and its effective utilization. During the course student will properly size hydro turbine system components (Turbine motors, blades, battery banks, charge controllers, inverters etc.) for meeting user load requirements; design a complete hydro turbine installation (eg. 1 – 10 kW<sub>e</sub> system) for a residential application (Grid-Tie and Off-Grid); perform system optimization and upgrades using industry standard software and via basic

analytical techniques; demonstrate ability to install a basic hydro turbine system comprising a turbine, inverter, charge controller, battery bank, circuit breakers, a grounding mechanism, a lightning arrester, load and a sub-panel, design its control/protection system. This course is directly aligned to the requirements for North American Board of Certified Energy Professionals (NABCEP) certifications. **Prerequisite: BMS101 or CSEC Mathematics**

### **SCEM101 Electrical Machines & Industrial Drives Design**

**3 credits**

This course covers a study of the energy conversion principles, operating behavior of AC and DC electric machines and standard power electronic control topologies used in electronic drives. It is designed for practicing engineers and technologists with a good background in electrical installation or electronics. It covers circuit models developed to study their steady-state characteristics of electrical machines and their transient responses. Students gain a thorough understanding of how to design and operate electrical drive systems for electrical machines. Practical applications will include AC/DC motor control systems and PV/Wind energy harvesting applications. Also examined will be the industrial methods of starting, stopping and controlling of electro-mechanical machines. This course carries a compulsory weekly 3 hour lab session. **Prerequisite: BMS101 or CSEC Mathematics, PEI101 or NVQ Certification in Electrical Installation**

### **SCIE101 Industrial Electronics & Process Control Design**

**3 credits**

This course covers a study of the energy conversion principles, operating behavior of industrial processes and standard industrial electronic topologies used in process control. It is designed for practicing engineers and technologists with a good background in electrical installation or electronics. It covers the design of power electronic topologies used in industrial systems for process control applications. Students gain a thorough understanding of how to design and operate control systems for industrial processes. Practical applications will include PLC and PLD control systems, Microprocessors and Programmable Logic systems control. This course carries a compulsory weekly 3 hour lab session. **Prerequisite: BMS101 or CSEC Mathematics, PEI101 or NVQ Certification in Electrical Installation**

### **SCPE101 Power Electronics & Renewable Energy Conversion System Design**

**3 credits**

This course covers a study of power electronics for energy conversion principles. It is designed for practicing engineers and technologists with a good background in electrical installation or electronics. It covers the design of energy conversion systems utilizing standard power electronic topologies (Buck, Boost, Buck-Boost, Forward, Flyback, etc.) in voltage and current mode control schemes. Standalone embedded system and microprocessors and applications for solar and wind energy conversion are practical examples of course design activities. This course carries a compulsory weekly 3 hour lab session. **Prerequisite: BMS101 or CSEC Mathematics, PEI101 or NVQ Certification in Electrical Installation**

### **SCDE101 Digital Electronics & PLC's for Process Control**

**3 credits**

This course covers the fundamentals of digital circuits, combinational and sequential logic functions and their realization, K-Maps and minimization. It is designed for practicing engineers and technologists with a good background in electrical installation or electronics. It explores digital circuit technologies, rules for application, design, AD/DA conversion, CAD simulation, PLAs. and digital memories. The basics of MC's with respect to Von Neuman and Harvard architectures and general concept of microcomputers are also explored. Data presentation, code structure, instruction sets and programming of a chosen microprocessor along with peripherals and I/O's. Finally programming of microprocessor systems, use of assemblers, development and debugging of firmware are practical activities conducted in the course.

Programming and design of industrial Programmable Logic Controller (PLC) based control systems is also explored. **Prerequisite: BMS101 or CSEC Mathematics, PEI101 or NVQ Certification in Electrical Installation**

**SCML101 MATLAB & Simulink with Industrial Applications**

**3 credits**

This course covers the fundamentals of the MATLAB/Simulink software package for industrial process control applications. It is designed for practicing engineers and technologists with a good background in electrical installation or electronics. **Prerequisite: BMS101 or CSEC Mathematics, PEI101 or NVQ Certification in Electrical Installation**

**SCLV101 LabVIEW with Industrial Applications**

**3 credits**

This course covers the fundamentals of the NI LabVIEW software package for industrial process control applications. It is designed for practicing engineers and technologists with a good background in electrical installation or electronics. **Prerequisite: BMS101 or CSEC Mathematics, PEI101 or NVQ Certification in Electrical Installation**



# DEPARTMENT OF MEDICAL TECHNOLOGY

Chair: Kerene Walker  
Telephone (876) 963-7761  
kerene.walker@ncu.edu.jm

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## FACULTY:

Vivienne Bryan  
Fabian Pitkin  
Kacey Reid  
Delbert Robinson

## ADJUNCT:

Paul Gyles

## CLINICAL LABORATORY TECHNOLOGISTS:

Joneshia Bryan Thomas  
Sala Randall

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The Medical Technology programme at Northern Caribbean University is designed to equip students with knowledge and skills necessary for scientists in this field. This preparation may also be used as a base for branching into medicine and other related scientific fields, or advanced studies. The correlation of theory with practical applications in the clinical laboratory is an integral part of this programme.

### PROGRAMME GOALS

Upon completion of the Bachelor of Science Degree programme students should be able to:

- Perform routine lab analyses in the disciplines clinical chemistry, clinical immunology, serology, molecular diagnostics, clinical microbiology, clinical microscopy, haematology, haemostasis, immunohaematology, histology, and cytology according to industry standards.
- Use language and skills that demonstrate proficiency in Medical Technology when communicating with stakeholders.
- Demonstrate ability to apply empirical knowledge in changing Medical Technology settings towards achieving organizational objectives.
- Adhere to the protocols that govern ethics in healthcare.

### PROGRAMMES OFFERED

- **Bachelor of Science in Medical Technology**
- **Phlebotomy Technician Certificate**

### BACHELOR OF SCIENCE IN MEDICAL TECHNOLOGY

The four-year programme of studies for the Bachelor of Science degree includes three years of pre-clinical and one year of clinical studies. In the clinical year, students complete one semester of lectures and intense student laboratories and six months' internship at a clinical site. One hundred and thirty-four (134) credits are taken in the categories of core (80), cognates (27), and general education requirements (27-35). In order to enter the final year of studies, students must submit an application and be accepted into the Fundamental/Clinical Year Programme.

### PROGRAMME RECOGNITION

The Bachelor of Science programme is recognized by the Council for Professions Allied to

Medicine, Ministry of Health in Jamaica and accredited by the University Council of Jamaica and the Accrediting Association of Seventh-day Adventist Schools, Colleges, and Universities (AAA).

### **PROFESSIONAL REGISTRATION AND CERTIFICATION**

Graduates of the programme are eligible to register with the Council for Professions Allied to Medicine which permits entry into professional employment in government and private laboratories in Jamaica. Graduates are also eligible to qualify for international medical technology certification examinations required for employment in the USA and other territories globally.

### **MATRICULATION REQUIREMENTS**

- To be admitted into the programme, students must meet the admission requirements of Northern Caribbean University. They are required to have General Certificate of Education (GCE), Caribbean Secondary Education Certificate (CSEC) or Bahamas General Certificate of Secondary Education (BGCSE) passes in General or Human and Social Biology, Chemistry, English, Mathematics, and one other subject, preferably Physics, all at the general level. Students with SAT scores must have SAT subject test scores to qualify for entry. Passes in equivalent examinations from other territories are subject to assessment by NCU approved certifying bodies.
- CAPE passes are accepted as transfer credits. To receive transfer credits for CAPE Biology and Chemistry, students must have earned at least a grade two pass in those subjects.
- **Transfer from other Medical Technology Programmes**  
Students desirous of transferring from a Medical Technology programme to Northern Caribbean University's BSc in Medical Technology must meet the requirements for entry into the programme. Not more than 96 transferrable credits may be applied towards the completion of the BSc programme. A minimum grade of C+ is required for core courses. Students are accepted in fall semester only.
- Applicants must be successful in an interview with the Medical Technology Admissions Committee.

### **CLINICAL YEAR ADMISSIONS REQUIREMENTS**

#### **To be accepted into the clinical year:**

1. Students must submit an application form (available online) to the Department by September 16 of the year prior to the clinical year. Each application will be reviewed by the Fundamental/Clinical Year Acceptance Committee.
2. Acceptance is based on successful completion of all general requirements, prerequisites and MTCH100 and 200 level courses with a cumulative grade point average of 2.50, and no grade lower than C+ in core courses. Note that in order to maintain the prescribed minimum GPA of 2.5, students are cautioned to earn a grade of C+ for no more than 2 core courses for the entire duration of the programme.
3. Continuance of enrolment during the Fundamental/Clinical Year is conditional on acceptable professional, academic (minimum C+ for core courses) and practical performance. Any breach of the professional code of conduct at any time during the programme will lead to dismissal from the Medical Technology Department.
4. The Oral Language and Content Examination is completed during the first semester of the senior year. This requirement must be met before students are allowed to progress in the clinical core.

5. All academic requirements including the Oral Language and Content Examination must be met before students commence clinical rotation which is six (6) months of clinical experience working with practising laboratory professionals at an approved laboratory.
6. To take 300 level Medical Technology clinical courses, students must complete all required cognates, general education requirements and all Medical Technology core courses up to the 200 level, and specified 300 level non-clinical courses.
7. The Fundamental/Clinical Year comprises only Medical Technology core clinical courses. At this point, there is no room in the curriculum for students to register for general education requirements or cognates. To do so puts the student at risk for delayed completion of the programme, hence a delayed graduation date.

## BACHELOR OF SCIENCE IN MEDICAL TECHNOLOGY

### CORE REQUIREMENTS

### 80 CREDITS Prerequisites

MTCH105 Medical Terminology & Intro. to Health Professions	2	
MTCH107 Introduction to Clinical Laboratory Science	1	Completion or concurrent enrolment in MTCH105
MTCH161 Clinical Microscopy	2	Completion of MTCH105 and 107
MTCH200 Professional Ethics in Health	3	Completion of MTCH 105, 107, 161
MTCH205 Medical Orientation and Phlebotomy	1	Completion of all MTCH100 courses
MTCH221 Principles of Immunology and Serology	3	Completion of all MTCH100 courses
MTCH271 Principles of Cytology/Histopathology	2	BIOL155,156
MTCH295 Introduction to Medical Research Methods	2	Completion of MTCH 105, 107, 161
MTCH311 Fundamentals of Haematology and Haemostasis	4	Permission of Fundamental/Clinical Year Acceptance Committee
MTCH321 Immuno-assay and Molecular Diagnostics	3	BIOL155, 156, MTCH 200 level courses
MTCH330 Mycology, Virology and Parasitology	3	BIOL155, 156, MTCH 200 level courses
MTCH331 Fundamentals of Clinical Microbiology	4	Permission of Fund/Clin Year Acceptance Committee
MTCH341 Fundamentals of Immunohaematology	2	Permission of Fund/Clin Year Acceptance Committee
MTCH351 Fundamentals of Clinical Chemistry and Instrumentation	4	Permission of Fund/Clin Year Acceptance Committee
MTCH371 Clinical Cytology/Histology	2	Permission of Fund/Clin Year Acceptance Committee
MTCH395 Seminar	1	Completion of MTCH200, 205 and 221
MTCH411 Haematology and Haemostasis	4	MTCH311
MTCH412 Haematology and Haemostasis Practicum	5	MTCH411
MTCH422 Clinical Immunology Practicum	2	MTCH421
MTCH431 Clinical Microbiology	4	MTCH331
MTCH432 Clinical Microbiology Practicum	5	MTCH431
MTCH441 Immunohaematology	3	MTCH341
MTCH442 Immunohaematology Practicum	3	MTCH441
MTCH451 Clinical Chemistry	4	MTCH351
MTCH452 Clinical Chemistry Practicum	5	MTCH451
MTCH462 Clinical Microscopy Practicum	1	MTCH161
MTCH472 Cytology/Histology Practicum	3	MTCH371
MTCH485 Laboratory Management	1	Permission of Fund/Clin Year Acceptance Committee
MTCH495 Independent Research Project	1	Completion of MTCH 395 and Permission of Fund/Clin Year Acceptance Committee

**REQUIRED COGNATES**

- BIOL155 Foundations of Biology I
- BIOL156 Foundations of Biology II
- CHEM121 General Chemistry I
- CHEM122 General Chemistry II
- CHEM211 Organic Chemistry I
- BCHM203 Clinical Biochemistry
- MATH121 College Algebra

**Recommended for pre-medicine**

- CHEM212 Organic Chemistry II
- MATH165, 166 Pre-Calculus I, II
- PHYS151,152 General Physics I, II

**27 CREDITS Prerequisites**

- 4 CSEC or O'Level Biology
- 4 BIOL155
- 4 CSEC or O'Level Chemistry
- 4 CHEM121
- 4 CHEM121,122
- 4 CHEM211
- 3 CSEC or O'Level Math
  
- 4 CHEM211
- 8 MATH121,122
- 8 MATH165,166

**GENERAL EDUCATION REQUIREMENTS: 27-35 CREDITS**

Please account for the twenty-seven (27) general education credits as stipulated in the *NCU Bulletin*. Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the Bachelor's Degree.

**ADVISEMENT**

Students are responsible for following the stipulations of the *Bulletin* and are liable for any misadventure that may arise from deviation without advisement from the responsible department.

The Department of Medical Technology reserves the right to amend the *Bulletin* and will communicate such changes, if any, in a timely manner.

**RECOMMENDED SEQUENCE  
BACHELOR OF SCIENCE IN MEDICAL TECHNOLOGY**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	MTCH105: Medical Terminology MTCH107: Intro. to Clin. Lab. Sci. BIOL155: Found. of Biology I CHEM121: General Chemistry I EDUC100: Freshman Seminar ENGL119: Freshman Comp. I <b>TOTAL CREDITS:</b>	2 1 4 4 1 3 <b>15</b>	MTCH161: Clinical Microscopy BIOL156: Found. of Biology II CHEM122: General Chemistry II ENGL120: Freshman Composition II RELB113: God and Human Life <b>TOTAL CREDITS:</b>	2 4 4 3 3 <b>16</b>
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	MATH121: College Algebra MTCH205: Medical Orientation & Phlebotomy MTCH221: Principles of Immunology/Serology CHEM211: Organic Chemistry I COMM251: Oral Communication RELB201/202/RELT206: Daniel/Revelation/Prophetic Studies <b>TOTAL CREDITS:</b>	3 3 1 3 4 3 2 <b>16</b>	MTCH200: Professional Ethics in Health MTCH295: Introduction to Medical Research Methods MTCH395: Medical Technology Seminar BCHM203: Clinical Biochemistry EDUC151: Fundamentals of Christian Education PSYC119/MUED100/HIST103: Prin. of Psychology/Music App/Carib Perspectives <b>TOTAL CREDITS:</b>	3 3 1 4 2 3 <b>16</b>
3 <sup>rd</sup> Year <b>Junior</b> (65-96 credits)	MTCH271: Principles of Cytology/Histopathology MTCH321: Immuno-assay & Molecular Diagnostics MTCH330: Mycology, Virology & Parasitology FREN101/SPAN101: Beginning French 1/Spanish 1 RELB305: Life & Teachings of Christ  <b>Submit Fundamental/Clinical Year Application By September 15</b> <b>TOTAL CREDITS:</b>	2 3 3 3 3 <b>14</b>	MTCH311: Fund. of Haemat./Haemo. MTCH331: Fund. of Clinical Microbio. MTCH341: Fund. of Immunohaem. MTCH351: Fund. of Clin Chem & Instrumentation MTCH371: Clinical Cyto/Histology <b>TOTAL CREDITS:</b>	4 4 2 4 2 <b>16</b>
4 <sup>th</sup> Year <b>Senior</b> (Over 96 credits)	MTCH411: Haematology & Haemostasis MTCH431: Clinical Microbiology MTCH441: Immunohematology MTCH451: Clinical Chemistry MTCH485: Laboratory Management <b>Oral Language and Content Examination</b> <b>TOTAL CREDITS:</b>	4 4 3 4 1 <b>16</b>	<b>INTERNSHIP</b> MTCH412: Haematology & Haemostasis Correlation & Practicum MTCH432: Clinical Microbiology Correlation & Practicum MTCH452: Clinical Chemistry Correlation & Practicum MTCH495: Independent Research Project <b>TOTAL CREDITS:</b>	5 5 5 1 <b>16</b>

<b>Summer I Year IV (Internship)</b>			
MTCH422: Clin Immunol / Sero Corr & Practicum	2		
MTCH442: Immunohaematology Correlation & Practicum	3		
MTCH462: Clinical Microscopy Corr. & Practicum	3		
MTCH472: Cyto/Hist Corr. & Practicum	1		
<b>TOTAL CREDITS:</b>	<b>9</b>		

M E D I C A L T E C H N O L O G Y

**PHLEBOTOMY TECHNICIAN CERTIFICATE (4 months)**

**PHLEB250: Techniques in Phlebotomy and Medical Laboratory Orientation  
1 Credit**

The Phlebotomy Technician is a member of the health-care team, whose responsibility is to represent the laboratory in an efficient, professional manner to the patient (public), and to relieve more highly trained personnel of non-technical duties.

On completion of this course the student is awarded the Phlebotomy Technician Certificate. The course prepares students to qualify for international certification examinations to work globally. This certificate cannot be used as the basis for entry to the Bachelor of Science programme in Medical Technology. However, the credit is transferable, depending on the grade earned.

**Students registered in the B.Sc. Medical Technology programme may NOT substitute this course for MTCH205: Medical Orientation & Phlebotomy.**

**ENTRY REQUIREMENTS:**

**The applicant must:**

- be of high moral standing
- hold at least 3 passes in CSEC including a science subject
- hold a high school certificate **OR**
- hold at least two years' experience as a lab assistant/phlebotomist
- be successful in an interview with the Medical Technology Acceptance Committee.

Special permission may be given to persons who have other qualifications and/or experience.

<b>COURSE COMPONENTS</b>	<b>DURATION 56 HRS</b>
Medical Terminology & Introduction to Health Professions	4
Introduction to Medical Technology Lab	10
Anatomy and Physiology of the Circulatory System	4
Phlebotomy Technician Practicum	26
Health and Physical Education	4
Health and Religion	2
Language and Communication Skills	2
Professional Ethics in Healthcare	4



## DESCRIPTION OF COURSES

### MEDICAL TECHNOLOGY

**MTCH105 Medical Terminology** **2 Credits**

An in-depth study of medical terminology and an introduction to the health professions including job descriptions and professional organizations. Special emphasis is placed on the clinical sciences. Two hours of lecture per week.

**MTCH107 Introduction to Clinical Laboratory Science** **1 Credit**

A primer to principles and procedures of the major disciplines in medical technology. One three-hour lecture/laboratory per week. **Prerequisite: Completion or concurrent enrolment in MTCH105**

**MTCH161 Clinical Microscopy** **2 Credits**

A study of the function of the urinary excretory system; physical characteristics, chemical constituents and microscopic elements of urine and other body fluids; methods of assay and correlations with patient conditions. One hour of lecture and three hours of laboratory per week. **Prerequisites: MTCH107 Introduction to Clinical Laboratory Science, MTCH105 Medical Terminology**

**MTCH200 Professional Ethics in Health** **3 credits**

A survey of the values and ethical principles that guide the professional conduct of healthcare practitioners. Three hours of lecture per week. **Prerequisites: Completion of MTCH107 Introduction to Clinical Laboratory Science, MTCH105 Medical Terminology, MTCH161 Clinical Microscopy**

**MTCH205 Medical Orientation and Phlebotomy** **1 Credit**

Demonstration, discussion, and practice in phlebotomy techniques; patient identification; anticoagulants; isolation techniques; ethics; phlebotomy practicum. The student must achieve approved proficiency. Three hours of discussion/laboratory per week. **Prerequisites: Completion of MTCH107 Introduction to Clinical Laboratory Science, MTCH105 Medical Terminology, MTCH161 Clinical Microscopy**

**MTCH221 Principles of Immunology and Serology** **3 Credits**

Study of cellular and humoral components of the human immune. Topics include immune cells of the blood and bone marrow, chemical and biological properties of the immune system, hypersensitivity, transplantation, major histocompatibility complex, principles of immunologic/serologic procedures and correlation with disease states. Two hours of lecture and three hours of laboratory per week. **Prerequisites: MTCH107 Introduction to Clinical Laboratory Science, MTCH105 Medical Terminology, MTCH161 Clinical Microscopy**

**MTCH271 Principles of Cyto/Histopathology** **2 Credits**

This course consists of the systematic study of cellular components as well as the grouping/organization of tissues into major organ systems. Tissue processing, microscopic and virtual identification and morphology of cells, tissues, and organ substructures will be emphasized. Two hours of lecture and three hours of laboratory per week. **Prerequisites: BIOL155 & 156 Foundations of Biology I & II**

**MTCH295 Introduction to Medical Research Methods 2 Credits**

This course provides a basic understanding of the main techniques, concepts and models for conducting medical/clinical research using both quantitative and qualitative methodologies. Students will evaluate the research of others, define a problem, formulate hypotheses about the problem, design and carry out a valid and reliable study, apply the correct statistics, discuss results and inferences, and generate a logical report. Two hours of lecture per week.

**Prerequisites: Completion of MTCH107 Introduction to Clinical Laboratory Science, MTCH105 Medical Terminology, MTCH161 Clinical Microscopy**

**MTCH311 Fundamentals of Haematology and Haemostasis 4 Credits**

An introduction to the production, maturation, and function of the various blood cells. Manual and semi-automated blood cell counts and indices, differential leukocyte counts, erythrocytic sedimentation and special staining techniques. Introduction to the coagulation system with analysis of selected coagulation factors. Correlation of clinical and laboratory data in select pathologies. Three hours of lecture and three hours of laboratory per week.

**Prerequisites: Completion of all years I, II and prescribed year III Medical Technology Courses, all cognates and all general education requirements**

**MTCH321 Immuno-assay & Molecular Diagnostics 3 Credits**

Performance of standard serological and routine immunologic tests and exposure to molecular diagnostic techniques; the clinical significance of test results as they relate to human immune response; quality control. Two hours of lecture and three hours of laboratory per week. **Prerequisites: Completion of all year I and II Medical Technology courses.**

**MTCH330 Mycology, Virology, Parasitology 3 Credits**

Orientation to the clinical microbiology laboratory with special emphasis on fungi, viruses and parasites as human pathogens; specimen selection, collection and transport; microscopic evaluation; stains and sterilization techniques; culture, media and incubation selections; identification of clinically significant pathogens of these types; automation and quality assurance. Two hours of lecture and three hours of laboratory per week. **Prerequisites: Completion of all year I and II Medical Technology courses.**

**MTCH331 Fundamentals of Clinical Microbiology 4 Credits**

Orientation to the Clinical microbiology laboratory; specimen selection, collection and transport; microscopic evaluation; stains and sterilization techniques; media and incubation selections; identification of clinical significant microorganisms; susceptibility testing; automation and quality assurance. Three hours of lecture and three hours of laboratory per week. **Prerequisites: Completion of all years I, II and prescribed year III Medical Technology Courses, all cognates and all general education requirements**

**MTCH341 Fundamentals of Immunohaematology 2 Credits**

An introduction to blood grouping and typing; blood group antigen systems; compatibility testing; antibody identification, donor processing and quality control. One hour of lecture and three hours of laboratory per week. **Prerequisite: Completion of all years I, II and prescribed year III Medical Technology Courses, all cognates and all general education requirements**

**MTCH351 Fundamentals of Clinical Chemistry and Instrumentation 4 Credits**

Clinical laboratory procedures, safety, math and application of statistical procedures in

quality control. Principles of clinical laboratory instrumentation to include spectrophotometers, nephelometers, fluorometers, flame photometers, electrophoresis, and chromatography. Three hours of lecture and three hours of laboratory per week. **Prerequisite: Completion of all years I, II and prescribed year III Medical Technology Courses, all cognates and all general education requirements**

**MTCH371 Cytology/Histology 2 Credits**

An overview of the normal cells and changes caused by different disease processes; cytopreparation and staining procedure with emphasis on special stains; study of tissue morphology, histotechnologic techniques, staining procedures with emphasis on special stains. One hour of lecture and three hours of laboratory per week. **Prerequisite: Completion of all years I, II and prescribed year III Medical Technology Courses, all cognates and all general education requirements**

**MTCH395 Seminar 1 Credit**

Topics relevant to the specialized needs and interests of the medical technology student will be presented by guest speakers and students, from reports of senior research projects, from presentations of senior research papers, and from current literature. Seminars are open to the public but second year medical technology students are required to attend. One-hour seminar per week. **Prerequisite: Completion of MTCH200, 205 and 221**

**MTCH411 Haematology and Haemostasis 4 Credits**

Cellular elements of the blood, their maturation, functions and morphologies; abnormal and disease state haematologies; assay methodologies; correlation of patient conditions with results of the assay procedures; coagulation system and problem solving; quality control. Three hours of lecture and three hours of laboratory per week. **Prerequisites: MTCH311 Fundamentals of Haematology and Haemostasis or equivalent; permission of the clinical year committee**

**MTCH412 Haematology and Haemostasis Correlation & Practicum 5 Credits**

Haematopathology and disorders of coagulation correlated with practicum; emphasis on professional health-care procedures. **Prerequisites: MTCH411 Haematology and Haemostasis or equivalent; permission of the clinical year committee**

**MTCH422 Clinical Immunology/Serology Correlation and Practicum 2 Credits**

Host immune interactions correlated with practicum; emphasis on patient care applications of immunology. **Prerequisites: MTCH421 Clinical Immunology and Serology or equivalent; permission of the clinical year committee**

**MTCH431 Clinical Microbiology 4 Credits**

Simulated clinical practice for the differentiation of clinical pathogenic microorganisms from normal flora encountered in various body sites; emphasis on identification of unusual pathogens, solving case histories, discrepancies and unknowns; antimicrobial susceptibility; medical parasitology; medical mycology and medical virology. Three hours of lecture and three hours of laboratory per week. **Prerequisites: MTCH331 Fundamentals of Clinical Microbiology or equivalent; permission of the clinical year committee**

**MTCH432 Clinical Microbiology Correlation and Practicum 5 Credits**

Pathophysiology and medical microbiology correlated with practicum; emphasis on patient care applications of bacteriology, mycology, parasitology, and virology. **Prerequisites:**

**MTCH331 Fundamentals of Clinical Microbiology or equivalent; permission of the clinical year committee**

**MTCH441 Immunohaematology 3 Credits**

Blood grouping and typing; blood group antigen systems; compatibility testing; antibody identification; blood component therapy; quality control; donor processing; donor recruitment; blood banking records; grouping and compatibility problem solving; patient clinical state correlations. Two hours of lecture and three hours of laboratory per week.

**Prerequisites: MTCH341 Fundamentals of Immunohaematology or equivalent; permission of the clinical year committee**

**MTCH442 Immunohaematology Correlation and Practicum 3 Credits**

Disease state, transfusion and component therapy correlated with Practicum; emphasis on patient care applications of immunohaematology. **Prerequisites: MTCH441 Immunohaematology or equivalent; permission of the clinical year committee**

**MTCH451 Clinical Chemistry 4 Credits**

Study of carbohydrate, lipid, enzyme, electrolyte, trace element, and protein systems. Liver function, acid-base balance, gastric system, renal function, hormones, toxicology, and therapeutic drug monitoring. Correlation with normal physiology and selected pathological conditions. Analysis of relevant blood and body fluid constituents. Three hours of lecture and three hours of laboratory per week. **Prerequisites: MTCH351 Fundamentals of Clinical Chemistry and Instrumentation or equivalent; permission of the clinical year committee**

**MTCH452 Clinical Chemistry Correlation and Practicum 5 Credits**

Pathophysiology and instrumentation correlated with practicum: emphasis on patient care application of chemistry. **Prerequisites: MTCH451 Clinical Chemistry or equivalent; permission of the clinical year committee.**

**MTCH462 Clinical Microscopy Correlation and Practicum 1 Credit**

Disease states in urinary system correlated with practicum; emphasis on patient care applications of urinalysis and other body fluid evaluation. **Prerequisites: MTCH161 Clinical Microscopy or equivalent; permission of the clinical year committee**

**MTCH472 Cytology/Histology Correlation and Practicum 3 Credits**

Identification and correlation of abnormal cells with disease states correlated with practicum; emphasis on application of specimen preservation, preparation, and staining techniques. **Prerequisites: MTCH371, 373 Clinical Cytology, Clinical Histology or equivalent; permission of the clinical year committee**

**MTCH485 Laboratory Management 1 Credit**

Basic management and supervision techniques as applied to the clinical laboratory, emphasis on legal aspects of laboratory work, decision making, financial management, business organization and policy, management development, communications, industrial relations and salary administration. One hour of lecture per week. **Prerequisite: permission of the fundamental/clinical year committee**

**MTCH495 Independent Research Project 1 Credit**

Literature search or project conducted, and publishable scientific report prepared and delivered orally. Topics selected may be from laboratory management, education, the

profession, evaluation of the performance of a laboratory test procedure, initiation of a new procedure, other areas of health-care, or applications especially relevant to clinical laboratory science. **Prerequisite: Completion of MTCH395; permission of the clinical year committee**



## DEPARTMENT OF NURSING

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### **FACULTY**

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Opal Davidson

Rose Henry Morgan

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Jaunell Latty-Miller

Advella Meikle

Sharee Smalling Leach

Carrol Stewartson

Horace Williams

Violet Wright

### **ADJUNCT FACULTY**

Aloma Lai

Jacqueline Lyons Lloyd

Donette Wynter

Shauna Kay Williams

**VISION STATEMENT**

The Department of Nursing embraces the vision of the Northern Caribbean University and sees itself to be the centre of excellence in academia and research for the Caribbean region, with international recognition. It strives to educate students, and prepare graduates whose practice will demonstrate Christian philosophy as they provide wholistic care to diverse peoples, nations, and cultures.

