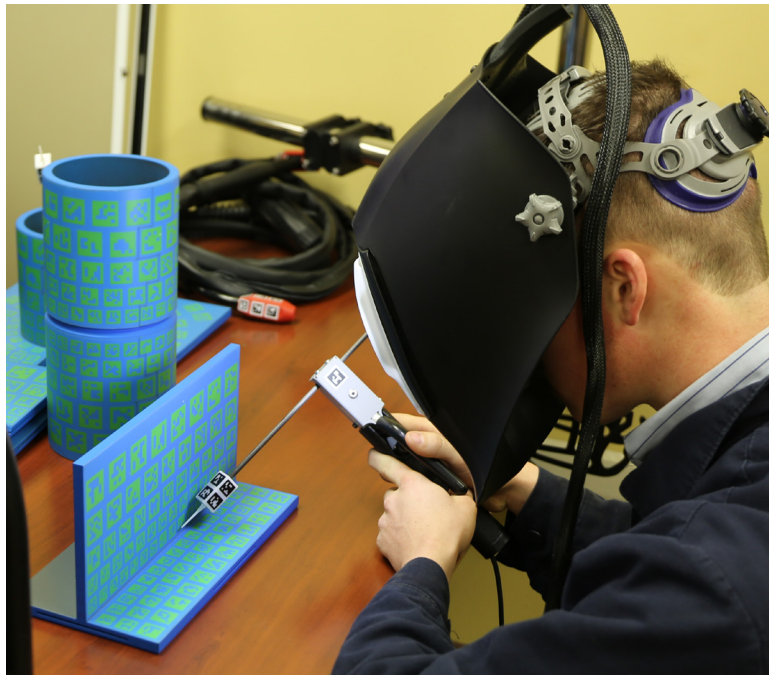


CAREER PROGRAMS



Associate of Applied Science Degree

The Associate of Applied Science degree is designed to prepare you for employment after graduation. The requirements for the degree are as follows:

- Have a cumulative grade point average of 2.0 or higher.
- Complete at least 15 credit hours at Three Rivers College.
- Complete all courses in the program of study.
- Pass the Missouri Higher Education Civics Achievement Examination.
- Meet all financial obligations to the College.

One-Year Certificate

The One-Year Certificate is designed to provide a specific set of skills needed in the workplace. Most One-Year Certificates are designed as a subset of an Associate of Applied Science. The requirements for the certificates are as follows:

- Have a cumulative grade point average of 2.0 or higher.
- Complete at least 15 credit hours at Three Rivers College.
- Complete all courses in the prescribed certificate.
- Meet all financial obligations to the College.

Short-Term Certificate

The Short-Term Certificates are designed to provide a specific set of skills needed in the workplace. Most Short-Term Certificates are designed as a subset of One-Year Certificates and the Associate of Applied Science and can normally be stacked. The requirements for the short-term certificates are as follows:

- Have a cumulative grade point average of 2.0 or higher.
- Complete at least 15 credit hours at Three Rivers College.
- Complete all courses in the prescribed certificate.
- Meet all financial obligations to the College.

Associate of Applied Science (AAS)

Accounting Technology

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Jennifer Inman jinman@trcc.edu

Purpose: Career and Technical Education. The Accounting Technology program is designed for students planning a career that requires expertise in accounting, information systems, and/or communication. Possible areas of employment include healthcare, banking, manufacturing, merchandising, and public accounting.

FIRST YEAR

Fall Semester			Hours	
ACCT	211	Principles of Accounting I	3	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
IST	100	Computer Applications	3	
MATH MATH	161 163	Mathematical Reasoning and Modeling <i>-or-</i> College Algebra for Calculus - <i>or</i> - higher math course	3	
TOTAL HOURS			15	

Spring Semester			Hours	
ACCT	212	Principles of Accounting II	3	
BUAD	120	Introduction to Business	3	
ENGL	112	Advanced College Writing	3	
IST	268	Spreadsheet Applications	3	
IST	126	Word Processing Applications	3	
TOTAL HOURS			15	

SECOND YEAR

Fall Semester			Hours	
ACCT	218	Payroll Accounting	3	
ACCT	225	Intermediate Accounting I	3	
ACCT	237	Income Tax Accounting	3	
BUAD	221	Fundamentals of Management	3	
ECON ECON	211 212	Principles of Macroeconomics <i>-or-</i> Principles of Microeconomics	3	
TOTAL HOURS			15	

Spring Semester			Hours	
ACCT	219	Accounting Management Software	3	
ACCT	227	Financial Analysis and Budgeting	3	
ACCT	258	Cost Accounting	3	
BLAW	221	Legal and Ethical Environment of Business	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			15	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Program Outcomes

- Perform financial accounting and management functions using report format and procedures.
- Communicate business information effectively within a business environment.
- Demonstrate knowledge of accounting systems for service, merchandising, and manufacturing companies operating as sole proprietorships, partnerships, or enterprises.
- Utilize current income tax resources to prepare personal tax returns.
- Use technology to solve complex business issues, report, and display these solutions in an appropriate manner.
- Demonstrate knowledge of accounting as it relates to payroll.

Accounting (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Jennifer Inman jinman@trcc.edu

Purpose: The Certificate of Accounting provides a basic knowledge of accounting principles combined with computer skills necessary for advancement in the field of accounting. The Certificate of Accounting will apply toward the Associate of Applied Science Degree in Accounting Technology. It could also be beneficial for persons with an Associate of Applied Science Degree in Office Administration, Medical Billing and Coding or Business Management. It also provides the additional courses beyond the Associate of Arts in Business Administration required by Central Methodist University as part of the Bachelor's in Accountancy.

Core Courses			Hours	
ACCT	211	Principles of Accounting I	3	
ACCT	212	Principles of Accounting II	3	
BUAD	120	Introduction to Business	3	
IST	100	Computer Applications	3	
IST	268	Spreadsheet Applications	3	
ACCT		9 hours electives	9	
		TOTAL HOURS	24	

Electives (select 9 credit hours from the following list)			Hours	
ACCT	218	Payroll Accounting	3	
ACCT	219	Accounting Management Software	3	
ACCT	225	Intermediate Accounting I	3	
ACCT	227	Financial Analysis and Budgeting	3	
ACCT	237	Income Tax Accounting	3	
ACCT	258	Cost Accounting	3	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Associate of Applied Science (AAS)

Agribusiness

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Kathryn Clark kathrynclark@trcc.edu

Purpose: Career & Technical Education. This program is for students who want to develop management and technical skills to enter agriculture-related industry or production.

FIRST YEAR

Fall Semester			Hours	
AGRI	120	Plant Science	4	
AGRI	130	Animal Science	4	
AGRI	240	Agriculture Economics & Marketing	3	
IST	100	Computer Applications	3	
TOTAL HOURS			14	

Spring Semester			Hours	
ACCT	211	Principles of Accounting I	3	
AGRI	110	Soils & Soil Fertility	4	
AGRI	172	Integrated Pest Management	3	
AGRI	270	Agriculture Systems Managements	3	
BUAD	120	Introduction to Business	3	
TOTAL HOURS			16	

SECOND YEAR

Fall Semester			Hours	
AGRI	122	Natural Resource Management	3	
BUAD	221	Fundamentals of Management	3	
ECON	211	Principles of Macroeconomics	3	
ENGL	111	College Writing	3	
MATH	161	Mathematical Reasoning and Modeling	3	
TOTAL HOURS			15	

Spring Semester			Hours	
BLAW	221	Legal and Ethical Environment of Business	3	
BUAD	230	Business Statistics	3	
GOVT	121	National and State Government	3	
MKTK	115	Principles of Marketing	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			15	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Program Outcomes

- Examine principles of plant, animal, and soil science.
- Apply analytical and critical thinking skills in relation to agribusiness management.
- Form technical knowledge and professional skills in relation to agribusiness industries.
- Demonstrate written and verbal communication to effectively work in agricultural professions.

Agribusiness (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Kathryn Clark kathrynclark@trcc.edu

Purpose: Career & Technical Education. This program is for students who want to develop entry level skills to enter agriculture-related industry or production.

Fall Semester			Hours	
AGRI	120	Plant Science	4	
AGRI	130	Animal Science	4	
AGRI	240	Agriculture Economics & Marketing	3	
IST	100	Computer Applications	3	
TOTAL HOURS			14	

Spring Semester			Hours	
ACCT	2118	Principles of Accounting I	3	
AGRI	110	Soils & Soil Fertility	4	
AGRI	172	Integrated Pest Management	3	
AGIR	270	Agriculture Systems Management	3	
BUAD	120	Introduction to Business	3	
TOTAL HOURS			16	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Associate of Applied Science (AAS)

Agriculture Systems Technician

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Kathryn Clark kathrynclark@trcc.edu

Purpose: Career & Technical Education. The purpose of the Agriculture Systems Technician AAS program is to provide students with skills in commercial driving, welding, and pest management for entry-level positions such as farm mechanics, agriculture technicians, and production welders in agriculture-related industries. (Students will have the ability to earn a commercial driver's license upon completion of TRNS 105).

FIRST YEAR

Fall Semester			Hours	
AGRI	120	Plant Science	4	
AGRI	130	Animal Science	4	
CIVL	116	Surveying I	3	
WELD	156	Introduction to SMAW	4	
TOTAL HOURS			15	

Spring Semester			Hours	
AGRI	172	Integrated Pest Management	3	
AGRI	270	Agriculture Systems Management	3	
ELEC	115	Applied DC and AC Circuits	3	
WELD	158	Introduction to GMAW	4	
WELD	165	Welding Blueprint Reading	3	
TOTAL HOURS			16	

SECOND YEAR

Fall Semester			Hours	
BIOL	102	Environmental Science	5	
ENGL	111	College Writing	3	
GOVT	121	National & State Government	3	
IST	100	Computer Applications	3	
WELD	167	Thermal Cutting	2	
TOTAL HOURS			16	

Spring Semester			Hours	
MATH	161	Mathematical Reasoning and Modeling	3	
SCOM	110	Public Speaking	3	
TRNS	105	Commercial Driving	6	
WELD	265	Welding Fabrication	3	
TOTAL HOURS			15	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Program Outcomes

- Examine principles of pesticide applications, commercial driving, and welding techniques.
- Apply analytical and critical thinking skills in relation to the agriculture industry.
- Form technical knowledge and skills in relation to agriculture industries.
- Demonstrate written and verbal communication to effectively work in agricultural professions.

Agriculture Systems Technician (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Kathryn Clark kathrynclark@trcc.edu

Purpose: Career & Technical Education. The purpose of the Agriculture Systems Technician one-year certificate is to provide students with skills in electrical, welding, and pest management for entry level positions such as agriculture technicians and production welders in agriculture-related industries.

Fall Semester			Hours	
AGRI	120	Plant Science	4	
AGRI	130	Animal Science	4	
CIVL	116	Surveying I	3	
WELD	156	Introduction to SMAW	4	
TOTAL HOURS			15	

Spring Semester			Hours	
AGRI	172	Integrated Pest Management	3	
AGRI	270	Agriculture Systems Management	3	
ELEC	115	Applied DC and AC Circuits	3	
WELD	158	Introduction to GMAW	4	
WELD	165	Welding Blueprint Reading	3	
TOTAL HOURS			16	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Associate of Applied Science (AAS)

Behavioral Health Support

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Corey Reynolds creynolds@trcc.edu

Purpose: Career and Technical Education. The Behavioral Health Support curriculum is designed to prepare students for entry-level positions in state, county, and local human service agencies. Graduates will incorporate the learned skills and attributes in order to collaborate with mental health professionals and interact with clients with behavioral and mental health diagnoses.

FIRST YEAR

Spring Semester			Hours	
BHS	206	Introduction to Behavioral Health Support	3	
BHS	208	Legal and Ethical Issues	3	
ENGL	111	College Writing	3	
PSYC	111	General Psychology	3	
SCOM	110	Public Speaking	3	
SOCI	111	General Sociology	3	
TOTAL HOURS			18	

Summer Semester			Hours	
BHS	215	Wellness Coaching	3	
BHS	216	Systems of Care	3	
ENGL	112	Advanced College Writing	3	
GOVT	121	National and State Government	3	
TOTAL HOURS			12	

SECOND YEAR

Fall Semester			Hours	
BHS	225	Substance Use Disorders	3	
BHS	227	Diagnosis of Identified Populations	3	
BHS	229	Conflict Resolution	3	
BHS	295	Behavioral Health Support Clinical Practicum I	3	
PSYC	243	Human Development Across the Lifespan	3	
TOTAL HOURS			15	

Spring Semester			Hours	
BHS	236	Evidence Based Treatment	3	
BHS	296	Behavioral Health Support Clinical Practicum II	4	
MATH	161	Mathematical Reasoning and Modeling – or - College Algebra for Calculus	3	
MATH	163			
PSYC	255	Abnormal Psychology	3	
SWRK	221	Interviewing Skills for Generalist Practice	3	
TOTAL HOURS			16	

Background Check

Criminal background check required for BHS 295 and BHS 296.

Health Screening

Tuberculosis Screening required for BHS 295 and BHS 296.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

This program is an approved participant for the Associate Degree of Behavioral Health Support Program through the Missouri Department of Mental Health, Division of Behavioral Health.

Program Outcomes

- Practice culturally sensitive care with the appropriate standards of ethics within the helping fields.
- Evaluate the interconnectedness of the helping fields to include mental healthcare, behavioral healthcare, and human services for the purpose of patient/client-centered advocacy.
- Examine the relationship between behavioral health disorder and mental health disorders along with their risk factors.
- Implement tailored treatment plans to include appropriate helping responses for individuals in mental health crisis and/or with suicidal ideation to bring about crisis stabilization.

Associate of Applied Science (AAS)

Business Management

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Will Cooper wcooper@trcc.edu

Purpose: Career and Technical Education. The Business Management courses are designed to provide a two-year intensified business program. This program focuses on developing managerial skills needed for positions in the fields of marketing and management. Included in the Business Management program is an internship to provide specialized on-the-job work experience in the career for which the student is training. Students enrolled in the Business Management program will have the opportunity to join Collegiate DECA.

