

## PROGRAMS OF STUDY

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| <b>AGRICULTURE</b> .....   | 14     |
| <b>DEGREE PROGRAMS</b>   |        |
| Agribusiness (A.S.) .....  | 14     |
| Agriculture (A.S.) .....   | 15     |
| Livestock Management<br>& Merchandising (A.A.S.) .....           | 17     |
| Farm and Ranch Management (A.A.S.)                               | 18     |
| Pre-Veterinarian (A.S.) .....                                    | 19     |
| <b>CERTIFICATES</b>  |        |
| Agriculture .....  | 16     |
| <br>   |        |
| <b>AUTOMOTIVE</b> .....  | 20     |
| <b>DEGREE PROGRAMS</b>   |        |
| Auto Collision Repair (A.A.S.) .....                             | 20     |
| Auto Technology (A.A.S.) .....                                   | 22     |
| <b>CERTIFICATES</b>  |        |
| Auto Collision Repair .....                                      | 21     |
| Auto Technology .....  | 23     |
| <br>   |        |
| <b>BUSINESS &amp; PROFESSIONAL</b> .....                         | 24     |
| <b>DEGREE PROGRAMS</b>   |        |
| Accounting (A.S.) .....  | 24     |
| Advertising (A.A.S.) .....                                       | 25     |
| Business Administration (A.S.) .....                             | 26     |
| Economics (A.A.) (A.S.) .....                                    | 27     |
| Hotel Management (A.A.S.) .....                                  | 28     |
| Marketing & Management<br>(A.S.) (A.A.S.) .....                  | 29, 30 |
| Marketing & Management<br>Radio Shack Partnership (A.A.S.) ..... | 31     |
| Restaurant Management (A.A.S.) .....                             | 32     |
| Travel & Tourism (A.A.S.) .....                                  | 33     |
| <b>CERTIFICATES</b>  |        |
| Hotel Management .....   | 28     |
| Restaurant Management .....                                      | 32     |
| Starting and Managing a Business .....                           | 34     |
| Travel & Tourism .....   | 33     |
| <br>   |        |
| <b>BUSINESS SYSTEMS TECHNOLOGY</b> .....                         | 35     |
| <b>DEGREE PROGRAMS</b>   |        |
| Business Education (A.S.) .....                                  | 35     |
| Business Legal Specialist (A.A.S.) .....                         | 36     |
| Business Medical Specialist (A.A.S.) .....                       | 37     |
| Business Office Management (A.A.S.) .....                        | 38     |
| Realtime Reporting .....   | 39     |

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| <b>CERTIFICATES</b>   |        |
| Realtime Reporting .....  | 39     |
| Legal Office Specialist .....                                   | 40     |
| Administrative Assistant .....                                  | 40     |
| Medical Office Specialist .....                                 | 41     |
| Office Management .....   | 42     |
| <b>SPECIALTY CERTIFICATES</b>                                   |        |
| Medical Billing and Coding Specialist .....                     | 43     |
| Medical Transcriptionist .....                                  | 44     |
| <br>  |        |
| <b>COMPUTER INFORMATION<br/>TECHNOLOGY</b> .....                | 45     |
| <b>DEGREE PROGRAMS</b>  |        |
| Software Development<br>(A.S.)(A.A.S.) .....                    | 45, 46 |
| Web Development Specialist<br>(A.A.S.) .....                    | 47     |
| Internetworking Management<br>(A.A.S.) .....                    | 49     |
| Digital Media Specialist<br>(A.A.S.) .....                      | 51     |
| Windows Administration<br>(A.A.S.) .....                        | 53     |
| Database Administration<br>& Development (A.A.S.) .....         | 54     |
| <b>CERTIFICATES</b>   |        |
| Web Development Specialist .....                                | 47     |
| Web Development .....   |        |
| Business Specialist .....                                       | 48     |
| Networking & Systems Specialist .....                           | 50     |
| Networking & Systems<br>Business Specialist .....               | 50     |
| Digital Media Specialist .....                                  | 52     |
| Digital Media Business Specialist .....                         | 52     |
| <br>  |        |
| <b>EDUCATION</b> .....  | 55     |
| <b>DEGREE PROGRAMS</b>  |        |
| Early Childhood<br>Education (A.A.S.) .....                     | 55     |
| Early Childhood Education<br>Special (A.A.S.) .....             | 56     |
| Elementary Education (A.A.) (A.S.) .....                        | 59     |
| Secondary Education (A.A.) (A.S.) .....                         | 60     |
| Physical Education for<br>Elementary Majors (A.A.) (A.S.) ..... | 61     |
| Physical Education for<br>Secondary Majors (A.A.) (A.S.) .....  | 62     |

