

# REMINGTON COLLEGE'S NASHVILLE CAMPUS

## ADDENDUM TO CATALOG/VOLUME N-1805 DATED 5/3/2018

Revised: 1/14/19

### TUITION SCHEDULE

DIPLOMA IN COMPUTER-AIDED DESIGN AND DRAFTING .....	\$22,900.00
DIPLOMA IN DENTAL ASSISTING .....	\$16,520.00
DIPLOMA IN FACILITY MAINTENANCE .....	\$14,400.00
DIPLOMA IN HEATING, VENTILATION AND AIR CONDITIONING .....	\$16,400.00
DIPLOMA IN MEDICAL ASSISTING* .....	\$21,045.00
<i>*No longer enrolling new students</i>	
DIPLOMA IN MEDICAL OFFICE ADMINISTRATION.....	\$16,520.00
ASSOCIATE OF APPLIED SCIENCE IN BUSINESS ADMINISTRATION.....	\$22,900.00
ASSOCIATE OF APPLIED SCIENCE IN CRIMINAL JUSTICE** .....	\$26,025.00
<i>**Not currently enrolling new students</i>	
ASSOCIATE OF APPLIED SCIENCE IN DENTAL HYGIENE .....	\$50,193.00
ASSOCIATE OF OCCUPATIONAL STUDIES IN FACILITY MAINTENANCE AND TECHNOLOGY .....	\$29,425.00
ASSOCIATE OF APPLIED SCIENCE IN MEDICAL ASSISTING.....	\$27,920.00
ASSOCIATE OF OCCUPATIONAL STUDIES IN RESTAURANT, HOSPITALITY AND RETAIL MANAGEMENT .....	\$22,900.00

*For disclosures of tuition costs, on-time graduation rates, median loan debt, placement rates, and occupational information, go to: [www.remingtoncollege.edu/ge-disclosures](http://www.remingtoncollege.edu/ge-disclosures).*

## ADMINISTRATORS AND FACULTY

ADMINISTRATORS.....	TITLES
Angel Almond .....	Director of Campus Administration
Open Position .....	Campus Dean
Terri McCall .....	Director of Career Services
Diana Crump .....	Area Director of Student Finance
Kristen Grigsby .....	Student Services Associate
Howard Chapman.....	Dental Assisting Chairperson
Antionette Armstrong.....	Dental Hygiene Program Admin.
Mark Davison .....	HVAC Chairperson
Rhonda Watson.....	LRS Manager

### BUSINESS ADMINISTRATION

FACULTY .....	CREDENTIALS .....	INSTITUTIONS
Christie White .....	JD, Law .....	Seattle University
	BS, Business Administration.....	Belmont University

### COMPUTER-AIDED DESIGN AND DRAFTING

FACULTY .....	CREDENTIALS .....	INSTITUTIONS
TBD.....	TBD.....	TBD

### CRIMINAL JUSTICE

FACULTY .....	CREDENTIALS .....	INSTITUTIONS
Christie White .....	JD, Law .....	Seattle University
	BS, Business Administration.....	Belmont University
Robert Overstreet (Lead Instructor) .....	BS, Criminal Justice .....	Bethel University
Timothy Knipp.....	JD, Law .....	Southern California Institute of Law
	BA .....	Chapman University

### DENTAL ASSISTING

FACULTY .....	CREDENTIALS .....	INSTITUTIONS
Christopher Groves.....	AAS, Dental Hygiene.....	Ozarks Technical Community College
Howard Chapman.....	Registered Dental Assistant .....	Academy of Health Science
Jacob Whitten.....	Diploma, Dental Assisting .....	Remington College
Mary Rophael .....	BS, Dental Medicine .....	Alexandria University

### DENTAL HYGIENE

FACULTY .....	CREDENTIALS .....	INSTITUTIONS
Amy Ayers .....	BS, Dental Hygiene .....	Western Kentucky University
Antionette Armanstrong .....	BS, Dental Hygiene; AS, Dental Hygiene... AS, General Studies .....	Tennessee State University Columbia State Community College
Claire Matthews.....	BS, Dental Hygiene .....	University of Arkansas for Medical Science
Cheryl Richman .....	BS, Dental Hygiene .....	University of Tennessee
Donna Shashlo .....	BS, Dental Hygiene .....	University Of Michigan
Holly Adcock.....	AS, Dental Hygiene .....	Hinds Community College
Nadine Ishmon .....	MEd, Dental Hygiene..... BS, Dental Hygiene .....	University of Tennessee at Memphis University of Texas Health Science Center
Patricia Walker .....	Master in Health Science..... BS, Dental Hygiene .....	Nova Southeastern University East Tennessee State University
	AAS, Dental Hygiene.....	Chattanooga State Community College