FIRST YEAR

Fall Semester			Hours	
BMGT	105	Career Management	3	
BUAD	120	Introduction to Business	3	
ENGL	111	College Writing	3	
IST	100	Computer Applications	3	
MATH	161	Mathematical Reasoning and Modeling -or- College Algebra for Calculus - or - higher math course	3	
MATH	163			
TOTAL HOURS			15	

Spring Semester			Hours	
ECON	211	Principles of Macroeconomics - or - Principles of Microeconomics	3	
ECON	212			
MKTG	115	Principles of Marketing	3	
MKTG	119	Advertising	3	
MKTG	128	Professional Selling	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			15	

SECOND YEAR

Fall Semester			Hours	
ACCT	211	Principles of Accounting I	3	
BMGT	108	Human Resource Management	3	
BMGT	235	Customer Service Management	3	
GOVT	121	National and State Government	3	
MKTG	118	Retail Merchandising	3	
SCOM	125	Communication in the Workplace	3	
TOTAL HOURS			18	

Spring Semester			Hours	
ACCT	227	Financial Analysis Budgeting - or - Accounting Management Software	3	
ACCT	219			
BLAW	221	Legal and Ethical Environment of Business	3	
BMGT	215	Supervisory Development	3	
BMGT	239	Entrepreneurship	3	
MKTG	297	Internship - or - Hospitality and Tourism - or - Fundamentals of Management	3	
BMGT	107			
BUAD	221			
TOTAL HOURS			15	

Students needing additional information are advised to contact the Business Management Department directly. Faculty advisors will provide program information and enrollment assistance.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Program Outcomes

- Apply analytical and critical thinking skills with direct application to business environments.
- Demonstrate effective oral, written, and persuasive business communication.
- Summarize human relations and diversity in professional and business environments.
- Apply ethical and moral values to general business principles and practices.
- Demonstrate proper use of technology and computer software applications as they apply to business management.
- Prepare a business financial statement.

Hospitality & Tourism (One-Year Certificate)

Department of Career Studies and Workforce Development

Certificate Type: One-Year

Contact: Will Cooper wcooper@trcc.edu

Purpose: Career and Technical Education. The Hospitality and Tourism certificate program prepares students for employment in the travel and hospitality industry. The courses include instruction in the different aspects of travel and theories and principles concerning the operation of hotels and resorts.

Courses				Hours	
ACCT	211	Principles of Accounting I	3		
BLAW	221	Legal and Ethical Environment of Business	3		
BMGT	107	Hospitality and Tourism	3		
BMGT	108	Human Resource Management	3		
BMGT	235	Customer Service Management	3		
MKTG	115	Principles of Marketing	3		
MKTG	118	Retail Merchandising	3		
IST	100	Computer Applications	3		
TOTAL HOURS			24		

Management & Supervision (One-Year Certificate)

Department of Career Studies and Workforce Development

Certificate Type: One-Year

Contact: Will Cooper wcooper@trcc.edu

Purpose: Career and Technical Education. The Management and Supervision Certificate program provides the knowledge and skills necessary for effective supervisory performance. It is designed so currently employed persons can further their education and development of leadership qualities. Persons seeking the certificate to obtain an entry-level position will have a functional academic background that will fit many areas of business. Persons interested in this program should enjoy working with people and accomplishing organizational objectives.

Courses				Hours	
ACCT	211	Principles of Accounting I	3		
BLAW	221	Legal and Ethical Environment of Business	3		
BMGT	108	Human Resource Management	3		
BMGT	215	Supervisory Development	3		
BMGT	235	Customer Service Management	3		
BMGT	239	Entrepreneurship	3		
IST	100	Computer Applications	3		
MKTG	115	Principles of Marketing	3		
TOTAL HOURS			24		

Marketing & Merchandising (One-Year Certificate)

Department of Career Studies and Workforce Development

Certificate Type: One-Year

Contact: Will Cooper wcooper@trcc.edu

Purpose: Career and Technical Education. The Marketing & Merchandising Certificate program provides the knowledge and skills necessary to prepare individuals to plan and satisfy long-term organizational objectives, such as profitability. This will be accomplished by coordinating and focusing all activities on identifying and satisfying customer needs and wants.

Courses				Hours	
ACCT	211	Principles of Accounting I	3		
BLAW	221	Legal and Ethical Environment of Business	3		
BMGT	108	Human Resource Management	3		
BMGT	235	Customer Service Management	3		
MKTG	115	Principles of Marketing	3		
MKTG	118	Retail Merchandising	3		
MKTG	119	Advertising	3		
IST	100	Computer Applications	3		
TOTAL HOURS			24		

Sales (One-Year Certificate)

Department of Career Studies and Workforce Development

Certificate Type: One-Year

Contact: Will Cooper wcooper@trcc.edu

Purpose: Career and Technical Education. The Sales Certificate program prepares students for sales positions in organizations that market industrial, technical, and consumer goods and services. Students learn to apply practical techniques of selling in a range of situations, act as intermediaries between the customers and suppliers, and comprehend the complex interrelationship between the salesperson and the other components of a business. Persons interested in entering the sales field and those currently employed in sales will benefit from the knowledge and skills received in the coursework provided in this certificate program.

Courses				Hours	
ACCT	211	Principles of Accounting I	3		
BLAW	221	Legal and Ethical Environment of Business	3		
BMGT	108	Human Resource Management	3		
BMGT	235	Customer Service Management	3		
IST	100	Computer Applications	3		
MKTG	115	Principles of Marketing	3		
MKTG	119	Advertising	3		
MKTG	128	Professional Selling	3		
TOTAL HOURS			24		

Associate of Applied Science (AAS)

Career and Technical Studies

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Will Cooper wcooper@trcc.edu

Purpose: Allow students who have completed a two-year program at an area technical career center to receive free college credit for that work applied toward an Associate of Applied Science degree. Three Rivers College's Career and Technical Studies Program allows high school and adult students at technical career centers in Southeast Missouri to earn credits toward an Associate of Applied Science Degree at no cost.

Students who complete a two-year program from a technical career center and are admitted to Three Rivers' Career and Technical Studies Program will receive 36 hours of credit toward an AAS degree after meeting the criteria listed below. Students then need only complete a total of 30-32 hours of required courses at Three Rivers to earn an Associate of Applied Science degree. This is a savings of over \$5,000 to students enrolling in this program. The courses include a General Education block and a Technology Core block from various TRC career programs.

TECHNICAL BLOCK

		CTE Block from Career and Technical Center	36	
TOTAL HOURS			36	

MATH BLOCK

MATH	161	Mathematical Reasoning and Modeling – or - College Algebra for Calculus	3	
MATH	163			
TOTAL HOURS			3	

GENERAL EDUCATION BLOCK

			Hours	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
PHYS	100	Survey of Physics	3	
#Choose any 2 General Education			6	
TOTAL HOURS			15	

TRC TECHNOLOGY CORE BLOCK OPTIONS*

CHOOSE ONE

Agriculture
Business Management
Construction Technology
Criminal Justice
Information Technology Specialist
Manufacturing Technology
Welding

*Requirements listed on next pages.

#A list of general education courses can be found on page 47.

Please see individual course description for prerequisite, corequisites, and/or other requirements.

To be admitted to the Career and Technical Studies Program, the student must meet the following criteria:

Scholastic attainment/achievement

- Must have attained an overall career center high school grade point average of "B Minus" or above.
- Must have attained a 95% attendance record for the applicable program or obtain the technical career center director's recommendation for a waiver.
- Must obtain a positive recommendation from the technical career center director (for all students) and the "home" high school principal (for high school students only).
- Must have completed a minimum of 80% of the applicable CTE program core competencies (for all students) **or if student has graduated early from their high school they must provide signed verification from their Area Technical/Career Center that they have completed all their High School academic requirements.**
- Must apply for admission to Three Rivers College and meet admission criteria based on year of entry completing first articulated course at career center.
- Must provide an official transcript from career center showing a grade of "B" or better in program for which articulated credit is requested.

Following is a list of Programs of Study that will be accepted into Three Rivers' Career and Technical Studies degree program, along with the technical career centers where each is offered. Please note that program offerings are subject to change due to enrollment. For information on these programs, contact the technical career center where it is offered.

Eligible Career and Technical Centers									
Programs of Study	Arcadia Valley	Cape Girardeau	Current River	Kennett	New Madrid	Pemiscot Co.	Poplar Bluff	Sikeston	South Central
Agriculture Technology	x	x	x		X	x		x	x
Auto Collision Technology	x	x	x	x	X	x		x	
Automotive Service Technology	x	x	x	x	X	x	x	x	x
Building Trades Technology	x	x	x		X	x	x	x	x
Business Technology	x	x		x	X			x	x
Computer Repair							x		
Computer Maintenance Technology		x					x		
Computer Programming		x							
Cosmetology Technology							x		
Criminal Justice			x	x				x	
Culinary Arts					X		x	x	x
Diesel Technology									
Drafting Technology		x					x		

Programs of Study	Arcadia Valley	Cape Girardeau	Current River	Kennett	New Madrid	Pemiscot Co.	Poplar Bluff	Sikeston	South Central
Early Childhood		x			X			x	x
Electrical Technology		x		x		x			
Engineering Preparation								x	
Graphic Communication Technology	x	x	x	x	X		x	x	x
HVAC Technology		x					x		
Machine Technology		x							
Manufacturing Technology		x				x			
Marketing Technology		x		x				x	x
Medical Technology	x	x	x	x		x	x	x	x
Networking Technology		x						x	
Television/Radio Technology			x						
Unmanned Aircraft		x							
Welding Technology	x	x	x	x	x	x	x	x	x

Area Technical/Career Centers

Arcadia Valley Career Technical Center, 650 Park Drive, Ironton; 573-546-9700

Cape Girardeau Career and Technical Center, 1080 S. Silver Springs Road, Cape Girardeau; 573-334-0826

Current River Career Center, 301 Spring St., Doniphan; 573-996-3667

Kennett Career and Technical Center, 1400 W. Washington, Kennett; 573-717-1123

New Madrid County R-1 Technical Skills Center, 310 US Highway 61, New Madrid; 573-688-2165

Pemiscot County Career and Technical Center, 1317 W. Highway 84, Hayti; 573-359-2601

Poplar Bluff Technical Career Center, 3203 Oak Grove Road, Poplar Bluff; 573-785-2248

Sikeston Career and Technical Center, 200 Pine Street, Sikeston; 573-471-5442

South Central Career Center, 407 W. Thornburgh, West Plains; 417-256-6152

Students select a TRC technology core block that would advance their skill set. Curriculum advisors are available to assist students with the selection of an appropriate core program option. Following are the Options for the TRC Technology Core program options.

Agriculture Option

Hours

AGRI	110	Soils & Soil Fertility	4	
AGRI	120	Plant Science	4	
AGRI	130	Animal Science	4	
AGRI	240	Agriculture Economics & Marketing	3	
TOTAL HOURS			15	

Information Technology Specialist Option

Hours

MST	115	IT Essentials	3	
MST	117	Linux Essentials	3	
MST	118	Networking	3	
MST	128	Networking: Routing and Switching	3	
MST	135	IT Customer Service and Support	3	
TOTAL HOURS			15	

Business Management Option

Hours

BLAW	221	Legal and Ethical Environment of Business	3	
BMGT	108	Human Resource Management	3	
BUAD	120	Introduction to Business	3	
MKTG	115	Principles of Marketing	3	
SCOM	125	Communication in the Workplace	3	
TOTAL HOURS			15	

Manufacturing Technology Option

Hours

ELEC	115	Applied DC & AC Circuits	3	
ELEC	117	Industrial Electrical Controls	3	
ELEC	216	Programmable Controller Systems	3	
MAFT	119	Robotics I	3	
MAFT	255	Hydraulics & Pneumatics	3	
TOTAL HOURS			18	

Construction Technology Option

Hours

CIVL	116	Surveying I	3	
CIVL	215	Building Design	3	
CIVL	219	Estimating I	3	
CIVL	225	Construction Management	3	
CIVL	235	Construction Planning & Scheduling	3	
TOTAL HOURS			15	

Welding Option

Hours

WELD	156	Introduction to SMAW (Shielded Metal Arc Welding)	4	
WELD	157	Introduction to TIG (Tungsten Inert Gas) Welding	4	
WELD	159	Introduction to FCAW (Flux Cored Arc Welding)	4	
WELD	165	Welding Blueprint Reading	3	
TOTAL HOURS			15	

Criminal Justice Option

Hours

ADJU	100	Introduction to Law Enforcement	3	
ADJU	102	Introduction to Criminal Justice	3	
ADJU	104	Introduction to Criminal Courts	3	
ADJU	113	Criminal Law	3	
ADJU	114	Constitutional Law	3	
TOTAL HOURS			15	

Associate of Applied Science (AAS)

Construction Technology

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Gus Winkler gwinkler@trcc.edu

Purpose: Career and Technical Education. The Construction Technology program is intended to prepare students for entry-level employment in the construction industry and provides a foundation for future advancement in Construction Management. The program focuses on teaching the industry standards in carpentry, cabinetry, floor laying, HVAC, plumbing, drywall, painting, and tilework. The students will be introduced to Construction Estimating, Management, Planning and Design.

FIRST YEAR

Fall Semester			Hours	
CONS	116	Construction Print Reading and Layout	4	
CONS	117	Building Codes and Framing	4	
CONS	118	Electrical Wiring for Construction	4	
CONS	119	Plumbing in Construction	4	
TOTAL HOURS			16	

Spring Semester			Hours	
CONS	126	HVAC in Construction	4	
CONS	127	Exterior and Interior Covering	4	
CONS	128	Finish Carpentry	4	
CONS	129	Flooring, Tilework, and Shower Systems	4	
TOTAL HOURS			16	

SECOND YEAR

Fall Semester			Hours	
CIVL	215	Building Design	3	
CIVL	219	Estimating I	3	
CIVL	229	Estimating II	3	
ENGL	111	College Writing	3	
MATH	161	Mathematical Reasoning and Modeling	3	
TOTAL HOURS			15	

Spring Semester			Hours	
CIVL	225	Construction Management	3	
CIVL	235	Construction Planning & Scheduling	3	
GOVT	121	National and State Government	3	
PHYS	100	Survey of Physics	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			15	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Program Outcomes

- Explain how to navigate Commercial and Residential plans and specifications.
- Create construction project cost estimates and schedules as necessary for construction management.
- Demonstrate framing, finishing work, flooring, and layout necessary for entry-level carpentry work.
- Demonstrate layout and installation work necessary for entry-level electrical work.
- Demonstrate entry-level skills in laying out and installing plumbing and HVAC.
- Create detailed Construction plans using CAD and 3D applications.

