

**First Year, Winter Semester**

ENG 132, BIO 131, PHL 231, PSY 140, CEM 142

**Second Year, Fall Semester**

PSY 251, PHY 231, CEM 241, MACRAO Humanities course

**Second Year, Winter Semester**

BIO 152, CEM 242, PHY 232, PSY 252, MACRAO Humanities courses

*\*Some programs require the chemistry sequence CEM 141, 142, 241, 242*

**PRE-VETERINARY**

Veterinarians play a major role in the health care of pets, livestock, and zoo, sporting, and laboratory animals. Veterinarians also use their skills to protect humans against diseases carried by animals, and conduct clinical research on human and animal health problems.

**SAMPLE CURRICULUM FOR PRE-VETERINARY****First Year, Fall Semester**

BIO 131, CEM 141, MTH 140 or MTH 151, ENG 131

**First Year, Winter Semester**

BIO 152, CEM142, ENG 132, HIS 231 or 232, PSY 140 or SOC 231

**Second Year, Fall Semester**

CEM 241, PHY 231, ECN 231, MACRAO Humanities course

**Second Year, Winter Semester**

CEM 242, PHY 232, MACRAO Social Science courses

**HUMAN SERVICES CAREER PATHWAY**

This career pathway includes careers related to economic, political and social systems including education, government, law and law enforcement, early childhood development and education, civil service, education, leisure and recreation, military, religion, personal services and social services. These may include law and legal studies, law enforcement, public administration and child and family services.

**DEGREES/CERTIFICATES**

- Early Childhood Development & Education
- Corrections
- Law Enforcement

**TRANSFER PROGRAMS IN HUMAN SERVICES PATHWAY**

The first two years of college education usually consist of general education courses, introductory courses in a major and/or program of study, and selected electives. Refer to pages 38-39 for additional information on transfer and MACRAO. Academic advisors assist in planning transfer programs, and provide transfer guide sheets indicating courses that meet the requirements of various programs of study at four-year colleges. Sample curricula for a few popular transfer programs are included.

- Criminal Justice/Corrections or Law Enforcement to Siena Heights University
- Psychology
- Social Work
- Pre-Law
- Education

**EARLY CHILDHOOD DEVELOPMENT AND EDUCATION — ASSOCIATE IN APPLIED SCIENCE**

Early Childhood professionals nurture and teach young children - birth through age 8 - in child care centers, nursery schools, preschools, public schools, and family child care homes. Many Early Childhood professionals perform a combination of basic care and teaching duties. They facilitate activities that stimulate children's physical, emotional, intellectual and social growth. They help children explore their interests, develop their talents and independence, build self-esteem and learn how to behave with others. In addition to attending to children's educational needs, they help keep children healthy by serving nutritious meals and snacks, and teaching good eating habits and personal hygiene. They see to it that children have proper rest periods. They spot children who may not feel well or show signs of emotional or developmental problems and discuss these matters with their supervisor, service team and the child's parents.

Early Childhood settings include private homes, schools, religious institutions, workplaces where employers provide care for employees' children, or private buildings. Individuals who provide care in their own homes are generally called family child care providers. Preschool teachers and child-care workers held about 1.9 million jobs in 2001, serving over 13 million children. Many worked part time. About 4 out of 10 preschool teachers and child-care workers are self-employed, most of whom are family daycare providers. Children in the care of paraprofessionals, kindergarten, 1st and 2nd grade teachers benefit from their specialized training in the Early Childhood field as well.

Minimum credits: .....	60
Minimum cumulative GPA: .....	2.0
Minimum GPA: .....	2.0 ECE 144, ECE 140, ECE 142 (see Child Development Associate (CDA) requirements)
Minimum JCC credits: .....	12

**GENERAL EDUCATION REQUIREMENTS — (18 credits)****ENGLISH — (3 credits)**

ENG 131 Writing Experience .....	3
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**MATHEMATICS — (3 credits)**

MTH 110 Prealgebra .....	3
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- or higher level math course

**SCIENCE — (4 credits)****Choose one of the following:**

BIO 131 General Biology .....	4
BIO 132 Human Biology .....	4
CEM 121 Chemistry of Life .....	4
CEM 131 General Chemistry .....	4
GEL 160 Introduction to Geology .....	4
NSC 131 Contemporary Science .....	4
PHY 131 Conceptual Physics .....	4
PHY 151 Astronomy .....	4

**SOCIAL SCIENCE — (4 credits)**

PSY 140 Introduction to Psychology .....	4
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**HUMANITIES — (3 credits)****Choose one of the following:**

ART 111 Art History: Prehistoric - 1400 .....	3
ART 112 Art History: Renaissance - Present .....	3
ENG 210 Introduction to Film .....	3
ENG 236 Women in Changing Society .....	3
ENG 246 Short Story and Novel .....	3
ENG 247 Poetry and Drama .....	3
ENG 249 African American Literature .....	3
ENG 252 Shakespeare .....	3
ENG 255 American Lit 19th Century .....	3
ENG 256 American Lit 20th Century .....	3
ENG 257 World Literature .....	3
HUM 131 Cultural Connections .....	3
MUS 131 Understanding Music .....	3
MUS 133 Music Education .....	3
PHL 231 Introduction to Philosophy .....	3
THR 116 Introduction to Theatre .....	3

