

# ***TRANSFER CERTIFICATES & DEGREES***

## ***Special Certificate***

- *General Studies*

## ***Certificate***

- *General Studies*

## ***Associate Degrees***

- *Associate in Arts*
- *Associate in Business Administration*
- *Associate in Computers*
  - *Computer Information Systems*
  - *Computer Science*
- *Associate in Fine Arts*
  - *Creative Writing*
  - *Studio Arts*
  - *Theatre Arts*
- *Associate in Science*
  - *Life Science*
  - *Physical Science*

## **Foundation**

Kirtland Community College recognizes the importance of students possessing basic academic skills in English, reading, and mathematics in order to successfully complete college-level courses. Therefore, all entry-level students are required to demonstrate their proficiency in basic academic skills, as these courses are the foundation for success in all programs. The student's advisor will indicate which of the following courses need to be taken based on ACT scores or COMPASS placement testing results. It is highly recommended that students take these courses during the first semester in order to prepare for the road ahead, as well as possibly satisfying prerequisites needed for more advanced courses. Specific courses needed may be tracked below. *Students must plan additional time to complete their program requirements if placement results demonstrate the need to begin with preparatory courses (courses numbered less than 10000).*

- |  |   |
|--|---|
| <input type="checkbox"/> ENG-10000 Writing Lab (if required) | <input type="checkbox"/> Mathematics: _____ |
| <input type="checkbox"/> English: _____                      | <input type="checkbox"/> Reading: _____     |

## CERTIFICATES OF GENERAL STUDIES

Many students come first to Kirtland then transfer either to a four-year college/university, to another community college which offers different programs, or obtain specific coursework which does not involve receiving a credential from Kirtland. These two certificates provide an avenue for students to receive recognition for college-level coursework before continuing on toward their degree goal at another institution.

### **GENERAL STUDIES** Special Certificate (SGEN0)

**Minimum Credits: 15**  
**Contact Hours: 16-18**

Course	Title	Credits
ENG-10000	Writing Lab, if required	0-1
ENG-10303	English Composition I w/Computers	3
	Choose at least 11 credits from at least 3 areas of 100 level or higher courses from: Business, Computer Information Systems, Humanities, Math, Science, or Social Sciences.	11-12

### **GENERAL STUDIES** Certificate of Completion (CGEN0)

**Minimum Credits: 30**  
**Contact Hours: 31 or more**

Course	Title	Credits
ENG-10000	Writing Lab, if required	0-1
ENG-10303	English Composition I w/Computers	3
ENG or SPE	Any English or Speech	3
MTH-12000	Intermediate Algebra or higher	4
	Humanities or Social Science	3
	Any science with lab	4
	Choose at least 12-13 credits of 100 level or higher courses from: Business, Computer Information Systems, Humanities or Social Sciences.	12-13

### **INTERESTED IN BECOMING A TEACHER?**

Students interested in pursuing a Bachelor of Arts or Bachelor of Science in Education degree should work closely with an advisor when planning pre-education course work for a degree in Elementary, Secondary, or Special Education. Students should choose their transfer degree based upon the requirements of the school to which they intend to transfer. Although some similarities exist in course requirements among the universities or colleges that prepare teachers, there are also differences that can complicate the advising process and the selection of appropriate courses for transfer to the student's university or college of choice. Therefore, it is very important that each student meet with a counselor or faculty advisor.

See information on our partnership programs on the web at  
<http://www.kirtland.edu/students/transferfrom/>

# ASSOCIATE IN ARTS (DLIB0)

**Minimum Credits: 60**  
**Contact Hours: 62-63**

### Introduction

The Associate in Arts degree program is designed for students who plan to eventually complete a bachelor's degree in the field of education, liberal arts, humanities, or social sciences. Listed below are some of the majors pursued by students following this program:

Art	Education *(Elementary, Secondary, & Special)	Journalism	Social Science
Anthropology	English	Music	Social Work
Archaeology	Geography	Political Science	Sociology
Communications	History	Pre-Law	Speech
Criminal Justice	Humanities	Psychology	Theatre

Students planning to transfer to a four-year college or university must consult with their advisor and carefully study the requirements of the four-year institution from which they intend to secure a bachelor's degree. Appropriate course substitutions may be made upon the recommendation of a student's advisor, and with approval of the appropriate dean or associate dean. Substitutions are only made in accordance with the specific requirements of the baccalaureate degree-granting institution to which the student intends to transfer.

Students who have previously attended other colleges or universities may apply earned transfer credit in subject areas (i.e., psychology elective, biology elective, etc.) where deemed appropriate. This degree satisfies the requirements of the MACRAO Transfer Agreement as defined in the handbook section of the college catalog.