Civil Engineering Technician (One-Year Certificate)

Career Studies and Workforce Development
Division

Certificate Type: One-Year

Contact: Gus Winkler gwinkler@trcc.edu

Purpose: Career and Technical Education. This program focuses on fundamental marketable skills in the surveying field. It prepares students for entry-level positions in the civil and construction industry.

CURRICULUM

			Hours	
CIVL	116	Surveying I	3	
CIVL	215	Civil Design	4	
CIVL	216	Surveying II	3	
CIVL	225	Construction Management	3	
CIVL	226	Legal Principles of Surveying	3	
CIVL	235	Construction Planning and Scheduling	3	
CIVL	236	Computers in Surveying	4	
IST	100	Computer Applications	3	
TOTAL HOURS			26	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Construction Specialist (One-Year Certificate)

Career Studies and Workforce Development
Division

Certificate Type: One-Year

Contact: Gus Winkler gwinkler@trcc.edu

Purpose: Career and Technical Education. This option in the Engineering Technology program focuses on construction management, estimating, materials, and methods of construction. This degree option prepares students for entry-level employment and a foundation for future advancement in the construction industry.

Fall Semester

			Hours	
CONS	116	Construction Print Reading and Layout	4	
CONS	117	Building Codes and Framing	4	
CONS	118	Electrical Wiring for Construction	4	
CONS	119	Plumbing in Construction	4	
TOTAL HOURS			16	

Spring Semester

			Hours	
CONS	126	HVAC in Construction	4	
CONS	127	Exterior and Interior Coverings	4	
CONS	128	Finish Carpentry	4	
CONS	129	Flooring, Tilework, and Shower Systems	4	
TOTAL HOURS			16	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Associate of Applied Science (AAS)

Criminal Justice

Corrections Option

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Shawn Westbrooks swestbrooks@trcc.edu

Purpose: Career and Technical Education. The Criminal Justice Corrections option program prepares individuals for a career in law enforcement and police work. In addition to courses concerned primarily with the activities of police on the operational level, the curriculum includes the legal, social, and philosophical basis for law enforcement. This program is applicable to both the pre-service student and the in-service officer.

FIRST YEAR

Fall Semester				Hours
ADJU	100	Introduction to Law Enforcement	3	
ADJU	103	Introduction to Corrections	3	
ENGL	111	College Writing	3	
MATH	161	Mathematical Reasoning and Modeling	3	
SOCI	111	General Sociology	3	
TOTAL HOURS			15	

SECOND YEAR

Fall Semester				Hours
ADJU	104	Introduction to Criminal Courts	3	
ADJU	233	Criminal Investigations	3	
ADJU	243	Police Administration	3	
CRJC	129	Probation and Parole	3	
CRJU	148	Vice and Narcotics	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			18	

Spring Semester				Hours
ADJU	102	Introduction to Criminal Justice	3	
ADJU	147	Juvenile Procedures	3	
CRJU	115	Ethics in Criminal Justice	3	
GOVT	121	National and State Government	3	
		Recommended Elective ⁽¹⁾	3	
TOTAL HOURS			15	

Spring Semester				Hours
ADJU	113	Criminal Law	3	
ADJU	114	Constitutional Law	3	
ADJU	223	Community Policing and Homeland Security	3	
SOCI	234	Social Problems -or-	3	
SOCI	230	Criminology	3	
		Recommended Elective ⁽¹⁾	3	
TOTAL HOURS			15	

⁽¹⁾Recommended Electives

HIST	111	American History to 1877	3	
HIST	112	American History since 1877	3	
PSYC	111	General Psychology	3	
PHIL	233	Ethics	3	
MATH	163	College Algebra for Calculus	3	
BLAW	221	Legal and Ethical Environment of Business	3	
ACCT	211	Principles of Accounting I	3	
ACCT	212	Principles of Accounting II	3	
IST	100	Computer Applications	3	
SPAN	101	Elementary Spanish I	3	
SPAN	102	Elementary Spanish II	3	
SOCI	230	Criminology	3	
SOCI	234	Social Problems	3	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Program Outcomes

- Differentiate Constitutional Amendments.
- Recognize the impact that significant Supreme Court rulings have on law enforcement.
- Identify a violation of Missouri law based on a description of an action.
- Identify legal terminology and procedures used within the criminal justice system.
- Distinguish philosophical eras, sociological theories, and significant historic events impacting law enforcement.

Associate of Applied Science (AAS)

Criminal Justice

Law Enforcement Option

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Shawn Westbrooks swestbrooks@trcc.edu

Purpose: Career and Technical Education. The Criminal Justice Law Enforcement option program prepares individuals for a career in law enforcement and police work. In addition to courses concerned primarily with the activities of police on the operational level, the curriculum includes the legal, social, and philosophical basis for law enforcement. This program is applicable to both the pre-service student and the in-service officer.

FIRST YEAR

Fall Semester			Hours
ADJU	100	Introduction to Law Enforcement – or –	3
ADJU	102	Introduction to Criminal Justice	
ADJU	104	Introduction to Criminal Courts	3
ENGL	111	College Writing	3
MATH	161	Mathematical Reasoning and Modeling	3
SOCI	111	General Sociology	3
TOTAL HOURS			15

Spring Semester			Hours
ADJU	113	Criminal Law	3
		Administration of Justice Elective ⁽³⁾	3
		Criminal Justice Elective ⁽²⁾	3
GOVT	121	National and State Government	3
		Recommended Elective ⁽¹⁾	3
TOTAL HOURS			15

⁽¹⁾Recommended Electives

HIST	111	American History to 1877	3
HIST	112	American History since 1877	3
PSYC	111	General Psychology	3
PHIL	233	Ethics	3
MATH	163	College Algebra for Calculus	3
BLAW	221	Legal and Ethical Environment of Business	3
ACCT	211	Principles of Accounting I	3
ACCT	212	Principles of Accounting II	3
IST	100	Computer Applications	3
SPAN	101	Elementary Spanish I	3
SPAN	102	Elementary Spanish II	3
SOCI	230	Criminology	3
SOCI	234	Social Problems	3

SECOND YEAR

Fall Semester			Hours
ADJU	233	Criminal Investigations	3
		Administration of Justice Elective ⁽³⁾	3
		Criminal Justice Elective ⁽²⁾	3
		Criminal Justice Elective ⁽²⁾	3
SCOM	110	Public Speaking	3
		Recommended Elective ⁽¹⁾	3
TOTAL HOURS			18

Spring Semester			Hours
ADJU	114	Constitutional Law	3
		Criminal Justice Elective ⁽²⁾	3
		Criminal Justice Elective ⁽²⁾	3
		Administration of Justice Elective ⁽³⁾	3
SOCI	234	Social Problems –or–	3
SOCI	230	Criminology	
TOTAL HOURS			15

⁽²⁾Criminal Justice Electives

CRJC	129	Probation and Parole	3
CRJU	115	Ethics in Criminal Justice	3
CRJU	128	Forensic Science and Criminalistics	3
CRJU	138	Patrol Procedures	3
CRJU	148	Vice and Narcotics	3
CRJU	158	Traffic Laws & Accident Investigations	3
CRJU	185	Basic Handgun Shooting I	3
CRJU	205	Officer Safety	3

⁽³⁾Administration of Justice Electives

ADJU	100	Introduction to Law Enforcement	3
ADJU	102	Introduction to Criminal Justice	3
ADJU	103	Introduction to Corrections	3
ADJU	147	Juvenile Procedures	3
ADJU	223	Community Policing and Homeland Security	3
ADJU	243	Police Administration	3

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Program Outcomes

- Differentiate Constitutional Amendments.
- Recognize the impact that significant Supreme Court rulings have on law enforcement.
- Identify a violation of Missouri law based on a description of an action.
- Identify legal terminology and procedures used within the criminal justice system.
- Distinguish philosophical eras, sociological theories, and significant historic events impacting law enforcement.

Associate of Applied Science (AAS)

Criminal Justice

P.O.S.T. Academy Option

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Shawn Westbrooks swestbrooks@trcc.edu

Purpose: Career and Technical Education. The Criminal Justice P.O.S.T. Academy option is designed for students who are enrolled in the Missouri State Sheriff's Association law enforcement academy. Students who complete the P.O.S.T. law enforcement academy will earn 24-credit hours toward an AAS degree. This program curriculum includes legal, social, and philosophical areas of study needed for the student to complete the requirements for the Associate of Applied Science degree.

FIRST YEAR

Fall Semester				Hours	
ENGL	111	College Writing		3	
GOVT	121	National and State Government		3	
CRJU		Criminal Justice Elective ⁽²⁾		3	
ADJU	114	Constitutional Law		3	
MATH	161	Mathematical Reasoning and Modeling		3	
TOTAL HOURS				15	

Spring Semester				Hours	
ADJU	147	Juvenile Procedures	-or-	3	
ADJU	223	Community Policing and Homeland Security			
CRJU		Criminal Justice Elective ⁽²⁾		3	
SOCI	111	General Sociology		3	
		Recommended Elective ⁽¹⁾		3	
SCOM	110	Public Speaking		3	
TOTAL HOURS				15	

⁽¹⁾Recommended Electives

HIST	111	American History to 1877		3	
HIST	112	American History since 1877		3	
PSYC	111	General Psychology		3	
PHIL	233	Ethics		3	
MATH	163	College Algebra for Calculus		3	
BLAW	221	Legal and Ethical Environment of Business		3	
ACCT	211	Principles of Accounting I		3	
ACCT	212	Principles of Accounting II		3	
IST	100	Computer Applications		3	
SPAN	101	Elementary Spanish I		3	
SPAN	102	Elementary Spanish II		3	
SOCI	230	Criminology		3	
SOCI	234	Social Problems		3	

SECOND YEAR

Fall Semester				Hours	
CRJU		Criminal Justice Elective ⁽²⁾		3	
SOCI	234 230	Social Problems Criminology		3	
CRJU	295	Law Enforcement Academy I		12	
TOTAL HOURS				18	

Spring Semester				Hours	
ADJU	213	Court Procedures		3	
ADJU	243	Police Administration		3	
CRJU	296	Law Enforcement Academy II		12	
TOTAL HOURS				18	

Students who have previously completed a P.O.S.T. approved law enforcement training academy and currently hold a valid P.O.S.T. certification in Missouri shall receive the following 24 credit hours upon completion of the remaining required credit hours toward the Criminal Justice Degree:

Course No.	Course Title	Credit Hours
ADJU 100	Intro to Law Enforcement	3
ADJU 113	Criminal Law	3
ADJU 233	Criminal Investigation	3
CRJU 115	Ethics in Criminal Justice	3
CRJU 138	Patrol Procedures	3
- OR -		
CRJU 295	Law Enforcement Academy I	12
CRJU 296	Law Enforcement Academy II	12

⁽²⁾Criminal Justice Electives

CRJU	128	Forensic Science and Criminalistics		3	
CRJU	148	Vice and Narcotics		3	
CRJU	158	Traffic Law and Accident Investigation		3	
CRJU	205	Officer Safety		3	
ADJU	147	Juvenile Procedures		3	
ADJU	223	Community Policing and Homeland Security		3	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Criminal Justice – P.O.S.T. Academy (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Chuck Stratton cstratton@trcc.edu

Purpose: Career and Technical Education. The Criminal Justice P.O.S.T. Academy one-year certificate will be awarded upon satisfactory completion of the Missouri State Sheriff's Association P.O.S.T. training academy.

CURRICULUM

Hours

CRJU	295	Law Enforcement Academy I	12	
CRJU	296	Law Enforcement Academy II	12	
		TOTAL HOURS	24	

Associate of Applied Science (AAS)

Cybersecurity

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science

Contact: Dr. Michael Malone mmalone@trcc.edu

Purpose: Career and Technical Education. The Cybersecurity degree program prepares students for entry-level positions in the cybersecurity field. Cybersecurity specialists work with both information Technology departments and law enforcement to detect, mitigate, and prevent attacks against information systems.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
IST	100	Computer Applications	3	
MATH	161	Mathematical Reasoning & Modeling - or - College Algebra for Calculus or higher	3	
MATH	163			
MST	115	IT Essentials	3	
MST	118	Networking I	3	
TOTAL HOURS			15	

Spring Semester			Hours	
ADJU	102	Introduction to Criminal Justice	3	
CYS	115	Introduction to Cybersecurity	3	
CYS	116	Ethics in Information Technology	3	
MST	128	Networking II	3	
MST	218	Server Administration I	3	
TOTAL HOURS			15	

SECOND YEAR

Fall Semester			Hours	
MST	219	Server Administration II	3	
MST	227	Introduction to Programming	3	
GOVT	121	National and State Government	3	
SCOM	110	Public Speaking	3	
PHYS	100	Survey of Physics	3	
TOTAL HOURS			15	

Spring Semester			Hours	
ADJU	113	Criminal Law	3	
CYS	215	Computer Forensics	3	
CYS	225	Information Security Management	3	
CYS	226	Ethical Hacking	3	
CYS	257	Historical Perspectives in Cybersecurity	3	
TOTAL HOURS			15	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Program Outcomes

- Demonstrate an understanding of basic computer hardware and software in both standalone and networked environments.
- Explain the fundamental components, concepts, and application of cybersecurity principles.
- Identify risks, assess threats, and develop effective countermeasures aimed at protecting computer assets and data.
- Demonstrate the ability to detect and track cyber intrusions.
- Demonstrate an understanding of the ethical and legal implication technology and cybersecurity.

Associate of Applied Science (AAS)

Early Childhood Development

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Heather Cornman hcornman@trcc.edu

Purpose: Career and Technical Education. The Early Childhood Development curriculum is designed to prepare students for employment and leadership roles in licensed childcare centers, private preschools, and Head Start.

FIRST YEAR

Fall Semester			Hours	
ECD	126	Child Health, Safety, and Nutrition	3	
ECD	202	Survey of Early Childhood Development and Education	3	
ECD	209	CDA Competency ⁽¹⁾ ⁽²⁾	5	
ENGL	111	College Writing	3	
IST	100	Computer Applications	3	
TOTAL HOURS			17	

Spring Semester			Hours	
ECD	235	Special Children	3	
EDUC	240	Integration of Art, Music, Physical Education in the Elementary Classroom	3	
EDUC	270	Educational Technology	3	
MATH	161	Mathematical Reasoning and Modeling	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			15	

SECOND YEAR

Fall Semester			Hours	
BIOL PHYS	101 101	General Biology - or - Physical Science	5	
ECD	237	Early Childhood Development Lab ⁽¹⁾	3	
ECD	247	Early Childhood Curriculum	3	
EDUC	250	Children's Literature	3	
TOTAL HOURS			14	

Spring Semester			Hours	
ECD	245	Early Childhood Administration	3	
ECD	295	Early Childhood Practicum I: Infants and Toddlers*	3	
ECD	296	Early Childhood Practicum II: Preschool*	3	
GOVT	121	National and State Government	3	
PSYC	223	Child Psychology	3	
TOTAL HOURS			15	

⁽¹⁾Course requires a clear background screening and current Pediatric CPR certification.