**HEALTH/PHYSICAL FITNESS — (1 credit)****Choose one of the following:**

HPF 160 Wellness .....	1
HPF 277 Stress Management .....	2
HPF 278 Stress Management for Parents .....	2

**EARLY CHILDHOOD DEVELOPMENT & EDUCATION****CORE REQUIREMENTS — (33 credits)**

ECE 144 Early Childhood Education* .....	3
ECE 140 Early Childhood Guidance* .....	3
ECE 142 Professionalism in Childhood Development* .....	3
ECE 130 Emergent Literacy .....	3
ECE 131 Working with Infants/Toddlers .....	3
ECE 132 Working with Exceptional Children .....	3
ECE 133 Program Management .....	3
ECE 150 Directed Teaching I .....	2
ECE 151 Directed Teaching II .....	2
ECE 152 Directed Teaching III .....	2
ITE 101 Information Technology Education .....	3
PSY 245 Infancy Childhood .....	3

*\*Students with a current CDA will be given 9 credits toward the degree and not be required to take these courses. To verify the CDA Credential take the original or a copy of the credential to the Degree Audit Coordinator, Student Development.*

**ELECTIVES — (Additional courses so that total degree equals 60 credits).**

These additional courses exclude continuing education courses (prefixes CED, CEO, CFO, CSS) or classes offered through JCC's workforce training programs (prefixes JTI, PDI).

We recommend that you choose your electives based upon your career goals or future plans (i.e., Teacher, Assistant, Paraprofessional, Home Provider, Program Director, Health Care, Helping Families, Author/Editor, Sales Representative/ Consumer Advocate, Public Policy.) Courses used to meet General Education Requirements cannot be used to meet elective hours as well. The program coordinator or an advisor can help with recommendations on which courses may be most beneficial for you.

ACC 211 General Accounting .....	4
ACC 231 Principles of Accounting I .....	4
ART 131 Art Education .....	3
BUS 101 Marketing .....	3
BUS 131 Introduction to Business .....	3
BUS 132 Advertising, Promotion and Public Relations .....	3
BUS 155 Human Relations .....	3
BUS 233 Sales .....	3
BUS 235 Principles of Retailing .....	3
BUS 239 Project Management .....	3
EDU 121 Exploring Teaching .....	3
EMS or HOC 110 CPR & First Aid .....	2
ENG 132 Writing Experience .....	3
ENG 254 Children's Literature .....	3
ENG 261 and/or 262 Creative Writing .....	3
HOC 130 Introduction to Health Occupations .....	3
LPN 132 Medications .....	3

MOA 110 Medical Terminology .....	2
MOA 141 Body Structure and Function .....	4
MOA 145 Normal/Therapeutic Nutrition .....	3
MTH 112 Business Math .....	3
MUS 131 Understanding Music .....	3
MUS 133 Music Education .....	3
NSC 131 Contemporary Science .....	4
PHL 231 Introduction to Philosophy .....	3
PHL 232 Logic .....	3
PLS 141 American National Government .....	3
PSY 143 Introduction to Probability & Statistics .....	3
PSY 251 Abnormal Psychology .....	3
PSY 252 Developmental Psychology .....	3
SOC 152 Social Psychology .....	3
SOC 231 Principles of Sociology .....	3
SOC 235 Minority Groups in America .....	3
SOC 243 Family Relationships .....	3
SOC 251 Modern Social Problems .....	3
SPH 231 Communication Fundamentals .....	3
SPH 233 Argumentation and Debate .....	3
SPH 234 Public Address .....	3
SPH 240 Interpersonal Communication .....	3

### SAMPLE CURRICULUM

#### First Year, Fall Semester

ECE 140, ECE 144, ENG 131, 1-2 elective choices

#### First Year, Winter Semester

ECE 130, ECE 142, ITE 101, PSY 140

#### First Year, Spring/Summer Semester

ECE 131, ECE 150, Humanities choice, 1-2 elective choices

#### Second Year, Fall Semester

ECE 132, ECE 151, MTH 110, HPF choice, 1-2 elective choices

#### Second Year, Winter Semester

ECE 133, ECE 152, PSY 245, SCIENCE choice

All Early Childhood Development and Education students who take ECE 150, 151 AND 152 must comply with the Michigan Department of Consumer and Industry's Child Day Care Licensing regulations. You can find the complete set of rules and regulations at: <http://www.state.mi.us/orr/emi/admincode.asp>.