**MISSION STATEMENT**

The mission of Northern Caribbean University Department of Nursing is to provide quality nursing education through a systematically designed curriculum, for effective and efficient professional nursing practice nationally and globally.

**AIM**

The programme aims to prepare graduates who meet world class standards as competent practitioners to provide health care needs of individuals, families and communities, throughout their lifespan at the primary, secondary and tertiary levels.

**VALUE STATEMENT**

The core values of Northern Caribbean University Department of Nursing are: Christ-centredness, excellence, mutual respect, student-centredness, critical thinking, lifelong learning, professionalism, leadership development, loyalty and commitment to the nursing profession, and the University, through consistent quality service and evidence-based practice.

**OVERVIEW OF THE BACHELOR OF SCIENCE IN NURSING PROGRAMME**

Northern Caribbean University, the trendsetter in nursing education, is the premier and oldest institution in the Caribbean granting a Bachelor of Science in Nursing. The programme commenced in 1970 and since then, the Department has graduated over 1,400 nurses. These graduates possess the expertise to function in a variety of health care settings and are gainfully employed locally, regionally and internationally.

Over the years, the Department of Nursing has maintained an outstanding pass rate in the licensure examination (Regional Examination for Nurse Registration [RENr]) set by the Nursing Council of Jamaica (NCJ). The Department of Nursing continues to experience exponential growth in enrolment comprising local and international students.

**PROGRAMME OBJECTIVES**

**The Northern Caribbean University Department of Nursing prepares students who will:**

- Integrate the principles of Christian and professional ethics with appropriate nursing interventions in the delivery of quality health care.
- Make sound clinical judgments based on nursing science using critical thinking and ethical decision making.

- Embark on an interdisciplinary approach in assessing, planning, implementing and evaluating specific client objectives and care outcomes.
- Apply knowledge in a rapidly changing global environment based on current health-related trends.
- Apply research findings to clinical problems, in order to promote evidence-based practice in maintaining and restoring health.
- Synthesize knowledge from the humanities and sciences in providing care that is holistic and socially relevant.
- Demonstrate accountability for professional growth, through the provision of appropriate nursing care and lifelong learning.
- Demonstrate marketable skills that will enable them to practise in a variety of settings.
- Perform the roles of a professional nurse, competent leader and a responsible citizen, committed to the total well-being of the individual, the family and the community.
- Use the Bachelor of Science in Nursing preparation for graduate studies.

## PROGRAMMES OFFERED

### 1. Bachelor of Science in Nursing (Generic)

The Baccalaureate degree in Nursing comprises of 138 credit hours and extends over four academic years of full-time study.

- Core 89 Credits
- Cognates 25 Credits
- General Education 24 Credits

### 2. Bachelor of Science Degree in Nursing (RN-BSc Upgrade)

Total credits to be taken depend on the number of transferred credits.

The Nursing programme has been approved by the Nursing Council of Jamaica. It uses the curriculum *Blueprint* of the Regional Nursing Body (RNB)/The Nursing Council of Jamaica (NCJ) in conjunction with the University's curricular design. "In this Blueprint nursing science is organized in keeping within the following eight domains, which serve as anchors of the nursing profession. These domains are: Nursing Practice, Professional Conduct, Health Promotion and Maintenance of Wellness, Caring Interventions, Nursing Leadership and Management, Communication, Clinical Decision-making and Professional Reflection and Visioning" (*Blueprint*, 2013 CARICOM).

Eligible senior (fourth) year students write the Regional Examination for Nurse Registration (RENr) which qualifies them to practise in any of the CARICOM country. Passing the RENr enables graduates to be eligible to sit the licensure examinations in the United States, United Kingdom, Canada and other parts of the world. Competency is achieved through theoretical instruction, skills laboratory sessions and clinical practice. The courses are designed to emphasize professional and clinical roles, legal responsibilities, and the use of critical thinking juxtaposed with evidence-based practice. To provide the necessary diversity of clinical experiences, students are assigned to all the types of health centres (I-V), specialized and general hospitals.



## MATRICULATION REQUIREMENTS: GENERIC BSc in Nursing

Eligibility for entry to the programme applicants must:

1. Be at least 17 years of age.
2. Satisfy the University requirements for normal matriculation of five CSEC/GCE.
3. Pass the Nursing Entrance Test administered by the Department of Nursing.
4. Pass an interview conducted by the Department of Nursing.
5. Have a minimum GPA of 2.5 to be accepted, if transferring from other institutions or any department within the University.
6. Satisfy the NCJ minimum requirements for entry into the Nursing Education Programme.

### The NCJ's requirements:

Please note that a subject passed at different levels or from different examination boards will be counted as ONE subject for matriculation purposes e.g., French passed at CSEC or GCE or CAPE, would be counted as one subject.

Three (3) compulsory subjects:

1. **English Language A** (CSEC General Proficiency [**Grades One-Three**]), GCE O'Level (**Grades A-C**) to be included **or** Communications Studies (**CAPE – Grades I-IV**)
2. **Science - Biology or Human and Social Biology** (CSEC General Proficiency (Grades One-Three), GCE O'Level (**Grades A-C**) to be included **or** Biology (**CAPE Grades I-IV**)
3. **Mathematics** (CSEC General Proficiency (Grades One-Three), GCE O'Level- (**Grades A-C**) to be included **or** Pure Mathematics or Applied Mathematics (**CAPE – Grades I-IV**)
4. **Two other subjects from the following list:**

### **CSEC or CAPE**

Agricultural Science (double/single)  
Caribbean History  
Chemistry  
Economics  
English Literature or Literatures in English  
Food and Nutrition  
Information Technology (general/technical) or Computer Science or Computer Studies  
Modern Languages e.g. French or Spanish  
Physics  
Integrated Science  
Principles of Accounts  
Principles of Business or Management of Business  
Religious Education  
Social Studies or Caribbean studies or Sociology

### **GCE**

Accounts  
Business Studies  
Chemistry  
English Literature  
Food and Nutrition  
French

Geography  
 History  
 Information Technology  
 Physics  
 Psychology  
 Religious Education/Bible Knowledge  
 Spanish

**N.B. The NCJ will accept only two (2) grade threes in CSEC or two (2) Cs in GCE or a combination of both. Since June 1998, CSEC GRADE Three is accepted as a passing grade.**

**Please note:**

1. The NCJ does not accept the following subjects: Visual Arts, Clothing & Textile, Office Procedures/Office Administration, Electrical Installation, Technical Drawing, Physical Education, Shorthand, Typewriting and Music.
2. Applicants who are educated in a country, in which CSEC/GCE examinations are not offered, will be required to possess equivalent admission requirements. The documents from those schools or examination authorities must be submitted **by the applicant** to the University Council of Jamaica (UCJ) for verification prior to applying to the Northern Caribbean University (NCU). Please note that there is a fee for this process which is determined by the UCJ.

Nursing students desirous of transferring from an approved School of Nursing, as stipulated by the NCJ, to Northern Caribbean University Department of Nursing must meet the requirements for entry into the programme. Information regarding transfer credit, please see the Academic Policies and required section of the Bulletin. A total of **32** transferrable nursing credits may be applied towards the completion of the BSc in Nursing programme. "The last thirty-two (32) hours in residence at NCU including a minimum of twenty (20) hours of upper division work distributed in the major and minor" (page 58).

**PROGRESSION**

All students are expected to use the RENR *Blueprint* to guide their academic preparation. "In this *Blueprint* nursing science is organized in keeping within the following eight domains, which serve as anchors of the nursing profession. These domains are: Nursing Practice, Professional Conduct, Health Promotion and Maintenance of Wellness, Caring Interventions, Nursing Leadership and Management, Communication, Clinical Decision-making and Professional Reflection and Visioning." (*Blueprint*, 2013 CARICOM)

1. According to the Nurses and Midwives Act 1964 (revised 2011), all first year students must be indexed within thirty days of admission. Students must submit to the Department the relevant documents for the NCJ indexing process by the first week of September. This process attracts a fee.
2. Students are expected to follow the recommended sequence of courses. Failing any course in the semester or summer whether a prerequisite for a cognate or a core nursing course will prevent progression to the next semester/year.
3. All Tour of Duty Forms must be submitted within a week after the rotation is completed.
4. A minimum grade of C+ must be achieved in all nursing (core) courses. A minimum of C must be achieved in all required Cognates and General Education courses.
5. Students must maintain a GPA of 2.5 each semester in the core courses. Students whose GPAs fall below 2.5 in their core will be automatically placed on academic probation.

6. Students must pass the Department of Nursing Comprehensive Written Examination with a minimum score of 65% in all papers and the NCJ's Clinical Examination (Span of Duty) prior to sitting the Regional Examination for Nurse Registration (RENr). **On no account will students be recommended to write the RENr if they have not passed the NCJ's Clinical Examination (Span of Duty). Each student is eligible for (3) sittings of the clinical examination; that is, a first sitting and two (2) additional sittings thereafter. If the student fails on the third attempt the student will be required to withdraw from the nursing programme** (Nursing Council of Jamaica, 2013). Details of the process for the Nursing Council's Practical Examination are provided in the *Nursing Students' Undergraduate Handbook*.
7. Students are required to maintain current Cardio-Pulmonary Resuscitation (CPR) certification with the American Heart Association as scheduled by the Department of Nursing. This certification attracts a fee.
8. Sophomore students are expected to attend the Capping Ceremony scheduled in the third **Wednesday of October to mark this significant milestone in their academic and professional life.**
9. With each year of progression, students are awarded a strip on the left side of the cap and on the sleeve of the shirts for males. This strip is received with the progression letter and to be affixed as instructed.
10. As it pertains to the Language and Content Examination, students will take the Paper 1 practical and receive a Pass or Fail grade during the Spring clinical rotation. Paper 2 will be the Comprehensive Theory Exam to be taken when the final exams for Spring courses are taken. Two resit opportunities exist for the Theory and Clinical. Earning grade is Pass or Fail. All the senior student are required to take a practical (NCJ's Clinical Examination) and oral examination after passing the Department's Language and Content Examination.
11. All students (graduands) are required to attend an exit interview or fill in an exit interview questionnaire based on the Department's schedule.
12. Senior students (graduands) are expected to attend the Pinning and Dedication Ceremony scheduled in the first week in August to mark the end of the academic journey and their transition as professional nurses.

#### **POLICY ON RE-ENTRY TO THE NURSING PROGRAMME AFTER WITHDRAWAL**

- Discontinuation from the Nursing Programme will require that the student completes the NCJ *Discontinuation Form* and the *Recommencement Form* upon return. Any student who discontinues the Nursing Programme for one (1) calendar year or more, regardless of the reason, is required to reapply to the Recruitment and Admissions Management Department and communicates with the Department of Nursing. Based upon recommendation from the Director of Nursing, the student will be required to sit an interview, re-take the Dosage and Solution Test (Medication Administration Test) and be assigned to clinical sites for upgrading of skills prior to re-entry.
- Any student requesting leave of a non-emergency nature is expected to write an official letter to the Director of Nursing or designee, requesting leave of absence, giving rationale for the request. This should be submitted one month in advance of expected departure.
- Students on Leave of Absence should contact their academic adviser and the Director of Nursing three months before they are due to register for the semester in which they will return. The student must complete the NCJ *Recommencement Form*.
- If the student does not return from leave at the designated time, his/her space in the nursing programme may be relinquished.

**BACHELOR OF SCIENCE IN NURSING (GENERIC PROGRAMME)**
**CORE/MAJOR REQUIREMENTS**
**89 CREDITS**

	<b>Credits</b>	<b>Prerequisite(s)</b>
NRSG105(104) Introduction to the Profession of Nursing & Ethics	3	Matriculation requirement
NRSG119 First Aid & Basic Life Support	2	BIOL165 & BIOL166
NRSG214 Health Assessment	3	BIOL BIOL165, BIOL166 and PSYC17
NRSG218 Wholistic Health Promotion	4	Successful completion of freshman year
NRSG230 Pathophysiology	3	Successful completion of freshman year
NRSG232 Pharmacology	3	Successful completion of freshman year
NRSG210(261) Foundations of Nursing	4	Successful completion of freshman year
NRSG222(247) Foundations of Nursing Clinical	2	Successful completion of freshman year & Corequisite: NRSG210(261)
NRSG241 Adult Nursing I	4	BIOL165, BIOL166, BCHM125 and BIOL176
NRSG244 Adult Nursing Clinical I	2	Corequisite: NRSG241
NRSG336 Epidemiology in Nursing	3	Successful completion of sophomore year
NRSG343 Parent Neonate Nursing	4	Successful completion of sophomore year
NRSG344 Nursing the Child	4	Successful completion of sophomore year
NRSG345 Adult Nursing II	4	Successful completion of sophomore
NRSG346 Parent Neonate Nursing Clinical	2	Corequisite: NRSG343
NRSG347 Mental Health Nursing	4	Successful completion of sophomore year
NRSG348 Adult Nursing Clinical II	2	Corequisite: NRSG345
NRSG349 Mental Health Nursing Clinical	2	Corequisite: NRSG347
NRSG352 Nursing the Child Clinical	3	Corequisite: NRSG344
NRSG366 Community Health Nursing	3	Successful completion of sophomore year
NRSG390 Community Health Nursing Clinical	3	Corequisite: NRSG366
NRSG420 Nursing Leadership and Management	4	Successful completion of sophomore year
NRSG421 Specialized Nursing	4	Successful completion of sophomore year
NRSG427 Specialized Nursing Clinical	2	Corequisite: NRSG421
NRSG446 Nursing Research	3	Successful completion of sophomore year
NRSG455 Adult Nursing III	2	Successful completion of sophomore year
NRSG457 Adult Nursing Clinical III	2	NRSG455
NRSG465 Gerontology	2	Successful completion of sophomore year
NRSG467 Gerontology Clinical	2	Corequisite: NRSG465
NRSG473 Nursing Leadership and Management Clinical	2	Corequisite: NRSG420
NRSG488 Nursing Review	1	Successful completion of sophomore year and eligibility to sit the RENR
NRSG404 Senior Practicum	1	Corequisite: NRSG488

**REQUIRED COGNATES**

	<b>Credits</b>	<b>Prerequisites</b>
BCHM125 Biochemistry for Nursing	3	Must be a nursing student
BIOL165, 166 Anatomy and Physiology I, II	8	
BIOL176 Microbiology for Nurses	3	Must be a nursing student
DIET223 Nutrition & Diet Therapy	3	Completion of Spring Sophomore year
MATH224 Applied Statistics	2	College Algebra
PSYC176 Psychology for Health Professionals	3	
SOCI120 Introduction to Sociology	3	

**GENERAL EDUCATION REQUIREMENTS 24 CREDITS**

Please account for the minimum twenty-four (24) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate, or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the Bachelor's degree.

**RECOMMENDED SEQUENCE FOR GENERIC STUDENTS  
BACHELOR OF SCIENCE IN NURSING**

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1st Year <b>Freshman</b> (0-32 credits)	EDUC100 Freshman Seminar	1	BIOL166 Anatomy and Physiology II	4
	ENGL119 Freshman Composition I	3	ENGL12: Freshman Composition II	3
	BCHM125 Biochemistry for Nurses	3	BIOL176 Microbiology for Nurses	3
	BIOL165 Anatomy & Physiology I	4	NRS105(104) Introduction to the Profession of Nursing & Ethics	3
	PSYC176 Psychology for Health Professionals	3	MATH121 College Algebra	3
	<b>TOTAL CREDITS</b>	<b>14</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer I</b>		<b>Summer II</b>	
	NRS119 First Aid and Basic Life Support	2	RELB113 God & Human Life	3
	SOCI120 Introduction to Sociology	3	CPTR110/112 Computer Requirement	3
	<b>TOTAL CREDITS</b>	<b>5</b>	<b>TOTAL CREDITS</b>	<b>6</b>
2nd Year <b>Sophomore</b> (33-64 credits)	NRS218 Wholistic Health Promotion	4	<b>2<sup>nd</sup> Semester</b>	
	NRS214 Health Assessment	3	NRS232 Pharmacology	3
	NRS210 (261) Foundations of Nursing	4	NRS230 Pathophysiology	3
	NRS222 Foundations of Nursing Clinical (Clinical hours – 160)	2	NRS 241 Adult Nursing I	4
	Spiritual Development Option	2	NRS244 Adult Nursing Clinical 1 (Clinical hours – 160)	2
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>12</b>
	<b>Summer I</b>			
	DIET223 Nutrition & Diet Therapy	3		
	EDUC151 Fundamentals of Christian Education	3		
	<b>TOTAL CREDITS</b>	<b>6</b>		
3rd Year <b>Junior</b> (65-96 credits)	NRS343 Parent Neonate Nursing	4	NRS 347 Mental Health Nursing	4
	NRS346 Parent Neonate Clinical (Clinical hours – 160)	2	NRS 349 Mental Health Nursing Clinical (Clinical hours – 160)	2
	NRS345 Adult Nursing II	4	NRS344 Nursing the Child	4
	NRS348 Adult Nursing Clinical II (Clinical hours - 160)	2	NRS352 Nursing the Child Clinical (Clinical hours – 240)	3
			NRS366 Community Health Nursing	3
	<b>TOTAL CREDITS</b>	<b>12</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer I</b>		<b>Summer II</b>	
	NRS336 Epidemiology in Nursing	3	NRS390 Community Health Nursing Clinical (Clinical hours -240)	3
	RELB305 Life and Teachings of Jesus Christ	3		
	MATH224 Applied Statistics	2		
	<b>TOTAL CREDITS</b>	<b>8</b>	<b>TOTAL CREDITS</b>	<b>3</b>
4th Year <b>Senior</b> (> 96 )	NRS446 Nursing Research	3	NRS421 Specialized Nursing	4
	NRS465 Gerontology	2	NRS427 Specialized Nursing Clinical (Clinical hours – 240)	3
	NRS 467 Gerontology Clinical (Clinical hours – 160)	2	NRS420 Nursing Leadership & Management	4
	NRS455 Adult Nursing III	2	NRS473 Nursing Leadership & Management Clinical (Clinical hours – 160)	2
	NRS457 Adult Nursing Clinical III (Clinical hours – 160)	2	NRS488 Nursing Review	1
		<b>TOTAL CREDITS:</b>	<b>11</b>	<b>TOTAL CREDITS:</b>

	<b>Summer Sessions I &amp; II</b>		
	NRSG404 Senior Practicum (200)	1	
	<b>TOTAL CREDITS</b>	<b>1</b>	

## **BACHELOR OF SCIENCE IN NURSING (RN-BSc Upgrade)**

### **MATRICULATION REQUIREMENTS: REGISTERED NURSE – RN to BSc in Nursing Programme**

Acceptance to RN-BSc Upgrade Programme will be based on the applicant's ability to satisfy the following requirements:

1. Employment History
  - a. Curriculum Vitae
  - b. Letter of Professional Life from past/current supervisor highlighting professionalism and competence on the job
2. Competency-Based System- PLAR (Prior Learning Assessment & Recognition):
  - a. Educational Competency:
    - i. Submission of Diplomas/Certificates or Associate Degree in Nursing from an approved nursing school.
    - ii. Submission of valid transcripts of all basic and post-basic nursing-related training, and other tertiary studies.
  - b. Clinical Competency:
    - i. Evidence of current Cardio-Pulmonary Resuscitation (CPR) /Basic Life Support (BLS) certification
    - ii. Hold a current Jamaican Registered Nurse licence or eligibility to receive it.
    - iii. Evidence of successful completion of at least 23 credits of clinical hours in specified areas, during years of training. This information will be gleaned from the applicant's transcripts and will be credited as 'S' (Satisfactory) clinical competence. Where the applicant may have a deficit of clinical hours from their basic programme, evidence of involvement in current nursing practice, substantiated by a letter from the employer/supervisor, will be required.

After the requirements have been satisfied, the applicant is required to pass an interview conducted by the Department of Nursing. Passing the interview and the PLAR assessment will precede acceptance to the programme.

### **PROGRAMME REQUIREMENTS AND PROGRESSION**

1. Degree-seeking applicants who have completed at least 60 semester hours of academic coursework, with a GPA of at least 2.5 or 'B' average from an accredited nursing school or university.
2. Each applicant's educational record is individually evaluated by the Director and/or Coordinators in the Department of Nursing, to ascertain the level of course transferability.

3. Students may request in writing to do Challenge Examinations for courses taken in their certificate or diploma programme to validate equivalency to university courses. However, there must be prior approval before the examination(s) can be administered.
4. To progress through the programme, the RN must successfully complete the prerequisite, corequisite and other required courses recommended in the *Bulletin* in effect upon admission.
5. Students are required to maintain current CPR certification with the American Heart Association as scheduled by the Department of Nursing. This certification attracts a fee.
6. A minimum grade of C+ must be achieved in all nursing (core) courses. A minimum of C must be achieved in all required cognates.
7. Students must maintain a GPA of 2.5 each semester in the core courses. Students whose GPAs fall below 2.5 in their core will be automatically placed on academic probation.
8. Nursing core courses are offered only in Modular timetable in the online delivery format.
9. All students (graduands) are required to attend an exit interview or fill in an exit interview questionnaire based under the Department's schedule.

**A minimum of 25 credits in core must be completed with Northern Caribbean University in order for a degree to be awarded.**

### **REQUIREMENTS FOR REGISTERED NURSES (RN-BSc PROGRAMME)**

In addition to the General Education courses and required cognates, RNs are required to take a minimum of 17 credits of core requirements. However, each applicant will be assessed on an individual basis.

#### **CORE REQUIREMENTS**

#### **17- 20 CREDITS**

NRSG214 Health Assessment	3
NRSG217 Principles of Wholistic Health	2
NRSG388 Nursing Research	3
NRSG437 Methods of Teaching and Testing	3
NRSG466 Nursing Management and Leadership	4
NRSG498 Issues and Trends in Nursing	5



## RECOMMENDED COURSES FOR RN-BSC UPGRADE PROGRAMME

The following is a listing of the recommended sequence of courses, but will be individualized based on transferred credits, course offerings, pre-requisites taken, and advisement from assigned departmental advisor.

Courses	Cr	Courses	Cr
<b>YEAR 1</b>		<b>YEAR 2</b>	
EDUC110 University Orientation	1	<b>GENERAL EDUCATION REQUIREMENTS FOR YEAR II</b>	
ENGL119 Freshman Composition I	3	COMM251: Oral Communication	3
ENGL12: Freshman Composition II	3	RELB305: Life and Teachings of Jesus Christ	3
CPTR110/112 Computer Requirement	3	<b>STATISTICS REQUIREMENT(COGNATE FOR YEAR II)</b>	
EDUC151 Fundamentals of Christian Education	3	BIOL350:Biostatistics <b>or</b>	
<b>SPIRITUAL DEVELOPMENT OPTION</b>		ECON272:Business and Economic Statistics <b>or</b>	
(Daniel/Revelation/Gift of Prophecy/Prophetic Studies)	2	Statistics Option	3
RELB113 God & Human Life	3	<b>CORE COURSES FOR YEAR II</b>	
<b>MATH REQUIREMENT</b>		NRSG437 Methods of Teaching & Testing <b>or</b>	
MATH121 College Algebra <b>or</b>		EDUC343:Classroom Test & Measurement	3
ECON170:Business & Economic Calculus I	3	NRSG420 Nursing Leadership & Management	4
<b>LANGUAGE OPTION</b>		NRSG446 Nursing Research	3
SPAN101: Beginning Spanish I <b>or</b>			
FREN101: Beginning French	3		
<b>COGNATES FOR YEAR I</b>			
PSYC119: Principles of Psychology <b>or</b>			
SOCI120: Introduction to Sociology	3		
<b>CORE COURSES FOR YEAR 1</b>			
NRSG217: Principles of Wholistic Health	2		
NRSG498: Issues & Trends in Nursing	5		
NRSG214: Health Assessment	3		
<b>TOTAL CREDITS FOR YEAR I</b>	<b>37</b>	<b>TOTAL CREDITS FOR YEAR II</b>	<b>19</b>
<b>COURSES THAT <u>MAY</u> BE TRANSFERRED BASED ON A REVIEW OF EACH APPLICANT'S TRANSCRIPT (S)</b>		NRSG210 (261) Foundations of Nursing	4
BCHM125 Biochemistry for Nurses	3	NRSG232 Pharmacology	3
BIOL165 Anatomy& Physiology I	4	DIET223 Nutrition & Diet Therapy	3
BIOL166 Anatomy and Physiology II	4	NRSG230 Pathophysiology	3
BIOL176 Microbiology for Nurses	3	NRSG 241 Adult Nursing I	4
NRSG105(104) Introduction to the Profession of Nursing & Ethics	3	NRSG 343 Parent Neonate Nursing	4
NRSG119 First Aid and Basic Life Support	2	NRSG 345 Adult Nursing II	4
NRSG336 Epidemiology in Nursing	2	NRSG 347 Mental Health Nursing	4
NRSG218 Wholistic Health Promotion	3	NRSG344 Nursing the Child	4
	4	NRSG366 Community Health Nursing	3
		NRSG455 Adult Nursing III	2
		NRSG465 Gerontology	2
		NRSG 421 Specialized Nursing	4

N U R S I N G

## DESCRIPTION OF COURSES

All nursing core courses are guided by the RENR Blueprint organized in keeping within the following eight domains, which serve as anchors of the nursing profession. These domains are; Nursing Practice, Professional Conduct, Health Promotion and Maintenance of Wellness, Caring Interventions, Nursing Leadership and Management, Communication, Clinical Decision-making and Professional Reflection and Visioning.

### **NRSG 105(104) Introduction to the Profession of Nursing and Ethics** **3 Credits**

This foundational course in nursing explores the historical, philosophical, scientific, and legal bases for the profession of nursing. Ethical concepts such as beneficence, non-maleficence, respect for autonomy and deontology are discussed. The International Code of Ethics, the framework for nursing practice, will be taught. Students are exposed to ethical dilemmas. It examines nursing as a profession and prepares students to acquire the knowledge, attitudes and skills necessary to function as a Registered Nurse. **Prerequisite: Matriculation requirements**

### **NRSG119 First Aid and Basic Life Support** **2 Credits**

This course provides students with the knowledge of the principles of providing first aid in emergency situations in the home, community and health care facilities. Concepts in Basic Life Support are taught by the American Heart Association for certification. **Prerequisites: Anatomy and Physiology I, II**

### **NRSG210(261) Foundations of Nursing** **4 Credits**

This course introduces the student to basic nursing skills. It focuses on concepts of caring, body image, pain, loss, grief and the grieving process, dying and death, immobility and chronicity. The student is introduced the client's experience regarding to hospitalization and the nurse's responsibility in relation to surgical interventions is also examined. **Prerequisite: Anatomy & Physiology I & II, Introduction to the Profession of Nursing & Ethics, Health Informatics, Introduction to Sociology, Psychology for Health Professionals; Successful completion of ALL Freshman year courses**

### **NRSG214 Health Assessment** **3 Credits**

This course introduces the student to the nursing process and a systematic appraisal of well individuals throughout the lifecycle. The nursing process framework is used for interviewing, data collection and performing physical assessment. Opportunities are provided for students to practice data collection and health assessment with healthy individuals of all ages. **Prerequisites: Anatomy and Physiology I and II; Psychology for Health Professionals; Introduction to Sociology. Recording and reporting of data are included with review of diagnostic tests.**

### **NRSG217 Principles of Wholistic Health** **2 Credits**

Explores the Seventh-day Adventist's philosophy on health and exposes the students to different alternative modalities; natural remedies in the treatment and prevention of common health disorders are emphasized from a wholistic perspective. **RN and Non-Nursing students only.**

### **NRSG218 Wholistic Health Promotion** **4 Credits**

This course explores concepts of health, health promotion, health protection and illness

prevention throughout the lifespan. The first units focus on the fundamental principles of wholeness and wellness, as advocated by the Seventh-day Adventist philosophy of health, in relation to quality and prolongation of life. The judicious use of natural remedies and treatments is also incorporated. Concepts, models and strategies of health promotion including international, regional and national policies, charters and declarations, as well as issues and barriers to health promotion are explored.

