

NONTRADITIONAL PROGRAMS CATALOG ADDENDUM

2013-2014

NONTRADITIONAL PROGRAMS ADDENDUM TABLE OF CONTENTS

ASSOCIATE OF SCIENCE IN CRIMINAL JUSTICE (ACJ).......9 ASSOCIATE OF SCIENCE IN HEALTH CARE MANAGEMENT (AHM)10 GRADUATION REQUIREMENTS......10 BACHELOR DEGREES.......11 BACHELOR OF SCIENCE IN ACCOUNTING (ACT)......11 BACHELOR OF SCIENCE IN AVIATION STUDIES (BSA)13 BACHELOR OF SCIENCE IN BIBLICAL STUDIES AND MINISTRY (BSB)......14 BACHELOR OF BIBLICAL STUDIES AND MINISTRY (BBSM)15 BACHELOR OF BUSINESS ADMINISTRATION (BBA)......16 BACHELOR OF BUSINESS MANAGEMENT (BBM)17 BACHELOR OF BUSINESS ADMINISTRATION IN AVIATION MANAGEMENT (BAV).......18 BACHELOR OF BUSINESS MANAGEMENT IN AVIATION MANAGEMENT (BMA)19 BACHELOR OF BUSINESS MANAGEMENT IN NONPROFIT MANAGEMENT (BNP)20 BACHELOR OF SCIENCE IN COMPUTER INFORMATION SYSTEMS (CINS)......21 BACHELOR OF CRIMINAL JUSTICE (CRIJ)......22 BACHELOR OF SCIENCE IN CRIMINAL JUSTICE (BSCJ)23 OPTIONAL CRIMINAL JUSTICE SPECIALIZATIONS24 BACHELOR OF SCIENCE IN FINANCE (FINA)25 BACHELOR OF HEALTH CARE MANAGEMENT (BHC)......27 BACHELOR OF SCIENCE IN HEALTH CARE MANAGEMENT (BSH)......28 BACHELOR OF SCIENCE IN HUMAN RESOURCE MANAGEMENT (HRM)......30 BACHELOR OF HUMAN SERVICES (BHS)......32 BACHELOR OF ARTS IN INTERDISCIPLINARY STUDIES (ISA)33 BACHELOR OF SCIENCE IN INTERDISCIPLINARY STUDIES (ISS)......34 BACHELOR OF INTERDISCIPLINARY STUDIES35

EARLY CHILDHOOD – 6th GRADE GENERALIST (BIS)	35
4th – 8th GRADE GENERALIST (BIS)	36
ADDITIONAL INFORMATION REGARDING EDUCATION PROGRAMS	37
CERTIFICATION REQUIREMENTS	38
BACHELOR OF SCIENCE IN ORGANIZATIONAL DEVELOPMENT (ORD)	39
BACHELOR OF SCIENCE IN PSYCHOLOGY (BSPY)	40
MINORS FOR BACHELOR DEGREES	42
BIBLICAL STUDIES MINOR	42
COMMUNICATION STUDIES MINOR	42
CRIMINAL JUSTICE MINOR	42
HEALTH CARE MANAGEMENT MINOR	42
LEADERSHIP MINOR	43
MANAGEMENT MINOR	43
NONPROFIT MANAGEMENT MINOR	43
PROJECT MANAGEMENT MINOR	44
PSYCHOLOGY MINOR	44
READING MINOR	44
GRADUATION REQUIREMENTS	
BACHELOR DEGREE PROGRAMS	
GRADUATE PROGRAMS	
MASTER OF BUSINESS ADMINISTRATION (MBA)	
MASTER OF ARTS IN COUNSELING (COUN)	
PROFESSIONAL COUNSELOR SPECIALIZATION (LPC)	
MARRIAGE AND FAMILY THERAPY SPECIALIZATION (LMFT)	
M.A. COUNSELING: DUAL SPECIALIZATION TRACK	
MASTER OF ARTS IN MARRIAGE AND FAMILY THERAPY (MFT)	49
MASTER OF EDUCATION (M.Ed.)	
CURRICULUM AND INSTRUCTION SPECIALIZATION	51
EDUCATIONAL ADMINISTRATION SPECIALIZATION	52
TEACHING AND LEARNING SPECIALIZATION	53
MASTER OF SCIENCE IN ENGINEERING (MEGR)	56
MASTER OF ENGINEERING (MENR)	56
MASTER OF SCIENCE IN HEALTH CARE ADMINISTRATION (MSH)	57
MASTER OF ARTS IN PSYCHOLOGY (MPSY)	57
MASTER OF STRATEGIC LEADERSHIP (MSL)	58
GRADUATION REQUIREMENTS	58
MASTER DEGREE PROGRAMS	58

ADMISSIONS	59
UNDERGRADUATE	59
GRADUATE	60
ADDITIONAL ADMISSIONS REQUIREMENTS FOR THE GRADUATE BUSINESS AN HEALTH CARE PROGRAMS	
ADDITIONAL ADMISSIONS REQUIREMENTS FOR GRADUATE ENGINEERING PROGRAMS	61
ADDITIONAL ADMISSIONS REQUIREMENTS FOR THE M.A. IN COUNSELING and IN MARRIAGE AND FAMILY THERAPY PROGRAMS	M.A.
ADDITIONAL ADMISSIONS REQUIREMENTS FOR THE M.ED. PROGRAMS	63
SPECIAL	64
FINANCIAL PLANNING	65
TUITION STRUCTURE	65
TUITION RATES	65
STUDENT ACCOUNTS POLICIES AND PROCEDURES	65
TUITION CREDIT POLICY	67
FINANCIAL AID POLICY FOR THOSE WHO WITHDRAW FROM THE UNIVERSITY	68
FINANCIAL AID	69
VETERAN'S BENEFITS	69
LIBRARY AND LEARNING RESOURCES	70
UNDERGRADUATE COURSE DESCRIPTIONS	71
GRADUATE COURSE DESCRIPTIONS	100
INDEX	122

ACADEMIC PROGRAMS

The undergraduate programs listed here are normally offered in a non-traditional format. The graduate programs include both traditional residential programs and non-traditional programs.

UNDERGRADUATE MAJORS

Accounting

Bachelor of Science in Accounting (ACT)

Aviation

Bachelor of Science in Aviation Studies (BSA)

Bachelor of Business Management in Aviation Management (BMA)

Bachelor of Business Administration in Aviation Management (BAV)

Biblical Studies and Ministry

Bachelor of Science in Biblical Studies and Ministry (BSB)

Bachelor of Biblical Studies and Ministry (BBSM)

Business Administration

Bachelor of Business Administration (BBA)

Bachelor of Business Administration in Aviation Management (BAV)

Bachelor of Business Management (BBM)

Bachelor of Business Management in Aviation Management (BMA)

Bachelor of Business Management in Nonprofit Management (BNP)

Bachelor of Science in Accounting (ACT)

Bachelor of Science in Finance (FINA)

Bachelor of Science in Human Resource Management (HRM)

Computer Information Systems

Bachelor of Science in Computer Information Systems (CINS)

Bachelor of Science in Health Information Systems (HISG)

Criminal Justice

Associate of Science in Criminal Justice (ACJ)

Bachelor of Criminal Justice (CRIJ)

Bachelor of Science in Criminal Justice (BSCJ)

Bachelor of Human Services (BHS)

Finance

Bachelor of Science in Finance (FINA)

Health Care

Associate of Science in Health Care Management (AHM)

Bachelor of Health Care Management (BHC)

Bachelor of Science in Health Care Management (BSH)

Bachelor of Science in Health Information Systems (HISG)

Human Services

Bachelor of Human Services (BHS)

Interdisciplinary Studies

Associate of Interdisciplinary Studies (AIS)

Bachelor of Arts in Interdisciplinary Studies (ISA)

Bachelor of Science in Interdisciplinary Studies (ISS)

Bachelor of Interdisciplinary Studies (BIS) Early Childhood – 6th Grade Teacher

4th – 8th Grade Teacher

Management

Bachelor of Business Management (BBM)

Bachelor of Business Management in Aviation Management (BMA)

Bachelor of Business Management in Nonprofit Management (BNP)

Bachelor of Science in Human Resource Management (HRM)

Bachelor of Science in Organizational Development (ORD)

Psychology

Bachelor of Science in Psychology (BSPY)

Bachelor of Human Services (BHS)

Bachelor of Science in Organizational Development (ORD)

Teacher Education

Bachelor of Interdisciplinary Studies (BIS) Early Childhood – 6th Grade Teacher 4th – 8th Grade Teacher

UNDERGRADUATE MINORS

Biblical Studies Communication Studies Criminal Justice Health Care Management Leadership Management Nonprofit Management Project Management Psychology Reading

GRADUATE PROGRAMS

Business

Master of Business Administration (MBA) Master of Strategic Leadership (MSL)

Counseling

Master of Arts in Counseling (COUN)
Professional Counselor Specialization (LPC)
Marriage and Family Therapy Specialization (LMFT)
Dual Specialization Track (LPC and LMFT)
Master of Arts in Marriage and Family Therapy (MFT) – Longview only
Master of Arts in Psychology (MPSY)

Education

Master of Education (M.Ed.)

Curriculum and Instruction Specialization
Educational Administration Specialization
Teaching and Learning Specialization
Early Childhood – 6th Grade Teacher
4th – 8th Grade Teacher

Engineering - Longview only

Master of Science in Engi

Master of Science in Engineering (MEGR)
Master of Engineering (MENR)

Health Care Administration

Master of Science in Health Care Administration (MSH)

Psychology

Master of Arts in Psychology (MPSY)

Strategic Leadership

Master of Strategic Leadership (MSL)

UNDERGRADUATE PROGRAMS

GENERAL EDUCATION

LeTourneau University desires that every student be broadly educated in foundational areas that enhance life, lifelong learning, critical thinking, and communication abilities. Students should be able to articulate, integrate, and apply their knowledge of these areas from a Christian worldview with a global perspective.

Each major in the n has specific requirements for general education courses. The following list shows the subject areas that may make up general education courses.

GENERAL EDUCATION COURSES

Bible*
Communications/Speech
English Composition
Foreign Language
History
Kinesiology
Literature
Mathematics
Natural Science
Orientation
Social Science/Humanities**

- * Biblical studies are central to the mission of the institution. Prior to enrollment, Biblical studies courses are only considered for transfer on a case-by-case basis from institutions having a similar faith and mission. If these courses are not transferred, Bible courses must be taken at LeTourneau University. Nine hours of the General Education Bible requirement must be courses with a BIBL prefix. Ethics (3 credits) can apply toward Bible credits.
- ** Courses such as the following will transfer toward the humanities or social science general education requirements:

Humanities: cross-cultural (CCLT3203 only), history, literature, philosophy, anthropology, and fine arts.

Social Science: cross-cultural (excluding CCLT1013 and CCLT3203), communications, geography, sociology, psychology, history, government, political science and economics.

Refer to pages regarding individual majors for specific program requirements.

ASSOCIATE DEGREES

ASSOCIATE OF INTERDISCIPLINARY STUDIES (AIS)

TOTAL CREDIT HOURS	63
GENERAL EDUCATION COURSES	
Bible	6
Communications/Speech	3
English Composition	6
Literature	3
History	3
Mathematics	3
Natural Science	3
Social Science/Humanities	<u>6</u> 33
SUBTOTAL General Education Credits	33
GENERAL ELECTIVES	30 63
TOTAL	63

Total: 33 credit hours of general education, 30 credit hours of electives for a total of 63 credit hours.

ASSOCIATE OF SCIENCE IN CRIMINAL JUSTICE (ACJ)

TOTAL CREDIT HOURS	63
CRIMINAL JUSTICE COURSES CRIJ 1303 Introduction to Criminal Justice CRIJ 1313 Criminal Law CRIJ 2303 Criminology Plus 15 hours of CRIJ electives Note: 9 hours of PSYC electives may be applied	
SUBTOTAL - MAJOR	24
GENERAL EDUCATION COURSES Bible Communications/Speech English Composition Literature History Mathematics Natural Science with Lab Social Science/Humanities SUBTOTAL General Education Credits	6 3 6 3 3 4 6 34
GENERAL ELECTIVES	<u>5</u>
TOTAL	63

Total: 24 credit hours in major courses with grades of C or above, 34 credit hours of general education, 5 credit hours of electives for a total of 63 credit hours.

ASSOCIATE OF SCIENCE IN HEALTH CARE MANAGEMENT (AHM)

TOTAL CREDIT HOURS	63
HEALTH CARE COURSES HCMG 3113 The U.S. Health Care System HCMG 3123 Health Care Delivery Systems HCMG 4313 Legal, Social, and Ethical Aspects of Health Care HCMG 4323 Regulation and Accountability in Health Care	
HCMG 4333 Marketing Health Care Services	
HCMG 4903 Integrating Faith & Work in Health Care	
MGMT 3713 Management and Leadership -OR-	
MGMT 4733 Organizational Behavior MGMT 3733 Managing Human Resources	
FINC 3723 Financial Analysis for Managers	
Plus 3 credit hours of Health Care or Business Electives	
• SUBTOTAL - MAJOR	30
GENERAL EDUCATION COURSES	
Bible	6
Communications/Speech	3
English Composition	6
Literature	3 3
History Mathematics	
Natural Science	3 3
Social Science/Humanities	6
SUBTOTAL General Education Credits	<u>6</u> 33
TOTAL	63

Total: 30 credit hours in major courses with grades of C or above, and 33 credit hours of general education for a total of 63 credit hours.

GRADUATION REQUIREMENTS ASSOCIATE DEGREES

To earn an Associate degree, students must satisfactorily complete the following graduation requirements.

- 1. The required curriculum with a minimum of 63 credit hours with a minimum cumulative GPA of 2.00.
- 2. A minimum of 16 credit hours must be completed at LeTourneau University.
- 3. Payment of all tuition and fees.
- 4. Approval of the faculty and the Board of Trustees.

BACHELOR DEGREES

BACHELOR OF SCIENCE IN ACCOUNTING (ACT)

TOTA	L CREI	DIT HOURS 126
ACCC	UNTIN	G (36 hours)
ACCT	2103	Principles of Financial Accounting
ACCT	2113	Principles of Managerial Accounting
ACCT	3103	Intermediate Accounting I*
ACCT	3113	Intermediate Accounting II*
ACCT	3303	Cost Accounting
ACCT	3403	Federal Income Tax*
ACCT	4203	Advanced Accounting
ACCT	4233	Fraud Examination
ACCT	4403	Auditing*
ACCT	4413	Corporate Income Tax
ACCT	4423	Accounting Ethics*
	4503	5 ,
BUSI	NESS (30 hours)
BUSI	4643	Business Research Methods
ECON	l 2103	Macroeconomics
ECON	1 2203	Microeconomics
FINC	3723	Financial Analysis for Managers -OR-
	FINC	2743 Principles of Finance
MGM	Γ 3713	Management & Leadership -OR-
		MGMT 2303 Principles of Management
MGM	Γ 4733	Organizational Behavior
MKTG	3773	
BUSI	3753	Business Law
BUSI	4703	International Issues in Business
BUSI	4813	Strategic Management**
		urses are not offered online and must be taken at LeTourneau University in a full-
	mester	
** All	major	courses must be completed prior to taking BUSI 4813 Strategic Management. A

major field exam will be given during the capstone course.

SUBTOTAL - MAJOR GENERAL EDUCATION COURSES: Bible 12 Communications/Speech 3 English Composition 6 Literature 3 3 History Kinesiology 3 Math: 2183 or College Algebra, Statistics 6 Natural Science with Lab 8 **SUBTOTAL – GENERAL EDUCATION**

ELECTIVE COURSES 16

Total: 66 credit hours in major courses with grades of C or above, 44 credit hours of general education, 16 credit hours of electives for a total of 126 credit hours.

ACCOUNTING

LeTourneau University's Accounting Program achieves excellence in accounting education by providing quality instruction delivered by individuals who have industry experience as well as classroom experience. Students have opportunities to learn through projects, internships, and study abroad programs. LETU accounting graduates have the knowledge, ethics, and integrity that employers require. This integrity is securely anchored in a Biblically-based approach to decision-making learned throughout the LeTourneau business curriculum.

Students may choose to take advantage of the 4 + 1 program at LeTourneau University. This program will provide qualified students the ability to complete a Bachelor's and Master's in 5 years and the required 150 hours to sit for the CPA exam.

CPA EXAM

For the most up-to-date information regarding requirement to sit for the CPA exam in Texas go to: http://www.tsbpa.state.tx.us/exam-qualification/examination-requirements.html Each state has a state board of public accountancy website for details regarding requirements.

LeTourneau's accounting curriculum meets Texas State Board of Public Accountancy requirements. It is the student's responsibility to ensure they meet the state's requirements to sit for the CPA exam.

BACHELOR OF SCIENCE IN AVIATION STUDIES (BSA)

TOTAL	CRED	IT HOURS	126
AVIATIO	ON ST	UDIES MAJOR (24 hours)	
FINC 3	3723	Financial Analysis for Managers	
BUSI 3	3783	Business Ethics	
AERO 2	2423	Aviation Human Factors	
AERO 3	3823	Aviation Management	
AERO 4	4153	Aviation Safety Factors	
AERO 4	4163	Aviation Law	
3000-40	000 lev	el AERO/BUSI/MGMT Elective (3 hours)	
AERO 4	4823	Aviation Management Capstone*	
MAJOR	ELEC	TIVES (15 hours)	
AERO e	elective	s (transferred in)	
Т	his pro	gram is designed to be a degree-completion program to serve militar	y students
W	ho hav	e significant aeronautical science hours. To enroll in this major, stud	ents will
h	ave to	transfer in 15 hours of accredited aeronautical science elective hours	. .

* All major courses must be completed prior to taking AERO 4823 Aviation Management Capstone.

• SUBTOTAL - MAJOR		39
OFMED AL EDUCATION COMPOSE		
GENERAL EDUCATION COURSES:		
Bible	9	
Communications/Speech	3	
English Composition	6	
Literature	3	
History	3	
Kinesiology	3	
College Algebra and Trigonometry or Statistics	5	
Physics w/Lab	4	
Lab Science Elective	4	
 SUBTOTAL – GENERAL EDUCATION 		40
ELECTIVE COURSES		47

Total: 39 credit hours in major courses with grades of C or above, 40 credit hours of general education, 47 credit hours of general electives for a total of 126 credit hours

BACHELOR OF SCIENCE IN BIBLICAL STUDIES AND MINISTRY (BSB)

TOTAL	CRED	OIT HOURS	126
<u>Major</u>	(36 hou	urs)	
33 Hou	ir Core:		
BIBL	3000-4	000 New Testament Elective	
BIBL	3000-4	000 Old Testament Elective	
BIBL	3000-4	000 Elective or PHIL 3203 Christian Apologetics	
CMIN	2103	Foundations for Christian Ministry	
CCLT	1013	Contemporary World Missions	
CMIN	3303	Evangelism and Discipleship	
CMIN	3403	Ministry of Teaching	
CMWA	2103	Worship Leadership	
THEO	4103	Christian Doctrine I*	
THEO	4113	Christian Doctrine II*	
THEO	4213	Faith, Life, and Vocation Capstone**	
<u>Major</u>	Elective	<u>e</u> (3 hours)	
3 hours	s of BIB	EL, CCLT, CMIN, CMWA, THEO Electives or Approved Electives	

^{**} All major courses must be completed prior to taking THEO 4213 Integrating Faith into Life and Work Capstone.

SUBTOTAL - MAJOR		36
GENERAL EDUCATION COURSES:		
Bible	12	
Communications/Speech	3	
English Composition	6	
Literature	3	
History	3	
Kinesiology	3	
Math: College Algebra and higher	6	
Natural Science with Lab	8	
 SUBTOTAL – GENERAL EDUCATION 		44
FLECTIVE COURSES		46

Total: 36 credit hours in major courses, 44 credit hours of general education, 46 credit hours of general electives for a total of 126 credit hours.

^{*}These courses are only offered on a full-semester format.

BACHELOR OF BIBLICAL STUDIES AND MINISTRY (BBSM)

TOTAL		DIT HOURS	124
<u>Major</u>	(36 hou	ırs)	
33 Ηοι	ır Core:		
BIBL	3000-4	1000 New Testament Elective	
BIBL	3000-4	1000 Old Testament Elective	
BIBL	3000-4	1000 Elective or PHIL 3203 Christian Apologetics	
CMIN	2103	Foundations for Christian Ministry	
CCLT	1013	Contemporary World Missions	
CMIN	3303	Evangelism and Discipleship	
CMIN	3403	Ministry of Teaching	
CMWA	2103	Worship Leadership	
THEO	4103	Christian Doctrine I*	
THEO	4113	Christian Doctrine II*	
THEO	4213	Faith, Life, and Vocation Capstone**	
<u>Major</u>	Electiv	<u>e</u> (3 hours)	
3 hours	s of RIP	RI CCLT CMIN CMWA THEO Flectives or Approved Flectives	

^{**} All major courses must be completed prior to taking THEO 4213 Integrating Faith into Life and Work Capstone.

• SUBTOTAL - MAJOR		36
GENERAL EDUCATION COURSES:		
Bible	12	
Communications/Speech	3	
English Composition	6	
Literature	3	
History	3	
Math: College Algebra	3	
Natural Science	3	
Social Science/Humanities	6	
 SUBTOTAL – GENERAL EDUCATION 		39
ELECTIVE COURSES		49

Total: 36 credit hours in major courses, 39 credit hours of general education, 49 credit hours of general electives for a total of 124 credit hours.

^{*}These courses are only offered on a full-semester format.

49

BACHELOR OF BUSINESS ADMINISTRATION (BBA)

The Bachelor of Business Administration stresses skill development in the areas of management, decision-making, managerial accounting, finance, managerial economics, marketing, and business ethics. The emphasis in this program is on strategic thinking, operational decision-making, and leadership skills.

TOTAL CREDIT HOURS 124 **MAJOR COURSES:** MGMT 3713 Management and Leadership BUSI 3783 Business Ethics MGMT 4733 Organizational Behavior BUSI 4643 Business Research Methods ACCT 2113 Principles of Managerial Accounting ECON 3773 Principles of Economics -OR-ECON 2103 Macroeconomics FINC 2743 Principles of Finance MKTG 3773 Marketing Principles BUSI 3753 Business Law MGMT 3733 Managing Human Resources BUSI 4363 Project Management BUSI 4703 International Issues in Business -OR-BUSI 4623 International Travel Experience BUSI 4813 Strategic Management* All major courses must be completed prior to taking BUSI 4813 Strategic Management. A major field exam will be given during the capstone course.

• SUBTOTAL - MAJOR		39
GENERAL EDUCATION COURSES:		
Bible	9	
Speech	3	
English Composition	6	
Literature	3	
History	3	
Math - Elementary Statistics	3	
Natural Science	3	
Social Science/Humanities	6	
• SUBTOTAL – GENERAL EDUCATION		36

Total: 39 credit hours in major courses with grades of C or above, 36 credit hours of general education, 49 credit hours of general electives

ELECTIVE COURSES

52

BACHELOR OF BUSINESS MANAGEMENT (BBM)

The Bachelor of Business Management emphasizes the leadership of people, effective management and stewardship, and the leadership of organizational change.

TOTAL CRE	OIT HOURS		124
BUSI 3783 ECON 3773 ECON FINC 3723 MKTG 3773 BUSI 4873 MGMT 4733 MGMT 4713 BUSI 4363 BUSI 4703 BUSI 4763 * All major of Strategy.	Management and Leadership Business Ethics Principles of Economics -OR- 2103 Macroeconomics Financial Analysis for Managers Marketing Principles Dynamics of Leadership Organizational Behavior Managing Human Resources Managing Innovation and Change Project Management International Issues in Business -OR- 4623 International Travel Experience		
	DUCATION COURSES:	9	36
Speech		3	
English Comp	osition	6	
Literature		6 3 3 3 3	
History	a Alashra ar higher	3	
Natural Scien	e Algebra or higher	ა ვ	
Social Scienc		6	
 SUBTO 	OTAL – GENERAL EDUCATION		36

Total: 36 credit hours in major courses with grades of C or above, 36 credit hours of general education, 52 credit hours of general electives

ELECTIVE COURSES

BACHELOR OF BUSINESS ADMINISTRATION IN AVIATION MANAGEMENT (BAV)

TOTAL	. CRED	NT HOURS	124
BBA A	VIATIO	ON MANAGEMENT MAJOR	
MGMT	3713	Management and Leadership	
BUSI	3783	Business Ethics	
AERO	3823	Aviation Management	
ACCT	2113	Principles of Managerial Accounting	
AERO	2423	Aviation Human Factors	
MGMT	4733	Organizational Behavior	
BUSI	4643	Business Research Methods	
ECON	3773	Principles of Economics -OR-	
	ECON	2103 Macroeconomics	
FINC	2743	Principles of Finance	
AERO	4153	Aviation Safety Factors	
MKTG	3773	Marketing Principles	
BUSI	3753	Business Law	
AERO	4163	Aviation Law	
BUSI	4703	International Issues in Business -OR-	
	BUSI	4623 International Travel Experience	
AERO	Elect	ive (3 hrs)	
BUSI	4813	Strategic Management*	

All major courses must be completed prior to taking BUSI 4813 Strategic Management. A major field exam will be given during the capstone course.

• SUBTOTAL - MAJOR		48
GENERAL EDUCATION COURSES:		
Bible	9	
Communications/Speech	3	
English Composition	6	
Literature	3	
History	3	
Math – Elementary Statistics	3	
Natural Science	3	
Social Science/Humanities	6	
 SUBTOTAL – GENERAL EDUCATION 		36
ELECTIVE COURSES		40

Total: 48 credit hours in major courses with grades of C or above, 36 credit hours of general education, 40 credit hours of general electives for a total of 124 credit hours

BACHELOR OF BUSINESS MANAGEMENT IN AVIATION MANAGEMENT (BMA)

TOTAL CREDIT HOURS 124 **BBM AVIATION MANAGEMENT MAJOR** MGMT 3713 Management and Leadership BUSI 3783 Business Ethics AERO 3823 Aviation Management AERO 2423 Aviation Human Factors MGMT 4733 Organizational Behavior FINC 3723 Financial Analysis for Managers AERO 4153 Aviation Safety Factors AERO 4163 Aviation Law MGMT 3733 Managing Human Resources MGMT 4713 Managing Innovation and Change BUSI 4703 International Issues in Business -OR-BUSI 4623 International Travel Experience AERO Elective (3 hrs) BUSI 4763 Global Management Strategy*

^{*} All major courses must be completed prior to taking BUSI 4763 Global Management Strategy. A major field exam will be given during this capstone course.

SUBTOTAL - MAJOR		39
GENERAL EDUCATION COURSES:		
Bible	9	
Communications/Speech	3	
English Composition	6	
Literature	3	
History	3	
Math - College Algebra	3	
Natural Science	3	
Social Science/Humanities	6	
• SUBTOTAL – GENERAL EDUCATION		36
ELECTIVE COURSES		49

Total: 39 credit hours in major courses with grades of C or above, 36 credit hours of general education, 49 credit hours of general electives for a total of 124 credit hours

BACHELOR OF BUSINESS MANAGEMENT IN NONPROFIT MANAGEMENT (BNP)

TOTAL (CRED	DIT HOURS	124
NONPR	OFIT	MANAGEMENT MAJOR	
MGMT 3	3713	Management and Leadership -OR-	
В	BUSI	4283 Nonprofit Leadership & Management	
FINC 3	3723	Financial Analysis for Managers	
MKTG 3	3773	0 1	
BUSI 3	3783		
BUSI 4	1363	Project Management	
BUSI 4		Grant Writing	
BUSI 3	3813	Philanthropy	
BUSI 4	1343	Fundraising	
BUSI 3	3823	Management of Volunteers	
BUSI 3		Nonprofit Law	
BUSI 4	1983	Nonprofit Internship	
	1793	Nonprofit Management Capstone*	
		courses must be completed prior to taking BUSI 4793 Nonprofit Mana	gement
Caps	stone.	A major field exam/project will be given during the capstone course.	

• SUBTOTAL - MAJOR		36
GENERAL EDUCATION COURSES:		
Bible	9	
Communications/Speech	3	
English Composition	6	
Literature	3	
History	3	
Math (College Algebra or higher)	3	
Natural Science	3	
Humanities/Social Science	6	
 SUBTOTAL – GENERAL EDUCATION 		36
ELECTIVE COURSES		52

Total: 36 credit hours in major courses with grades of C or above, 36 credit hours of general education, 52 credit hours of general electives for a total of 124 credit hours.

BACHELOR OF SCIENCE IN COMPUTER INFORMATION SYSTEMS (CINS)

TOTAL CRE	DIT HOURS	126
COMPUTER	SCIENCE (27 Hours)	
COSC 1303	Computer Science*	
COSC 2033	Programming for Information Systems*	
COSC 4553	Information Security	
COSC 3403	Software Engineering I	
COSC 3503	Operating Systems -OR-	
COSC	3453 Web Development	
COSC 4203	Database Management	
	Information Systems	
COSC 3603	Networks and Data Communication	
COSC 4303	Software Engineering II**	
BUSINESS (9 hours)	
BUSI 4363	Project Management	
ACCT 2103	Principles of Financial Accounting -OR-	
ACCT	2113 Principles of Managerial Accounting	
FINC 3723	Financial Analysis for Managers	

BUSINESS ELECTIVES (15 hours)

^{**} All COSC courses must be completed prior to taking COSC 4303 Software Engineering II. A major field exam will be given during this course.

SUBTOTAL - MAJOR		51
GENERAL EDUCATION COURSES:		
Bible	12	
Communications/Speech	3	
English Composition	6	
Literature	3	
History	3	
Kinesiology	3	
Math: College Algebra, Elementary Statistics, Discrete Math		
and Business Calculus	12	
Natural Science with Lab	8	
SUBTOTAL – GENERAL EDUCATION		50
ELECTIVE COURSES		25

Total: 51 credit hours in major courses with grades of C or above, 50 credit hours of general education, 25 credit hours of general electives for a total of 126 credit hours.

^{*}These courses are only offered in a full-semester format.

BACHELOR OF CRIMINAL JUSTICE (CRIJ)

CRIMINAL JUSTICE MAJOR (21 hours) CRIJ 1303 Introduction to Criminal Justice CRIJ 1313 Criminal Law CRIJ 2303 Criminology CRIJ 3263 Constitutional Criminal Procedure CRIJ 3213 Justice and Human Rights CRIJ 4103 Administration of Criminal Justice CRIJ 4703 Personal & Professional Ethics* MAJOR ELECTIVES (15 hours) CRIJ, PSYC or approved related electives (Open choice, or see list of optional specializations)

^{*} All major courses must be completed prior to taking CRIJ 4703 Personal & Professional Ethics. A major field exam will be given during this capstone course.