*Jackson Community College has published this catalog for information purposes only and its contents do not constitute a contract between this institution and prospective or enrolled students. The information contained in this general College Catalog reflects the current curricula, policies and regulations of the College. However, these are subject to change at any time by action of the Board of Trustees or the administration. The information is generally believed to be accurate, but the College disclaims liability for inadvertent errors or omissions.*

## EARLY CHILDHOOD DEVELOPMENT AND EDUCATION SKILL SET CREDENTIALS

The following Skills Set Credentials are available through Jackson Community College's Early Childhood Development and Education Program. These credentials can be earned:

- as you work towards an Associate Degree in Applied Science - Early Childhood Development and Education
- in addition to your current degree(s)
- to document your professional development in the early childhood field

### EARLY CHILDHOOD OPERATIONS — (18 credits)

ECE 133 Program Management .....	3
SPH 240 Interpersonal Communication .....	3
• or SPH 231 Communication Fundamentals .....	3
ITE 101 Informational Technology Education .....	3
MTH 110 Basic Math .....	3
• or MTH 112 Business Math .....	3
• or higher mathematics course .....	3
ENG 131 Writing Experience .....	3
BUS 101 Marketing .....	3

### ADDITIONAL REQUIREMENT

EMS 110 First Aid/CPR .....	2
• or evidence of current Adult and Child CPR and First Aid Certification	

### EARLY CHILDHOOD DISTINCTIVE POPULATIONS— (15 credits)

ECE 131 Working with Infants and Toddlers .....	3
ECE 132 Working with Exceptional Children .....	3
SOC 235 Minority Groups in America .....	3
PSY 245 Infancy Childhood .....	3
MOA 145 Normal/Therapeutic Nutrition .....	3

### ADDITIONAL REQUIREMENT

EMS 110 First Aid/CPR .....	2
• or evidence of current Adult and Child CPR and First Aid Certification	

### EARLY CHILDHOOD ADVOCATE — (18 credits)

ECE 142 Professionalism in Child Development .....	3
ITE 101 Information Technology Education .....	3
PHL 231 Introduction to Philosophy .....	3
SPH 234 Public Address .....	3
SPH 231 Communication Fundamentals .....	3
SPH 240 Interpersonal Communication .....	3

### ADDITIONAL REQUIREMENT

EMS 110 First Aid/CPR .....	2
• or evidence of current Adult and Child CPR and First Aid Certification	

**EARLY CHILDHOOD INSTRUCTIONAL  
METHODOLOGY — (15 credits)**

ECE 144 Early Childhood Education .....	3
ECE 140 Early Childhood Guidance .....	3
ECE 142 Professionalism in Child Development .....	3
ECE 150 Directed Teaching I .....	2
ECE 151 Directed Teaching II .....	2
ECE 152 Directed Teaching III .....	2

**ADDITIONAL REQUIREMENT**

EMS 110 First Aid/CPR .....	2
• or evidence of current Adult and Child CPR and First Aid Certification	

**EARLY CHILDHOOD CURRICULUM - LITERACY & THE  
ARTS — (13 credits)**

ECE 130 Emergent Literacy .....	3
ENG 254 Children's Literature .....	3
MUS 131 Understanding Music .....	3
ART 131 Art Education .....	3
• or DAN 131 Dance Education .....	3
ECE 127** Performing Arts and Young Children .....	1

**ADDITIONAL REQUIREMENT**

EMS 110 First Aid/CPR .....	2
• or evidence of current Adult and Child CPR and First Aid Certification	

**EARLY CHILDHOOD CURRICULUM - MATHEMATICS  
& SCIENCE — (19 credits)**

MTH 110 Basic Math .....	3
• or higher mathematics course .....	3
ITE 101 Information Technology Education .....	3
NSC 131 Contemporary Science .....	4
ECE 128** Exploring Nature with Young Children .....	1
ECE 129** Emergent Math .....	1

**One additional Science and Mathematics totaling 7 credits****ADDITIONAL REQUIREMENT**

EMS 110 First Aid/CPR .....	2
• or evidence of current Adult and Child CPR and First Aid Certification	

*All other courses meet elective course requirements for an Associate degree. Substitutions may be considered with prior approval.*

Completion of all credentials will meet all General Education and Early Childhood Development and Education requirements, as well as surpass elective requirements for an Associate Degree in Applied Science - Early Childhood Development and Education.

*\*\*For more information and course descriptions on Skill Set Credentials, please contact Lori Gardner, Adjunct Professor/Coordinator - Early Childhood Development and Education Program at 517-787-0800, ext 8275 or lori\_a\_gardner@jccmi.edu*

**CDA - CHILD DEVELOPMENT ASSOCIATE  
CREDENTIAL PREPARATION****(THIS IS NOT A JCC DEGREE) — (10 CREDITS)**

*Minimum 2.0 GPA in all courses.*

The Child Development Associate (CDA) National Credentialing Program is a major national effort initiated in 1971. The purpose of the program is to enhance the quality of child care by defining, evaluating, and recognizing the competence of child care providers and home visitors.

The CDA Credential is awarded by the Council for Professional Recognition (the Council). The applicant must meet the following eligibility requirements and submit records as instructed on the Direct Assessment Application Form. (The Form is included as part of the materials required for the courses. The fee for the CDA Credential, payable to the Council – NOT JCC – is about \$325.)