**NRSG222(247) Foundations of Nursing Clinical**

**2 Credits**

This course provides an opportunity for students to implement selected basic nursing skills related to the course **Foundations of Nursing**. The focus of the course is to assist students develop competence and confidence in the application of basic skills prior to progressing to more advanced clinical nursing courses. Basic clinical skills are practiced in the clinical skills laboratory prior to engaging in clinical experience in the health care settings. **Prerequisite: Successful completion of ALL Freshman year courses; Co-requisite: Foundations of Nursing**

**NRSG230 Pathophysiology**

**3 Credits**

A study of the structural and physiological changes occurring in the body as a result of disease processes. The course introduces students to the concepts of abnormality and provides information on the sequel of diseases, alterations in body structure, body functions, and related clinical manifestations. This course is a pre-requisite course to Adult Nursing I. **Prerequisites: Successful completion of all Freshman year courses.**

**NRSG232 Pharmacology**

**3 Credits**

This course introduces the students to the knowledge and principles of pharmacology, a brief history of pharmacology and information on the sources, preparation and administration of drugs. Information on laws and regulations, which control the use of drugs in Jamaica, is included. It also includes the classification of drugs, their actions in the body and their therapeutic use. It also addresses the area of traditional or Ethno-medicine. **Prerequisites: Anatomy and Physiology I, II Successful completion of ALL Sophomore year Fall semester courses.** The content of the course is incorporated throughout clinical courses.

**NRSG241, 345, 455 Adult Nursing I, II, III**

**10 Credits**

These courses are taken concurrently with the related clinical component. They address a system approach to prepare the student to administer competent nursing care to adult patients 19-64 years and their families who are experiencing problems relating to transport of gases and nutrients (Respiratory, Cardio-vascular, Haematology and Lymphatic Systems), to the erect and moving body (Musculo-skeletal System), fluid and electrolyte balance (Renal System), control and integration of body functions (Nervous, Sensory and Endocrine Systems), metabolism (Gastro-intestinal System), and to sexuality (Reproductive System). The emphasis is on providing wholistic care, using the nursing process approach in the assessing, planning, implementation and evaluation of nursing care to adults in secondary, and tertiary health care settings. **Prerequisite: Successful completion Anatomy and Physiology I, II; Biochemistry for Nurses; and Microbiology for Nurses.**

**NRSG244, 348, 457 Adult Nursing Clinical I, II, III**

**6 Credits**

These courses are taken concurrently with the related theory component. The courses represent the clinical of the **Adult Nursing** courses. Includes application of the nursing process while providing wholistic nursing care for adult patients with common maladaptive states. The student is expected to integrate the knowledge and skills learnt for adult patients. Each clinical course is for 2 credits (160 hr) **Prerequisite: Successful completion**

**Anatomy and Physiology I, II; Biochemistry for Nurses; and Microbiology for Nurses.  
Corequisite – NRSG 241**

**NRSG288 Community Health Nursing 3 Credits**

This course introduces the student to basic concepts of community-based nursing focusing on the family and community as units of care. Primary Health care concepts are included. The course examines cultural, lifestyle, socioeconomic, environmental, epidemiological influences and community resources on health promotion and protection in individuals, families and communities. The student is provided the opportunity to assess health promotion and health maintenance needs of selected families in the **Community Health Nursing Clinical Practicum**. **Prerequisites: Successful completion of ALL Freshman year and Second year Fall semester courses**

**NRSG290 Community Health Nursing Clinical 2 Credits**

This course focuses on community health nursing clinical practicum in the community. Guided clinical experiences are provided at selected community-based agencies and organizations to enable students to observe and participate with the role of members of the health team. Students will demonstrate progressive independence in selected nursing practice activation. **Prerequisites: Successful completion of ALL Freshman year and Second year Fall semester courses; Corequisite: Community Health Nursing**

**NRSG336 Epidemiology in Nursing 3 Credits**

This course introduces the student to the key concepts of epidemiology. It examines the modes of disease transmission characteristics of communicable diseases, methods of prevention, at the local, regional and international levels. Students will be guided in the identification of sources of data, the use of appropriate measures of calculations, the analysis and interpreting of data and the application of findings to infection prevention and control. **Prerequisite: Successful completion of ALL Freshman, Sophomore, and Junior year Spring courses.**

**NRSG 343 Parent Neonate Nursing 4 Credits**

This course presents basic nursing theory of childbearing family from conception through delivery and the neonate. Exploration of normal changes/processes of pregnancy and delivery including the neonate, as well as the physical, emotional, cultural, spiritual, and psychosocial needs of the child bearing family and newborn are presented. The course provides knowledge and understanding of the role of parents and siblings and of the nursing management of the mother and child during the antenatal period, pregnancy, delivery and post-partum. Related clinical practicum skills are provided in the associated **Parent Neonate Nursing Clinical Practicum**. **Prerequisite: Successful completion of ALL Freshman and Sophomore year courses**

**NRSG344 Nursing the Child 4 Credits**

This course prepares students to promote the health and wellbeing of children and adolescents (birth to 18 years) in a variety of health care settings. Growth and development of the child from 1 month-18 years, the normal child as well as the sick and hospitalized child with a variety of health problems and their families are emphasized. The nursing process framework is used to provide nursing interventions to the age group during adaptive and maladaptive states. **Nursing the Child Clinical Practicum** course provides related integrated clinical experience. **Prerequisite: Successful completion of ALL Freshman, Sophomore and Junior year courses**

**NRSG346 Parent Neonate Nursing Clinical****2 Credits**

This course provides the experience for the student to integrate theory and skills in the nursing interventions for parental and foetal health during pregnancy, childbirth and the post-partum period, and the neonate up to 28 days of life. Practice settings include inpatient hospital settings, health care centres, as well as supportive community agencies.

**Prerequisite: Successful completion of ALL Freshman and Sophomore year courses;**

**Corequisite: Parent Neonate Nursing**

**NRSG347 Mental Health Nursing****4 Credits**

This course focuses on mental health, as well as the basic psychopathology of mental disorders of individuals and families throughout the lifecycle who are experiencing varying states of mental health. The environmental influences affecting the mental health of the individual are examined within the context of the family and/or community. The nurse/patient relationship is emphasized as the foundation for therapeutic communication and nursing interventions. Collaboration with other health team members and/or community resources is explored as a way to address the needs of the individual and family using various treatment modalities. Students are expected to apply the knowledge gained to patient situations in the clinical settings during the **Mental Health Nursing Clinical Practicum** course. **Prerequisites: Successful completion of ALL Freshman and Sophomore year courses**

**NRSG349 Mental Health Nursing Clinical Practicum****2 Credits**

The clinical experience of this course enhances theoretical learning related to the mental health needs of individuals and families. The essential features of the clinical experience in a variety of settings are caring, professionalism, skills and competency development, therapeutic communication skills, and therapeutic use of self. **Prerequisite: Successful completion of ALL Freshman and Sophomore year course; Corequisite: Mental Health Nursing**

**NRSG352 Nursing the Child Clinical****3 Credits**

This practicum course concentrates on health maintenance and the prevention of illness, care of the child 1 month to 18 years. The practicum provides opportunities for students to deliver nursing care that is adapted to the unique health and developmental needs of children and their families in Jamaica. **Prerequisites: Successful completion of ALL Freshman, Sophomore, and Junior year Fall courses; Corequisite: Nursing the Child**

**NRSG404 Senior Practicum****1 Credit**

This clinical component is designed to allow the students an immersion experience of pre-service practicum while completing 200 hours. The Nursing Council Jamaica Practical Examination is taken during this practicum. **Prerequisites: Successful completion of ALL senior year courses and eligibility to sit the Regional Examination for Nurse Registration (RENr)**

**NRSG420 Nursing Leadership and Management****4 Credits**

This course explores management and leadership concepts and theories and their application to nursing. The course is designed to introduce the student to elements and techniques of management of health care facilities and personnel. The role of the nurse as a supervisor, leader, change agent and manager in the delivery of health services is emphasized. Current issues, opportunities and challenges for nursing leadership in different nursing, community and organizational venues are included. **Prerequisite: Successful**

**completion of ALL Freshman, Sophomore & Junior year courses and Senior year Fall semester courses**

**NRSG421 Specialized Nursing 4 Credits**

This course provides information on the organization, structure, personnel, functions and care of patients in the specialized units, namely the Accident and Emergency, Operating Theatre, Recovery Room, and Intensive Care Unit. Trauma management, emergency management, and disaster preparedness and mitigation are also included. **Prerequisite: Successful completion of ALL Junior year courses**

**NRSG427 Specialized Nursing Clinical 3 Credits**

This course enables the student to integrate and consolidate acquired knowledge and skills and to gain practical experiences in the areas covered in the **Specialized Nursing** course. **Prerequisite: Successful completion of ALL Freshman, Sophomore & Junior year courses and Senior year Fall semester courses: Specialized Nursing**

**NRSG437 Methods of Teaching and Testing 3 Credits**

This course provides the learner with the basic teaching concepts necessary for the care of both the healthy and the sick client in all age groups. Content includes learning theories, taxonomies of instruction, performance objectives, teaching tools and health education needs of the client/patient. **RNs only**

**NRSG446 Nursing Research 3 Credits**

An overview of a range of research methods including qualitative and quantitative designs associated with scientific research. The course provides students with basic tools for conducting research projects in nursing and techniques in the preparation and presentation of research projects. **Prerequisites: Applied Statistics; Successful completion of ALL Junior year Fall and Spring semester courses. (For RNs Biostatistics or Business and Economic Statistics).**

**NRSG465 Gerontology 2 Credits**

This course critiques and applies social and biological theories of ageing (60 years and over) and psychosocial models of growth and development to the study of the elderly in a variety of settings such as, the community, acute care and long-term care facilities. It focuses on factors, which encourage healthy ageing. Epidemiological, demographic and socio-economic determinants are explored, as well as issues and implications of physiological, emotional and psychological changes and community initiatives and resources. International and national declarations and standards are applied to meet the needs of the elderly. Related clinical practicum skills are provided in the associated course **Gerontology Clinical**. **Prerequisites: Successful completion of Junior year.**

**NRSG467 Gerontology Clinical 2 Credits**

The application of health and nursing concepts and theories in the care of the elderly patient and family. Emphasis is on practising interdisciplinary health care, advocacy in order to promote health and prevent illness, disability and disease of the elderly. The role of the nurse in assisting the elderly to maintain wellness and minimize effects of chronic conditions is also stressed. **Prerequisites: Successful completion Junior year courses; Corequisite: Gerontology Nursing**

**NRSG473 Nursing Leadership and Management Clinical**

**4 Credits**

The application of the concepts and theories of the **Nursing Management and Leadership** course to the management of patient care units. All previously learned knowledge and skills will be integrated in the clinical experience. Students will apply leadership skills and patient care management theories in managing patient care units. **Prerequisite: Successful completion of ALL Freshman, Sophomore & Junior year courses and Senior year Fall semester courses; Corequisite: Nursing Management & Leadership. Capstone project required for RNs only.**

**NRSG488 Nursing Review**

**1 Credit**

Designed to provide senior nursing students with a review of nursing content and to assist them in passing the nurse registration examination. The review focuses on the cumulative synthesis of nursing knowledge, skills, and caring approaches in transitioning into a professional role within an interdisciplinary health care model of care. A comprehensive examination is given at the end of the semester. During this time the student sit the Language and Content Examination. **Successful completion of ALL Freshman, Sophomore & Junior year courses and Senior year Fall semester courses.**

**NRSG498 (489) Issues and Trends in Nursing**

**5 Credits**

Structured to assist the registered nurse with re-entry into the student role, and to acquaint the RN with Northern Caribbean University's Department of Nursing's philosophy. Includes a survey of significant trends and issues in the field of nursing, and their impact on the role of the professional nurse. **RNs only.**

# DEPARTMENT OF NUTRITION, DIETETICS AND FOOD SCIENCE

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**INTRODUCTION**

The Bachelor of Science degree in Dietetics at Northern Caribbean University is a coordinated undergraduate programme with an integrated Supervised Practice consisting of 1200 hours. It is designed to equip students with the knowledge and skills necessary for a professional occupation within the fields of nutrition and dietetics. This preparation may also be used for advanced studies in nutrition. The correlation of theory in addition to practical applications in clinical (hospital) and community settings (including clinics) are an integral part of this programme.

**OBJECTIVES**

The Dietetics curriculum is designed to:

1. Prepare students to work in the fields of nutrition and dietetics
2. Provide foundations for advanced academic work.
3. Enable students to register with the Council for Professions Allied to Medicine (CPAM) as Registered Dietitians (RD) and Registered Nutritionists (RNutr.)
4. Foster the development of problem solving and resource management skills.
5. Encourage the development of personal resourcefulness.
6. Apply evidence-based guidelines and evaluate emerging research for application in dietetics practice.

**DURATION**

The normal completion time for full-time students (16 credit hours per semester and 4-6 credits per summer after the second year) is four (4) years for the Bachelor of Science degree and three (3) years for the Associate of Science degree. However, trained applicants, with transferable credits, may take less than four or three years of full-time study respectively, based on the number of credits that are transferred.



**MATRICULATION REQUIREMENTS**

Individuals seeking admission into the Department of Nutrition, Dietetics and Food Science must satisfy one of the following requirements:

**Regular Admittance**

- All applicants must have a passing grade at the CSEC level or equivalent examination in English, mathematics, chemistry and any other two subjects.
- Transfer with at least sophomore standing from a recognized tertiary institution.
- Completion of a diploma or an associate degree from a recognised tertiary institution. NCU students receiving the associate degree must apply for admission into the (baccalaureate programme).

**Provisional Admittance**

Applicants who do not have chemistry, but one other science subject, may be accepted under a provisional basis and will be required to complete one year of Introduction to Chemistry I and II.

**MINIMUM REQUIREMENT FOR GRADUATION**

The Bachelor of Science degree in Dietetics consists of credits from a given core, cognates and general education requirements. The total number of credits for the Dietetics degree is at least one hundred and forty-one (141) credits. Each student should take the core requirements of sixty-eight (68) credits, the cognates of thirty-eight (38) credits and the necessary general education courses of thirty-five (35) credits.

The Associate of Science Degree in Dietetics consists of credits from a given core, cognates and general education requirements. The total number of credits for the Associate Degree in Dietetics is ninety-one (90) credits. Each student should complete the core requirements of forty-one (41) core courses, twenty-four (24) cognates and twenty-six (26) general education requirements.

No student will be allowed to graduate if at least 20 credit hours in the respective major have not been taken in residence and passed satisfactorily. Where students have received exemptions for courses in a major, they must either take additional elective courses that are in the major or retake courses from which they have received exemption so as to meet the requirement of 20 credits. Students must maintain a minimum cumulative G.P.A. of 2.50 with no grade lower than a 'C+' for courses in the major field, simultaneously demonstrating acceptable professional and practical performance to remain in good academic standing and be eligible for graduation. The students have ultimate responsibility, with the assistance of faculty advisers, to ensure that all requirements for graduation have been met.

**INTERNSHIP ADMISSION REQUIREMENTS**

Admission to the programme is open to students who meet the requirements below.

1. Students pursuing a BSc degree in the Coordinated Undergraduate Programme; and holders of the BSc in Nutrition and Dietetics.
2. Students must submit an application (<http://goo.gl/forms/4yHXvkBku>) to the Department by February 7 of the year of the first set of rotations.

3. Submission of an 800-1,000-word essay stating your purpose for admission to the Dietetics Internship. To be submitted by February 7 of the year of the first set of rotations.
4. Verification statement from the Dietetics Programme Co-ordinator.
5. Official transcript of all coursework completed prior to and after earning a baccalaureate degree.
6. Cumulative grade point average 2.5 on a 4.0 scale; and no grade lower than C+ in core courses.
7. Two letters of recommendation.
8. A valid food handler's permit.
9. For students enrolled at NCU, the Oral Language and Content Examination must be satisfied after the first supervised practice experience (at the third year).

#### **PROGRAMMES OFFERED**

- Bachelor of Science in Dietetics
- Associate of Science in Dietetics
- Minor in Food and Nutrition

#### **DIETETICS PRACTICUM REQUIREMENT**

The practicum DIET416 Food Service Systems Management rotation and DIET446 Clinical Rotations are the final components of the Bachelor of Science degree in Dietetics/Nutrition but this does not replace the professional internship. The requirements for practicum are as follows:

- For the Bachelor of Science degree, students are required to complete all required courses before commencing the practicum in hospital and community. This practicum is a structured programme which extends over twelve (12) weeks of rotation, consisting of eight (8) hours per day, five (5) days per week. Approximately four hundred and eighty (480) hours must be completed in both given areas.
- For the Associate of Science degree, students are only required to complete DIET416, Food Service Systems Management. This includes all required courses before commencing the practicum in hospital. The practicum is a structured programme which lasts over eight (8) weeks rotation consisting of eight (8) hours per day, five (5) days per week. Approximately three hundred and twenty (320) hours must be completed.

### **LANGUAGE AND CONTENT EXIT EXAMINATION**

For students enrolled at the University, the oral language and content examination must be satisfied April of the final year prior to graduation. Students must receive no less than a C+ for this examination. If a student is not successful in the examination, the department will arrange for a re-sit in November of the same year. For students who are enrolled under the Supervised Practice Coordinated programme the exit examination must be satisfied after the first supervised practice experience during the third year. This enables the student to integrate academic knowledge with practical application. It can also enhance educational experience by making subsequent study more meaningful.



## BACHELOR OF SCIENCE IN DIETETICS

The Bachelor of Science degree in Dietetics consists of credits from a given core, cognates and general education requirements. The total number of credits for the Dietetics degree is at least one hundred and forty-one (141) credits. Each student should take the core requirements of sixty-eight (68) credits, the cognates of thirty-eight (38) credits and thirty-five (35) general education credits.

CORE REQUIREMENTS	68 CREDITS	Prerequisites
DIET120	3	DIET120
DIET128	4	
DIET215	3	DIET120
DIET220	3	DIET120
DIET307(HMEC 330)	4	DIET125 (HMEC128)
DIET308(HMGT332)	3	DIET125 (HMEC128)
DIET313	3	DIET120, MTCH105
DIET314	3	DIET313
DIET321	3	DIET210, DIET 314
DIET360	3	DIET220
DIET380(HMEC390)	3	DIET125 (HMEC128)
DIET399	4	CHEM122,
DIET412(415)	3	DIET314, MATH121
DIET414(411)	2	DIET412
DIET420	3	DIET313, DIET314, DIET321
DIET421	3	DIET412, BIOL350
DIET429	3	CHEM131, DIET314
DIET430	3	DIET429
DIET490	6	Completion of 3 <sup>rd</sup> year courses
DIET495	6	Completion of 4 <sup>th</sup> year courses

**NB: Please note that students who have matriculated under the 2014-2016 *Bulletin* are required to complete DIET416 Practicum in Dietetics I and DIET446 Practicum in Dietetics II.**

REQUIRED COGNATES	38 CREDITS	Prerequisites
ACCT102	3	
MTCH105	2	
CHEM121,122	8	CSEC chem or CHEM112
MATH121	3	CSEC Math
BCHM131	3	
BIOL165,166	8	
CHEM211	4	CHEM122
BIOL350	3	MATH 121
BIOL360	4	

**GENERAL EDUCATION REQUIREMENTS**

**MINIMUM 35 CREDITS**

Please account for the minimum thirty-five (35) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the Bachelor’s Degree.

**RECOMMENDED SEQUENCE  
BACHELOR OF SCIENCE IN DIETETICS**

NUTRITION, DIETETICS AND FOOD SCIENCE

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	BIOL165 Anatomy & Physiology I	4	BIOL166 Anatomy & Physiology II	4
	CHEM111 Intro. to Chemistry I <b>OR</b>	4	CHEM112 Intro. to Chemistry II <b>OR</b>	4
	CHEM121 General Chemistry I	3	CHEM122 General Chemistry II	4
	DIET120 Fundamentals of Nutrition	1	DIET128 Applied Principles Food Science	3
	EDUC100 Freshman Seminar	3	ENGL120 Freshman Composition II	
	ENGL119 Freshman Composition I			
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>			
	CPTR120 Computer Applications	3		
	PSYC119 Principles of Psychology	3		
	<b>TOTAL CREDITS</b>	<b>6</b>		
2 <sup>nd</sup> Year <b>Sophomore</b> (33 -64 credits)	CHEM211 Organic Chemistry I	4	BCHM131 Intro to Biochemistry	3
	EDUC151 Fundamentals of Christian Education	3	ACCT102 Fundamentals of Accounting	3
	DIET220 Nutrition in the Life Cycle	3	COMM251 Oral Communication	3
	MTCH105 Medical Terminology	2	RELB113 God and Human Life	3
	MATH121 College Algebra	3	DIET215 Prin. of Community Nutr.	3
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>15</b>
	<b>Summer I</b>			
	HMEC129 Social & Professional	3		
	HPED111 Health & Physical Education	2		
	<b>TOTAL CREDITS</b>	<b>5</b>		

3 <sup>rd</sup> Year <b>Junior</b> (65- 96 credits)	BIOL350 Biostatistics Spiritual Development Requir. DIET313 Med. Nutrition Therapy I BIOL360 General Microbiology DIET307 Quantity Foods Production	3 2-3 3 3 4	DIET308 (HMGT332) Mgmt. & Org. of Food Service Modern Language Requirement DIET314 Med. Nutrition Therapy II DIET399 Experimental Foods DIET360 Maternal and Child Nutrition	3 3 3 4 3
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer I</b> DIET490 Supervised Practice I	6		
	<b>TOTAL CREDITS</b>	<b>6</b>		
4 <sup>th</sup> Year <b>Senior</b> (Over 103 credits)	DIET321 Nutrition Assessment & Counselling. DIET415 Research Methods in Dietetics DIET429 Advanced Nutrition and Metabolism I DIET390 Food in World Culture RELB305 Life and Teachings of Christ	3 3 3 3 3 3	DIET421 Nutrition Care Management DIET414 Senior Sem. in Dietetics DIET420 Pharm. in Med. Nutrition Therapy DIET430 Advanced Nutrition and Metabolism II	3 2 3 3
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>11</b>
	<b>Summer I</b> DIET495 Supervised Practice II	6		
	<b>TOTAL CREDITS:</b>	<b>6</b>		

## ASSOCIATE OF SCIENCE IN DIETETICS

The Associate of Science degree in Dietetics consists of forty-one (41) core credits, twenty-four (24) credits of cognates and twenty-six (26) credits of general education requirements. The total number of credits for the Associate degree in Dietetics is ninety (90) credits minimum.

<b>CORE REQUIREMENTS</b>	<b>41 CREDITS</b>	<b>Prerequisites</b>
DIET120	Fundamentals of Nutrition	3
DIET128	Applied Principles of Food Science	4
BIOL165	Anatomy and Physiology I	4
BIOL166	Anatomy and Physiology II	4
DIET210	Professional Issues in Dietetics	3
DIET215	Principles of Community Nutrition	3
DIET220	Nutrition in the Life Cycle	3
DIET313	Medical Nutrition Therapy I	3
DIET314	Medical Nutrition Therapy II	3
DIET307 (HMG330)	Quantity Food Production	4
DIET308 (HMG332)	Mgmt. & Org. of Food Service	3
DIET416	Practicum in Dietetics	4

<b>REQUIRED COGNATES</b>	<b>24 CREDITS</b>	
ACCT102	Fundamentals of Accounting	3
CHEM121	General Chemistry I	4
MATH121	College Algebra	3
CHEM122	General Chemistry II	4
HMEC129	Social & Professional Ethics	3
BCHM131	Introduction to Biochemistry	3
BIOL360	General Microbiology	4

**GENERAL EDUCATION REQUIREMENTS** **26 CREDITS**  
 Please account for the minimum twenty-six (26) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the Associate Degree.

**RECOMMENDED SEQUENCE  
ASSOCIATE OF SCIENCE IN DIETETICS**

<b>Status</b>	<b>1<sup>st</sup> Semester</b>	<b>Cr</b>	<b>2<sup>nd</sup> Semester</b>	<b>Cr</b>
<b>1<sup>st</sup> Year Freshman</b> (0-32 credits)	BIOL165 Anatomy & Physiology I	4	BIOL166 Anatomy & Physiology II	4
	CHEM111 Intro to Chemistry I	4	CHEM111 Intro to Chemistry II	4
	EDUC100 Freshman Seminar	1	ENGL120 Freshman Composition II	4
	ENGL119 Freshman Composition I	3	DIET128 Applied Principles of Food Science	3
	DIET120 Fundamentals of Nutrition	3		4
	<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>	<b>15</b>
<b>2<sup>nd</sup> Year Sophomore</b> (33-63 credits)	COMM251 Oral Communication	3	BCHM131 Intro. to Biochemistry	3
	CPTR 120 Computer Application	3	ACCT 102 Fundamentals of Accounting	3
	DIET220 Nutrition in the Life Cycle	3	DIET215 Principles of Community Nutrition	3
	EDUC151 Fund. of Christian Ed.	3	RELB113 God and Human Life	3
	MATH121 College Algebra	3	DIET210 Professional Issues in Dietetics	2
		<b>TOTAL CREDITS:</b>	<b>15</b>	<b>TOTAL CREDITS:</b>
<b>3<sup>rd</sup> Year Junior</b> (63-91 credits)	DIET313 Med. Nutr. Therapy I	3	BIOL360 General Microbiology	4
	HMEC129 Social & Prof. Ethics	3	DIET314 Med. Nutr. Therapy II	3
	PSYC119 Principles of Psychology	3	DIET 308(HMGT332) Organ. and Mgmt of Food Service	3
	DIET307 Quantity Food Production	4	HPED Health & Physical Education	2
	Spiritual Development	2		
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>12</b>
	<b>Summer I</b>			
	DIET416 Practicum in Dietetics I	4		
	<b>TOTAL CREDITS</b>	<b>4</b>		



## MINOR IN FOOD AND NUTRITION

### MINOR IN FOOD AND NUTRITION

23 CREDITS

DIET120	Fundamentals of Nutrition	3
DIET128	Applied Principles of Food Science	4
DIET220	Nutrition in the Life Cycle	3
DIET307 (HMG330)	Quantity Foods Production	4
DIET380 (HMEC390)	Food in World Culture	3
HMEC221	Meal Management	3
HMEC395	Advanced Foods	3

### DESCRIPTION OF COURSES

#### NUTRITION AND DIETETICS

##### DIET120 Fundamentals of Nutrition

3 Credits

A study of the different nutrients contained in the basic diet and how these are utilized by the body to ensure and sustain wellness throughout life. Emphasis is given to the availability of adequate nutrients that God has provided in the foods of the various regions of the world and the wide choices available for individual preferences.

##### DIET128 Applied Principles of Food Science

4 credits

This course promotes an awareness of scientific principles upon which food preparation is based and the methods involved. Special attention is given to sanitation, food storage and preparation and service of meals to meet a variety of specifications. It includes the managerial, socio-cultural, nutritional, economical and aesthetic implications in meal planning and service. Principles of Food Preparation also expose students to the writing of time plans and recipes as well as the interpretation of recipes. The course facilitates and encourages acquisition of further knowledge in the utilization and service of local foods. **A laboratory is required and must be taken concurrently.**

##### DIET210 Professional Issues in Dietetics

2 Credits

This course formally introduces the students to the profession of dietetics. This includes a review of the standards of professional practice, and the professional ethics. Students are able to demonstrate lifelong learning and professional development.

##### DIET215 Principles of Community Nutrition

3 Credits

An introductory study of the multi-factorial elements which impact upon the motivational status and health of the community. It includes methods of nutritional status, counselling and guidelines for planning and executing programmes aimed at preventing, correcting or alleviating nutritional problems. **Prerequisite: DIET120 Fundamentals of Nutrition**

**DIET223 Nutrition and Diet Therapy****3 Credit**

Diet Therapy takes into consideration those nutritional modifications which an individual may require as treatment during an illness. It emphasizes the knowledge and the use of diet therapy involves the knowledge of how disease affects the body and its normal metabolic function. The students are able to management individuals in their care with nutrition-related issues.

**DIET220 Nutrition in the Life Cycle****3 Credits**

This course is designed to provide the students with in-depth knowledge of the human life cycle and specific nutrient requirements of each stage. The physical and psychological needs and the role of nutrition in preventing, alleviating or correcting these needs are carefully examined. Meal planning to meet the needs of individuals of varying conditions throughout the life cycle with focus on the nutrition of the child, adolescent, adult, pregnant and lactating mothers and the elderly. **Prerequisite: DIET120 Fundamentals of Nutrition**

**DIET227 Community Nutrition and Diet Therapy****3 Credits**

An introductory study of the multi-factional elements which impacts the health of the community. An application study of the nutritional therapy of the patient is also explored. It also looks at issues related to the prevention of chronic lifestyle diseases and the promotion of a healthy lifestyle at a community level specifically school environment. Community needs assessment, behavioural change theories and nutritional problems in the Caribbean are discussed.