• SUBTOTAL - MAJOR		36
GENERAL EDUCATION COURSES:		
Bible	9	
Speech	3	
English Composition	6	
Literature	3	
History	3	
Math (College Algebra or above)	3	
Natural Science	3	
Intro to Psychology	3	
Government/Social Science	3	
Foreign Language	3	
• SUBTOTAL – GENERAL EDUCATION		39
ELECTIVE COURSES		49

Total: 36 credit hours in major courses with grades of C or above, 39 credit hours of general education, 49 credit hours of general electives for a total of 124 credit hours

Note: It will be important to watch number of upper level course selections. A minimum of 21 upper level hours are required in the major courses and 30 upper level hours are required overall.

BACHELOR OF SCIENCE IN CRIMINAL JUSTICE (BSCJ)

CRIMINAL JUSTICE MAJOR (21 hours) CRIJ 1303 Introduction to Criminal Justice CRIJ 1313 Criminal Law CRIJ 2303 Criminology CRIJ 3263 Constitutional Criminal Procedure CRIJ 3213 Justice and Human Rights CRIJ 4103 Administration of Criminal Justice CRIJ 4703 Personal & Professional Ethics* MAJOR ELECTIVES (15 hours) CRIJ, PSYC or approved related electives (Open choice, or see list of optional specializations)

^{*} All major courses must be completed prior to taking CRIJ 4703 Personal & Professional Ethics. A major field exam will be given during this capstone course.

• SUBTOTAL - MAJOR		36
GENERAL EDUCATION COURSES:		
Bible	9	
Speech	3	
English Composition	6	
Literature	3	
History	3	
Math (College Algebra or above)	6	
Natural Science with Lab	8	
Intro to Psychology	3	
Government/Social Science	3	
Kinesiology	3	
• SUBTOTAL – GENERAL EDUCATION		47
ELECTIVE COURSES		43

Total: 36 credit hours in major courses with grades of C or above, 47 credit hours of general education, 43 credit hours of general electives for a total of 126 credit hours

Note: It will be important to watch number of upper level course selections. A minimum of 21 upper level hours are required in the major courses and 30 upper level hours are required overall.

OPTIONAL CRIMINAL JUSTICE SPECIALIZATIONS

Specialization in Criminal Justice Management (Optional: Hours used as part of the 15 related electives) CRIJ 4623 Emergency Management

Plus 6 hours of the following:

MGMT 2303 Principles of Management -OR-

MGMT 3713 Management and Leadership

MGMT 4733 Organizational Behavior

MGMT 3733 Managing Human Resources FINC 3723 Financial Analysis for Managers

MGMT 4313 Conflict Resolution

Specialization in Homeland Security

(Optional; Hours used as part of the 15 related elective hours)

9 hours of the following:

CRIJ 4603 Homeland Security

CRIJ 4623 Emergency Management

CRIJ 4633 Cyber Crime

CRIJ 4653 Terrorism and Counter-Terrorism

Specialization in Human Trafficking

(Optional: Hours used as part of the 15 related electives)

CRIJ 3433 Domestic Human Trafficking

CRIJ 4233 International Human Trafficking

CRIJ 4263 International Criminal Law

Approved Related Electives

MGMT 4313 Conflict Resolution

MKTG 3513 Public Relations

BUSI 4333 Grant Writing

CRIJ 3213 Justice and Human Rights

CRIJ 3263 Constitutional Criminal Procedure

CRIJ 3433 Domestic Human Trafficking

CRIJ 4233 International Human Trafficking

CRIJ 4263 International Criminal Law

CRIJ 4403 Restorative Justice

CRIJ 4603 Homeland Security

CRIJ 4623 Emergency Management

CRIJ 4633 Cyber Crime

CRIJ 4653 Terrorism and Counter-Terrorism

CRIJ 4903 Criminal Justice Internship

POLS 4103 American Constitutional Law

PSYC 4523 Addiction

PSYC 4303 Abnormal Psychology

PSYC 4113 Social Psychology

PSYC 4503 Physiological Psychology

BACHELOR OF SCIENCE IN FINANCE (FINA)

The Bachelor of Science degree in finance prepares students to fill strategic financial roles in either for-profit or non-profit organizations. The degree in finance will establish strong financial foundations, with critical thinking and analytical skills necessary to work in a very competitive financial environment. Finance concerns itself with the efficient allocation of capital in market economies. With the increasing growth in investments and capital markets, the need for college students to obtain more knowledge in finance is a high as ever.

The finance degree is structured for maximum flexibility to allow students to cover several fields in finance such as corporate finance, investments, financial risk, financial institutions, and international finance. This flexibility allows the student to select from a range of course areas to gain a broader knowledge of the finance area and its applications.

Students obtaining a degree in finance from LeTourneau University will be equipped to become financial managers, financial analysts, or financial investors.

TOTAL CREDIT HOURS 126 MAJOR Finance Courses (21 hours) FINC 3113 Financial Management* FINC 3203 Financial Risk Management FINC 3403 Investments* FINC 4203 Advanced Finance FINC 4303 International Finance FINC 4343 Financial Analysis and Strategy ECON 3103 Money & Banking Major Electives from the following: (9 hours) ACCT 3103 Intermediate Accounting I** ACCT 3113 Intermediate Accounting II** ACCT 4233 Fraud Examination FINC 1073 Intro to Personal Finance BUSI 4343 Fundraising FINC 4923 Finance Internship MKTG 3513 Public Relations Required General Business Courses: (30 hours) ACCT 2103 Principles of Financial Accounting ACCT 2113 Principles of Managerial Accounting MGMT 3713 Management and Leadership -OR- Management Elective (3 hrs) ECON 2103 Macroeconomics MKTG 3773 Marketing Principles BUSI 3753 Business Law BUSI 3783 Business Ethics BUSI 4643 Business Research Methods BUSI 4703 International Issues in Business -OR- BUSI 4623 International Travel Experience BUSI 4813 Strategic Management*** These courses are only offered in a full-semester format.

- ** These courses are only offered on-ground in a full-semester format.
- *** All major courses must be completed prior to taking BUSI 4813 Strategic Management. A major field exam will be given during this capstone course.

• SUBTOTAL - MAJOR 60

BACHELOR OF SCIENCE IN FINANCE (CONT.)

GENERAL EDUCATION COURSES:

Bible	9	
Communications/Speech	3	
English Composition	6	
Literature	3	
History	3	
Kinesiology	3	
Math: 2183 or College Algebra, Statistics, Calculus w/Bus Appls	9	
Natural Science w/lab	8	
• SUBTOTAL – GENERAL EDUCATION		44

ELECTIVE COURSES

22

Total: 60 credit hours in the major courses, 44 credit hours of general education, 22 credit hours of general electives for a total of 126 credit hours.

BACHELOR OF HEALTH CARE MANAGEMENT (BHC)

TOTAL CREDIT HOURS 124 **HEALTH CARE MANAGEMENT MAJOR** (27 hours) MGMT 3713 Management and Leadership -OR-MGMT 4733 Organizational Behavior FINC 3723 Financial Analysis for Managers MGMT 3733 Managing Human Resources HCMG 3113 The U.S. Health Care System HCMG 3123 Health Care Delivery Systems HCMG 4313 Legal, Social, and Ethical Aspects of Health Care HCMG 4323 Regulation and Accountability in Health Care HCMG 4333 Marketing Health Care Services HCMG 4903 Integrating Faith & Work in Health Care* **MAJOR ELECTIVES** (9 hours) Health Care, Business, Management, or other approved electives: HCIT 4343 **Health Informatics** Small Business Management MGMT 2273 BUSI 4643 **Business Research Methods**

^{*} All major courses must be completed prior to taking HCMG 4903 Integrating Faith & Work in Health Care. A major field exam/project will be given during this capstone course.

• SUBTOTAL - MAJOR		36
GENERAL EDUCATION COURSES:		
Bible	9	
Communications/Speech	3	
English Composition	6	
Literature	3	
History	3	
Humanities/Social Science	6	
Math (College Algebra or above)	3	
Natural Science	3	
 SUBTOTAL – GENERAL EDUCATION 		36
ELECTIVE COURSES		52

Total: 36 credit hours in major courses with grades of C or above, 36 credit hours of general education, 52 credit hours of general electives for a total of 124 credit hours

BACHELOR OF SCIENCE IN HEALTH CARE MANAGEMENT (BSH)

TOTAL CREDIT HOURS 126 **HEALTH CARE MANAGEMENT MAJOR** (27 hours) MGMT 3713 Management and Leadership -OR-MGMT 4733 Organizational Behavior FINC 3723 Financial Analysis for Managers MGMT 3733 Managing Human Resources HCMG 3113 The U.S. Health Care System HCMG 3123 Health Care Delivery Systems HCMG 4313 Legal, Social, and Ethical Aspects of Health Care HCMG 4323 Regulation and Accountability in Health Care HCMG 4333 Marketing Health Care Services HCMG 4903 Integrating Faith & Work in Health Care* **MAJOR ELECTIVES** (9 hours) Health Care, Business, Management, or other approved electives: 4343 Health Informatics HCIT MGMT 2273 Small Business Management BUSI 4643 Business Research Methods

^{*} All major courses must be completed prior to taking HCMG 4903 Integrating Faith & Work in Health Care. A major field exam/project will be given during this capstone course.

• SUBTOTAL - MAJOR		36
GENERAL EDUCATION COURSES:		
Bible	9	
Communications/Speech	3	
English Composition	6	
Literature	3	
History	3	
Kinesiology	3	
Math: College Algebra, Statistics	6	
Natural Science with Lab	8	
 SUBTOTAL – GENERAL EDUCATION 		41
ELECTIVE COURSES		49

Total: 36 credit hours in major courses with grades of C or above, 41 credit hours of general education, 49 credit hours of general electives for a total of 126 credit hours

BACHELOR OF SCIENCE IN HEALTH INFORMATION SYSTEMS (HISG)

TOTAL CREDIT	r Hours	126 hours
HEALTH CARE	MANAGEMENT	
HCMG 3123 F	lealth Care Delivery Systems	
	Regulation and Accountability in Health Care	
	lealth Informatics	
BUSINESS		
	Management and Leadership -OR-	
•	ment Elective	
	inancial Analysis for Managers	
	Project Management	
COMPUTER SO		
	Computer Science*	
	Programming for Information Systems*	
	nformation Systems Software Engineering I	
	Operating Systems -OR-	
	3453 Web Development	
	Networks and Data Communication	
	Database Management	
	nformation Security	
CAPSTONE		
HCMG 4903 Ir	ntegrating Faith & Work in Health Care**	
* These cours	ses are only offered in a full-semester format.	
** All major cou	urses must be completed prior to taking HCMG 49	003 Integrating Faith & Work in
	. A major field exam will be given during this caps	tone course.
 SUBTOT. 	AL - MAJOR	45
GENERAL EDU	JCATION COURSES:	
Bible	<u></u>	12
Communications	s/Speech	3
English Compos	·	6
Literature Electi		
History Elective	!	3 3 3
Kinesiology Elec	ctive	3
Math:		9
	203 College Algebra w Applications	
	423 Elementary Statistics	
	803 Discrete Math	_
Natural Science	*	8
• SUBTOT	AL – GENERAL EDUCATION	47
ELECTIVE COL	JRSES	34

Total: 45 credit hours in major courses, 47 credit hours of general education, 34 credit hours of general electives for a total of 126 credit hours.

BACHELOR OF SCIENCE IN HUMAN RESOURCE MANAGEMENT (HRM)

Human Resource Management

The Human Resource Management degree is designed to prepare students to sit for and pass the National Human Resource Certification Exam given annually by the Society of Human Resource Management. In this program, the student learns in-depth skills in human resource concepts, staffing procedures, compensation and benefits, and conflict resolution.

LETU's Bachelor of Science in Human Resource Management fully aligns with the Society for Human Resource Management (SHRM) HR curriculum guides.

TOTAL CREDIT HOURS

126

MAJOR

1117 10 0		
ACCT	2103	Principles of Financial Accounting
ACCT	2113	Principles of Managerial Accounting
BUSI	3753	Business Law
BUSI	3783	Business Ethics
ECON	2103	Macroeconomics
FINC	3723	Financial Analysis for Managers
MGMT	3713	Management & Leadership -OR-
	MGMT	2303 Principles of Management
MGMT	4733	Organizational Behavior
MGMT	3733	Managing Human Resources -OR-
	MGMT	3203 Human Resource Mgmt
MGMT	4103	Compensation and Benefits
MGMT	4203	Staffing
BUSI	3793	Negotiation Strategy
BUSI	4713	Managing Innovation and Change
MGMT	4313	Conflict Resolution
BUSI	3343	Employment Law

BUSI 4763 Global Management Strategy*

SUBTOTAL - MAJOR

48

^{*} All major courses must be completed prior to taking BUSI 4763 Global Management Strategy. A major field exam will be given during the capstone course.

BACHELOR OF SCIENCE IN HUMAN RESOURCE MANAGEMENT (CONT.)

GENERAL EDUCATION COURSES: 9 Bible Communications/Speech 3 **English Composition** 6 Literature 3 3 History 3 Kinesiology Math (College Algebra & Elementary Statistics) 6 Natural Science w/lab 8 **SUBTOTAL – GENERAL EDUCATION** 41 hours **GENERAL ELECTIVE COURSES** 37 hours

Total: 48 credit hours in major courses, 41 credit hours of general education, and 37 credit hours of general electives for a total of 126 credit hours.

BACHELOR OF HUMAN SERVICES (BHS)

TOTAL	L CRED	OIT HOURS	124
MAJO	R COU	RSES (24 hours)	
CRIJ	1303	Introduction to Criminal Justice -OR-	
	CRIJ	1313 Criminal Law -OR-	
	CRIJ	2303 Criminology	
PSYC	4523	Addiction	
BUSI	4333	Grant Writing	
HUMS	1013	Introduction to Human Services	
PSYC	3003	Theories and Techniques of Counseling	
PSYC	4113	Social Psychology	
PSYC	4303	Abnormal Psychology	
CRIJ	4703	Personal and Professional Ethics*	
MAJO	R ELEC	CTIVES (12 hours)	
CRIJ. I	PSYC. o	or approved related electives	

^{*} All major courses must be completed prior to taking CRIJ 4703 Personal and Professional Ethics. A major field exam will be given during the capstone course.

• SUBTOTAL - MAJOR		36
GENERAL EDUCATION COURSES:		
Bible	9	
Speech	3	
English Composition	6	
Literature	3	
History	3	
Math (College Algebra or above)	3	
Natural Science	3	
Introduction to Psychology	3	
 SUBTOTAL – GENERAL EDUCATION 		33
ELECTIVE COURSES		55

Total: 36 credit hours in major courses with grades of C or above, 33 credit hours of general education, 55 credit hours of general electives

Note: It will be important to watch number of upper level course selections. A minimum of 21 upper level hours are required in the major courses and 30 upper level hours are required overall.

68

BACHELOR OF ARTS IN INTERDISCIPLINARY STUDIES (ISA)

TOTAL CREDIT HOURS 126 MAJOR COURSES:

First Concentration*: 21 credit hours (minimum 6 hours upper level)

Second Concentration: 15 credit hours (minimum 6 hours upper level)

Third Concentration**: 15 credit hours (minimum 6 hours upper level) **A minor (18 hours) may be substituted for the third concentration.

• SUBTOTAL - MAJOR 51 GENERAL EDUCATION COURSES: Bible 12 Speech 3 English Composition 6

Speech	3	
English Composition	6	
Foreign Language (6 elementary, 6 intermediate, one language	age) 12	
History	3	
Humanities	6	
Kinesiology	3	
Literature	3	
Math (College Algebra or above)	3	
Natural Science with Lab	8	
Social Science/Humanities	6	
Social Science	3	
SURTOTAL - GENERAL EDUCATION		

ELECTIVE COURSES 7

Total: 51 credit hours in major courses with grades of C or above, 68 credit hours of general education, 7 credit hours of general electives

Note: It will be important to watch number of upper level course selections. A minimum of 21 upper level hours are required in the major courses and 30 upper level hours are required overall. Portfolio hours will not count toward upper level requirement.

^{*}The first concentration must be a program offered by LETU.

BACHELOR OF SCIENCE IN INTERDISCIPLINARY STUDIES (ISS)

TOTAL CREDIT HOURS 126 MAJOR COURSES:

First Concentration*: 21 credit hours (minimum 6 hours upper level)

Second Concentration: 15 credit hours (minimum 6 hours upper level)

Third Concentration**: 15 credit hours (minimum 6 hours upper level) **A minor (18 hours) may be substituted for the third concentration.

• SUBTOTAL - MAJOR		51
CENERAL EDUCATION COURSES.		
GENERAL EDUCATION COURSES:		
Bible	12	
Speech	3	
English Composition	6	
History	3	
Kinesiology	3	
Literature	3	
Math (College Algebra or above)	6	
Natural Science with Lab	8	
• SUBTOTAL – GENERAL EDUCATION		44
ELECTIVE COURSES		31

Total: 51 credit hours in major courses with grades of C or above, 44 credit hours of general education, 31 credit hours of general electives

Note: It will be important to watch number of upper level course selections. A minimum of 21 upper level hours are required in the major courses and 30 upper level hours are required overall. Portfolio hours will not count toward upper level requirement.

^{*}The first concentration must be a program offered by LETU.

BACHELOR OF INTERDISCIPLINARY STUDIES EARLY CHILDHOOD – 6th GRADE GENERALIST (BIS)

TOTAL CREI	DIT HOURS	124
EDUC 3343	Foundations of American Education and Culture	
EDUC 3353	Development and Learning of the Young Child	
EDUC 4143	Language Development of the Young Child	
EDUC 3323	Planning and Assessment	
READ 3003	The Teaching of Reading	
EDUC 4153	Classroom Management and Organization for the Elementary/Middle	School
EDUC 4133	Methods of Elementary Language Arts and Social Studies Instruction	
EDUC 3133	Methods of Elementary Math and Science Instruction	
READ 4103	Remediation of Reading Difficulties	
READ 3343	Literature for Children and Adolescents	
EDUC 4963	Certification Preparation	
EDUC 4763	Differentiating Classroom Instruction*	
EDUC 4186	Student Teaching in the Elementary School*	

* All major courses must be completed prior to taking EDUC4763 Differentiating Classroom Instruction and EDUC 4186 Student Teaching which are to be taken together in the final semester.

• SUBTOTAL - MAJOR		42
GENERAL EDUCATION COURSES:		
Bible	12	
Communications/Speech	3	
English Composition	6	
Geography	3	
History (including HIST4503 Texas & the American West)	6	
Humanities (HUMA 2023 Children's Fine Arts)	3	
Kinesiology/Physical Education	1	
Literature	3	
Math (College Algebra or higher and MATH 3503)	6	
Natural Science (one physical science, one life science)	6	
Political Science	3	
SUBTOTAL – GENERAL EDUCATION		52
ELECTIVE COURSES		30

Total: 42 credit hours in major courses with grades of C or above, 52 credit hours of general education, 30 credit hours of general electives

BACHELOR OF INTERDISCIPLINARY STUDIES 4th – 8th GRADE GENERALIST (BIS)

TOTAL CREE	OIT HOURS	124
EDUC 3343 EDUC 4223 MATH 3553 EDUC 3323 READ 3003 EDUC 4153 EDUC 4133 READ 4313 READ 4313 READ 4313 READ 4703 EDUC 4963 EDUC 4763 EDUC 4286	Foundations of American Education and Culture Teaching the Middle School Student Math Practicum Planning and Assessment The Teaching of Reading Classroom Management and Organization for the Elementary/Middle Methods of Elementary Language Arts and Social Studies Instruction Reading and Study Skills in the Content Area Remediation of Reading Difficulties Literature for Children and Adolescents Certification Preparation Differentiating Classroom Instruction* Student Teaching in the Middle School*	le School

^{*} All major courses must be completed prior to taking EDUC 4763 Differentiating Classroom Instruction and EDUC 4286 Student Teaching which are to be taken together in the final semester.

• SUBTOTAL - MAJOR		42
GENERAL EDUCATION COURSES:		
Bible	12	
Communications/Speech	3	
English Composition	6	
Geography	3	
History (including HIST4503 Texas & the American West)	6	
Humanities (HUMA2023 Children's Fine Arts)	3	
Kinesiology/Physical Education	1	
Literature	3	
Math (College Algebra or higher and MATH3503)	6	
Natural Science (one physical science, one life science)	6	
Political Science	3	
• SUBTOTAL – GENERAL EDUCATION		52
ELECTIVE COURSES		30

Total: 42 credit hours in major courses with grades of C or above, 52 credit hours of general education, 30 credit hours of general electives

ADDITIONAL INFORMATION REGARDING EDUCATION PROGRAMS

ADMISSION TO TEACHER EDUCATION

Students must meet the following required proficiencies to be accepted into the Teacher Education program and allowed to take most Education courses. Test scores must be within the last 10 years.

Reading: THEA (260+), ACT (21+), SAT (500+ Critical Reading or 1050+ Composite score: critical reading and math), PRAXIS I (173+), ACCUPLACER (88+).

<u>Writing</u>: THEA (230+), ACT (21+), SAT (500+), PRAXIS I (172+), ACCUPLACER (WRITEPLACER 6+).

<u>Oral Communications</u>: DANTES/DSST (Principles of Public Speaking 47+), grade of C or higher in one semester of college level speech/oral communications.

Math: THEA (230+), ACT (21+), SAT (500+), PRAXIS I (171+), ACCUPLACER (65+).

<u>Critical Thinking</u>: Show evidence of an overall GPA of 2.75+. GPA is calculated using LeTourneau grades as well as all regionally accredited coursework attempted.

<u>Professional Communication and Demeanor:</u> Students must have a record of professional behavior, effective communication and respectful interactions with others that reflect the established community behavior expectations and Christian mission and values of the university.

Student Teaching:

The Student Teaching course is taken along with the capstone course, EDUC4763 Differentiating Classroom Instruction, in the final fall or spring semester of the student's major courses. No other courses are to be taken in this semester without prior approval of the Program Director. Students complete the traditional 12-week student teaching assignment by enrolling in Student Teaching. Student placements will be done at the corresponding Educational Center or Site where the student attends.

Students opting to graduate without student teaching will not be eligible for Texas teacher certification until completing student teaching or seeking a two-semester internship position in a Texas P-12 TEA approved school. These students will also have to enroll in an Internship for two semesters. Students opting to graduate without student teaching must petition to substitute an additional six hours of coursework.

Observation Experience Requirement:

The educator preparation program requires 30 clock-hours of field-based experience to be completed prior to student teaching or internship. Up to 15 clock-hours of field-based experience may be provided by use of electronic transmission, or other video or technology-based method. These required hours are included in the student teaching and internship courses.

GPA Requirement for Education Programs:

Students must receive a grade of C or higher in all Education and Reading courses, with a minimum cumulative GPA of 2.75 or higher, to be eligible to be recommended for Texas teacher certification.

CONCENTRATIONS

Three concentrations are included in the Bachelor of Interdisciplinary Studies degree:

- 1. Education/Reading (21 hours)
- 2. English/Language Arts/Speech Communications/Reading (15 hours)
- 3. Social Studies/History/Geography/Political Science/Humanities (15 hours)

STATE CERTIFICATION EXAMINATIONS

Students enrolled in the program will begin preparing for state TExES examinations in areas of academic content and pedagogy. During this time, students will be required to take departmental qualifying tests in the appropriate certification areas. Students who pass a practice test with a score of 80% or above will be issued a test approval that will allow them to take the state TExES test.

TEACHER CERTIFICATION

When the Certification Officer has verified that a student has satisfactorily completed all of the certification requirements, the student will be recommended for state certification. The Director of Educator Certification is the administrator in charge of all procedures for finalizing the certification process. The Director works in conjunction with the Dean of the School of Education, the Education Program Director, Academic Advisors, and the student. The certification office web site is: http://www.letu.edu/Academics/Education/education/cert_office/. Students should be aware that the State Board for Educator Certification establishes set fees for each certificate requested. http://www.sbec.state.tx.us

CERTIFICATION REQUIREMENTS

To obtain Texas Teacher Certification, students must successfully complete the following:

- 1. Complete the required curriculum with a minimum cumulative GPA of 2.75.
- 2. Complete all required major courses with a grade of C or higher.
- 3. Complete an approved field experience.
- 4. Pass the appropriate TExES content exam.
 - EC-6: Elementary Generalist exam
 - 4-8: Generalist 4-8 Exam
- 5. Pass the EC-12 TEXES Pedagogy and Professional Responsibilities exam.
- 6. Payment of all tuition and fees.
- 7. Recommendation of the Director of Educator Certification.

BACHELOR OF SCIENCE IN ORGANIZATIONAL DEVELOPMENT (ORD)

TOTAL CREDIT HOURS	126
TO THE STREET THOUSE	:=0

MAJOR

MGMT 4313 Conflict Resolution BUSI 3793 Negotiation Strategy

BUSI 4823	Mission, Values and Culture in Leadership			
BUSI 4363	Project Management			
BUSI 3853	Designing, Delivering and Coaching Learning and Training			
PSYC 2013	Introduction to Psychology			
PSYC 2403	Introduction to Organizational Development			
PSYC 4113	Social Psychology			
ECON 3773	Principles of Economics -OR-			
ECON	I 2103 Macroeconomics			
MGMT 3713	Management and Leadership			
BUSI 4403	Project Definition and Planning			
BUSI 4643	Business Research Methods			
MGMT 4713	Managing Innovation and Change			
MGMT 4733	Organizational Behavior			
BUSI 4763	Global Management Strategy*			
* All major co	urses must be completed prior to taking BUSI4763 Global Management Strategy.			
A major field	A major field exam will be given during this capstone course.			

• SUBTOTAL - MAJOR		45 hours					
GENERAL EDUCATION COURSES:							
Bible	12						
Communications/Speech	3						
English Composition	6						
Literature	3						
History	3						
Kinesiology	3						
Math (College Algebra or higher and Statistics)	6						
Natural Science with Lab	8						
SUBTOTAL – GENERAL EDUCATION		44 hours					

GENERAL ELECTIVE COURSES 37 hours

Total: 45 credit hours in major courses, 44 credit hours of general education, and 37 credit hours of electives for a total of 126 credit hours.

36

BACHELOR OF SCIENCE IN PSYCHOLOGY (BSPY)

The Bachelor of Science in Psychology described below is offered in the nontraditional format, primarily via online delivery. The B.S. in Psychology is also offered on-ground in the traditional format with a few varying general education requirements. Students seeking the B.S. in Psychology may take courses on-ground and/or online, but must declare the primary delivery format for the major: traditional or nontraditional.

The B.S. in Psychology provides students with a broad knowledge in the field of psychology, preparing them for application to graduate school and/or employment in a wide range of settings (e.g., social work, management/personnel, Christian education, ministry, etc.). Students interested in pursuing graduate studies may consider one of LeTourneau's graduate programs in psychology/counseling/marriage & family therapy. LeTourneau offers the following graduate degrees in the area of psychology:

- Master of Arts in Psychology (online only)
- Master of Arts in Counseling (online only) with specializations in professional counseling and/or marriage & family therapy
- Master of Arts in Marriage & Family Therapy (MAMFT)(on-ground only)

The M.A. in Counseling and the MAMFT provide students with the academic requirements necessary for *state licensure as a Licensed Professional Counselor (LPC) and/or Licensed Marriage & Family Therapist (LMFT). Students are encouraged strongly to talk with your academic advisor and Program Director about career options in the field of psychology.

*Eligibility for state licensure is specific to Texas. Students in other states should research licensure requirements in your state and should be aware that completion of a LeTourneau graduate degree may not meet requirements for your state.

TOTAL CREDIT HOURS 126

 SUBT 	OTAL - MAJOR
PSYC4713	Senior Seminar
PSYC4703	Statistics & Research Methods II
PSYC4603	Statistics & Research Methods I
PSYC4503	Physiological Psychology
PSYC4403	Tests & Measurements
PSYC4303	Abnormal Psychology
PSYC4113	Social Psychology
PSYC3403	Learning & Cognition
PSYC3303	History & Systems of Psychology
PSYC3003	Theories & Techniques of Counseling
PSYC2163	Personality Theory
PSYC2143	Human Growth & Development
PSYC2033	Professions in Psychology
PSYC2013	Introduction to Psychology

GENERAL EDUCATION COURSES:		
BIBL 1033 Biblical Literature	3	
BIBL 1043 Biblical Foundations	3	
Bible Electives	6	
LETU 1073 Strategies for Adult Learning	3	
COMM 1873 or 2573	3	
ENGL 1013 and 1023	6	
Literature elective	3	
History elective	3	
KINE 1273 Personal Wellness	3	
MATH 1203 and 3503	6	
Lab Science electives	8	
Cross cultural elective	3	
PHIL 2063 Ethics	3	
POLS 2103 Federal, State, & Local Government	3	
HUMA 1153 Introduction to Fine Arts	3	
• SUBTOTAL – GENERAL EDUCATION		59
ELECTIVE COURCES		05
ELECTIVE COURSES		25

Total: 42 credit hours in major courses with grades of C or above, 59 credit hours of general education, 25 credit hours of general electives for a total of 126 credits.

Students desiring a career in professional counseling or marriage & family therapy should complete the following electives:

PSYC3203 Marriage & the Family

PSYC4023 Basic Counseling Skills

PSYC4313 Theories & Techniques of Child Counseling

PSYC4203 Group Therapy

MINORS FOR BACHELOR DEGREES

Minors are not required for a Bachelor degree. A minor is an option for students to use their elective credits in a way that builds upon their professional goals and broad professional expertise.

BIBLICAL STUDIES MINOR

TOTAL CREDIT HOURS					
BIBL 1033 Biblical Literature					
THEO 4103 Christian Doctrine I					
THEO 4113 Christian Doctrine II					
Plus:					
3 credits upper level New Testament elective					
3 credits upper level Old Testament elective					
3 credits upper level Bible elective					

COMMUNICATION STUDIES MINOR

TOTAL CREDIT HO	18	3	
COMM2573 Inter	personal Communication		
COMM3013 Mass	s Communication Concepts		
COMM4303 Nonv	verbal Communications		
Plus 3 COMM or approved electives (9 hours)			
MGMT 4313	Conflict Resolution		
MKTG 3513	Public Relations		
BUSI 3793	Negotiation Strategy		
CCLT 2103	Cross-Cultural Communication		

CRIMINAL JUSTICE MINOR

TOTAL CREDIT HOURS			18
0 D L L EL .:	/'	(0000 4000	

CRIJ Electives (including at least 6 hours of 3000-4000 level courses)

May include up to 6 hours of POLS

HEALTH CARE MANAGEMENT MINOR

TOTAL CREDIT HOURS		
HCMG 3113	The U.S. Health Care System	
HCMG 4313	Legal, Social, and Ethical Aspects of Health Care	

HCMG 4323 Regulation and Accountability in Health Care

HCMG 4333 Marketing Health Care Services -OR-

HCMG 3123 Health Care Delivery Systems

6 credit hours of Health Care or Business electives

^{*} The Criminal Justice Minor is not available to students in the BSCJ, CRIJ or BHS programs.

^{*} The Health Care Management Minor is not available to students in the BSH or BHC programs.