### Communications (12-13 credits):

Course	Title	Credits
CIS-10500	Introduction to Computers	3
ENG-10000	Writing Lab, if required	0-1
ENG-10303	English Composition I w/Computers	3
ENG-10403	English Composition II w/Computers	3
SPE-10500 Or SPE-11400	Fundamentals of Speech Or Intro to Interpersonal & Public Communication	3

### Humanities (11-13 credits):

	Select 2-3 credits from Art, Music, or Theatre	2-3
	Select 3-4 credits from Journalism, Languages, or Literature	3-4
	History elective	3
	Philosophy elective	3

### Social Science (12-13 credits):

ANT-10100 Or SOC-10100 Or PSY-10100	Cultural Anthropology Or Introduction to Sociology Or Introduction to Psychology	3
GEO-10000 Or POL-20000 Or POL-20100	World Geography Or International Relations Or Comparative Government	3-4
POL-10100	Introduction to American Government	3
	Select an additional course from ANT, ECO, GEO, POL, PSY, or SOC	3

### Math/Natural Science (9-14 credits):

MTH-13000	College Algebra or higher	3-4
	Select two science courses with a lab from AST, BIO, CHE, GEL, or PHY	6-10

### Electives (8-13 credits):

	Select any 100-level or higher courses. A maximum of 3 credits in Physical Education courses can be used.	8-13
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See information on our partnership programs on the web at  
<http://www.kirtland.edu/students/transferfrom/>

# ASSOCIATE IN ARTS--TEACHING

(DATG1)

**Minimum Credits: 60**  
**Contact Hours: 62-67**

**Introduction**

The primary purpose of the Associate in Arts – Teaching is to be a transfer degree to a four-year institution. It is essentially a template used to create an Associate’s degree containing courses needed to fulfill requirements toward a Bachelor’s degree at the four-year institution of your choice while, at the same time, completing Kirtland Community College’s requirements for an Associate’s degree.

Transfer degrees or programs are designed to have students earn 60 credits at Kirtland Community College then transfer to a four-year college or university. Students completing this curriculum will also satisfy the MACRAO Transfer Agreement between two-year and four-year institutions in Michigan.

For those students who are planning to transfer to a four-year institution, Kirtland recommends that you visit the web site of the four-year institution of your choice for appropriate information about their requirements and the Kirtland Community College courses that will transfer to that specific institution.

If you would like to earn an Associate’s degree prior to transferring to the four-year institution of your choice, please contact Denise Kemp ([denise.kemp@kirtland.edu](mailto:denise.kemp@kirtland.edu)), Marcell Romancky ([marcell.romancky@kirtland.edu](mailto:marcell.romancky@kirtland.edu)) or Kirtland’s counseling department. Please be aware that if you use this template to self-advise you will be at risk of taking classes you do not need or only transfer as credit instead of an exact course.

A criminal background check is required for K-12 school observation, teacher certification, and employment in this field of study.

**Communications:**

Course	Title	Credits
CIS-10500	Introduction to Computers	3
ENG-10000	Writing Lab, if required	0-1
ENG-10303	English Composition I w/Computers	3
ENG-10403	English Composition II w/Computers	3
SPE-10500 Or SPE-11400	Fundamentals of Speech Or Intro to Interpersonal/Public Comm	3

**Education:**

EDU-10000	Introduction to Teaching	3
EDU-24000	Technology in Education	3

**Humanities/Social Science:**

ART-10000 Or MUS-10100	Art History I Or Music History & Appreciation	3
ECO-_____	Economics course	3
ENG-_____	Literature course	3
GEO-10000	World Geography	4
HIS-20100	United States History before 1865	3
PHL-_____	Philosophy elective	3
POL-10100	Introduction to American Government	3
PSY-10100	Introduction to Psychology	3

**Math/Natural Science:**

BIO-10100	General Biology	3-4
GEL-10500	Physical Geology	4
MTH-12000	Intermediate Algebra	3-4
MTH-11700 And MTH-21700 Or MTH-13000	Mathematics for Elementary Teachers I And Mathematics for Elementary Teachers II Or College Algebra	4-8

**Electives (0-3 credits):**

	Any 100-level or higher courses if needed:	0-3

# ASSOCIATE IN BUSINESS ADMINISTRATION (DABA1)

**Minimum Credits: 60**  
**Contact Hours: 62-64**

## Introduction

The Associate in Business Administration degree is designed for students who plan to eventually complete a bachelor's degree in a business-related field. Listed below are some of the majors pursued by students following this program:

Accounting	Economics	General Business	Marketing	Public Administration
Advertising	Finance	Management	Personnel/Industrial Relations	

Students planning to transfer to a four-year college or university must consult with their advisor and carefully study the requirements of the four-year institution from which they intend to secure a bachelor's degree. Appropriate course substitutions may be made upon the recommendation of a student's advisor and with approval of the appropriate dean or associate dean. Substitutions are only made in accordance with the specific requirements of the baccalaureate degree-granting institution to which the student intends to transfer.

Students who have previously attended other colleges or universities may apply earned transfer credit in subject areas (i.e., psychology elective, biology elective, etc.) where deemed appropriate. This degree satisfies the requirements of the MACRAO Transfer Agreement as defined in the Handbook section of this catalog.