⁽²⁾Alternative College Credit may be awarded to Three Rivers College Early Childhood Development students who hold a current Child Development Associate (CDA) Credential awarded by the Council for Professional Recognition.

All ECD and EDUC courses must be completed with a minimum letter grade of C.

NOTE: Successful completion of ECD 126, ECD 202, and ECD 205 or ECD 208 completes professional education requirements for the Child Development Associate (CDA) Credential. Students must fulfill the additional requirements identified at www.cdacouncil.org before applying to the Council of Professional Recognition for the official certification.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Program Outcomes

- Child Development and learning in context
- Family-teacher partnerships and community connections
- Child observation, documentation, and assessment
- Developmentally, culturally, and linguistically appropriate teaching practices
- Knowledge, application, and integration of academic content in the Early Childhood curriculum
- Professionalism as an Early Childhood educator

Early Childhood Development (Short-Term Certificate)

Career Studies and Workforce Development Division

Certificate Type: Short-Term

Contact: Heather Cornman hcornman@trcc.edu

Purpose: Career and Technical Education. The Early Childhood Development Short-Term Certificate prepares the student for work in the field. It is designed to include coursework for the Child Development Associate Credential (CDA). After receiving the Short-Term Certificate from Three Rivers College, students must fulfill the additional requirements identified at www.cdacouncil.org before applying to the Council of Professional Recognition for the official certification. Credits earned can be applied toward the Associate of Applied Science in Early Childhood Development.

Courses			Hours	
ECD	126	Child, Health, Safety, and Nutrition	3	
ECD	202	Survey of Early Childhood Development and Education	3	
ECD	209	CDA Competency ⁽¹⁾ ⁽²⁾	5	
ECD	235	Special Children	3	
ECD	245	Early Childhood Administration	3	
ECD	247	Early Childhood Curriculum	3	
TOTAL HOURS			20	

⁽¹⁾Course requires a clear background screening and current Pediatric CPR certification.

All ECD courses must be completed with a minimum letter grade of C.

NOTE: Successful completion of ECD 126, ECD 202, and ECD 205 or ECD 208 completes professional education requirements for the Child Development Associate (CDA) Credential.

Alternative College Credit may be awarded to Three Rivers College Early Childhood Development students who hold a current Child Development Associate (CDA) Credential awarded by the Council for Professional Recognition.

Early Childhood Development CDA (Short-Term Certificate)

Career Studies and Workforce Development Division

Certificate Type: Short-Term

Contact: Heather Cornman hcornman@trcc.edu

Purpose: Career and Technical Education. The Early Childhood Development CDA Short-Term Certificate is designed to prepare the student to apply for the national Child Development Associate (CDA) Credential obtained from the Council for Professional Recognition. The CDA certificate prepares the student for immediate work in the field. After receiving the Short-Term Certificate from Three Rivers College, students must fulfill the additional requirements identified at www.cdacouncil.org before applying to the Council of Professional Recognition for the CDA certification. Credits earned can be applied toward the Associate of Applied Science in Early Childhood Development.

Courses			Hours	
ECD	126	Child, Health, Safety, and Nutrition	3	
ECD	202	Survey of Early Childhood Development and Education	3	
ECD	209	CDA Competency ⁽¹⁾ ⁽²⁾	5	
TOTAL HOURS			11	

⁽¹⁾Course requires a clear background screening and current Pediatric CPR certification.

All ECD courses must be completed with a minimum letter grade of C.

NOTE: The Council for Professional Recognition requires 120 hours of professional classroom instruction and 480 hours of work experience in a licensed childcare setting. Successful completion of the Short-Term Certificate will meet the 120 hours of professional education requirement and 30 hours of the work experience requirement.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Associate of Applied Science (AAS)

Fire Science

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Will Cooper wcooper@trcc.edu

Purpose: Career and Technical Education. The Fire Science program focuses on providing learning opportunities that introduce, develop, and reinforce academic and occupational knowledge, skills, and attitudes required for job acquisition, retention, and advancement. This degree option prepares students for entry-level employment and a foundation for future advancement in the firefighting, fire inspection, fire instructor, and fire investigation fields.

FIRST YEAR

Fall Semester			Hours	
EMT	105	Emergency Medical Technician (EMT)	9	
FIRE	126	Principles of Emergency Services	3	
TOTAL HOURS			12	

Spring Semester			Hours	
FIRE	115	Firefighter I and II ⁽¹⁾	12	
FIRE	118	Hazardous Materials Awareness and Operations ⁽¹⁾	3	
TOTAL HOURS			15	

⁽¹⁾These courses require skills and written examinations by the Missouri Division of Fire Safety to obtain state certification. Students must meet all state requirements prior to taking certification tests. There is a \$200 course fee attached to FIRE 115 and a \$25 fee attached to FIRE 118. Prior to participating in any hands-on activities in FIRE 115, students must submit a physical consent and release form to the instructor. In addition, submission of a Criminal Record background check may be required.

SECOND YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
FIRE	216	Fire Instruction	3	
FIRE	235	Fire Protection Systems	3	
FIRE	245	Fire Codes and Inspection	3	
GOVT	121	National and State Government	3	
TOTAL HOURS			15	

Spring Semester			Hours	
BIOL	110	Human Biology	3	
FIRE	135	Fire Prevention	3	
FIRE	255	Fire Officer I and II	6	
MATH	161	Mathematical Reasoning and Modeling	3	
PSYC	243	Human Development Across the Lifespan	3	
TOTAL HOURS			18	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Program Outcomes

- Demonstrate proficiency in firefighting skills as listed in the National Fire Protection Association's (NFPA) Current standard 1001.
- Demonstrate knowledge necessary to respond to a given hazardous materials incident.
- Demonstrate knowledge of personal safety, accountability, fitness, and performance standards by designing, presenting, and analyzing a written Standard Operating Guideline/Standard operating procedure (SOG/SOP) for Emergency Response using current Missouri state laws and National Fire Protection Association (NFPA) guidelines.
- Apply knowledge of Hostile Fire Events in structure fires and recognize the conditions that lead up to them.
- Identify and demonstrate the basic components that provide the basis for Firefighting and Emergency Services Occupations.
- Explain laws, ordinances, and practices related to fire prevention, protection, suppression, mitigation, and alarm systems.

Fire Science (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Will Cooper wcooper@trcc.edu

Purpose: Career and Technical Education. The Fire Science Certificate program focuses on providing students with skills in firefighting and emergency medical services and prepares students for entry-level employment and a foundation for future advancement in the firefighting field.

CURRICULUM			Hours	
EMT	105	Emergency Medical Technician (EMT)	9	
FIRE	115	Firefighter I and II ⁽¹⁾	12	
FIRE	118	Hazardous Materials Awareness & Operations ⁽¹⁾	3	
TOTAL HOURS			24	

⁽¹⁾These courses require skills and written examinations by the Missouri Division of Fire Safety to obtain state certification. Students must meet all state requirements prior to taking certification tests. In addition, submission of a Criminal Record background check may be required.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Associate of Applied Science (AAS)

Forestry Technology

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Kathryn Clark kathrynclark@trcc.edu

Purpose: Career and Technical Education. This program is for students who want to develop management and technical skills to enter forestry-related industry or production.

FIRST YEAR

Fall Semester			Hours	
AGRI	120	Plant Science	4	
AGRI	122	Natural Resources Management	3	
CIVL	116	Surveying I	3	
FRST	117	Introduction to Dendrology	3	
FRST	119	Forest Measurements	3	
TOTAL HOURS			16	

Spring Semester			Hours	
AGRI	110	Soils & Soil Fertility	4	
AGRI	172	Integrated Pest Management	3	
AGRI	297	Agriculture Internship	3	
FRST	115	Introduction to Forestry	3	
FRST	219	Wildlife Management	3	
TOTAL HOURS			16	

SECOND YEAR

Fall Semester			Hours	
BIOL	102	Environmental Science	5	
ENGL	111	College Writing	3	
FRST	215	Forest Management Practices	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			14	

Spring Semester			Hours	
FRST	217	Silviculture and Ecology	3	
GOVT	121	National and State Government	3	
MATH	161	Mathematical Reasoning and Modeling	3	
TRNS	105	Commercial Driving	6	
TOTAL HOURS			15	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

A list of general education courses can be found on the Core Curriculum Transfer (CORE42) General Education Courses page.

Program Outcomes

- Examine principles of pesticide applications, commercial driving, and measurement techniques.
- Apply analytical and critical thinking skills in relation to the forestry industry.
- Form technical knowledge and skills in relation to forestry industries.
- Demonstrate written and verbal communication to effectively work in forestry professions.

Forestry (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Kathryn Clark kathrynclark@trcc.edu

Purpose: Career and Technical Education. This program is for students who want to develop technical skills to enter forestry-related industry or production.

Fall Semester			Hours	
AGRI	120	Plant Science	4	
AGRI	122	Natural Resources Management	3	
CIVL	116	Surveying I	3	
FRST	117	Introduction to Dendrology	3	
FRST	119	Forest Measurement	3	
TOTAL HOURS			16	

Spring Semester			Hours	
AGRI	110	Soils & Soil Fertility	4	
AGRI	172	Integrated Pest Management	3	
AGRI	297	Agriculture Internship	3	
FRST	115	Introduction to Forestry	3	
FRST	219	Wildlife Management	3	
TOTAL HOURS			16	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Associate of Applied Science (AAS)

Information Technology Specialist

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Dr. Michael Malone mmalone@trcc.edu

Purpose: Career and Technical Education. The IT Specialist program prepares students for entry-level positions in the information technology field. IT Specialists work with the software and hardware of computer systems and networks, maintain and troubleshoot computer systems and networks, help install software and hardware, and provide customer service to end users within a network.

FIRST YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
IST	100	Computer Applications	3	
MATH	161	Mathematical Reasoning & Modeling –or– College Algebra for Calculus or higher	3	
MATH	163			
MST	115	IT Essentials	3	
MST	118	Networking I	3	
TOTAL HOURS			15	

Spring Semester			Hours	
MST	117	Linux Essentials	3	
MST	128	Networking II	3	
MST	218	Server Administration I	3	
PHYS	100	Survey of Physics	3	
TOTAL HOURS			12	

Summer Semester			Hours	
GOVT	121	National and State Government	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			6	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Program Outcomes

- Demonstrate the ability to verbally and nonverbally communicate in a professional manner.
- Apply skills learned to troubleshoot computer and network issues in a timely fashion.
- Demonstrate a foundational knowledge of computer systems, both hardware and software.
- Demonstrate a foundational knowledge of networking systems, both hardware and software.

SECOND YEAR

Fall Semester			Hours	
MST	217	Network Security	3	
MST	219	Server Administration II	3	
MST	228	Networking III	3	
MST	227	Introduction to Programming	3	
TOTAL HOURS			12	

Spring Semester			Hours	
ENGR	198	Workplace Readiness	3	
MST	135	IT Customer Service and Support	3	
MST	220	Server Administration III	3	
MST	235	IT Practicum and Survey	3	
MST	297	Coordinated Internship Project II	3	
TOTAL HOURS			15	

Information Technology Specialist (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Dr. Michael Malone mmalone@trcc.edu

Purpose: Career and Technical Education. The IT Specialist certificate program prepares students for entry-level positions in the information technology field. IT Specialists work with the software and hardware of computer systems, maintain and troubleshoot computer systems, help install software and hardware, and provide customer service to end users within a network.

Fall Semester			Hours	
MST	115	IT Essentials	3	
MST	117	Linux Essentials	3	
MST	118	Networking I	3	
MST	227	Introduction to Programming	3	
TOTAL HOURS			12	

Spring Semester			Hours	
MST	128	Networking II	3	
MST	135	IT Customer Service and Support	3	
MST	297	Coordinated Internship Project	3	
MST	218	Server Administration I	3	
TOTAL HOURS			12	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Associate of Applied Science (AAS)

Manufacturing Technology

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Greg Watts gwatts@trcc.edu

Purpose: Career and Technical Education. The Manufacturing Technology program focuses on the knowledge and skills necessary for industrial maintenance and technology career paths. Manufacturing focused skills students will learn include electrical systems, robotics, print reading, programmable controller systems, mechatronics, hydraulics and pneumatics, computer aided machining, quality assurance, automation systems, networking, and welding.

FIRST YEAR

Fall Semester			Hours	
ELEC	115	Applied DC & AC Circuits	3	
ELEC	117	Industrial Electrical Controls	3	
ELEC	207	Industrial Electronics Applications	3	
MAFT	119	Robotics I	3	
MEDR	135	Blueprint Reading and Gauging	3	
TOTAL HOURS			15	

Spring Semester			Hours	
ELEC	216	Programmable Controller Systems	3	
MAFT	215	Mechatronics Capstone	3	
MAFT	219	Robotics II	3	
MAFT	255	Hydraulics & Pneumatics	3	
MEDR	246	Computer Aided Machining I	3	
TOTAL HOURS			15	

SECOND YEAR

Fall Semester			Hours	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
MAFT	228	Quality Assurance Fundamentals	3	
MATH	161	Mathematical Reasoning & Modeling	3	
MST	118	Networking	3	
TOTAL HOURS			15	

Spring Semester			Hours	
IST	100	Computer Applications	3	
MAFT	267	Automated Manufacturing Systems	3	
PHYS	100	Survey of Physics	3	
SCOM	110	Public Speaking	3	
WELD	156	Introduction to SMAW (Shielded Metal Arc Welding)	4	
TOTAL HOURS			16	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Program Outcomes

- Develop the knowledge and skills to safely work with electrical and mechanical equipment.
- Develop troubleshooting skills using standard test equipment and interpreting technical drawings.
- Demonstrate knowledge of equipment and process operations.
- Program and monitor industrial PLCs (Programmable Logic Control).
- Understand the design and operation of hydraulic and pneumatic systems.
- Demonstrate an understanding of robotics and automation.