Fee assistance is available through Michigan 4C and T.E.A.C.H. Early Childhood@Michigan.

**CANDIDATE ELIGIBILITY REQUIREMENTS****1. Personal**

- Be 18 years of age or older.
- Hold a High School diploma or equivalent.
- Be able to speak, read, and write well enough to fulfill the responsibilities of a CDA Candidate.
- Sign a statement of ethical conduct.

**2. Setting\***

- **For a Center-base Preschool CDA:** Identify a state-approved child development center where the candidate can be observed working as a lead caregiver with a group of at least eight children, who are ages 3-5 years.
- **For a Center-base Infant/Toddler CDA:** Identify a state-approved child development center where the candidate can be observed working as a lead caregiver with a group of at least three children, all of whom are under age 3.
- **For a Family Child Care CDA:** Identify a state-approved family child care home where the candidate can be observed working with at least two children who are not related to the candidate by blood or marriage.
- **For a Bilingual CDA:** Identify a state-approved program that has specific goals for achieving bilingual development in children, using language consistently in daily activities and helping parents understand the goals and to support children's bilingual development.

*\*Students not currently employed in a child care setting will need to spend time in such an environment.*

3. **Experience**
  - **For an initial CDA:** Candidate must have had, within the past five years, at least 480 hours of experience working/volunteering with children in settings as described above, for the certificate being applied for.
  - **For a Second-Setting CDA:** After receiving their initial CDA, a Candidate must have at least 60 hours of experience working/volunteering with children in settings as described above, for the second certificate being applied for.
  
4. **Education:** Complete the following coursework and be certified for CPR & First Aid
  - **For a Center-base Preschool or Family Child Care CDA:**
    - ECE 140 Early Childhood Guidance
    - ECE 142 Professionalism in Child Development
    - ECE 143 CDA Preparation\*
    - ECE 144 Early Childhood Education
  - **For a Center-base Infant/Toddler CDA:**
    - Complete the coursework listed above and,
    - ECE 131 Working with Infants and Toddlers
  - **For a Bilingual CDA:**
    - Ask about our bilingual course availability
  - **For a Second-Setting CDA:** Courses depend upon the certification being applied for. Please talk with us to help in making the most appropriate decision for you.

*\*Optional course designed to assist in CDA application preparation.*

Students planning to enter the CDA credential program must complete the course placement assessment given at JCC. Students with an ACT composite of 18 and mathematics score of 18 meet the competencies and are exempt from course placement assessment. Students who complete course placement and who do not receive a minimum of 41 in reading and 1 or 2 in writing on the course placement assessment are not eligible to enroll in more than two CDA required courses in one semester. \*Students not currently employed in a child care setting will need to spend time in such an environment.

## **CORRECTIONS — ASSOCIATE IN APPLIED SCIENCE**

Corrections officers are charged with safekeeping persons who have been arrested, are awaiting trial or are in a correctional institution. Officers maintain order within the institution, enforce rules and regulations and often supplement counseling that inmates received from mental health professionals. In addition to being prison/jail guards, corrections officers can work in other related positions, such as juvenile facilities.

Minimum credits: .....	63
Minimum cumulative GPA: .....	2.0
Minimum JCC credits: .....	12
MACRAO agreement: .....	No

### **GENERAL EDUCATION REQUIREMENTS — (17 credits)**

#### **ENGLISH — (3 credits)**

ENG 131 Writing Experience .....	3
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#### **MATHEMATICS — (3 credits)**

##### **Choose one of the following:**

MTH 110 Pre-Algebra .....	3
MTH 112 Business Math .....	3
MTH 120 Beginning Algebra .....	4
MTH 131 Intermediate Algebra .....	4

MTH 133 Introduction to Probability & Statistics .....	3
● or higher mathematics course	

#### **SCIENCE — (4 credits)**

##### **Choose one of the following:**

BIO 131 General Biology .....	4
BIO 132 Human Biology .....	4
CEM 131 General Chemistry .....	4
GEL 160 Introduction to Geology .....	4
NSC 131 Contemporary Science .....	4
PHY 131 Conceptual Physics .....	4
PHY 151 Astronomy .....	4

#### **SOCIAL SCIENCE — (3 credits)**

PLS 141 American National Government .....	3
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#### **HUMANITIES — (3 credits)**

##### **Choose one of the following:**

ART 111 Art History: Prehistoric - 1400 .....	3
ART 112 Art History: Renaissance - Present .....	3
ENG 210 Introduction to Film .....	3
ENG 236 Women in Changing Society .....	3
ENG 246 Short Story & Novel .....	3
ENG 247 Poetry and Drama .....	3
ENG 249 African American Literature .....	3
ENG 252 Shakespeare .....	3
ENG 255 American Literature 19th Century .....	3
ENG 256 American Literature 20th Century .....	3
ENG 257 World Literature I .....	3
HUM 131 Cultural Connections .....	3
MUS 130 Survey of Non-Western Music .....	3
MUS 131 Understanding Music .....	3
PHL 231 Introduction to Philosophy .....	3
PHL 232 Logic .....	3
THR 116 Introduction to Theatre .....	3