Course	Title	Credits
ACC-12100	Accounting Principles I	4
ACC-12200	Accounting Principles II	4
<b>Select 4-11 credit hours from the following:</b>		
ACC-12500	Computer Accounting/QuickBooks	4
BUS-10100	Introduction to Business	3
BUS-201--	Internship in Business & Marketing	3-9
BUS-20200	Grant Writing	3
BUS-21000	Principles of Management	3
BUS-21100	E-Commerce Management	3
BUS-21500	Legal Environment of Business	3
BUS-24000	Financial Management	3
BUS-24500	Personnel Management	3
MKT-11000	Principles of Selling	3
MKT-11500	Customer Relations	3
MKT-20000	Principles of Marketing	3
MKT-20100	Principles of Retailing	3
MKT-20200	Internet Marketing	3
MKT-20400	Advertising	3
MKT-21000	Market Research	3

## General Education

### Communications (12-13 credits):

CIS-10500	Introduction to Computers	3
ENG-10000	Writing Lab, if required	0-1
ENG-10303	English Composition I w/Computers	3
ENG-10403	English Composition II w/Computers	3
SPE-10500 Or SPE-11400	Fundamentals of Speech Or Into to Interpersonal & Public Comm	3

### Humanities (8-10 credits):

	Select 2-3 credits from Art, Music, or Theater	3
	Select 3-4 credits from Journalism, Languages, or Literature	3-4
	Any HIS (History) OR PHL(Philosophy)	3

### Social Science (12 credits):

	Any ANT (Anthropology) or PSY (Psychology) or SOC (Sociology) Elective	3
ECO-20100	Principles of Economics (Macroeconomics)	3
ECO-20200	Principles of Economics (Microeconomics)	3
POL-10100	Introduction to American Government	3

### Math & Natural Science (9-13 credits):

MTH-13000	College Algebra or higher	3-4
MTH-20600	Application in Statistics	3-4
	One science course with a lab	3-5

See information on our partnership programs on the web at <http://www.kirtland.edu/students/transferfrom/>

# ASSOCIATE IN COMPUTERS

Computer Science (DACP0)  
or Computer Information Systems (DACP1)

**Minimum Credits: 60**

**Contact Hours: 62-69**

**Contact Hours: 65-70**

## Introduction

Students interested in pursuing a career in the computer field should plan to eventually complete a bachelor's degree at a four-year school of their choice. Computer majors are found in two separate areas: Computer Information Systems and Computer Science.

Computer Science degrees are mathematically and engineering oriented. Positions of employment would include computer programmers, systems programmers, software engineers, systems engineers, database administrators, network administrators, systems administrators, or systems analysts. Degrees in this area include the following: Software Engineering, Computer Science, Computer Engineering or Computer Networking.

Computer Information Systems degrees are business oriented. Positions of employment would include computer programmers, application programmers, systems analysts, network administrators, database administrators, systems administrators, web developers, or microcomputer specialists. Degrees in these areas include the following: Management Information Systems (MIS), Computer Information Systems (CIS) or Information Systems (IS).

**Students planning to transfer to a four-year college or university must consult with a Computer Information Systems (CIS) advisor and carefully study the requirements of the four-year institution from which they intend to secure a bachelor's degree.** Appropriate course substitutions may be made upon the recommendation of a student's advisor and with the approval of the appropriate dean. Substitutions are only made in accordance with the specific requirements of the baccalaureate degree granting institution to which the student intends to transfer.

Students who have previously attended other colleges or universities may apply earned transfer credit in subject areas (i.e., psychology, elective, biology elective etc.) where deemed appropriate. This degree also satisfies the requirements of the MACRAO Transfer Agreement as defined in the handbook section of the college catalog.

### Suggested sequencing of courses for Computer Science (DACP0):

#### Year 1: Fall Semester

Chemistry with lab  
CIS 10500—Intro to Computers  
ENG-10000—Writing Lab  
ENG-10303—English Composition I  
MTH-13000—College Algebra or higher or elective from list if math sequence is complete (excluding MTH-20500/20600)

#### Year 2: Fall Semester

CIS-27001—Programming I  
GEO-10000 or POL-20000 or POL-20100—World Geography or International Relations or Comparative Government  
Humanities elective from ART, MUS, or THE  
MTH-22002—Calculus I or higher or elective course from list if math sequence is already completed  
SPE-10500 or SPE-11400—Fund of Speech or Interpersonal & Public Comm

#### Year 1: Winter Semester

ENG-10403—English Composition II  
MTH-18001—Pre-Calculus or higher or elective from list if math sequence is complete (excluding MTH-20500/20600)  
POL-10100—Intro to American Government  
PSY-10100 or SOC-10100—Intro to Psychology or Intro to Sociology  
CIS or MTH elective from list

#### Year 2: Winter Semester

BIO course from list  
CIS-27101—Programming II  
CIS or MTH elective from list  
HIS course from list  
Humanities elective—Language or Literature course