### FACILITY MAINTENANCE AND FACILITY MAINTENANCE AND TECHNOLOGY

FACULTY .....	CREDENTIALS .....	INSTITUTIONS
Marc Davison .....	AAS, HVAC .....	North West Community College

### HEATING, VENTILATION, AND AIR CONDITIONING

FACULTY .....	CREDENTIALS .....	INSTITUTIONS
Jeff Stephenson.....	Diploma, Env. Control Sys Tech, HVAC .....	Tennessee College of Applied Technology
Marc Davison .....	AAS, HVAC .....	North West Community College
Thomas Burson .....	Diploma, Air Conditioning & Refrigeration...	Advance Schools, Inc.

### MEDICAL ASSISTING

FACULTY .....	CREDENTIALS .....	INSTITUTIONS
Ericka Perkins.....	AAS, Pre-Nursing; AA, Secondary Edu..... Diploma, Medical Assisting .....	Nashville State Community College Remington College
Tawanda Kinzer.....	AAS, Medical Assisting.....	Robert Morris College
Trishita Alvarado (Lead Instructor).....	AAS, Medical Assisting.....	National College of Business & Technology
Wendy Berry.....	MBA, Business Administration..... BS, Psychology .....	University of Phoenix Houston Baptist University

### MEDICAL OFFICE ADMINISTRATION

FACULTY .....	CREDENTIALS .....	INSTITUTIONS
TBD.....	TBD.....	TBD

### RESTAURANT, HOSPITALITY AND RETAIL MANAGEMENT

FACULTY .....	CREDENTIALS .....	INSTITUTIONS
TBD.....	TBD.....	TBD

## ADDITIONAL MODIFICATIONS

Page 3: The following requirement has been added to the Admissions Requirements and Procedures policy:

*For programs that include distance education components, applicants must complete the Wonderlic Admissions Risk Profile Survey and successfully complete a non-credit, online orientation to become acquainted with the virtual classroom environment in which courses will be delivered. The asynchronous online orientation is available to applicants once Remington College has received an Application for Admission executed by the applicant and must be completed prior to the beginning of classes.*

Page 10: The Tuition and Additional Fees policy has been amended to include the following:

- *Replacement of Degree/Diploma Fee: Graduates will be charged \$45.00 for a duplicate copy of their degree/diploma.*
- *Transcript Fee: Upon completion of the program, graduates will receive one official transcript free of charge, unless the graduate has unpaid financial or other remaining obligations to Remington College. Any additional transcript requests will be charged \$45.00 per transcript for official transcripts and \$25.00 per transcript for unofficial transcripts.*
- *Student Verifications: Students will be charged \$25.00 per enrollment verification.*

Page 18: The following has been added to the Educational Equipment section:

- *Computer-Aided Design and Drafting equipment may include: drafting tables, drafting kits with tools for basic board drafting, computer(s), computer-aided drafting software, and printer(s).*

Pages 22: & 46-47: The program description and course descriptions for the Heating, Ventilation and Air Conditioning program have been amended to include the course number and title changes outlined below.

- HV115 Introduction to HVAC and Refrigeration is now HV102 Basic Refrigeration Theory
- HV135 HVAC Automation Controls is now HV132 Basic Electricity
- HV155 Residential Systems I is now HV152 Residential Heating
- HV165 Residential Systems II is now HV162 Residential AC
- HV175 Commercial HVAC Systems is now HV172 Introduction to Air Conditioning and Major Components
- HV205 Ducting and Airflow is now HV202 Ventilation and Air Flow

Page 28: The Dental Hygiene program requires completion of a minimum of 104.5 credit hours, including any transfer credits that have been accepted.

Page 31: The Campus is no longer enrolling students in the Pharmacy Technician AAS Degree Program.

Pages 49-50: The prerequisites for the MOA prefix courses have been removed.