LEADERSHIP MINOR

	LLADLITOTIF WINOT			
TOTAL CREDIT		18		
	Organizational Behavior			
	3783 Business Ethics -OR-			
PHIL 2063 Ethics				
	lowing (12 hours):			
MGMT 4	313 Conflict Resolution			
MGMT 4	403 Leading Organizational Change			
BUSI 4	283 Nonprofit Leadership and Management			
BUSI 4	·			
BUSI 4	,			
BUSI 4				
BUSI 4	·			
BUSI 4	· · · · · · · · · · · · · · · · · · ·			
CCLT 2				
	203 Religions of the World			
	273 Profiles in Leadership			
MGMT 2	2803 Introduction to Leadership			
TOTAL ODED!T	MANAGEMENT MINOR	4.0		
TOTAL CREDIT		18		
Required course	· · · · ·			
	MGMT 3713 Management and Leadership -OR-			
	2303 Principles of Management			
	MGMT 3733 Managing Human Resources MGMT 4733 Organizational Behavior			
•	ment Electives (9 hours):			
MGMT 4	·			
MGMT 4				
BUSI 3	0 0,			
MGMT 4				
MGMT 4				
	1343 Quality Management 1363 Project Management			
	403 Leading Organizational Change			
	nent Minor is not available to students in the BBM or BNP programs.			
THE Managem	ient willor is not available to students in the bowl of bivi-programs.			
	NONPROFIT MANAGEMENT MINOR			
TOTAL CREDIT		18		
MGMT 3713 M	Management and Leadership -OR-			
	283 Nonprofit Leadership & Management			
BUSI 4333 G	Grant Writing			
	Philanthropy			
BUSI 4343 F				
	Management of Volunteers			
	BUSI 3833 Nonprofit Law			
* The Nonprofit	The Nonprofit Management Minor is not available to students in the BNP program.			

PROJECT MANAGEMENT MINOR

TOTAL	L CREDI	T HOU	RS	18	
BUSI	4363	Project	Management -OR-		
	BUSI	4363	Project Management -OR-		
	ENGR	3022	Engineering Project Management -AND-		
		ENGR	4813 Senior Design Project -OR-		
	COSC	3403	Software Engineering I -AND-		
		COSC	4303 Software Engineering II		
BUSI	4403	Project	Definition and Planning		
BUSI	4413	Project	Implementation and Evaluation		
BUSI 4433 Project Management Application					
Plus 3	hours of	genera	I management from the following list:		
	MGMT	2303	Principles of Management		
	MGMT	4733	Organizational Behavior		
	MGMT	3713	Management and Leadership		
	AERO	3823	Aviation Management		
Plus 3	hours of	financia	al management from the following list:		
	FINC	3723	Financial Analysis for Managers		
	FINC	3113	Financial Management		

The project management courses would give students the information needed to prepare for the Project Management Institute (PMI) Exam. Successful passage of the PMI Exam plus from 1500-4500-7500 hours of direct project management experience is needed to receive various Project Management Professional (PMP) certifications through PMI.

PSYCHOLOGY MINOR

TOTAL CREDIT HOURS			18	
	PSYC 2013	Introduction to Psychology		
	PSYC 3003	Theories and Techniques of Counseling		
	PSYC 4303	Abnormal Psychology		
	MATH 1423	Elementary Statistics		
	Plus 2 PSYC electives (6 hours)			
	* The Psychology Minor is not available to students in the BSPY or BHS programs.			

The Psychology Minor is not available to students in the BSPY or BHS programs.

READING MINOR

TOTAL CREDIT HOURS 18		
READ 3003	The Teaching of Reading	
READ 3123	Integrated Language Skills	
READ 3343	Literature for Children and Adolescents	
READ 4103	Remediation of Reading Difficulties	
READ 4313	Reading in the Content Area	
READ 4363	ELL and Bilingual Literacy Methods	
* Students must meet adjustion proficiency requirements to take most reading courses		

Students must meet education proficiency requirements to take most reading courses.

GRADUATION REQUIREMENTS BACHELOR DEGREE PROGRAMS

To earn a bachelor degree, students must satisfactorily complete the following graduation requirements. Students returning after discontinuing studies for more than one year will come under the requirements of the newest LeTourneau University catalog. Students must satisfactorily complete*:

- 1. The required curriculum with a minimum cumulative GPA of 2.00.
- 2. A minimum of 31 credit hours taken at LeTourneau University.
- 3. A minimum of 21 upper level credit hours in major courses and a minimum of 30 upper level credit hours overall.
- 4. All required major courses with no grades below C.
- 5. All general education requirements.
- 6. General electives sufficient to complete a minimum of 124 credit hours required for the degree.
- 7. Completion of the General Education Proficiency Exam.
- 8. Successful completion of the English Proficiency Examination.
- 9. Payment of all tuition and fees.
- 10. Approval of the faculty and the Board of Trustees.

^{*}These are minimum requirements. Some programs require more credit hours. See individual programs for specific requirements.

GRADUATE PROGRAMS

MASTER OF BUSINESS ADMINISTRATION (MBA)

The Master of Business Administration degree is designed to provide professionals with the appropriate knowledge, theory, and practical skills necessary to fill managerial and administrative positions in business, industry, education, government, and non-profit organizations. The MBA degree provides a comprehensive overview of all functional areas of business and administration. An integral part of the LeTourneau experience is to provide the student with a foundation of Christian values and ethics consistent with the mission of the university, which may be used throughout the student's personal and professional life. This degree program is offered in both the on-ground and online formats.

TOTAL CREDIT HOURS 35

MBAC 5	5113	Leadership and Ethics
BUSI 5	5101	Self-Leadership Assessment and Development
MBAC 5	453	Quantitative Methods
MBAC 5	203	Organizational Behavior
BUSI 5	121	Work-Life Balance
MBAC 5	213	Managerial Accounting
MBAC 5	5223	Managerial Economics
BUSI 5	5131	Spiritual Elements of Leadership
MBAC 5	503	Managerial Finance
MBAC 6	3103	Human Resource Management
BUSI 5	361	Developing an Ethical Climate
MBAC 6	303	Marketing Management
MBAC 6	3163	Cross-Cultural Management -OR-
Е	BUSI	6623 International Travel Experience
BUSI 5	5141	Integrating Faith and Work
MBAC 6	6503	Strategic Management*

^{*} All core courses must be completed prior to taking MBAC 6503 Strategic Management. A major field exam will be given during this capstone course.

There are no entrance prerequisites for the MBA; however, students are encouraged to complete coursework in the following areas to be well prepared for the rigor of the quantitative courses: accounting, economics, finance, and statistics. Students should also be familiar with Excel or similar software programs. Course prerequisites do apply.

MASTER OF ARTS IN COUNSELING (COUN)

The Master of Arts in Counseling meets the requirements of various state licensure boards, enabling graduates to sit for licensure exams and, upon passing, to practice in a variety of settings with a temporary license until licensure requirements are fully met. It is imperative that students understand that the degree program meets academic requirements for licensure, but additional requirements are necessary to satisfy state board expectations. This program will provide the student with the tools necessary for pursuing state licensure. The program offers specialization tracks in professional counseling (LPC), marriage and family therapy (LMFT) and school counseling (MSC).

Applicants to the M.A. in Counseling program who have not completed at least 12 hours of undergraduate psychology coursework (or 9 hours of undergraduate psychology coursework and 3 hours of statistics) with a grade of C or higher will be required to enroll in PSYC5003 Introduction to Counseling.

Applicants to the M.A. in Counseling program who have not completed Abnormal Psychology with a grade of C or higher will be required to take PSYC5013 Advanced Abnormal Psychology and earn a grade of C or higher prior to enrolling in PSYC5043 Psychopathology.

Applicants to the M.A. in Counseling program who have not completed Elementary Statistics or its equivalent with a grade of C or higher will be required to take MATH1423 Elementary Statistics and earn a grade of C or higher prior to enrolling in PSYC 5053 Research Methods.

PROFESSIONAL COUNSELOR SPECIALIZATION (LPC)

TOTAL OPENIT HOURS

TOTAL CRE	DIT HOURS	48
PSYC 5003	Introduction to Counseling -OR-	
Appro	ved Elective	
PSYC 5023	Counseling Skills and Techniques	
PSYC 5033	Ethical, Legal & Professional Standards in Counseling Practice	
PSYC 5043	Psychopathology: Diagnosis & Treatment of Mental Disorders	
PSYC 5053	Research Methods	
PSYC 5063	Theoretical Foundations	
PSYC 5073	Lifespan Human Development	
PSYC 5093	Counseling Diverse Populations	
PSYC 5113	Human Sexuality	
PSYC 5133	Psychological Testing, Clinical Appraisal & Diagnostic Evaluation in Counselin	ıg
PSYC 5143	Contemporary Approaches to Christian Counseling -OR-	
PSYC	5111, PSYC 5121 & PSYC 5131	
PSYC 5153	Psychopharmacology	
	Group Counseling Methods	
PSYC 5223	Career Counseling and Lifestyle Development	
PSYC 6013	Counseling Practicum I	
PSYC 6023	Counseling Practicum II	

MARRIAGE AND FAMILY THERAPY SPECIALIZATION (LMFT)

L CRED	DIT HOURS	45
5003	Introduction to Counseling -OR-	
Approv	ved Elective	
5023	Counseling Skills and Techniques	
5033	Ethical, Legal & Professional Standards in Counseling Practice	
5043	Psychopathology: Diagnosis & Treatment of Mental Disorders	
5053	Research Methods	
5063	Theoretical Foundations	
5073	Lifespan Human Development	
5093	Counseling Diverse Populations	
5113	Human Sexuality	
5133	Psychological Testing, Clinical Appraisal & Diagnostic Evaluation in Counselin	ng
5143	Contemporary Approaches to Christian Counseling -OR-	
PSYC	5111, PSYC 5121 & PSYC 5131	
5383	Family Assessment	
6013	Counseling Practicum I	
6023	Counseling Practicum II	
6033	Marriage and Family Therapy Practicum	
	5003 Approv 5023 5033 5043 5053 5063 5073 5093 5113 5133 5143 PSYC 5383 6013 6023	 Psychopathology: Diagnosis & Treatment of Mental Disorders Research Methods Theoretical Foundations Lifespan Human Development Counseling Diverse Populations Human Sexuality Psychological Testing, Clinical Appraisal & Diagnostic Evaluation in Counselin Contemporary Approaches to Christian Counseling -OR-PSYC 5111, PSYC 5121 & PSYC 5131 Family Assessment Counseling Practicum I Counseling Practicum II

M.A. COUNSELING: DUAL SPECIALIZATION TRACK

TOTAL CREI	TOTAL CREDIT HOURS 60			
PSYC 5003	Introduction to Counseling (or an approved elective)			
PSYC 5023				
PSYC 5033	·			
PSYC 5043	, , , , , , , , , , , , , , , , , , , ,			
PSYC 5053	Research Methods			
	Theoretical Foundations			
	Lifespan Human Development			
	Counseling Diverse Populations			
	Human Sexuality			
	Psychological Testing, Clinical Appraisal and Diagnostic Evaluation in Counseling			
PSYC 5143	Contemporary Approaches to Christian Counseling			
	-OR-			
501/0 5/50	PSYC5111, PSYC5121, & PSYC5131			
	Psychopharmacology			
	Special Topics*			
	Special Topics*			
	Group Counseling Methods			
PSYC 5223	5 , 1			
PSYC 5383	Family Assessment			
PSYC 6013	Counseling Practicum I			
PSYC 6023				
PSYC 6033	Marriage and Family Therapy Practicum			

^{*}Students will complete a minimum of 2 Special Topics courses for a total of 6 credit hours.

MASTER OF ARTS IN MARRIAGE AND FAMILY THERAPY (MFT)

The Master of Arts in Marriage & Family Therapy is a traditional graduate program, offered onground at the main LeTourneau campus in Longview, Texas. The program is designed for students interested in pursuing licensure as a marriage & family therapist or as a professional counselor in the *state of Texas. The program is distinctive, emphasizing the integration of faith and practice. Several courses are designed to focus specifically on the integration aspect, which is a key component of the LeTourneau experience. The program also requires several specialized courses, which allows students to gain classroom and practical experience from a variety of theoretical standpoints.

*Students in states other than Texas should research licensure requirements in your state and should be aware that completion of a LeTourneau graduate degree may not meet requirements for your state.

TOTAL CRE	DIT HOURS 66
PSYC5003*	Introduction to Counseling
PSYC5012	Integrative Theology for Counselors
PSYC5013*	Advanced Abnormal Psychology
PSYC5023	Counseling Skills & Techniques
PSYC5033	Ethical, Legal & Professional Standards in Counseling Practice
PSYC5043	Psychopathology: Diagnosis & Treatment of Mental Disorders
PSYC5053	Research Methods
PSYC5073	Lifespan Human Development
PSYC5083	Family Systems Theory & Therapies
PSYC5093	Counseling Diverse Populations
PSYC5102	Theological & Spiritual Dynamics in Counseling
PSYC5113**	Human Sexuality
PSYC5123	Cognitive-Behavioral Therapy
PSYC5133	Psychological Testing, Clinical Appraisal and Diagnostic Evaluation in Counselin
PSYC5153	Psychopharmacology
PSYC5162	Trauma & Theodicy
PSYC5172	Healthy Family Functioning
PSYC5183**	*Special Topics (<i>Must be taken twice</i>)
PSYC5202	Professional, Personal & Spiritual Life of the Marriage and Family Therapist
PSYC5203	Group Counseling Methods
PSYC5382	Family Assessment
PSYC5503	Sex Therapy
PSYC6001	Professional Seminar in Marriage & Family Therapy and Professional Counseling
PSYC6002	Applied Lab & Treatment Planning
PSYC6012	Counseling and Marriage & Family Therapy Practicum
PSYC6022	Counseling and Marriage & Family Therapy Internship I
PSYC6032	Counseling and Marriage & Family Therapy Internship II

^{*}PSYC5003 INTRODUCTION TO COUNSELING is required only for students with less than 12 hours in psychology or a closely related field. PSYC5013 ADVANCED ABNORMAL PSYCHOLOGY is required only for students with no previous undergraduate or graduate coursework in Abnormal Psychology. These courses do not count toward the 66 hour degree requirement.

Students will complete two different variations of this special topics course for 6 credit hours.

^{**}PSYC5113 is required only for students with no previous undergraduate or graduate coursework in Human Sexuality.

^{***} PSYC5183 SPECIAL TOPICS

MASTER OF EDUCATION (M.Ed.)

SPECIALIZATION IN CURRICULUM AND INSTRUCTION

The specialization in Curriculum and Instruction is designed for those in the field of education to expand their knowledge and strengthen their teaching skills. These courses provide a breadth and depth of relevant information that will serve to enhance instructional effectiveness and facilitate student success. This Master's track culminates with the completion of a practicum or action research project through which participants recognize the link between theory and practical application of knowledge. Students opting for this specialization may be eligible for campus-based instructional leadership positions which could include department chairs, achievement coordinators, curriculum and instruction specialists, research and planning administrators and district coaches.

SPECIALIZATION IN EDUCATIONAL ADMINISTRATION

The specialization in Educational Administration is designed to provide the knowledge and experience necessary to become an effective school administrator. The demand for competent individuals to fill these positions is consistently increasing. Courses in this track cover a wide spectrum of content-specific areas, ranging from school finance to human resource management, all of which of which are essential to the efficient, daily operation of educational institutions. This Master's track culminates with an Internship / Practicum experience that allows the student to observe and participate in management and organizational activities. The Educational Administration specialization is ideally suited for administrative work in schools as principal, assistant principals, or other leadership roles. Students who want Texas Principal Certification must be Texas certified teachers with a minimum of two years teaching experience to be eligible to take the Texas principal certification exam.

SPECIALIZATION IN TEACHING AND LEARNING

The specialization in Teaching and Learning is designed to offer degreed individuals the opportunity to gain Texas teacher certification with the option of also earning an M.Ed. degree. The first block of courses in this specialization consists of the Texas Education Agency/State Board of Educator Certification (TEA/SBEC)-approved certification-specific classes, available for EC – 6 Generalist, 4 – 8 Generalist, and 4 – 8 Content.

MASTER OF EDUCATION (M.Ed.) CURRICULUM AND INSTRUCTION SPECIALIZATION

TOTAL CREDIT F	IOURS	36
MEDU 5153 Psy	chological Frameworks for Educators	
MEDU 5133 Cor	mmunication and Collaboration	
MEDU 5143 Edu	ucational Research for Effective Teaching	
MEDU 5163 Puk	olic School Law	
MEDU 5543 Adr	ministration of Special Programs	
MEDU 5453 Cur	riculum and Instructional Design	
	sessing Student Learning	
MEDU 5473 Cur	riculum Evaluation	
	anced Methods in Classroom Management	
	nagement and Delivery of Differentiated Instruction	
	nours of the following:	
	e following:	
	01 Religion in Public Education	
	11 State Testing for Academic Accomplishment	
	21 Gangs at School	
	31 Leadership Styles, Assessments, and Inventories	
	41 Federal Funding of Public Education	
	51 School Vouchers	
	61 Disaster and Crisis Management	
	71 Effective English Language Learner Programs	
	81 Technology and Social Communities at School	
	91 Math and Reading Programs	
	it hours of the following:	
ME	DU 5771 Practicum-Curriculum and Instruction -OR-	
	MEDU 5741 Action Research (may be taken more than once)	
	MEDU 5751 Action Research II (may be taken more than once)	
	MEDU 5761 Action Research III	

MASTER OF EDUCATION (M.Ed.) EDUCATIONAL ADMINISTRATION SPECIALIZATION

IOTAL	. CKED	ii HOURS
MEDU	5153	Psychological Frameworks for Educators
MEDU	5133	Communication and Collaboration
MEDU	5143	Educational Research for Effective Teaching
MEDU	5163	Public School Law*
MEDU	5513	Introduction to Educational Administration
MEDU	5533	Administration of the EC-12 Curriculum*
MEDU	5573	Leadership at the Campus Level*
MEDU	5583	Human Resource Management in Educational Environments*
MEDU	5503	School Finance*
MEDU	5543	Administration of Special Programs*
MEDU	5911	Certification Preparation for Principal Candidates*
A total	of 5 cre	edit hours of the following:
		of the following:
		J 5101 Religion in Public Education
		J 5111 State Testing for Academic Accomplishment
		J 5121 Gangs at School
		J 5131 Leadership Styles, Assessments, and Inventories
		J 5141 Federal Funding of Public Education
	MEDU	J 5151 School Vouchers
		J 5161 Disaster and Crisis Management
	MEDL	J 5171 Effective English Language Learner Programs
	MEDU	J 5181 Technology and Social Communities at School
	MEDU	J 5191 Math and Reading Programs
	3 to 4 c	credit hours of the following:
		MEDU 5781 Practicum-Educational Administration* (taken 4 times for Texas
		Principal Certification) -OR-
		MEDU 5741 Action Research (may be taken more than once)
		MEDU 5751 Action Research II (may be taken more than once)
		MEDU 5761 Action Research III

Requirements for Texas Principal Certification

Two years of experience as a classroom teacher, as defined by chapter 230, subchapter Y of Title 19 -Texas Administrator Code, is required. Students must provide evidence of two years of teaching experience and a current teaching certificate before they are eligible to apply to the Certification Office to take the TExES Principal exam. Upon receiving a successful score on the TExES Principal exam, and completing all other program coursework for the Master of Education, Educational Administration, students may apply to be recommended for state certification. For more information on certification requirements, please contact the Educator Certification Office at: http://www.letu.edu/ Academics/Education/education/cert office/

^{*}Courses required for Principal Certification. MEDU 5911Certification Preparation for Principal Candidates must be taken before student can take state exam.

MASTER OF EDUCATION (M.Ed.) TEACHING AND LEARNING SPECIALIZATION

EC-6 CERTIFICATION

IOIAL	- CKED	II HOL	JKS	42
MEDU	5233	Theory	and Practice in Classroom Management*	
MEDU	5303	Childre	en, Adolescents, and Learning*	
MEDU	5253	Founda	ations of Literacy Instruction*	
MEDU	5373	Effectiv	ve Methodologies for Language Arts and Social Studies Instruction*	
MEDU	5333	Effectiv	ve Methodologies for Math and Science Instruction*	
MEDU	5223	Differe	ntiated Instruction for Individualized Learning*	
MEDU	5743	Certific	cation Preparation*	
MEDU	5356	Studer	nt Teaching EC-6* -OR-	
	MEDU	5713	Internship EC-6 **	
MEDU	5153	Psycho	ological Frameworks for Educators	
MEDU	5133	Comm	unication and Collaboration	
MEDU	5143	Educat	tional Research for Effective Teaching	
MEDU	5163	Public	School Law	
Plus th	ree of tl	ne follo	wing (3 hours):	
	MEDU	5101	Religion in Public Education	
	MEDU	5111	State Testing for Academic Accomplishment	
	MEDU	5121	Gangs at School	
	MEDU	5131	Leadership Styles, Assessments, and Inventories	
	MEDU	5141	Federal Funding of Public Education	
	MEDU	5151	School Vouchers	
	MEDU	5161	Disaster and Crisis Management	
	MEDU	5171	Effective English Language Learner Programs	
	MEDU	5181	Technology and Social Communities at School	
	MEDU	5191	Math and Reading Programs	

- * Courses required for Teacher Certification. MEDU5223 is a capstone course for the certification courses. MEDU5743 is to be taken after MEDU5223. Student teaching should be scheduled at the end of the Teacher Certification courses. Be sure to check course prerequisites.
- ** Course to be taken 2 times

FIELD EXPERIENCE REQUIREMENT:

The educator preparation program requires 30 clock-hours of field-based experience to be completed prior to student teaching or internship. Up to 15 clock-hours of field-based experience may be provided by use of electronic transmission, or other video or technology-based method.

PROFESSIONAL COMMUNICATION AND DEMEANOR:

Students must have a record of professional behavior, effective communication and respectful interactions with others that reflect the established community behavior expectations and Christian mission and values of the university. This proficiency must be verified prior to beginning field experience.

MASTER OF EDUCATION (M.Ed.) TEACHING AND LEARNING SPECIALIZATION

4-8 CERTIFICATION

TOTAL CREDIT F	IOURS	42
MEDU 5233 The	eory and Practice in Classroom Management*	
MEDU 5313 Tea	aching the Young Adolescent*	
MEDU 5253 Fou	undations of Literacy Instruction*	
MEDU 5283 Ass	sessment and Instructional Planning*	
MEDU 5213 Cor	ntent Area Reading and Writing*	
MEDU 5223 Diff	erentiated Instruction for Individualized Learning*	
MEDU 5743 Cer	rtification Preparation*	
MEDU 5386 Stu	dent Teaching 4-8* -OR-	
MEDU 572	23 Internship 4-8 **	
MEDU 5153 Psy	chological Frameworks for Educators	
MEDU 5133 Cor	mmunication and Collaboration	
MEDU 5143 Edu	ucational Research for Effective Teaching	
MEDU 5163 Pub	olic School Law	
Plus three of the fo	ollowing (3 hours):	
MEDU 510	1 Religion in Public Education	
MEDU 511	State Testing for Academic Accomplishment	
MEDU 512	1 Gangs at School	
MEDU 513	Leadership Styles, Assessments, and Inventories	
MEDU 514	1 Federal Funding of Public Education	
MEDU 515	1 School Vouchers	
MEDU 516	1 Disaster and Crisis Management	
MEDU 517		
MEDU 518	Technology and Social Communities at School	
MEDU 519	1 Math and Reading Programs	

- * Courses required for Teacher Certification. MEDU5223 is a capstone course for the certification courses. MEDU5743 is to be taken after MEDU5223. Student teaching should be scheduled at the end of the Teacher Certification courses. Be sure to check course prerequisites.
- ** Course to be taken 2 times

FIELD EXPERIENCE REQUIREMENT:

The educator preparation program requires 30 clock-hours of field-based experience to be completed prior to student teaching or internship. Up to 15 clock-hours of field-based experience may be provided by use of electronic transmission, or other video or technology-based method.

PROFESSIONAL COMMUNICATION AND DEMEANOR:

Students must have a record of professional behavior, effective communication and respectful interactions with others that reflect the established community behavior expectations and Christian mission and values of the university. This proficiency must be verified prior to beginning field experience.

STATE CERTIFICATION EXAMINATIONS

Students enrolled in the program will begin preparing for state TExES examinations in areas of academic content and pedagogy. During this time, students will be required to take departmental qualifying tests in the appropriate certification areas. Students who pass a practice test with a score of 80% or above will be issued a test approval that will allow them to take the state TExES test.

TEACHER CERTIFICATION

When the Certification Officer has verified that a student has satisfactorily completed all of the certification requirements, the student will be recommended for state certification. The Director of Educator Certification is the administrator in charge of all procedures for finalizing the certification process. The Director works in conjunction with the Dean of the School of Education, the Education Program Director, Academic Advisors, and the student. The certification office web site is: http://www.letu.edu/Academics/Education/education/cert_office/. Students should be aware that the State Board for Educator Certification establishes set fees for each certificate requested. http://www.sbec.state.tx.us

MASTER OF SCIENCE IN ENGINEERING (MEGR)

The Master of Science in Engineering is a residential program on the Longview campus. It consists of 30 credit hours with 24 hours of coursework and 6 hours of thesis. Exact coursework will be determined by the faculty advisor in conjunction with the Graduate Committee.

TOTAL CREDIT HOURS

30

24 credit hours*:

Engineering courses as determined by Specialization and Faculty Advisor Optional:

Up to 6 credit hours of upper division Math, Computer Science or Engineering (non-dual credit)

Up to 6 credit hours of LETU Dual-credit Engineering courses

Up to 6 credit hours of Graduate Math or Computer Science course

Up to 3 credit hours of Graduate Business electives

6 credit hours required

ENGR 6893 Thesis (to be taken more than once)

MASTER OF ENGINEERING (MENR)

The Master of Engineering is a residential program on the Longview campus. This is a **non-thesis** option that consists of 30 credit hours of coursework. Exact coursework will be determined by the faculty advisor in conjunction with the Graduate Committee.

TOTAL CREDIT HOURS

30

30 credit hours*:

Engineering courses as determined by Specialization and Faculty Advisor Optional:

Up to 6 credit hours of upper division Math, Computer Science or Engineering (non-dual credit)

Up to 6 credit hours of LETU Dual-credit Engineering courses

Up to 6 credit hours of Graduate Math or Computer Science course

Up to 3 credit hours of Graduate Business electives

Specialization Options for Master of Science in Engineering and Master of Engineering

Biomedical Engineering

Civil Engineering

Computer Engineering

Electrical Engineering

Materials Joining Engineering

Mechanical Engineering

^{*} A student's complete plan of study must be approved by his/her graduate committee.

MASTER OF SCIENCE IN HEALTH CARE ADMINISTRATION (MSH)

36

TOTAL CREDIT HOURS

MASTER OF ARTS IN PSYCHOLOGY (MPSY)

The Master of Arts in Psychology is a non-licensure program for counseling ministries, designed for those students desiring a basic counseling skill set yet not interested in pursuing counseling or marriage & family therapy licensure. The program includes a core of clinical and counseling courses, as well as graduate-level electives available through psychology or other graduate programs.

TOTAL CREDIT HOURS 35 PSYC 5003 Introduction to Counseling PSYC 5023 Counseling Skills and Techniques PSYC 5033 Ethical, Legal & Professional Standards in Counseling Practice PSYC 5073 Lifespan Human Development PSYC 5383 Family Assessment PSYC 5203 Group Counseling Methods PSYC 6003 Counseling Practicum for non-licensure track

GRADUATE ELECTIVES – PSYC, MEDU, BUSI, BIBL (14 credit hours)

35

MASTER OF STRATEGIC LEADERSHIP (MSL)

The Master of Strategic Leadership degree is an interdisciplinary graduate degree that provides an opportunity for students to develop their leadership abilities and strategic perspective through in-depth study in these areas.

DUICI	E010	The Aut of Leadership
BUSI	5213	The Art of Leadership
BUSI	5101	Self-Leadership Assessment and Development
BUSI	5223	The Strategy-Focused Organization
BUSI	5203	Dynamics of Teams and Communities
BUSI	5121	Work-Life Balance
BUSI	5313	Organizational Effectiveness
BUSI	5323	Leadership in a Global Society
BUSI	5131	Spiritual Elements of Leadership
BUSI	5243	Analyzing Data and Trends
BUSI	6623	International Travel Experience -OR-
	BUSI	5353 Communication and Culture in a Global Society
BUSI	5361	Developing an Ethical Climate
BUSI	5373	Strategic Thinking and Planning
BUSI	5383	Organizational Change and Development
BUSI	5141	Integrating Faith and Work
BUSI	5403	Strategic Leadership in Practice*

GRADUATION REQUIREMENTS MASTER DEGREE PROGRAMS

To earn a Master's degree, students must satisfactorily complete the following:

- 1. The required curriculum with a minimum cumulative GPA of 3.00, with no more than 20% of the program hours with grades of C in the required curriculum. A grade of D will not apply toward graduation requirements.
- 2. A minimum residency of 75% of program hours completed through LeTourneau University.
- 3. All graduation requirements completed in no more than seven years at LeTourneau.
- 4. Payment of all tuition and fees.

TOTAL CREDIT HOURS

5. Approval of the faculty and the Board of Trustees.

All core courses must be completed prior to taking BUSI 5403 Strategic Leadership in Practice.

ADMISSIONS

UNDERGRADUATE

LeTourneau University accepts learners for the undergraduate programs on the basis of their qualifications. Decisions for admission are based on previous academic records and the student's potential to succeed in a university setting.

While personal interviews are not normally required, they may be requested of some applicants prior to admission. The university reserves the right to admit only students who hold promise of academic success and whose personal character and ethics are consistent with the institutional mission. Withdrawal may be required should an applicant intentionally withhold or falsify pertinent information.

- 1. Submit a completed application for admission to the program. Completed applications are valid for one year.
- Submit official transcripts of all undergraduate work and any graduate work, attempted or completed, sent directly from the institution to the appropriate Academic Advisor designated at the time of application. Failure to provide a complete record of all academic work may result in the student not being accepted into the university or, if already enrolled, being withdrawn from the university.

Applicants with 15 attempted hours of college-level work or less from regionally accredited institutions or ACE credits must provide a final, official high school transcript, or official GED certificate.

Homeschooled students with 15 semester hours of college-level work or less are required to submit the information listed in the previous points, except that in place of an official high school transcript, the homeschooled student must submit a detailed transcript of their program of studies, signed by their teacher. This transcript should include the type of curriculum used for home studies, and the name of any coordinating organization. Any other information describing the applicant's extracurricular activities, internships, etc., may also be submitted. An SAT or ACT score must be submitted. Since home school curricula vary greatly, a significant amount of emphasis must be placed on the standardized test score to determine eligibility for admission. Homeschooled students are encouraged, but not required, to obtain a GED through the appropriate state agency.

For applicants with foreign transcripts, a copy of the original transcript will be accepted, preferably with an English translation. Transcripts, however, must be evaluated course by course by either Educational Credential Evaluators (ECE), World Education Services, Inc. (WES), or SpanTran Educational Services, Inc. before evaluation and processing by LeTourneau University.