Manufacturing Technician (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Greg Watts gwatts@trcc.edu

Purpose: Career and Technical Education. This Manufacturing Technician certificate focuses on skills necessary for entry-level industrial maintenance and technology career paths. Manufacturing focused skills students will learn include electrical systems, robotics, print reading, programmable controller systems, mechatronics, hydraulics and pneumatics, and computer aided machining.

Fall Semester		Hours	
ELEC	115	Applied DC and AC Circuits	3
ELEC	117	Industrial Electronic Controls	3
ELEC	207	Industrial Electronics Applications	3
MAFT	119	Robotics I	3
MEDR	135	Blueprint Reading and Gauging	3
TOTAL HOURS			15

Spring Semester		Hours	
ELEC	216	Programmable Controller Systems	3
MAFT	215	Mechatronics Capstone	3
MAFT	219	Robotics II	3
MAFT	255	Hydraulics and Pneumatics	3
MEDR	246	Computer Aided Machining	3
TOTAL HOURS			15

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Associate of Applied Science (AAS)

Medical Billing and Coding

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Dolores Reed dreed@trcc.edu

Purpose: The Medical Billing and Coding program prepares students with the knowledge of ICD and CPT coding to assign accurate codes for diagnosis, procedures, and other health services. Students will also learn various clerical and administrative functions that relate to medical facilities. The program prepares the graduate to meet the challenges in today's healthcare billing and coding systems through the application of practical and theoretical general education and hands-on skill development. Students will prepare for and be eligible to pursue AHIMA Certified Coding Associate (CCA) certification.

FIRST YEAR

Fall Semester			Hours	
ALHE	125	Medical Terminology	3	
BIOL	110	Human Biology	3	
ENGL	111	College Writing	3	
IST	225	Medical Billing and Coding I (A Session)	3	
IST	226	Medical Billing and Coding II (B Session)	3	
TOTAL HOURS			15	

Spring Semester			Hours	
IST	100	Computer Applications	3	
IST	275	Advanced Medical Billing and Coding I (A session)	3	
IST	276	Advanced Medical Billing and Coding II (B session)	3	
MATH	161	Mathematical Reasoning and Modeling	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			15	

SECOND YEAR

Fall Semester			Hours	
ACCT	211	Principles of Accounting I	3	
BMGT	235	Customer Service Management	3	
GOVT	121	National and State Government	3	
IST	126	Word Processing Applications	3	
IST	268	Spreadsheet Applications	3	
TOTAL HOURS			15	

Spring Semester			Hours	
ACCT	212	Principles of Accounting II	3	
BMGT	215	Supervisory Development	3	
BUAD	120	Introduction to Business	3	
BUAD	221	Fundamentals of Management	3	
IST	148	Office Procedures	3	
TOTAL HOURS			15	

Program Outcomes

- Demonstrate proficiency in the use of CPT and ICD-CM coding systems.
- Demonstrate the proper completion of health insurance claim forms.
- Demonstrate the ability to communicate with physicians, hospitals, and other health facilities utilizing medical terminology and vocabulary.
- Demonstrate technological skills necessary for navigating (HER) electronic health records, encoding and grouping software, utilizing practice management including (HIM) health information management systems and validation of codes assigned by (CAC) computer assisted coding software.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Medical Billing and Coding (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Dolores Reed dreed@trcc.edu

Purpose: The Medical Billing and Coding Certificate program prepares students for entry-level positions in the medical claims billing field. Students will prepare for and be eligible to pursue AHIMA Certified Coding Associate (CCA) certification.

Fall Semester			Hours	
ALHE	125	Medical Terminology	3	
IST	100	Computer Applications	3	
IST	225	Medical Billing and Coding I (A Session)	3	
IST	226	Medical Billing and Coding II (B Session)	3	
TOTAL HOURS			12	

Spring Semester			Hours	
BIOL	110	Human Biology	3	
IST	268	Spreadsheet Applications	3	
IST	275	Advanced Medical Billing and Coding I (A Session)	3	
IST	276	Advanced Medical Billing and Coding II (B Session)	3	
TOTAL HOURS			12	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Associate of Applied Science (AAS)

Medical Laboratory Technician

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Chris Adams cadams@trcc.edu

Purpose: Career and Technical Education. In keeping with the mission of the Missouri Health Professions Consortium (MHPC), the Medical Laboratory Technician program was developed to meet the increasing demand for highly competent medical laboratory technicians in rural and underserved areas of Missouri. The purpose of this associate degree program is to prepare selected individuals to provide accurate and reliable diagnostic testing results to the citizens of Missouri. We educate and prepare laboratory generalists to have the knowledge, skills, and professional behaviors that are necessary to be eligible to apply for the national certification examination as well as meet employer expectations in the community service area.

Program Prerequisites:

- Admission into the Missouri Health Professions Consortium (MHPC) Medical Laboratory Technician (MLT) program.
- Successful completion of required general education prerequisite courses with a grade of C or higher.
- Minimum cumulative grade point average of 2.5 or higher.
- Successful completion of each course during each semester required in the MHPC MLT program with a grade of C or higher.
- Students must have a TEAS score in the 50th percentile or higher.

PREREQUISITES

				Hours	
BIOL	231	Anatomy and Physiology I		4	
ENGL	111	College Writing		3	
GOVT	121	National and State Government		3	
MATH	163	College Algebra for Calculus		3	
BIOL	232	Anatomy and Physiology II		4	
CHEM	111	Introductory Chemistry		5	
		Elective Block		3-4	

Elective Block

				Hours	
GNST	100	New Student Orientation		1	
PHIL	233	Ethics		3	
SOCI	111	General Sociology		3	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

PROFESSIONAL YEAR

				Hours	
Fall Semester					
MLT	150	Introduction to Laboratory Science Methods		2	
MLT	210	Immunology		3	
MLT	250	Hematology and Coagulation		5	
MLT	260	Phlebotomy		2	
MLT	291	Hematology and Coagulation Practicum		2	
				TOTAL HOURS	14

				Hours	
Spring Semester					
MLT	270	Immunoematology		5	
MLT	280	Clinical Microbiology		4	
MLT	290	Parasitology, Mycology, and Virology		1	
MLT	293	Clinical Microbiology Practicum		2	
MLT	294	Immunoematology Practicum		2	
				TOTAL HOURS	14

				Hours	
Summer Term					
MLT	220	Clinical Chemistry and Urinalysis		5	
MLT	292	Clinical Chemistry Practicum		2	
				TOTAL HOURS	7

The MHPC Medical Laboratory Technician (MLT) Program is coordinated through Moberly Area Community College and is offered through the following community colleges: Mineral Area College (MAC), Moberly Area Community College (MACC), North Central Missouri College (NCMC), State Fair Community College (SFCC), and Three Rivers College (TRC). The program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 N. River Rd., Suite 720, Rosmont, IL 60018, 773-714-8880.

The MHPC MLT Program curriculum includes virtual classroom instruction (3-5 days/week, fall and spring semesters), on-campus laboratory instruction in Mexico or Poplar Bluff as designated (maximum three separate times, fall & spring semesters each), and an off-campus clinical rotation component (3-5 days/week, fall, spring and summer). Please see our application packet for information regarding tuition and fees associated with the program.

After all classes and clinical requirements are completed within the MHPC MLT Program, students graduate from their home campus and are eligible to take the national certification examination. The MHPC MLT Program is full-time only, with courses offered in a specific sequence.

Each summer, an average of 30 students are selected to begin the program in the fall. The professional year of the program (MLT coursework) is designed to be completed within 12 months beginning in August and ending the following August.

Enrollment in the MHPC MLT program is selective and an informational packet with application materials is available online (trcc.edu/apply/). Students must complete all general education coursework PRIOR to entry into the professional level program. However, students can complete coursework in the semester prior to the start of the program; under these circumstances, program admission would be contingent upon successful completion of general education prerequisite coursework and maintenance of the required 2.5 GPA. Transcript evidence of satisfactory completion of general education/prerequisite coursework must be received with the application packet. Only students meeting all admission criteria and submitting completed application packets within the established time frame will be considered. The Application Committee meetings are conducted the summer before the start of the professional year. Admission decisions of the Application Committee are final. Applicants will receive a letter regarding admissions status following committee review.

Application Deadline: May 15

For more program information, please visit: www.macc.edu/mhpc-mlt.

Pre-Medical Laboratory Technology (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Chris Adams cadams@trcc.edu

Purpose: Career and Technical Education. This certificate provides general education courses for students seeking admission to a Medical Laboratory Technology (MLT) program or health-related degree program. This certificate is not required prior to admission into the Three Rivers College's MLT AAS program. (Refer to the Associate of Applied Science Medical Laboratory Technology [MLT] degree plan for admission criteria).

Fall Semester			Hours	
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
GNST	100	New Student Orientation	1	
MATH	163	College Algebra for Calculus	3	
TOTAL HOURS			11	

Spring Semester			Hours	
CHEM	111	Introductory Chemistry I	5	
GOVT	121	National and State Government	3	
PHIL	233	Ethics	3	
SOCI	111	General Sociology	3	
TOTAL HOURS			14	

Summer Semester			Hours	
BIOL	232	Anatomy and Physiology II	4	
TOTAL HOURS			4	

NOTE: Students must achieve a minimum of "C" or higher in general education coursework to be eligible to apply to the MHPC MLT Program.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Associate of Applied Science (AAS)

Nursing

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Laura McElroy lmcelroy@trcc.edu

RN Bridge Contact: Laura McElroy lmcelroy@trcc.edu

Purpose: Career and Technical Education. The purpose of this nursing program is to prepare students to achieve an Associate of Applied Science degree, to apply for licensure by examination* as a registered nurse, and to use the nursing process in providing safe and effective nursing care for clients in structured primary or secondary care settings.

Both general education and nursing education courses are included in the program of study; clinical laboratory experiences are planned in local healthcare facilities under the direct guidance of the Nursing faculty. Students enrolled in the nursing program have the same privileges and responsibilities accorded all students of the College.

The Poplar Bluff Associate Degree Nursing Program and the Sikeston RN Bridge program are fully approved by the Missouri State Board of Nursing 573-751- 0681: www.pr.mo.gov. The program is accredited by the

Accreditation Commission for Education in Nursing (ACEN)

3390 Peachtree Road NE, Suite 1400

Atlanta, GA 30326

404-975-5000

www.acenursing.org.

NOTE: Nursing students are required to have two physical examinations, one as part of the admission process and the second prior to the beginning of second-year classes. Students must meet certain health criteria for clinical practice in agencies, including, but not limited to, random or for-cause drug screening. Students are required to be certified at the BLS for Healthcare Providers (BLS-HCP) level. Proof of successful completion of the BLS-HCP course must be in the form of an official CPR card document issued by an authorized AHA or Red Cross Training Center. Cards issued by private companies that state the course was “taught in accordance with AHA (or Red Cross) guidelines” are not sufficient evidence of course completion and will not satisfy this requirement.

*The requirements for licensure, as set forth in the Missouri Statutes 335 RSMo 2022 the Nurse Practice Act, include being of good moral character, completion of the high school course of study or the equivalent, successful completion of the basic professional nursing curriculum in an approved school of nursing (however, successful completion does not guarantee eligibility to take the licensure examination). *Non-English-speaking candidates are required to submit evidence of proficiency in the English language. There are also questions related to adjudication of any crime other than traffic violations, including unlawful use or possession of controlled substances or alcoholic beverages to an extent that one is impaired, fraud, dishonesty, acts of violence, bribery, deception, misconduct, insanity, incompetence, and placement on employee disqualification lists by a state or federal agency. Affirmative answers may result in the applicant being denied access to the licensure examination by the State Board of Nursing. For further information, consult the department chair.

**The requirements for nursing licensure are set forth in Missouri Statutes 335.066 and 335.046.1, a paper copy of which is available from the Three Rivers Nursing Program Department. An electronic copy can be found at trcc.edu.*

Admission Criteria

All candidates must meet the regular admission requirements as stated in the current catalog:

To become an eligible nursing applicant, each individual must have the following on file in the admissions office no later than **March 1 for the Poplar Bluff day program and Evening RN Bridge program, and December 1 for the Sikeston RN Bridge program.**

- Completed college application;
- Take Accuplacer Placement test or have current placement examination scores;
- Final high school transcript or high school equivalency certificate;
- Transcripts of all previous university/college/technical schools; and
- Completed current nursing application.

Both the College application and the nursing application can be found at trcc.edu/apply/. Hand delivered applications must be received in the Poplar Bluff or Sikeston Nursing Office by 4 p.m. on the appropriate deadline date or the next Three Rivers College business day if the deadline falls on either a weekend or a holiday. Applications received by mail or other traceable means must be postmarked by midnight on the appropriate deadline dates.

The Nursing Admissions Committee uses the following minimum requirements for the initial screening of applicants:

1. Cumulative Grade Point Average (GPA) of 2.00, or if current high school student, with no college GPA, rank in the upper one third of their high school graduating class.
2. Satisfactory performance on the HESI Admission Assessment (HESI A2) Examination (minimum 75% overall score). HESI A2 scores must be current within two years of application deadline. Examination must be completed by application deadline.
3. RN Bridge applicants who complete the HESI Admission Assessment (HESI A2) with a minimum score of 75%, must also satisfactorily complete the HESI RN Bridge ADN Entrance Examination (minimum 700 overall score). RN Bridge applicants will be given (HESI ADN) testing information once their application and successful HESI A2 score has been received in the Nursing Office.

In the event that two or more applicants receive the same overall score, the applicants will be ranked according to the HESI Reading Comprehension score, and then, if necessary, by the HESI Math score, and finally by the HESI Vocabulary/General Knowledge score. Selection as an alternate does not guarantee admission into the program or placement into the following year's selection process. Selected alternates remain eligible by completion of pre-nursing courses with a maintained cumulative GPA of 2.00. Alternates will replace students in the ranked order as space becomes available and will be notified by letter. If not granted admission by the first day of class for the cohort, then the alternate must reapply.

Transfer Requests must be received in writing by May 1 for Fall courses and by December 1 for Spring courses for credential evaluation. Contact the Nursing Program for transfer packets and instructions. Readmission requests must be received in writing by the finals week of the current semester from which the student has failed or withdrawn.