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| <b>CERTIFICATES</b>  |        |
| Early Childhood Apprentice Certificate .....   | 57     |
| Early Childhood Certificate .....  | 58     |
| Child Development Associate .....  | 58     |
| <br>   |        |
| <b>ENGINEERING AND<br/>MANUFACTURING TECHNOLOGY</b> .....                                  | 63     |
| <b>DEGREE PROGRAMS</b>   |        |
| Cooperative Education in<br>Technology (A.A.S.) .....                                      | 63     |
| Engineering Graphics<br>Technology (A.A.S.) .....  | 64     |
| Manufacturing Engineering<br>Technology (A.A.S.) .....                                     | 66     |
| Pre-Engineering (A.S.) .....   | 65     |
| Welding (A.A.S.) .....   | 68     |
| <b>CERTIFICATES</b>  |        |
| Engineering Graphics Technician .....  | 65     |
| Manufacturing Engineering<br>Technology .....  | 67     |
| Welding .....  | 69     |
| <br>   |        |
| <b>HUMANITIES, FINE ARTS<br/>AND COMMUNICATION</b> .....                                   | 70     |
| <b>DEGREE PROGRAMS</b>   |        |
| Art (A.A.) (A.S.) .....  | 70     |
| Dance (A.A.) (A.S.) .....  | 71     |
| English/Literature (A.A.) (A.S.) .....   | 72     |
| Foreign Language (A.A.) (A.S.) .....   | 73     |
| History (A.A.) (A.S.) .....  | 74     |
| Liberal Arts (A.A.) (A.S.) (A.G.S.) .....  | 75, 76 |
| Mass Communications<br>Radio, Television, Film and Print<br>Journalism (A.A.) (A.S.) ..... | 77     |
| Music-Instrumental/Vocal (A.A.) (A.S.) .....   | 78     |
| Music-Theatre (A.A.) (A.S.) .....  | 79     |
| Philosophy/Religion (A.A.) (A.S.) .....  | 80     |
| Political Science (A.A.) (A.S.) .....  | 81     |
| Pre-Law (A.A.) (A.S.) .....  | 82     |
| Speech Communication (A.A.) (A.S.) .....   | 83     |
| Theatre (A.A.) (A.S.) .....  | 84     |
| <b>SPECIALTY CERTIFICATES</b>  |        |
| Leadership .....   | 85     |

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| <b>HEALTH SERVICES</b> .....                                       | 86  |
| <b>DEGREE PROGRAMS</b>   |     |
| Nursing (A.A.S.) .....   | 86  |
| Massage Therapy (A.A.S.) .....                                     | 87  |
| Personal Training/Fitness<br>Instruction (A.S.) .....              | 88  |
| Pre-Medicine (A.S.) .....  | 89  |
| <b>CERTIFICATES</b>  |     |
| Massage Therapist .....  | 88  |
| <b>SPECIALTY CERTIFICATES</b>                                      |     |
| Certified Nurse Aide .....   | 89  |
| Certified Medication Aide .....                                    | 89  |
| Activity Director, Long Term Care .....                            | 90  |
| Emergency Medical<br>Technician—Basic .....                        | 90  |
| Gerontology .....  | 90  |
| Home-Health Aide .....   | 90  |
| Medical Records for<br>Long Term Care .....                        | 91  |
| Restorative Aide .....   | 91  |
| Social Service Designee, .....                                     | 91  |
| <br>   |     |
| <b>HUMAN SERVICES AND<br/>PUBLIC SAFETY</b> .....                  | 92  |
| <b>DEGREE PROGRAMS</b>   |     |
| Addictions Counseling (A.A.S.) .....                               | 92  |
| Administration of Justice/<br>Police Science (A.A.) (A.A.S.) ..... | 93  |
| Fire Science (A.A.S.) .....  | 94  |
| Psychology (A.A.) (A.S.) .....                                     | 96  |
| Sociology-Social Work (A.A.) (A.S.) .....                          | 97  |
| <b>CERTIFICATES</b>  |     |
| Fire Science .....   | 95  |
| <br>   |     |
| <b>MATH AND SCIENCES</b> .....                                     | 98  |
| <b>DEGREE PROGRAMS</b>   |     |
| Biological Science (A.S.) .....                                    | 98  |
| Chemistry (A.S.) .....   | 99  |
| Physics (A.S.) .....   | 99  |
| Mathematics (A.A.) (A.S.) .....                                    | 100 |



## PROGRAMS OF STUDY

### SUGGESTED PROGRAMS OF STUDY

The programs of study are intended to be used as a guide for students choosing program, course, and degree options at Butler Community College. To acquire a "major" designation on the transcript for Associate of Arts (A.A.), Associate of Science (A.S.) and Associate of

Applied Science (A.A.S.) degrees, the student must successfully complete the courses as outlined in the program of study.

Students planning to transfer should work with an advisor to make sure courses will meet the requirements of the four-year college/university to which they plan to transfer.

The programs of study for the Associate of Applied Science (A.A.S.) degree and certificate programs are required programs of study. To acquire a "major" designation on the transcript for the A.A.S. degree, the student must successfully complete all the required courses as outlined in the required program of study.

More information concerning enrollment in courses and transfer to specific colleges is available at the College Advising Centers.

### DEGREES

|        |                              |
|--------|------------------------------|
| A.A.   | Associate in Arts            |
| A.S.   | Associate in Science         |
| A.A.S. | Associate in Applied Science |
| A.G.S. | Associate in General Studies |
| CERT   | Certificate                  |

**NOTE:** OR 102 College Orientation and PD 105 Becoming a Master Student are highly recommended to be taken prior to or during the first semester of enrollment. PD 100 Career Planning is highly recommended to be taken during the first two semesters of any program.