Page 53: The Leave of Absence policy has been amended to read as follows.

*Remington College will allow a student enrolled in a program to apply for a leave of absence ("LOA") from their program of up to one hundred fifty (150) calendar days from the students last date of attendance prior to the commencement of the LOA. A student is only eligible for one LOA during each program of study. A LOA may only start at the beginning of a module. A written request for a LOA must be submitted by the student on an LOA Application Form which may be obtained from the Campus Dean or Administrator. An LOA will not be granted unless Remington College's Provost (or designee) determines that there is a reasonable expectation the student will resume their program within the LOA period. Students enrolled in programs that are being discontinued will not be granted a leave of absence if, upon returning from a leave of absence, the student will not be able to complete the program prior to its termination because of limited course availability. All LOA requests must be reviewed and approved by Remington College's Provost (or designee). If a medical emergency prevents the student from applying in writing in advance, the Provost (or designee) may approve an exception, in his/her sole discretion, based on the individual circumstances. A student's failure to return from a leave of absence may impact the loan repayment terms of a student's Title IV program loans including the exhaustion of the student's entire grace period.*

Page 59: The Grade Adjustments Due to Excessive Absences in Residential Courses section of the Attendance Policy has been replaced with the policy provided below.

### *Grade Adjustments for Participation in Residential Courses*

*The maximum grade a student will be eligible to receive for each course in the student's program will be based upon class participation. Students should monitor their participation grades in their canvas course. Active participation in the course includes participating in classroom discussions, lab participation, and attending class regularly.*

Page 72: The list of Directors and Officers has been replaced with the following list.

*Jerald M. Barnett Jr., Chairman  
Jackson Farrow, Director  
Dr. Jerry White, Director  
Kevin M. Wilcox, Director  
Leah Matthews, Director  
Pam Bell, President  
Shannyn Stern, Chief Financial Officer / Secretary  
Adam Martin, General Counsel / Vice President of College Administration / Title IX Coordinator  
Todd Zvaigzne, Senior Vice President of Quality Assurance of Academics and Student Services Support  
Susan Race, Senior Vice President of Educational Support & Campus Administration  
Bonnie Delashmit, Senior Vice President of Educational Support & Campus Administration  
Brandon Shedron, Provost  
Heather McIver, Senior Vice President of Institutional Innovation  
J Bonnell, Chief Information Officer*

# COMPUTER-AIDED DESIGN AND DRAFTING

## DIPLOMA

12 Months

The Computer-Aided Design and Drafting Diploma Program provides training in the application of drafting skills to mechanical, electrical, piping, civil, structural and architectural disciplines. The curriculum also covers information in related fields, with the intent to position students to work effectively with engineers, technologists, architects, and other professional staff.

The objective of this Program is to prepare graduates for entry-level draftsman positions in which computer programs and/or a manual drafting board are used.

Program completion normally requires 12 months for full-time students.

The Computer-Aided Design and Drafting Diploma Program is divided into 12 monthly academic periods, which are delivered in a hybrid format. In the hybrid format, some courses are delivered residentially and some courses are delivered via distance education (i.e., on-line).

Upon successful completion of all areas of this Program, graduates will be awarded a Diploma in Computer-Aided Design and Drafting.

Course Number	Course Name	Clock Hours			Quarter Credit Hours
		Lecture	Lab	Externship	
CAD115	Manual Drafting	40	40	0	5.00
CAD125	Computer-Aided Drafting I	40	40	0	5.00
CAD135	Computer-Aided Drafting II	20	40	0	3.50
CAD145	Structural Drafting	40	40	0	5.00
CAD155	Architectural Drafting I	40	40	0	5.00
CAD165	Architectural Drafting II	40	40	0	5.00
CAD175	Mechanical Drafting I	40	40	0	5.00
CAD185	Electrical and Electronic Drafting	40	40	0	5.00
CAD192	Pipes and Piping	40	40	0	5.00
CAD215	Mechanical Drafting II	40	40	0	5.00
CAD225	Civil Drafting and Mapping	40	40	0	5.00
CAD235	Career Portfolio	20	40	0	3.50
CD203	Career Development Fundamentals	20	0	0	1.00
CD204	Career Development Principles	20	0	0	1.00
<b>Total:</b>		<b>480</b>	<b>480</b>	<b>0</b>	<b>59</b>

# RESTAURANT, HOSPITALITY, AND RETAIL MANAGEMENT

## ASSOCIATE OF OCCUPATIONAL STUDIES

21 Months

The Restaurant, Hospitality, and Retail Management program provides training in the various concepts and skills necessary for working in the restaurant, hospitality, tourism, and retail industries. The program provides in-depth training in industry related technology, security, marketing, human resources, sales, and customer service skills. The program utilizes a combination of lecture, demonstration and/or simulations to reinforce concept comprehension.

