

Prefix&Num	Course Title	CIPCode	SHC	Eff Term	Description
ACC 100	Basic Accounting (Non-Degree Credit)	520301	3.00	19921	This course introduces basic accounting principles, including the accounting cycle, bookkeeping, the debit-credit procedure, journals, ledgers, and trial balances.
AOT 100	Introduction to Keyboarding (Non-Degree Credit)	520401	3.00	20071	This is an introductory course in touch keyboarding.
BIO 100	Introductory Biology (Non-Degree Credit)	260101	4.00	19921	This is a course in general biology designed to introduce principles of biology.
CHM 100	Introductory Chemistry (Non-Degree Credit)	400501	4.00	19921	This is an introductory course in general chemistry and principles of chemistry. Emphasis is placed on mathematical solutions and laboratory techniques.
CPT 100	Introduction to Programming (Non-Degree Credit)	110201	3.00	19941	This course includes an overview of the functions and responsibilities of computer programmers, introduces the basic elements of structured programming, and provides a foundation in programming documentation and structured tools.
ENG 100	Introduction to Composition (Non-Degree Credit)	230401	3.00	19921	This course is a study of basic writing and different modes of composition and may include a review of usage.
ENG 150	Basic Communications (Non-Degree Credit)	230101	3.00	19921	This course develops practical oral and written communication skills.
GER 100	German Language Usage for Business (Non-Degree Credit)	160501	1.00	20002	This course is a basic study of the German language in the context of business-to-business relationships of American businesses. The course includes basic grammar, pronunciation, a review of common German expressions, usage of English-German dictionaries, and residential living skills.
HSS 100	Cultural Contexts (Non-Degree Credit)	240103	3.00	19921	This course guides students through a survey of cultural concepts; provides a foundation for dealing with ideas; and develops awareness of cultural diversity.
MAT 100	Introductory College Math (Non-Degree Credit)	270101	5.00	19921	This course includes the following topics in an algebraic context: mathematical methods, techniques, ways of thinking, and problem solving.
MAT 150	Fundamentals of Mathematics (Non-Degree Credit)	270101	3.00	19921	This course includes the following topics: elementary number theory; basic algebra and geometry; English and SI measurements; ratio and proportion; statistics; and graph interpretation.
NUR 100	Pre-Nursing (Non-Degree Credit)	511601	1.00	19921	This course covers an exploration of nursing as a possible career choice.
OST 100	Introduction to Keyboarding (Non-Degree Credit)	520408	3.00	20001	This is an introductory course in touch keyboarding.
PHS 100	Introduction to Science and Technology (Non-Degree Credit)	400101	3.00	19922	This course is a study of basic science concepts and their application.
PHY 100	Introductory Physics (Non-Degree Credit)	400801	3.00	19921	This is a course in general physics including introductory principles of physics for higher level physics study.
RDG 100	Critical Reading (Non-Degree Credit)	239999	3.00	19921	This course covers the application of basic reading skills to improve critical comprehension and higher order thinking skills.