**DIET307 (HMG330) Quantity Food Production****4 Credits**

This course is a study of the principles and techniques of quantity food production and service for food service entities. Emphasis is placed on modern developments influencing food service operations, kitchen organization, standard of professionalism, recipe standardization, measurement analysis, controlling food costs, safe food handling, food presentation and garnishes. Factors affecting quantity; food service and planning; quality food preparation and service; and the functions of catering will be explored. A fieldtrip to a food establishment is required. **A laboratory is required and must be taken concurrently. Prerequisites; DIET128 (HMEC124) Applied Principles of Food Science.**

**DIET308 (HMG332) Organization and Management of Food Service****3 Credits**

This course is designed to help students apply the principles of management and organization to food service systems. Emphasis is placed on managerial functions, the management process, planning and organizing the food service operation and staffing. Students acquire knowledge of Critical Points and the costs of operating the food service entity. A fieldtrip to a food establishment is required. **Prerequisites; DIET222 (HMEC221) Meal Management and DIET125 (HMEC128) Applied Principles of Food Science**

**DIET310 Maternal & Child Nutrition****3 Credits**

This course focuses on the relationship between nutrition and pregnancy outcomes. The main focus is on preconception, pregnancy, infancy and childhood. The students learn about how to detect nutritional deficiencies in the early periods of life and be able to implement nutrition interventions to help correct or alleviate the problems. The course afford the students the opportunity to use new tools in assessing children and use evidenced-based practice to link the intricate relationship nutrition plays in early life. **Prerequisite: DIET120 Fundamentals of Nutrition**

**DIET313 Medical Nutrition Therapy I****3 Credits**

The course entails the study of the role of nutrients in human disease at the physiological, biochemical and anatomical levels, and focuses on the medical aspects of food and nutrition in health and disease states and integrates the science of food and nutrition with the prevention, management and control of the disease. This course allow students to appreciate and understand the concept of energy metabolism and obesity. The use of enteral formulas in treating certain conditions, and the nutrition management of diseases of the upper and lower gastrointestinal tract, diabetes mellitus and cardiovascular diseases are covered in this course. **Prerequisites; DIET120 Fundamentals of Nutrition, BIOL166 Anatomy & Physiology II, MTCH105 Medical Terminology**

**DIET314 Medical Nutrition Therapy II****3 Credits**

This course is a continuation of Medical Nutrition Therapy I. It advances into more complex disease states and how medical nutrition therapy is used to manage nutrition related diseases. The focus is on medical nutrition therapy of diseases that require diet modification for major nutrients such as protein, calories, fats and certain minerals. The students are introduced to the nutrition care process using the ADIME format. **Prerequisite: DIET313 Medical Nutrition Therapy I**

**DIET321 Nutritional Assessment & Counselling****3 credits**

This course provides the students with the opportunity to do comprehensive nutritional assessment by defining nutritional status; using medical, social, nutritional, and medication histories; physical examination; and anthropometric measurements. Students are also able to identify the nutrition diagnosis through evidence-based knowledge. It provides exposure to counselling theories and approaches for lifestyle behaviour modification. **Prerequisites; DIET210 Professional Issues in Dietetics, DIET314 Medical Nutrition Therapy II**

**DIET380(HMEC390) Food in World Cultures****3 credits**

This course examines food as it is prepared, served and eaten in various cultures particularly, Jamaican, African, Chinese, Italian/Mexican, French and Spanish cuisine. It looks at the religious, socio-economic significance of food and rituals associated with eating. **Prerequisite: DIET125 (HMEC128) Applied Principles of Food Science**

**DIET399 Experimental Foods****4 Credits**

Development of experimental methods and their application to investigate the chemical and physical aspects of food preparation and storage. It includes the objective and subjective methods of evaluating food products. Students are required to develop an acquaintance with literature within the field and produce an original research project. Students are required to develop a food product. **A laboratory is required and must be taken concurrently. Prerequisites; DIET128 Applied principles of food Science CHEM122 General Chemistry II**

**DIET412(415) Research Methods in Dietetics****3 Credits**

This course provides a basic understanding of the main techniques, concepts and models for conducting research using quantitative, qualitative and mixed methodologies. Students are provided with information about the logic of scientific enquiry; they are guided through the research process, and are made aware of the myriad researchable and research-needed questions encountered in daily practice. Students are evaluated on evidence -based studies of others, define nutritional related problem and formulate hypotheses about the problem.

All students are expected to prepare and present a research proposal. **Prerequisites:**  
**DIET314 Medical Nutrition Therapy II, MATH121 College Algebra**

**DIET414(411) Senior Seminar in Dietetics** **2 Credits**  
 Students are able to develop professional insights to current issues in the field of nutrition through seminar discussions. The course includes a review of current literature, case presentations and exposure to personnel associated with the Nutrition Profession.  
**Prerequisite: DIET412 Research Methods in Dietetics**

**DIET420 Pharmacology in Medical Nutrition Therapy** **3 Credits**  
 This course reviews the most common medications used for the treatment of some of the more common Nutrition-related diseases. It helps the students to understand the biochemical and physiological effect of the drug and the rationale for treatment of these disease states. The course also allow the student to understand the drug cycle and how medications can affect nutrient absorption, utilization and excretion. An understanding of the country's drug regulations and a brief look at how commonly used natural remedies can also affect nutrient absorption, utilization, excretion and the nutritional state of the client being treated. **Prerequisites; DIET321 Nutrition Assessment & Counseling, DIET313 Medical Nutrition Therapy I and DIET314 Medical Nutrition Therapy II.**

**DIET421 Nutrition Care Management & Ethics** **3 Credits**  
 This course formally introduces the students to the profession of dietetics as well as familiarizes them with various aspects of management and its application to the various specialty areas in dietetics and nutrition. The students are exposed to the nutrition care, and the formulation of budgets for various nutrition programmes. This includes a review of the education and practice of dietetics. Emphasis is placed on behaviour in the field of dietetics.  
**Prerequisites: DIET412(415) Research Methods in Dietetics, BIOL350 Biostatistics**

**DIET429 Advanced Nutrition & Metabolism I** **3 Credits**  
 The primary focus of this course is on the pathways of intermediary metabolism by which all cells synthesize and degrade carbohydrates, lipids (fats), and nitrogenous compounds. Specifically, we examine the chemistry of the reactions that constitute these pathways and discuss how energy is derived from the breakdown of nutrients. We discuss how metabolic pathways are regulated by effector molecules and by hormones in living systems. Finally, we consider how several human diseases arise from defects in metabolic pathways, and review papers in the scientific literature on several diseases linked to altered metabolism.  
**Prerequisites: DIET314 Medical Nutrition Therapy II, CHEM131 Foundations of Biochemistry.**

**DIET430 Advanced Nutrition & Metabolism II** **3 Credits**  
 This course is an intensive study of functions, interrelationships, cellular, metabolism of micronutrients, it reviews energy transformation, fluid and electrolytes balance. Students are able to identify problems and pitfalls inherent in research, and are able to critically analyse scientific literature. **Prerequisites; DIET429 Advanced Nutrition & Metabolism I**

**DIET416 Practicum in Dietetics I** **6 Credits**  
 This practicum provides opportunities for a unique practical experience in a hospital and community setting. The student receives exposure to the roles of the dietitian in food service systems management, and community and administrative dietetics. **Prerequisite: completion of all coursework**

**DIET446 Practicum in Dietetics II****6 Credits**

These notations consists of Clinical and Public Health Nutrition students who are able to apply the knowledge of disease entities and the physiological factors which influence their development. Students are able to provide comprehensive nutrition care for individuals in the clinical setting, by assessing nutrition status, developing nutrition care plans and presenting case management under the direction of the registered dietitian. **Prerequisite: completion of all coursework**

**DIET490, 495 Supervised Practice I & II****6, 6 Credits**

The Supervised Practice programme is a comprehensive supervised practice which provides the dietetics interns with the opportunities to acquire competencies necessary to function as entry level practitioners. Dietetic interns are able to collaborate learning experiences in a variety of settings in the areas of nutrition, nutrition education, nutrition therapy, PublicHealth nutrition and food service systems management. The Supervised Practice programme also provides students with learning experiences for the development of professional attitudes, skills, self-confidence, maturity and instil a commitment of lifelong learning to increase knowledge and enhance professional competence. Interns develop a scientific attitude and evaluate and apply evidence-based research in solving problems in dietetics. **Prerequisite for DIET490: completion of all third year courses; Prerequisite for DIET495 is completion of all fourth year courses.**

## DEPARTMENT OF PROFESSIONAL AND CONTINUING EDUCATION

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### **INTRODUCTION**

As part of its mission, Northern Caribbean University's Department of Professional and Continuing Education was established as a medium through which the University provides high-quality, Christ-centred education to the numerous individuals with work and/or prior college experience, who are unable to access the main campus for full-time upgrading or retraining programmes. Some individuals are unable to leave their jobs or to be absent from their families for long periods of time. Additionally, employers need to find means to enable their employees to maximize their potential in order to become more effective and to function more productively in the workplace. The Department therefore anticipates change and seeks to develop innovative approaches to satisfying its clientele. It provides an environment for individuals to achieve their potential by offering degrees and facilitating the upgrading of their skills in the professional world of work.

There are currently three extension sites and one evening division that are administered by the Department. They are located in: Kingston (Kingsway High School Campus and 63 Half-Way-Tree Road); Montego Bay (Harrison Memorial High School Campus), Salem/Runaway Bay, and on the main campus in Mandeville.

### **OBJECTIVES**

#### ***The Department seeks to:***

- Provide offsite classes for individuals wishing to pursue a degree in Business Administration, Management Studies, Guidance Counselling, Social Work, Primary or Secondary Education and other programmes of study.
- Facilitate surrounding businesses and industries in co-operative education through programmes that are current and relevant in today's changing world and structure specific programmes for companies or other clientele.
- Provide a general interdisciplinary programme of study to enable graduates of the programme to function as educated citizens.
- Ensure that graduates of the prospective degree programmes acquire the skills and competencies necessary to perform effectively in their chosen careers.
- Offer credit and non-credit courses, seminars, training programmes, special activities and

conferences for self-improvement.

- Provide short-term courses for non-traditional students and individuals requiring retooling for the job market.

## QUALITY ASSURANCE

The Department of Professional and Continuing Education offers programmes with flexibility but with the same quality of education available on the main campus. The course outlines are similar to those on the main campus and the same textbooks are used.

Students are to realize that in spite of being working students their degrees are of the same quality as the main campus and therefore, the amount and quality of coursework must be consistently the same. The programmes of study are of a high quality and are responsive to learners' needs in the context of a comprehensive lifetime learning experience.

## LIBRARY RESOURCES

It is extremely important that students avail themselves of library resources in their course of study. Although all three campuses have their own library facilities, arrangements have been made for students in to use the library facilities of the University of the West Indies (UWI) as well as the University of Technology (UTech). This is in addition to the online resources of the NCU library, the intra and inter-library loan facility and the resources of H.W. Wilson, EBSCO, EMERALD Insight and ERIC databases to which the University subscribes.

As the locus of current, relevant print and non-print media, Hiram S. Walters Resource Centre (on the main campus) provides quality, Christian service to all patrons, and supports the larger mission of Northern Caribbean University by stimulating academic excellence and spiritual development, to which the Continuing Education department has full access.

The Library currently subscribes to H.W. Wilson Database which provides access to a multitude of outstanding magazines and scholarly journals, including indexing and abstracts for key publications such as *The New York Times* Business Section and *The Wall Street Journal*.

Users enjoy quick access to feature articles, product evaluations, interviews, biographical sketches, corporate profiles, obituaries, surveys, statistical rankings, book reviews, reports from associations, societies, trade shows and conferences, and more.

- **Full-text of articles**, plus page images, from nearly 500 publications as far back as 1995.
- **Abstracting and indexing** of almost 900 publications as far back as 1982.
- **Over 600,000 corporate names** with cross-references to specific industries and countries.

A list of current titles is available on the University Library's website at <http://ncu.edu.jm/library/>

## PROGRAMMES OFFERED

- Bachelor of Science in Business Administration (**See department's listing**)
- Associate of Science in Business Administration (**See department's listing**)
- Bachelor of Science in Management Studies (**See department's listing**)
- Bachelor of Science in Secondary Education (**See department's listing**)
- Bachelor of Arts in Secondary Education (**See department's listing**)
- Bachelor of Arts in Primary Education (**See department's listing**)
- Bachelor of Science in Guidance Counselling (**See department's listing**)
- Bachelor of Science in Social Work (**See department's listing**)
- Associate of Science in Information Science (**See department's listing**)

## MATRICULATION REQUIREMENTS

**Business Administration or Management Studies:** Five subjects at CSEC / GCE O'Level, including English Language and Math/Principles of Accounts, or at least **32 transferable credits** from a recognised tertiary institution, with at least a sophomore standing.

**Social Work:** Five subjects at CSEC / GCE O'Level, including English Language, or at least **32 transferable credits** from a recognised tertiary institution, with at least a sophomore standing.

**Guidance Counselling:** **Five subjects at** CSEC / GCE O'Level, including English Language. (Conditions apply)

**Teacher Education:** Diploma in Teacher Education.

## Class Structure

**Modules** – The Continuing Education programme is set up on a modular basis of seven weeks each plus two days for examinations, with a break between each module. The modules can be equated to the semester on the main campus as follows:

- Modules 1 & 2 - 1<sup>st</sup> Semester
- Modules 3 & 4 - 2<sup>nd</sup> Semester
- Modules 5 & 6 - 1<sup>st</sup> & 2<sup>nd</sup> Summer sessions

**Class Time** – Classes are normally held Mondays to Thursdays, 5:30 to 8:30 p.m.

**Examinations** – Final examinations are normally held on the final two school days of each module.

**Class Load** – Students normally carry six credits per module (Monday/Wednesday and Tuesday/Thursday). In the year in which students expect to graduate, only the courses completed during **modules 1 to 5 will count towards graduation**.

## Fees

Payment of fees is to be made to any branch of Paymaster or Bill Express or through any other financial medium approved by the Finance Department. Fees are due and payable by the first day



of classes. Upon proving to the Finance Office that your account is up to date, you will receive the 'Permit to enter classes'. Any arrangements made otherwise must be made with the office of Student Finance.

**Identification Card, ID Number/Account Number** – Memorize your account number and identification number which are necessary for use during your tenure at Northern Caribbean University. Your account number is relevant for the payment of fees as well as any financial query to the University. Your identification number will provide you access to the Library and other related areas on the campus. Students are required to display their identification card during school hours and at examination periods.

**Change in Registration** – Students needing to change a subject for which they are registered **OR** wishing to **discontinue** subject(s) are required to complete the *Change in Registration Form*. Classes dropped within the first week of class will merit a 90% refund; classes dropped within the second week of school will merit a refund of 60%; classes discontinued **after the second week attract NO REFUND**. Changes in registration must be completed and signed by the appropriate persons and dated. **NOT ATTENDING A CLASS FOR ANY REASON DOES NOT CONSTITUTE A CHANGE IN REGISTRATION.**

**Transfer Credits** – Students who have attended other tertiary institutions are expected to request from their previous institutions a transcript of their grades. The transcripts will be evaluated and the student advised about the subject(s) for which an exemption or a waiver will be received. **ONLY** subjects with at least a grade of C (not C-) can be transferred.

**Profile** – A Profile denotes a listing of subjects required for the completion of a programme of study. Each student should retain the copy received and fill in grades as the subjects are taken. This is a guide for each student. Subjects must be completed in sequence and General Education Requirements must be fulfilled.

**Grades** – Official grade reports are issued by the Office of the University Registrar. Persons whose companies require periodic grade updates must make the request in writing to the Chair of Continuing Education.

**Assemblies** – Assemblies are held at several times during each year—at least once per module. Students are required to attend and are responsible for obtaining information disseminated at these gatherings.

**Advisement** – Individuals are designated from the office of Continuing Education and the academic departments to meet with students periodically for advisement and programme checks. This may also be done through online advisement and via e-mail. **Students are required to maintain a minimum cumulative average of 'C' (2.00 quality point average), along with a Grade Point Average (GPA) of at least 2.50 for their major and 2.25 for their minor.**

**Examination Permits** – Permits are issued for all examination periods. Full payment of fees is a requirement for receiving an exam permit which must be presented at the time of examinations. **No student will be allowed to sit an examination without a permit.**

**Graduation Requirements/Graduation in Absentia** – Students who have completed, or are on track to complete, the requirements set out for their programme of study must complete an Application for Graduation form online. The application must be submitted by March 31<sup>st</sup> of the

year preceding the expected graduation. Final academic checks and preparation of degrees cannot be made without this online application form. Students, who for legitimate reasons are unable to attend the graduation exercises must indicate on the online graduation application form.

***Please refer to pages 6 – 75 of this Bulletin for other important academic guidelines and requirements.***

#### **REQUIRED SEQUENCE**

FOR REQUIRED SEQUENCE, PLEASE REFER TO RELEVANT LISTING UNDER THE DEPARTMENT PROGRAMME YOU ARE DOING.

### **CERTIFICATE AND SHORT COURSES OFFERED THROUGH THE DEPARTMENT**

#### **CERTIFIED ADMINISTRATIVE PROFESSIONAL (CAP)**

To attain the CAP rating, an Administrative Professional must in addition to education and work experience pass a four-part one and one-half day examination administered twice annually – the first Thursday and Friday of May and November.

The CAP examination covers Finance and Business Law (Economics, Accounting, Business Law); Office Systems & Administration (Office Technology, Office Administration, Business Communication); Management (Behavioural Science in Business, Human Resource Management, Organisation and Management); and Organisational Planning (Team Skills, Strategic Planning, Advanced Administration).

#### **CERTIFIED PROFESSIONAL SECRETARY (CPS)**

Full-time employed secretaries, experienced secretaries, college/university students and business educators are eligible to apply and take the CPS examinations. To complete the certification, the student must provide verification of 2-4 years of work experience within 6 years of the acceptance date to take the exam.

Classes are taught in areas covered by the three-part examination and the CPS examination is administered by the Institute for Certification (IC), a department of the Professional Secretaries International (PSI). The international version of the CPS examination is administered in May and November each year. Northern Caribbean University is an examination centre.

Persons, who earn the CPS rating, receive credit toward a degree. The CPS rating is the internationally recognised standard of proficiency as a professional secretary.

**The course is offered for one year and covers the following subjects:**

- Accounting
- Behavioural Science in Business
- Office Administration

- Office Technology
- Economics
- Business Law

#### **CERTIFICATE IN HUMAN RESOURCE MANAGEMENT**

- Accounting for Non-Accountants
- Principles of Management
- Communication Skills
- Human Resource Management
- Organisational Behaviour
- Psychology at the Workplace
- Techniques of Counselling
- Group Dynamics and Leadership

Completion of course will allow qualified students to get nine (9) credits toward a degree.

# SCHOOL OF RELIGION AND THEOLOGY



DENTON RHONE, INTERIM DEAN  
(876) 963-7407  
DENTON.RHONE@NCU.EDU.JM

## STATEMENT OF MISSION

The School of Religion and Theology exists to prepare pastors and teachers for effective ministry for the congregations in which they will be assigned providing and exemplifying servant-leadership while fostering commitment, loyalty and evangelistic fervour in the finishing of the work of the gospel.

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RELIGION AND THEOLOGY

# SCHOOL OF RELIGION AND THEOLOGY

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**Interim Dean:** Denton Rhone

E-mail: srt@ncu.edu.jm / denton.rhone@ncu.edu.jm

Telephone: (876) 963-7407; 7406

Fax: (876) 962-0075

## **FACULTY**

Derek Bignall  
Simon Bwambaale  
Earl Cameron  
Newton Cleghorne  
Immanuel Paul  
Denton Rhone

## **ADJUNCT**

Obed Babb  
Clinton Baldwin  
Stephen Drummond  
Ivor Harry  
Olive Hemmings-Painstil  
Eric Henry  
Lucien Isaac  
Lascelles James  
Vassel Kerr  
Clifton Knight  
Pedrito Maynard-Reid  
Orlando Moncrieffe  
Roberto Taylor  
Errol Thomas  
Robert Wright  
Gosnell Yorke

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## **VISION STATEMENT**

**Our vision is to become a world leader in:**

The education and training of Pastor-Evangelists, Bible Workers, church leaders and enhancing theological research, impacting communities and ultimately the world.

## **MISSION STATEMENT**

The School of Religion and Theology exists to prepare men and women for effective ministry to the congregations in which they will be assigned providing and exemplifying servant-leadership while fostering commitment, loyalty and evangelistic fervour in fulfilling the work of the gospel.

## **CORE VALUE STATEMENT**

Faithfulness to God and service to humanity.

## **OBJECTIVES**

**The School of Religion and Theology seeks to:**

1. Provide excellent training for students who desire to prepare themselves for all aspects of pastoral ministry.
2. Prepare students for, and model advanced study and research in the field of religion and theology.

3. Assist in the development of a keen interest in, and appreciation for religious studies from both a Seventh-day Adventist and other related religious and denominational perspectives.
4. Stimulate the systematic study of God's revelation in both nature and Scripture culminating in the mission and ministry of Jesus Christ.
5. Foster an interest in, and a commitment to the integration of faith and learning and the exploration of the relationship between theology and other disciplines.
6. Encourage ever-deepening personal relationships with Jesus Christ, reflecting Christian character and lifestyles.
7. Provide students with the theoretical and practical skills needed to foster disciple-making churches in an increasingly secular culture.
8. Enhance the Christian atmosphere of the University.

#### **MATRICULATION REQUIREMENTS AND ADMISSION**

- a. The entry requirements for the Bachelor of Arts and Associate of Arts in Religion and Theology are the regular Northern Caribbean University requirements for admission. (See reference for University matriculation, p. 18).
- b. Applicants are accepted Fall Semesters only.
- c. Applicants should submit recommendations from their pastors and their local church boards.
- d. Applicants should be interviewed by their local conference president or his designee and a letter confirming such an interview should also be submitted.
- e. Requirements C and D are for Seventh-day Adventists applicants only.
- f. Non-Seventh-day Adventists will be accepted based on A and B above and the recommendation from their respective congregation.

#### **PROGRAMMES OFFERED**

1. Bachelor of Arts in Religion and Theology with a minor in any discipline
2. Bachelor of Arts in Religion and Theology with a concentration in Pastoral Ministry
3. Associate of Arts in Christian Salesmanship
4. Associate of Arts in Religion and Theology
5. Minor in Biblical Languages
6. Minor in Greek Exegesis
7. Minor in Hebrew
8. Minor in Religion and Theology
9. Minor in Youth Ministry
10. Bible Worker Certificate
11. Certificate in Christian Salesmanship

#### **STATEMENT OF SUPPORT BY JAMAICA UNION, ATLANTIC CARIBBEAN UNION/UNIVERSITY MINISTERIAL PROGRAMME**

Jamaica Union Conference, Atlantic Caribbean Union and Northern Caribbean University have developed a programme to enhance the preparation of students who have experienced a divine

call to the evangelistic and pastoral ministry. This programme will equip the ministerial trainee to understand and deal with the practical and complex changes which face Seventh-day Adventist ministers in the twenty-first century.

The following are the bases of evaluation for admission:

- a. Evidence of conversion and call to the Gospel ministry.
- b. Basic knowledge of the Scriptures.
- c. Personal commitment to the mission of the church.
- d. Disposition to intellectual achievement.
- e. The students' natural talent for public speaking and their interpersonal relationships.
- f. Evidence of balanced social life and exemplary family life. If the applicant realizes that there is something in his or her life that could be a potential source of denial as a ministerial worker, he or she should be advised to discuss the matter with the Dean or Chair of the school.
- g. Applicant must be first interviewed by his/her conference president and a recommendation submitted to the SRT who in turn submits a copy to the Office of Admissions and Enrolment.
- h. In addition, the applicant will be interviewed by a three or four member panel designated by the School of Religion and Theology with the Dean or his designee as Chair.
- i. A comprehensive psychological test.
- j. Completion of Pre-Evaluation Check Sheet (available) in the congregation in which the Seventh-day Adventist applicant holds membership.
- k. It is expected that those recently baptized in the church will spend at least three to four years working on a pre-admission curriculum as proof of their active involvement in church activities and signed off by the first elder of the church in which the applicant holds membership, his church pastor and the conference president. The regular conference president's recommendation must be submitted.

**Disclaimer: Completion of the programme does not guarantee employment in Seventh-day Adventist ministry or any other church employment.**

#### **ORIENTATION AND ADVISEMENT**

Each ministerial student will be assigned to a member of the faculty of the School of Religion and Theology who will serve as academic adviser and counsellor to the student. However, it is the full responsibility of the student to meet all the requirements of the programme. Upon advisement, students will be required to sign a document indicating their acceptance or refusal of the professional advice.

#### **IN-PROGRAMME REQUIREMENTS**

Ministerial students are accepted on a conditional basis and must continually present evidence of their calling through exemplary Christian character and academic excellence.

- a. Junior and Senior students are expected to conduct no fewer than two evangelistic series before completion of their programme.

- b. Students are required to attend weekly ministerial seminars, the annual ministerial retreat, KG Vaz Lecture Series, Theological Symposium and other planned meetings.
- c. Students must actively participate in the religious activities of the University Church and the University.
- d. Students are required to show responsibility and punctuality in their attendance at classes and in completion of assignments and other obligations.
- e. Students should show interest in the spiritual and missionary programmes of the church, participating in programmes, such as, ingathering, personal ministries and youth ministry activities.
- f. Students are expected to complete the Master Guide and Senior-Youth-Young Adult Ministry training courses before graduation. Certificates of completion are issued upon being invested.

**PROBATION**

Ministerial students who do not demonstrate a sense of responsibility in the completion of the requirements given above may be placed under professional discipline in any of the following ways:

- a. Probation. If this is not lifted by the end of the semester, the Religion and Theology faculty will decide on the case.
- b. Advised to exit the programme.

**MINISTERIAL ADVANCEMENT TO THE UPPER BIENNIUM**

The student who has been accepted into the ministerial studies programme must apply for Ministerial Advancement to the Upper Biennium some time between the end of their second year and the beginning of the third year. In order to advance to the upper biennium, the student must give evidence of a balanced personality with appropriate capacity to take on the responsibility of the ministry.

**Ministerial Advancement to the Upper Biennium for the ministry requires the following:**

- a. Application to be advanced to the upper biennium.
- b. Evaluation and recommendation by the academic adviser.
- c. Evaluation and recommendation by the Evaluation Committee.

**Recommendation given by the evaluation committee will take into account the following:**

- a. An overall GPA of no less than 2.0.
- b. A GPA of no less than 2.25 in the professional concentration.
- c. Approval from Dean and Chair of the SRT and the Academic Adviser.
- d. The Dean of the SRT will inform the student of the decision taken by the Committee. In case of a negative decision, the student has the right to appeal to the Evaluation Committee.

**Recommendation to the Gospel Ministry**

The last stage in the evaluation of the ministerial student will take place during his or her final year. This stage is divided into two parts: final evaluation in the form of a language and content (oral) examination of the candidate and the ministerial evaluation for denominational employment.



**The final evaluation of the candidate includes the following:**

The Dean of the School of Religion and Theology will review the materials for evaluation and make a recommendation to the evaluation committee.

The Standing Committee for evaluation will review the permanent file of the student and consider the Dean's recommendation. If the candidate is recommended for the gospel ministry, the recommendation will go to his/her local conference or mission of the Jamaica Union, Atlantic Caribbean Union and/or other conferences outside of Jamaica Union and Atlantic Caribbean Union.

Language and Content (Oral) Examination Committee will consist of:

- The Dean of the School of Religion and Theology
- The Chair of the School of Religion and Theology
- All full-time Faculty
- Presidents of the Fields
- Ministerial Secretaries of the JAMU and ATCU
- University President, Ex-officio
- VP of Academics, Ex-officio
- VP Students Services, Ex-officio
- Non-Adventist Representative
- NCU Church Pastor
- Representative from the Humanities Department.

**Placement**

The conference or field from which the student comes has preference in placing a call, if it so desires. However, if this does not happen, other organizations may then take the initiative. It is recommended that the presidents of the fields be in constant communication with the students from their constituents to ensure eligibility for employment.