Applicants will be notified of their admission status by letter. Individuals selected are required to have a physical examination, preadmission drug screen, and criminal background check prior to starting their first nursing course. Final admission is contingent upon submission of a satisfactory confidential medical history and examination, negative drug screen, a negative criminal background check, and completion of pre-nursing courses with a cumulative GPA of 2.00 or higher (see curriculum guide).

RN Bridge applicants must meet the same admission criteria as other nursing applicants. To qualify, the selected student must additionally:

- Have an active, unencumbered license as a Licensed Practical Nurse with privileges to practice in the state of Missouri. (Applicants that have an authorization to test for the NCLEX-PN may apply pending successful completion of the licensure exam).
- Demonstrate satisfactory performance on the RN-Bridge ADN Entrance Exam. Scores on screening assessment must be current within two years of deadline.

Progression and Retention Criteria

1. Students must maintain a cumulative GPA of 2.0 throughout their enrollment in the nursing program. Students must also comply with College policies regarding probation and suspension, as outlined in the Three Rivers College Catalog.
2. In order to progress in the nursing sequence:
 - a. Students must achieve satisfactory clinical performance, satisfactory skills lab performance, and a minimum grade of "C" for each nursing course in order to progress to the next nursing course.
 - b. Students failing to achieve satisfactory clinical performance or skills laboratory performance will receive a course grade of "F" regardless of the grade in the theory portion of the course.
 - c. A student can fail or withdraw from a nursing course one time. A student can only be readmitted to the nursing program one time. A student who fails or withdraws from more than one nursing course (whether in the same semester or different semesters) is ineligible for readmission.
 - d. Students must achieve a minimum grade of "B" in nursing related courses, including Anatomy and Physiology I and II and Mathematical Reasoning and Modeling.
 - e. Supporting general education courses must be taken in the sequence listed in the student's program option (refer to curriculum outlines) if not completed before acceptance into the nursing program.

Nursing Day Program Curriculum

Summer Term				Hours
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
MATH	161	Mathematical Reasoning and Modeling	3	
TOTAL HOURS			13	

FIRST YEAR

Fall Semester				Hours
BIOL	232	Anatomy and Physiology II	4	
NURS	116	Foundations of Nursing	9	
TOTAL HOURS			13	

Spring Semester				Hours
NURS	128	Mental Health Nursing	3	
NURS	129	Medical Surgical Nursing I	6	
NURS	135	Pharmacology for Nurses	3	
TOTAL HOURS			12	

SECOND YEAR

Fall Semester				Hours
NURS	218	Maternal and Child Health Nursing	3	
NURS	219	Medical Surgical Nursing II	7	
PSYC	243	Human Development Across the Lifespan	3	
TOTAL HOURS			13	

Spring Semester				Hours
NURS	238	Medical Surgical Nursing III	5	
NURS	239	Preceptor in Nursing	3	
NURS	245	Transition Into Professional Nursing	4	
TOTAL HOURS			12	

General Education Credit: 20

Nursing Education Credit: 43

TOTAL CREDIT HOURS: 63

Nursing Evening Program Curriculum

FIRST YEAR

Fall Semester				Hours
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
MATH	161	Mathematical Reasoning and Modeling	3	
TOTAL HOURS			13	

Spring Semester				Hours
BIOL	232	Anatomy and Physiology II	4	
NURS	116	Foundations of Nursing	9	
TOTAL HOURS			13	

Fall Semester				Hours
NURS	128	Mental Health Nursing	3	
NURS	129	Medical Surgical Nursing I	6	
NURS	135	Pharmacology for Nurses	3	
TOTAL HOURS			12	

SECOND YEAR

Spring Semester				Hours
NURS	218	Maternal and Child Health Nursing	3	
NURS	219	Medical Surgical Nursing II	7	
PSYC	243	Human Development Across the Lifespan	3	
TOTAL HOURS			13	

Fall Semester				Hours
NURS	238	Medical Surgical Nursing III	5	
NURS	239	Preceptor in Nursing	3	
NURS	245	Transition Into Professional Nursing	4	
TOTAL HOURS			12	

General Education Credit: 20

Nursing Education Credit: 43

TOTAL CREDIT HOURS: 63

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

RN Bridge - Day & Sikeston

Spring Semester				Hours
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
MATH	161	Mathematical Reasoning and Modeling	3	
NURS	108	RN Bridge	4	
TOTAL HOURS			17	

Summer Term				Hours
BIOL	232	Anatomy and Physiology II	4	
TOTAL HOURS			4	

Fall Semester				Hours
NURS	218	Maternal and Child Health Nursing	3	
NURS	219	Medical Surgical Nursing II	7	
PSYC	243	Human Development Across the Lifespan	3	
TOTAL HOURS			13	

Spring Semester				Hours
NURS	238	Medical Surgical Nursing III	5	
NURS	239	Preceptor in Nursing	3	
NURS	245	Transition into Professional Nursing	4	
TOTAL HOURS			12	

Articulated Credit				
NURS	116	Foundations of Nursing	6	
NURS	135	Pharmacology for Nurses	3	
NURS	128	Mental Health Nursing	3	
NURS	129	Medical Surgical Nursing I	5	

General Education Hours: 20
 Nursing Hours: 26
 Articulated Credit: 17
TOTAL CREDIT HOURS: 63

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

RN Bridge - Evening

Summer Term				Hours
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
MATH	161	Mathematical Reasoning and Modeling	3	
TOTAL HOURS			13	

Fall Semester				Hours
BIOL	232	Anatomy and Physiology II	4	
NURS	108	RN Bridge	4	
TOTAL HOURS			8	

Spring Semester				Hours
NURS	218	Maternal and Child Health Nursing	3	
NURS	219	Medical Surgical Nursing II	7	
PSYC	243	Human Development Across the Lifespan	3	
TOTAL HOURS			13	

Fall Semester				Hours
NURS	238	Medical Surgical Nursing III	5	
NURS	239	Preceptor in Nursing	3	
NURS	245	Transition into Professional Nursing	4	
TOTAL HOURS			12	

Articulated Credit				
NURS	116	Foundations of Nursing	6	
NURS	135	Pharmacology for Nurses	3	
NURS	128	Mental Health Nursing	3	
NURS	129	Medical Surgical Nursing I	5	

General Education Hours: 20
 Nursing Hours: 26
 Articulated Credit: 17
TOTAL CREDIT HOURS: 63

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Program Outcomes

- Develop personal responsibility for professionalism, education, and scope of practice.
- Choose effective communication strategies while collaborating with patients, significant support person, and interdisciplinary members of the healthcare team.
- Evaluate critical thinking and clinical decision-making to provide safe, patient-centered care.
- Apply evidence-based practice while recognizing the role of quality improvement in the healthcare system.
- Select appropriate information and technology in the management of patient care.

Practical Nurse (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One Year

Poplar Bluff Program Contact: Sherri Dodson sdodson@trcc.edu

Sikeston Program Contact: Lindsey Pikey lpikey@trcc.edu

Purpose: Career and Technical Education. The purpose of the Practical Nursing program at Three Rivers College is to prepare students to achieve a one-year certificate in Practical Nursing and be successful in obtaining licensure as a Licensed Practical Nurse. The Practical Nursing program instills knowledge, skills, and professional values to prepare individuals to enter the workforce and provide safe, effective nursing care for clients in a variety of healthcare settings.

Nursing education courses are included in the program of study; clinical laboratory experiences are planned in local healthcare facilities under the direct guidance of the nursing faculty. Students enrolled in the nursing program have the same privileges and responsibilities afforded all students of the College.

Three Rivers College's Practical Nursing program is fully approved by the Missouri State Board of Nursing: 573-751-0681, www.pr.mo.gov.

Admission Process

1. Must be 18 years of age (at the start of the program)
2. Minimum GPA 2.0 (high school or college, most current will be used)
3. High school diploma, or equivalency certificate
4. Minimum TEAS Composite Percentage Score of 58%
5. Completion of college application
6. Transcripts from all colleges/high school

The class will be selected using the following formula:

- TEAS Composite Percentage Score = 40%
- TEAS Reading Comprehension Score = 60%

In the event that two or more applicants receive the same overall admission score, the applicants will be ranked according to the TEAS Composite Percentage score, then the TEAS Reading Comprehension score, then the TEAS Math score, and finally the TEAS Science score. Applicants will be notified of their admission status by letter. Individuals selected are required to have a physical examination, preadmission drug screen, and criminal background check prior to starting their first nursing course. Final admission is contingent upon submission of a satisfactory confidential medical history and examination, negative drug screen, a negative criminal background check, and a cumulative GPA of 2.00 or higher. Selection as an alternate does not guarantee admission into the program or placement into the following year's selection process. Alternates will replace students in the ranked order as space becomes available and will be notified by letter. If not granted admission, the alternate must reapply.

In addition to the College tuition and fees, nursing students will be charged \$15 per academic year for malpractice insurance, \$85 per course fee, and \$85 per credit hour clinical fee for nursing courses to cover the cost of lab supplies, computerized testing, photos, school pin, and the NCLEX live review.

NOTE: Nursing students are required to have two physical examinations, one as part of the admission process and the second prior to the beginning of second-year classes. Students must meet certain health criteria for clinical practice in agencies, including, but not limited to, random or for-cause drug screening. Students are required to be certified at the BLS for Healthcare Providers (BLS-HCP) level. Proof of successful completion of the BLS-HCP course must be in the form of an official CPR card document issued by an authorized AHA or Red Cross Training Center. Cards issued by private companies that state the course was "taught in accordance with AHA (or Red Cross) guidelines" are not sufficient evidence of course completion and will not satisfy this requirement.

*The requirements for licensure, as set forth in the Missouri Statutes 335 RSMo 2015 the Nurse Practice Act, include being of good moral character, completion of the high school course of study or the equivalent, successful completion of the basic professional nursing curriculum in an approved school of nursing (however, successful completion does not guarantee eligibility to take the licensure examination). *Non-English speaking candidates are required to submit evidence of proficiency in the English language. There are also questions related to adjudication of any crime other than traffic violations, including unlawful use or possession of controlled substances or alcoholic beverages to an extent that one is impaired, fraud, dishonesty, acts of violence, bribery, deception, misconduct, insanity, incompetence, and placement on employee disqualification lists by a state or federal agency. Affirmative answers may result in the applicant being denied access to the licensure examination by the State Board of Nursing. For further information, consult the department chair.

**The requirements for nursing licensure are set forth in Missouri Statutes 335.066 and 335.046.1, a paper copy of which is available from the Three Rivers Nursing Program Department. An electronic copy can be found at trcc.edu.*

First Block			Hours	
PNRS	105	Personal and Vocational Concepts	3	
ALHE	127	Body Systems and Function for Healthcare Providers	3	
PNRS	115	Fundamentals of Nursing	12.25	
PNRS	117	Intravenous Therapy	.75	
PNRS	127	Mental Health	3	
TOTAL HOURS			22	

Third Block			Hours	
PNRS	116	Pediatric Nursing	3	
PNRS	119	Medical Surgical Nursing II	7	
PNRS	125	Maternal/Newborn Nursing	3	
PNRS	128	Leadership and Management	3.5	
TOTAL HOURS			16.5	

Second Block			Hours	
PSYC	243	Human Development Across the Lifespan**	3	
PNRS	118	Medical Surgical Nursing I	7	
PNRS	126	Pharmacology	4	
TOTAL HOURS			14	

*Option for ALHE 127 (Must Complete Both)			Hours	
BIOL	231	Anatomy and Physiology I**	4	
BIOL	232	Anatomy and Physiology II**	4	
TOTAL HOURS			8	

**These courses require an "A" or "B" for progression in the Practical Nursing Program.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Program Outcomes

- Utilize the nursing process to provide safe client care within a health care team.
- Interpret clients' diverse backgrounds across the lifespan to provide individualized nursing care.
- Use effective communication as a member of the health care team.
- Demonstrate safe, effective nursing care within the scope of practice for the practical nurse while maintaining legal/ethical standards.
- Discover strategies to promote personal success.
- Apply basic knowledge of mathematics; anatomy and physiology; and human growth and development to the practical nurse role.

Pre-Nursing (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Laura McElroy lmcelroy@trcc.edu

Purpose: Career and Technical Education. This certificate provides general education courses for students seeking admission to a nursing program. Admission criteria for the TRC nursing program is listed on the degree page. Completion of this certificate is not required prior to admission in the nursing program nor does it guarantee admission into the nursing program.

Fall Semester			Hours	
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
MATH	161	Mathematical Reasoning and Modeling	3	
TOTAL HOURS			13	

Spring Semester			Hours	
ALHE	125	Medical Terminology	3	
BIOL	232	Anatomy and Physiology II	4	
IST	100	Computer Applications	3	
PSYC	243	Human Development Across the Life Span	3	
TOTAL HOURS			13	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Associate of Applied Science (AAS)

Occupational Therapy Assistant

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Chris Adams cadams@trcc.edu

Purpose: The Occupational Therapy Assistant program is a one-plus-one degree program which prepares students to practice as Certified Occupational Therapy Assistants (COTA) after meeting certification and state licensure standards. Three Rivers College is one of five colleges in the Missouri Health Professions Consortium (MHPC) currently offering this program. Three Rivers offers and enrolls students in the general education coursework; sophomore level (professional level) coursework typically originates from a classroom at any of the five campuses and is conveyed to students via interactive television and internet-based technology. Through the combination of general education and professional level coursework, classroom and laboratory practice, and clinical fieldwork experiences, students will learn the profession of occupational therapy assistant. The professional year does not run on a traditional Three Rivers academic cycle. Classes begin in the fall semester and will run until the next fall semester of the following year. Completion of professional coursework takes one full calendar year.

FIRST YEAR

Fall Semester			Hours
BIOL	231	Anatomy and Physiology I	4
ENGL	111	College Writing	3
MATH	153	Intermediate Algebra -or- Mathematical Reasoning and Modeling – or - College Algebra for Calculus	3
MATH	161		
MATH	163		
PSYC	111	General Psychology	3
ALHE	125	Medical Terminology	3
TOTAL HOURS			16

Spring Semester			Hours
BIOL	232	Anatomy and Physiology II	4
SCOM	110	Public Speaking –or- Human Communication	3
SCOM	101		
PSYC	243	Human Development Across the Lifespan	3
GOVT	121	National and State Government -or- American History to 1877 -or- American History Since 1877	3
HIST	111		
HIST	112		
SOCI	111	General Sociology	3
TOTAL HOURS			16

Accreditation

The MHPC Occupational Therapy Assistant (OTA) program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 6116 Executive Boulevard, Suite 200, North Bethesda, MD 20852-4929. ACOTE's telephone number c/o AOTA is 301-652-AOTA and its Web address is www.acoteonline.org. Graduates of the program will be eligible to sit for the national certification examination for the Occupational Therapy Assistant administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be a Certified Occupational Therapy Assistant (COTA).