### Suggested sequencing of courses for Computer Information Systems (DACP1):

#### Year 1: Fall Semester

Chemistry with lab  
CIS 10500—Intro to Computers  
ENG-10000—Writing Lab  
ENG-10303—English Composition I  
MTH-12000—Intermediate Algebra or higher or elective from list if math sequence is complete (excluding MTH-20500/20600)

#### Year 2: Fall Semester

CIS-27001—Programming I  
GEO-10000 or POL-20000 or POL-20100—World Geography or International Relations or Comparative Government  
Humanities elective--Language or Literature course  
SPE-10500 or SPE-11400—Fund of Speech or Interpersonal & Public Comm  
CIS elective from approved list

#### Year 1: Winter Semester

BIO course from list  
ENG-10403—English Composition II  
MTH-13000—College Algebra or higher or elective from list if math sequence is complete (excluding MTH-20500/20600)  
POL-10100—Intro to American Government  
PSY-10100 or SOC-10100—Intro to Psychology or Intro to Sociology

#### Year 2: Winter Semester

CIS-27101—Programming II  
CIS or MTH elective from list  
HIS course from list  
Humanities elective from ART, MUS, or THE  
2 CIS electives from approved list

**Note: Electives are degree-specific, and are listed on the following pages. For assistance with course selection, sequencing and arranging your schedule, please consult with your advisor.**

**ASSOCIATE IN COMPUTERS**

Computer Science (DACP0)

**Minimum Credits: 60****Contact Hours: 62-69****Communications (12-13 credits):**

Course	Title	Credits
CIS-10500	Introduction to Computers	3
ENG-10000	Writing Lab, if required	0-1
ENG-10303	English Composition I w/Computers	3
ENG-10403	English Composition II w/Computers	3
SPE-10500 Or SPE-11400	Fundamentals of Speech Or Intro to Interpersonal & Public Communication	3

**Humanities (8-10 credits):**

	Select 2-3 credits from Art, Music, or Theatre	2-3
<i>Note:</i>	Select 3-4 credits from Languages or Literature <i>See CIS advisor for recommended courses.</i>	3-4
HIS-10500 Or HIS-10600 Or HIS-20100 Or HIS-20200 Or HIS-20300 Or HIS-20400	History of World Societies to 1500 Or History of World Societies Since 1500 Or United States History to 1865 Or United States History Since 1865 Or Michigan History Or The American Civil War	3

**Social Science (9-10 credits):**

PSY-10100 Or SOC-10100	Introduction to Psychology Or Introduction to Sociology	3
GEO-10000 Or POL-20000 Or POL-20100	World Geography Or International Relations Or Comparative Government	3-4
POL-10100	Introduction to American Government	3

**Math/Natural Science (10-24 credits):**

MTH-12000	Intermediate Algebra (if needed)	0-4
MTH-13000	College Algebra (if needed)	0-4
MTH-18001	Pre-Calculus (if needed)	0-4
MTH-22002	Calculus I or higher	3-4
<i>Note:</i>	Chemistry w/lab <i>See CIS advisor for recommended course.</i>	4-5
BIO-10100 Or BIO-20100 Or BIO-20200 Or BIO-21000 Or BIO-21300 <i>Note:</i>	General Biology Or General Botany Or General Zoology Or Microbiology Or Nature Study <i>See CIS advisor for recommended course.</i>	3-4

**CIS Requirements and approved electives (7-21 credits):**

CIS-27001	Programming I	3
CIS-27101	Programming II	4
<b>Allowed electives * (See note below):</b>		
CIS-11700	Visual Basic I	3
CIS-17001	Microsoft Office	3
CIS-22400	UNIX	2
CIS-23501	Database Design	3
CIS-26000	Intro to Computer Networking	3
MTH-22102	Calculus II	4
<b>*Note:</b>	<b>MTH-20500 or 20600 cannot be used to fulfill requirements for this degree.</b>	

**ASSOCIATE IN COMPUTERS**

Computer Information Systems (DACP1)

**Minimum Credits: 60****Contact Hours: 65-70****Communications (12-13 credits):**

Course	Title	Credits
CIS-10500	Introduction to Computers	3
ENG-10000	Writing Lab, if required	0-1
ENG-10303	English Composition I w/Computers	3
ENG-10403	English Composition II w/Computers	3
SPE-10500 Or SPE-11400	Fundamentals of Speech Or Intro to Interpersonal & Public Communication	3

**Humanities (8-10 credits):**

	Select 2-3 credits from Art, Music, or Theatre	2-3
Note:	Select 3-4 credits from Languages or Literature See CIS advisor for recommended courses.	3-4
HIS-10500 Or HIS-10600 Or HIS-20100 Or HIS-20200 Or HIS-20300 Or HIS-20400	History of World Societies to 1500 Or History of World Societies Since 1500 Or United States History to 1865 Or United States History Since 1865 Or Michigan History Or The American Civil War	3