**Committee for Evaluation-for-Denominational-Employment**

- a. The Evaluation Committee consists of the following persons
- b. Dean, School of Religion and Theology
- c. The Chair of the SRT University Church Pastor
- d. The University Church Pastor
- e. President, Northern Caribbean University
- f. Ministerial Secretaries, Jamaica Union and Atlantic Caribbean Union
- g. Vice-President, Academic Administration
- h. Vice-President, Student Services and Campus Ministries
- i. Representative, Department of Humanities
- j. All field Presidents
- k. Two SRT faculty member
- l. NCU Church Pastor.

**CONTINUOUS IN-RESIDENCE PRACTICUM**

Continuous In-residence Practicum is an advanced Field Practicum initiative. It is an initiative that ensures that the student receives the hands-on, nuts-and-bolts and practical aspects of preparation in the pastoral discipline for all the semesters, of his/her ministerial preparation. This will make for a greater understanding of and working relationship with the churches and the

Senior Pastors or mentors to whom they will be assigned after graduation and formal employment with a local conference, mission or field. The following gives an expanded view of the process:

**Freshmen**

Freshmen will be required to attend the NCU church for at least three Sabbaths in each month. They will be asked to evaluate the services and report their evaluations to their Advisers. There are those, however, who may have had wide experiences in the area of church leadership, management and administration who may formally seek exemption. A recommendation from the student’s pastor and church explaining and confirming such involvement will be taken into consideration. However, such persons will be required to serve the NCU church during the first year as Elders, Deacons or as such offices or experiences for which they will be recommended.

**Sophomores**

Sophomores will be involved in the services of the NCU church and will be evaluated continuously and mentored simultaneously by their adviser, the Pastoral staff of NCU church and other designated persons.

**Juniors and Seniors**

Juniors and Seniors will be allowed to take speaking appointments outside of the NCU Church and be supervised in a rotational schedule working with the Pastors in the greater Mandeville area. The Dean, and those assigned, will periodically debrief and visit the pastoral sites to which these students will be assigned. There will be an evaluation of the students by the pastor, and a reciprocal evaluation by the students. The local church, through its board, will be also involved in the process of evaluation, assisting the pastor with the final appraisal.

N.B.: Only juniors and seniors are allowed to accept speaking engagement, except where the student has completed the course RELP319: Homiletics. All students must complete the Service Request Form for authorization.

**MAJOR REQUIREMENTS FOR  
THE BACHELOR OF ARTS IN RELIGION AND THEOLOGY  
(WITH MINOR)**

Our total programme blends the academic with the pastoral and spiritual, to foster the harmonious development of body, mind, and spirit, and the joy of service to both Creator and community.

The Bachelor of Arts in Religion and Theology with a Minor carries a minimum of 153 credits for completion. The programme consists of 93 core credits, 6 credits required cognates, 33 General Education requirements and 21 minor requirements for the baccalaureate degree as outlined in the *Bulletin*.

<b>CORE REQUIREMENTS</b>		<b>93 Credits</b>
MURE200	Music and Worship	3
RELB154(114)	Bible Doctrines I	2
RELB156	Bible Doctrines II	2
RELB204	Apocalyptic Literature I (Advanced Daniel)	3
RELB205	Apocalyptic Literature II (Advanced Revelation)	3
RELB305	Life & Teachings of Christ	3
RELB306(307)	Pentateuch	3
RELB307(306)	Survey of the Old Testament	3
RELB341	Ancestry of the Bible	2
RELB385(390)	Principles of Hermeneutics	3
RELB409	Acts	3
RELB410	Epistles	3
RELL213	Beginning Greek I	3
RELL214	Beginning Greek II	3
RELL313	Intermediate Greek I	3
RELL314	Intermediate Greek II	3
RELP336(329)	Pastoral Administration I	2
RELP337(330)	Pastoral Administration II	2
RELL399	Basic Research Methods	3
RELL421	Beginning Hebrew	3
RELL422	Intermediate Hebrew	3
RELP268(254)	Biblical Spirituality (formerly Spiritual Formation)	3
RELP319	Homiletics	3
RELP340(328)	Evangelism I	2
RELP341(329)	Evangelism II	2
RELP364	Principles of Worship	2
RELP393	Ministry of Stewardship	3
RELT490(497)	Systematic Theology I	2
RELT491(498)	Systematic Theology II	2
RELP494	Pastoral Psychology	3
RELP495	Field Practicum	2
RELT206(204)	Prophetic Studies (formerly Gift of Prophecy)	3
RELT352	Comparative Religions	3

RELT451	Christian Ethics and Moral Development	3
YMIN394	Youth Ministry	2

**REQUIRED COGNATES: 6 CREDITS**

HIST315(313,314)	History of the Christian Church	3
HIST341	History of the Seventh-day Adventist Church <b>OR</b>	
RELT320	Development of Seventh-day Adventists Theology	3

**GENERAL EDUCATION REQUIREMENTS**

Please account for the minimum thirty-three (33) General Education credits as in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional course **must** be taken (by advisement) to complete the minimum requirements for the Bachelor’s degree. Although the student pursuing the Bachelor of Arts in Religion and Theology is required to satisfy the minimum of eighteen (18) credits of biblical languages the six additional modern language credits are to be completed as general education requirements.

If a student has a CSEC/GCE pass in Spanish or French Grades I or II, they will be exempted from the beginning level and should take the intermediate level of Grades I – II of the given subject.

If students have CAPE Units I and II passes, they will receive transfer credits for the Intermediate Level of 6 credits. If they are successful with only Unit I, they receive a transfer of 3 credits.

**MINOR REQUIREMENTS 21 CREDITS**

A minor must be chosen from another discipline. Where necessary, additional courses may be taken from any discipline to complete a total of at least one hundred and fifty-three (153) credits required for the bachelor’s degree.

**RECOMMENDED SEQUENCE FOR  
THE BACHELOR OF ARTS IN RELIGION AND THEOLOGY  
(WITH MINOR)**

R E L I G I O N A N D T H E O L O G Y

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr	
1st Year <b>Freshman</b> (0-32 credits)	BIOL189 Philosophy of Science <b>OR</b>		EDUC151 Fund of Christian Educ.	3	
	DIET120 Fundamentals of Nutrition	3	ENGL120 Freshman Composition II	3	
	CPTR112 Introduction to Computer Sci. <b>OR</b>		HLED109 Health Education	1	
	CPTR120 Computer Applications	3	MATH100 Fund. Principles of Math.	3	
	EDUC100 Freshman Seminar	1	RELB156 Bible Doctrines II	2	
	ENGL119 Freshman Composition I	3	RELT206(204) Prophetic Studies (formerly Gift of Prophecy)	3	
	PHED101 Physical Education	1			
	RELB154(114) Bible Doctrines I	2			
	RELT268(254) Biblical Spirituality (formerly Spiritual Formation)	3			
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>15</b>	
	<b>Summer I</b>		<b>Summer II</b>		
Minor	6	Minor	4		
<b>TOTAL CREDITS</b>	<b>6</b>	<b>TOTAL CREDITS</b>	<b>4</b>		
2nd Year <b>Sophomore</b> (33-64 credits)	COMM251 Oral Communication	3	HIST341 History of the SDA Church <b>or</b>		
	RELB204 Apocalyptic Literature I	3	RELT320 Develop. of SDA Theology	3	
	RELB213 Beginning Greek I	3	RELB205 Apocalyptic Literature II	3	
	RELB385(390) Principles of Hermeneutics	3	RELB214 Beginning Greek II	3	
	RELP319 (250) Homiletics	3	RELB306(307) Pentateuch	3	
			RELP340(328) Evangelism I	2	
			Minor	2	
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>16</b>	
		<b>Summer I</b>		<b>Summer II</b>	
	HIST315 Hist. of the Christian Church	3	RELL399 Basic Research Methods	3	
RELB305 Life and Teachings of Christ	3				
Minor	3				
<b>TOTAL CREDITS</b>	<b>9</b>	<b>TOTAL CREDITS</b>	<b>3</b>		
3rd Year <b>Junior</b> (65-96 credits)	RELB307(306) Survey of the Old Testament		RELL314 Intermediate Greek II	3	
	RELL313 Intermediate Greek I	3	RELP337(330) Pastoral Admin. II	3	
	RELP336(329) Pastoral Administration I	3	RELP341(329) Evangelism II	2	
	RELT352 Comparative Religions	2	RELP364(366) Principles of Worship	2	
	YMIN394 Youth Ministry	3	RELP393 Ministry of Stewardship	3	
	Minor	2	RELT451 Christ. Ethics & Moral Dev.	3	
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>16</b>	
		<b>Summer I</b>		<b>Summer II</b>	
	RELB341 Ancestry of the Bible	2	Modern Language Requirements	3	
	RELT451 Christian Ethics in Moral Dev.	3			
Modern Language Requirements	3				
<b>TOTAL CREDITS</b>	<b>8</b>	<b>TOTAL CREDITS</b>	<b>3</b>		
4th Year <b>Senior</b> (Over 96 credits)	RELB409 Acts	3	RELB410 Epistles	3	
	RELP(494) Pastoral Counselling	3	RELP495 Field Practicum	2	
	RELL421 Beginning Hebrew	3	RELL422 Intermediate Hebrew	3	
	RELT490(497) Systematic Theology I	2	RELT491(498) Systematic Theology II	2	
	MURE200 Church Music & Worship	3	Minor	4	
	<b>TOTAL CREDITS</b>	<b>14</b>	<b>TOTAL CREDITS</b>	<b>14</b>	

## BACHELOR OF ARTS IN RELIGION AND THEOLOGY PASTORAL MINISTRY CONCENTRATION

The Bachelor of Arts in Religion and Theology with a Pastoral Ministry Concentration carries a minimum of 135 credits for completion. The programme consists of 73 core credits, 29 pastoral ministry concentration credits, 30 General Education requirements and 3 credits of electives for the baccalaureate degree as outlined in the *Bulletin*.

<b>CORE REQUIREMENTS</b>	<b>73 CREDITS</b>
MURE200	Church Music and Worship 3 (2)
RELB154(114)	Bible Doctrines I 2
RELB156	Bible Doctrines II 2
RELB204	Apocalyptic Literature I (Advanced Daniel) 3
RELB205	Apocalyptic Literature II (Advanced Revelation) 3
RELB305	Life & Teachings of Christ 3
RELB306(307)	Pentateuch 3
RELB307(306)	Survey of the Old Testament 3
RELB341	Ancestry of the Bible 2
RELB390(385)	Principles of Hermeneutics 3
RELB409	Acts 3
RELB410	Epistles 3
RELL213	Beginning Greek I 3
RELL214	Beginning Greek II 3
RELL313	Intermediate Greek I 3
RELL314	Intermediate Greek II 3
RELL399	Basic Research Methods 3
RELL421	Beginning Hebrew 3
RELL422	Intermediate Hebrew 3
RELP319	Homiletics 3
RELP340(328)	Evangelism I 2
RELP341(329)	Evangelism II 2
RELP495	Field Practicum 2
RELT206(204)	Prophetic Studies (formerly Gift of Prophecy) 3
RELT352	Comparative Religions 3
RELT490(497)	Systematic Theology I 2
RELT491(498)	Systematic Theology II 2
<b>PASTORAL MINISTRY EMPHASIS</b>	
<b>29 CREDITS</b>	
HIST315	History of the Christian Church 3
HIST341	History of the Seventh-day Adventist Theology <b>OR</b>
RELT320	Development of the Seventh-day Adventist Church 3
RELP268(254)	Biblical Spirituality (formerly Spiritual Formation) 3
RELP336(329)	Pastoral Administration I 2
RELP337(330)	Pastoral Administration II 2
RELP364	Principles of Worship 2
RELP393	Ministry of Stewardship 3

REL494	Pastoral Counselling	3
RELT451	Christian Ethics and Moral Development	3
SOCI231	Marriage and Family in Diverse Cultures	3
YMIN394	Youth Ministry	2

**ELECTIVES**

Three (3) credits of electives may be chosen from any academic discipline offered by the University.

**GENERAL EDUCATION REQUIREMENTS**

Please account for the minimum thirty (30) General Education credits required for this programme. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses **must** be taken (by advisement) to complete the minimum requirements for the Bachelor’s degree. Although the student pursuing the Bachelor of Arts in Religion and Theology is required to satisfy the minimum of eighteen (18) credits of biblical languages, the six additional modern language credits are to be completed as general education requirements.

If a student has a CSEC/GCE pass in Spanish or French Grades I or II, they will be exempted from the beginning level and should take the intermediate level of the given subject.

Students having CAPE Units 1 and 2 passes will receive six (6) transfer credits for the intermediate level of 6 credits. If they are successful in only one (1) Unit, they receive a transfer of 3 credits.

**RECOMMENDED SEQUENCE FOR THE  
BACHELOR OF ARTS IN RELIGION AND THEOLOGY  
(PASTORAL MINISTRY CONCENTRATION)**

Status	1st Semester	Cr	2nd Semester	Cr	
1st Year <b>Freshman</b> (0-32 credits)	BIOL189 Philosophy of Science <b>OR</b>	3	EDUC100 Freshman Seminar	1	
	DIET120 Fundamentals of Nutrition		ENGL120 Freshman Composition II	3	
	CPTR110 Introduction to Computer Science <b>OR</b>		HLED109 Health Education	1	
	CPTR120 Computer Applications		MATH100 Fundamentals of Math.	3	
	EDUC151 Fund. of Christian Educ.		MURE200 Church Music & Worship	3	
	ENGL119 Freshman Composition I		RELB156 Bible Doctrines II	3	
	PHED101 Physical Education		SOCI231 Marriage & Family in	2	
	RELB154(114) Bible Doctrines I		Diverse Culture	3	
	<b>TOTAL CREDITS</b>		<b>15</b>	<b>TOTAL CREDITS</b>	<b>16</b>

2nd Year Sophomore (33-64 credits)	RELB204 Apocalyptic Literature I RELB390(385) Principles of Hermeneutics RELL213 Beginning Greek I RELP393 Ministry of Stewardship RELP364(366) Principles of Worship	3 3 3 3 2	RELB205 Apocalyptic Literature II RELB341 Ancestry of the Bible RELL214 Beginning Greek II RELP268(254) Biblical Spirituality (formerly Spiritual Formation) RELP319 Homiletics	3 2 3 3 3
	<b>TOTAL CREDITS</b>	<b>14</b>	<b>TOTAL CREDITS</b>	<b>14</b>
	<b>Summer I</b> RELT206 (204) Prophetic Studies RELT320 Development of SDA Theology <b>OR</b> HIST341 History of the Seventh-day Adventist Theology Modern Language Requirement	3  3 3	<b>Summer II</b> Modern Language Requirement	3
	<b>TOTAL CREDITS</b>	<b>9</b>	<b>TOTAL CREDITS</b>	<b>3</b>
3rd Year Junior (65-96 credits)	RELB306(307) Pentateuch RELL314 Intermediate Greek I RELP336(329) Pastoral Administration I RELT352 Comparative Religions RELP340(328) Evangelism I YMIN394 Youth Ministry	3 3 2 3 2 2	RELB307(306) Survey of the Old Testament RELL315 Intermediate Greek II RELP341(329) Evangelism II RELP337(330) Pastoral Administration II HIST315 Hist. of the Christ. Church RELL399 Basic Research Methods	3 3 2 2 3 3
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer I</b> COMM251 Oral Communication RELB305 Life and Teachings of Christ	3 3		
	<b>TOTAL CREDITS</b>	<b>6</b>		
4th Year Junior (96 credits)	RELB409 Acts RELP495 Field Practicum RELL421 Beginning Hebrew RELT451 Christian Ethics & Moral Dev. RELT490(497) Systematic Theology I	3 2 3 3 2	RELB410 Epistles RELP494 Pastoral Counselling RELL422 Intermediate Hebrew RELT491(498) Systematic Theology II Elective	3 3 3 2 3
	<b>TOTAL CREDITS</b>	<b>13</b>	<b>TOTAL CREDITS</b>	<b>14</b>



## ASSOCIATE OF ARTS IN RELIGION AND THEOLOGY

The Associate of Arts in Religion and Theology carries a minimum of 83 credits for completion. The programme consists of 46 core credits, 8 credits of required cognates, 29 General Education requirement credits for the associate degree as outlined in the *Bulletin*.

### CORE REQUIREMENTS

**Total 46 Credits**

		CREDITS
HIST315	History of the Christian Church	3
RELB154(114)	Bible Doctrines I	2
RELB156	Bible Doctrines II	2
RELB204	Apocalyptic Literature I (Advanced Daniel)	3
RELB205	Apocalyptic Literature II (Advanced Revelation)	3
RELP268(254)	Biblical Spirituality (formerly Spiritual Formation)	3
RELB305	Life and Teachings of Christ	3
RELB306(307)	Pentateuch	3
RELB307(306)	Survey of the Old Testament	3
RELB390(385)	Principles of Hermeneutics	3
RELB409	Acts	3
RELB410	Epistles	3
RELL399	Basic Research Methods	3
RELT206(204)	Prophetic Studies (formerly Gift of Prophecy)	3
RELT352	Comparative Religions	3
RELT451	Christian Ethics and Moral Development	3

### REQUIRED COGNATES

**8 CREDITS**

HIST341	History of the Seventh-day Adventist Church <b>OR</b>	
RELT320	Development of Seventh-day Adventists Theology	3
MURE200	Church Music & Worship	3
RELP336(329)	Pastoral Administration I	2

### GENERAL EDUCATION REQUIREMENT

Please account for the minimum twenty-nine (29) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses must be taken (by advisement) to complete the minimum requirements for the Associate Degree.

## RECOMMENDED SEQUENCE FOR THE ASSOCIATE OF ARTS IN RELIGION AND THEOLOGY

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	CPTR112 Introduction to Computer Science <b>OR</b>		ENGL120 Freshman Composition II	3
	CPTR120 Computer Applications	3	HPED111 Health Education	1
	EDUC100 Freshman Seminar	1	RELB113 God and Human Life RELB205	3
	EDUC151 Fund. of Christ. Educ.	3	Apocalyptic Literature II	3
	ENGL119 Freshman Composition I	3	PSYC119 Principles of Psychology <b>OR</b>	
	MURE200 Church Music & Worship	3	SOCI231 Marriage & Family in Diverse Cultures	3
	RELB204 Apocalyptic Literature I	3	RELP340 Evangelism	3
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer I</b>		<b>Summer II</b>	
	RELB154(114) Bible Doctrines I	2	RELB154(114) Bible Doctrines II	2
	RELT206(204) Prophetic Studies	3	RELB390 (385) Principles of Hermeneutics	3
	<b>TOTAL CREDITS</b>	<b>5</b>	<b>TOTAL CREDITS</b>	<b>5</b>
2 <sup>nd</sup> Year <b>Sophomore</b> (33-64 credits)	RELT352 Comparative Religions	3	RELP268(254) Biblical Spirituality (formerly Spiritual Formation)	3
	RELB306(307) Pentateuch	3	RELB307(306) Survey of the Old Testament	3
	COMM251 Oral Communication	3	RELB410 Epistles	3
	RELL399 Basic Research Methods	3	RELP336(329) Pastoral Administration I	2
	RELB409 Acts	3	RELT451 Christian Ethics & Moral Dev.	3
	HLED109 Physical Education	1	RELP495 Field Practicum	2
				<b>16</b>
	<b>TOTAL CREDITS</b>	<b>16</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer I</b>		<b>Summer II</b>	
	RELB305 Life and Teachings of Christ	3	HIST341 History of the SDA Church <b>OR</b>	
	HIST315 History of the Christian Church	3	RELT320 Dev. of SDA Theology	
	<b>TOTAL CREDITS</b>	<b>6</b>	<b>TOTAL CREDITS</b>	<b>3</b>

## ASSOCIATE OF ARTS IN CHRISTIAN SALESMANSHIP

The Associate of Arts in Christian Salesmanship carries a minimum of 88 credits for completion. The programme consists of 64 core credits and 24 General Education requirement credits for the associate degree as outlined in the *Bulletin*.

<b>CORE REQUIREMENTS</b>		<b>64 Credits</b>
RELB113	God and Human Life	3
RELB118	Ethics in Moral Development	3
RELB154(114)	Bible Doctrines I	2
RELB156	Bible Doctrines II	2
RELB201	Daniel	2
RELB202	Revelation	2
RELB305	Life and Teachings of Christ	3
RELB341	Ancestry of the Bible	2
RELP268(254)	Biblical Spirituality (formerly Spiritual Formation)	3
RELP260	Principles of Christian Salesmanship	3
RELP265	Introduction to Canvassing Ministry	3
RELP340(328)	Evangelism I	2
RELP341(329)	Evangelism II	2
RELP393	Ministry of Stewardship	3
RELP299	Canvassing Practicum	2
RELT206(204)	Prophetic Studies (formerly Gift of Prophecy)	3
RELT352	Comparative Religions	3

### GENERAL EDUCATION REQUIREMENT 24 CREDITS

Please account for the minimum twenty-four (24) General Education credits as stipulated in the *Bulletin*. Should any of the recommended courses be required for the core, cognate or elective for the degree being pursued, additional courses must be taken (by advisement) to complete the minimum requirements for the Associate Degree.

### RECOMMENDED SEQUENCE ASSOCIATE OF ARTS IN CHRISTIAN SALESMANSHIP

Status	1st Semester	Cr	2nd Semester	Cr	
1st Year <b>Freshman</b> (0-32 credits)	RELB113 God and Human Life	3	RELB154 (114) Bible Doctrines I	2	
	ENGL119 Freshman Composition I	3	ENGL120 Freshman Composition II	3	
	EDUC100 Freshman Seminar	1	EDUC151 Fund. Of Christ. Educ.	3	
	RELB201 Daniel	2	PSYC119 Principles of Psychology		
	RELB390 Principles of Hermeneutics	3	<b>OR</b>		
	CPTR112 Introduction to Computer Science <b>OR</b>		SOCI231 Marriage & Family in Diverse Cultures	3	
	CPTR120 Computer Applications	3	RELB202 Revelation	2	
	HPED111 Physical Education	1	RELP340(328) Evangelism I	2	
	<b>TOTAL CREDITS</b>		<b>16</b>		<b>15</b>

	<b>Summer I</b>		<b>Summer II</b>	
	HLED109 Health Education	1	RELT206 (204) Prophetic Studies	3
	RELB156 Bible Doctrines II	2	RELP260 (254) Biblical Spirituality (Spiritual Formation)	3
	<b>TOTAL CREDITS</b>	<b>3</b>	<b>TOTAL CREDITS</b>	<b>6</b>
2nd Year <b>Sophomore</b> (33-64 credits)	RELB305 Life and Teachings of Christ	3	RELP265 Principles of Christian Salesmanship	3
	RELT352 Comparative Religions	3	RELP341 Evangelism II	2
	RELP260 Intro. to the Canvassing Ministry	3	RELB341 Ancestry of the Bible	2
	RELP393 Ministry of Stewardship	3	RELP299 Canvassing Practicum	2
	COMM251 Oral Communication	3	HIST341 History of SDA Theology <b>OR</b> RELT320: Dev. of SDA Theology	3
	<b>TOTAL CREDITS</b>	<b>15</b>	<b>TOTAL CREDITS</b>	<b>12</b>

### MINORS IN RELIGION AND THEOLOGY

#### MINOR IN RELIGION AND THEOLOGY

**Total 30 Credits**

RELB154(114)	Bible Doctrines I	2
RELB156	Bible Doctrines II	2
RELB204	Apocalyptic Literature I (Advanced Daniel) <b>OR</b>	
RELB205	Apocalyptic Literature II (Advanced Revelation)	3
RELB305	Life and Teachings of Christ	3
RELB307(306)	Survey of the Old Testament	3
RELB341	Ancestry of the Bible	2
HIST315	History of the Christian Church	3
HIST341	History of the Seventh-day Adventist Church <b>OR</b>	
RELT320	Development of Seventh-day Adventist Theology	3
RELT451	Christian Ethics and Moral Development	3
RELT352	Comparative Religions	3
RELL399	Basic Research Methods	3

#### MINOR IN BIBLICAL LANGUAGES

**27 CREDITS**

RELL413	Greek Exegesis I	3
RELL414	Greek Exegesis II	3
RELL418	Hebrew Grammar and Syntax	3
RELL419	Exegesis of Narrative Sections of the Hebrew Scriptures I	3
RELL420	Exegesis of Poetic Sections of the Hebrew Scriptures	3
RELL424	Aramaic I	3
RELL425	Aramaic II	3
RELL426	Greek Grammar and Syntax	3
RELL499	Independent Research	3

<b>MINOR IN GREEK EXEGESIS</b>		<b>24 CREDITS</b>
NTST440	New Testament Textual Criticism	3
RELL213	Beginning Greek I	3
RELL214	Beginning Greek II	3
RELL313	Intermediate Greek I	3
RELL314	Intermediate Greek II	3
RELL413	Greek Exegesis I	3
RELL414	Greek Exegesis II	3
RELL499	Independent Research	3

<b>MINOR IN HEBREW</b>		<b>24 CREDITS</b>
RELL417	Evolution of the Hebrew Language	3
RELL418	Hebrew Grammar and Syntax	3
RELL419	Exegesis of Narrative Sections of the Hebrew Scriptures I	3
RELL420	Exegesis of Poetic Section of the Hebrew Scriptures	3
RELL423	Old Testament Textual Criticism	3
RELL424	Aramaic I	3
RELL425	Aramaic II	3
RELL499	Independent Research	3

**MINOR IN YOUTH MINISTRY**

**Introduction**

This academic programme, Minor in Youth Ministry is being offered to satisfy the challenges that currently exist in Youth Ministry at every level and stratum of our society. The total number of credits for the Minor in Youth Ministry is twenty-seven (27). Each student will take the common core of fourteen (14) credits and choose from the remaining list of courses, thirteen (13) credits to fulfil the requirements for the programme. All 200-numbered courses will be taken in the second year, while the 300 and 400-numbered courses can be taken in the third or fourth year, as they are offered.

**Rationale**

With the rising tide of ambivalent behaviour among youth, and the concomitant results evidenced in the home, school, community, and society at large, the need arises for a broader, more comprehensive and predictable approach to understanding and addressing both youth and their behaviour. This becomes the *sine qua non* for the salvation and preservation of the present and future generations.

The cry of those who are called upon to lead, mentor, equip, position, and liberate youth into positive lifestyles and service to fellow youth, must be answered. Those who desire to effect change need to be trained and given the tools necessary to effectively deliver the package that will prevent the haemorrhaging and loss of youth, and provide solutions and answers for the decadent trends prevalent in our society.

The courses below provide the understanding of the dilemma both in descriptive and prescriptive forms that will enable the student to complete a Minor in Youth Ministry. This will both address the challenges and needs of youth in this, the twenty-first century, and provide some well-needed answers for their plight.

**Statement of Intent**

As a part of our strategic planning, the School of Religion and Theology intends to develop a four-year B.A. degree in Youth Ministry, as well as a Certificate in Youth Ministry, to cater to a wider cross section of individuals' intent on pursuing a shorter version of preparation in the area of youth ministry.

**CORE REQUIREMENTS**

**27 CREDITS**

YMIN200	Theology of Youth Ministry	3
YMIN302	Ministry to At-Risk Youth	3
YMIN305	Contemporary Youth Culture	3
YMIN318	Conflict Resolution	3
YMIN485	Youth Ministry Practicum	2
<i>Sub-Total</i>	<i>Credits (Core) 14</i>	

**Choose the remaining thirteen credits from the courses below:**

YMIN255	Faith Development and Spirituality of Youth	3
YMIN304	Counselling Youth & Young Adults	3
YMIN320	Contextualized Preaching to Youth	3
YMIN321	Youth Ministry in the SDA Church	3
YMIN327	Youth Evangelism	3
YMIN394	Youth Ministry ( <b>offered as core in BA, Religion &amp; Theology</b> )	3
YMIN407	Adolescent Youth Ministry	3
YMIN408	Leadership in Youth Ministry	3
YMIN470	Postmodern Youth Ministry	3

## BIBLE WORKER'S CERTIFICATE

The Bible Worker's Certificate carries a minimum of 32 credits for completion. The programme consists of 32 core and General Education credits as outlined the *Bulletin*.