Admission Process

Enrollment in the MHPC Occupational Therapy Assistant program is selective and an informational packet with application materials is available online (trcc.edu/apply/) or at the Three Rivers campus. **Students must complete all general education coursework PRIOR to entry into the professional level program.** However, students can complete coursework in the semester prior to the start of the program; under these circumstances, program admission would be contingent upon successful completion of general education prerequisite coursework and maintenance of the required 2.5 GPA. Transcript evidence of satisfactory completion of general education/prerequisite coursework must be received with the application packet. Three Rivers may not be able to offer admission to all qualified applicants. Only students meeting all admission criteria and submitting completed application packets within the established time frame will be considered. The Selection Committee meetings are conducted the summer before the start of the professional year. Admission decisions of the Selection Committee are final. Applicants will receive a letter regarding admissions status following committee review. **Application Deadline: March 1.**

Transfer Options: This degree will articulate to a Bachelor of Health Science (BHS) degree at the University of Missouri-Columbia (UMC). While a bachelor's degree is not required to practice as an OTA, 60 credit hours will transfer to UMC if graduates wish to pursue their additional degree.

SECOND YEAR

Fall Semester			Hours
OTA	200	Foundations of Occupational Therapy	3
OTA	205	Medical Conditions in Occupational Therapy	3
OTA	210	Activity Analysis and Therapeutic Media in Occupational Therapy	3
OTA	215	Mental Health and Geriatric Practice	4
OTA	220	Pediatric and Adolescent Practice	4
TOTAL HOURS			17

Spring Semester			Hours
OTA	250	Functional Kinesiology	2
OTA	255	Physical Disabilities Practice	4
OTA	260	Community Practice and Emerging Practice in Occupational Therapy	3
OTA	265	Ethics, Management, and Leadership	3
OTA	270	Professional Skills	3
TOTAL HOURS			15

Summer Semester			Hours
OTA	290	Level II A Fieldwork	8
OTA	295	Level II B Fieldwork	8
TOTAL HOURS			16

Total Hours: 80 credit hours

Pre-Occupational Therapy Assistant (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Chris Adams cadams@trcc.edu

Purpose: Career and Technical Education. Program designed to fulfill the general education requirements of the one-plus-one articulation into the Occupational Therapy Assistant Associate of Applied Science program, a part of the Missouri Health Professions Consortium.

For detailed admission criteria to become an eligible applicant, visit trcc.edu/apply/.

Fall Semester			Hours	
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
MATH	153	Intermediate Algebra -or- Mathematical Reasoning and Modeling – or - College Algebra for Calculus	3	
MATH	161			
MATH	163			
PSYC	111	General Psychology	3	
ALHE	125	Medical Terminology	3	
TOTAL HOURS			16	

Spring Semester			Hours	
BIOL	232	Anatomy and Physiology II	4	
SCOM	110	Public Speaking -or- Human Communication	3	
SCOM	101			
PSYC	243	Human Development Across the Life Span	3	
GOVT	121	National and State Government -or- American History to 1877 -or- American History Since 1877	3	
HIST	111			
HIST	112			
SOCI	111	General Sociology	3	
TOTAL HOURS			16	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Associate of Applied Science (AAS)

Office Administration

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Will Cooper wcooper@trcc.edu

Purpose: Career and Technical Education. The Office Administration program is designed for individuals who are currently employed in an office environment and for students planning a career as an office administrative assistant. This program prepares students to meet the challenges of the modern office through the application of practical and theoretical general education, and hands-on skill development.

FIRST YEAR

Fall Semester			Hours	
ALHE	125	Medical Terminology	3	
BMGT	105	Career Management	3	
BMGT	235	Customer Service Management	3	
BUAD	120	Introduction to Business	3	
IST	100	Computer Applications	3	
TOTAL HOURS			15	

Spring Semester			Hours	
ACCT	211	Principles of Accounting I	3	
BLAW	221	Legal and Ethical Environment of Business	3	
IST	126	Word Processing Applications	3	
IST	148	Office Procedures	3	
IST	268	Spreadsheet Applications	3	
TOTAL HOURS			15	

SECOND YEAR

Fall Semester			Hours	
BMGT	108	Human Resources Management	3	
BUAD	221	Fundamentals of Management	3	
ECON	211	Principles of Macroeconomics	3	
ENGL	111	College Writing	3	
MATH	161	Mathematical Reasoning and Modeling	3	
TOTAL HOURS			15	

Spring Semester			Hours	
ACCT	219	Accounting Management Software	3	
BMGT	215	Supervisory Development	3	
GOVT	121	National and State Government	3	
IST	296	Office Administrative Applications	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			15	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Program Outcomes

- Demonstrate the ability to communicate in all forms effectively, including written and oral communication, utilizing business and office administration terminology and vocabulary.
- Demonstrate technological skills, including word processing, spreadsheets, and database management applications as they apply to office administration.
- Demonstrate appropriate office procedures as related to a business environment.
- Understand and perform office accounting and recordkeeping functions as related to office administration.

Office Assistant (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Will Cooper wcooper@trcc.edu

Purpose: Career and Technical Education. The Office Assistant certificate focuses on marketable skills in the area of office assistant. The certificate program is a one-year certificate program consisting of core courses and one elective. Courses will be offered over a period of semesters. The certificate will be awarded upon satisfactory completion of the prescribed curriculum.

Fall Semester			Hours	
ALHE	125	Medical Terminology	3	
BMGT	105	Career Management	3	
BMGT	235	Customer Service Management	3	
BUAD	120	Introduction to Business	3	
IST	100	Computer Applications	3	
TOTAL HOURS			15	

Spring Semester			Hours	
ACCT	211	Principles of Accounting I	3	
BLAW	221	Legal and Ethical Environment of Business	3	
IST	126	Word Processing Applications	3	
IST	148	Office Procedures	3	
IST	268	Spreadsheet Applications	3	
TOTAL HOURS			15	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Associate of Applied Science (AAS)

Paramedic

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Tami Cunningham tcunningham@trcc.edu

Purpose: Career and Technical Education. To prepare competent entry-level Paramedics in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains with or without exit points at the Advanced Emergency Medical Technician and/or Emergency Medical Technician, and/or Emergency Medical Responder levels.

Admission Criteria: To become an eligible applicant, individuals must:

- Have a program application on file in the Emergency Medical Services Office. (Find application at trcc.edu/apply/)
- Be a Missouri licensed EMT.
- Have current Basic Life Support for Healthcare Providers status.
- Take the Accuplacer Placement test or have current placement examination scores.
- Satisfactorily complete a confidential medical history, physical examination, negative preadmission drug screen, and clear criminal background check after acceptance in the program.

Three Rivers College is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions. Commission on Accreditation of Allied Health Education Programs, 727-210-2350. (www.caahep.org).

To contact CoAEMSP 214-703-8445 www.coaemsp.org

Selection of students occurs during the Spring semester with Paramedic courses beginning in August. Students must meet certain criteria for internship practice in agencies, including, but not limited to, random or for-cause drug screenings.

FIRST YEAR

Fall Semester			Hours	
EMT	105	Emergency Medical Technician (EMT)	9	
BIOL	231	Anatomy & Physiology 1	4	
TOTAL HOURS			13	

Spring Semester			Hours	
ENGL	111	College Writing	3	
GOVT	121	National & State Govt.	3	
MATH	161	Mathematical Reasoning and Modeling	3	
PSYC	243	Human Development Across the Lifespan	3	
TOTAL HOURS			12	

SECOND YEAR

Fall Semester			Hours	
PARA	210	Paramedic I	12	
PARA	215	Paramedic Internship I	2	
TOTAL HOURS			14	

Spring Semester			Hours	
PARA	220	Paramedic II	12	
PARA	225	Paramedic Internship II	4	
TOTAL HOURS			16	

Summer Semester			Hours	
PARA	230	Paramedic III	2	
PARA	235	Paramedic Internship III	6	
TOTAL HOURS			8	

TOTAL CREDIT HOURS: 63

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Graduates of the AAS degree program are eligible to take the National Registry Advanced Level practical and written examinations for Paramedic licensure. There are questions on the Missouri licensure application related to the conviction of any crime (traffic violations, drugs, and/or alcohol, etc.) Affirmative answers may result in the applicant being denied licensure by the Department of Health and Senior Services Bureau of EMS.

NOTE: Other fees are associated with the Paramedic program in addition to regular college tuition and fees.

Program Outcomes

- Provide a safe, supportive, and effective environment for each pre-hospital encounter.
- Manage emergency situations using sound judgment and protocol/procedures to respond in an efficient manner.
- Demonstrate knowledge of the legal aspect of EMS (ex. HIPAA), and local policy limits, to all patient encounters while recognizing and accepting personal responsibility for one's actions, or lack of action, in the practice of emergency medicine.
- Communicate in a professional manner with all members of the health care team.
- Utilize knowledge of normal/abnormal anatomy and physiology and pharmacology in pre-hospital emergency care.

Paramedic (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Tami Cunningham tcunningham@trcc.edu

Purpose: Career and Technical Education. To prepare competent entry-level Paramedics in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains with or without exit points at the Advanced Emergency Medical Technician and/or Emergency Medical Technician, and/or Emergency Medical Responder levels.

The Three Rivers College Paramedic Program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of Committee on Accreditation of Educational Programs for the Emergency Medical Services Professionals, 25400 US Hwy 19 N., Suite 158, Clearwater, FL 33763, 727-210-2350 (www.caahep.org).

Admission Criteria: To become an eligible applicant, individuals must:

- Have a program application on file in the EMS Coordinator's Office. (Find application at trcc.edu/apply/)
- Be a Missouri licensed EMT.
- Have current Basic Life Support for Healthcare Providers status.
- Place into College Writing and Mathematical Reasoning and Modeling on the ACT or ACCUPLACER placement tests (ACT scores are valid for 5 years).
- Satisfactorily complete a confidential medical history, physical examination, negative pre-admission drug screen, and clear criminal background check after acceptance in the program.

Selection of students occurs during the spring semester with Paramedic courses beginning in August. Students must meet certain criteria for internship practice in agencies, including, but not limited to, random or for-cause drug screenings.

Summer Semester			Hours	
BIOL	231	Anatomy & Physiology I	4	
TOTAL HOURS			4	

Fall Semester			Hours	
PARA	210	Paramedic I	12	
PARA	215	Paramedic Internship I	2	
TOTAL HOURS			14	

Spring Semester			Hours	
PARA	220	Paramedic II	12	
PARA	225	Paramedic Internship	4	
TOTAL HOURS			16	

Summer Semester			Hours	
PARA	230	Paramedic III	2	
PARA	235	Paramedic Internship III	6	
TOTAL HOURS			8	

General Education credit hours: 4

EMS Education credit hours: 38

TOTAL CREDIT HOURS: 42

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

*Graduates of the Paramedic One-Year Certificate are eligible to take the National Registry Advanced Level practical and written examinations for Paramedic licensure. There are questions on the Missouri licensure application related to the conviction of any crime (traffic violations, drugs, and/or alcohol, etc.). Affirmative answers may result in the applicant being denied licensure by the Department of Health and Senior Services Bureau of EMS. **NOTE:** Other fees are associated with the Paramedic program in addition to regular college tuition and fees.*

Advanced EMT (AEMT) (One-Year Certificate)

Certificate Type: One-Year

Contact: Tami Cunningham tcunningham@trcc.edu

Purpose: Career and Technical Education. To prepare competent entry-level Advanced EMTs in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains with or without exit points at the Emergency Medical Technician and/or Emergency Medical Responder levels.

The Three Rivers College Paramedic Program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of Committee on Accreditation of Educational Programs for the Emergency Medical Services Professionals, 25400 US Hwy 19 N., Suite 158, Clearwater, FL 33763, 727-210-2350 (www.caahep.org).

Admission Criteria: To become an eligible applicant, individuals must:

- Be a Missouri licensed EMT.
- Have current Basic Life Support for Healthcare Providers status.
- Satisfactorily complete a confidential medical history, physical examination, negative pre-admission drug screen, and clear criminal background check after acceptance in the program.

Fall Semester			Hours	
ALHE	125	Medical Terminology	3	
BIOL	231	Anatomy & Physiology I	4	
EMT	105	Emergency Medical Technician (EMT)	9	
TOTAL HOURS			16	

Spring Semester			Hours	
BIOL	232	Anatomy & Physiology II	4	
EMT	115	Advanced EMT	12	
TOTAL HOURS			16	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Graduates of the Paramedic One-Year Certificate are eligible to take the National Registry Advanced Level practical and written examinations for Paramedic licensure. There are questions on the Missouri licensure application related to the conviction of any crime (traffic violations, drugs, and/or alcohol, etc.). Affirmative answers may result in the applicant being denied licensure by the Department of Health and Senior Services Bureau of EMS.

NOTE: *Other fees are associated with the Paramedic program in addition to regular college tuition and fees.*

Associate of Applied Science (AAS)

Paraprofessional Educator

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Dr. Faye Sanders asanders@trcc.edu

Purpose: Career and Technical Education. The Paraprofessional Educator program prepares students for paraprofessional positions in public elementary, middle, and high schools; preschools; and private schools. Paraprofessional educators work alongside the regular classroom teacher helping students with their needs. They often work extensively with special needs children.

FIRST YEAR

Fall Semester				Hours
ENGL	111	College Writing	3	
GOVT	121	National and State Government	3	
HPER	110	Lifetime Wellness	2	
PSYC	111	General Psychology	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			14	

Spring Semester				Hours
		Life Sciences Gen Ed course –or– Physical Sciences Gen Ed course	5	
EDUC	201	Teaching Profession with Field Experience	3	
EDUC	270	Educational Technology	3	
ENGL	112	Advanced College Writing	3	
PSYC	223	Child Psychology	3	
TOTAL HOURS			17	

SECOND YEAR

Fall Semester				Hours
ECD	126	Child Health, Safety, and Nutrition	3	
EDUC	240	Integration of Art, Music, & P.E. in the Elementary Education Classroom	3	
EDUC	230	Foundations of Education in a Diverse Society	3	
EDUC	210	Educational Psychology	3	
HIST	111	American History to 1877 - or -	3	
HIST	112	American History since 1877		
TOTAL HOURS			15	

Spring Semester				Hours
ECD	202	Survey of Early Childhood Development and Education	3	
EDUC	297	Paraprofessional Educator Practicum ⁽¹⁾	3	
EDUC	250	Children's Literature	3	
EDUC	260	Education of the Exceptional Learner	3	
MATH	161	Mathematical Reasoning and Modeling – or -	3	
MATH	163	College Algebra for Calculus		
TOTAL HOURS			15	

⁽¹⁾Practicum experience requires 100 hours under the supervision of a certified teacher in a K-12 setting. Instructor consent only.