The objective of this program is to prepare graduates for entry-level positions in the Tourism, Restaurant Management, Hospitality, and Retail Management fields. This program also prepares individuals for advancement opportunities in these industries and related fields. Potential places of employment would be in tourism sales, event planning and management, various hotel, retail and restaurant positions, general management, casino and entertainment operations, catering companies, and a variety of tourism related positions.

The program requires completion of a minimum of 101 Quarter Credit Hours including any credits that have been accepted for transfer credit. Program completion normally requires 21 months.

The program is delivered in a system of seven, three-month quarters, which are delivered in a hybrid format. In the hybrid format, some courses are delivered residentially and some courses are delivered via distance education (i.e., on-line).

Upon successful completion of all areas of this program, graduates will be awarded an Associate of Occupational Studies Degree.

Course Number	Course Name	Clock Hours			Quarter Credit Hours
		Didactic	Lab	Externship	
CD1101	Career Development Principles	36	0	0	3.00
HM100	Introduction to Hospitality Management	60	0	0	5.00
HM110	Lodging Front Office Management	60	0	0	5.00
HM120	Property Maintenance	60	0	0	5.00
HM130	Foodservice Management	60	0	0	5.00
HM140	Hospitality and Tourism Marketing and Sales	60	0	0	5.00
HM150	Human Resource Management	60	0	0	5.00
HM160	Emergency Management and Security Planning	60	0	0	5.00
HM170	Customer Service Management	60	0	0	5.00
HM200	Event Planning and Logistics	60	0	0	5.00
HM220	Retail Operations Management	60	0	0	5.00
HM230	Tourism	60	0	0	5.00
HM240	Hospitality and Tourism Information Technology	60	0	0	5.00
BN2114	Recordkeeping and Financial Statement Basics	36	0	0	3.00
HM270	Capstone	60	0	0	5.00
GE1118	Introduction to Psychology	60	0	0	6.00
GE1318	College Algebra	60	0	0	6.00
GE1418	English Composition	60	0	0	6.00
GE2631	Ethics	60	0	0	6.00
GE2632	Organizational Behavior	60	0	0	6.00
<b>Total:</b>		<b>1152</b>	<b>0</b>	<b>0</b>	<b>101</b>