For regular admission, applicants must have an overall GPA of 2.50 in previous college academic work or an equivalent high school GPA if they have no previous college work. Only grades of C or above in college-level work will be considered for transfer.

3. Applicants whose native language is not English must submit a paper test score of at least 550 or an internet based test score of 80 on the Test of English as a Foreign Language

(TOEFL), or a test score of at least 590 on the Test of English for International Communication (TOEIC). The English proficiency requirement may also be met by providing a minimum of 6 on the IELTS.

- 4. Applicants must be supportive of the Christian mission of LeTourneau University through the integration of the Christian faith with learning and in agreement with the Student Behavioral Expectations.
- 5. Decision of the Admissions Committee is final.

GRADUATE

LeTourneau University accepts graduate students on the basis of their qualifications. Decisions made by the Admissions Committee are based upon predictors of academic success such as previous academic records, professional and managerial work experience, appropriate interpersonal skills, writing ability, and the student's potential to succeed at the graduate level. In some cases, the Graduate Admissions Committee may assign leveling courses, such as ENGL 5113 Writing with Power and Style for students with weak writing abilities.

While personal interviews are not normally required, they may be requested of some applicants prior to admission. The university reserves the right to admit only students who hold promise of academic success and whose personal character and ethics are consistent with the institutional mission. Withdrawal may be required should an applicant intentionally withhold or falsify pertinent information.

- 1. Submit a completed application for admission to the program. Completed applications are valid for one year.
- Submit official transcripts of all undergraduate work and any graduate work, attempted or completed, sent directly to the appropriate Academic Advisor designated at the time of application. Failure to provide a complete record of all academic work may result in the student not being accepted into the university or, if already enrolled, being withdrawn from the university.
- 3. For regular admissions acceptance, the applicant must have a bachelor's degree from a regionally accredited college or university with a minimum grade point average of 2.80 (on a 4.00 scale). Applicants who do not meet the GPA requirements for regular acceptance into the graduate program may be allowed to enter on academic probation if the GPA for their last 60 hours is at least 2.80 (on a 4.00 scale) and all other admissions criteria are successfully met.
- 4. Applicants whose native language is not English must submit a paper test score of at least 550 or an internet based test score of 80 on the Test of English as a Foreign Language (TOEFL), or a test score of at least 590 on the Test of English for International Communication (TOEIC). The English proficiency requirement may also be met by providing a minimum of 6 on the International English Language Testing System (IELTS).
- 5. Applicants must be supportive of the Christian mission of LeTourneau University through the integration of the Christian faith with learning.

6. The decision of the Graduate Admissions Committee will be final.

Applicants to graduate programs who do not meet the GPA requirements for entrance must submit a resume that includes relevant full-time work experience. Upon review of the resume and other admissions materials, the Graduate Admissions Committee may admit the applicant on academic probation or may give students the option of taking the Graduate Management Aptitude Test (GMAT) or Graduate Record Exam (GRE) to receive further consideration. The GMAT is the preferred exam for MBA applicants.

PROVISIONAL ACCEPTANCE (PARALLEL ENROLLMENT):

Undergraduate juniors may apply for admission to the Master degree programs through the Admissions Department. If the student meets all entrance requirements other than degree completion, the student will be accepted provisionally into the program. Undergraduate students accepted provisionally will be allowed to take graduate courses during their final 3 semesters. Students on Provisional Acceptance will be limited to 12 credit hours in the graduate program. The student must notify their Advisor when their undergraduate degree has been conferred. The student will then be changed to a regular admission status providing all requirements are met.

ADDITIONAL ADMISSIONS REQUIREMENTS FOR THE GRADUATE BUSINESS AND HEALTH CARE PROGRAMS

Provide a well-written, 2-page essay that discusses a difficult professional situation you
have faced and how you have used your strengths and your expertise to succeed in
spite of the challenge. What did you learn from the experience? Explain how what you
have learned shaped your current thinking, behavior, and goals. Content, writing
mechanics, style, and clarity will be considered in the admission decision.

ADDITIONAL ADMISSIONS REQUIREMENTS FOR GRADUATE ENGINEERING PROGRAMS

1. For regular admissions standing, the applicant must have a bachelor's degree in engineering or a closely related field from a regionally accredited college or university at the time of attendance with a minimum cumulative grade point average of 3.0 (on a 4.0 scale). An applicant whose grade point average is below 3.0 will be reviewed by the Graduate Admissions Committee for Engineering, which will consider whether the applicant may be admitted on academic probation.

Students currently enrolled as undergraduates must apply for admission into the program and be accepted provisionally before registering for the graduate version of any course.

- 2. A satisfactory score on the verbal and math portions of the Graduate Record Exam (GRE) is required for admission into the graduate program. An applicant whose combined GRE score is below 1100 or Analytical Writing score is below a 3.5 will be reviewed by the Graduate Admissions Committee for Engineering, which will consider whether the applicant may be admitted on academic probation.
- 3. Provide a well-written, 2-page essay that discusses a difficult professional situation you have faced and how you have used your strengths and your expertise to succeed in spite of the challenge. What did you learn from the experience? Explain how what you have learned shaped your current thinking, behavior, and goals. Content, writing mechanics,

style, and clarity will be considered in the admission decision.

- 4. Two letters of reference, preferably from a supervisor or instructor must be provided by the applicant.
- 5. For current LETU undergraduate engineering students and alumni who have graduated in the last five years, the GRE score and the letters of recommendation will be waived.
- 6. The Graduate Admissions Committee for Engineering will consider all indicators of success from the above criteria in making admissions decisions. The decision of the Admissions Committee will be final.

ADDITIONAL ADMISSIONS REQUIREMENTS FOR THE M.A. IN COUNSELING and M.A. IN MARRIAGE AND FAMILY THERAPY PROGRAMS

- 1. Applicant must have a minimum cumulative GPA of 3.00 (on a 4.00 scale).
- 2. Applicant must submit one academic reference and one spiritual/character reference. The reference should address the applicant's ability to write effectively, their desire and ability to learn, and their aptitude to be an effective counselor or marriage and family therapist.
- 3. Applicants who meet initial admission requirements must complete a successful interview with a faculty member or faculty committee.
- 4. Applicants must submit a well-written sample of their writing to provide evidence of their ability to write effectively and synthesize graduate-level information. Content, writing mechanics, style and clarity will be considered.

Note: Provisional students in the MAMFT program may complete up to 15 credit hours in the graduate program. Students may apply for provisional admission once they have completed 60 hours of undergraduate credit toward the bachelor's degree.

Applicants to Counseling programs who have not completed at least 12 hours of undergraduate psychology coursework (or 9 hours of undergraduate psychology coursework and 3 hours of statistics) with a grade of C or higher will be required to enroll in PSYC 5003 Introduction to Counseling.

Applicants to Counseling programs who have not completed Abnormal Psychology with a grade of C or higher will be required to take PSYC 5013 Advanced Abnormal Psychology and earn a grade of C or higher prior to enrolling in PSYC 5043 Psychopathology.

Applicants to Counseling programs program who have not completed Elementary Statistics with a grade of C or higher will be required to take MATH1423 Elementary Statistics and earn a grade of C or higher prior to enrolling in PSYC 5053 Research Methods.

Students seeking provisional admission (ability to complete dual enrollment courses) must meet the same admission requirements as those seeking regular admission.

ADDITIONAL ADMISSIONS REQUIREMENTS FOR THE M.ED. PROGRAMS

Master of Education (M.Ed.) – Curriculum and Instruction

• Provide a well-written, 2-page essay that discusses an example of how you improved your classroom or work environment. What did you learn from that experience? Explain how what you have learned affects your current attitude and behavior. Content, writing mechanics, style, and clarity will be considered in the admission decision.

Master of Education (M.Ed.) – Educational Administration Specialization

- 1. Applicants must show evidence of two years teaching experience in a PK-12 classroom, TEA approved school preferred.
- 2. It has been said that the most important traits of an effective educational administrator are the ability to communicate, collaborate, and make wise decisions. Provide a detailed 2-page, written example of how you have developed or are developing those abilities. Content, writing mechanics, style, and clarity will be considered in the admission decision.

Master of Education (M. Ed.) – Teaching and Learning Specialization

1. Applicants must meet the following proficiencies for admission. Test scores must be within the last 10 years.

Reading: THEA (260+), ACT (21+), SAT (500+ Critical Reading score or 1050+ Composite score: critical reading and math), PRAXIS I (173+), ACCUPLACER (88+).

<u>Writing</u>: THEA (230+), ACT (21+), SAT (500+), PRAXIS I (172+), ACCUPLACER (WRITEPLACER 6+), GRE (4+).

<u>Oral Communications</u>: DANTES/DSST (Principles of Public Speaking 47+), grade of C or higher in one semester of college level speech/oral communications.

<u>Math</u>: THEA (230+), ACT (21+), SAT (500+), PRAXIS I (171+), ACCUPLACER (65+), GRE (500+ Quantitative score).

- 2. Applicants should have passed the appropriate Content Exam or Pre-admission Content Test for state teacher certification to show competency in the subject area. As part of the application, student should provide the date they took the exam.
 - a. EC-6: Generalist exam
 - b. 4-8: Generalist exam or subject area of teaching field
 - c. 8-12: Subject area of teaching field
- 3. Students who have not passed the Generalist Content exam must meet the following requirements:
 - a. Applicants seeking elementary certification must have completed a minimum of 24 undergraduate hours in a combination of subjects taught in the elementary school with a GPA of 2.75 or higher. Subjects include English, mathematics, natural science, social studies, physical education, and a subject in art, music, or drama.

b. Applicants seeking middle school generalist certification must have completed 24 undergraduate hours consisting of six hours of history/government; six hours of math; six hours of science; and six hours of English with a 2.75 GPA.

Completed applications and assessment records are valid for one year. Following one year, the student will need to submit an updated application and official transcripts of any coursework attempted since the initial application.

SPECIAL

Non-degree seeking students interested in taking single courses at LeTourneau University must meet the following requirements:

- 1. Complete a Single Class Application which is valid for one semester.
- 2. Have earned a high school diploma or equivalent. Students wanting to take a graduate level course must provide an official transcript showing an earned bachelor's degree with a GPA of at least 2.80 from a regionally accredited institution.
- 3. Meet any prerequisites for the course to be taken.
- 4. Student is responsible for ensuring the correct course is taken and prerequisites are met.
- 5. Undergraduate students are limited to 15 credit hours as a special student. Graduate students are limited to 12 credit hours as a special student. If further coursework is desired, the student should apply for regular admission.

Note: Non-degree seeking (Special) students are not eligible for federal financial aid.

FINANCIAL PLANNING

TUITION STRUCTURE

Students are expected to meet financial obligations for the program according to a set schedule. Any questions regarding payments or problems associated with making payments should be directed to the Student Accounts Office. If the student chooses to apply for federal financial aid to assist in paying educational expenses, the Free Application for Federal Student Aid (FAFSA) must be completed and submitted online **prior** to registration. The FAFSA should be filed online at www.fafsa.ed.gov.

TUITION RATES

LeTourneau University reserves the right to change the tuition and fee schedule at any time. Tuition and fee schedules are assessed annually each fall. However, tuition and fees will remain constant during each academic year. Late fees are assessed for past due balances. There is a \$30 charge for any check returned due to insufficient funds.

TUITION RATES FOR 2013-2014

		Total for 3 hour
	Per Credit Hour	Course
Lower Level Non-Major Courses	\$ 350.00	\$1,050.00
Upper Level Non-Major Courses	\$ 350.00	\$1,050.00
All COSC Courses	\$ 350.00	\$1,050.00
All EDUC/READ Courses	\$ 380.00	\$1,140.00
MATH courses (Upper Level)	\$ 380.00	\$1,140.00
PSYC Courses (Upper Level Major)	\$ 425.00	\$1,275.00
CRIJ Courses (Upper Level Major)	\$ 425.00	\$1,275.00
Business Courses (Upper Level Major)	\$ 445.00	\$1,335.00
Aviation Courses (Upper Level Major)	\$ 445.00	\$1,335.00
Health Care Mgmt (Upper Level Major)	\$ 350.00	\$1,050.00
MBA & MSL Courses	\$ 655.00	\$1,965.00
Master of Health Care	\$ 550.00	\$1,650.00
M.Ed. Courses	\$ 540.00	\$1,620.00
Masters of Arts in Counseling	\$ 550.00	\$1,650.00
Masters of Arts in Psychology	\$ 550.00	\$1,650.00
Masters in Engineering	\$ 815.00	\$2,445.00
M.A. Marriage and Family Therapy	\$ 550.00	\$1,650.00
ENGL1001 and MATH1123 only	\$ 210.00	\$ 630.00
Dual Enrollment Courses (online)	\$ 120.00	\$ 360.00
Dual Enrollment (area high schools)	\$ 85.00	\$ 255.00

STUDENT ACCOUNTS POLICIES AND PROCEDURES

The following procedure governs the payment of student tuition and fees:

1. Payments can be made by Visa, Discover, MasterCard, and American Express on the LeTourneau University payment website, www.letu.edu/studentpayments.

Payments can also be made by check, cashier's check, or money order payable to LeTourneau University, and mailed to P.O. Box 7001, Longview, TX 75607-7001, Attention: Student Accounts. Students who prefer may bring their payments to the nearest Educational Center. Cash payments cannot be accepted at the Educational Centers.

If a student presents two checks that are returned for insufficient funds, the university will no longer accept personal checks from that student. Payment must then be made by cashier's check, money order, or credit card.

- 2. All students who intend to use federal financial aid to assist them in paying their educational expenses must have their Free Application for Federal Student Aid (FAFSA) filed and provide any required supporting documents no later 10 calendar days before the start of the semester module.
- 3. Students using Financial Aid as their method of payment and who have a balance due exceeding the Financial Aid that they are awarded have the option of a three-month payment plan at the beginning of each semester. The first installment of the payment plan is due no later than the confirmation deadline for the module, which is the Thursday before the start of the module.
- 4. Students who are designated as a self-pay for payment method have the option of a three-month payment plan at the beginning of each semester. The first installment of the payment plan is due no later than the confirmation deadline for the module, which is the Thursday before the start of the module.
- 5. A student will not be allowed to attend a course if payment is not received in the Student Accounts Office by the confirmation deadline for the first payment and by the due dates of the payment plan for subsequent payments.
- 6. All students are required to complete the Financial Policies and Procedures through the Enrollment Checklist in MyLETU.
- 7. Students will not be allowed to continue to the next semester if their accounts are in arrears.
- 8. The issuing of transcripts and the granting of degrees are contingent on the student's account being paid in full. This includes all tuition and fees.
- 9. All outstanding tuition and fees must be paid before a student can re-enter LeTourneau University.
- 10. If a student is paying a past due balance and needs immediate validation of the receipt of that payment, the payment must be made by cashier's check, money order, or credit card. If payment is made by regular check, there will be a two-week waiting period before the release of a transcript, diploma, or any other proof of a cleared balance can be given by LeTourneau University.

TUITION CREDIT POLICY

DROPPING A COURSE

Tuition credits are computed on charges for tuition only.

- 1. Tuition is credited according to the following policy for three credit hour courses offered in a five or seven week format:
 - a. Written notification of dropping prior to the first on-ground class session or online class week: 100% of tuition amount.
 - b. Written notification of dropping prior to the second on-ground class session or online class week: 60% of tuition amount.
 - c. Written notification of dropping prior to the third on-ground class session or online class week: 40% of tuition amount.
 - d. Written notification of dropping after the third on-ground class session or online class week: No tuition credit.
- 2. Tuition is credited according to the following policy for three credit hour courses offered in a semester-long format:
 - a. Written notification of dropping prior to the start of the second week: 100% of tuition amount.
 - b. Written notification of dropping prior to the start of the fourth week: 75% of tuition amount.
 - c. Written notification of dropping prior to the start of the fifth week: 50% of tuition amount.
 - d. Written notification of dropping after the start of the fifth week: No tuition credit.
- 3. Tuition for one credit hour and zero credit hour courses is credited only if the student gives written notice of dropping prior to the course start date.
- 4. TEACH and M.Ed. Students: With written notification of dropping internship or student teaching, the tuition credit policy is calculated from the <u>first day of the term</u> as follows:
 - a. Written notification of dropping prior to the start of the third week: 100% of the tuition amount.
 - b. Written notification of dropping prior to the start of the fourth week: 75% of tuition amount.
 - c. Written notification of dropping prior to the start of the fifth week: 50% of tuition amount
 - d. Written notification of dropping after the start of the fifth week: No tuition credit.
- 5. Tuition is credited according to the following policy for dual credit:
 - a. Written notification of dropping prior to the start of the course: 100% of the tuition amount.
 - b. Written notification of dropping prior to the start of the third week: 80% of tuition amount.
 - c. Written notification of dropping after the start of the third week: No tuition credit.
- 6. An administrative fee of \$25 will be charged when dropping courses that have begun.

- 7. Students will be charged full tuition when a course is retaken.
- 8. The Financial Aid Office will review changes in enrollment status caused by a dropped course to determine if any aid received will be returned to the appropriate aid sources, in compliance with federal regulations. Refunds to students of tuition credits from the dropped course will not be processed until the Financial Aid Office has completed this review.

FINANCIAL AID POLICY FOR THOSE WHO WITHDRAW FROM THE UNIVERSITY

Many LeTourneau University Graduate and Professional Studies students utilize federal and state sources of funding. When a student is determined to have withdrawn, the Financial Aid Office reviews the Federal (Return to Title IV Refund) Policy and calculates the refund, if any funds received by the student must be returned to the federal aid programs.

- 1. Students who wish to officially withdraw from the university must log in to My.Letu.edu to submit a drop/withdraw request form or give written notice to their Academic Advisor. The Registration Specialists will receive and process the withdrawal and notify the appropriate offices of the effective date of withdrawal.
- All assessed fees are not refundable.
- 3. Any tuition credit for courses which the student is currently registered will be processed according to the Tuition Refund Policy.
- 4. Students who have received Federal Title IV funds as part of their financial aid packages are subject to the funds being returned. The school, as determined by the Federal Return to Title IV Calculation Policy, will return the funds to the specific programs in the following order of priority.
 - a. Federal Unsubsidized Direct Loan funds.
 - b. Federal Subsidized Direct Loan funds.
 - c. Federal Perkins Loan Program funds.
 - d. Federal PLUS Loan funds (Grad PLUS included).
 - e. Federal Pell Grant Program funds.
 - f. Federal SEOG Program funds.
 - g. Federal TEACH Grant Program funds.

The federal Title IV refund calculation is based on a percentage of attendance within the term of withdrawal. Students with federal aid who withdraw (or are suspended) after a term begins, but before completing 60% of the term, may be required to have a portion of their federal Title IV funds returned. The percentage of Title IV aid to be returned is equal to the number of days remaining in the term divided by the number of calendar days in the term. Scheduled breaks of more than four consecutive days are excluded from the calculation.

5. If a student begins attendance in a term, but withdraws prior to the financial aid posting to the student's account, the student may still be eligible for a portion of the aid. The

- Financial Aid Office will determine the aid that could have been disbursed and calculate if the student is eligible for a Post Withdraw Disbursement. The student will be offered the post withdraw disbursement in writing and will have a limited time to accept or decline the offer.
- 6. After the above steps have been followed, if any credit balance exists in the student's account, it will be refunded to the student. However, it is possible that the withdrawn student will owe a balance to the university, after the university's tuition credit policy has applied any tuition credit back to the student's account and the federal Title IV calculation has been performed to remove any necessary funds from the student's account returning them to the program source. In this case, a hold will be placed on the student's account and the student will be required to pay the balance in full prior to reentry or receipt of a transcript. Students will have the option to establish a payment plan with a third party billing service to repay the balance.

FINANCIAL AID

(See University Catalog)

VETERAN'S BENEFITS

For information on veteran's benefits for the program, contact the Registrar's Office of the university. The Registrar's Office certifies East Texas student enrollment with the Veteran's Administration. Certification for students outside the East Texas area is processed by the Certification Officer located at the Houston Educational Center. The University does not determine eligibility for payment nor the amount of veteran's benefits. Eligibility and amount of benefits are determined by the Veteran's Administration.

It is the responsibility of the student receiving the vocational rehabilitation benefits through the Veteran's Administration to notify the Registrar's Office or Certification Officer located at the Houston Educational Center within 24 hours when absent from any classes. It is the responsibility of the student to notify the University of any enrollment status or class status change.

LIBRARY AND LEARNING RESOURCES

The Margaret Estes Library of LeTourneau University, Longview, serves as the center for library services to all faculty and students currently enrolled in both undergraduate and graduate programs. The Library contributes to the educational process by providing access to information resources that support the research demands of the curriculum. Support is also available at each center through the Learning Environment Coordinator or designated Student Affairs person.

The Library's Web site at www.letu.edu/library provides links to all the information available through the Library including the online catalog, electronic books, journal articles and newspapers. The site additionally includes information about the Library's hours, personnel and policies.

By phone, email or in person, librarians provide the following personalized services:

- Bibliographic Instruction and Reference Services: available for prescheduled introductory classes and by phone or email as needed for specific questions. Assistance in identifying and locating relevant materials is provided by contacting LindaHaynie@letu.edu.
- **Document Delivery Services:** full text documents from resources owned by the Library can be delivered through email scanned documents, postal service, or fax.
- InterLibrary Loan Services: for materials not available locally, submit online requests
 through the Library website/Research Databases/FirstSearch. Articles can be emailed
 directly to the student. Allow two weeks for requests to be filled.
- Online Database Services: access to training, tutorials, and databases for free and feebased citation, abstract, and full-text articles, books and information online is available through the website. For assistance contact the reference librarian, LindaHaynie@letu.edu.
- TexShare Card: provides access to public and college collections in member Texas libraries located throughout the state. Local library use policies can be found at www.texshare.edu/generalinfo/about/programs.html. TexShare Cards issued through LeTourneau University are valid while enrolled in LeTourneau courses.

The Library supports the research needs of the LeTourneau University community. For questions regarding the Library's services or resources call 903-233-3260.

COURSE DESCRIPTIONS

UNDERGRADUATE COURSE DESCRIPTIONS

All courses described in this section are listed alphabetically by course prefix and are coded to guide students in course selections. Prefix letters designate the department responsible for teaching the course. The first digit of the number identifies the academic level of the course, the next two digits identify the specific course within the department, and the last digit indicates the credit hour value of the course. Some courses have specific prerequisites listed in the course description. Prerequisites must be taken before the student can enroll in the specified course. As courses may be available in multiple lengths and delivery formats, students should check schedules carefully to ensure correct course registration.

ACCT 1173 FUNDAMENTALS OF ACCOUNTING

A study of the accounting process, with emphasis on identifying, recording, classifying, and interpreting transactions and other events relating to proprietorships, partnerships, and corporations. (3 credits)

ACCT 2103 PRINCIPLES OF FINANCIAL ACCOUNTING

An introduction to the accounting process, with emphasis on identifying, recording, classifying, and interpreting transactions and other events relating to proprietorships and partnerships. (3 credits)

ACCT 2113 PRINCIPLES OF MANAGERIAL ACCOUNTING

A continuation of BACT 2103, examining accounting procedures for corporations, financial statement analysis, and managerial uses of accounting data. (3 credits) *Prerequisite: ACCT 2103.*

ACCT 3103 INTERMEDIATE ACCOUNTING I

A comprehensive study of the concepts, principles, and practices of modern financial accounting, with emphasis on the recognition and measurement of assets and liabilities. (3 credits) *Prerequisite:* ACCT 2103.

ACCT 3113 INTERMEDIATE ACCOUNTING II

A continuation of ACCT 3103 with emphasis on issues relating to stockholders' equity, dilutive securities, investments, and the measurement of income. (3 credits) *Prerequisite: ACCT 2103.*

ACCT 3303 COST ACCOUNTING

The concepts and purposes underlying the developing and reporting of cost accounting information are studied. Topics include job order costing, process costing, standard cost systems, and variance analysis. (3 credits) *Prerequisite: ACCT2113.*

ACCT 3403 FEDERAL INCOME TAX

An introduction to federal income tax laws and regulations, the determination of income tax liabilities, and the preparation of tax returns for individuals. (3 credits)

ACCT 4203 ADVANCED ACCOUNTING

A study of accounting theory as applied to external reporting, business combinations and consolidations, partnerships, government and nonprofit entities, and fiduciaries. (3 credits) *Prerequisite: ACCT 3103.*

ACCT 4233 FRAUD EXAMINATION

This course will provide an overview of occupational fraud and the basic concepts of forensic accounting and fraud examination. The course will focus on detecting the most common types of occupational fraud, how each type of fraud is committed, and developing and implementing prevention strategies. (3 credits)

ACCT 4403 AUDITING

A study of the theory of auditing, covering audit procedures, professional ethics, auditor's legal liability, evidence gathering, internal control, and audit reports. (3 credits) *Prerequisites: ACCT 3103.*

ACCT 4413 CORPORATE TAX ACCOUNTING

Particular attention is given to income tax accounting regulations applicable to partnerships, corporations, estates, and trusts. (3 credits)

ACCT 4423 ACCOUNTING ETHICS

A study of ethical reasoning and professional responsibility in the accounting profession. Students will study the meaning of integrity, objectivity and independence as defined by the American Institute of CPAs. (3 credits) *Prerequisite: ACCT 3103.*

ACCT 4503 ACCOUNTING SYSTEMS

A study of the principles and procedures of accounting systems design and installation, with emphasis on audit technique and audit trail considerations in both manual and computer based systems. (3 credits) *Prerequisite: ACCT 2103.*

AERO 2423 AVIATION HUMAN FACTORS

An introduction to the relationship between person and machine. Develops an understanding of the need to optimize design to allow for better person-machine interaction in aviation. Introduces the student to the psychological and physiological limitations of humans in complex operating environments. (3 credits)

AERO 3823 AVIATION MANAGEMENT

An introduction to the principles of aviation management. Topics include management functions, organizations, flight and maintenance operations, and safety and liability. (3 credits)

AERO 4153 AVIATION SAFETY FACTORS

A comprehensive view of safety programs in aviation business. Study includes safety program organizations, accident investigation, accident and incident reporting, and modifying organizational behavior toward the goal of embracing a culture of safety. (3 credits)

AERO 4163 AVIATION LAW

Designed to cover the scope of all regulations concerning domestic and international aviation (traffic rules, agencies, operation, aircraft, and people) in accordance with international, federal, state, and local agencies. Includes case histories, liens, security interest in aircraft, international conferences, bilateral and multilateral agreements, and criminal statutes. Case studies and assignments will include domestic and international scenarios. (3 credits)

AERO 4823 AVIATION MANAGEMENT CAPSTONE

This course serves as the capstone experience for aviation management and aviation studies students. Students will draw on skills learned in their major courses to demonstrate their ability to evaluate aviation management scenarios using case studies. The class will also discuss strategies regarding the integration of faith in their work in the field of aviation. (3 credits) *Prerequisites: AERO 2423, AERO 3823, AERO 4153, AERO 4163, BUSI 3723, & BUSI 3783.*

BIBL 1033 BIBLICAL LITERATURE

This survey provides an overall perspective for understanding the Bible within its historical and cultural setting. The course will focus on the reading of significant portions of the Bible so that students may grasp the framework and themes of the Old and New Testaments as well as the relationship between the Testaments. Throughout the course students will also develop skills in interpreting and applying the Bible to contemporary situations. (3 credits) *Duplicates BIBL 1073 and BIBL 2073 combined.*

BIBL 1043 BIBLICAL FOUNDATIONS FOR LIVING

An introductory course highlighting the relationship between Biblical teaching and contemporary Christian living. This initial experience in the integration of faith and learning focuses on principles of Biblical interpretation and application. Students learn how to interpret core Biblical passages so as to give guidance for some of the tough issues Christians face today. It is recommended that students have previously completed ENGL 1013 English Composition I or equivalent. (3 credits)

BIBL 3103 PENTATEUCH

A Study of the books of Genesis, Exodus, Leviticus, Numbers, and Deuteronomy. These books are treated as a foundation for the total Biblical revelation. The content of each book is studied with emphasis on the covenants, the historical background and cultural setting, and the practical applications of the Scriptural message to modern times. (3 credits) *Prerequisites: BIBL1033 and BIBL 1043.*

BIBL 3303 POETICAL BOOKS

A detailed study of the books of Job, Psalms, Proverbs, Ecclesiastes, Lamentations and Song of Solomon. Included is a study of Hebrew poetical forms with special attention given to the wisdom, devotional, and Messianic elements of the Poetical Books. (3 credits) *Prerequisites: BIBL1033 and BIBL 1043.*

BIBL 3503 THE LIFE AND TEACHINGS OF CHRIST

An exegetical and topical study of the life and teachings of Jesus Christ as presented in the gospels of the New Testament. Consideration is given to the message of each gospel within its socio-historical setting. Literary structure, hermeneutical considerations, and personal applications are included. (3 credits) *Prerequisite: BIBL 1033 and BIBL1043*.