**HEALTH/PHYSICAL FITNESS — (1 credit)**

**Choose one of the following:**

HPF 160 Wellness .....1  
 HPF 168 Weight Training & Conditioning .....2

**RELATED REQUIREMENTS — (16 credits)**

ENG 132 Writing Experience .....3  
 PSY 140 Introduction to Psychology .....4  
 PSY 251 Abnormal Psychology .....3  
 SOC 231 Principles of Sociology .....4  
 SPH 231 Communication Fundamentals .....3

**CORRECTIONS CORE REQUIREMENTS — (21 credits)**

ITE 101 Information Technology Education .....3  
 CRJ 119\* Client Growth and Development .....3  
 CRJ 120\* Human Relations for Corrections .....3  
 CRJ 121\* Introduction to Corrections .....3  
 CRJ 124\* Institution Populations .....3  
 CRJ 127\* Corrections Law .....3  
 ENG 232 Technical & Business Writing .....3

**CORRECTIONS ELECTIVES — (9 credits)**

**Choose from the following:**

CRJ 101 Criminal Law .....3  
 CRJ 104 Criminal Justice Psychology .....3  
 CRJ 111 Introduction to Criminal Justice .....3  
 CRJ 112 Crime and Delinquency .....3  
 CRJ 117 Criminology .....3  
 • or SOC 117 Criminology .....3  
 CRJ 122 Corrections Administration & Operations .....3  
 CRJ 125 Parole & Probation .....3  
 CRJ 173 Reflective Learning .....6  
 CRJ 247 Work Experience .....3

*\* Recommended for prospective State of Michigan correctional officers. Each corrections course must be completed with a 2.0 to meet the requirement of the Michigan Correctional Officers Training Council.*

**SUGGESTED COURSE SEQUENCE**

**Fall Semester, First Year**

ENG 131, MTH 110, CRJ 121

**Winter Semester, First Year**

ENG 132, BIO 131 or NSC 231

**Spring Semester, First Year**

Humanities Requirements, SPH 231

**Fall Semester, Second Year**

PSY 140, ITE 101

**Winter Semester, Second Year**

PSY 251, CRJ 120, HPF 160

**Spring Semester, Second Year**

SOC 231, CRJ Elective

**Fall Semester, Third Year**

ENG 232, PLS 141, CRJ 119

**Winter Semester, Third Year**

CRJ 124, CRJ 127

**Spring Semester, Third Year**

CRJ Elective, CRJ Elective

**\*Courses with prerequisites:**

PSY 251 prerequisite is PSY 140  
 ENG 132 prerequisite is ENG 131

"Desired" background for student to be successful in particular courses (this is for courses that do not have specific prerequisites, but desired experience or knowledge) Persons willing to help others. Good interpersonal communication and critical thinking skills.

Students cannot start the program during winter semester and still complete in 9 semesters due to prerequisites.

**CORRECTIONS — CERTIFICATE**

Offers an opportunity to pursue initial study in the student's area of interest. Credits earned may apply toward an associate degree.

Minimum credits: .....31  
 Minimum JCC credits: .....12  
 Minimum cumulative GPA: .....2.0  
 MACRAO agreement: .....No

**CORRECTIONS CORE REQUIREMENTS — (31 credits)**

CRJ 119\* Client Growth and Development .....3  
 CRJ 120\* Human Relations for Corrections .....3  
 CRJ 121\* Introduction to Corrections .....3  
 CRJ 124\* Institution Populations .....3  
 CRJ 127\* Corrections Law .....3  
 ENG 131 Writing Experience .....3  
 ENG 232 Technical & Business Writing .....3  
 PLS 141 American National Government .....3  
 PSY 140 Introduction to Psychology .....4  
 SPH 231 Communication Fundamentals .....3

*\* Recommended for prospective State of Michigan correctional officers. Each corrections course must be completed with a 2.0 to meet the requirement of the Michigan Correctional Officers Training Council.*

**CORRECTIONS OFFICER —  
(STATE OF MICHIGAN)**

The information set forth summarizes the requirements of the Michigan Department of Corrections for prospective Corrections Officers. These requirements, effective October 2000, are for informational purposes only and are subject to change by the Michigan Department of Corrections. Students should contact the Michigan Department of Corrections or the Michigan Department of Civil Service for information regarding its current requirements for correctional officers (517) 334-7569 or 1-888-820-7129.

**QUALIFICATIONS FOR CORRECTIONAL OFFICERS**

- Minimum Requirements: Possession of a high school diploma or GED and a minimum 18 years of age.
- To be eligible for consideration as a Corrections Officer, certain education and exam requirements must be satisfied. Most applicants must pass a written Civil Service exam and have an educational background that includes at least 15 semester (or 23 term) college credit hours in Corrections, Criminal Justice, Psychology, Sociology, Family Relations, Guidance and Counseling, Pastoral Counseling, Social Work or Law Enforcement. **These credits must be earned before employment or within 18 months following the date of hire.**
- Possession of 30 semester (or 45 term) college credit hours in any academic or degree prerequisite area meets the educational requirements, however passing the Civil Service exam is also required.
- Exam will be waived if you have an honorable discharge from active duty or National Guard duty or are currently a member of good standing in the National Guard.
- Any bachelor's degree or two years of satisfactory Corrections Officer employment at the state or federal prison level fulfills the education requirements and the exam is waived.