### CORE REQUIREMENTS

**32 CREDITS**

COMM251	Oral Communication	3
EDUC151	Fundamentals of Christian Education	3
ENGL119	Freshman Composition I	3
ENGL120	Freshman Composition II	3
HPED111	Health and Physical Education <b>OR</b>	
NRSG217	Principles of Holistic Health	2
RELB201	Daniel	2
RELB202	Revelation	2
RELB154 (114)	Bible Doctrines I	2
RELB156	Bible Doctrines II	2
RELP260 (254)	Biblical Spirituality (formerly Spiritual Formation)	3 (2)
RELP340 (328)	Evangelism I	2
RELP341 (329)	Evangelism II	2
RELT206 (204)	Prophetic Studies (formerly Gift of Prophecy)	3 (2-3)

## RECOMMENDED SEQUENCE BIBLE WORKER'S CERTIFICATE

Status	1 <sup>st</sup> Semester	Cr	2 <sup>nd</sup> Semester	Cr
1 <sup>st</sup> Year <b>Freshman</b> (0-32 credits)	ENGL119 Freshman Composition I	3	ENGL120 Freshman Composition II	3
	EDUC151 Fund. of Christ. Educ.	3	RELB202 Revelation	2
	RELB201 Daniel	2	RELT206 (204) Prophetic Studies (Gift of Prophecy)	3
	HPED111 Health & Phys. Education		RELP260 (254) Biblical Spirituality (Spiritual Formation)	3
	<b>OR</b>		COMM251 Oral Communication	3
	NRSG217 Principles of Holistic Health	2	RELP341 Evangelism II	2
	RELB154(114) Bible Doctrines I	2		
	RELP340 Evangelism I	2		
	<b>TOTAL CREDITS</b>	<b>14</b>	<b>TOTAL CREDITS</b>	<b>16</b>
	<b>Summer I</b>			
	RELB156 Bible Doctrines II	2		
	<b>Total Credits</b>	<b>2</b>		

R E L I G I O N A N D T H E O L O G Y

## CERTIFICATE IN CHRISTIAN SALESMANSHIP

The Certificate in Christian Salesmanship carries a minimum of 33 credits for completion. The programme consists of 33 core and General Education credits as outlined the *Bulletin*.

### CORE REQUIREMENTS

**33 CREDITS**

RELB201	Daniel <b>OR</b>	
RELB202	Revelation	2
RELT206(204)	Prophetic Studies (formerly Gift of Prophecy)	3 (2-3)
RELB154(114)	Bible Doctrines I	2
RELB156	Bible Doctrines II	2
RELB268(254)	Biblical Spirituality (formerly Spiritual Formation)	3
RELP260	Introduction to Canvassing Ministry	3
RELB265	Principles of Christian Salesmanship	3
RELB113	God and Human Life	3
RELP299	Canvassing Practicum	2

### RECOMMENDED SEQUENCE FOR CERTIFICATE IN CHRISTIAN SALESMANSHIP

Status	1st Semester	Cr	2nd Semester	Cr
1st Year (0-32 credits)	RELB113 God and Human Life	3	RELB156 Bible Doctrines II	2
	ENGL119 Freshman Composition I	3	RELB120 Freshman Composition II	3
	EDUC100 Freshman Seminar	1	EDUC151 Fundamentals of Christian Education	3
	RELB201 Daniel <b>OR</b>		RELP268 (254) Biblical Spirituality (Spiritual Formation)	3
	RELB202 Revelation	2	RELP265 Principles of Christian Salesmanship	3
	RELP260 Introduction to Canvassing Ministry	3	RELT206 (204) Prophetic Studies	3
	RELB154 (114) Bible Doctrines I	2		
	<b>TOTAL CREDITS</b>		<b>14</b>	<b>TOTAL CREDITS</b>
	<b>Summer I</b>			
	RELP299 Canvassing Practicum	2		
	<b>TOTAL CREDITS</b>	<b>2</b>		



## DESCRIPTION OF COURSES

### BIBLICAL STUDIES

- RELB113 God and Human Life** **3 Credits**  
A study of how God confronts human beings. It includes the process of revelation, principles of interpreting Scripture and similarly inspired material, the nature of God and His expectations for humans and the evaluation of these concepts as presented in Scripture and the classical literature of various religions.
- RELB118 Ethics in Moral Development** **3 Credits**  
Every day we make evaluations, judgments and decisions. Often it is not easy for us to decide what is right and what is wrong. The purpose of this course is to help students come to grips with the reality of life. It offers practical thinking and analysis of the moral values that people use in guiding their individual and social choices.
- RELB154(114) Bible Doctrines I** **2 Credits**  
This course incorporates a brief overview of the fundamental beliefs of the Christian Church. It deals with the relationship of doctrines to theology, the importance of preserving sound doctrines, with emphasis on the nature of the church and basic doctrinal principles.
- RELB156 Bible Doctrines II** **2 Credits**  
This course examines in greater detail the fundamental doctrines of the Christian Church, with particular emphasis on the fundamental doctrines of the Seventh-day Adventist Church.
- RELB201 Daniel** **2 Credits**  
A study of the Book of Daniel with particular emphasis on the interpretation of the symbolic prophecies.
- RELB202 Revelation** **2 Credits**  
A study of the Book of Revelation with particular emphasis on the interpretation of the symbolic prophecies.
- RELB204 Apocalyptic Literature I (Advanced Daniel)** **3 Credits**  
The exegetical study of the Book of Daniel. The course also surveys the prophetic, social and political situation existing in Judah and Israel leading to the exile, its causes. It also looks at the causes of, as well as, the spiritual life during the exile.
- RELB205 Apocalyptic Literature II (Advanced Revelation)** **3 Credits**  
A study of the background, content and construction of the book of Revelation, with emphasis on apocalyptic prophecy. The course looks at the ongoing struggle between good and evil down through the ages to the end of time.
- RELB305 Life and Teachings of Christ** **3 Credits**  
An analytic study of the earthly life, teaching, and ministry of Jesus Christ as recorded in the Gospels. The course is set in historical context.

**RELB306(307) Pentateuch** **3 Credits**  
 A study of major themes of every book in the Pentateuch with its literary structure. Topics thoroughly examined are: Six Day Creation, Marriage, the Fall, Covenant, Sabbath, Atonement, etc. Students will be introduced to the work of literary criticism and will be equipped with the knowledge of how to deal with it.

**RELB307(306) Survey of the Old Testament** **3 Credits**  
 A short introduction to the books of the Old Testament from the book of Joshua to the Book of Malachi (with the exception of the book of Daniel). Literary structure, genre and style, major themes, in addition to the Christian worldview elements will be thoroughly examined in every book. **Prerequisite: RELB306: Pentateuch**

**RELB341 Ancestry of the Bible** **2 Credits**  
 A study of the historical developments of the Bible from the original autographs to modern English translations. This includes a study of topics such as transmission, canonization, text criticism and the major ancient versions.

**RELB353 Historical and Cultural Context of the New Testament** **3 Credits**  
 An investigation into the religious, economic, social and political conditions of the Greco-Roman world during the New Testament period and how they impinged upon writers.

**RELB354 Archaeology and the Bible** **3 Credits**  
 A study of the ways in which the discoveries of modern archaeology illuminate the Bible in its political, cultural and religious environment.

**RELB390(385) Principles of Hermeneutics** **3 Credits**  
 This course presents the general principles and methods of interpreting the Biblical text. Additionally, it surveys the history of interpretation so as to demonstrate how interpretation differed over the centuries and the result of these various methods of interpretation on modern understandings of the Bible.

**RELB409 Acts** **3 Credits**  
 A study of the primitive Jerusalem Church as recorded in the Acts of the Apostles, with emphasis on those factors which shaped its theology. **Prerequisite: RELL213 and RELL214**

**RELB410 Epistles** **3 Credits**  
 A study of the Pauline Epistles and the Catholic Epistles as recorded in the New Testament with special emphasis on their theological content.

**RELB463 Pre-Exilic Prophets** **3 Credits**  
 A study of the rise and function of the prophetic movement, the principles of prophetic interpretation, and detailed exegesis of selected passages from the earlier prophets, such as Amos, Hosea, Isaiah and Micah.

**RELB464 Exilic and Post-Exilic Prophets** **3 Credits**  
 A study of the prophets who functioned during the Babylonian Exile and the subsequent restoration, with detailed exegesis of selected passages from the later prophets, such as Jeremiah, Ezekiel and Zechariah.

**RELB493 Seminar in New Testament Studies**

**3 Credits**

Advanced seminar for religion majors. In-depth investigation into selected themes and/or passages in the New Testament.

**THEOLOGICAL AND PHILOSOPHICAL STUDIES**

**RELT206(204) Prophetic Studies (formerly Gift of Prophecy)**

**2/3 Credits**

A study of the prophetic manifestation in the Bible and the Church including the ministry and writings of Ellen G. White.

**RELT310 Christian Church in World Context**

**3 Credits**

An introduction to the status and role of Christianity and mission worldwide. It includes a brief history of Christian and non-Christian relationships to world religions, political ideologies, national development and non-Western cultures.

**RELT320 Development of Seventh-day Adventist Theology**

**3 Credits**

A study of the origin and subsequent modification of characteristic Seventh-day Adventist teachings in such areas as the Sabbath, sanctuary, atonement, covenants, creation, conditional immortality, worship, typology, eschatology, Christology and righteousness by faith.

**RELT352 Comparative Religions**

**3 Credits**

A comparative study of the major ancient and modern religions of the world with insights into their various beliefs. Hinduism, Buddhism, Shintoism, Confucianism, Judaism and Islam are the major religions examined against the backdrop of Christianity.

**RELT434 Introduction to Philosophy of Religion**

**3 Credits**

An examination of Western philosophical thought and its relationship to Christianity. Special emphasis is placed on issues such as the means of discovering truth, faith and reason, religious authority and the problem of evil.

**RELT451 Christian Ethics and Moral Development**

**3 Credits**

A study of the major approaches to ethical issues from a Christian perspective, and the application of biblical principles to address issues such as capital punishment, abortion, involvement in warfare, et cetera.

**RELT453 Jamaican Religious Traditions and Cults**

**2 Credits**

An examination of the major religious traditions in Jamaica, including European, African, North American and Asian antecedents. The course includes both historical and theological dimensions of Jamaican religious identity.

**RELT490 Systematic Theology I**

**2 Credits**

An inquiry into the systematic grouping of biblical themes as they unfold the will of God and His relationship to human life and destiny.

**RELT491 Systematic Theology II**

**2 Credits**

A continuation of an inquiry into the systematic grouping of biblical themes as they unfold the will of God and His relationship to human life and destiny.

**APPLIED THEOLOGY****REL223 Techniques of Bible Instruction****2 Credits**

The course speaks to the particular role of the Bible worker. It is a study of the practical application of doctrine and evaluation of the various methods of study.

**REL260 Introduction to Canvassing Ministry****3 Credits**

This course deals with the history of the canvassing ministry in the SDA Church. Its viability as a method of evangelism, its success in taking the message of the Gospel to communities and countries; and the part the publishing ministry will play in finishing the work of the Gospel in all the world. The course also looks at the social and spiritual benefits to be derived by individuals engaged in the canvassing ministry, especially those preparing for pastoral ministry.

**REL265 Principles of Christian Salesmanship****3 Credits**

This course examines the principles governing the art of selling from the perspective of Christian principles. It will demonstrate to the canvasser the importance of deportment, approach, presentation, emphasis on the value to the customer of the product he/she is promoting, how to deal with objections, follow-up techniques, money management and other important elements of successful Christian salesmanship. Practical demonstrations will be conducted to accentuate these points.

**REL268(260) Biblical Spirituality (formerly Spiritual Formation)****3 Credits**

This course invites the student to develop his/her understanding and practice of the spiritual life so that life and ministry may more intentionally take place in the context of God's presence.

**REL299 Canvassing Practicum****2 Credits**

This course seeks to provide practical opportunities for students to be engaged in the practice of ministry under the supervision of a Professor of the School of Religion, the Publishing Directors of the West Indies Union and the local Conferences. The student is encouraged to reflect critically on his/her practice in ministry as it relates to his/her future work within the Seventh-day Adventist Church.

**REL319 Homiletics****3 Credits**

A study of the art of preaching. This includes the techniques of sermon preparation and delivery. Practice sessions are provided to enhance proficiency in biblical evangelistic preaching.

**REL320 Advanced Homiletics****3 Credits**

This course is designed to inform the students of some of the biblical genres and models with respect to biblical preaching. It further seeks to examine a theological view of preaching, and the hermeneutical models that have impacted preaching. It will also deal with some aspects of evangelistic preaching. Prerequisite: REL319: Homiletics

**REL336(329) Pastoral Administration I****2 Credits**

This course incorporates basic techniques of Church leadership and administration. Emphasis is placed on conducting church business, the pastor's relation to his/her study, his/her community, his/her family and his/her commitment to the Seventh-day Adventist Church and its mission.

**RELP337(330) Pastoral Administration II****2 Credits**

This course is designed to inform students of some of the biblical models of pastoral administration. It further seeks to examine and highlight the organizational structures and policies of the Seventh-day Adventist Church at its various levels.

**RELP340(328) Evangelism I****2 Credits**

This course is a study of how to fulfill the mission of the church. It deals with the study of theology and the historical development of evangelism within the Christian Church. Emphasis on methodologies is the primary focus, with highlights on the New Testament model of evangelism.

**RELP341(329) Evangelism II****2 Credits**

In this course, the emphasis is placed on sequence evangelism and preparations for evangelistic series while learning the theory, students are also engaged in field work.

**RELP364(366) Principles of Worship****2 Credits**

A study of the theological, historical and practical aspects of worship. Emphasis is placed on planning and developing students' creative ability in conducting worship.

**RELP393 Ministry of Stewardship****3 Credits**

A study of the biblical teaching of human obligation to God as a steward of their time, body, talent, treasures, the environment and revealed truth.

**RELP494 Pastoral Counselling****3 Credits**

A study of the relationship between the pastor, his/her congregation and the wider community as counsellor, guide and friend in all matters affecting behavioural situations.

**RELP495 Field Practicum****2 Credits**

This incorporates practical field involvement under the supervision of a local church pastor or Conference officer.

**BIBLICAL LANGUAGES AND LITERATURE****RELL213 Beginning Greek I****3 Credits**

A study of the fundamentals of Greek grammar and sentence structure as found in the Greek New Testament.

**RELL214 Beginning Greek II****3 Credits**

A continuation of the study of the fundamentals of Greek grammar and sentence structure as found in the Greek New Testament.

**RELL313 Intermediate Greek I****3 Credits**

An advanced study of the history and syntax of the Koine Greek applicable to a translation of several New Testament passages. It includes a detailed study of verbs and their combination to form idioms and figures of speech, and provides much translation in preparation for the application of the methods of exegesis.

- RELL314 Intermediate Greek II** **3 Credits**  
 A continuation of the advanced study of the history and syntax of the Koine Greek applicable to a translation of several New Testament passages. It includes a detailed study of verbs and their combination to form idioms and figures of speech, and provides much translation in preparation for the application of the methods of exegesis.
- RELL399 Basic Research Methods** **3 Credits**  
 This course opens up the avenues for several aspects of research and writing-search techniques, storing of valuable materials, organization, formatting, footnotes, bibliography-to bring about worthwhile researched term papers and eventually quality theses and dissertations.
- RELL413 Greek Exegesis I** **3 Credits**  
 An introduction to the basic principles of Greek exegesis and an application of these principles in the interpretation and exposition of selected passages in the New Testament.
- RELL414 Greek Exegesis II** **3 Credits**  
 A continuation of the introduction to the basic principles of Greek exegesis and an application of these principles in the interpretation and exposition of selected passage in the New Testament.
- RELL417 Evolution of the Hebrew Language** **3 Credits**  
 To set the Hebrew language in the context of other Semitic languages
- RELL418 Hebrew Grammar and Syntax** **3 Credits**  
 A continuation of Intermediate Hebrew. More attention is given to the intricacy of Hebrew Grammar and Syntax.
- RELL419 Exegesis of Narrative Sections of the Hebrew Scriptures** **3 Credits**  
 A careful exegesis of narrative sections of the Hebrew Scriptures.
- RELL420 Exegesis of Poetic Narrative Sections of the Hebrew Scriptures II** **3 Credits**  
 A careful exegesis of narrative sections of the Hebrew Scriptures.
- RELL421 Beginning Hebrew** **3 Credits**  
 A study of the fundamentals of biblical Hebrew. Basic grammar is covered and selected passages from the Bible are read.
- RELL422 Intermediate Hebrew** **3 Credits**  
 A study of more complicated grammar with emphasis on the verbs and beginning with simple syntax. In addition, students will be introduced to certain portion of the Bible in which they will be exposed to the translation and parsing. Prerequisite: RELL421 Beginning Hebrew
- RELL423 Old Testament Textual Criticism** **3 Credits**  
 A study of various critical methodologies which aim at tracing the several stages of the growth and development of the Old Testament Scriptures. It is to help the students understand the value of texts which pre-dates the Nasoretic text.
- RELL424 Aramaic I** **3 Credits**  
 A study of the fundamentals of biblical Aramaic. Basic grammar is covered with selected

passages from the Hebrew Bible.

**RELL425 Aramaic II** **3 Credits**  
 A study of the fundamentals of biblical Aramaic. Basic grammar is covered with selected passages from the Hebrew Bible. Prerequisite: RELL424 Aramaic I.

**RELL426 Greek Grammar and Syntax** **3 Credits**  
 A Study of selected passages with important characteristics relevant to understanding of Greek syntax.

**NTST440 New Testament Textual Criticism** **3 Credits**  
 This course presents an investigation of the factors that created Textual diversity in the Greek New Testament and equips the student with the tools to re-create the earliest originals from the manuscript tradition.

**RELL454 Directed Reading** **3 Credit(s)**  
 Readings (under the direction of an instructor) in one specific area of religion. Regular individual meetings with the instructor are required. The course is intended for those not majoring in religion.

**YOUTH MINISTRY**

**YMIN200(RELT200) Theology of Youth Ministry** **3 Credits**  
 This course provides a biblical and theological basis for Youth Ministry with specific treatment of Old Testament and New Testament models. It will provide deliberate exposure to the rationale for Youth Ministry. This is the prerequisite course to the Minor in Youth Ministry.

**YMIN255(RELT255) Faith Development and Spirituality of Youth** **3 Credits**  
 This course addresses the continuum of faith on which the youth advance to spiritual maturity. It discusses the process and progress of faith development and its impact on personal spirituality. It addresses the biblical perspectives, concepts and incidents of faith from the angles of the Old and New Testaments.

**YMIN302(RELP302) Ministry to at-risk Youth** **3 Credits**  
 This course aims at reaching those youth that are most susceptible to being swept away by the negative influences of societal ills. It seeks to develop approaches to combating these by seeing first-hand those who are thus affected and in dialogue form, make the moving them forward in resolving those issues.

**YMIN304 Counselling Youth and Young Adults** **3 Credits**  
 Youth have special needs and are bombarded with issues that confront them on a daily basis. This course provides the tools necessary to effectively reach youth with the goal of focusing on the facilitation of answers to their challenges in a one-to-one atmosphere.

**YMIN305 (RELP305) Contemporary Youth Culture** **3 Credits**  
 This course focuses on the challenges of contemporary youth culture. It will emphasize dealing with the issues of music, dress, sexuality, drugs and competition. It will empower the youth, in a laboratory setting providing them with the tools necessary to address these personally, while assisting peers.

**YMIN318(RELP318) Conflict Resolution** **3 Credits**  
 This course describes the process of resolving conflicts, especially among youth. At a time when youth are resolving conflicts through violence, this course will enter into in-depth

processes of peer-mediation, foundation of conflict analysis, management and resolution. It will deal with the psychological and emotional causes of conflict and all other potential reasons for conflict and the negative impact it has on all strata of society.

**YMIN320 Contextualized Preaching to Youth**

**3 Credits**

This course is designed to prepare individuals to reach youth in a user-friendly approach to preaching that will address their needs. The use of an approach to narrative sermons that resonates with young people will be the focus.

**YMIN321 (RELP321) Youth Ministry in the Seventh-day Adventist Church**

**3 Credits**

This course highlights the historical development of Youth Ministry in the Seventh-day Adventist Church and the positive impact this has had on its development and growth. It identifies the main players and the ripple effect of their influence and contribution in the shaping of the church.

**YMIN327 (RELP327) Youth Evangelism**

**3 Credits**

This course focuses on reaching youth with the gospel by using creative, innovative and out-of-the box approaches. It emphasizes a twenty-first century approach to inspiring young people and to reach them where they are.

**YMIN394 (RELP394) Youth Ministry**

**3 Credits**

This course emphasizes and describes the anatomy and physiology of youth ministry. It focuses on the nuances and expectations of the discipline. It covers a whole range of the issues involving young people and their perception of adults and their role in guiding, mentoring and preparing them to assume seamless leadership. It further empowers the youth ministry practitioner to see the whole gamut of the youth ministry arena and prepares him/her to make the most effective delivery of the product.

**YMIN407(RELT407) Adolescent Youth Ministry**

**3 Credits**

This course will focus on the development of the adolescent at all stages, and the need to understand them at this time, if we will do effective ministry to them. Focus will be placed on dealing with persons within this age range and providing effective ministry to them.

**YMIN408(RELT408) Leadership in Youth Ministry**

**3 Credits**

As persons providing ministry to youth, it is of utmost importance that our leadership be at its best in our informed sensitivity and approach to meeting the spiritual, mental, social and physical needs of the youth. This course seeks to address all areas of leadership to young people and empowering those who delivery this ministry to function at their best.

**YMIN470(RELT470) Postmodern Youth Ministry**

**3 Credits**

This course focuses on Generation X and Y (Baby Busters and Millennials) and the impact that relativism, with the additional philosophy of Frederick Nietzsche have had in shaping their understanding and philosophy of life.

**YMIN485(RELP485) Youth Ministry Practicum**

**3 Credits**

This course exposes the emerging youth leader to the expertise of those who have worked and are working in this area. Students will be assigned to these professionals and gain valuable experience in the conduct and implementation of the expectations of the profession.



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# UNIVERSITY ADMINISTRATION

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Interim Chair, Computer & Information Science  
Chair, Music & Fine Art Department  
Chair, Department of Grad. Education & Leadership  
Chair, Medical Technology  
Church Pastor  
Assistant Church Pastor & Assistant Dean of Men  
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Director, Scholarships & Student Aid  
Director, Health Services  
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Assistant Director, Human Resource  
Assistant Director, Admissions & Retention  
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Director, Ellen G. White Resource Centre  
Manager, Media Services  
Associate University Registrar  
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Renaud Chin, MSc	Assistant Director, Software
Glennys Plummer, MSc	Assistant Director, Networking
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Miss Nelisha Nash, BA	E-Learning Coordinator
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Janice Lewis-Stewart, MSc	Assistant Director, Counselling & Psychological Service Centre
Bobbette Coke	Assistant Director, Special Events & Hospitality Services
Denesha Blake	Asst. Director, Recruitment & Retention

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Norris Gordon	Chief Maintenance & Construction Engineer & Facilities Manager
Annia Codling	Purchasing Manager
Robert Barrett	Acting Manager, University Press
Gary Symthe	Supervisor, Wood Products

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B. G. Butherus ..... 1945-1951	L. P. Edwards..... 2017-

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# FACULTY

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## COLLEGE OF BUSINESS AND HOSPITALITY MANAGEMENT

### DEPARTMENT OF BUSINESS ADMINISTRATION & HOSPITALITY MANAGEMENT

**Yvonne Billings, M.B.A.** – Instructor (Level II) in Business Administration  
M.B.A. Northern Caribbean University, 2005; B.Sc., Northern Caribbean University, 2001;  
Diploma in Business Administration, West Indies College, 1985. On faculty since 2009

**Marjorie Buckley, Ph.D., M.Sc.** – Acting Chair, Department of Business Administration & Hospitality Management, Instructor (Level II) in Business Administration; M.Sc., in International Economics, University of West Indies, St. Augustine, 1995; B.A. in History and Economics, University of the West Indies, Mona, 1985. On faculty since 2008

**Audley Eccles, D.B.A.** – Associate Professor (Level III) in Business Administration  
D.B.A., Nova Southeastern University, 2003; M.S.T., Florida International University, 1999; M.Sc., University of the West Indies, 1986; B.Sc., University of the West Indies, 1980. On faculty since 2003

**Charles Evans, M.B.A.** – Assistant Professor (Level II) in Business Administration  
M.B.A. (Management), La Sierra University, California, 2007; B.Sc. in Business Administration – Accounting, Northern Caribbean University, 1999; Certificate in Logistics 101, Caribbean Maritime Institute, Jamaica. On faculty since 2015

**Winsome Greenwood, D.B.A.** – Assistant Professor in Business Administration  
D.B.A., University of Phoenix, 2012; M.B.A., University of Miami, 1980; B.Sc., London School of Economics & Political Science, 1972; Diploma in Public Administration, University of the West Indies, 1969. On faculty since 2002

**Glenroy Henry, PDG, B.Sc.** – Instructor in Tourism Management  
Postgraduate diploma in Hospitality Management, University of the West Indies, 1998; B.Sc. in Business Administration (Management) Northern Caribbean University, 1995. On faculty since 2003

**Anthony Hutchinson, M.B.A.** – Assistant Professor (Level III) in Business Administration  
Postgraduate Diploma in Education, University of Technology, Jamaica, 2012; M.B.A. (General Management), Northern Caribbean University, 2003; ACCA Certification, Emile Woolf College of Accounting, London, 1992; B.B.A. (International Business), University of Toledo, 1974. On faculty since August 2015

**Noriel Jacobs-Gray, Ph.D. (Candidate); M.Sc.** – Instructor in Tourism Management  
M.Sc., University of the West Indies, 2003; B.Sc. University of Technology, 2000. On faculty since 2003 (on study leave)

**John McAllister, M.B.A.** – Instructor in Business Administration  
M.B.A., University of the West Indies, 2001; B.Sc., University of the West Indies, 1988. On faculty since 2000

**Edward Morris, M.B.A.** – Instructor (Level I) in Business Administration  
Executive M.B.A., Florida International University, 2002; B.Sc. in Human Resource Management,  
University of Technology, 1999. On faculty since 2012

**Sachin Pilli, Ph.D.** – Assistant Professor (Level I) in Business Administration  
Ph.D., in Business, Adventist International Institute of Advanced Studies, 2011; M.B.A. (Human  
Resource Management), Southern Adventist University, 2004. On faculty since 2012

**Jonas Semugeshi, M.B.A.** – Assistant Professor in Business Administration  
M.B.A., Andrews University, 1989; B.B.A., Spicer Memorial College, 1984. On faculty since 1990

**Merlene Senior, M.B.A.** – Instructor (Level I) in Business Administration  
M.B.A., Northern Caribbean University; B.Sc., Northern Caribbean University. On faculty since  
2005

**Leena Thyagaraj, M.B.A.** – Instructor (Level I)  
M.B.A. (Human Resource Management), Osmaina University, India, 2000; B.Sc. in Botany,  
Zoology and Chemistry, Osmaina University, India, 1996. On faculty since 2010

#### **Adjunct**

**Kirkland Anderson, Ph.D.** – Assistant Professor in Business Administration  
Doctorate in Economic Development Policy, 2015, Global University for life Long Learning, U.S.A.;  
Postgraduate Diploma in Education, HEART Trust/NTA; M.B.A., University of Wales, 1997; B.Sc.,  
University of West Indies. On Faculty since 2003

**Violet Ferreira Sutherland, M.Phil.** – Assistant Professor in Business Administration  
M.Phil, University of the West Indies, 2013; M.B.A. (Finance), Western Michigan University, 1993;  
B.A. in History & Economics, University of the West Indies, 1993. On faculty since 2016

**Vaughan Leslie, M.A.** – Instructor in Business Administration  
M.A. in Mathematics (Actuarial Science), Central Connecticut State University, 2008; B.Sc. in  
Mathematics, (minor in Chemistry), University of the West Indies, 2006. On faculty since 2010

**Yvette Marshall-Bryan, M.Sc.** – Instructor in Tourism Management  
M.Sc. in Tourism and Hospitality Management, University of the West Indies, Mona, 2003; B.Sc.  
in Management Studies, University of the West Indies, 1994; Diploma in Technical Education  
(Home Economics Management), University of Technology, Jamaica, 1990. On faculty since 2014

**Michelle Moser-Meikle, BSc.** – Instructor in Tourism Management  
B.Sc. in Counselling (Social Work), Northern Caribbean University, 2006; Diploma in Aesthetics,  
Jamaica School of Aestheticians, 1989. On faculty since 2006

**Victorine Petrekin, M.B.A.** – Instructor in Tourism Management  
M.B.A., University of the West Indies; B.Sc., Northern Caribbean University, 2005; Diploma,  
Institute of Management and Production (IMP), 2000. On faculty since 2012

**Edel Plummer, B.A.** – Instructor in Office Technology  
B.A., Northern Caribbean University, 1991. On faculty since 1989

**Trevor Simpson, Ph. D** – Assistant Professor in Mathematics

Postgraduate Certificate in Education (PGCE), Secondary Mathematics, Manchester Metropolitan University, 2012; Ph.D., Cranfield University 2007, Numerical modelling of a complex coastal catchment, Cranfield University, 2007; M.Sc., Theoretical and Applied Fluid Dynamics, Manchester University, 2002; B.Sc., Mathematics and Statistics, Goldsmiths' College, University of London, 1991. On faculty since 2015

**Kenrick A. Stewart, M.Sc.** – Assistant Professor in Tourism Management

M.Sc. in Tourism and Hospitality Management, UWI, 2005; B.Sc. in Hotel and Restaurant Management, UTech, 2001; Diploma in Catering and Restaurant Management, CAST, 1999; Certificate in General Catering, 1993. On faculty since 2012

**Adjunct Faculty (Mandeville Evening Division)****Patrice Anderson, M.B.A.** – Instructor in Business Administration

M.B.A. (General Management), 2005; B.Sc. in Business Administration, 1993. On faculty since 2010

**Patreena Bailey-Green, RPA** – Instructor in Business Administration

Post-Graduate Diploma in Education and Training, VTDI, 2013; Registered Public Accountant (RPA), Jamaica, 2011; B.Sc. in Applied Accounting, Oxford Brookes University, England, 2004; Diploma in Business Administration, University of Technology, 2000. On faculty since 2010

**Everton Bradford, M.B.A.** – Instructor in Management Studies

M.B.A. (Marketing), Barry University, Miami, 2000; B.Sc. in Finance, Columbia Union College, Maryland, USA, 1990. On faculty since 1997

**Andrew M. Carty, M.B.A.** – Instructor in Business Administration

M.B.A. (Finance), Northern Caribbean University, Mandeville, 2014; B.Sc. in Accounting, Northern Caribbean University, 2002. On faculty since 2014

**Charmaine Dixon-Foster – M.B.A.** – Instructor in Management Studies

M.B.A. (General Management), Northern Caribbean University, 2008; B.Sc. in Human Resource Management, Northern Caribbean University, 2004; A.Sc. in Office Systems Administration, 2000. On faculty since 2009

**Shaunna Lewis, M.B.A.** – Instructor in Management Studies

M.B.A. (Human Resource Management), La Sierra University, Riverside, California, 2007; B.Sc. in Management Studies, Northern Caribbean University, Manchester, 2003. On faculty since 2016

**Natalie Sparkes, M.B.A.** – Instructor in Management Studies

Certified Project Manager (PMP), Project Management Institute, USA, 2009; M.B.A. (Engineering Management), Manchester Business School, England, 2006; B.Sc. in Chemical and Process Engineering, University of the West Indies, St. Augustine, 1993.