**Social Science (9-10 credits):**

PSY-10100 Or SOC-10100	Introduction to Psychology Or Introduction to Sociology	3
GEO-10000 Or POL-20000 Or POL-20100	World Geography Or International Relations Or Comparative Government	3-4
POL-10100	Introduction to American Government	3

**Math/Natural Science (10-17 credits):**

BIO-10100 Or BIO-20100 Or BIO-20200 Or BIO-21000 Or BIO-21300	General Biology Or General Botany Or General Zoology Or Microbiology Or Nature Study	3-4
Note:	See CIS advisor for recommended course.	
Note:	Chemistry w/lab See CIS advisor for recommended course.	4-5
MTH-12000	Intermediate Algebra (if needed)	0-4
MTH-13000	College Algebra	3-4

**CIS Requirements and approved electives (10-21 credits):**

CIS-27001	Programming I	3
CIS-27101	Programming II	4
<b>Allowed electives * (See note below):</b>		
ACC-12100	Accounting Principles I	4
ACC-12200	Accounting Principles II	4
BUS-10100	Introduction to Business	3
CIS-11700	Visual Basic I	3
CIS-17001	Microsoft Office	3
CIS-22400	UNIX	2
CIS-22500	Spreadsheets	3
CIS-23501	Database Design	3
CIS-26000	Intro to Computer Networking	3
ECO-20100	Principles of Economics-Macroeconomics	3
ECO-20200	Principles of Economics-Microeconomics	3
*Note:	MTH-20500 or 20600 cannot be used to fulfill requirements for this degree.	

<b>ASSOCIATE IN CRIMINAL JUSTICE -GENERALIST</b> Minimum Credits: 60 (DCJG0) Contact Hours: 62-67
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**Introduction**

The Associate in Criminal Justice - Generalist degree is designed for students who plan to transfer to a four-year college or university, and to help students transferring in from other colleges to meet requirements for entry into the Kirtland Regional Police Academy.

Students planning to transfer to a four-year college or university must consult with their advisor and carefully study the requirements of the four-year institution from which they intend to secure a bachelor's degree. Appropriate course substitutions may be made upon the recommendation of a student's advisor and with approval of the appropriate dean or associate dean. Substitutions are only made in accordance with the specific requirements of the baccalaureate degree-granting institution to which the student intends to transfer.

Students who have previously attended other colleges or universities may apply earned transfer credit in subject areas (i.e. psychology elective, biology elective, etc.) where deemed appropriate. This degree satisfies the requirements of the MACRAO Transfer Agreement as defined in the handbook section of this catalog.

**Prerequisites**

Applicants admitted to the Criminal Justice - Generalist program must meet the following special entrance requirements: 1) possess a valid Michigan motor vehicle operator's or chauffeur's license; 2) have no felony convictions; 3) have a high school diploma or GED; 4) interview by appointment with a criminal justice advisor before entering the program; 5) provide personal background information and sign release form to facilitate possible background investigation (information and/or investigation may determine eligibility to enter the program); 6) sign and abide by Criminal Justice Code of Conduct, which includes a mandatory dress code; 7) pass a physical examination before enrolling in physical training class.

**Note: Students must maintain a GPA of 2.0 or higher and earn a "C" or better (2.0) in all Criminal Justice classes.**

Course	Title	Credits
CJS-10000	Introduction to Criminal Justice	3
CJS-24000 (or SOC-24000)	Criminology	3
	Criminal Justice electives with advisor approval	0-4

**General Education**

**Communications (12-13 credits):**

CIS-10500	Introduction to Computers	3
ENG-10000	Writing Lab, if required	0-1
ENG-10303	English Composition I w/Computers	3
ENG-10403	English Composition II w/Computers	3
SPE-10500 Or SPE-11400	Fundamentals of Speech Or Intro to Interpersonal/Public Comm	3

**Humanities (11-13 credits):**

	Select a course from ART, MUS, or THE	2-3
	Select a course from Journalism, Languages, or Literature	3-4
HIS-10500 Or HIS-10600 Or HIS-20100 Or HIS-20200 Or HIS-20300 Or HIS-20400	History of World Societies to 1500 Or History of World Societies Since 1500 Or United States History to 1865 Or United States History Since 1865 Or Michigan History Or The American Civil War	3
PHL-20100 Or PHL-21000	Intro to Philosophy Or Intro to Ethics	3

**Social Science (15-16 credits):**

GEO-10000 Or POL-20000 Or POL-20100	World Geography Or International Relations Or Comparative Government	4 3 3
POL-10100	Introduction to American Government	3
PSY-10100	Introduction to Psychology	3
PSY-20200	Abnormal Psychology	3
SOC-10100	Introduction to Sociology	3

**Math/Natural Science (6-9-14 credits):**

MTH-13000	College Algebra or higher, excluding MTH-20500 and MTH-20600	3-4
	Select two Science Electives with Labs	6-10

See information on our partnership programs on the web at  
<http://www.kirtland.edu/students/transferfrom/>

**ASSOCIATE IN FINE ARTS-CREATIVE WRITING**  
(DAFA0)

**Minimum Credits: 60**  
**Contact Hours: 62-67**

The Associate in Fine Arts: Creative Writing degree is designed for students with an interest in creative writing, whether in prose or poetry or both. This degree program works to give students writing experience in several genres as well as the academic background necessary for further study at other institutions. AFA: CW students will also have the opportunity to meet and converse with practicing poets and fiction writers from outside as well as inside the Kirtland community, through the Controlled Burn reading series, as the participating writers always meet with the creative writing classes.