Before being hired, an applicant must pass a physical fitness test given by the Michigan Department of Corrections which consists of:

- completing 13 sit-ups in 30 seconds
- 17 push-ups in 60 seconds, and
- continuously walking up and down steps, ranging up to 11 3/4, for 6 minutes.

In addition, an applicant must have acceptable vision, hearing, and general good physical health, and pass a drug screen\*.

An individual who has been convicted of a felony or domestic violence cannot be hired. Consideration cannot be given to an applicant who is on misdemeanor probation, has outstanding warrants, or has a controlled substance (drug) related conviction in any jurisdiction, including drug-related

military discharges. In addition, an applicant who has been convicted of any other misdemeanor shall not be eligible for employment until one year after satisfactory completion of any sentence imposed, including probation.

Where to apply: Michigan Department of Civil Service, 400 South Pine, Lansing, MI 48909 or [www.michigan.gov/mdcs](http://www.michigan.gov/mdcs).

**Please note:** Make sure you return the Civil Service application with the appropriate documentation. Example: transcripts, DD-214 (military), and/or employment history if you have Corrections Officer experience.

For further information, please call (517) 334-7569 or 1-888-820-7129.

*\*Failure to pass the drug screen will result in permanent elimination from consideration for employment, even if the failure is due to taking someone else's valid prescription.*

**CORRECTIONS OFFICER — SKILL SET CREDENTIAL**

Minimum credits: .....	15
Minimum GPA: .....	.20 or better for each course
Minimum JCC credits .....	12

CRJ 119 Client Growth and Development .....	3
CRJ 120 Human Relations for Corrections .....	3
CRJ 121 Introduction to Corrections .....	3
CRJ 124 Institution .....	3
CRJ 127 Corrections Law .....	3

**ADDITIONAL CURRICULUM RECOMMENDED:**

HPF 160 Wellness .....	1
HPF 168 Weight Training & Conditioning .....	2

Students with an ACT composite of 18 and mathematics score of 18 meet the competencies and are exempt from course placement assessment. Students who complete course placement and who do not receive a minimum of 41 in reading and 1 or 2 in writing on the course placement assessment are not eligible to enroll in more than three CRJ courses in one semester. Students who successfully pass the Civil Service Exam may waive course placement assessment and complete required coursework for correction officers.

**LAW ENFORCEMENT —  
ASSOCIATE IN APPLIED SCIENCE**

Careers in law enforcement, including police officers and deputy sheriffs, are ever changing. Police officers, help prevent crimes, investigate crimes and control traffic. Detectives and special agents gather facts and evidence for criminal cases. In Michigan, students must complete the Police Academy training

to be eligible for employment as a police officer. In many cases, police agencies require a minimum of an associate degree for new employees.

Minimum credits:	60
Minimum JCC credits:	12
Minimum cumulative GPA:	2.0
MACRAO agreement:	No

#### GENERAL EDUCATION REQUIREMENTS — (17 credits)

##### ENGLISH — (3 credits)

ENG 131 Writing Experience	3
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##### MATHEMATICS — (3 credits)

###### Choose one of the following:

MTH 110 Pre-Algebra	3
MTH 112 Business Math	3
MTH 120 Beginning Algebra	4
MTH 131 Intermediate Algebra	4
MTH 133 Introduction to Probability & Statistics	3
• or higher mathematics course	

##### SCIENCE (4 credits)

###### Choose one of the following:

BIO 131 General Biology	4
BIO 132 Human Biology	4
CEM 131 General Chemistry	4
GEL 160 Introduction to Geology	4
NSC 131 Contemporary Science	4
PHY 131 Conceptual Physics	4
PHY 151 Astronomy	4

##### SOCIAL SCIENCE — (3 credits)

PLS 141 American National Government	3
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##### HUMANITIES (3 credits)

###### Choose one of the following:

ART 111 Art History: Prehistoric - 1400	3
ART 112 Art History: Renaissance - Present	3
ENG 210 Introduction to Film	3
ENG 236 Women in Changing Society	3
ENG 246 Short Story & Novel	3
ENG 247 Poetry and Drama	3
ENG 249 African American Literature	3
ENG 252 Shakespeare	3
ENG 255 American Literature 19th Century	3
ENG 256 American Literature 20th Century	3
ENG 257 World Literature I	3
HUM 131 Cultural Connections	3
MUS 130 Survey of Non-Western Music	3
MUS 131 Understanding Music	3
PHL 231 Introduction to Philosophy	3