## COURSE DESCRIPTIONS

- CAD115** **Manual Drafting** **5.00 Quarter Credit Hours**  
**40/40/0**  
This course is an introduction to drawing fundamentals and drafting equipment, with an emphasis on manual drafting techniques and basic industry standards. The course is designed to build students' understanding of the principles of dimensioning and perspective. Students also receive instruction in how to read manual drafts or drawings so that they can be converted into computerized drawings.  
*Prerequisite(s): None*
- CAD125** **Computer-Aided Drafting I** **5.00 Quarter Credit Hours**  
**40/40/0**  
This course is designed to introduce students to the operation of a 2D computer-aided drafting (CAD) program. Emphasis is placed on the commands and operation of the software as applied in 2D drawings. Topics include setting up drawings; creating and modifying geometry; storing and retrieving predefined shapes; placing, rotating, and scaling objects; adding text and dimensions; using layers; coordinating systems; and operating input and output devices.  
*Prerequisite(s): None*
- CAD135** **Computer-Aided Drafting II** **3.50 Quarter Credit Hours**  
**20/40/0**  
This course continues to explore the use of a computer-aided drafting (CAD) program to produce 3D objects. Students have the opportunity to gain an understanding of the features, limitations, and considerations associated with the operation of a 3D CAD program. Emphasis is placed on the commands and operation of the software as applied in 3D drawings. Topics include setting up drawings; creating and modifying geometry; storing and retrieving predefined shapes; placing, rotating, and scaling objects; adding text and dimensions; using layers; coordinating systems; and operating input and output devices.  
*Prerequisite(s): CAD115, CAD125*
- CAD145** **Structural Drafting** **5.00 Quarter Credit Hours**  
**40/40/0**  
This course explores structural drafting for steel and wood applications and covers beam shapes and identification, standard and seated-beam connections, sectioning, fastening systems, and dimensioning practices.  
*Prerequisite(s): CAD115, CAD135*
- CAD155** **Architectural Drafting I** **5.00 Quarter Credit Hours**  
**40/40/0**  
This course focuses on the principles and applications of computer-aided architectural drafting. Students begin designing a working set of house plans by applying the learned principles of architectural drafting. The plans are scheduled to include a floor plan, a foundation, a wall-section drawing, a roof plan, and an electrical layout diagram. Students also have the opportunity to begin drafting an elevation plan, a two-point perspective drawing, and a plot plan for incorporation into the final drafts.  
*Prerequisite(s): CAD115, CAD125*
- CAD165** **Architectural Drafting II** **5.00 Quarter Credit Hours**  
**40/40/0**  
This course continues the design of a working set of house plans by applying the learned principles of architectural drafting. The completed plans are scheduled to include a floor plan, a foundation plan, a wall-section drawing, a roof plan, and an electrical layout diagram. Students also have the opportunity to incorporate an elevation plan, a two-point perspective drawing, and a plot plan into the final drawings.  
*Prerequisite(s): CAD125, CAD135, CAD155*
- CAD175** **Mechanical Drafting I** **5.00 Quarter Credit Hours**  
**40/40/0**  
This course involves the study and application of mechanical drafting techniques and geometry using computer-aided design software. Topics of study include the identification, use, and function of mechanical and machine components. Students receive instruction in how to design and draft machine elements such as threaded objects, gears, cams, and linkages.  
*Prerequisite(s): CAD125, CAD135*
- CAD185** **Electrical and Electronic Drafting** **5.00 Quarter Credit Hours**  
**40/40/0**  
This introduction to electrical and electronic drafting and design is intended to expose students to electronics applications and electrical drafting fundamentals. The drafting skills covered are directly related to the development of electrical, electronic, and electromechanical drawings. Students have the opportunity to learn the basic applications of electronic theory and symbology needed for drafting electronic circuitry. Electrical calculations are also addressed to offer students a background in calculating or computing proper electrical loading and wires for specific wiring applications in steel and wooden structures.  
*Prerequisite(s): CAD125, CAD135*
- CAD192** **Pipes and Piping** **5.00 Quarter Credit Hours**  
**40/40/0**  
This course involves the study and application of commercial and residential plumbing and piping. Students have the opportunity to learn how to use a computer-aided design program to draw layout and assembly applications for pipes, fittings, and valves used in wooden and steel construction.  
*Prerequisite(s): CAD125, CAD135*

**CAD215** **Mechanical Drafting II** **5.00 Quarter Credit Hours**  
**40/40/0**  
This course continues the study and application of mechanical drafting techniques and geometry using computer-aided design software. Students receive continued instruction in how to design and draft machine elements such as threaded objects, gears, cams, and linkages. The use of three-dimensional forms, geometric tolerances, and dimensioning practices is also reinforced.  
*Prerequisite(s): CAD125, CAD135*

**CAD225** **Civil Drafting and Mapping** **5.00 Quarter Credit Hours**  
**40/40/0**  
This course covers the basics of civil drafting and mapping technology, including survey types, plots, plans and profiles, contours, and earthworks. Mapping technology includes mapping scales and symbols, surveying types and fundamentals, and understanding location and direction, legal descriptions, plot plans, contour lines, profiles, and highway layouts.  
*Prerequisite(s): CAD125, CAD135*

**CAD235** **Career Portfolio** **3.50 Quarter Credit Hours**  
**20/40/0**  
In this final course, students have the opportunity to develop a portfolio of drafting designs learned and used throughout the Program. The drawings in the portfolio are representative samples from each drafting discipline studied. Additional instruction focuses on job search techniques and how to present oneself and one's work to potential employers.  
*Prerequisite(s): CAD115-CAD225*

**GE2631** **Ethics** **6.00 Quarter Credit Hours**  
**60/0/0**  
This course is designed to introduce students to ethical theories and systems and their application to disputed contemporary issues and problems. The course will emphasize the validity of ethical judgments and theories.  
*Prerequisite(s): None*