Because many AFA: CW students will transfer to four-year colleges or universities, they should consult their advisor and make certain that they following a course of study that also meets the requirements of the school to which they intend to transfer.

Appropriate course substitutions may be made upon the recommendation of a student's advisor and with approval of the dean or department chair. Substitutions are only made in accordance with the requirements of the baccalaureate-degree-granting institution to which the student will transfer.

Students who have previously attended other colleges or universities may apply earned transfer credit in subject areas (i.e., psychology elective, biology elective, etc.) where deemed appropriate. This degree satisfies the requirements of the MACRAO Transfer Agreement as defined in the handbook section of this catalog.

**General Education**

**Communications (12-13 credits):**

Course	Title	Credits
CIS-10500	Introduction to Computers	3
ENG-10000	Writing Lab, if required	0-1
ENG-10303	English Composition I w/Computers	3
ENG-10403	English Composition II w/Computers	3
SPE-10500 Or SPE-11400	Fundamentals of Speech Or Intro to Interpersonal/Public Communication	3

**Humanities (11-13 credits):**

	Select a course from ART, MUS, or THE	2-3
	Select a course from Journalism, Languages, or Literature	3-4
	History elective	3
PHL-20100 Or PHL-21000	Intro to Philosophy Or Intro to Ethics	3

**Social Science (9-10 credits):**

GEO-10000 Or POL-20000 Or POL-20100	World Geography Or International Relations Or Comparative Government	4 3 3
POL-10100	Introduction to American Government	3
PSY-10100 Or SOC-10100	Introduction to Psychology Or Introduction to Sociology	3

**Math/Natural Science (9-14 credits):**

MTH-13000	College Algebra or higher, excluding MTH-20500 and MTH-20600	3-4
	Select two Science Electives with Labs from AST, BIO, CHE, GEL, or PHY	6-10

**Creative Writing Option:**

Course	Title	Credits
ENG-21500	Creative Writing	3
ENG-29100	Poetry Workshop I	3
ENG-29200	Fiction Workshop I	3
ENG-29300	Poetry Workshop II	3
ENG-29400	Fiction Workshop II	3
	Elective Credit, if needed	0-1

See information on our partnership programs on the web at  
<http://www.kirtland.edu/students/transferfrom/>

**ASSOCIATE IN FINE ARTS—STUDIO ART**  
(DAFA1)

**Minimum Credits: 62**  
**Contact Hours: 71-81**

**Introduction**

The Associate in Fine Arts: Studio Art degree is designed for students with an interest in studio arts such as sculpture or painting. This degree program works to give students both practical experience in the art form of their choice, and the critical and academic background necessary for further study of the fine arts while helping develop a personal sense of aesthetic and artistic criteria. Because the artist's association with the world is stressed, a strong academic schedule is affiliated with the creative discipline.

Students planning to transfer to a four-year college or university must consult with their advisor and carefully study the requirements of the four-year institution from which they intend to secure a bachelor's degree. Appropriate course substitutions may be made upon the recommendation of a student's advisor and with approval of the appropriate dean or associate dean. Substitutions are only made in accordance with the specific requirements of the baccalaureate degree-granting institution to which the student intends to transfer.

Students who have previously attended other colleges or universities may apply earned transfer credit in subject areas (i.e., psychology elective, biology elective, etc.) where deemed appropriate. This degree satisfies the requirements of the MACRAO Transfer Agreement as defined in the handbook section of this catalog.

**General Education**

**Communications (12-13 credits):**

Course	Title	Credits
CIS-10500	Introduction to Computers	3
ENG-10000	Writing Lab, if required	0-1
ENG-10303	English Composition I w/Computers	3
ENG-10403	English Composition II w/Computers	3
SPE-10500 Or SPE-11400	Fundamentals of Speech Or Intro to Interpersonal/Public Communication	3

**Humanities (11-13 credits):**

	Select a course from ART, MUS, or THE	2-3
	Select a course from Journalism, Languages, or Literature	3-4
ART-_____	Art elective	3
HIS-_____ Or ART-10000 Or ART-10103	History elective Or Art History I Or Art History II	3

**Social Science (9-10 credits):**

GEO-10000 Or POL-20000 Or POL-20100	World Geography Or International Relations Or Comparative Government	4 3 3
POL-10100	Introduction to American Government	3
PSY-10100 Or SOC-10100	Introduction to Psychology Or Introduction to Sociology	3