PHL 232 Logic	3
THR 116 Introduction to Theatre	3

#### HEALTH/PHYSICAL FITNESS — (1 credit)

##### Choose one of the following:

HPF 160 Wellness	1
HPF 168 Weight Training & Conditioning	2

#### RELATED REQUIREMENTS (16 credits)

ENG 132 Writing Experience	3
PSY 140 Introduction to Psychology	4
PSY 251 Abnormal Psychology	3
SOC 231 Principles of Sociology	3
SPH 231 Communication Fundamentals	3

#### LAW ENFORCEMENT CORE REQUIREMENTS — (18 credits)

ITE 101 Information Technology Education	3
CRJ 101 Criminal Law	3
CRJ 111 Introduction to Criminal Justice	3
CRJ 114 Police Administration & Operations	3
CRJ 117 Criminology	3
• or SOC 117 Criminology	3
ENG 232 Technical & Business Writing	3

#### LAW ENFORCEMENT ELECTIVES — (9 credits)

CRJ 102 Criminal Investigation	3
CRJ 104 Criminal Justice Psychology	3
CRJ 112 Crime and Delinquency	3
CRJ 113 Introduction to Criminalistics	3
CRJ 116 Fire/Arson Investigation I	3
CRJ 118 Criminal Evidence	3
CRJ 121 Introduction to Corrections	3
CRJ 247 Work Experience	3

#### SUGGESTED COURSE SEQUENCE

##### Fall Semester, First Year

ENG 131, MTH 110, SPH 231, CRJ 117, CRJ 111

##### Winter Semester, First Year

ENG 132, ITE 101, PLS 141, CRJ 101, CRJ Elective

##### Fall Semester, Second Year

Humanities Requirement; PSY 140, Science Requirement, CRJ Elective, HPF

##### Winter Semester, Second Year

\*PSY 251, SOC 231, CRJ 114, ENG 232, CRJ Elective

##### \*Courses with prerequisites

PSY 251 prerequisite is PSY 140

ENG 132 prerequisite is ENG 131

"Desired" background for student to be successful in particular courses (this is for courses that do not have specific prerequisites, but desired experience or knowledge). Persons willing to help others. Good interpersonal communication and critical thinking skills.

Students cannot start the program during the winter semester and still complete in 4 semesters due to prerequisites.

## LAW ENFORCEMENT — CERTIFICATE

A certificate in law enforcement offers individuals an opportunity to pursue initial study in their areas of interest. Credits earned may be applied toward an associate degree.

Minimum credits: .....	31
Minimum JCC credits: .....	12
Minimum cumulative GPA: .....	2.0
MACRAO agreement: .....	No

### LAW ENFORCEMENT CORE REQUIREMENTS — (31 credits)

CRJ 101 Criminal Law .....	3
CRJ 102 Criminal Investigation .....	3
CRJ 111 Introduction to Criminal Justice .....	3
CRJ 112 Crime and Delinquency .....	3
CRJ 114 Police Administration & Operations .....	3
CRJ 117 Criminology .....	3
• or SOC 117 Criminology .....	3
ENG 131 Writing Experience .....	3
ENG 232 Technical & Business Writing .....	3
PLS 141 American National Government .....	3
PSY 140 Introduction to Psychology .....	4

## TRANSFER PROGRAMS

### CRIMINAL JUSTICE/CORRECTIONS OR LAW ENFORCEMENT

Students may choose to begin their coursework at JCC and then transfer to earn a bachelor's degree in criminal justice. These students may manage prison systems, serve in law enforcement departments at the state and federal level or become parole and probation officers.

#### SAMPLE CURRICULUM FOR CRIMINAL JUSTICE

##### First Year, Fall Semester

ENG 131, MTH 131 or MTH 140\*, BIO 131, CRJ 111

##### First Year, Winter Semester

ENG 132, CEM 131, PSY 140, CRJ 112

##### Second Year, Fall Semester

MTH 133\*\*, PSY 251, PLS 141, CRJ 101 or 114, PHL 231

### Second Year, Winter Semester

CRJ 117 or SOC 117, SOC 235, MACRAO Humanities courses

*\*Check mathematics requirements of transfer institution.*

*\*\*MSU transfer students register for PSY 143*

### CRIMINAL JUSTICE - BACHELOR'S DEGREE OPTION WITH SIENA HEIGHTS UNIVERSITY

Students can work with staff from JCC and Siena Heights University to earn a bachelor of arts degree in criminal justice. Tailored to build on JCC's associate degrees in law enforcement and corrections, students can transfer up to 90 credits from JCC and complete at least 30 hours credit from Siena with a minimum of 18 hours of criminal justice classes. All the courses for the bachelor's degree in criminal justice are available at JCC's main campus through the Siena Heights University degree completion center.

### PSYCHOLOGY

Psychology covers a broad range of topics. Psychologists specialize in such areas as clinical psychology, counseling psychology, developmental psychology, physiological psychology, neuropsychology, educational psychology, experimental psychology, cognitive psychology, social psychology and cross-cultural psychology. Specialization begins after transferring and continues through graduate work. The first two years of coursework are similar regardless of the specialization.