BIBL 3623 PAUL'S PRISON LETTERS

An exegetical study of Paul's prison letters (Ephesians, Philippians, Colossians, Philemon, I & II Timothy, and Titus) in their socio-historical setting. Literacy structure, hermeneutical considerations, theological argumentation, and personal applications are included. (3 credits) *Prerequisite: BIBL 1033 and BIBL1043.*

BIBL 4413 PHYSICAL SETTINGS OF THE BIBLE

A travel-abroad study tour to a country relevant for biblical study. Sites relevant to biblical events, biblical backgrounds, and early church history will be explored. Archaeological,

historical, literary, and biblical materials are correlated with sites and features in each country and region visited. (3 credits) *Prerequisite: BIBL 1033 and BIBL1043.*

BIBL 4971-4973 SPECIAL TOPICS

Courses to be utilized for seminars and special lectures in topics which are not offered on a regular basis. This course may be taken more than one time when the topics are different. (1-3 Credits)

BIOL 1014 LIFE SCIENCE

A study of the major areas of biology including cell biology, energetic, genetics, natural selection, diversity, plant and animal systems, and ecology. This course will meet the nontraditional requirement for a lab science. (4 credits)

BIOL 1073 PRINCIPLES OF LIFE SCIENCE

This course is designed for the college student who is a novice in science. It provides the basic knowledge to enable the student to make informed life choices and to pick up a heightened appreciation for the natural world. This course also encourages critical thinking that emphasizes problem solving with scientific data. (3 credits)

BUSI 1073 INTRODUCTION TO PERSONAL FINANCE

This course focuses on the key concepts, tools, techniques, and processes of financial planning. Topics include the establishment of financial goals within a framework of effective stewardship, ways to build wealth, effective investment strategies, proper use of credit, effective budgeting techniques, expense control strategies, and lease/purchase analysis. Sources of investment information, security valuation, and investment planning are introduced. As part of the course requirements, students will develop a financial plan. (3 credits)

BUSI 1173 INTRODUCTION TO BUSINESS

This course is an introduction to business principles and practices. Topics include forms of business ownership, ethics and social responsibility, the business environment, and an introduction to the functional areas of business. (3 credits)

BUSI 3343 EMPLOYMENT LAW

This course is an introductory survey of the evolving law of the workplace. Topics covered include collective bargaining, constitutional protection, discrimination laws, health insurance and compensation, vesting, the Employee Retirement Income Security Act of 1974 (ERISA), the Americans with Disabilities Act (ADA), Family and Medical Leave Act, labor law, Occupational Safety and Health Act (OSHA) and other laws of the workplace. (3 credits)

BUSI 3753 BUSINESS LAW

A study of the historical background and role of law in business and society; general principles of the law of contracts, personal property, secured transactions, sales and commercial paper, the Uniform Commercial Code as adopted in Texas plus other applicable Texas statutes. (3 credits)

BUSI 3783 BUSINESS ETHICS

This course provides a Biblical framework for business ethics with applications to contemporary issues in business and management. It provides a learning environment wherein each student may review his or her personal values and strengthen decision skills needed in resolving ethical dilemmas. (3 credits)

BUSI 3793 NEGOTIATION STRATEGY

This course is designed to strengthen the student's skills in multiple types of negotiation situations. Students learn the dynamics of a negotiation, how to plan strategy, conduct initial research, modify his/her negotiation behavior, and leverage unbalanced power situations. (3 credits)

BUSI 3813 PHILANTHROPY

This course helps students develop the knowledge, skills, tools, and values of twenty-first century philanthropists. Students will explore the role of philanthropy in American society and the complex relationships between foundations, donors, grantees and social change. (3 credits)

BUSI 3823 MANAGEMENT OF VOLUNTEERS

This course will emphasize strategic volunteer engagement featuring resources and tools for maximizing a volunteer program's impact. This course will reveal how organizations facing a difficult economic climate can still meet their missions through effectively utilizing their most important resources-volunteers. (3 credits)

BUSI 3833 NONPROFIT LAW

This course is a study of current ideas and approaches related to nonprofit law, governance, and mission. Discussion covers distinctions between nonprofit, educational, charitable, social action, membership, cultural, scientific, environmental, and trade associations as they relate to incorporation, legal standing, tax-exempt status, and governance. Topics include nonprofit governance and trustee issues, as well as lobbying and advocacy, nonprofit liability, personnel and unrelated business income tax. (3 credits)

BUSI 3853 DESIGNING, DELIVERING AND COACHING LEARNING AND TRAINING

This course will provide a basic foundation for designing and delivering coaching training. Topics will include core coaching skills, coaching models, the Biblical basis for coaching, coaching in change management, coaching for positive change, learning styles, cognitive preferences, and using coaching in the training environment. (3 credits)

BUSI 4283 NONPROFIT LEADERSHIP AND MANAGEMENT

In this course, students are exposed to foundational concepts of nonprofit leadership and management. Topics include: strategic management of nonprofit organizations, challenges of leading nonprofit organizations, nonprofit governance, advancement, and current trends in nonprofit management. (3 credits)

BUSI 4333 GRANT WRITING

This course teaches students how to identify sources of funding and write grants for non-profit organizations. (3 credits) *Prerequisite: ENGL 1873 and ENGL 2173 or equivalents.*

BUSI 4343 FUNDRAISING

This course examines the critical role of fundraising and development in successful nonprofit organizations. Students will learn to analyze, plan, and evaluate a comprehensive fundraising program and to create elements of a professional fundraising portfolio. The course will also explore management and leadership issues associated with the rapidly changing field of development and philanthropy. (3 credits)

BUSI 4363 PROJECT MANAGEMENT

This course presents principles and methods of project management and explains how project management relates to organizational strategy and how it intersects with organizational

dynamics. Students will learn the critical elements of project management and utilize project management software. (3 credits)

BUSI 4403 PROJECT DEFINITION AND PLANNING

This course focuses on the design, planning and scheduling elements of the project management process. Other elements include project team development, resource planning, risk assessment, and budgeting. (3 credits) *Prerequisite: MGMT 4363 or ENGR 3022 and ENGR 4813, or COSC 3403 and COSC 4303.*

BUSI 4413 PROJECT IMPLEMENTATION AND EVALUATION

This course focuses on the implementation and closeout phases of a project. Students will work with a team to execute a project plan, evaluate and manage common barriers, integrate ethics and integrity into the project process, and apply methods of evaluation. (3 credits) *Prerequisite: BUSI 4403.*

BUSI 4433 PROJECT MANAGEMENT APPLICATION

Students will demonstrate a mastery of project management skills, using simulation tools. The processes, tools, and techniques of project management will be applied to a team project. (3 credits) *Prerequisite:* BUSI 4413.

BUSI 4623 INTERNATIONAL TRAVEL EXPERIENCE

Students have the opportunity to experience the dynamics of doing business globally while understanding the impact of differing cultures. The trip will allow students to engage with business leaders, experience cultural events, and visit international companies. Students who are unable to participate in this experience will take BUSI4703 International Issues in Business in its place. (3 credits) *Course may be taken 3 times for credit, with different destinations*.

BUSI 4643 BUSINESS RESEARCH METHODS

Students will learn common processes and methods of business research, including the process of clarifying the research question, developing a research proposal, designing a research strategy, data collection, analysis, and interpretation, and research reporting. (3 credits) *Prerequisite: MATH 1423 Elementary Statistics*.

BUSI 4703 INTERNATIONAL ISSUES IN BUSINESS

A study of the issues involved by the internationalization of markets and competition for both small proprietorships and large corporations. (3 credits)

BUSI 4763 GLOBAL MANAGEMENT STRATEGY

This course serves as the capstone experience for Bachelor of Business Management students. Students will use the knowledge and skills learned in their major courses to demonstrate their ability to effectively evaluate business management principles using case studies, internal diagnostic techniques and external environmental analysis. (3 Credits) *Prerequisite: All other major courses must be satisfactorily completed prior to enrollment.*

BUSI 4793 NONPROFIT MANAGEMENT CAPSTONE

This course is the capstone experience for nonprofit management majors. Students will draw on skills learned in their major courses to demonstrate their ability to evaluate nonprofit management scenarios using case studies. The class will also discuss strategies regarding the integration of faith in the area of nonprofit management. (3 credits) *Prerequisite: All other major courses must be satisfactorily completed prior to enrollment.*

BUSI 4813 STRATEGIC MANAGEMENT

This course serves as the capstone experience for Bachelor of Business Administration students. Drawing on skills learned in the core curriculum and utilizing the case study method of instruction, students learn to analyze industries and companies, formulate strategic vision and strategic plans, and implement corporate-level, business-level, and functional-level plans. (3 credits) *Prerequisite: All other major courses must be satisfactorily completed prior to enrollment.*

BUSI 4823 MISSION, VALUES AND CULTURE IN LEADERSHIP

Students will learn the importance of mission, values, culture, and ethics in developing foundational characteristics of organizations. Students will learn how to effect organizational change through assessment and modification of the mission, values, and culture of the organization, (3 credits) *Prerequisite: MGMT 3713.*

BUSI 4843 SERVANT LEADERSHIP

Students examine foundational concepts of servant leadership within a historical concept, beginning with the study of Jesus Christ as the foundation of servant leadership, and continuing on to modern perspectives of servant leadership. Students will develop leadership competencies consistent with a Biblical framework for servant leadership. (3 credits) *Prerequisite: MGMT 3713.*

BUSI 4853 DESIGNING AND LEADING EFFECTIVE ORGANIZATIONS

Students examine how to design and lead effective organizations, including understanding the systems and structures of the organization, and the design of appropriate structures, communication systems, and reward systems. In this course, students undertake the analysis and modification of an actual organization, applying their management and leadership skills to effect organizational change. (3 credits) *Prerequisite: MGMT 3713*

BUSI 4863 TRANSFORMATIONAL LEADERSHIP

In this course, students learn concepts and skills of transformational leadership through the examination and application of leadership theories and contemporary leadership examples. The case method is sued to provide opportunities for critical thinking and analysis of organizations, and to give students opportunities to practice transformational approaches to organizational leadership. (3 credits) *Prerequisite: MGMT 3713.*

BUSI 4873 DYNAMICS OF LEADERSHIP

This is an introductory survey course in organizational leadership. Areas of discussion and emphasis include the differences between leadership and management, visionary leadership, problem solving, team building, communication and communicating across boundaries, power distribution and delegation, liaison skills, and effective planning. A wide variety of teaching methods will be employed to illustrate these topics, including case studies, role plays, research, and hands-on exercises. (3 credits)

BUSI 4923 BUSINESS INTERNSHIP

Invited student will receive supervised experience in performing duties in an actual business environment with emphasis on observing the decision making process and achieving desired results. (3 credits) *Prerequisite: Consent of the Dean or Assistant Dean.*

BUSI 4983 NONPROFIT INTERNSHIP

The student receives career preparation in the nonprofit management area by observing, planning, directing, and evaluating applied management through a supervised work experience

in a nonprofit organization. Experiences and observations of the work processes are discussed and applied. (3 credits) *Prerequisite: Completion of 18 hours of nonprofit management coursework.*

CCLT 1013 CONTEMPORARY WORLD MISSIONS

A survey of missionary endeavor in the contemporary world, the principles of missions, and the Biblical basis for missions. Included also are the relationships between the western missionary and non-missionary personnel and the national church. (3 credits)

CCLT 2103 CROSS-CULTURAL COMMUNICATION

A study of human communication across cultures. The role of economic, political, technological, social, and religious values in the communication process will be studied. Principles of verbal and non-verbal intercultural communication will be discussed. (3 credits)

CCLT 3203 RELIGIONS OF THE WORLD

A study of the doctrines and present practices of the major world religions, such as Islam, Hinduism, Buddhism, Shinto, and Judaism. Religious beliefs and practices of animism and tribal religions are also included. (3 credits)

CMIN 2103 FOUNDATIONS FOR CHRISTIAN MINISTRY

An exploration of the Biblical, theological, historical, contextual, and experiential foundations for ministry in the world today. Consideration is given to various opportunities for ministry, as students work towards a personal philosophy of ministry. (3 credits)

CMIN 3303 EVANGELISM AND DISCIPLESHIP

The first half of the course addresses the development and principles of personal evangelism and the second half addresses the principles and methods of personal discipleship. Special attention is given to the student's own spiritual growth and role as a spiritual leader. The course analyzes spiritual decision-making processes, the art of persuasive communication, and spiritual formation. Incorporates individual experiences in personal evangelism and small group discipleship. Attention is given to the call, spiritual disciplines, ministerial ethics, and the Christian lifestyle. (3 credits) *Prerequisite: BIBL 1033*.

CMIN 3403 MINISTRY OF TEACHING

A course that explores teaching and learning theories specifically for those working in Christian ministry. A Biblical philosophy of Christian education will be explored, choosing and critiquing Christian education curriculum will be discussed, and an understanding of teaching methods and learning styles will be utilized in observation and practice of teaching in ministry settings. (3 credits) *Prerequisite: BIBL 1033.*

CMWA 2103 WORSHIP LEADERSHIP

A study of common worship service components and their delivery, including the meaning and practice of a variety of Church rituals such as preaching, communion, baptism, parent/child dedications, funerals, weddings, and seasonal days. Consideration is given to broadening and deepening students' understanding of the relationship between overall worship service design and individual worship elements, providing a general view of the purpose of worship and the role of the worship leader. (3 credits) *Prerequisite: COMM 1873 or equivalent.*

COMM 1873 SPEECH COMMUNICATIONS

This course is an introduction to theories and methods of public speaking and group communication. The student will be exposed to the effective use of visuals in presentations. (3 credits)

COMM 2573 INTERPERSONAL COMMUNICATIONS

A course designed to develop and improve one-on-one communication skills. Emphasis is on communication theory and on the processes that foster good interpersonal relationships. (3 credits)

COMM 3013 MASS COMMUNICATION CONCEPTS

This study explores the development, application, and interactions of mass media (print, visual, and electronic) and their influences on society. Emphasis is given to recognizing the cultural formation aspects of mass media and to becoming ethical producers and critical consumers of media by evaluating messages in the light of Biblical instruction. (3 credits)

COMM 3703 BUSINESS COMMUNICATIONS FOR MANAGERS

The importance of professionalism in all types of communication will be stressed. In addition to speaking and writing skills, special emphasis will be placed on listening skills, interpersonal communication, and presentation skills. (3 credits)

COMM 4303 NONVERBAL COMMUNICATION

A study of the non-verbal dimensions of interpersonal communication to enhance understanding and judgment abilities. Includes consideration of physical behavior, facial expression, eye behavior, personal appearance, personal space, voice, touch and use of objects. (3 credits)

COSC 1303 COMPUTER SCIENCE

An introduction to the field of computer science. Problem solving strategies, basic data structures, and an introduction to algorithms in the context of a modern programming language. A first course in programming with an emphasis on scientific and engineering applications. (3 credits)

COSC 2033 PROGRAMMING FOR INFORMATION SYSTEMS

A second semester study of computing principles. Abstract data types, object-oriented programming concepts, and introductory topics of graphical-user interfaces, unit testing, and file structures. Students hone their problem solving skills through a variety of programming assignments. (3 credits) *Prerequisite: COSC 1303 or consent of instructor.*

COSC 3023 INFORMATION SYSTEMS

An overview of the five components of modern computerized information systems: hardware, software, procedures, people, and data. A study of existing systems and the strategic roles they play in business. An introduction to business data processing using modern applications and programming languages. (3 credits) *Prerequisite: COSC 2033*.

COSC 3403 SOFTWARE ENGINEERING I

The application of object-oriented analysis and design methods to develop commercial software. Emphasis is placed on software process maturity, software development life cycles, software documentation, and team projects. (3 credits) *Prerequisite: COSC 2033.*

COSC 3453 WEB DEVELOPMENT

An introduction to programming Internet applications. This course is a study of contemporary web-based technologies and development techniques, including scripting languages and server-side databases as well as development support systems. (3 credits) *Prerequisite: Prerequisite:* COSC 2033.

COSC 3503 OPERATING SYSTEMS

An introduction to the principles and concepts of operating systems to include process management, memory management, and storage management. Emphasis is placed on learning the principles and then applying them in various systems programming exercises. (3 credits) *Prerequisite: COSC 2033.*

COSC 3603 NETWORKS AND DATA COMMUNICATION

An introduction to the principles and concepts of network-based communication between software processes. This includes the organization of WANs and LANs, the function of gateways and routers, and the use of protocols at the application, transport and network layers. Emphasis placed on the TCP/IP protocol suite. Exercises focus on studying network traffic and developing TCP- and UDP-based client/server programs.(3 credits) *Prerequisite: COSC 2033*.

COSC 4203 DATABASE MANAGEMENT

A study of data modeling, relational databases, normalizing techniques, query languages, managerial aspects of database administration, and trends in database administration. Programming is done in a 4GL language. (3 credits) *Prerequisite: COSC 2033.*

COSC 4303 SOFTWARE ENGINEERING II

Application of software project management, requirements analysis, design, implementation, and testing to the development of large software systems. Emphasis is on software process improvement, requirements management, software testing techniques, quality assurance, configuration management, risk management and group projects. (3 credits) *Prerequisite: COSC 3403.*

COSC 4553 INFORMATION SECURITY

Principles and concepts of information security to include cryptography, access control, protocols, secure software, and forensics. Emphasis is on learning the principles and then applying them in various programming or hands-on scenarios. (3 credits) *Prerequisite: Prerequisite:* COSC 2033.

CRIJ 1303 INTRODUCTION TO CRIMINAL JUSTICE

This course is a study of the history and philosophy of criminal justice. This course includes the law; law enforcement functions; corrections; and the court system. (3 credits)

CRIJ 1313 CRIMINAL LAW

This course is a study of criminal law. This course focuses on the differences between civil and criminal law; defining crime; defenses; and constitutional law pertaining to criminal justice. In addition, this section addresses the fundamentals of sociology and philosophy of the law and criminal liability. (3 credits)

CRIJ 2303 CRIMINOLOGY

This course is the study of the nature, causes, and control of criminal behavior in criminal justice. The theories of criminology that will be discussed for this section are classical theories; positivist theories; conflict theories; and integrated theories. (3 credits)

CRIJ 3213 JUSTICE AND HUMAN RIGHTS

The course examines various approached for the foundation of human rights and explores justice from a Biblical perspective. It examines the development of the Western legal tradition as the foundation for modern justice and human rights concepts. (3 credits)

CRIJ 3263 CONSTITUTIONAL CRIMINAL PROCEDURE

This course provides an analysis of U.S. Constitutional Law, emphasizing landmark Supreme Court decisions that impact criminal justice practice. It will focus on the sources of power and restraint for each branch of government and how those powers and limitations affect the field of criminal justice. (3 credits)

CRIJ 3433 DOMESTIC HUMAN TRAFFICKING

This course will provide a broad perspective on the incidence, prevalence, and pervasiveness of slavery in the United States in its myriad of forms. It takes a Biblical perspective in its human rights approach to the issue and seeks a multi-disciplinary solution in discussing methods to combat modern-day slavery and human trafficking. It will examine both Federal and State laws, police responses, and advocacy within civil society. (3 credits)

CRIJ 4103 ADMINISTRATION OF CRIMINAL JUSTICE

This course will introduce the student to the dynamics and functions of the administration and supervisory roles in policing and in the criminal justice field. Topics for this course will include police organizations and management; critical issues such as corruption; the police subculture; and the criminal liability attached to administrative roles in criminal justice. (3 credits) *Prerequisite: CRIJ 1303. CRIJ 1313.*

CRIJ 4233 INTERNATIONAL HUMAN TRAFFICKING

This course focuses on the Trafficking Victim's Protection Act's ranking of nations of the world with regard to their responses to the issue of human trafficking in their own countries. It will examine specific regional issues of modern slavery and trafficking to include brick-making in India, chocolate farming in the Ivory Coast, the fishing industry in Ghana, prison labor in China, and sexual trafficking in the post-Soviet and former Eastern Bloc countries. The effects of capitalism and globalization will be investigated from a Biblical worldview and applied as potential solutions to the aforementioned situations. (3 credits)

CRIJ 4263 INTERNATIONAL CRIMINAL LAW

This course looks at international law as it applies to the human tragedies of genocide, child soldiers, gendered violence, religious violence, torture, and the response of the international community at governmental and non-governmental levels to include peacekeeping and refugee issues. The approaches these to these topics are from a human dignity perspective since all people are created in the image of God. (3 credits)

CRIJ 4403 RESTORATIVE JUSTICE

This course will introduce the student to the criminal justice system as it pertains to the court systems and corrections components in law enforcement. (3 credits) *Prerequisite: CRIJ 1303, CRIJ 1313.*

CRIJ 4603 HOMELAND SECURITY

This course will introduce the student to Homeland Security prior to and after 9/11. This course will discuss the crimes, departments, and changes in the law since 9/11 that created to the inception of Homeland Security. (3 credits) *Prerequisite: CRIJ 1303, CRIJ 4103.*

CRIJ 4623 EMERGENCY MANAGEMENT

This course will introduce the student to the response and identification of risk analysis and disaster preparedness as it pertains to law enforcement and law enforcement management. This course will examine the social functions of the police in dealing with risk analysis and disasters, as well as, identifying the role of the community and police organization/management. (3 credits) *Prerequisite: CRIJ 1303, CRIJ 1313.*

CRIJ 4633 CYBER CRIME

This course will be an introductory course into the field of cyber-crimes in criminal justice. This course will identify the types of crimes that constitute cyber-crime related offenses; constitutional laws; investigative techniques; and the role cyber-crimes has in international issues and terrorism in society today. (3 credits) *Prerequisite: CRIJ 1303, CRIJ 1313.*

CRIJ 4653 TERRORISM AND COUNTER-TERRORISM

Students examine the use of fear and systematic terror against civilians as a means of coercion to achieve monetary, religious, political, or ideological goals. Students will also gain knowledge of the practices, tactics, techniques, and strategies that governments, militaries, police agencies and corporations adopt to prevent terrorism and ways they respond to terrorist threats and/or acts. (3 credits) *Prerequisite: CRIJ 1303, CRIJ 1313, CRIJ 4603*.

CRIJ 4703 PERSONAL & PROFESSIONAL ETHICS

This capstone course examines the theories and practices in the areas of morality, values, and ethics as they pertain to criminal justice with special consideration given to application of Christian ethical principles for professionals working in the Criminal Justice field. (3 credits) *Prerequisite: All other major courses must be satisfactorily completed prior to enrollment.*

CRIJ 4903 CRIMINAL JUSTICE INTERNSHIP

A supervised field experience in a criminal justice, juvenile justice, or related agency. Senior standing and approval of department chair is required. (3 credits) Prerequisite: Completion of major courses and the approval of the CRIJ Program Director.

CRIJ 4993 SPECIAL TOPICS IN CRIMINAL JUSTICE

Course to be utilized for seminars and special lectures in topics in criminal justice which are not offered on a regular basis. This course may be taken more than one time when the topics are different. (3 credits)

ECON 2103 MACROECONOMICS

An introduction to the nature and theory of Economics and the theoretical tools of macroeconomics. The course includes the introduction of supply and demand, examination of national income accounting, the role of government to include fiscal and monetary policy, the American banking system, and international trade. (3 credits)

ECON 2203 MICROECONOMICS

A study of microeconomics beginning with demand and supply theory and continuing with examination of the costs of production, price and output determination under pure competition, monopoly, oligopoly, and monopolistic competition (the study of price-taking and price-searching firm). (3 credits)

ECON 3103 MONEY & BANKING

A study of the fundamental theories of money and banking. It is a study of the economic role of the banking system and financial institutions, the Federal Reserve System, monetary policy, and instruments of international finance. (3 credits) *Prerequisite: ECON 2103.*

ECON 3773 PRINCIPLES OF ECONOMICS

This course is an introduction to the nature and theory of economics. It includes a study of the concepts of supply and demand, business costs (from an economic perspective), plus price and output determination under pure competition, monopolistic competition, oligopoly, and monopoly. Also included in the course is a review of money and banking principles along with the operation of the Federal Reserve System, national income accounting, fiscal and monetary policy, and international trade. (3 credits) *Prerequisite: BUSI 4643 preferred.*

EDUC 3133 METHODS OF ELEMENTARY MATH AND SCIENCE INSTRUCTION

Students focus on making mathematics and science meaningful to children. Objectives cover TEKS required to prepare teachers of mathematics and science in Texas, as well as national standards. Topics include use of manipulatives, use of technology, planning and evaluating developmentally appropriate lessons, direct instructions, cooperative learning, planning for diversity, and adaptations for special populations. Students observe, then design and teach mathematics and science lessons in elementary school classrooms. (3 credits) *Prerequisite: Education Proficiencies (PROF)*.

EDUC 3323 PLANNING AND ASSESSMENT

The emphasis of the course is lesson planning, curriculum organization, and assessment that is appropriate for today's diverse school classroom. The course provides practical experience in writing behavioral objectives, using various formats of lesson plans, planning units of instruction, and planning assessment. The goal is to help pre-service teachers use assessment to drive instruction. (3 credits) *Prerequisite: Education Proficiencies (PROF)*.

EDUC 3343 FOUNDATIONS OF AMERICAN EDUCATION AND CULTURE

Students have opportunities to develop an understanding of the historical, philosophical and sociological foundations of U.S. public and private education, and their influences on current issues and the future of education. Upon completion, students should be able to contribute an informed voice in the democratic process affecting the quality of education and the teaching profession. A significant aim of this survey course is to help students develop an understanding of the vital relationships teachers have between school and society. (3 credits)

EDUC 3353 DEVELOPMENT AND LEARNING OF THE YOUNG CHILD

Students explore the theoretical perspectives, development, and enhancement of cognitive, social, and emotional abilities in young children as it relates to classroom learning. Special emphasis will be placed on developmentally appropriate practices as it relates to the early years. (3 credits) *Prerequisite: Education Proficiencies (PROF)*.

EDUC 4123 CURRICULUM FOR THE MIDDLE SCHOOL

The course focuses on the foundational subjects taught in the middle school grades. Understanding and mastery of the TEKS and Standards for language arts, social studies, mathematics, and science in Grades 4-8 will be the focus of course content, as well as an overview of the enrichment curriculum for that level. (3 credits) *Prerequisite: Education Proficiencies (PROF)*.

EDUC 4133 METHODS OF ELEMENTARY LANGUAGE ARTS AND SOCIAL STUDIES INSTRUCTION

Students focus on providing an integrated approach to social studies and language arts. The social studies emphasis is on the geography of Texas, the United States, and the world, including map skills. Language Arts emphasis is on focus of methods of developing communication skills – reading, writing, listening, and speaking – in elementary students. Objectives cover the TEKS, required to prepare teachers of social studies and language arts in Texas elementary schools, as well as national standards. Topics include design and evaluation of developmentally appropriate inquiry and problem-solving lessons, cooperative learning, construction of unit plan, planning for diversity, learning styles, discipline for group activities, and adaptations for special populations. Students observe, then design and teach language arts and social studies lessons in elementary-level classrooms. (3 credits) *Prerequisite: Education Proficiencies (PROF)*, *READ 3003*.

EDUC 4143 LANGUAGE DEVELOPMENT OF THE YOUNG CHILD

Students study the development, assessment, and enhancement of oral and written language. Emphasis is placed on emerging literacy from birth to five years old. Students observe and participate in early childhood language development activities in assigned schools. (3 credits) *Prerequisite: Education Proficiencies (PROF), EDUC 3353.*

EDUC 4153 CLASSROOM MANAGEMENT AND ORGANIZATION FOR THE ELEMENTARY/MIDDLE SCHOOL

Students focus on motivation and discipline for elementary school students, as well as methods of organization of students, materials, and resources in the classroom. Topics include setting up and enforcing rules, consequences, and rewards; adaptations for special needs students; arranging the classroom for efficient use; and managing skills lessons such as physical education, art, and music. (3 credits) *Prerequisite: Education Proficiencies (PROF)*.

EDUC 4186 STUDENT TEACHING IN THE ELEMENTARY SCHOOL

Students apply what they have learned about lesson design and evaluation, discipline, diversity, learning styles, teaching strategies, adaptations for special populations, classroom management, and motivation. Students will have teaching experiences in one level from Early Childhood-6th Grade. Twelve weeks plus one week observation. (6 credits) *Prerequisite: Education Proficiencies (PROF)*, approval of Coordinator of Education Field Experience.

EDUC 4223 TEACHING THE MIDDLE SCHOOL STUDENT

Students will design and implement instructional models for the middle school classroom. Diverse instructional techniques, such as cooperative learning, team teaching, technology integration, and experiential learning, which address diverse learning styles and developmentally appropriate practices for students in grades 4 - 8 will be emphasized. (3 credits) *Prerequisite: Education Proficiencies (PROF)*.

EDUC 4286 STUDENT TEACHING IN THE MIDDLE SCHOOL

Students apply principles of planning, instruction, evaluation, management, and discipline; selecting appropriate teaching and learning strategies; developing a variety of appropriate lesson plans and assessments; demonstrating effective teaching practices with diverse populations; using effective discipline management techniques; managing students and classrooms; promoting personal professional growth; and working cooperatively with other professionals in the 4th-8th grade classroom. Twelve weeks plus one week observation. (6 credits) *Prerequisite: Education Proficiencies (PROF), approval of Coordinator of Education Field Experience.*

EDUC 4363 EXAMINATION OF EXCEPTIONALITIES

This course is a comprehensive overview of historical trends, theoretical background, and empirical research that addresses issues related to instruction of individuals with disabilities. Emphasis is given to legal issues, definitions, characteristics, professional roles, identification procedures, technology, and interagency coordination. Academic experiences in an instructional setting will be included. (3 credits) *Prerequisite: Education Proficiencies (PROF)*.

EDUC 4373 METHODS OF DIFFERENTIATING INSTRUCTION FOR INDIVIDUALS WITH DISABILITIES

This course will emphasize research-based methods and strategies for teaching individuals with exceptionalities. Emphasis given to differentiation in response to the various disability categories identified in individuals with Disability Education Act (IDEA). Academic experiences in an instructional setting will be included. (3 credits) *Prerequisite: EDUC 4363.*

EDUC 4763 DIFFERENTIATING CLASSROOM INSTRUCTION

This course focuses on differentiating classroom instruction to meet the needs of all students including gifted and talented, ESL/bilingual, at-risk, dyslexic, Special Ed., and 504 as well as the "average" learner. This is a capstone course for all education programs. (3 credits) *Prerequisite:* All other core courses must be satisfactorily completed prior to enrollment in EDUC 4763. Education Proficiencies (PROF), READ 3003.

EDUC 4923 ELEMENTARY INTERNSHIP

This course is designed for post-baccalaureate teachers-of-record. It includes classroom applications of planning, instruction, evaluation, management, and discipline; selecting appropriate teaching and learning strategies; developing a variety of appropriate lesson plans and tests; demonstrating effective teaching practices with diverse populations; using effective discipline management techniques; managing students and classroom; promoting professional growth; and working cooperatively with other professionals. Must be repeated for one additional semester to meet internship requirements. (3 credits) *Prerequisite: Approval of Coordinator of Education Field Experience*.

EDUC 4933 MIDDLE SCHOOL INTERNSHIP

This course is designed for post-baccalaureate teachers of record. It includes classroom applications of planning, instruction, evaluation, management, and discipline; selecting appropriate teaching and learning strategies; developing a variety of appropriate lesson plans and tests; demonstrating effective teaching practices with diverse populations; using effective discipline management techniques; managing students and classroom; promoting professional growth; and working cooperatively with other professionals. Must be repeated for one additional semester to meet internship requirements. (3 credits) *Prerequisite: Approval of Coordinator of Education Field Experience*.

EDUC 4963 CERTIFICATION PREPARATION

This course is designed to review the TExES competencies for the Pedagogy and Professional Responsibility (PPR) certification. All candidates for teacher certification must enroll in this class prior to taking the certification exam at the state level.(3 credits) *Prerequisite: EDUC 4763*.