**Math/Natural Science (9-14 credits):**

MTH-13000	College Algebra or higher, excluding MTH-20500 and MTH-20600	3-4
	Select two Science Electives with Labs from AST, BIO, CHE, GEL, or PHY	6-10

**Studio Art Option (19 credits):**

ART-28000	Portfolio	3
CIS-21900	MacIntosh O.S.X	1
ART-_____	Any ART Electives (recommendation: see Studio Art advisor for guidance)	15

See information on our partnership programs on the web at  
<http://www.kirtland.edu/students/transferfrom/>

**ASSOCIATE IN FINE ARTS—THEATRE ARTS**  
(DAFA2)

**Minimum Credits: 60**  
**Contact Hours: 64-75**

The Associate in Fine Arts: Theatre Arts degree is designed for students with an interest in theatre arts (such as acting, stage makeup, lighting and sound design, directing, backstage organization, etc.). This degree program works to give students both practical experience in the theatre and the critical and academic background necessary for further study of the fine arts while helping develop a personal sense of aesthetic and artistic criteria. Because the theatre artist's association with the world is stressed, a strong academic schedule is affiliated with the creative discipline. Students planning to transfer to a four-year college or university must consult with their advisor and carefully study the requirements of the four-year institution from which they intend to secure a bachelor's degree. Appropriate course substitutions may be made upon the recommendation of a student's advisor and with approval of the appropriate dean or associate dean. Substitutions are only made in accordance with the specific requirements of the baccalaureate degree-granting institution to which the student intends to transfer.

Students who have previously attended other colleges or universities may apply earned transfer credit in subject areas (i.e., psychology elective, biology elective, etc.) where deemed appropriate. This degree satisfies the requirements of the MACRAO Transfer Agreement as defined in the handbook section of the college catalog.

**General Education**

**Communications (12-13 credits):**

Course	Title	Credits
CIS-10500	Introduction to Computers	3
ENG-10000	Writing Lab, if required	0-1
ENG-10303	English Composition I w/Computers	3
ENG-10403	English Composition II w/Computers	3
SPE-10500 Or SPE-11400	Fundamentals of Speech Or Intro to Interpersonal/Public Communication	3

**Humanities (11-13 credits):**

	Select a course from ART, MUS, or THE	2-3
	Select a course from Journalism, Languages, or Literature	3-4
HIS-_____	History elective	3
PHL-20100 Or PHL-21000	Intro to Philosophy Or Intro to Ethics	3

**Social Science (9-10 credits):**

GEO-10000 Or POL-20000 Or POL-20100	World Geography Or International Relations Or Comparative Government	4 3 3
POL-10100	Introduction to American Government	3
PSY-10100 Or SOC-10100	Introduction to Psychology Or Introduction to Sociology	3

**Math/Natural Science (6-9-14 credits):**

MTH-13000	College Algebra or higher, excluding MTH-20500 and MTH-20600	3-4
	Select two Science Electives with Labs from AST, BIO, CHE, GEL, or PHY	6-10

**Theatre Arts Option:**

THE-12000	Introduction to Theatre	3
THE-27000	Audition/Resume Workshop	3
THE- -----	Any THE Electives (recommendation: see Theatre advisor for guidance)	8-13

See information on our partnership programs on the web at  
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# ASSOCIATE IN SCIENCE DEGREES

## Introduction

Students who plan to eventually complete a bachelor's degree in the field of mathematics, natural science, physical science, education, or engineering are encouraged to follow the Associate in Science degree program. Listed below are some of the majors pursued by students following this program:

Biology  
Chemistry  
Computer Science  
Conservation

Education – Elementary \*  
Education - Industrial  
Education – Secondary\*  
Forestry

Geology  
Mathematics  
Natural Science  
Physical Science

Physics  
Pre-Professional Health  
Pre-Engineering  
Zoology

Students planning to transfer to a four-year college or university must consult with their advisor and carefully study the requirements of the four-year institution from which they intend to secure a bachelor's degree. Appropriate course substitutions may be made upon the recommendation of a student's advisor and with approval of the appropriate dean or associate dean. Substitutions are only made in accordance with the specific requirements of the baccalaureate degree-granting institution to which the student intends to transfer.

Students who have previously attended other colleges or universities may apply earned transfer credit in subject areas (i.e., psychology elective, biology elective, etc.) where deemed appropriate. This degree satisfies the requirements of the MACRAO Transfer Agreement as defined in the handbook section of the college catalog.