**GE2632** **Organizational Behavior** **6.00 Quarter Credit Hours**  
**60/0/0**  
This course will analyze the elements of Organizational Behavior. Topics will include improving communications, managing conflict, understanding management, motivation, morale, the dynamics of change, leadership, stress, ethics and etiquette.  
*Prerequisite(s): None*

**HM100** **Introduction to Hospitality Management** **5.00 Quarter Credit Hours**  
**60/0/0**  
This course provides learners an industry introduction and overview. Learners gain valuable insight into the various aspects of the Hospitality industry as well as restaurant operations and general management.  
*Prerequisite(s): None*

**HM110** **Lodging Front Office Management** **5.00 Quarter Credit Hours**  
**60/0/0**  
This course outlines the basic functions of managing the front office components in the lodging and hospitality related businesses. The course focuses on general management skills and techniques, planning, budgeting, and sales. The course also focuses on Customer Service and helps learners develop appropriate communication skills and techniques including dealing with difficult situations and customers.  
*Prerequisite(s): None*

**HM120** **Property Maintenance** **5.00 Quarter Credit Hours**  
**60/0/0**  
This course outlines skills necessary for performing basic property maintenance. The course provides theory and concepts to better prepare learners for directing and managing the maintenance of hospitality, lodging, retail, and foodservice facilities.  
*Prerequisite(s): None*

**HM130** **Foodservice Management** **5.00 Quarter Credit Hours**  
**60/0/0**  
This course provides a comprehensive, current, and practical overview of foodservice operations and business principles. Covering topics like food safety, human resources, finance, equipment, design, marketing, and filled with real-life case studies. This course provides learners with an understanding of the issues they will face in any type of foodservice operation.  
*Prerequisite(s): None*

**HM140** **Hospitality and Tourism Marketing and Sales** **5.00 Quarter Credit Hours**  
**60/0/0**  
This course discusses hospitality marketing from a team perspective, examining each hospitality department and its role in the marketing mechanism. This course also covers topics like social media, destination tourism and other current industry trends, authentic industry cases, and hands-on application activities. Social media topics are integrated throughout the course to show how it can increase customer loyalty, build brand awareness, and reduce promotions costs.  
*Prerequisite(s): None*

**HM150** **Human Resource Management** **5.00 Quarter Credit Hours**  
**60/0/0**

This course explores human resource management in the unique environment of the hospitality industry. This course provides a solid grounding in human resource functions and examine the skills hospitality managers require to implement an effective human resources program. The course presents Human Resources with a focus on the Hospitality industry but provides an overview of how these concepts span various industries.

*Prerequisite(s): None*

**HM160** **Emergency Management and Security Planning** **5.00 Quarter Credit Hours**  
**60/0/0**

This course covers: Risk assessment, where threats and vulnerabilities are calculated with probabilities to determine risk. The security plan, where you decide how to apply various layers of control to mitigate the risks. Budgeting: the amount of money available to implement the plan determines the next step. Policies: how to document policies into a security manual, training manual, emergency procedures manual, and incident action plan. Staffing: scheduling, wages, deployment, and contract security. Training, including specialized topics such as use of force and bike patrol. Physical security and patrol procedures. Alarm and camera systems and various software programs. Emergency procedures and response. Investigations, interviews, and crime analysis.

*Prerequisite(s): None*

**HM170** **Customer Service Management** **5.00 Quarter Credit Hours**  
**60/0/0**

This course covers concepts and skills necessary to provide excellent customer service by utilizing excellent customer service management techniques. The course will cover topics that create self-awareness and improved customer service management skills.

*Prerequisite(s): None*

**HM200** **Event Planning and Logistics** **5.00 Quarter Credit Hours**  
**60/0/0**

This course covers producing and managing gatherings in the MEEC industry. The course includes concepts that will be to plan and execute successful meetings, expositions, events, and conventions (MEEC) and provides step-by-step, in-depth coverage of the production and logistical factors that event managers must oversee.

*Prerequisite(s): None*

**HM220** **Retail Operations Management** **5.00 Quarter Credit Hours**  
**60/0/0**

This course will help learners thrive in today's retailing industry. Concepts covered in this course will help the learner become good retail planners and decision makers. The course covers the current world economic climate, extensive coverage of omnichannel retailing, and also includes case studies.