**Karen Thompson-Elliott, M.B.A.** – Instructor in Management Studies

Certificate in Project Management, Northern Caribbean University, 2015; M.B.A. (Human Resource Management), Northern Caribbean University, Jamaica, 2009; B.Sc. in Management Studies – Human Resource Management, 2004. On faculty since 2010

**Nordia West-King, M.B.A.** – Instructor in Management Studies

Dip. Ed in Teaching, Training and Assessing Learning, London, 2013; MBA in International Business, Georgia State University, U.S.A. 1998; BBA in Management Studies, Georgia State University, U.S.A., 1997. On faculty since 2013

**Marcia Whittaker, Ph.D** – Professor in Business Administration

Ph.D in Finance, Walden University, 2007; M.B.A. (General Management), Northern Caribbean University, 2003; B.Sc. in Accounts and Management, University of the West Indies, 1998; Diploma in Teaching, Mico Teachers' College, 1986

**Phillip Williams, M.B.A.** – Instructor in Business Administration

M.B.A. (Finance), La Sierra University, Riverside, California, 2008; M.B.A. (General Management), Northern Caribbean University, 2002; B.Sc. in Business Administration, Northern Caribbean University, 1997. On faculty since 2002

## COLLEGE OF EDUCATION AND LEADERSHIP

### DEPARTMENT OF TEACHER EDUCATION

**Derek Bignall, M.A.**, Associate Professor in Education

Ph.D. Cand., Northern Caribbean University; M.A., Andrews University, 1982; B.Th, Northern Caribbean University (formerly West Indies College), 1974. On faculty since 2011

**Belinda Bramwell, M.A.**, Instructor in Education

M.A., Northern Caribbean University, 2006; B.Sc., Northern Caribbean University, 1998. On faculty since 1998

**Horace Burnett, M.A.**, Instructor in Education

M.B.A., Northern Caribbean University, 2002; B.A., Northern Caribbean University, 1997. On faculty since 2010

**Pamella Burnett, M.A.**, Assistant Professor in Education

M.A., Andrews University, 1997; B.A., Northern Caribbean University (formerly West Indies College), 1991. On faculty since 1996

**Jacqueline HoShing-Clarke, Ph.D.**, Department Chair, Associate Professor in Education

Ph.D., Northern Caribbean University, 2008; M.A., Andrews University, 1994; B.A., Northern Caribbean University, 1990. On faculty since 1990

**Viola Fider, M.A.**, Assistant Professor in Education

M.A., Oakland University, Michigan, 2002; B.A., University of the West Indies, 1991. On faculty since 2006

**Howard Forbes, M.A.**, Assistant Professor in Education

M.A., Andrews University, 1996; B.A., Northern Caribbean University (formerly West Indies College), 1981. On faculty since 1996



**Tamarie Johnson-Williams, M.Sc.**, Instructor in Education  
M.Sc., Northern Caribbean University, 2009; B.Sc., Northern Caribbean University, 2011.  
On faculty since 2012

**Desiree Ormsby, M.A.**, Instructor in Education  
M.A., Andrews University, 1998; B.A., Northern Caribbean University (formerly West Indies College), 1986. On faculty since 2002

**Burlan Panton, M.A., Candidate**; B.A., Instructor in Education  
M.A. Cand., Northern Caribbean University; B.A., Northern Caribbean University (formerly West Indies College), 1989. On faculty since 1991

### Adjunct

**Stephanie Christopher-Wynter, M.Sc.**, Instructor in Education  
M.Sc., Northern Caribbean University, 2007; B.A., Adventist University of Columbia, 2002. On faculty since 2007

**Auma Folkes, Ed.D.**, Assistant Professor in Education  
Ed.D., Brigham Young University, 1984; M.Ed., Brigham Young University, 1984; B.Sc., University of the West Indies, 1976. On faculty since 2001

**Danielle Griffiths-Chin, M.A. Candidate, B.A., Education, Instructor in Education**  
M.A. Cand., Northern Caribbean University; B.A., University of the West Indies, 2008. On faculty since 2011

**Glasceta Honeyghan, Ph.D.**, Assistant Professor in Education  
Ed.D., University of Massachusetts; M.A., University of Massachusetts; B.A., Boston State College, 1982. On faculty since 2011

**Yvonne Kerr, B.A.**, Instructor in Education  
B.A., University of the West Indies, 1981. On faculty since 2005

**Theresa McDonald, D.H.S.**, Assistant Professor in Education  
D.H.S., Nova Southeastern University, 2009; M.A., City University of New York, 1995; B.Sc., Mercy College, 1985. On faculty since 2011

**Hidran McKulsky, M.A.**, Instructor in Education  
M.A., Northern Caribbean University, 2009; B.A., Northern Caribbean University, 2006. On faculty since 2006

**Vida McLaughlin, M.A.**, Instructor in Education  
M.A., Northern Caribbean University, 2008; B.Sc., Northern Caribbean University, 2000. On faculty since 2002

**Patricia Reid-Clarke, M.A.**, Instructor in Education  
Ph.D. Cand., Northern Caribbean University; M.A., Northern Caribbean University, 2011; B.A., Northern Caribbean University, 2006. On faculty since 2011

**Stacey Richards, M.A.**, Instructor in Education

M.A., Northern Caribbean University, 2010; B.A., Northern Caribbean University, 2005. On faculty since 2012

**Avia Rochester-Solomon, Ph.D. Candidate; M.A.**, Instructor in Education

Ph.D. Candidate, Northern Caribbean University; M.A., University of Greenwich, 2007; B.A., Northern Caribbean University, 2002. On faculty from 2001-2006. Re-joined in 2009

#### DEPARTMENT OF PRE-UNIVERSITY

**Melbourne Allie, M.Sc.** – Instructor

M.Sc., Northern Caribbean University, 2008; B.A. Northern Caribbean University, 1996. On faculty since 1996

### COLLEGE OF HUMANITIES, BEHAVIOURAL AND SOCIAL SCIENCES

#### DEPARTMENT OF BEHAVIOURAL SCIENCES

**Orlean Brown Earle, Ph.D.** - Chair & Professor

Ph.D. Howard University, 2000; M.Ed. Howard University, 1996; B.Ed., University of the West Indies, 1990. On faculty since 2005.

**Howard Anderson, M.Sc.** – Instructor

M.Sc., Westminster University, 1998; M.Sc., Northern Caribbean University, 2010. On Faculty 2012

**Shaye-Ann Campbell Mosquera, Ph.D Candidate** – Instructor

M.Sc., Northern Caribbean University, 2007; B.Sc., Northern Caribbean University, 2005. On faculty since 2006

**Paulene Gayle-Betten, Ph.D.** - Instructor

Ph.D, Northern Caribbean University, 2015; M.Sc. University of the West Indies, 2000; B.A. University of the West Indies, 1994. On faculty since 2006

**Dadria Lewis, Ph.D.** – Associate Professor

Ph.D., University of Florida, 2014; Ed.S., University of Florida, 2008; M.Ed., University of Florida, 2008; B.Sc., University of the West Indies, Mona, 1999; Diploma in Education, Church Teacher's College, 2001. On faculty since 2012

**Venese Madden, Ph.D** – Instructor

Ph.D., Northern Caribbean University, 2015; M.Sc., Northern Caribbean University, 2007; B.Sc., Northern Caribbean University, 2005. On faculty since 2008

**Sharon McBayne, M.A.** - Instructor,

M.A., Prairie View A&M, 2000; B.Sc., Prairie View A & M, 1999. On faculty since 2002

**Russell McLean, M.Sc.** – Instructor

M.Sc., Nova Southeastern University, 1995; B.A., Northern Caribbean University, 1983. On faculty since 2003

**Millicent Page, M.Sc.** - Instructor

M.Sc., Capella University, 2007; B.Sc., Northern Caribbean University, 1999. On faculty since 1999

**Stephen Peart, MSW** – Instructor

M.S.W., University of the West Indies, 2013; B.S.W., Northern Caribbean University, 2009. On faculty since 2012

**Sharmaine Tapper, Ph.D. Candidate, M.Sc.** – Assistant Professor

Ph.D. Candidate; M.Sc., University of the West Indies, 2001; B.A., University of the West Indies, 1991. On faculty since 2001

**Fay Williams, Ph.D.** – Associate Professor

Ph.D., Prairie View A&M University, 2010; M.P.H., University of the West Indies, 2002; B.Ed., University of Windsor, 2001; B.Sc., Central Washington University, 1991. On faculty since 2011

**Jason Wynter, Ph.D.** – Associate Professor

Ph.D., Northern Caribbean University, 2016; M.Sc. Northern Caribbean University, 2007; B.Sc., Northern Caribbean University, 2005. On faculty since 2006

**Adjunct****Desiree Alleyne, LLM, LLB** – Instructor

L.L.M., University of London, 2002; L.L.B., University of the West Indies, 1986. On faculty since 2013

**Bridgette Barrett, Ph.D.** – Associate Professor

Ph.D., Nova Southeastern University, 2010; M.Sc., University of the West Indies, 2000; B.Sc., University of the West Indies, 1998. On faculty since 2003

**Joseph Barrett – Ph.D.**, Instructor

Ph.D., Trinity Seminary, 2005; M.A., Andrews University, 1983; B.Th. & B.Ed., West Indies College, 1974. On faculty since 2012

**Kevin Cespedes, B.Sc.** – Instructor

B.Sc. Northern Caribbean University, 2013. On faculty since 2013

**Lincoln Dennis – M.Sc.** – Instructor

M.Sc. University of Cincinnati, 2008; B.Sc., Northern Caribbean University, 2003. On faculty since 2016

**Eva Forde – MSW** – Instructor

M.S.W., Columbia University, 2001; B.S.W., Oakwood College, 1999. On faculty since 2005

**Tani Gray, MSW** – Instructor

M.S.W., Andrews University, 2011; B.S.W., Northern Caribbean University, 2009. On faculty since 2012

**Andrea McKenzie-Howell – LLB, MBA** – Instructor

M.B.A., Nova Southeastern University, L.L.B., University of Wolverhampton; B.Sc. University of Technology. On faculty since 2013

**Stephanie Wynter – M.Sc.** Instructor

M.Sc. Northern Caribbean University, 2012. On faculty since 2012

**DEPARTMENT OF COMMUNICATION STUDIES**

**Noreen Daley, M.A.** - Assistant Professor

M.A., Andrews University, Berrien Springs, Michigan, 1998. B.A., Northern Caribbean University, 1990.

**Ralna Simmonds, M.A.** - Instructor

M.A., Education, Northern Caribbean University; B.A., Mass Communication, Northern Caribbean University, 2006. On faculty since August 2006

**Rhoma Tomlinson Whyte, M.A.** - Chair & Assistant Professor

M.A., International Journalism, Cardiff University; B.A., Mass Communication, UWI, 1996. On faculty since August 2002

**Adjunct**

**Glendon Atkinson, B.A.** - Instructor

B.A. in History/Archaeology, University of the West Indies, 1996. On faculty since January 2013

**Judith Bodley, M.A.** - Instructor

M.A., Education (Curriculum and Instruction), Northern Caribbean University, (Pending); B.A., Mass Communication, Northern Caribbean University, 2009. On faculty since August 2010

**Nadeen Campbell, M.A. (Pending)** - Instructor

M.A. in New Media, Governance and Democracy, University of Leicester (Pending); B.A. in General Science (Emphasis in Geography) UWI, 1988. On faculty since August 2011

**Rosette Chisholm Salazar, M.A.** - Instructor

M.A. in Communication Studies, UWI, Mona, 2004; B.A. in Linguistics, UWI, 1997; Diploma in Ed, Shortwood Teachers' College, 1993. On faculty since August 2004

**Jennifer Grant, M.L.A.** - Instructor

Master in Liberal Arts (MLA), major in Media and Business Administration, New York University, 1991; B.A. (Honours) in Communications and Social Sciences, University of the West Indies, 1980. On faculty since August 2013

**Lawrie Henry, B.A.** - Instructor

B.A. in Mass Communication, Northern Caribbean University, 2008. On faculty since August 2011

**Kerry-Kay McCatty, M.Sc.** - Instructor

M.Sc. Journalism, University of Illinois, 2006; B.A., Media & Communication, University of the West Indies, 2005. On faculty since August 2012

**Elaine Oxamendi Vicet, M.A.** - Assistant Professor

M.A. in Communications, UWI; B.A. in Economics and History, UWI, 1986. On faculty since January 2008

**Niccardo Rhoden, D.C.S.** – Instructor, Associate Vice President, Information Systems

D.C.S., Computer Science: Emerging Media, Colorado Technical University, 2014; M.Sc., Management Information Systems, Nova Southeastern University, 2006; B.Sc., Management Studies, Northern Caribbean University. On faculty since August 2010

**Michael Sharpe, M.B.A.** - Instructor

MBA, Nova Southeastern University; B.A., Mass Communication, Hunter College, New York. On faculty since August 2009

**Grace Turner, Ph.D.** - Instructor

PhD., Communication Studies, University of the West Indies, 2005; M.A., Communication Studies, University of the West Indies, 1999; B.A., University of the West Indies, 1982; Diploma in Mass Communication, University of the West Indies, 1986. On faculty since August 2011

**Everett Wiles, M.A.** - Assistant Professor

M.A., Communication Arts, New York Institute of Technology; B.F.A. in Communication Arts, New York Institute of Technology, 2000; A.Sc., Northern Caribbean University, 1996. On faculty since August 2000

**DEPARTMENT OF HUMANITIES****Grace Beckford, B.A.** – Instructor, Co-ordinator, Language Centre

B.A., University of the West Indies, 1993. On faculty since 2007

**Yvonne Blagrove-Smith, M.Sc.** – Assistant Professor

M.Sc., Northern Caribbean University, 2005; B.A., University of the West Indies, 1982. On faculty since 2001

**Mario Castillo-Rangel, Ph.D.** – Professor in English and Modern Languages (On Sabbatical)

Ph.D., Friedrich Schiller University, 1988; B.A., University of Havana, 1970. On faculty since 2003

**Fiona Dyer-Wilson, M.A.** – Instructor in History

M.A., University of the West Indies, 2007; B.A., Northern Caribbean University 2001. On faculty since 2004

**Sydonie Graham, MEd.** – Instructor

M.Ed., University of the West Indies (Mona), 2005; B.Ed. (Spanish Education; First Class Honours), University of the West Indies (Mona), 1998. On faculty since 2014

**Rhonda Harrison, PhD** - Assistant Professor 111

Ph.D., Literatures in English, 2015, University of the West Indies (St Augustine). On faculty since August 2015

**YamirkaCandeau Jackson, M.A.** – Instructor

M.A., Higher Pedagogical Institute “Frank País”, 1993; Diploma in Teaching Spanish as a Second Language, 2007. On faculty since 2014

**Lucinda Peart, M.A.** – Associate Professor in English; Interim Chair

M.A., University of the West Indies, 1989; B.A., University of the West Indies, 1980. On faculty since 2003

**Sheryl Reid, M.Phil.** – Assistant Professor in History

M.Phil., University of the West Indies, 2000; B.A., University of the West Indies, 1987. On faculty since August 2007

**Maria Sanchez, M.A.** – Assistant Professor

M.A., University of the West Indies, 2007; M.A., University of Havana, Faculty of Foreign Languages; Diploma, 1990. On faculty since 2004

**Norman Thompson, M.A.** – Assistant Professor

Maîtrise FLE, Université de Toulouse-le Mirail, 1991; B.A., Université de Toulouse-Le Mirail, 1990; B.Th., Northern Caribbean University, 1972. On faculty since 1996

**Carolyn Wiles-Blair, M.A.** – Instructor

M.A., Andrews University, 1997; B.A., Northern Caribbean University, 1993. On faculty since 2001

**Fitzroy Williams, M.A.** – Instructor in History

M.A., Northern Caribbean University; B.A., Northern Caribbean University 2004; A.Sc., Northern Caribbean University 2003. On faculty since August 2007

**Roy Wynter, B.A.** – Instructor

B.A., Higher Pedagogical Institute, 1984; B.A., University of Havana, 1977. On faculty since 2000

## DEPARTMENT OF MUSIC & FINE ARTS

**Glenda Anderson, B.A.** – Instructor in Music

M.A., Cand., Religion, Northern Caribbean University; B.A., Northern Caribbean University, 1997. On faculty since 1997

**Kaestner Robertson, DMA** – Professor

D.M.A., Boston University, 1991; M.M., Boston University, 1967; B.Mus. Boston University, 1965. On faculty since 2012

**Diana Sinclair Wilson, Ph.D.** – Associate Professor

Ph.D., Tucson University of Arizona, 2005; M.M., Andrews University, 1995; B.A., Newbold College, 1984. On faculty since 2015

**Pearline Williams, MSc.** – Coordinator

M.Sc., Mount Salem Vincent University, 2001; B.Sc., Florida International, 1990. On faculty since

2009

**Adjunct**

**Sung-Jun Kim, Ph.D.** – Associate Professor in Music

Ph.D., Michigan State University, 1998; M.A., Andrews University; B.A., Seoul National University, 1989. On faculty since 2002

**Marilyn Anderson, Ed.D.** – Professor in Music

Ed.D., Florida International University 2000; M.A., Eastern Michigan University, 1977; B.A., Eastern Michigan University, 1972; LRSM. On faculty since 1982

**COLLEGE OF NATURAL AND APPLIED SCIENCES, ALLIED  
HEALTH AND NURSING**

**DEPARTMENT OF BIOLOGY, CHEMISTRY AND ENVIRONMENTAL SCIENCES**

**Fitzroy Brown**, (B.A. Candidate) – Instructor

B.A., G.C. Foster College (Pending); Dip. Trinidad and Tobago Defense Force (1991)

**Patricia Haakmat, B.Sc.** (ASCP) – Instructor in Medical Technology

M.T., American Society of Clinical Pathologists (ASCP), 1983; B.Sc., Andrews University, 1983. On faculty since 1989

**Mark Harris, Ph.D.** – Associate Professor in Geography

Ph.D., University of Adelaide, 2000; M.Sc., University of Adelaide, 1996; M.A., Flinders University, 1995; B.A., University of Windsor, 1976. On faculty since 2002

**Lemore Jones, M.Sc.** – Associate Professor in Biology

M.S. Tuskegee Institute, 1981. On faculty since 2002

**Judith McLean-Smith, M.Sc.** – Instructor in Nutrition

M.Sc., College of New York, 2000; B.Sc. Herbert Lehman College of New York, 1994. On faculty since 2002

**Alston Miller, M.Sc.** – Assistant Professor in Cell and Molecular Biology

M.Sc., Northern Caribbean University 2003; B.Sc., Northern Caribbean University, 2001. On faculty since 2003

**Samson Omoregie, Ph.D.** – Assistant Professor in Biology & Chemistry

Ph.D., University of the West Indies, 1999; M.Sc., University of Benin, 1992; B.Sc., University of Benin, 1989. On faculty since 1999

**Erica Robinson Sturridge, Ph.D.** – Associate Professor in Science and Nutrition. Ph.D., University of the West Indies 1997; B.Sc., University of the West Indies, 1991. On faculty since 2004

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**Dwight Rose, M.Sc.** – Instructor in Biology/Chemistry

M.Sc., State University of New York College of Environmental Science and Forestry, 2000; B.Sc., Northern Caribbean University, 1994. On faculty since 1994

**Raymond Samuels, MPH** – Instructor in Medical Technology

MPH Candidate, Northern Caribbean University 2004; B.Sc. Northern Caribbean University, 1997. On faculty since 2002

**Kevin Whitley, M.Sc.** – Instructor in Medical Technology.

M.Sc., Northern Caribbean University, 2005; B.Sc. Northern Caribbean University 2000; Diploma, University of Technology, 1999. On faculty since 2002

**Patrice Williams-Gordon, M.Sc.** – Assistant Professor in Chemistry

M.Sc., Northern Caribbean University, 2002; B.Sc., University of the West Indies, Mona, 1992. On faculty since 1992

**Vincent Wright, Ph.D.** – Associate Professor in Biology

Ph.D., University of the West Indies, 1995; MBA, Nova Southeastern University, 1998; M.Sc., Aubuan University, 1982; B.Sc. Tuskegee University, 1978; Dip., Jamaica School of Agriculture, 1975. On staff since 2003

**Adjunct**

**Juliet Bailey-Penrod, Ph.D.** – Associate Professor in Biology

Ph.D. Wayne State University, 1999; M.Sc., Wayne State University, 1990; B.Sc., Oakwood College, 1987. On faculty since 1997

**Debbie Clarke-Grant, M.Sc.** – Assistant Professor in Nutrition

M.Sc., University of the West Indies, 2001. B.Sc., Robert Gordon University, 1991. On faculty since 2002

**Sonia Copeland, MPH** – Co-ordinator Dental Hygiene and Assistant Professor

Cert. Emory University (2000); MPH, University of the West Indies; B.Sc., University of the West Indies; M.D., University of Havana (1986)

**Dewight Flinch, MPH** – Instructor

M.A. Brooklyn College City University of New York; B.S. St. Joseph’s College (1988), A.A., New York Technical College (1984). On faculty since 2001

**Paul Gyles, Ph.D.** – Professor in Biology

Ph.D., Howard University, 1995; M.Sc., Howard University, 1992; B.Sc., Howard University, 1990. On faculty since 1996

**Felix O. Omoruyi, Ph.D.** – Associate Professor in Biochemistry, Ph.D., University of Benin, 1991;

M.Sc., University of Benin 1988; B.Sc. University of Benin, Nigeria, 1985;. On faculty since 2006

**Herbert Thompson, Ph.D.** – Professor in Biochemistry

Ph.D., University of the West Indies, 1990; M.Sc., Loma Linda University, 1979; B.Sc. Loma Linda University, 1976; Diploma, Northern Caribbean University, 1972. On faculty since 1979



**Maureen Wilson, Ph.D.** – Assistant Professor

Ph.D., University of the West Indies (1994); B.Sc., University of the West Indies (1987). On faculty since 2002

## DEPARTMENT OF COMPUTER & INFORMATION SCIENCES

**Damion Mitchell, M.C.S.** – Interim Department Chair and Assistant Professor in Computer & Information Sciences

M.C.S. in Computer Science, University of Illinois Urbana-Champaign, 2011; B.Sc. in Information Science, Northern Caribbean University, 2007. On faculty since 2011

**Janece Howell-Morgan, M.Sc.** – Instructor in Computer & Information Sciences

M.Sc. in Information Systems, Nova Southeastern University; B.Sc. in Information Science, Northern Caribbean University, 2001. On faculty since 2003

**Melvin Narayana, M.S.** – Instructor in Computer & Information Sciences

M.S. in Computer Applications, Madras University, 1998; B.Sc. in Computer Science, Madras University, 1992. On faculty since 2007

**Stacy Nicholson, M.Sc.** – Instructor in Computer & Information Sciences

M.Sc. in Information Security and Assurance, George Mason University, 2013; B.Sc. in Computer Science, Bluefield State College, 2009. On faculty since 2015

**Micheal Reid, M.Sc.** – Instructor in Computer & Information Sciences

M.Sc. in Database & Information Systems, University of London, 1998; M.Sc. in International Securities, Finance & Banking, University of Reading, 2008; B.Sc. in Electronics & Micro Computing, University of Dundee, 1988. On faculty since 2007

**Halzen Smith, M.Sc.** – Assistant Professor in Computer & Information Sciences

M.Sc. in Computer Science, Iona College, 1987; B.Sc. w/honours in Civil Engineering, University of the West Indies 1978. On faculty since 2003

**Keron Tooma, M.Sc.** – Instructor in Computer & Information Sciences

M.Sc. in Information Systems, Northern Caribbean University, 2012; B.Sc. in Information Science, Northern Caribbean University, 2006. On faculty since 2013

### Adjunct

**Hamlet Graham, M.Sc.** – Instructor in Computer & Information Sciences

M.Sc. in Business System's Analysis & Design, City University Business School of London, 1986; B.Sc. (1<sup>st</sup> Class Honours) in Computer Science, University of the West Indies, 1981. On faculty since 1998

**Henry Osborne, M.Sc.** – Instructor in Computer & Information Sciences

M.Sc. in Management Information Systems, Nova Southeastern University, 2014; B.Sc. in Information Science, Northern Caribbean University, 2007. On faculty since 2007

**Marlon Richards, M.Eng.** – Instructor in Computer & Information Sciences

M.Eng. in Internetworking, Dalhousie University, 2003; B.Sc. in Electrical & Computer Engineering, University of the West Indies, 1999. On faculty since 2008

**Trevor Williams, M.S.** – Instructor in Computer & Information Sciences

M.S. Applied Computer Science, Columbus State University, 2013; B.Sc. in Computer Science, Northern Caribbean University, 2010. On faculty since 2013

## DEPARTMENT OF DENTAL HYGIENE

**James Fallah, MD** – Associate Professor in Biology

M.P.H., NCU, 2004; Postgraduate Studies, Stavropol State Medical School, 1997; M.D., Stavropol State Medical School, 1994; Higher Teachers' Certificate, Milton Margai Teachers College, Sierra Leone, 1986. On faculty since 2005

**Curtis Foster, MPH**- Instructor

M.P.H., Northern Caribbean University, 2015; B.Sc., Northern Caribbean University, 2011; A.Sc. NCU, 2008. On faculty since 2009

### Adjunct

**Lesline Davis DDS**- Instructor

D.D.S., University of the West Indies, St Augustine, 2003; M.Sc., Kings College London, 2010. On faculty since 2007

**Mark Edwards, DMD** – Instructor

D.M.D., Fairleigh Dickson University, 1984; B.S., Northeastern University, 1980. On faculty since 2000

**Reva Morgan DDS**- Instructor

D.D.S., University of Southern California, 1976; B.Sc, Tougaloo College, 1965. On faculty since 2000

## DEPARTMENT OF MATHEMATICS AND ENGINEERING

**Calvin Campbell, MSc.** - Assistant Professor in Mathematics

M.Sc., Temple University, USA, 1991; B.Sc. Mathematics and Actuarial Science, Howard University. On faculty since 2007

**Cedric Hanson, B.Sc.** – Instructor in Mathematics/ Engineering

B.Sc., Mathematics, Northern Caribbean University, 2009. On faculty since 2009

**Leslie, Vaughan, M.A.**, - Instructor in Mathematics

M.A., Central Connecticut State University, 2008 (Actuarial Science); B.Sc. (Hons) Mathematics, University of the West Indies, 2006. On faculty since 2010

**Nation, Deju, Ph.D.** – Assistant Professor in Mathematics and Engineering

Ph.D., Solar Thermal Engineering, University of Leeds, 2013; MBA – Northern Caribbean

University, 2009. On faculty since 2004

**Preddie-Granville, Faithlyn, M.Sc.** – Instructor in Mathematics

M.Sc. Finance, University of Leicester, 2009, Postgraduate Diploma in Mathematics Education, University of the West Indies (Mona) 2010, B.Sc. Mathematics (Actuarial Science) (Hons) University of the West Indies, 2002. On faculty since 2009