EDUC 4971 - 4973 SPECIAL TOPICS

Courses to be utilized for seminars and special lectures in topics which are not offered on a regular basis. This course may be taken more than one time when the topics are different. (1-3 Credits)

ENGL 1001 ENGLISH REVIEW

A review of the fundamentals of English grammar and usage. Either a passing score on the English Proficiency Exam or a Satisfactory grade in English Review is required of all Bachelor's degree candidates for graduation. The credit hour does not apply toward total credit hours needed for graduation. Satisfactory/Unsatisfactory Grade (1 credit)

ENGL 1004 COLLEGE WRITING

A foundational course with individualized instruction in preparation for more advanced course work. This course includes a required lab component. Emphasis is on effective personal and expository writing. Students who pass with a grade of C or better may proceed to ENGL 2173. Students who pass with a grade of D will be required to take ENGL 1873 or repeat ENGL 1004. Comparable to ENGL 1013 and ENGL 1873, only one needs to be successfully completed. (4 credits) *Grade of C or above required for successful completion.*

ENGL 1013 ENGLISH COMPOSITION I

A study of effective writing, reading, and speaking. Emphasis is on effective personal and expository writing. Comparable to ENGL 1004 and ENGL 1873, only one needs to be successfully completed. (3 credits) *Grade of C or above required for successful completion.*

ENGL 1023 ENGLISH COMPOSITION II

A study of argumentation/logic and writing for the professions with an emphasis on using the personal computer to plan, draft, and revise written projects. Each student is required to write a fully documented research paper. Comparable to ENGL 2173, only one needs to be successfully completed. (3 credits) *Prerequisite: ENGL 1013 or equivalent. Grade of C or above required for successful completion.*

ENGL 2393 GREAT WRITERS OF THE WESTERN WORLD

This course presents an overview of the great writers of the Western World, primarily from the United States, their contributions to literature, and the impact of their writings on Western thought. (3 credits)

ENGL 2603 CREATIVE WRITING

A seminar on how to write short stories, poems, plays, and other genres for publication. (3 credits) *Prerequisite: ENGL1023*

ENGL 2873 LITERATURE FOR LEADERS

A study of classic literary texts designed to develop reflective views of leadership. Special emphasis will be placed on the importance, self-direction, ideals, obstacles, and social benefit of successful leaders as portrayed in works of imaginative literature. (3 credits)

ENGL 4113 WRITING WITH POWER AND STYLE

Students will develop their ability to write with clarity, grace, and style. Through writing, editing, and revision exercises, students will learn what can be done to make writing correct, clear, and precise. The course also addresses word choice, power verbs, phrasing, elaboration techniques, audience awareness, and visual design to enhance clarity and impact in academic and professional writing. (3 credits) *Prerequisites: English Composition I and II.*

ENGL 4813 C.S. LEWIS: THE MAN AND HIS WORKS

This course is designed to introduce the student to the well-known Christian author, C.S. Lewis, and his writings. Specific objectives include enjoying and understanding his major writings and becoming acquainted with the various types of literature in which Lewis excelled. (3 credits)

ENGL 4973 SPECIAL TOPICS

Course to be utilized for seminars and special lectures in topics which are not offered on a regular basis. This course may be taken more than one time when the topics are different. (3 Credits)

ENVT 1114 INTRODUCTION TO ENVIRONMENTAL SCIENCE

This concepts-oriented course is a survey of physical, biological, and social processes affecting the environment and exploration of current environmental issues. Topics include principles for understanding the environment; population and community dynamics; biodiversity of species and landscapes; conservation, remediation, and restoration ecology; water, air, and soil quality; and environmental issues, policies, and law. (4 credits)

FINC 2743 PRINCIPLES OF FINANCE

A study of the conceptual framework for determining the value of the firm and the cost of capital to the firm, as impacted by investment, financing, and dividend policy, with consideration given to risk/return tradeoff. (3 credits) *Prerequisite: ACCT 2113 or ACCT 3713.*

FINC 3113 FINANCIAL MANAGEMENT

A study of financial strategy in the processes of obtaining and managing funds of the corporation. Included are cash flow and working capital management, capital financing models, dividend and stock policy, and the examination of expansions and mergers. (3 credits) *Prerequisite: ACCT 2103.*

FINC 3203 FINANCIAL RISK MANAGEMENT

This course provides a survey of risk, financial risk and banking. It provides a systematic approach to financial risk management considered by financial institutions and corporations. Students are expected to learn and apply financial risk concepts such as interest rate risk, credit risk, market risk, default risk, and duration. Various traditional and modern risk evaluations will be covered such as credit scores, repricing, VAR (Value at Risk), and credit metrics. (3 credits) *Prerequisites: ECON 2103 and FINC 3113.*

FINC 3403 INVESTMENTS

This course is designed to serve investors who are or will be actively developing and monitoring investment portfolios. Techniques, methods, and strategies for implementing investment goals are examined in a portfolio and risk/return trade-off context. Topics include an overview of personal finance and investment, mutual funds, commodities, and other investment vehicles. (3 credits) *Prerequisites: ECON 2103 and FINC 3113.*

FINC 3723 FINANCIAL ANALYSIS FOR MANAGERS

This class is designed to sharpen the student's skill in the interpretation and analysis of financial statements. The key financial statements are introduced, as well as important accounting conventions and relationships between various accounts. The focus is placed on the use of financial information to improve the effectiveness of managerial decision-making. (3 credits)

FINC 4203 ADVANCED FINANCE

This course provides an introduction to the fastest growing areas in finance such as fixed-income securities, derivative securities and financial applications. The study of derivative securities provides the student with a robust understanding of options and futures in the market. Upon successful completion of this course, the student is expected to possess a working knowledge of issues regarding both valuations and applications of derivative securities. This

course may also include other special topics in financial management. (3 credits) *Prerequisites: ECON 2103 and FINC 3113.*

FINC 4303 INTERNATIONAL FINANCE

In this course, students explore the international financial environment, including international financial markets and international flow of funds. Other topic include exchange rate behavior and risk management, financing international trade, international cash management, direct foreign investment, multinational capital budgeting, and country risk analysis. (3 credits) *Prerequisites: ECON 2103 and FINC 3113.*

FINC 4343 FINANCIAL ANALYSIS AND STRATEGY

This course integrates and applies the financial principles and techniques learned in previous finance courses. Emphasis will be placed on the ethical dimensions of financial policy and case methodology will be used throughout. (3 credits) *Prerequisites: ECON 2103 and FINC 3113.*

FINC 4923 FINANCE INTERNSHIP

The student will receive supervised experience in performing duties in a business environment with emphasis on financial transactions and financial decision-making. (3 credits) *Prerequisite: FINC 3113 and consent of instructor.*

GEOG 2013 WORLD REGIONAL GEOGRAPHY

An introduction to the field of geography. The course examines the physical and cultural geography of the world's regions with an emphasis on the five fundamental themes of geography. (3 credits)

HCIT 4343 HEALTH INFORMATICS

Introduces the concepts and practices of health care informatics. Examines emerging informatics technologies and processes including consumer informatics, the internet, electronic medical records, and information exchange. Includes methods in which health care informatics could transform health care delivery and impact the marketplace, organizations and individuals. (3 credits)

HCMG 3113 THE U.S. HEALTH CARE SYSTEM

Introduces the historical development and contemporary structure of U.S. health care services. Examines a wide range of delivery settings and providers, the role of government and regulatory bodies, sources of health care funding, and related current issues. (3 credits)

HCMG 3123 HEALTH CARE DELIVERY SYSTEMS

Examines the evolution and structure of integrated health care delivery systems from the perspectives of quality, access, and costs. Explores issues related to urban versus rural settings, managed care, reimbursement, regulatory requirements, and institutional accreditation. (3 credits)

HCMG 4313 LEGAL, SOCIAL, AND ETHICAL ASPECTS OF HEALTH CARE

Studies the legal and ethical issues involved in the management and delivery of health care services, and the interrelations between hospital, physician, and patient. Examines health care services for diverse populations. (3 credits)

HCMG 4323 REGULATION AND ACCOUNTABILITY IN HEALTH CARE

This course is intended to familiarize the student with state and federal health regulations and accountability factors. Current issues will be discussed and evaluated. (3 credits)

HCMG 4333 MARKETING HEALTH CARE SERVICES

The development and selection of appropriate strategies for the most effective marketing of health care services. Includes long-term planning through market analysis, forecasting, and model building problems. (3 credits)

HCMG 4903 INTEGRATING FAITH & WORK IN HEALTH CARE

Guides the student in formulation of a philosophy of life, providing the base for such concerns as ethics in health care, accountability, respect for human rights, and responsible lifestyle from a Biblical world view. (3 credits) *Prerequisite: All other major courses must be satisfactorily completed prior to enrollment.*

HCMG 4933 HEALTH CARE INTERNSHIP

Designed to provide the student the opportunity to integrate all previously learned health care management knowledge and skills. The management area of study and the practicum are mutually agreed upon by the student, the faculty member, and the health facility preceptor. (3 credits) *Prerequisite: Approval of Program Director.*

HCMG 4943 RESEARCH PROJECT

Student combines research and practical implementation of theories and concepts and develops an individual health care related project. The project examines a current problem in health care delivery. (3 credits)

HIST 2113 AMERICAN HISTORY TO 1865

A general survey of the establishment and growth of the American nation from the colonial period to the end of the Civil War. Covers the social, political, economic, and cultural life of the new nation, giving particular stress to the reasons behind the near dissolution of the union. (3 credits) Cannot be taken for credit by anyone who has passed Early American History.

HIST 2123 AMERICAN HISTORY FROM 1865

A continuation of the survey of American life beginning with the reconstruction period and extending to the present. Political, economic, diplomatic, and military history are covered along with the contributions of minority groups. (3 credits) *Cannot be taken for credit by anyone who has passed Recent American History*.

HIST 2173 GLOBAL HISTORY SINCE 1918

This course is a study of recent world history from the end of World War I to the present. Major political, economic, and cultural developments that impact global relations will be analyzed. (3 credits)

HIST 3273 PROFILES IN LEADERSHIP

A study of the lives of great men and women who are recognized as representing different leadership styles and personality characteristics. This course will analyze the factors that contributed to each person's success or failure as a leader. (3 credits)

HIST 4503 TEXAS AND THE AMERICAN WEST

A study of the history and legends of the West with a particular focus on Texas. The course covers such topics as the Hispanic influence on Texas and the West, the Native American experience, American expansion and the Texas Revolution, Texas as a republic and as a state, and the development of the cattle and mining frontiers. (3 credits)

HUMA 1153 INTRODUCTION TO FINE ARTS

A survey course giving exposure to various music and art forms through their historical developments in the western world. Musical forms from classical to modern are explored. Art forms such as architecture, sculpture, and painting are traced from the Greek-Roman period to the present. (3 credits)

HUMA 2023 CHILDREN'S FINE ARTS

Using concepts, processes and skills related to the creative self-expression of fine arts, students will learn about the content of elementary fine arts curriculum as well as strategies for integrating the appreciation of music and art into elementary classes. Students will actively participate in applied learning experiences related to the elementary art, music, and other fine arts curriculum at elementary-level schools. (3 credits)

HUMA 2133 HUMAN CULTURE AND SOCIETY

This course is an introductory study of human culture and society involving the concepts of culture, status, marriage, kinship, and political, economic, and religious systems, with emphasis on both the practical and theoretical understanding of cultures. (3 credits)

HUMS 1013 INTRODUCTION TO HUMAN SERVICES

Introduction to the field of human services, the administration and funding of human services agencies, and the skills needed to be an effective human services professional. Provides a broad perspective of the different types of clients and the service options available to empower them to solve life's problems. Includes discussion of integrating faith into the practice of working in the human services field. (3 credits)

INTL 2103 INTRODUCTION TO INTERNATIONAL RELATIONS

The theories of international relations and the methods of diplomacy will be analyzed in the context of a global society. How international crises may be resolved or decreased in intensity will also be studied by examining such topics as the causes of war and the role of non-state factors such as nationalism and terrorism. (3 credits)

INTL 3113 INTERNATIONAL POLITICS

The foreign policies of the major powers will be studied as well as the internal factors which motivate nation-state goals. The impact and role of lesser powers as well as international organizations on global politics will also be examined. (3 credits)

INTL 3443 COMPARATIVE POLITICS

A study of how different government systems work. Both the government systems of major powers as well as those governments in lesser-developed countries will be evaluated and compared. In evaluating governments in lesser-developed countries the role and impact of the government on economic and social development will be emphasized. (3 credits)

INTL 4991-4993 SPECIAL TOPICS

This course will be used for graduating seniors to research a problem and prepare a policy memorandum and project analysis regarding an issue or problem related to international relations or development. (1-3 credits) *Approval required for registration*.

KINE 1273 PERSONAL WELLNESS

This course explores issues involved in achieving and maintaining personal wellness, including the beneficial effects of a healthy lifestyle and how to implement and live such a lifestyle. Course concepts include fitness, nutrition, stress management, and muscular and cardiovascular strength and endurance. (3 credits)

KINE 3423 KINESIOLOGY & PHYSIOLOGY FOR LAW ENFORCEMENT

A theoretical and practical study of movement and the physiological effects of movement as related to the law enforcement community and the public. (3 credits)

LETU 1073 STRATEGIES FOR ADULT LEARNING

This course introduces students to the LeTourneau University community and prepares them with the necessary tools to be a successful student. Students will learn about R.G. LeTourneau and the history and distinctiveness of LeTourneau University. Students will explore their learning styles and their unique strengths, and then design a plan of action for academic and professional success that honors God's unique design for their life. Reflective activities will improve thinking and writing skills and introduce students to the concept of integrating faith, learning, and work. (3 credits)

LETU 2073 PERSONAL AND PROFESSIONAL ASSESSMENT

This course is designed to help students articulate their personal and professional learning as applicable for prior-learning assessment. Students will develop writing skills by practicing various writing strategies to promote analytical thinking and effective communication. Course content includes the development of lifelong learning skills. (3 credits) *Prerequisite: English Comp I or equivalent*.

MATH 1083 BUSINESS MATH

This course focuses on the application of mathematical processes to business decisions. Topics include fundamental mathematical processes, word problems and equations, weights and measures, decimals, fractions, percentages, interest and credit calculations, and advanced business operations. (3 credits) *AIS or Elective credit only.*

MATH 1123 INTERMEDIATE ALGEBRA

A study of algebra beginning with signed numbers through quadratic equations, including algebraic expressions, factoring, linear equations, linear inequalities, linear functions, and systems of equations in two variables. Recommended for students whose ACT/SAT or placement scores indicate low proficiency in algebra. Will not fulfill math requirements. (3 credits) *Elective credit only*.

MATH 1203 COLLEGE ALGEBRA WITH APPLICATIONS

A study of linear and quadratic equations, exponential and logarithmic functions, and linear inequalities with emphasis on business applications. (3 credits) *This course may not be taken for credit by anyone who has passed MATH 2183.*

MATH 1252 TRIGONOMETRY

A study of the trigonometric functions, identities, solving triangles, inverse trigonometric functions, and complex numbers. (2 credits)

MATH 1423 ELEMENTARY STATISTICS

An introduction to statistics that includes descriptive statistics, probability, probability distributions, sampling theory, correlation, regression, and non-parametric statistical tests. (3 credits) *Prerequisite: MATH 1123 or equivalent, or acceptable placement score.*

MATH 1803 DISCRETE MATHEMATICS

Topics include set theory, relations, propositional logic and proofs, algebraic structure, graph theory, and Boolean algebra. Techniques of proof introduced include proof by specialization and division into cases, indirect proof, existence and uniqueness proofs, and induction. (3 credits) *Prerequisite: MATH 1203 or equivalent.*

MATH 2183 MATH MODELING FOR DECISION MAKING

A course in computational and algebraic decision making as it applies to business situations. Included is the study of real numbers, linear equations, inequalities, polynomials, exponents, and radicals. This course may not be taken for credit by anyone who has passed MATH1203. (3 credits) *Prerequisite: MATH 1123 or equivalent, or acceptable placement score.*

MATH 3503 MATHEMATICAL CONCEPTS

Mathematical concepts such as probability, statistics, geometric constructions, measurement, ratio and proportion, pre-algebra, and basic tests and measurements concepts including interpretation of data. Use of manipulatives in learning mathematical concepts. Only applicable to graduation requirements of education students. (3 credits) *Prerequisite: MATH 1123 or equivalent, or acceptable placement score.*

MATH 3553 MATH PRACTICUM

This course includes techniques for enhancing the learning of mathematics. The focus is on the use of manipulatives, calculators, Internet resources, and other tools to augment the problem solving nature of mathematics. Only applicable to graduation requirements for BIS 4th-8th students. (3 credits) *Prerequisite: Education Proficiencies (PROF) and MATH 1123 or equivalent, or acceptable placement score.*

MGMT 2273 SMALL BUSINESS MANAGEMENT

This course introduces students to the challenges of entrepreneurship and small business management. Students learn about their entrepreneurial and small business management potential. They also learn important factors in building a business plan, including forms of ownership, building a marketing plan, managing cash flow, securing capital, and managing a small business. (3 credits)

MGMT 2303 PRINCIPLES OF MANAGEMENT

An introductory survey of the fundamental principles of management and the functions of planning, organizing, and controlling. The course provides the student with a basis for thinking about complex business operations as they relate to the management process. (3 credits)

MGMT 2803 INTRODUCTION TO LEADERSHIP

This course provides an introduction to organizational leadership from a Christian perspective. Students learn fundamental concepts of leadership, visionary leadership, team building, communication, power, and liaison skills. A variety of learning methods, including case studies, role plays, research, and other experiential methods are used to promote learning of Christian leadership concepts. (3 credits)

MGMT 3713 MANAGEMENT AND LEADERSHIP

An introduction to management and leadership, and the functions of planning, organizing, leading, and controlling. The focus is on developing managerial and leadership competencies in the areas of communication, planning and administration, strategic action, self-management, global awareness, and teamwork. (3 credits)

MGMT 3733 MANAGING HUMAN RESOURCES

This is a course in the management of the human resources of an organization. Topics covered include recruitment, selection, planning, training and development, compensation and benefits, workplace safety, and labor relations. (3 credits)

MGMT 4103 COMPENSATION AND BENEFITS

Effective use of compensation and benefit concepts and principles to understand, apply, and develop Human Resource Management policies and practices that contribute to organizational goals. Topics include incentive and merit pay, pay satisfaction, compensation legislation, and the distribution of pay benefits. (3 credits)

MGMT 4203 STAFFING

This course helps the student design and manage successful organizational staffing practices. Students will be challenged to conceptualize the complex set of internal influences (such as organizational strategy, culture, and resources), as well as external influences beyond organizational control such as laws, regulations, and labor markets that define the boundaries within which staffing activities must take place. (3 credits)

MGMT 4313 CONFLICT RESOLUTION

An integrated and interdisciplinary approach to the issues of conflict, conflict resolution, and negotiation strategy. Includes model of conflict; conflict among individuals, groups, and the organization. (3 credits)

MGMT 4343 QUALITY MANAGEMENT

This course examines issues of quality management, including planning and organizing for quality improvement, cost of quality, customer and vendor relations, process control, quality control, purchasing and inventory management, and management of the continuous improvement process. Concepts relevant to both manufacturing and service operations are presented. (3 credits)

MGMT 4403 LEADING ORGANIZATIONAL CHANGE

This course presents the topic of change as an organizational element that can be strategically managed. Using the case study method, students learn to identify and modify the dynamics of employee behavior in ambiguous situations to help achieve organizational goals. (3 credits) *Prerequisite: MGMT 3313 or MGMT 4733.*

MGMT 4713 MANAGING INNOVATION AND CHANGE

A study of the systematic discipline needed for building, maintaining and extending competitive advantage through the managerial process. The case study method is stressed. Study areas include change agents, consulting activities, resistance to change, organizational diagnosis, and organizational structure changes. (3 credits)

MGMT 4733 ORGANIZATIONAL BEHAVIOR

The study of individual and group behavior viewed from a managerial perspective within the organizational setting. Attention is focused on applications by managers of theory and research about interaction among individual employees and employee groups and teams. (3 credits)

MKTG 3513 PUBLIC RELATIONS

A study of the history of public relations and its function that has become ever more important to business over the years. Public relations is compared to advertising and studied from a values-oriented approach in the development and nurturing of relationships between an organization and its various publics. This overview provides the student the opportunity to practice writing different forms of communication that contribute to these business relationships, including, but not limited to, news releases and full public relations campaigns for real world companies. (3 credits) *Prerequisite: MKTG 3773 or MKTG 2503.*

MKTG 3773 MARKETING PRINCIPLES

This course is an integrated analysis of the role of marketing within the organization. An examination will be made of the factors affecting consumer behavior, the development of marketing strategies, and the recognition of marketing variables. (3 credits)

PHIL 2063 ETHICS

An overview of the basic philosophical alternatives in ethics and an examination of specific contemporary ethical issues from a Christian perspective. (3 credits)

PHIL 2073 GREAT IDEAS THROUGH THE CENTURIES

A survey of the major philosophical systems that have shaped modern thought and culture. Western and non-western philosophies will be examined as they impact both society and the individual. (3 credits)

PHYS 2173 PHYSICAL SCIENCE

This course is a survey of physical science. Emphasis is placed on important observations and basic laws of the physical universe, how new understanding is gained through the process of the scientific method, and contributions of outstanding scientists. Areas of applications include motion, energy, electricity, heat, sound, light, atoms, nuclei, chemistry, meteorology, and geology. (3 credits)

POLS 2103 FEDERAL, STATE, AND LOCAL GOVERNMENT

The structure and operation of American government on the national, state, and local levels stressing an understanding of legislative and administrative procedure. Special attention is given to Texas government policy and processes. (3 credits)

POLS 2873 AMERICAN POLITICAL FOUNDATIONS

This course is a study of American government that emphasizes the values by our legal system and how a citizen can function effectively. The role of business and other institutions in politics will be analyzed. (3 credits)

POLS 4103 AMERICAN CONSTITUTIONAL LAW

An introduction to American constitutional law consisting of the study of material from Supreme Court opinions. Readings will cover such topics as federalism, separation of powers, interstate commerce, personal liberty, and civil rights. (3 credits)

PSYC 1273 STRESS MANAGEMENT AND EMOTIONAL HEALTH

This course of instruction is designed to examine the theories related to the development of a healthy personality. Emphasis is placed on the interaction of cognition, perception, psychophysiology, and behavior conducive to positive emotional, physical, and mental health. (3 credits)

PSYC 2013 INTRODUCTION TO PSYCHOLOGY

The scientific study of behavior and mental processes. Fundamental theories, problems, and procedures relating to human activity. Biological, social, and cultural factors in development. Topics include neuroscience, development, gender, sensation and perception, learning, memory, thinking, motivation and emotion, stress, personality, psychological disorders and therapy, and social psychology. (3 credits)

PSYC 2033 PROFESSIONS IN PSYCHOLOGY

This course provides an introduction to the psychology major and career opportunities in psychology, counseling, and the helping professions. Students are provided with opportunities to develop career planning and decision-making skills that will help them achieve success as a psychology major and in a psychology career. Students will pursue experience in a psychological setting under the supervision of a psychologist or social worker. The student will learn by observing and writing about their experiences. Assessment of personal goals, values, interests, and abilities is emphasized. (3 credits)

PSYC 2143 HUMAN GROWTH AND DEVELOPMENT

This course involves the study of biopsychosocial and spiritual aspects of development from birth to death. Through the examination of various theories and research, this course will allow students to experience a greater understanding of physical, cognitive, social, and emotional development through the lifespan. (3 credits)

PSYC 2163 PERSONALITY THEORY

A study of the major psychological theories of personality development and change. Classic questions about human nature will be discussed. Among the major approaches to personality theory that will be covered are Psychoanalytic, Neopsychoanalytic, Life-Span, Trait, Humanistic, Cognitive, Behavioral, Social-Learning, and modern advances in personality theory. (3 credits) *Prerequisite: PSYC 2013.*

PSYC 2403 INTRODUCTION TO ORGANIZATIONAL DEVELOPMENT

A study of the fundamentals of Organizational Development (OD) theories, principles, concepts, practices, interdisciplinary aspects, and how OD is used to direct change in an organization. (3 credits)

PSYC 3003 THEORIES AND TECHNIQUES OF COUNSELING

This course provides an introduction to the key theoretical concepts and therapeutic techniques of the major approaches to counseling and psychotherapy. The practical applications and empirical support of each counseling approach are discussed. Areas of convergence and divergence of each counseling approach are evaluated within a broader Christian framework. (3 credits) *Prerequisite: PSYC 2013.*

PSYC 3203 MARRIAGE AND THE FAMILY

A study of family relationships from courtship to death. Patterns of husband-wife, parent-child, and parent-youth relationships in contemporary society. A Christian view of the institution of marriage and family is given in order to provide a better understanding of how Biblical principles can be applied to practical family problems in a changing world. (3 credits)

PSYC 3303 HISTORY AND SYSTEMS OF PSYCHOLOGY

Survey of the history of psychology from the early philosophers and physiologists to the present. Various schools of psychology including voluntarism, structuralism, functionalism, behaviorism, Gestalt psychology, psychoanalysis, and contemporary developments in psychology will be covered. (3 credits) *Prerequisite: PSYC 2013, PSYC 2163.*

PSYC 3403 LEARNING AND COGNITION

A study of traditional and current approaches to learning in humans and animals. Behavioral, social-learning, and cognitive approaches to learning will be specifically addressed. Discussion will include the development of skills such as reasoning, problem solving, memory, language, and perception. (3 credits) *Prerequisite: PSYC 2013*.

PSYC 3503 PSYCHOLOGY OF GENDER

This course examines the psychology of using gender as a framework for life. How do our conceptions of male and female affect cognition, emotion, and behavior? Topics studied will include biology and gender; gender and culture; gender roles and stereotypes; gender identity development; and gender, mental health, and psychopathology. (3 credits) *Prerequisite: PSYC 2013.*

PSYC 3513 HEALTH PSYCHOLOGY

This course examines the contributions of the discipline of psychology to the promotion and maintenance of health, the prevention and treatment of illness, the identification of etiologic and diagnostic correlates of health, illness, and related dysfunction, and to the analysis and improvement of the health care system and health policy formation. The biopsychosocial model is used to frame discussion of topics such as stress, high-risk behaviors, coping with chronic or catastrophic illness, and promoting health in children and the elderly. (3 credits) *Prerequisite: PSYC 2013.*

PSYC 3533 JUVENILE PSYCHOLOGY & BEHAVIOR

A study of developmental, behavioral, and emotional aspects of adolescence; emphasis on current research, theories, issues, and problems. (3 credits) *Prerequisite: PSYC 2013.*

PSYC 4023 BASIC COUNSELING SKILLS

This course focuses on basic counseling skills that facilitate growth in helping relationships. Students are provided with opportunities to practice and develop essential attending, listening, and facilitation skills. Other topics addressed in this course include biblical principles of helping, counseling skills for special populations, and ethical and professional issues. Recommended for all students interested in counseling, ministry, or other helping professions. (3 credits) *Prerequisites: PSYC 2013 and PSYC 3003 or consent of program director.*

PSYC 4113 SOCIAL PSYCHOLOGY

A study of how people think about, influence, and relate to one another. Topics include the accuracy of our impressions, attitudes, conformity, persuasion, group influence, prejudice, aggression, altruism, and conflict and peacemaking. (3 credits) *Prerequisite: PSYC 2013.*

PSYC 4303 ABNORMAL PSYCHOLOGY

This class is a study of various psychological disorders, their origins and available treatments. The course will utilize an integrative approach to consider biological, social, psychological, and spiritual of psychopathology. In addition to discussion of disorders, students will consider implications of diagnosing, will identify myths surrounding mental illness, and will be able to

identify accurately incorrect information in media regarding specific disorders. (3 credits) *Prerequisite: PSYC 2013, PSYC 3003.*

PSYC 4503 PHYSIOLOGICAL PSYCHOLOGY

The study of the physiological and developmental mechanisms of behavior and experience. Topics discussed will include nerve cells and impulses, synapses, the anatomy of the nervous system, development of the brain, the sensory systems, movement, waking and sleeping, internal regulation, reproductive behaviors, emotional behaviors, the biology of learning and memory, cognitive functions, and psychological disorders. (3 credits) *Prerequisite: PSYC 2013, PSYC 4303.*

PSYC 4513 HUMAN SEXUALITY

This course provides a basic introduction to counseling for sexual issues. Students are introduced to a theology of sexuality, a basic model of addressing sexual issues in counseling, basics of sexual biology and psychology, sexual development, sexual dysfunction, and basic intervention techniques for sexual problems. Students also are challenged in their own growth and development in this area. Prerequisite: Junior or Senior level status, or consent of the instructor. (3 credits) *Prerequisites: PSYC2013, PSYC3003*.

PSYC 4523 ADDICTION

This course introduces students to the major theories of addiction. It includes recognizing the effects of addictions, an overview of outpatient and inpatient treatment options, the concept of codependence and the impact of addictions on the individual, family, and culture. Topics will include, but are not limited to, drug, gambling, and sexual addictions. (3 credits) *Prerequisite: PSYC 2013.*

PSYC 4603 STATISTICS AND RESEARCH METHODS I

An examination of statistics and research methods used in psychology. In statistics, students will study using descriptive statistics to describe samples and means and will study describing relationships using correlations. In research methods, students will study the scientific method, creating hypotheses, reliability and validity, the ethics of research, and controlling participant variables. Students will learn how to write APA style reports and how to use SPSS for statistical analysis. (3 credits) *Prerequisites: PSYC 2013 and Junior or Senior status.*

PSYC 4703 STATISTICS AND RESEARCH METHODS II

An examination of statistics and research methods used in psychology. In statistics, students will study inferential statistics with such topics as probability, z-scores, t-tests, analysis of variance, and chi-square and other nonparametric procedures. In research methods, students will study the conceptual application of appropriate statistics and research design, questionnaire construction, field experiments, quasi-experiments, and descriptive designs. Students will learn how to write APA style reports and how to use SPSS for statistical analysis. Students will be expected to design and conduct an original research project. (3 credits) *Prerequisites: PSYC2013 and PSYC4603.*

PSYC 4713 SENIOR SEMINAR

This seminar provides an exploration of contemporary approaches to the integration of psychology and the Christian faith. Students are required to discuss primary and secondary resources in psychology and theology, evaluate and integrate the major theoretical perspectives in psychology within a broader Christian worldview, and articulate their own understanding of faith integration. (3 credits) *Prerequisites: Junior or Senior status or consent of the program director.*

PSYC 4803 TESTS AND MEASUREMENTS

A study of the principles of psychological testing, including both the theoretical and practical foundations underlying the construction, implementation, and interpretation of various psychological instruments. Achievement, intelligence, personality, and career instruments will be examined. (3 credits) *Prerequisites: PSYC 2013 and PSYC 4603.*

READ 2003 INTRODUCTION TO LANGUAGE AND LITERACY

Students will examine literacy acquisition and development, with an emphasis on interactions among language, reading, writing, and cognition. Topics include methods of using basal readers, children's literature, phonics instruction, and whole language; and ways of organizing and managing early reading instruction. (3 credits)

READ 3003 THE TEACHING OF READING

Students focus on the developmental stages of reading, including word recognition skills, comprehension, integration of the language arts, and vocabulary development. Topics include theoretical foundations, teaching approaches, modifying instruction for special needs students, and ways of organizing and managing reading instruction in a regular classroom. (3 credits) *Prerequisite: Education Proficiencies (PROF)*

READ 3133 INTEGRATED READING AND WRITING METHODS

Students focus on the integration of methods used to teach reading, writing, and phonics. The course examines theoretical and practical aspects related to word identification strategies, comprehension, study skills, technological literacy, implementation of TEKS, process writing, integration of language skills across content areas, student motivation, and assessment driven instructional methods. (3 credits) *Prerequisite: READ 3003.*

READ 3343 LITERATURE FOR CHILDREN AND ADOLESCENTS

Students will explore traditional and modern children's books of various cultural milieus, classified by genres. Course topics include creative drama using various adaptations of children's literature, readers' theater, puppetry, and creative props. (3 credits)

READ 4103 REMEDIATION OF READING DIFFICULTIES

This course explores physical, sociological, and psychological factors that impact individual differences in literacy learning and literacy abilities. Students will gain experience in diagnosing reading and writing abilities and in determining appropriate remediation / instructional activities as they work one-on-one or in a small group with EC -8 learner(s). NOTE: Access to at least one elementary or middle school student is required for successful completion of this course. (3 credits) *Prerequisite: Education Proficiencies (PROF), READ 3003.*

READ 4313 READING AND STUDY SKILLS IN THE CONTENT AREA

Students learn principles of diagnosing reading difficulties and methods of helping students to develop stronger reading skills in content areas, including pre-reading, word attack and study skills; reading and writing across the curriculum; and state academic tests for students. (3 credits) *Prerequisite: Education Proficiencies (PROF)*

READ 4363 ELL AND BILINGUAL LITERACY METHODS

This course will focus on issues in education related to linguistic, cultural and ethnic diversity within the context of English Language Learners/Bilingual students. The goal is to help students translate theory into practice by learning various methods and techniques for teaching these students with emphasis on techniques for oral language development, reading, and writing. Students will compare/contrast various programs, methods, their specifics, and when and how

to use them for various instructional objectives. (3 credits) *Prerequisite: Education Proficiencies* (PROF), READ 3003. Suggested additional course for M.Ed. programs: READ 3123.