*Prerequisite(s): None*

**HM230** **Tourism** **5.00 Quarter Credit Hours**  
**60/0/0**

This course covers an overview of the business of tourism. The course covers an integrated model of tourism and addresses consumer behavior, service quality, and personal selling. Integrated case studies focus on critical thinking and problem-solving skills.

*Prerequisite(s): None*

**HM240** **Hospitality and Tourism Information Technology** **5.00 Quarter Credit Hours**  
**60/0/0**

This course covers the complexities of how information technology is being used in the tourism industry. It also covers IT applications in all sectors of the industry including airlines, travel intermediaries, accommodation, foodservice, destinations, attractions, events and entertainment and how tourists are using technologies to support decision making before their trip, during their travels and upon their return. The course also includes topics on the various social media that are impacting the travel industry and consider the increasing number of networks in tourism.

*Prerequisite(s): None*

**HM270** **Capstone** **5.00 Quarter Credit Hours**  
**60/0/0**

In this course, students will work with the instructor to create a business plan or concept for a restaurant, hospitality, tourism, or similar industry-related business. The student will present the final plan to the instructor to complete the course.

*Prerequisite(s): HM100, HM110, HM120, HM130, HM140, HM150, HM160, HM170, HM200, HM220, HM230, HM240*



## 2019 CALENDAR

### DIPLOMA PROGRAMS

<u>Begin</u>	<u>End</u>
January 14, 2019	February 7, 2019
February 11, 2019	March 7, 2019
March 11, 2019	April 4, 2019
April 15, 2019	May 9, 2019
May 13, 2019	June 6, 2019
June 10, 2019	July 4, 2019
July 15, 2019	August 8, 2019
August 12, 2019	September 5, 2019
September 9, 2019	October 3, 2019
October 14, 2019	November 7, 2019
November 11, 2019	December 5, 2019
December 9, 2019	January 9, 2020

### MEDICAL ASSISTING AND PHARMACY TECHNICIAN DEGREE PROGRAMS

<u>Begin</u>	<u>End</u>
January, 14 2019	April 4, 2019
February 11, 2019	May 9, 2019
March 11, 2019	June 6, 2019
April 15, 2019	July 4, 2019
May 13, 2019	August 8, 2019
June 10, 2019	September 5, 2019
July 15, 2019	October 3, 2019
August 12, 2019	November 7, 2019
September 9, 2019	December 5, 2019
October 14, 2019	January 9, 2020
November 11, 2019	February 6, 2020
December 9, 2019	March 5, 2020

### MID-QUARTERS

	<u>Begin</u>	<u>End</u>
Spring	January 14, 2019	February 21, 2019
	February 25, 2019	April 4, 2019
Summer	April 15 2019	May 23, 2019
	May 27, 2019	July 4, 2019
Fall	July 15, 2019	August 22, 2019
	August 26, 2019	October 3, 2019
Winter	October 14, 2019	November 21, 2019
	November 25, 2019	January 9, 2020

### QUARTERS

	<u>Begin</u>	<u>End</u>
Winter Quarter	January 14, 2019	April 4, 2019
Spring Quarter	April 15, 2019	July 4, 2019
Summer Quarter	July 15, 2019	October 3, 2019
Fall Quarter	October 14, 2019	January 9, 2020

### BREAKS

	<u>Begin</u>	<u>End</u>
Spring Break	April 8, 2019	April 14, 2019
Summer Break	July 8, 2019	July 14, 2019
Fall Break	October 7, 2019	October 13, 2019
Winter Break	December 25, 2019	January 1, 2020

### HOLIDAYS

New Year's Day	January 1, 2019
Dr. Martin Luther King Day	January 21, 2019
President's Day	February 18, 2019
Memorial Day	May 27, 2019
Independence Day	July 4, 2019
Labor Day	September 2, 2019
Columbus Day	October 14, 2019
Veterans Day	November 11, 2019
Thanksgiving Day	November 28, 2019
Friday After Thanksgiving Day	November 29, 2019
Christmas Day	December 25, 2019

**The Campus offers open registration/enrollment.  
Some quarters may require make-up days for holidays or breaks.**