**Reid, Kerry-Ann, B.Sc.** – Instructor in Mathematics

B.Sc. in Mathematics (Actuarial Science), Northern Caribbean University, 2012, B.Sc. in Computer and Information Science, Northern Caribbean University, 2011. On faculty since 2016

**Simpson, Trevor, Ph.D.** – Assistant Professor in Mathematics

Ph.D. Cranfield University, U.K. 2007, MSc. Manchester University, U.K. 2002, Theoretical and Applied Fluid Dynamics. On faculty since 2015

**Smith, Kahlil, M.Sc.** – Instructor in Mathematics and Engineering

M.Sc., Electrical Engineering, Florida International University, Miami, 2009, B.Sc. in Electrical Engineering, Florida International University, Miami, 2007. On faculty since 2011

## DEPARTMENT OF MEDICAL TECHNOLOGY

**Kerene Walker, M.Sc.** – Department Chair/Assistant Professor (Level II)

M.Sc. in Counselling Psychology, Northern Caribbean University, 2006; B.Sc. in Medical Technology, Northern Caribbean University, 2000. On faculty since 2007

**Joneshia Bryan-Thomas, MSc** – Clinical Laboratory Technologist

M.Sc. in Environmental Science, Northern Caribbean University, 2015; B.Sc. in Medical Technology, Northern Caribbean University, 2005. On faculty since 2014

**Fabian Pitkin, MPH** – Instructor (Level II)

M.P.H., Northern Caribbean University, 2011; B.Sc. in Medical Technology, Northern Caribbean University, 2002. On faculty since 2009

**Viviene Bryan, M.Sc.** – Instructor (Level I)

M.Sc. in Applied Microbiology and Biotechnology, University of Wolverhampton, 2009; B.Sc. in Medical Technology, Northern Caribbean University, 2002. On faculty since 2011

**Kacey Reid, Ph.D.** – Assistant Professor (Level I)

Ph.D. in Biology, Northern Caribbean University, 2016; M.Sc. in Molecular Biology, Northern Caribbean University, 2004; B.Sc. in Medical Technology, Northern Caribbean University, 2002. On faculty since 2011

**Delbert Robinson, M.Sc. (Candidate)** – Instructor (Level I)

M.Sc. (Candidate), Biology, Northern Caribbean University, 2017; BSc. in Medical Technology, Northern Caribbean University, 2008. On faculty since 2014

**Sala Randall** – Clinical Laboratory Technologist

B.Sc. in Medical Technology, Northern Caribbean University, 2010. On staff since 2010

## DEPARTMENT OF NURSING

**Heather Fletcher, PhD, MS, CNS, RN** – Director of Nursing and Assistant Professor  
 Ph.D, Loma Linda University, 2014; M.Sc., Loma Linda University, 1998; RN, B.Sc., Northern Caribbean University, 1985. On faculty since, 1986

**Joy Braham, MPH, BSc, RN** – Lecturer  
 MPM - University of the West Indies, 1997; BSc - West Indies College, 1983; RN- Nursing Council of Jamaica, 1983. On faculty since August 2012

**Lichelle Crew, MScN (Ed.), Cert., BSN, RN** – Instructor  
 MScN (Ed.) - University of the West Indies, 2013; Cert. - Ministry of Health, 2011; BSN - University of Technology, 2010; RN - Cornwall School of Nursing, 2006. On faculty since August 2013

**Opal Davidson, MSc, RN** – Instructor  
 Pursuing Ph.D. at A.T. Stills University, MSc;-Northern Caribbean University, 2008; B.A. History& Psychology; University of the West Indies (Cave Hill) 2005; Certificate in Supervisory Management, UWIDITE, 2004; RN- University of the West Indies 1988. On faculty since 2008

**Ronie Findlay-Royal, MPH, RN, RM, Dip.Ed.** – Assistant Professor, Assistant Director (Acting)  
 MPH, University of the West Indies, 2006; Dip. Ed.- University of Technology, 2007; Cert. in Clinical Teaching University of the West Indies 1999; R.M.- University Hospital of the West Indies School of Midwifery, 1995; Certificate in Management - University of the West Indies, 1994; R.N., B.Sc., Northern Caribbean University, 1991. On faculty since, 1996

**Hyacinth Gordon, MBA, BSN, RNDip. Ed (cand.)** – Lecturer  
 BSc in Nursing - Florida Hospital of Health Sciences, 2011; RN - Florida Hospital of Health Sciences, 2009; MBA, Northern Caribbean University, 2002. On faculty since August 2013

**Jaunell Latty-Miller, MSN., RN** – Senior Lecturer  
 MSN, Loma Linda University, 2009; RN, BSc, Northern Caribbean University 1997. On Faculty since, 2002

**Shauneal Llewelyn-Johnson, MScN, RN, RM** – Lecturer  
 MScN (Hons.) University of the West Indies, 2011; RN EXED School of Nursing, 1995; Kingston School of Nursing (Cornwall School of Midwifery) 2003, Nursing Administration-Ministry of Health-MOH In-Service Education Unit 2006. On faculty since August, 2010

**Jacqueline Lyons-Lloyd, MSN, CCRN, RN**- Assistant Professor  
 MSN-University of the West Indies 2004; CCRN-University of the West Indies 2001; RN- Kingston School of Nursing; 1994. On faculty since 2007

**Patrick McKenzie, MSN (Cand.); BSc in Nursing; RN** – Instructor  
 MSN (Cand.) - Walden University, 2015; BSc in Nursing - Northern Caribbean University, 2008; RN, Nursing Council of Jamaica, 2008. On faculty since August 2013

**Advella Meikle, MSN; MPH, BSN; RN, RM** - Instructor  
 MSN – Loma Linda University, 2014, MPH – Northern Caribbean University, 2011, Certificate Nursing Administration – Ministry of Health-MOH In-Service Education Unit 2004; R.M. –

Kingston School of Nursing - School of Midwifery, Victoria Jubilee Hospital, 2000; R.N., B.Sc., Northern Caribbean University, 1996. On faculty since June 2009

**Carrol Stewartson, MPH; BSN; RN, CERN** – Instructor

MPH -University of the West Indies 2011, CERN, University Hospital of the West Indies 2000; Certificate Nursing Administration-Ministry of Health-MOH In-Service Education Unit 1994; RN, BSc, Northern Caribbean University, 1993. On faculty since May, 2010

**Horace Williams, MScN (Ed.); BSc in Nursing; RN Cert.** – Instructor

MScN (Ed.) - University of the West Indies, 2013; BSc in Nursing - Excelsior Community College and University of Technology, 2012; RNCert. - MOH In-Service Education, 2009

**Violet Wright, MPH, RN, RM, CCRN, CERN, Dip. H.Ed.** – Assistant Professor

MPH;- University of the West Indies, 1997, CERN, University Hospital of the West Indies 2009; RM, University Hospital of the West Indies School of Midwifery 1982; CCRN; University Hospital of the West Indies 1984; RN, University Hospital of the West Indies 1978; Dip.HEd., University of the West Indies, 1991. On faculty since April 2008

## DEPARTMENT OF NUTRITION, DIETETICS AND FOOD SCIENCE

**Vinola Richards, MA, RDN** – Chair (Interim) and Associate Professor

MA, New York University, 1979; BSc, Pratt Institute 1976, Peter Bent Hospital/Yale University Internship Programme, 1976-1978. On part-time faculty since 2003, full-time since 2015

**Delphene Grandison** – MPH Instructor in Nutrition

MPH Public Health (Nutrition), NCU 2004; Diploma Com. Health – UWI Mona 1999; Dip. Ed. Credit Cert., Teacher Education, West Indies College/JBTE Ed 1980; Certificate, EAN, Andrews Memorial Hospital/NAJ 1971/1972. On faculty since September 2010

**Shani Jones, MPH** – Instructor in Nutrition

MPH, UWI, Mona (2012), BSc, Nutrition and Dietetics, NCU (2002). On faculty since October 2013

**Judith McLean-Smith, M.Sc.** – Instructor in Nutrition

MSc, College of New York, 2000; BSc, Herbert Lehman College of New York, 1994. On faculty since 2002

### Adjunct

**James Fallah, MD** – Associate Professor in Biology

MPH, NCU, 2004; Postgraduate Studies, Stavropol State Medical School, 1997; MD, Stavropol State Medical School, 1994; Higher Teachers' Certificate, Milton Margai Teachers College, Sierra Leone 1986. On faculty since 2005

**Dewight Flinch, MPH** – Instructor

M.A., Brooklyn College City University of New York; B.S. St. Joseph's College (1988), A.A., New York Technical College (1984). On faculty since 2001

**Donesh Johnson, MPH** – Instructor in Nutrition

MPH (Medical Epidemiology), NCU, 2013, BSc, Dietetics and Nutrition 2009. On faculty since 2011

**DEPARTMENT OF PROFESSIONAL AND CONTINUING EDUCATION  
 ADJUNCT FACULTY**

**EASTERN CAMPUS**

<b>NAME</b>	<b>QUALIFICATION</b>
Gloria Anderson	M.A.
Barnett, Kathleen	M.Ed.
Baxter, Lorraine	M.Sc.
Benjamin, Sonia	M.Sc.
Bignall, Clifford	M.Sc.
Brown, Frances	M.Sc.
Brown, Donna	Ph.D.
Brown, Lorenzo	D.Min
Brown, Vivienne	B.Sc.
Butler, Trisha	M.B.A.
Carr, Ricardo	M.S.W
Chamberlain, Yvonne	M.Sc.
Chambers, Joyce	M.Sc.
Crutchley, Viola	M.B.A.
Dennis, Jason	M.Sc.
Dickenson, Andrea	M.B.A.
Dyer, Fiona	M.A.
Ebanks, Princeton	M.Sc.
Ellis-Green, Glenis	M.Sc.
Fearon-Reid, Cherita	M.L.I.S
Ferguson, Enroy	M.A.
Fowler, Kevin	B.A.
Gabriel-Bailey, Sophia	M.B.A.
Gardner, Vermiline	M.A.
Gordon, Frederick	M.B.A.
Gordon-Donaldson, Valeria	M.B.A.
Graham-Davis, Althea	M.B.A.
Grant, Ian	B.A.
Gray, Gerlyn	M.B.A.
Grey, Orville	M.Sc.
Hall, Samuel	M.B.A
Hall, Tannice	Ph.D.
Hamilton, Delroy	M.A.
Hamilton, Grace	M.Sc.
Hamilton, Sebert	M.A.
Henry, Audene	M.Phil.
Heslop, Alton	M.A.
Hunter, Andrew	M.B.A.
Hurlock, Carlene	M.A.

Irvin, Suzette	M.Ed.
Kelly, Dennis	M.Ed.
King, Lorenzo	M.A.
Laing, Throy	M.B.A.
Malcolm, Harold	M.A.
McAnuff, Wadsworth	M.A.
McIntyre, Denise	M.A.
McLaren, Bradna	M.A.
Miller, Robert	M.B.A.
Montgomery, Desmond	M.Sc.
Morris, Glorine	M.A.
Morris, Tricia Ann	M.A.
Mott, Teisha	M.B.A.
Murray, Claudine	M.B.A.
Nicely, Mark	M.Ed.
Ogle, Marshall	M.B.A.
Palmer, Patricia	M.B.A.
Parkinson, Ricardo	A.Sc.
Pascoe, Lloyd	M.B.A.
Richards, Bernard	M.B.A.
Riley, Nigen	M.B.A.

**WESTERN (MONTEGO BAY) CAMPUS**

Adams, Lisetha	M.Sc.
Allie-Thorpe, Andrea	M.Sc.
Bowen, Adrian	B.Sc.
Bowers, Astor	Ph.D.
Brevitt, Charles	M.A.
Brown, Gloria	M.A.
Butler, Kadian	M.A.
Cameron, Nichola	M.Sc.
Coley- Grinion, Michelle	M.B.A.
Davis, Pauline	M.A.
Dawes, Jacinth	B.Sc.
Dawes, Renee Shawn	M.A.
Dillon-Barrett, Jeanne-Marie	M.Sc.
Dixon, Lenford	M.B.A.
Ennis, Natalie	M.B.A.
Erskine-Kerr, Venis	M.B.A.
Gardner, David	M.Sc.
Gardner, Racquel	M.B.A.
Gordon, Kenneth	M.P.H.
Grant, Conrad	M.Sc.
Grant, Egnal	M.A.
Grant, Kaysha	L.L.B.
Green, Oliver	M.A.
Griffiths, Sheron	M.A.
Hall-Clarke, Winnifred	M.A.
Haye, Ruth	M.A.

Hayles, Norma	M.A.
Heaven, Tanesha	M.B.A
Hill, Andre	Ph.D.
Howden, Nickcole	M.B.A.
Jackson, Marcia	M.B.A.
Kingston, Michael	M.P.H.
Lecky, Bridgette	P.G.D.
Lightbody, Jennifer	M.B.A.
Malcolm, Errol	M.Sc.
McGrowther, Janice	P.G.D.
McIntosh, Grace	M.A.
McKenzie-Hind, Vivienne	M.Sc.
Palmer, Headley	M.A.
Peterkin, Raphael	M.A.
Pinnock-Brown, Betty-Ann	M.B.A.
Porter-Linton, Rochelle	M.A.
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Richards, Jennifer	M.A.
Roper, Judith	M.A.
Rowe, Derval	M.Sc.
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Spence, Melva	M.Sc.
Spencer, Everton	M.Sc.
Taylor-Brown, Jacqueline	M.Sc.
Thompson, Algernor	M.Sc.
Vassell, Robert	M.A.
Walters, Raymond	M.Sc.
Warren, Ruiz	M.Sc.
Wheatle, Marceleen	M.P.H.
White-Hines, Tamara	M.A.
Williams, Donnavan	M.Min.
Wright, Fitzaudy	M.B.A.
Wright, Rose	M.B.A.

**WESTERN (SALEM-RUNAWAY BAY) CAMPUS**

Barnes-Wilson, Suzette	M.A.
Brown-Ewards, Antoinette	B.Ed
Budhoo-Fletcher, Gary	M.A.
Campbell-Miller, Linda	B.A.
Chin, Mervis	M.Sc.
Cooke-Hawthorne, Allison	M.S.W.
Crawford, Elaine	M.Sc.
Daye, Joy	M.Sc.
Dennis, Lincoln	M.Sc.



Dyer, Janet	Ph.D.
Gardner, Paul	M.B.A
Gordon, Kenneth	M.P.H
Greenland-Gordon, Thelia	M.Ed.
Harvey, Leroy	M.P.A
Harvey, Michael	M.Sc.
Haughton, Songia	M.B.A.
Hawthorne-Revers, Lysette	M.A.
Hosin, Dudley	M.A.
Jackson-Hinds, Sackeria	B.Sc.
Kirby-Oliphant, Sharette	M.Sc.
Lyons, Sherrice	M.B.A.
Maxwell, Verona	M.Ed.
McNally, Dameon	M.Sc.
Morris, Keron	M.A.
Neil, Burnice	M.Sc.
Nelson, Linziroy	M.Sc.
Newsome-Myrie, Shorna	M.B.A.
Panton, Eloise	M.Sc.
Salmon, Maurice	M.B.A
Smith, Patricia	M.B.A
Spence, Villesh	M.B.A
Sterling, Valrie	M.Sc.
Stewart, Morris	M.A.
Treasure, Raymo	M.A.
Waugh-Fagan, Ozette	B.A.
White, Sweavan	M.Sc.
Whyte, Alanzo	M.A.

## SCHOOL OF RELIGION AND THEOLOGY

### DEPARTMENT OF RELIGION AND THEOLOGY

**Simon Bwambale, Ph.D.** – Associate Professor

Ph.D. Adventist International Institute of Advance Studies, 2011; M.Div., Adventist International Institute of Advance Studies, 2007; B.Th., Bugema Adventist College, 1991. On faculty since 2016

**Derek Bignall, M.A.** – Associate Professor

Ph.D. Cand., Northern Caribbean University; M.A. Religion, Andrews University, 1982; B.Th., Northern Caribbean University, 1974. On faculty since 2012

**Earl Cameron, D.Min.** – Professor

D.Min., Andrews University, 1993; M.Div., Andrews University, 1977; B.Th., Northern Caribbean University, 1974. On faculty since August 2006

**Immanuel Paul, Pd.D.** – Associate Professor

Ph.D., Nehru Gram Bharati University, 2012; M.Phil., Alagappa University, 2006; M.A., Tilak University, M.A., Andrews University, 2000; B.L.A., Spicer Memorial College, 1995.

On faculty since 2015

**Denton Rhone, Ph.D., D.Min.** – Interim Dean, SRT, Associate Professor

Ph.D., Mercer University, 2010; D.Min., Andrews University, 1997; M.Div., Andrews University, 1994; M.A. Religion, Andrews University, 1993; B.A. Religion, Northern Caribbean University), 1986. On faculty 1998-2001 and since 2011

**Adjunct**

**Clinton Baldwin, Associate Professor**

Ph.D., Andrews University, 2007, MAPTh., Universidad-de-Montemorelos, 1994; B.A., West Indies College (now Northern Caribbean University), 1985. On faculty since 2008

**Juliet Bailey-Penrod, Ph.D.** – Associate Professor

Ph.D., Wayne State University, 1999; M.Sc., Wayne State University, 1990; B.Sc., Oakwood College, 1987. On faculty since 1997

**Newton Cleghorne, D.Min.** – Associate Professor

D.Min., Andrews University, 2003; M.A., Andrews University, 1989; B.A., Northern Caribbean University, 1979. On faculty since 2006

**Eric Henry Ph.D.** – Associate Professor

Ph.D., University of New Castle, 1996; M.Phil., University of Sheffield, 1989; M.A., Andrews University, 1982; M.A., Andrews University, 1971; B.A. Newbold College, 1959. On faculty since 2003

**Lucien Isaac, Th.D.** – Professor of Religion

Th.D., University of Protestant Theology; M. A., University of Protestant Theology, 1981. On faculty since 1997

**Vassel Kerr, D. Min., Ph.D.** – Professor of Religion

Ph.D. Greenwich University School of Theology, 1994; D.Min, Andrews University, 1979; M.Litt, Birmingham University, 1991; M.Div., Andrews University, 1978; B.Th, Northern Caribbean University, 1968. On faculty since 2001

**Robert Wright, Assistant Professor**

D.Min., Inter-American Theological Seminary, 2009; M.A., Andrews University, 2001; B.A., Northern Caribbean University, 1995. On faculty 1995

**Gosnell Yorke, Ph.D.** – Professor of Religion

Post-doctoral Programme in African Languages and Linguistics – University of South Africa, 1999; Ph.D., McGill University, 1987; STM, McGill University, 1979; M.A., Andrews University, 1978; B.A., University of the Southern Caribbean; 1976. On faculty since 2006

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# GLOSSARY

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**Academic Adviser** - A faculty member assigned to you, who helps you plan your university schedule, choose a major and answer questions regarding your programme of study and university life in general.

**Academic Standing** - An indication of a student's status or ranking with respect to his/her achievement of the academic requirements to remain enrolled at the University.

**Academic Probation** - An indication of marginal academic performance. A warning that a student has lost good academic standing and is in jeopardy of losing his/her enrolment at the University.

**Adjunct** - An instructor hired on a temporary basis to teach one or more courses. This person does not have the privileges of a regular faculty member.

**Accreditation** - Recognition granted to schools and colleges or programmes by professional agencies authorised by law to examine the status of institutions in meeting the standards set for accreditation. An accredited school, college or programme has measured up to the standards of quality imposed by professional groups and accrediting agencies.

**Baccalaureate Degree** - The formal name for a four-year college degree, also commonly referred to as the Bachelor's Degree. The two major types offered at Northern Caribbean University are the Bachelor of Arts (B.A.), and the Bachelor of Science (B.Sc.).

**Challenge Exam** - A Challenge Exam may be taken by students who wish to waive certain published requirements or to validate credits from a non-accredited college-university or to accelerate their studies.

**Classification of Students** - Nomenclature ascribed to students based on their credit status in a four-year programme, which may also label them by year in the programme. The designations are:

**Freshman** - first year student who has completed less than 32 credits.

**Sophomore** - second year student who has completed less than 64 credits.

**Junior** - third year student who has completed less than 96 credits.

**Senior** - fourth year student who has completed more than 96 credits and undergoing final preparations to exit the baccalaureate degree.

**CLEP** - Stands for College Level Examination Programme. This is a series of tests a student may take to demonstrate proficiency in various college subjects. For each test passed, credit is earned for college courses.

**Cognate** - Course that is required to complement one's major or minor.

**College** - Part of the University offering a wide selection or a specialized group of courses leading to various certificates, diplomas or degrees. It represents a body of faculty having a common purpose and common duties in instruction, research, scholarship and public service. NCU has six colleges designated as:

1. The College of Arts and General Studies
2. The College of Natural and Applied Sciences

3. The College of Business & Hospitality Management
4. The College of Teacher Education & Behavioural Science
5. The School of Religion and Theology
6. The College of Graduate Education & Leadership

**Commencement** - The ceremony for conferring degrees on graduates which Northern Caribbean University conducts in August each year.

**Course Number** - Courses are numbered using select letters that align with the discipline or field of study and numbers that reflect the year level in a degree programme. For example, a first year course in history could be written as HIST: 103, while a third year course would be HIST: 366. Undergraduate courses are numbered from 100-400.

**Course Outline** - A written document given to students on the first day of class outlining the lecturer's, as well as the students' obligations and requirements for successfully completing a given course.

**Credit Hours** - A value assigned to a course based on the hours of lecture, laboratory or field work required. Generally the number of hours a class meets each week. Students accrue credit hours as a measure for the completion of that programme.

**Curriculum** - The total programme of courses required for a degree, diploma or certificate in a particular discipline or field of study.

**Dean** - The administrative head of a school, college or student-related unit within the University. Academic-related deans report to the Vice President for Academic Administration and student-related deans report to the Vice President for Student Services.

**Dean's List** - An academic honour given to students who earn a minimum grade point average of 3.50 during each semester of an academic year.

**Department** - An academic or administrative unit organised around a particular discipline or set of disciplines or functions, e.g., the department of History, Geography and Social Sciences, organised around the disciplines of History, Geography, Sociology, Anthropology, etc.

**Department Heads** - Persons in charge of providing administrative and academic leadership for a department within an individual college or management area (e.g. the Head of the Department of Computer Studies). Department Heads are synonymously referred to as Department Chairs.

**Discipline** - A field of study, e.g., Business or Information Science.

**Dismissal** - Usually a status for which a student may be required to leave the University for academic or disciplinary reasons.

**Elective** - A course that is accepted toward fulfilment of credits for a programme of study, based on a student's choice to take the course, whether from a given list of courses or from any programme of the University. Electives are of two types: 1) Required electives – in which the student must choose (a) course(s) that is/are required from a given list within his/her programmes of study; 2) General electives – in which the student may choose (a) course(s) that is/are not required for his/her requirement for graduation, from any programme of study in the

university.

**Emphasis** - Specialized area in one's major field of study, e.g., **Major:** Business Administration, **Emphasis:** Finance

**Enrolled student** - One who has been accepted to the University but is not attending classes.

**ESLI** - English as a Second Language Institute

**Examinable credits** - A numerical value assigned to a course based on the hours of lecture, laboratory or fieldwork for which official evaluation is required. This evaluation may take any form as approved by the University in measuring student performance. Evaluation may include, but is not limited to, quizzes, sectionals, projects, research assignments, final examinations, etc. Examinable credits include those that may or may not count towards the earning of a degree (e.g., MURE200: Church Music and Worship, MATH095: Introductory Mathematics, etc.).

**Extracurricular** - A word describing activities, clubs or organizations in which students may join and participate above and beyond their academic programme of work.

**Final Examinations** - Comprehensive assessment held in each course during the last week or two of the semester.

**Full-time Student** - A student who registers for 12 or more credits each semester.

**General Education** - A collection of courses which introduces students to a broad, liberal education in the major areas of knowledge that comprise the elements of life necessary for basic existence and wholesome living.

**Good Academic Standing** - An indication that a student meets or exceeds minimum academic requirements to remain enrolled at the university.

**Grading System** - The system of assessment used to assign a rating to the coursework and examinations completed by the student.

**Grades** - Alphabetical symbols (Usually A-F) assigned to student performance, translated from the numerical measurement of coursework and examinations completed by the student.

**Grade Point Average (GPA)** - An academic rating on a number scale, usually 0-4, which represents a student's overall performance for the semester or year. When two or more semesters are rated, the rating is referred to as the 'Cumulative GPA'.

**Graduate Student** - A person who has earned at least a bachelor's degree and is presently enrolled in a programme granting a master's degree and/or a doctorate.

**Honours** - Most tertiary institutions recognise good grades in the form of academic honours. Dean's List is the most common award. Honours are also awarded at graduation to students and the following Latin words are used: *cum laude* (with praise), *magna cum laude* (with great praise), and *summa cum laude* (with highest praise).

**Hours** - Another word for credits. Generally, there is a one to one relationship between the number of hours you spend in the classroom each week and the number of credits you can earn

from the course. The exception to this general rule is where more hours are spent in laboratories and practicums, seminars, etc., for less credit than the actual clock hours.

**Internship** - An arrangement that permits students to earn credits in a setting where they can apply the academic principles they have learned in their major, under the watchful eyes and supervision of trained professionals or practitioners in the field.

**Leave of Absence** - Withdrawing completely from University with the intention of seeking re-admittance at a later date.

**Major** - Your area of specialization in University in which you do a significant number of credits compared to your minor area of study. It is the area after which your degree is named and in which the degree is awarded.

**Matriculation** - Enrolment into the University or a particular college/school programme by virtue of meeting specific entry requirements.

**Minor** - A minimum of 24 credits that provides a specific focus in an area of study outside of your major.

**Orientation** - The period in which new students and their parents are introduced to academic programmes, facilities and services provided by the University.

**Part-time Student** - A student who registers for fewer than 12 credit hours per semester.

**Practicum** - An opportunity for Juniors and Seniors to gain experience in their field of study. Students are assigned to particular companies or the relevant entities, to apply what they have learned in theory and laboratory experiences, under supervised conditions.

**Pre-registration** - The practice of currently enrolled students registering for courses in the semester prior to the one in which they are to take those courses.

**Prerequisite** - A course that must be completed before another in a series may be attempted. Such first courses are said to be the prerequisites for the subsequent courses in the same or similar areas. It is the student's responsibility to check for prerequisites in the current bulletin.

**President** - The chief executive officer of the University. The President reports directly to the Board of Governors, which is comprised of the senior officers of the church in the Jamaica Union Conference (JAMU) and constituency members drawn from the same region.

**Probation** - A warning that you are not making satisfactory academic progress toward your programme. Probation is followed by dismissal, unless the situation is corrected. Probation may also exist for disciplinary reasons which may be followed by suspension/dismissal.

**Professor** - A term commonly used in reference to college/university teachers. College/university teachers are typically ranked as instructor, assistant professor, associate professor and full professor.

**Registered student** - One who has selected classes and whose account has been activated to allow attendance at classes.

**Registrar** - The University administrator who directs the registration process and sees to the documentation and security of the academic record of each student.

**Residence Hall** - Another term for dormitory. A residence hall is student housing operated by the University.

**Sabbatical** - A period of paid release time for professors to conduct research or other activities that make a contribution to their academic advancement and/or the University.

**Seminar** - A course, generally at the upper level, containing fewer students than a lecture class, in which the teacher facilitates discussions and all students participate. It may also be described as a presentation format that utilizes the lecture/discussion method in out-of-class settings.

**Special Request Course** - A Special Request Course (SRC) is any course in the curriculum for which a department has granted permission for a student to take by special request modality.

**Student-Teaching** - An internship in an elementary or secondary school that all teacher education students must do for the purpose of developing the skills of teaching through practice.

**Syllabus** - A listing of topics to be completed in a course or a set of prescribed subjects to be taken in a programme of study.

**Transcript** - A certified copy of courses and credits (hard copy/electronic) which a student has earned in high school or in tertiary institutions attended. The transcript carries a detailed account of courses taken by the student and his/her performance on each course, and in the programme overall. The submission of a transcript is one of the most important prerequisites for admission to the University.

**Thesis** - A document that is the outcome of an extensive research study as partial fulfilment of the requirements for an undergraduate or graduate degree. In many instances, a thesis is not required at the undergraduate level, but a project report is.

**TOEFL** - Test of English as a Foreign Language

**Undergraduate Student** - A person who has enrolled in a college/university and is studying toward earning certification in a baccalaureate degree programme.

**Vice-President** - A senior administrator of the University who is responsible for major areas of operation. There are five main areas at Northern Caribbean University: Academic Administration; Finance & Industries; Planning, Admissions & Retention; Student Services; and Technology, Extensions & Strategic Planning; each of which has a vice-president presiding.

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