**These curriculums are designed to provide the general education courses needed to transfer to a university for bachelor's degree completion. Career path information for students pursuing an Associate in Science degree can be found on pages 105-107 of this catalog.**



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**ASSOCIATE IN SCIENCE –LIFE SCIENCE**  
(DASC1)

**Minimum Credits: 60**  
**Contact Hours: 66-70**

**Communications (12-13 credits):**

Course	Title	Credits
CIS-10500	Introduction to Computers	3
ENG-10000	Writing Lab, if required	0-1
ENG-10303	English Composition I w/Computers	3
ENG-10403	English Composition II w/Computers	3
SPE-10500 Or SPE-11400	Fundamentals of Speech Or Intro to Interpersonal & Public Communication	3

**Humanities (11-13 credits):**

	Select 2-3 credits from Art, Music or Theatre	2-3
	Select 3-4 credits from Journalism, Languages, or Literature	3-4
HIS-10500 Or HIS-10600 Or HIS-20100 Or HIS-20200 Or HIS-20300 Or HIS-20400	History of World Societies to 1500 Or History of World Societies Since 1500 Or United States History to 1865 Or United States History Since 1865 Or Michigan History Or The American Civil War	3
PHL-20100 Or PHL-21000	Intro to Philosophy Or Intro to Ethics	3

**Social Science (9-10 credits):**

ANT-10100 Or SOC-10100 Or PSY-10100	Cultural Anthropology Or Introduction to Sociology Or Introduction to Psychology	3
GEO-10000 Or POL-20000 Or POL-20100	World Geography Or International Relations Or Comparative Government	3-4
POL-10100	Introduction to American Government	3

**Math/Natural Science (20-26 credits):**

BIO-10100	General Biology	3-4
BIO-20100 Or BIO-20200 Or BIO-21000 Or BIO-21300	General Zoology Or General Botany Or Microbiology Or Nature Study	3-4
<b>Select either a Chemistry or a Physics sequence:</b>		
CHE-10101/02 And CHE-10201/02 Or PHY-20101/02 And PHY-20201/02 Or PHY-22101/02 And PHY-22201/02	General Chemistry I & Lab And General Chemistry II & Lab Or Physics I with Trigonometry & Lab And Physics II with Trigonometry & Lab Or Physics I with Calculus & Lab And Physics II with Calculus & Lab	8-10
MTH-13000 Or MTH-18001 Or MTH-22002 Or MTH-22102 Or MTH-22202 Or MTH-23000	College Algebra Or Pre-Calculus Or Calculus I Or Calculus II Or Calculus III Or Differential Equations	3-4
MTH-20600	Application in Statistics	3-4

See information on our partnership programs on the web at  
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**ASSOCIATE IN SCIENCE—PHYSICAL SCIENCE**  
(DASC2)

**Minimum Credits: 60**  
**Contact Hours: 66-74**

**Communications (12-13 credits):**

Course	Title	Credits
CIS-10500	Introduction to Computers	3
ENG-10000	Writing Lab, if required	0-1
ENG-10303	English Composition I w/Computers	3
ENG-10403	English Composition II w/Computers	3
SPE-10500 Or SPE-11400	Fundamentals of Speech Or Intro to Interpersonal & Public Communication	3

**Humanities (11-13 credits):**

	Select 2-3 credits from Art, Music or Theatre	2-3
	Select 3-4 credits from Journalism, Languages or Literature	3-4
HIS-10500 Or HIS-10600 Or HIS-20100 Or HIS-20200 Or HIS-20300 Or HIS-20400	History of World Societies to 1500 Or History of World Societies Since 1500 Or United States History to 1865 Or United States History Since 1865 Or Michigan History Or The American Civil War	3
PHL-20100 Or PHL-21000	Intro to Philosophy Or Intro to Ethics	3

**Social Science (9-10 credits):**

ANT-10100 Or SOC-10100 Or PSY-10100	Cultural Anthropology Or Introduction to Sociology Or Introduction to Psychology	3
GEO-10000 Or POL-20000 Or POL-20100	World Geography Or International Relations Or Comparative Government	3-4
POL-10100	Introduction to American Government	3

**Math/Natural Science (17-24 credits):**

<b>Select either a Chemistry or a Physics sequence:</b>		
CHE-10101/02 And CHE-10201/02 Or PHY-20101/02 And PHY-20201/02 Or PHY-22101/02 And PHY-22201/02	General Chemistry I & Lab And General Chemistry II & Lab Or Physics I with Trigonometry & Lab And Physics II with Trigonometry & Lab Or Physics I with Calculus & Lab And Physics II with Calculus & Lab	8-10
MTH-22002 Or MTH-22102 Or MTH-22202 Or MTH-23000	Calculus I Or Calculus II Or Calculus III Or Differential Equations	3-4
<b>Select any two or more of the following courses:</b>		
BIO-10100 Or BIO-20100 Or BIO-21000 Or BIO-21300 Or CHE-10101/02 Or CHE-10201 Or GEL-10500 Or MTH-22102 Or MTH-22202 Or PHY-20101/02 Or PHY-20201/02 Or PHY-22101/02 Or PHY-22201/02	General Biology Or General Zoology Or Microbiology Or Nature Study Or General Chemistry I & Lab Or General Chemistry II & Lab Or Physical Geology Or Calculus II Or Calculus III Or Physics I with Trigonometry and Lab Or Physics II with Trigonometry and Lab Or Physics I with Calculus and Lab Or Physics II with Calculus	6-10

**Elective credits (0-6):**

	Electives, if needed	0-6
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