SPAN 1113 ELEMENTARY SPANISH I

Pronunciation, fundamentals of grammar and syntax, vocabulary building, readings, and conversation in the Spanish language. (3 credits)

THEO 4013 CHRISTIAN DOCTRINE I

A systematic study of the basic doctrines of Scripture, God, humanity, and sin. This course does not fulfill the Bible elective general education requirement. (3 credits) *Prerequisite: BIBL 1033*, *BIBL 1043*, one 3000 level Old Testament course, one 3000 level New Testament course, and permission of instructor.

THEO 4113 CHRISTIAN DOCTRINE II

A systematic study of the basic doctrines of Christ, the Holy Spirit, salvation, the church, and last things. This course does not fulfill the Bible elective general education requirement. (3 credits) *Prerequisite: BIBL 1033, BIBL 1043, one 3000 level Old Testament course, one 3000 level New Testament course, BIBL 4013, and permission of instructor.*

THEO 4213 FAITH, LIFE, AND VOCATION CAPSTONE

This course will synthesize all major goals of the program as they relate to a student's calling. Specific attention will be given to understanding the student's role in God's mission for the world. A major portion of the course will be practical in nature that will expose students to real-life situations and case studies not only in the sphere of a particular ministry context, but in the global arena as well. Other topics pertaining to the integration of faith, life, and vocation will be covered as well. (3 credits) *Prerequisite: All other major courses must be satisfactorily completed prior to enrollment.*

GRADUATE COURSE DESCRIPTIONS

All courses described in this section are listed alphabetically by course prefix and are coded to guide students in course selections. Prefix letters designate the department responsible for teaching the course. The first digit of the number indicates the sequence in which the course is usually taken, the next two digits identify the specific course within the department; and the last digit indicates the credit value of the course in credit hours. Some courses have specific prerequisites listed in the course description. Prerequisites must be taken before the student can enroll in the specified course.

BEGR 5213 BIOLOGICAL CONTROL SYSTEMS

Control system properties and analysis; time and frequency response; stability; digital control systems; and application to living systems. (3 credits) *Prerequisite: ENGR 3423 or equivalent.*

BEGR 5713 MUSCULOSKELETAL BIOMECHANICS

The musculoskeletal analysis of human movement; theoretical modeling and experimental verification in the biomechanics laboratory. Detailed understanding of relationships between ground reaction forces, electromyogram, and movement data. (3 credits) *Prerequisites: MEGR 2023; BEGR 3313 and COSC 1303 or equivalents.*

BUSI 5101 SELF-LEADERSHIP ASSESSMENT AND DEVELOPMENT

Various assessment tools will be used to identify students' abilities and leadership styles. Students will learn how individuals can develop their abilities through thoughtful self-reflection and lead themselves during times of challenge. Students will also develop a personal leadership development plan. (1 credit)

BUSI 5121 WORK-LIFE BALANCE

Students will explore ways to establish and maintain balance and harmony between leaders' different areas of responsibility and influence. It extends the concept of self-leadership and self-care into the personal realms of family and community and discusses how drawing boundaries increases personal and professional effectiveness. (1 credit)

BUSI 5131 SPIRITUAL ELEMENTS OF LEADERSHIP

Considers the relationship between faith and leadership through exploration of students' own experiences of leadership and spirituality, informed by recent research and readings from the fields of leadership, spiritual formation, theology, sociology, and psychology. (1 credit)

BUSI 5141 INTEGRATING FAITH AND WORK

Students will evaluate their readiness to integrate their faith into their work and their growth as leaders, as stated in their personal development plans. Specific steps will be taken to answer the question: how does faith impact your actions in your professional life. (1 credit)

BUSI 5203 DYNAMICS OF TEAMS AND COMMUNITIES

Students will understand the way groups work and develop skills for leading groups of various sizes. Face-to-face, distance, and virtual communication strategies and tools will be discussed. Topics will also include the impact of diversity, conflict resolution, mentoring and how to deal effectively with difficult people. (3 credits)

BUSI 5213 THE ART OF LEADERSHIP

Explores leadership theories, models, and styles through an examination of current leadership literature and discussions of effective leadership practice. (3 credits)

BUSI 5223 THE STRATEGY-FOCUSED ORGANIZATION

Introduces the concept of the strategy-focused organization. Topics will include elements of organizational behavior, organizational culture, mission and vision, purposeful strategic planning, and accountability result in an effective organization moving forward in a positive direction. (3 credits)

BUSI 5243 ANALYZING DATA AND TRENDS

Explores both quantitative and qualitative techniques used to analyze data from a variety of research sources. Examines how to understand research, to interpret statistical results, and to identify trends important to strategic decision making. (3 credits)

BUSI 5313 ORGANIZATIONAL EFFECTIVENESS

Focuses on strategies for organizational performance enhancement, exploring associated theories, practices, techniques, and skills, including an overview of systemic processes necessary to deliver quality results. The mechanics, structures, dynamics of effective quality and improvement process teams are covered, as are issues related to continuous improvement programs. (3 credits)

BUSI 5323 LEADERSHIP IN A GLOBAL SOCIETY

Examines leadership from a multinational perspective concerning local, regional, and global issues affecting organizational planning and implementation, including economic forces, cross-cultural differences, and dynamics of international work groups. Students will explore leadership practices and functions necessary to become effective in a global society. (3 credits)

BUSI 5343 LEADING FAITH-BASED ORGANIZATIONS

Considers the unique challenges and opportunities experienced when leading faith-based organizations. Topics include the heightened importance of mission as critical to identity and communications, the view of customers, employees, and constituents from a faith-based and mission-oriented perspective, the practical tension between organizational effectiveness and discipleship, and the importance of effectively engaging the faith community with the organization. (3 credits)

BUSI 5353 COMMUNICATION AND CULTURE IN A GLOBAL SOCIETY

Students will explore differences in ethics, communication, body language, and cultures from a global perspective. The impact of geography, power distance, history, and language through differing cultures in a global society will be studied to increase understanding. Questions of faith and perspective will be addressed. (3 credits)

BUSI 5361 DEVELOPING AN ETHICAL CLIMATE

Examines leadership strategies for generating and maintaining an organizational climate that fosters ethical behavior as normative process. Students will explore methods to minimize dilemmas, reinforce ethical practices, and shape organizational values to build organizational integrity and trust. (1 credit)

BUSI 5373 STRATEGIC THINKING AND PLANNING

Students are introduced to the concepts, varied procedures, and tools that are used in organizational strategic planning. Topics include the fundamentals of the strategic alignment of people, resources, and processes to the vision, mission, and purpose. Discussion also includes how to develop the ability to think strategically. (3 credits)

BUSI 5383 ORGANIZATIONAL CHANGE AND DEVELOPMENT

Examines the structural and environmental forces that influence the leadership process within organizations. Students will learn to identify an organization's readiness for change and appropriate intervention and change strategies. Issues examined will include power and resistance, human motivation and behavior, organizational shadow, intervention in systems, and the fostering of change-oriented cultures. (3 credits)

BUSI 5403 STRATEGIC LEADERSHIP IN PRACTICE

This applied integrated project is a capstone course designed to advance students' abilities to put learned strategic leadership abilities into practice. Students will complete one of the following project options: a research project; an intervention project; a venture plan; or an applied leadership/consulting project. (3 credits)

BUSI 6623 INTERNATIONAL TRAVEL EXPERIENCE

Students have the opportunity to experience the dynamics of doing business globally while understanding the impact of differing cultures. The trip will allow students to engage with business leaders, experience cultural events, and visit international companies. Students who are unable to participate in this experience will take BUSI 5353 Communication and Culture in a Global Society in its place. (3 credits)

CVGR 6313 CONCRETE CONSTRUCTION AND DESIGN

Extension of structural design techniques developed in CVGR 3324 Design of Timber and Steel Structures to the design of concrete structures and elements. It covers concrete technology, analysis and design of reinforced concrete beams, slabs, columns, footings, and walls. Introduces the different types of reinforced concrete floor systems and the fundamentals of prestressed concrete structures including a more detailed coverage of structural loadings caused wind and seismic events. (3 credits) *Prerequisite: CVGR 3324*.

CVGR 6513 HYDROLOGY

This course provides a real-world, applications-oriented introduction to engineering hydrology with an emphasis on design. It will familiarize students with a range of important surface and groundwater hydrological processes. The course introduces statistical analyses in the context of hydrologic problem-solving, covers the components of the hydrologic budget, discusses hydrograph analysis and routing, and introduces groundwater hydrology, urban hydrology, hydrologic models and hydrologic design. (3 credits) *Prerequisite: CVGR 3623*.

EEGR 5433 ADVANCED ELECTRICAL POWER SYSTEMS

Analysis and design of power delivery systems operating over a wide range of currents and voltages with emphasis on conversion from electric to thermal energy for welding applications. (3 credits) *Prerequisites: EEGR 2053 and ENGR 2122 or equivalent.*

EEGR 5513 ADVANCED ELECTORMAGNETIC FIELDS AND WAVES

Vectors, static electric and magnetic fields in dielectric and. magnetic materials, principles relating to Maxwell's and Poisson's equations and use of the wave equation. (3 credits) *Prerequisites: COSC 1303, EEGR 2053, MATH 2203, and PHYS 2023 or equivalent.*

EEGR 5613 COMMUNICATIONS ENGINEERING

The theory and functions of electronic communication elements including signal analysis, random processes, statistical averages, transmission lines, and antennas. (3 credits) *Prerequisites: EEGR 2063, EEGR 4513, and MATH 3403 or equivalents.*

EEGR 6423 DIGITAL COMPUTER CONTROL AND FUZZY & ADAPTIVE CONTROL

SYSTEMS Application of microcomputers to control systems. Topics include sampled data systems, digital control analysis, and digital controller design. Analysis and design of control systems using advanced control techniques. Topics include state models, computer simulation, fuzzy logic, neural networks, and adaptive controls. (3 credits) *Prerequisite: ENGR 3423 or equivalent.*

EEGR 6453 ADVANCED SIGNALS AND SYSTEMS

Principles of signal processing using sampled data including z-transformers, FIR filters, IIR filters, FFT, and implementations. Random processes and modulation. (3 credits) *Prerequisites: EEGR 2163 or equivalent.*

ENGL 5113 WRITING WITH POWER AND STYLE

Students will develop their ability to write with clarity, grace, and style. Through writing, editing, and revision exercises, students will learn what can be done to make writing correct, clear, and precise. The course also addresses word choice, power verbs, phrasing, elaboration techniques, audience awareness, and visual design to enhance clarity and impact in academic and professional writing. (3 credits)

ENGR 5103 SYSTEMS ANALYSIS

Processes that enable successful implementation of complex systems, including systems theory, optimization, robust design, modeling and simulation. (3 credits) *Prerequisite: ENGR 3813 and MATH 2203 or equivalent.*

ENGR 5423 ADVANCED MECHATRONICS

Analysis and design of control systems that contain motors, sensors, and controllers integrated with mechanical components and mechanisms. Topics include system modeling and dynamic analysis, controller design, motor analysis, and applications. (3 credits) *Prerequisites: EEGR 3213, MATH 2203, MEGR 2023, and PHYS 2023 or equivalents.*

ENGR 5600 GRADUATE SEMINAR

Special seminar for undergraduate students for topics relevant to graduate study and research. (0 credits)

ENGR 5941-5993 SPECIAL TOPICS

A one-to-three credit hour course to be utilized for seminars, special lectures or directed studies in topics which are not offered in the catalog, and as a vehicle for developing new courses. Also for individual or group research. This course may be taken more than one time when the topics are different. (1-3 credits)

ENGR 6223 ADVANCED ENGINEERING MATHEMATICS

Concepts, solution methodologies, and applications of ordinary and partial differential equations, complex variables, and vector calculus. (3 credits) *Prerequisite: MATH 2203 or equivalent.*

ENGR 6600 GRADUATE SEMINAR

Special seminar for topics relevant to graduate study and research. (0 credits)

ENGR 6893 THESIS

The equivalent of three lecture hours a week. Offered on the credit/no credit basis only. Prerequisite: Graduate standing in engineering and consent of the graduate adviser. May be taken more than once. (6 credits required)

ENGR 6941-6993 SPECIAL TOPICS

A one-to-three credit hour course to be utilized for seminars, special lectures or directed studies in topics which are not offered in the catalog, and as a vehicle for developing new courses. Also for individual or group research. This course may be taken more than one time when the topics are different. (1-3 credits)

HCAD 5101 ORIENTATION & HEALTH SERVICES RESEARCH

The orientation session is offered every term and is a pre-requisite for all students newly enrolled in the MHA program. The event is the best chance for students to get to know the faculty, fellow students, and the various aspects and technology necessary for participating in this online program. Additionally, this seminar will provide an overview of theoretical and applied concepts, procedures, and technologies used in scientific inquiry and reporting for applied clinical, health administrative and managerial research. (1 credit)

HCAD 5141 CURRENT ISSUES IN HEALTH CARE: TOPICS TBD

Course examines a current issue in health care. This course may be taken twice when the topics are different. (1credit)

HCAD 5233 HEALTH CARE FINANCE

This course emphasizes financial management and financial operations theory, principles, and concepts as they relate to health care organizational decision-making and accountability. Students will apply current leadership principles to analyze health care delivery and financing challenges, assess customer base and facility mission to effectively manage and allocate human, financial and information resources in health organizations, and analyze health data to make data driven decisions in organizational policy and procedure. (3 credits)

HCAD 5243 HEALTH SERVICES MANAGEMENT

The course will analyze the most current issues facing health care leaders today, including service line management, healthcare reform, the medical home, accountable care organizations, and community benefit. The course examines the skills and experience health services leaders need to succeed. Students will study commentaries, text book readings, and practice in making leadership decisions in a wide variety of settings and situations. (3 credits)

HCAD 5253 ECONOMICS FOR HEALTH CARE MANAGERS

The course provides a basic understanding of economic concepts relative to management decisions. The course examines the framework for understanding pricing, regulation costs, market demand, profitability and risk. (3 credits)

HCAD 5313 LAW, ETHICS, AND VALUES IN HEALTH CARE SETTINGS

This course is an in-depth study of U.S. legal system, history of medicine, terminology, processes, and functions commonly encountered in the taxonomy of the legal system relative to healthcare administration. This course introduces the concepts of contracts and intentional torts, negligence, corporate healthcare structure, liability of healthcare organizations, medical staff privileges, competition and anti-trust law, fraud, and corporate compliance. (3 credits)

HCAD 5323 HEALTH CARE POLICY

This course is a survey and a critical analysis of federal and state health policy processes. It focuses on the evaluation of health care outcomes and the effectiveness and efficiency of contemporary health services. Students analyze cases dealing with administrative and policy issues in health services including problem solving in ill-defined, multifaceted situations, operational health program evaluation models, and health planning documentation models. (3 credits)

HCAD 5341 HEALTH POLICY AND RESEARCH

Seminar examines current issues in health care policy and research. (1credit)

HCAD 5441 VALUE BASED PURCHASING

Seminar examines value based health care purchasing. (1credit)

HCAD 5453 MANAGERIAL EPIDEMIOLOGY

The course provides a comprehensive introduction to epidemiology and explains how to use epidemiological concepts and tools to improve decision making in the management of health services. The course covers cardiovascular disease, HIV, Alzheimer's disease, infectious disease epidemiology, morbidity, mortality, descriptive epidemiology and cost-effective analysis. (3 credits)

HCAD 6423 REVENUE CYCLE MANAGEMENT

This course provides a comprehensive introduction to healthcare revenue cycle components such as management of patient financial services, health information management for revenue cycle managers, managed care contracting and reimbursement issues, and accounting for patient financial service professionals. (3 credits)

HCAD 6523 PHYSICIAN GROUP PRACTICE MANAGEMENT

This course emphasizes organization and operational management of a physician group practice, theory, principles, and concepts as they relate to health care organizational decision-making and accountability. (3 credits)

HCAD 6541 SERVICE MARKETING MANAGEMENT

Seminar examines current issues in health care marketing management. (1credit)

HCAD 6723 VALUE BASED HEALTH CARE

The course covers hospital-physician partnership models including accountable care organizations, physician employment, and acquisition of physician practices, clinical joint ventures, and professional services agreement. Students will learn the core competencies needed to succeed under emerging reimbursement models, develop strategies for optimizing governance, management, operations of physician-hospital partnerships, and

discuss alignment trends for specific specialties, including cardiology, oncology, and pulmonary medicine. (3 credits)

HCAD 6941 LEADERSHIP IN HEALTH CARE

Seminar examines current issues in health care leadership. (1credit)

HCIT 6423 HEALTH INFORMATICS

This course covers operational issues including identifying e-health platforms, implementing electronic medical records, and maintaining security of patient information. Students will study case studies are used to illustrate how concepts are applied to actual healthcare scenarios. (3 credits)

MBAC 5113 LEADERSHIP AND ETHICS

This course provides the foundation for the two integrative themes of the MBA program—leadership and ethics. Leadership is examined from both a theoretical and practical perspective, with an emphasis on servant leadership. An ethical framework for management decision-making is established and used. Graduate learners are given the opportunity to explore their leadership styles and learn how to effectively apply them in leadership settings. (3 credits)

MBAC 5203 ORGANIZATIONAL BEHAVIOR

An examination of the theory and practice of organizational behavior management from the line manager's perspective. The class examines the roles of individual differences, perception, learning, motivation, group dynamics, teams, conflict, stress, communication, power, politics, leadership, and other factors having an impact on individual job and overall organizational performance in contemporary organizations. Secular theories are examined, and then compared to important biblical principles and precepts. Computer-based and other experiential exercises are used to enhance learning and integration of key management skills related to managing human behavior at work. Emphasis is placed on the underlying causes of human behavior in organizations. (3 credits)

MBAC 5213 MANAGERIAL ACCOUNTING

This course presents a review of financial accounting techniques and an in-depth examination of the uses of accounting information from a management perspective. Students examine the preparation and analysis of financial reports for control, costing, methods, and systems of planning and control. Emphasis is placed on the use of computerized tools in the preparation and analysis of accounting reports. (3 credits)

MBAC 5223 MANAGERIAL ECONOMICS

This course is a detailed study of how economic principles affect the internal and external organizational environment. Market structure and alternative forms of organizational architecture are explored. The roles of bounded rationality and transaction costs in determining organizational effectiveness are examined. (3 credits) *Prerequisite: MBAC 5453 or equivalent.*

MBAC 5453 QUANTITATIVE METHODS

This course explores quantitative tools for managerial decision-making, laying a foundation for using these tools throughout the program. Some of the tools covered include linear programming, probability, descriptive statistics, analysis of variance, and regression models. (3 credits)

MBAC 5503 MANAGERIAL FINANCE

This course is designed to help managers understand financial analysis so that they can work effectively with financial decision-makers in organizations. Topics covered include financial statement analysis, risk and return, discounted cash flow analysis, the cost of capital, capital budgeting, long-term financing, and working capital management. (3 credits) *Prerequisites: MBAC 5213 and MBAC 5453.*

MBAC 5923 BUSINESS INTERNSHIP

Invited students will participate in a supervised experience focused around a special project for a for-profit or non-profit organization. (3 credits) *Prerequisite: Consent of the Dean or Assistant Dean.*

MBAC 5941-5943 SPECIAL TOPICS

Courses to be used for seminars and special lectures in topics which are not offered on a regular basis. This course may be taken more than one time when the topics are different. (1-3 credits)

MBAC 6103 HUMAN RESOURCE MANAGEMENT

This course challenges graduate learners to examine and manipulate, via experiential and roleplaying exercises, the major activities and subject areas necessary for the successful strategic management of an organization's people. Topic areas include human resource planning, job analysis, law, recruitment and selection, development, performance appraisal, and compensation and benefits. (3 credits)

MBAC 6163 CROSS-CULTURAL MANAGEMENT

This course represents a comprehensive introduction to and survey of international cultural management. Topics include national and organizational culture, managing transitions and relocations, diversity among global work cultures, and the business characteristics of host nationals from the world's most attractive business arenas. The strategic implications of managing a multinational firm are also examined. (3 credits)

MBAC 6233 QUALITY AND OPERATIONS MANAGEMENT

In this course, a strategic approach to continuous quality improvement is established and quality paradigms are examined. Operations management concepts are integrated with quality concepts to produce an organization-wide approach to quality. Graduate learners are given the opportunity to analyze the operations of their workplace and develop a continuous improvement plan. (3 credits)

MBAC 6303 MARKETING MANAGEMENT

A study of advanced marketing management, especially product, price, promotion, and distribution problem solving. The legal and social environment within which marketing problems occur is also discussed. (3 credits) *Prerequisite: MBAC 5453.*

MBAC 6503 STRATEGIC MANAGEMENT

This course is designed to integrate and summarize MBA course work and provide students with interrelated cases for study and analysis. In this course, graduate learners examine strategic processes that influence the direction of an organization. Students learn techniques for defining the mission and objectives of an organization, understanding competitive forces and industry dynamics, analyzing components of sustained competitive advantage, matching organizational strengths with environmental opportunities, and developing strategies and policies to achieve the organization's mission and balance the interests of relevant

stakeholders. (3 credits) Prerequisites: all courses in the MBA sequence must be completed prior to enrolling in this course.

MEDU 5101 RELIGION IN PUBLIC EDUCATION

Special in-depth study of religion in public education (1 credit)

MEDU 5111 STATE TESTING FOR ACADEMIC ACCOMPLISHMENT

Special in-depth study of state accountability systems (1 credit)

MEDU 5121 GANGS AT SCHOOL

Special in-depth study of gangs at school (1 credit)

MEDU 5131 LEADERSHIP STYLES, ASSESSMENTS, AND INVENTORIES

Special in-depth study of leadership styles (1 credit)

MEDU 5133 COMMUNICATION AND COLLABORATION

This course is designed to address the responsibilities of professional educators beyond the classroom, including communication with parents, colleagues and external agencies within the community, as well as collaboration with peers, administration, district and state personnel. Teacher leadership and school processes provide the framework for these explorations of effective collaboration. (3 credits)

MEDU 5141 FEDERAL FUNDING OF PUBLIC EDUCATION

Special in-depth study of the federal funding of public education (1 credit)

MEDU 5143 EDUCATIONAL RESEARCH FOR EFFECTIVE TEACHING

This course is designed to prepare teachers and educational leaders to connect theory, research, and practice in applied research within the educational setting in order to enhance student achievement. (3 credits)

MEDU 5151 SCHOOL VOUCHERS

Special in-depth study of school vouchers (1 credit)

MEDU 5153 PSYCHOLOGICAL FRAMEWORKS FOR EDUCATORS

This course is designed to provide an overview of the contributions of psychology to the teaching-learning process. Strategies for integrating unique needs within a psychological framework help teachers and educational leaders connect theory with practice. (3 credits)

MEDU 5161 DISASTER AND CRISIS MANAGEMENT

Special in-depth study of disaster and crisis management (1 credit)

MEDU 5163 PUBLIC SCHOOL LAW

This course is designed to provide an overview of school law for educators and provides a study of the legal basis for school control, the relation of the federal and state governments to public education, the district as the unit of school control, and legal duties and responsibilities of the state and local boards of education. Special emphasis is given to the value and necessity of ethical principles in our educational community. (3 credits)

MEDU 5171 EFFECTIVE ENGLISH LANGUAGE LEARNER PROGRAMS

Special in-depth study of effective English language learner programs (1 credit)

MEDU 5181 TECHNOLOGY AND SOCIAL COMMUNITIES AT SCHOOL

Special in-depth study of technology and social communities at school (1 credit)

MEDU 5191 MATH AND READING PROGRAMS

Special in-depth study of math and reading programs (1 credit)

MEDU 5213 CONTENT AREA READING AND WRITING

This course is designed to provide students with effective literacy-based strategies for success in content classes across the curriculum. Focus is on effective comprehension and study skills, integrated reading and writing activities, and meeting the needs of all learners. (3 credits)

MEDU 5223 DIFFERENTIATED INSTRUCTION FOR INDIVIDUALIZED LEARNING

This course is designed to provide students with research-based strategies for facilitating the success of all EC-12 learners. Areas of focus include implementing modifications for special needs and ELLs, extending instruction for GT and high achievers, and effectively dealing with at-risk students. This capstone course is designed to be complete after all other required Teacher Certification courses have been passed. Advisor approval is required for enrollment. (3 credits)

MEDU 5233 THEORY AND PRACTICE IN CLASSROOM MANAGEMENT

This course focuses on the teacher's role in creating positive and productive learning environments through effective organization and management in the elementary and middle school classrooms. Areas of emphasis include the importance of routines and procedures, establishing expectations, consistency, and providing constructive feedback. Contemporary research in the area is analyzed and discussed. (3 credits)

MEDU 5253 FOUNDATIONS OF LITERACY INSTRUCTION

This course examines a variety of research-based instructional practices in literacy education. Areas of focus include emergent literacy, comprehension, appropriate assessment tools and procedures (including state-mandated processes), the integration of reading and writing, and the implementation of successful programs. (3 credits)

MEDU 5283 ASSESSMENT AND INSTRUCTIONAL PLANNING

This course provides an overview of the wide variety of assessment techniques currently being used to evaluate student learning and to make instructional decisions. Teacher-made tests, authentic assessment, formal/informal assessments, and standardized tests will be addressed. Additional attention will be given to Texas state assessments, including TAKS, RPTE, and SDAA. (3 credits)

MEDU 5303 CHILDREN, ADOLESCENTS AND LEARNING

This course explores the theoretical foundations of cognitive, social, and emotional development, their impact on EC–6 student learning, and relevant TEKS- specific instructional implications. Areas of emphasis include learning styles, motivation, and practical application. (3 credits)

MEDU 5313 TEACHING THE YOUNG ADOLESCENT

This course addresses the teaching of young adolescents, focusing on developmental stages, middle school organizational patterns, instructional methodology, and parent/community connections. Special attention is given to TEKS integration and relevant application across content areas (3 credits)

MEDU 5323 FOUNDATIONS OF SECONDARY EDUCATION

Students explore the basic philosophical and historical foundations that undergird the American educational system. This course focuses on how cognitive, social, and emotional development affects a student's perspectives and attitudes about learning and education. Practical TEKS-based applications of these dynamics are interwoven. (3 credits)

MEDU 5333 EFFECTIVE METHODOLOGIES FOR MATH AND SCIENCE INSTRUCTION

This course examines the best practices and current trends in math and science instruction with the goal of enabling students to become effective EC-6 teachers who facilitate success in all learners. Areas of focus include the use of manipulatives, the scientific process, and appropriate TEKS and technology integration. (3 credits)

MEDU 5343 THEORY AND PRACTICE IN CLASSROOM MANAGEMENT 8-12

This course provides students substantial practical experiences as they master and implement preventive and positive classroom management strategies for the secondary classroom, in order to provide optimal learning environments for the classroom. (3 credits)

MEDU 5356 STUDENT TEACHING EC-6

Students implement what they have learned about effective classroom instruction in the school setting. Focus is on a practical application of the role of the teacher as a "reflective practitioner." Students will have teaching experiences in Grades EC-6. Twelve weeks plus one week observation. (6 credits)

MEDU 5363 EFFECTIVE INSTRUCTIONAL METHODOLOGIES 8-12

This course focuses on the selection and implementation of developmentally-appropriate teaching methods, instructional delivery and evaluation techniques to facilitate success for all secondary learners in courses across the curriculum. (3 credits)

MEDU 5373 EFFECTIVE METHODOLOGIES FOR LANGUAGE ARTS AND SOCIAL STUDIES INSTRUCTION This course provides students with a research-based approach to language arts and social studies instruction in the EC-6 classroom. Areas of focus include developmentally-appropriate inquiry and problem-solving, process writing, cooperative learning, and a functional approach to content-centered instruction across the curriculum. (3 credits)

MEDU 5386 STUDENT TEACHING 4-8

Students implement what they have learned about effective classroom instruction in the school setting. Focus is on a practical application of the role of the teacher as a "reflective practitioner." Students will have teaching experiences in Grades 4-8. Twelve weeks plus one week observation. (6 credits)

MEDU 5396 STUDENT TEACHING 8-12

Students implement what they have learned about effective classroom instruction in the school setting. Focus is on a practical application of the role of the teacher as a "reflective practitioner." Students will have teaching experiences in Grades 8-12. Twelve weeks plus one week observation. (6 credits)

MEDU 5453 CURRICULUM AND INSTRUCTIONAL DESIGN

This course addresses the theoretical and practical issues related to curriculum and instructional design with respect to philosophical, sociological, and pedagogical foundations. Individuals completing this course will be able to critically assess, implement, and design developmentally-appropriate learning opportunities for all students. (3 credits)

MEDU 5463 ASSESSING STUDENT LEARNING

This course provides a reflective examination of the wide variety of tools and techniques used in effectively evaluating student learning. Emphasis is on the critical relationship between appropriate assessment and relevant instruction for students of all abilities and learning styles. (3 credits)

MEDU 5473 CURRICULUM EVALUATION

This course is designed to provide an in-depth study of the curriculum evaluation process with a focus on the beliefs and practices of curriculum evaluation, the relationship between these two constructs, and the link between theory and practice. (3 credits) *Prerequisite: MEDU 5453*.

MEDU 5483 ADVANCED METHODS IN CLASSROOM MANAGEMENT

This course, designed for EC-12 teachers, explores a broad spectrum of research-based strategies for increasing instructional effectiveness and maximizing student learning. Areas of focus include the importance of a positive classroom climate and dealing appropriately with non-productive situations. (3 credits) *Available Fall and Spring only*

MEDU 5493 MANAGEMENT AND DELIVERY OF DIFFERENTIATED INSTRUCTION

This course is designed to provide students with foundational theory and practice related to effective instructional strategies and programs for all EC–12 learners. Areas of focus include familiarization with the wide scope of student needs and abilities, the content and validity of existing support programs, and the goal of maximizing learning for the "whole child." (3 credits) *Prerequisite: MEDU 5543*.