Paraprofessional students should be aware that forty-five (45) hours of classroom observation/engagement is required in EDUC 201-Teaching Profession with Field Experience (30 hours) and EDUC 260-Education of the Exceptional Learner (15 hours). In addition, submission of a Criminal Record Background Check must be completed for both EDUC 201 and EDUC 260.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

A list of general education courses can be found on the Core Curriculum Transfer (CORE42) General Education Courses page.

Associate of Applied Science (AAS)

Surgical Technology

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Laura McElroy lmcelroy@trcc.edu

Purpose: Career and Technical Education. The purpose of this program is to prepare entry-level Surgical Technologists who are competent in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains to enter the profession.

Both general education and surgical technology courses are included in the program of study; clinical laboratory experiences are planned in local healthcare facilities under the direct guidance of the Surgical Technology faculty. Students enrolled in the surgical technology program have the same privileges and responsibilities accorded all students of the College.

Admission Criteria

All candidates must meet the regular admission requirements as stated in the current catalog:

To become an eligible surgical technology applicant, each individual must submit:

- Completed current surgical technology application;
- Current placement examination scores;
- Final high school transcript or high school equivalency certificate;
- Transcripts of all previous university/college/technical schools attended; and
- Minimum TEAS score of 50%

Both the College application and the surgical technology application can be found at trcc.edu/apply. Applications received by mail or other traceable means must be postmarked by midnight on the appropriate deadline dates.

The Surgical Technology Admissions Committee uses the following minimum requirements for the initial screening of applicants:

1. Cumulative Grade Point Average (GPA) of 2.00, or if current high school student with no college GPA, rank in the upper one third of their high school graduating class.
2. Satisfactory performance on the **TEAS** exam must be current within two years of application deadline. Examination must be completed by application deadline.

In the event that two or more applicants receive the same overall score, the applicants will be ranked according to TEAS reading comprehension score, then the TEAS Science score, then the TEAS Math score. Alternates will replace students in the ranked order as space becomes available and will be notified by letter. If not granted admission by the first day of class for the cohort, then the alternate must reapply.

Applicants will be notified of their admission status by letter. Individuals selected are required to have a physical examination, preadmission drug screen, and criminal background check prior to starting their first surgical technology course. Final admission is contingent upon submission of a satisfactory confidential medical history and examination, negative drug screen, a negative criminal background check, and completion of pre-surgical technology courses with a cumulative GPA of 2.00 or higher.

Progression and Retention Criteria

1. Students must maintain a cumulative GPA of 2.0 throughout their enrollment in the surgical technology program. Students must also comply with college policies regarding probation and suspension, as outlined in the Three Rivers College Catalog.
2. In order to progress in the surgical technology sequence:
 - a. Students must achieve satisfactory clinical performance, satisfactory skills lab performance, and a minimum grade of "C" for each surgical technology course to progress to the next course.
 - b. Students failing to achieve satisfactory clinical performance or skills laboratory performance will receive a course grade of "F" regardless of the grade in the theory portion of the course.
 - c. A student can fail or withdraw from a surgical technology course one time. A student can only be readmitted to the program one time.
 - d. Students must achieve a minimum grade of "B" in Anatomy and Physiology I and II.
 - e. Supporting general education courses must be taken in the sequence listed in the student's program option if not completed before acceptance into the surgical technology program.

Surgical Technology

FIRST YEAR

Fall Semester			Hours	
ALHE	125	Medical Terminology	3	
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
MATH	161	Mathematical Reasoning and Modeling	3	
TOTAL HOURS			13	

Spring Semester			Hours	
BIOL	232	Anatomy and Physiology II	4	
BIOL	253	Microbiology	4	
SURG	106	Fundamentals of Surgical Technology	7	
TOTAL HOURS			15	

SECOND YEAR

Fall Semester			Hours	
PSYC	243	Human Development Across the Lifespan	3	
SURG	107	Pharmacology Surgical Tech	1	
SURG	115	Surgical Technology I	7	
SURG	116	Surgical Technology Practicum I	5	
TOTAL HOURS			16	

Spring Semester			Hours	
IST	100	Computer Applications	3	
GOVT	121	National and State Government	3	
SURG	207	Professional Practice	5	
SURG	215	Surgical Technology II	5	
SURG	216	Surgical Technology Practicum II	1	
TOTAL HOURS			17	

Program Outcomes

- Demonstrate safe and professional practice as allied health professionals with strong surgical conscience, who are an integral part of the team of medical practitioners providing surgical care to patients in a variety of settings.
- Possess expertise in the theory and application of sterile and aseptic technique and combine the knowledge of human anatomy, surgical procedures, and implementation tools and technologies to facilitate a physician's performance of invasive therapeutic and diagnostic procedures.
- Graduates will successfully achieve certification by performing above the benchmark on the national certification exam.

Associate of Applied Science (AAS)

Welding Technology

Career Studies and Workforce Development Division

Degree Type: Associate of Applied Science Degree

Contact: Will Cooper wcooper@trcc.edu

Purpose: Career and Technical Education. The Welding Technology program focuses on the knowledge and skills necessary to succeed within the manufacturing and maintenance profession. This degree prepares students for entry-level employment and provides a foundation for advancement in the industrial and manufacturing sectors.

FIRST YEAR

Fall Semester		Hours	
WELD	156	Introduction to SMAW (Shielded Metal Arc Welding)	4
WELD	157	Introduction to GTAW (Gas Tungsten Arc Welding)	4
WELD	158	Introduction to GMAW (Gas Metal Arc Welding)	4
WELD	159	Introduction to FCAW (Flux Core Arc Welding)	4
TOTAL HOURS			16

Spring Semester		Hours	
WELD	165	Welding Blueprint Reading	3
WELD	167	Thermal Cutting	2
WELD	169	Pipe Fitting	3
WELD	175	Introduction to Metallurgy	2
WELD	256	Advanced SMAW (Shielded Metal Arc Welding)	4
TOTAL HOURS			14

SECOND YEAR

Fall Semester		Hours	
ENGL	111	College Writing	3
GOVT	121	National and State Government	3
PHYS	100	Survey of Physics	3
WELD	257	Advanced GTAW (Gas Tungsten Arc Welding)	4
WELD	258	Advance GMAW (Gas Metal Arc Welding)	4
TOTAL HOURS			17

Spring Semester		Hours	
MATH	161	Mathematical Reasoning and Modeling	3
SCOM	110	Public Speaking	3
WELD	259	Advanced FCAW (Flux Core Arc Welding)	4
WELD	265	Welding Fabrication	3
TOTAL HOURS			13

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Program Outcomes

- Recognize appropriate safety measures to apply in the welding environment.
- Operate and prepare in cutting and preparation of metal.
- Interpret, as well as illustrate, the terminology in welding prints and codes.
- Create and weld in various weld positions.
- Examine and identify discontinuities and defects in the weld, as well as identification of metal.
- Operate machines and recognize when proper maintenance should be done.

Maintenance Welding (One-Year Certificate)

Career Studies and Workforce Development
Division

Certificate Type: One-Year

Contact: Will Cooper wcooper@trcc.edu

Purpose: Career and Technical Education. This program builds basic knowledge and skills in operating welding equipment and performing basic welding operations. Students will learn to apply technical welding knowledge to gas metal arc, gas tungsten arc, and shielded metal arc welding, cutting, shop safety, and blueprint reading. This certificate provides the student with entry-level welding skills and knowledge.

Courses		Hours	
ELEC	115	Applied DC and AC Circuits	3
WELD	156	Introduction to SMAW (Shielded Metal Arc Welding)	4
WELD	157	Introduction to GTAW (Gas Tungsten Arc Welding)	4
WELD	158	Introduction to GMAW (Gas Metal Arc Welding)	4
WELD	159	Introduction to FCAW (Flux Cored Arc Welding)	4
WELD	165	Welding Blueprint Reading	3
WELD	167	Thermal Cutting	2
TOTAL HOURS			24

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Welding Fabrication Specialist (One-Year Certificate)

Career Studies and Workforce Development
Division

Certificate Type: One-Year

Contact: Will Cooper wcooper@trcc.edu

Purpose: Career and Technical Education. This program builds advanced knowledge and skills in operating welding equipment and performing basic welding procedures. Students will receive hands-on instruction in pipefitting, gas metal arc, gas tungsten arc, shielded metal arc welding, shop safety, fabrication, and metallurgy. This certificate provides skills to prepare the student to seek employment in the workforce and to prepare the student to seek industry certification.

Courses		Hours	
WELD	169	Pipe Fitting	3
WELD	175	Introduction to Metallurgy	2
WELD	256	Advanced SMAW (Shielded Metal Arc Welding)	4
WELD	257	Advanced GTAW (Gas Tungsten Arc Welding)	4
WELD	258	Advanced GMAW (Gas Metal Arc Welding)	4
WELD	259	Advance FCAW (Flux Core Arc Welding)	4
WELD	265	Welding Fabrication	3
TOTAL HOURS			24

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Diesel Technology (One-Year Certificate)

Career Studies and Workforce Development
Division

Certificate Type: One-Year

Contact: Will Cooper wcooper@trcc.edu

Purpose: Career and Technical Education. The Diesel Technology one-year certificate focuses on providing students with the necessary skills for entry-level diesel technician positions.

Fall Semester			Hours	
DESL	115	Fundamentals of Diesel Mechanics	4	
DESL	116	Electrical Systems I	4	
DESL	117	Diesel Systems I	4	
DESL	118	Preventive Maintenance and Service	4	
TOTAL HOURS			16	

Spring Semester			Hours	
DESL	125	Steering, Suspension & Brake Systems	4	
DESL	126	Electrical Systems II	4	
DESL	127	Diesel Systems II	4	
DESL	128	Power Trains	4	
TOTAL HOURS			16	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Electrical Technology (One-Year Certificate)

Career Studies and Workforce Development
Division

Certificate Type: One-Year

Contact: Gus Winkler gwinkler@trcc.edu

Purpose: Career and Technical Education. The Electrical Technology program prepares students for entry-level employment as an electrician. Students will acquire knowledge and skills required to work in residential, commercial, and industrial electricity. The National Electrical Code (NEC), along with local regulations, will be referenced throughout the program.

Curriculum			Hours	
ELEC	105	Introduction to Electrical Technology	3	
ELEC	106	Basic Electricity	3	
ELEC	107	Electrical Materials and Methods	3	
ELEC	125	Blueprint Reading for Electricians	3	
ELEC	126	Residential Circuits	3	
ELEC	225	Electrical Systems	3	
ELEC	226	Electrical Construction	3	
ELEC	227	Commercial & Industrial Electrical Systems	3	
TOTAL HOURS			24	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Heating, Ventilation, Air Conditioning/Refrigeration (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Gus Winkler gwinkler@trcc.edu

Purpose: Career and Technical Education. The HVAC/R program prepares students for entry-level employment as a Heating, Ventilation, Air Conditioning/Refrigeration (HVAC/R) technician. Students will acquire knowledge and skills required to work as a HVAC/R technician on equipment in residential, commercial, and industrial settings. The program will provide instruction related to local, state, and federal codes/regulations.

Curriculum			Hours	
HVAC	105	Safety for HVAC/R Profession	3	
HVAC	106	Electricity for HVAC/R Technicians	3	
HVAC	107	Heating, Ventilation, Air Conditioning, and Refrigeration I	3	
HVAC	115	Heating, Ventilation, Air Conditioning, and Refrigeration II	3	
HVAC	116	HVAC/R Motors and Controls	3	
HVAC	215	Residential Heating, Air Conditioning, and Refrigeration	3	
HVAC	216	Commercial Heating, Ventilation, and Cooling	3	
HVAC	217	Commercial Refrigeration	3	
TOTAL HOURS			24	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Plumbing Technology (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Gus Winkler gwinkler@trcc.edu

Purpose: Career and Technical Education. The Plumbing Technology program prepares students for entry-level employment in the occupation of plumber. Students will acquire knowledge and skills required to work in residential, commercial, and industrial plumbing. The program will present local, state, and national codes/regulations.

Curriculum			Hours	
PLUM	105	Basic Plumbing	3	
PLUM	106	Plumbing Materials and Methods	3	
PLUM	107	Plumbing Construction	3	
PLUM	115	Plumbing II	3	
PLUM	116	Basic Electrical Technology for Plumbing	3	
PLUM	215	Plumbing III	3	
PLUM	216	Plumbing System Service and Repair	3	
PLUM	217	Advanced Plumbing Systems	3	
TOTAL HOURS			24	

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.

Pre-Dental Hygiene (One-Year Certificate)

Career Studies and Workforce Development Division

Certificate Type: One-Year

Contact: Michelle Fisher mfisher@trcc.edu

Purpose: Career and Technical Education. This certificate provides the courses needed to prepare the student for Missouri Southern State University's Dental Hygiene Program.

Fall Semester			Hours	
BIOL	231	Anatomy and Physiology I	4	
ENGL	111	College Writing	3	
IST	100	Computer Applications	3	
MATH	163	College Algebra for Calculus*	3	
SCOM	110	Public Speaking	3	
TOTAL HOURS			16	

Spring Semester			Hours	
BIOL	232	Anatomy and Physiology II	4	
BIOL	253	Microbiology	4	
CHEM	121	General Chemistry I	5	
HPER	110	Lifetime Wellness	2	
TOTAL HOURS			15	

MSSU requires that applicants to their Dental Hygiene program earn a grade of "C" or higher in each of these courses, with an overall GPA of 2.75.

*MATH 103/153 Intermediate Algebra and CHEM 111 Introduction to Chemistry may be substituted for the MATH 163 requirement.

Please see individual course descriptions for prerequisites, corequisites, and/or other requirements.