MEDU 5503 SCHOOL FINANCE

A study of the role of school finance in the educating students. School districts receive funding from a variety of sources (federal, state, and local) and must allocate funds for effective education of pupils, maintenance of facilities, and the overall operation of the school. (3 credits)

MEDU 5513 INTRODUCTION TO EDUCATIONAL ADMINISTRATION

This introductory course deals with the basic premises and activities of educational management including economic, political, and societal influences. It is the first course in the Educational Administration specialization. (3 credits)

MEDU 5533 ADMINISTRATION OF THE EC-12 CURRICULUM

This course provides a study of the various factors which influence curriculum change, the roles and responsibilities of different personnel and agencies in curriculum planning, procedures in implementing curriculum change, and current programs in public school curriculum. (3 credits)

MEDU 5543 ADMINISTRATION OF SPECIAL PROGRAMS

This course focuses on the planning, implementation, evaluation, and improvement of a variety of school-supported special programs including special and compensatory education, bilingual and ESL, adult and continuing education, and career and technology education. Emphasis is on program effectiveness while meeting local, state, and national standards and requirements. (3 credits)

MEDU 5573 LEADERSHIP AT THE CAMPUS LEVEL

This course provides an examination of the roles and responsibilities of the principal as the facilitator of campus leadership. Consideration is given to organization, program curriculum, plant supervision, and evaluation for the principal functioning at the elementary, middle, and/or secondary school. The course will also focus on the educational leader as an ethical role model, decision-maker, and teacher. (3 credits)

MEDU 5583 HUMAN RESOURCE MANAGEMENT IN EDUCATIONAL ENVIRONMENTS

This course is designed to provide knowledge of principles and practices of human resource management in the public schools. In addition to the basic functions of recruitment, assignment, evaluation, development, and employee relations, students will study the role of politics in school leadership. The strategic nature of the school leader's role is also explored. (3 credits)

MEDU 5713 INTERNSHIP EC-6

This course is only available for employed EC–6 teachers of record seeking Texas teacher certification and meeting "Highly Qualified" requirements of "No Child Left Behind." Areas of emphasis include creating a positive classroom environment, providing effective instruction, a working knowledge of the TEKS and state assessments, experiencing professional growth, working cooperatively with other professionals and effectively meeting the needs of all students. This course must be repeated for one additional semester to meet Internship requirements. (3 credits per semester for a total of 6 credits) *Prerequisite: Approval of Coordinator of Education Field Experience.*

MEDU 5723 INTERNSHIP 4-8

This course is only available for employed 4-8 teachers of record seeking Texas teacher certification and meeting "Highly Qualified" requirements of "No Child Left Behind." Areas of emphasis include creating a positive classroom environment, providing effective instruction, a working knowledge of the TEKS and state assessments, experiencing professional growth, working cooperatively with other professionals and effectively meeting the needs of all students. This course must be repeated for one additional semester to meet Internship requirements. (3 credits per semester for a total of 6 credits) *Prerequisite: Approval of Coordinator of Education Field Experience.*

MEDU 5733 INTERNSHIP 8-12

This course is only available for employed 8-12 teachers of record seeking Texas teacher certification and meeting "Highly Qualified" requirements of "No Child Left Behind." Areas of emphasis include creating a positive classroom environment, providing effective instruction, a working knowledge of the TEKS and state assessments, experiencing professional growth, working cooperatively with other professionals and effectively meeting the needs of all students. This course must be repeated for one additional semester to meet Internship requirements. (3 credits per semester for a total of 6 credits) *Prerequisite: Approval of Coordinator of Education Field Experience*.

MEDU 5741 ACTION RESEARCH

This course requires the student to investigate the action research model and to define a relevant problem applicable to the educational setting. This problem will serve as the basis for other action research courses. Focus is on the practical application of theory. (1 credit, can be taken 2 times) *Prerequisite: MEDU 5143*.

MEDU 5743 CERTIFICATION PREPARATION

This course is designed to review the TExES competencies for the Pedagogy and Professional Responsibility (PPR) certification. All candidates for teacher certification must enroll in this class prior to taking the certification exam at the state level. A practice test will be offered to all students at one of the LeTourneau University educational sites. (3 credits) *Prerequisites*: *MEDU 5133, MEDU 5143, MEDU 5153, MEDU 5163, MEDU 5223.*

MEDU 5751 ACTION RESEARCH II

This course requires the student to explore relevant information in a literature review and design a methodological approach to a defined problem. Focus is on examining literature important to the research problem and the application of the action research model. (1 credit, can be taken 2 times) *Prerequisite: MEDU 5741*.

MEDU 5761 ACTION RESEARCH III

This course requires the student to implement an approved methodological approach to a defined problem and to analyze the findings. Focus is on the application of the action research methodology, the tabulation of findings, and the summary of the research results. (1 credit, can be taken up to 2 times) *Prerequisite: MEDU 5751*.

MEDU 5771 PRACTICUM – CURRICULUM AND INSTRUCTION

This course is designed to provide intensive study and field experience in activities/problems relating to a specific leadership role at campus or district level. Practicum or Action Research required for degree. (1 credit, taken 4 times) *Prerequisite: MEDU 5453*.

MEDU 5781 PRACTICUM – EDUCATIONAL ADMINISTRATION

This course is designed to provide intensive study and field experience in activities/problems relating to a specific leadership role at campus or district level. Required for certification for principals. (1 credit, taken 4 times) *Prerequisite: MEDU 5573*.

MEDU 5911 CERTIFICATION PREPARATION FOR PRINCIPAL CANDIDATES

This course is designed to review the TExES competencies for the principal certification. All candidates for the principal certification must enroll in this class prior to taking the certification exam at the state level. (1 credit) *Prerequisites: MEDU 5573, MEDU 5533, MEDU 5163, MEDU 5583, MEDU 5593, MEDU 5543.*

MEGR 5423 MECHANICAL VIBRATIONS

Vibration of single degree of freedom systems, natural and forced motions, and dynamic loading; multidegree of freedom systems and approximate methods; vibration of elastic bodies. Applications include packaging, fatigue, critical speed determination, and vibration suppression. (3 credits) *Prerequisites: MATH 2203, MEGR 2023, and MEGR 3323 or equivalents.*

MEGR 6513 FLUID MECHANICS

The fundamentals of fluid mechanics are reviewed, followed by a consideration of classic viscous and inviscid flow solutions. Topics include steady and unsteady viscous flows, boundary layers, potential flows and superposition. (3 credits) *Prerequisites: MEGR 3513.*

MEGR 6941-6943 SPECIAL TOPICS

A one-to-three credit hour course to be utilized for seminars, special lectures or directed studies in topics which are not offered in the catalog, and as a vehicle for developing new courses. Also for individual or group research. This course may be taken more than one time when the topics are different. (1-3 credits)

MJEG 6123 ADVANCED NONDESTRUCTIVE EVALUATION OF MATERIALS

Analytical and numerical modeling of elastic- and electromagnetic wave/material interactions are taught for dimensional analysis, material property determination, and flaw detection. Experimental shear wave ultrasonics and eddy current evaluation are emphasized for determining elastic moduli and thermal conductivity of advanced metals and metal matrix composites. Experimental techniques are applied to engineering materials testing, including metals, ceramics, polymers and composites for the aerospace and defense industries. (3 credits) *Prerequisites: PHYS 2023, ENGR 2313 and MJEG 4123 or equivalents.*

MJEG 6223 ADVANCED MATERIALS MANUFACTURING TECHNOLOGIES

Manufacturing and engineering performance of dispersion- strengthened metals, powder-metallurgy products, ceramic- and polymeric-composites are discussed. Emphasis is placed on solid-state joining technologies such as induction- and laser brazing, friction stir welding, surface modification techniques for improved wear and corrosion performance, etc. Multi-component layers in rapid-prototyping and dissimilar structural combinations are examined for the micro-electronics, biomedical and aerospace industries. Laboratory includes use of advanced analytical evaluation techniques such as the Scanning Electron Microscope. (3 credits) *Prerequisite: MJEG 3343 and MJEG 4223 or equivalent.*

MJEG 6313 ADVANCED ENGINEERING MATERIALS

Modem metallic alloys, polymeric composites and ceramics used in aerospace, electronics, biomedical and transportation industries will be presented from a basic Materials Science perspective, as well as using numerical modeling and experimental techniques. Current manufacturing methods, such as rapid prototyping, powder metallurgy, friction stir processing, etc will be incorporated in the course. Evaluation of high temperature, wear and corrosion behavior will be incorporated in lab exercises, together with issues on environmental, health and recycling problems related to these advanced materials. (3 credits) *Prerequisite: ENGR 2313 or equivalent*.

MJET 5623 JOINING PROCESSES

Focused study of solid-state welding processes, with emphasis on High Frequency and Friction Stir welding of high performance steels. Process fundamentals, high temperature deformation, interface diffusion, heat and mass transfer phenomena will be studied in detail. (3 credits)

PSYC 5003 INTRODUCTION TO COUNSELING

A study of the major approaches and classic research within counseling psychology, this course is designed to introduce students to professional counseling. Students will review history and systems, personality theory, the mind-body connection, and basic research methods of psychology. Students will be introduced to the concepts of psychotherapy and personal, group, and family counseling. Specialties within the field of counseling and other mental health disciplines will be reviewed. Consideration will be given to the role of the Christian faith within the context of professional counseling. This course is required for students following the non-licensure track and for students following the licensure track who enter the program with less than 12 hours in psychology or 9 hours of psychology and 3 hours of statistics. (3 credits)

PSYC 5012 INTEGRATIVE THEOLOGY FOR COUNSELORS

Consideration of historical, systematic, Biblical and philosophical theology as relevant to issues of the nature of God and man. Students examine the implications of theology upon the counseling context and receive additional training in explicit integration. (2 credits)

PSYC 5013 ADVANCED ABNORMAL PSYCHOLOGY

This class is a study of various psychological disorders, their origins and available treatments. The course will use an integrative approach to consider all components of psychopathology: biological, social, psychological, and spiritual. Students will be required to complete a research project on a category of disorders, evidencing mastery of material prerequisite to an understanding of assessment and diagnosis. This course is a prerequisite course for PSYC 5043 and is required for COUN students who have not received a C or higher in abnormal psychology in previous undergraduate or graduate coursework. It is not part of the normal COUN track. It may be used as a program elective for the MPSY or COUN programs. (3 credits)

PSYC 5023 COUNSELING SKILLS AND TECHNIQUES

A study designed to train students in skills necessary to establish and maintain an effective helping relationship. Basic methods, skills and techniques of counseling such as empathy, paraphrasing, reflecting, clarification and summarizing will be taught using both lecture and experiential means. Students will have the opportunity to practice these and many other basic skills through role-plays, recordings (video and audio) and supervised counseling sessions. (3 credits)

PSYC 5033 ETHICAL, LEGAL & PROFESSIONAL STANDARDS IN COUNSELING PRACTICE

A study of professional standards, ethical guidelines, legal aspects of practice, standards of preparation for the profession, objectives of professional organizations, and the professional identity of persons providing direct counseling services. The ethical discussions include input from the profession, one's internal values, and Judeo-Christian influence. Students will explore issues, professional and ethical/legal, affecting mental health practitioners in daily practice. (3 credits)

PSYC 5043 PSYCHOPATHOLOGY: DIAGNOSIS & TREATMENT OF MENTAL DISORDERS

A study of psychopathology to aid the student in understanding problems of definition and classification of abnormal human behavior; development of skill in making diagnoses; a working knowledge of the diagnostic categories in the DSM-IV-TR; and an understanding of the varying philosophies relative to diagnosis and treatment of abnormal behavior. The student will gain an appreciation of the interaction of Christian belief systems with a view of normal and abnormal behavior. (3 credits) *Prerequisite: PSYC 5013 or previous undergraduate or graduate coursework in abnormal psychology with a grade of C or higher.*

PSYC 5053 RESEARCH METHODS

A study of the scientific method of social and psychological research in order to aid the student in understanding the theoretical bases of scientific research. The student will develop a working knowledge of the research methods and problems associated with doing human research. The student will gain the ability to recognize both excellent and poor quality research and research methods. (3 credits) *Prerequisite: MATH 1423 or BUSI 4643 or Statistics with a grade of C or higher.*

PSYC 5063 THEORETICAL FOUNDATIONS

A study of selected theories of counseling as they apply to normal and abnormal human behavior in order to aid the student in identification of a preferred counseling theory based on the student's understanding of selected theories and self-understanding of personal values, basic beliefs, and personality. Theories of individual, couple, and marriage counseling are considered. The student will learn to understand and integrate the Christian worldview as it impacts the counselor and counseling relationships. (3 credits)

PSYC 5073 LIFESPAN HUMAN DEVELOPMENT

A study in developmental psychology which focuses on physical, cognitive, social, emotional, sexual, and personality development from conception to death within the context of basic theories of development. (3 credits)

PSYC 5082 FAMILY SYSTEMS THEORY & THERAPIES

Examination of the philosophy, theoretical and practical foundations of the family systems approach to marital and family counseling/therapy. The major theorists, theories, various models, and practices are examined. The primary focus is upon the theories, principles, and language that support the numerous marriage and family therapy models. Among other theoretical models, Bowen Family Systems Theory is delineated. (2 credits)

PSYC 5093 COUNSELING DIVERSE POPULATIONS

A study in multicultural counseling that focuses on developing theories and strategies that match the individual and cultural background of the client, as well as expanding counseling to include the multiple helping roles of family, community, and cultural groups. The course will serve as an introduction to the literature, concepts, and skills required to counsel people from populations considered diverse. Coursework will emphasize factors of diversity such as ethnicity, gender, social identification, physical challenges (e.g. hearing impaired, learning disabled, etc.) and the appropriate counseling interventions for working with such populations. Cultural identity development theory will also be covered in this course. (3 credits)

PSYC 5102 THEOLOGICAL & SPIRITUAL DYNAMICS IN COUNSELING

Beginning with an examination of the psychology of spirituality (focusing particularly on the ways in which psychological and spiritual dynamics interact in health and in pathology), this course provides a foundation for addressing spirituality in clinical practice. Clinical implications of the theoretical foundation will be developed by means of reflection on case material as presented by both the professor and students. (2 credits)

PSYC 5111 CONTEMPORARY APPROACHES TO CHRISTIAN COUNSELING I

A consideration of the history of Christians in psychology. Students will study the beginnings of the integration movement and the various individuals and schools of thought that impacted the current relationship between psychology and Christianity. Emphasis will be placed on activity through the 1970s. (1credit) *Cannot be taken if student has successfully completed PSYC5143*.

PSYC 5113 HUMAN SEXUALITY

This course provides a basic introduction to counseling for sexual issues. Students are introduced to a theology of sexuality, a basic model of addressing sexual issues in counseling, basics of sexual biology and psychology, sexual development, sexual dysfunction, and basic intervention techniques for sexual problems. Students also are challenged in their own growth and development in this area. (3 credits)

PSYC 5121 CONTEMPORARY APPROACHES TO CHRISTIAN COUNSELING II

A study of selected contemporary approaches to Christian Counseling. Students will consider the evolution of the relationship between psychology and Christianity and the views that have continued to impact the field. The course will survey the theories of some of the leading figures in the field of Christian Counseling and will consider primarily the era from 1980 through 2000. (1 credit) Cannot be taken if student has successfully completed PSYC 5143.

PSYC 5123 COGNITIVE-BEHAVIORAL THERAPY

The purpose of this course is to develop students' knowledge and skill in the cognitive-behavioral approach to counseling with applications to mental health counseling and marital & family counseling. Students examine theoretical foundations, research findings, basic principles, assessment techniques, and the intervention strategies of Cognitive-Behavioral Therapy with particular emphasis on a family systems perspective. The practical applications of this therapy are examined, and executive skills required of the cognitive behavioral therapist are instilled. Students will demonstrate skills in this approach of counseling in class. These examinations are applied to a wide variety of problems in living and are framed within a Christian theological context. (3 credits)

PSYC 5131 CONTEMPORARY APPROACHES TO CHRISTIAN COUNSELING III

A study of selected contemporary approaches to Christian Counseling. Students will consider the evolution of the relationship between psychology and Christianity and the views that have continued to impact the field. The course will survey the theories of some of the leading figures in the field of Christian Counseling and will consider primarily the era since 2000. (1 credit) Cannot be taken if student has successfully completed PSYC 5143.

PSYC 5133 PSYCHOLOGICAL TESTING, CLINICAL APPRAISAL AND DIAGNOSTIC EVALUATION IN COUNSELING

A study in theoretical issues and research in clinical assessment with special reference to administration and interpretation of testing procedures and clinical interviewing. Specific training with various methods including personality assessments, interest inventories, behavioral assessments, aptitude and achievement tests, and interviewing techniques. (3 credits) *Prerequisite: PSYC 5053.*

PSYC 5143 CONTEMPORARY APPROACHES TO CHRISTIAN COUNSELING

A study of selected contemporary approaches to Christian Counseling. The course will survey the theories of some of the leading figures in the field of Christian Counseling, such as Larry Crabb, Jay Adams, Gary Collins, Charles Solomon, Robert McGee, Paul Meier, Frank Minirth, John Drakeford, Paul Tournier, David & Vera Mace, Christian Midelfort, Gary Moon, Mark McMinn, and others. (3 credits) *This is the same course as PSYC 5111, 5121 and 5131 combined.*

PSYC 5153 PSYCHOPHARMACOLOGY

A study to acquaint students with the neurotransmitter systems of the central nervous system and to discuss therapeutic agents which influence these transmitter systems. Provides comprehensive information on the applications and actions of psychotropic drugs, both in therapy and in the etiology and treatment of disorders. (3 credits)

PSYC 5162 TRAUMA & THEODICY

Examination of theodicy as it relates to the life of the counselor and its application to counseling with special attention given to trauma and recovery. Impersonal aspects of theodicy and the application of a theology of hope are emphasized. To live as a human being is to be confronted with the vexing problem of evil and human suffering. Evil constitutes a major philosophical and theological problem for theists. This course will philosophically and biblically explore the nature of the problem of evil, and examine ways of coping with evil and suffering in human experience and in Christian life. This course treats the theological and philosophic effects of crises, disasters, and other trauma-causing events on persons of all ages, as embodied in the theological/philosophical problem of theodicy. (2 credits)

PSYC 5172 HEALTHY FAMILY FUNCTIONING

This course is designed to provide an integrative analysis of the characteristic behaviors of healthy families and marriages derived from five primary sources: direct observation of healthy families, the literature from major family therapy theorists, the empirically-based schemas of optimal family health, the research of behavioral correlates of healthy functioning, and the empirically based models of healthy marital and family functioning. The course is designed to inform the graduate student about optimal families and to relate this material conceptually to clinical assessment and interventions. Students also examine healthy functioning across the family developmental stages. Students who complete this course will gain a perspective to balance their exposure to the significant literature and training for marriage and family therapists that is skewed toward pathology. (2 credits)

PSYC 5173 COGNITIVE BEHAVIORAL THERAPY

The purpose of this course is to develop students' knowledge and skill in the cognitive-behavioral approach to counseling with applications to mental health counseling and marital & family counseling. Students examine theoretical foundations, research findings, basic principles, assessment techniques, and the intervention strategies of cognitive-behavioral therapy (CBT) with particular emphasis on a family systems perspective. The practical applications of this therapy are examined, as well as the executive skills required of the CBT therapist. These examinations are applied to a wide variety of problems in living and are framed within a Christian theological context. (3 credits)

PSYC 5183 SPECIAL TOPICS

This Master's level course provides students with a more in-depth exploration of structural and intergenerational models. This course is designed to allow students to gain a deeper awareness of the important relationship between these models and practice through the use of treatment planning. (3 credits) Examples of special topics courses include but are not limited to:

BRIEF/SOLUTION-FOCUSED & COMMUNICATION APPROACHES TO MFT Students examine theoretical foundations, basic principles, assessment techniques, and intervention strategies of these three major schools of marriage and family therapy: Brief, Solution-Focused, and the Communication Approach to marriage and family counseling. The course is taught from a systems theory perspective and in the context of a Christian worldview.

STRUCTURAL & BEHAVIORAL MARRIAGE & FAMILY THERAPY

Students examine theoretical foundations, basic principles, assessment techniques, and intervention strategies of these two major schools of marriage and family therapy: Structural MFT and Behavioral MFT. The role of the marriage and family counselor in a variety of practice settings and in relation to other helping professions is discussed. The course is taught from a systems theory perspective and in the context of a Christian worldview.

CONTEXTUAL, NARRATIVE, & INTERPERSONAL THERAPIES

Students examine theoretical foundations, basic principles, assessment techniques, and intervention strategies of these three major schools of counseling: Contextual Marriage and Family Therapy, Narrative Therapy, and Interpersonal Therapy. The course is taught from a systems theory perspective and in the context of a Christian worldview.

ADDICTIONS COUNSELING

This course introduces students to treatment literature and practices relevant to a wide variety of impulse control disorders. Treatment programs (inpatient and outpatient settings) that focus

on substance abuse will receive the majority of attention. Instructors provide direct applications to mental health and marital and family counseling.

PSYC 5202 PROFESSIONAL, PERSONAL & SPIRITUAL LIFE OF THE MARRIAGE AND FAMILY THERAPIST

Examines the process of Christian formation from both historical and personal perspectives. Attention is given to the unique personal and spiritual demands of the life and work of the counselor, the historical figures of the Church, and the contributions of modern-day scholars. Students are encouraged to focus on their own personal and spiritual formation and to view this dynamic as being foundational to the counseling process. (2 credits)

PSYC 5203 GROUP COUNSELING METHODS

A study of group counseling theories and techniques. Types of groups, dynamics and methods of practice with groups, and analysis of group leadership and group processes will be considered. Students will practice leading groups. (3 credits) *Prerequisite: PSYC 5023.*

PSYC 5223 CAREER COUNSELING AND LIFESTYLE DEVELOPMENT

A study of theories of vocational choice, the process of career and lifestyle decision making and sources of occupational information. The student will also study trends in the world of work, career development theories and practical applications, career education and sources and uses of occupational, educational and social information. Emphasis is on developing skills for assisting individuals and groups in career development and planning. (3 credits)

PSYC 5383 FAMILY ASSESSMENT

A study of the assessment and diagnosis of familial issues. Normative family development is explored. Assessment is considered based on the theories presented in Theoretical Foundations. Assessment of personality is studied in the context of family systems. Structural family issues are considered using the genogram method. (3 credits)

PSYC 5503 SEX THERAPY

This specialization course takes an in-depth look at treatment for sexual dysfunction. Areas of primary focus include the diagnosis and treatment of sexual dysfunctions specific to desire, pain, arousal and orgasm. (3 credits) *Prerequisite: PSYC 5113 or evidence of similar training*

PSYC 6001 PROFESSIONAL SEMINAR IN MARRIAGE & FAMILY THERAPY AND PROFESSIONAL COUNSELING

This seminar is designed to assist the students in the integration of their graduate experiences, to prepare them for clinical practice, and to assess their current level of competency across 14 content areas. To assess the students, the instructors will administer the Counselor Preparation Comprehensive Examination. Strengths and weaknesses will be identified. Remedial work may be assigned and required before graduation. Students are provided with information regarding professional identity with ACA and other professional societies. (1 credit)

PSYC 6002 APPLIED LAB & TREATMENT PLANNING

The lab is designed to prepare students to conduct intake interviews, maintain appropriate documentation and conduct effective treatment planning, and maximize the supervision process. Special attention is given to use of the DSM for diagnosis, treatment planning and practice. Emphasis is placed on increased awareness of self/personality and the core conditions of a therapeutic relationship; practice of basic counseling skills in role-play; ethical issues, management of crises, making appropriate referrals, and other topics relevant to the counseling process including information on licensure and credentialing and professional involvement in the

counseling profession through ACA and its associations such as IAMFC, ASERVIC and AMHCA. Additional information is given on societies such as APA, AAMFT and CAPS. Students must receive approval for continuance on the Student Qualifying Evaluation. Professor may recommend or require additional courses or other remedial work. (2 credits) *Prerequisites: PSYC 5023. PSYC 5033. PSYC 5043.*

PSYC 6003 FIELD EXPERIENCE FOR NON-LICENSURE TRACK

A supervised field experience for students in the Master of Arts in Psychology program, students seeking a degree that is not licensure qualifying. This field experience is designed for students desiring a basic relational skill set to effectively work in organizations such as churches, outreach ministries, businesses, and other work settings. A minimum of 100 hours of service is required for this course. (3 credits) *Prerequisites: PSYC 5013, 5023, 5033. This course should be taken in the last semester of the program and can be taken simultaneously with other courses.*

PSYC 6012 COUNSELING AND MARRIAGE & FAMILY THERAPY PRACTICUM

An introductory supervised professional field-based experience that is primarily in the provision of direct counseling services. Students serve under the direct supervision of a licensed mental health professional. Emphasis is on instruction in advanced counseling methods and techniques, development of a personal theory of counseling, and counseling practice with supervision. (A minimum of 150 clock hours is required.) (2 credits) *Prerequisites: PSYC 5023, PSYC 5033, PSYC 5043*.

PSYC 6013 COUNSELING PRACTICUM I

An introductory supervised professional field-based experience that is primarily in the provision of direct counseling services. Students serve under the direct supervision of a licensed mental health professional. Emphasis is on instruction in advanced counseling methods and techniques, development of a personal theory of counseling, and counseling practice with supervision. (A minimum of 150 clock hours is required.) (3 credits) *Prerequisites: PSYC 5023, PSYC 5033, & PSYC 5043.*

PSYC 6022 COUNSELING AND MARRIAGE & FAMILY THERAPY INTERNSHIP I

A supervised professional field-based experience that is primarily in the provision of direct counseling services. Students serve under the direct supervision of a licensed mental health professional. Emphasis is on the transition from student to becoming a professional counselor (for the MFT track, a marriage & family counselor). (A minimum of 150 clock hours is required.) (2 credits) *Prerequisite: PSYC 6013.*

PSYC 6023 COUNSELING PRACTICUM II

A supervised professional field-based experience that is primarily in the provision of direct counseling services. Students serve under the direct supervision of a licensed mental health professional. Emphasis is on the transition from student to becoming a professional counselor (LPC and LMFT). (A minimum of 150 clock hours is required.) (3 credits) *Prerequisite: PSYC 6013*.

PSYC 6032 COUNSELING AND MARRIAGE & FAMILY THERAPY INTERNSHIP II

A supervised professional field-based experience that is primarily in the provision of direct counseling services. Students serve under the direct supervision of a licensed mental health professional. Emphasis is on the application of techniques and the limited, supervised practice of marriage and family therapy. (A minimum of 150 clock hours is required.) (2 credits) *Prerequisite: PSYC 6023.*

PSYC 6033 MARRIAGE AND FAMILY THERAPY PRACTICUM

A supervised professional field-based experience that is primarily in the provision of direct counseling services. Students serve under the direct supervision of a licensed mental health professional. Emphasis is on the application of techniques and the limited, supervised practice of marriage and family therapy. (A minimum of 150 clock hours is required.) *Prerequisite: PSYC 6023*.

INDEX

Admission To Teacher Education	37
Associate Degrees	
Associate Of Interdisciplinary Studies	9
Associate Of Science In Criminal Justice	
Associate Of Science In Health Care Management	10
Bachelor Degrees	
Bachelor In Health Care Management	
Bachelor Of Arts In Interdisciplinary Studies	33
Bachelor Of Biblical Studies And Ministry	15
Bachelor Of Business Administration	
Bachelor Of Business Administration In Aviation Management	18
Bachelor Of Business Management	17
Bachelor Of Business Management In Aviation Management	19
Bachelor Of Business Management In Nonprofit Management	20
Bachelor Of Criminal Justice	
Bachelor Of Human Services	_
Bachelor Of Psychology	
Bachelor Of Science In Accounting	
Bachelor Of Science In Aviation Studies	
Bachelor Of Science In Biblical Studies And Ministry	
Bachelor Of Science In Computer Information Systems	
Bachelor Of Science In Criminal Justice	_
Bachelor Of Science In Finance	
Bachelor Of Science In Health Care Management	
Bachelor Of Science In Health Information Systems	
Bachelor Of Science In Human Resource Management	30
Bachelor Of Science In Interdisciplinary Studies	
Bachelor Of Science In Organizational Development	
Communications Minor	
Course Descriptions	
Criminal Justice Minor	
Criminal Justice Specializations	24
Curriculum And Instruction Specialization	51
Early Childhood – 6th Grade Generalist Certification	35 52
Educational Administration Specialization Elementary Certification	
Financial Aid Policy For Withdrawal	
Financial Planning	
Fourth - Eighth Grade Generalist	36
General Education Requirements	
Graduate Admissions Requirements	
Graduate Course Descriptions	
Graduate Programs	
Graduation Requirements	
Associate Degrees	10
Bachelors Degree	
Masters Degree	

Health Care Management Minor	42
Internship/Student Teaching	
Leadership Minor	
Library And Learning Resources	70
Licensed Professional Counselor	
Management Minor	43
Marriage And Family Therapy Licensure	48
Master Of Arts In Counseling	47
Master Of Arts In Marriage And Family Therapy	49
Master Of Arts In Psychology	
Master Of Business Administration	46
Master Of Education	50
Master Of Engineering	56
Master Of Science In Engineering	56
Master Of Science In Health Care Administration	
Master Of Strategic Leadership	58
Middle School Certification	
Minors For Bachelors Degrees	42
Nonprofit Management Minor	43
Project Management Minor	44
Psychology Minor	44
Reading Minor	44
Special Student Admission Requirements	64
State Certification Examinations	
Student Accounts Policies And Procedures	
Teaching And Learning Specialization	
Tuition Credit Policy	67
Tuition Rates	65
Tuition Structure	
Undergraduate Admissions Requirements	
Undergraduate Course Descriptions	
Undergraduate Programs	
Veteran's Benefits	
Withdrawal From The University	68

This CATALOG is a description and official register of LeTourneau University and should be considered a working agreement between a student and the University. A student is responsible for being fully aware of and fulfilling all regulations and conditions contained or referred to herein or as such regulations and conditions may hereafter be amended by the University if and when it deems necessary. Additional official university information is located in the traditional university catalog.

Copy for the descriptive chapters and the list of officers for this catalog issue was prepared as of August 1, 2013. Information about fees and expenses, financial aid and scholarships applies to the academic year 2013-2014. Plans of study, course titles, fees, expenses, and other matters described herein are subject to change at the discretion of the University.

In accordance with applicable provisions of federal law, applicants for employment who are in agreement with the educational mission of LeTourneau University and applicants for admission to educational programs or activities are considered without discrimination on the basis of race, age, sex, handicapping condition, or national origin. Inquiries about this policy should be directed to the Director of Human Resources, 903-233-4171.