### SAMPLE CURRICULUM FOR PSYCHOLOGY

#### First Year, Fall Semester

ENG 131, MTH 140, BIO 131, PSY 140

#### First Year, Winter Semester

ENG 132, PSY 143, PSY 152, CEM 131, SOC 231

#### First Year, Spring Semester

HIS 232, SPH 231

#### Second Year, Fall Semester

PLS 141, PSY 252, ITE 101, SOC 235, MACRAO Humanities course

#### Second Year, Winter Semester

ANT 131, ECN 231, PSY 251, PHL 231, PSY Elective

### SOCIAL WORK

Students planning a career in social work will learn to identify problems affecting individuals and their environment, become more aware and sensitive to issues of race, ethnicity, religion and gender and use their knowledge, skills and values to enhance the quality and delivery of services in the community.

To prepare to become a social worker students obtain either a bachelor's or master's degree. Students need to investigate the programs at their intended transfer institution to be sure they offer the desired program. All social work programs are competitive.

#### **SAMPLE CURRICULUM FOR SOCIAL WORK**

##### **First Year, Fall Semester**

ENG 131, NSC 131, MTH 131 or MTH 140,\* ITE 101

##### **First Year, Winter Semester**

ENG 132, BIO 131, PSY 140, MTH 133

##### **First Year, Spring Semester**

SOC 231, HIS 232

##### **Second Year, Fall Semester**

PSY 251, PLS 141, HUM 131, ECN 231, SOC 235

##### **Second Year, Winter Semester**

SPH 231, PHL 231, PSY Elective, SOC Elective

*\*Check mathematics requirements at transfer institution.*

#### **PRE-LAW**

Pre-law is a major often selected by students interested in pursuing careers in government or law. For many students, a bachelor's degree in political science is the first step toward their ultimate goal of an advanced degree in programs such as public administration, law, or urban planning, to name a few.

#### **SAMPLE CURRICULUM FOR PRE-LAW**

##### **First Year, Fall Semester**

ENG 131, MTH 140, PLS 141, MACRAO Science course

##### **First Year, Winter Semester**

ENG 132, MTH 133, PHL 231, HIS 231, MACRAO Science course

##### **Second Year, Fall Semester**

HIS 232, PSY 140, ECN 231, SPH 231, Elective

##### **Second Year, Winter Semester**

ECN 232, PHL 232, SOC 231, Electives

#### **TEACHER EDUCATION**

The field of education is rapidly changing, and aspiring teachers must be highly motivated, dedicated to academic excellence and willing to face the challenges presented in the real world of students, teachers, classrooms and schools. Students pursuing either an elementary, special education or secondary teaching certificate need to major and/or minor in subject disciplines they plan to teach. All students pursuing teacher certification should plan to take the Michigan Test for Teacher Certification: Basic Skills (reading, writing and

mathematics) during the second semester of their freshman year. All colleges require successful completion of this test before acceptance into their college/university of education. For information on test dates, registration and cost, contact Student Development, the Education Coordinator or the main offices at the Centers.

JCC and Spring Arbor University have developed a formal articulation agreement and partnership in Teacher Education. This partnership is designed to facilitate the education mobility and transfer of students from JCC to Spring Arbor University.

Each four-year institution has requirements for entrance into their "College/University of Education" and majors/minors. Students should contact the four-year degree-granting institution early in the second semester of the freshman year for their education school requirements. A student must first be admitted to the four-year institution and second follow the admittance procedure to then be admitted into its school of education. Acceptance into a four-year college is not an automatic acceptance into its school of education.

#### **ELEMENTARY EDUCATION**

The curriculum for students planning to become elementary teachers varies considerably depending on teaching major and/or minors and intended transfer institutions. Please see an advisor for additional information for the full time elementary education student program at JCC. A sample program is suggested below. JCC's Program for elementary education majors benefits the student by:

- Focusing on education issues and perspectives: a) In the 1st and 2nd year general education curriculum (ex. English 131 section with education perspective) and b) Student forums, events and organizations where subject matter relative to education and the teaching profession is presented, discussed and clarified
- Providing connections for education students to share concerns and issues
- Helping to facilitate transfer to 4-year colleges/universities of education

**JCC recommends by the end of the freshman year each student:**

- Investigate and decide teachable major/minor
- Investigate and decide a transfer four-year institution
- Complete application for the Michigan Test for Teacher Certification (MTTC-Basic Skills)

## SECONDARY EDUCATION AND SPECIAL EDUCATION

In planning for secondary or special education, students must follow the recommended course of study provided by the transfer institution. Consult the transfer institution of choice for requirements as early as possible for course selection recommendations.

To become a state certified teacher in Michigan, a student must obtain a bachelor's degree, pass the Basic Skills Michigan Test for Teacher Certification and, before receiving their teaching certificate, pass the Michigan Content Test in their major and minor(s).

Students must investigate the teacher education program at their intended transfer institution to be sure they offer the desired major and minor as well as the requirements to obtain teacher certification from the institution of choice. Each 4-year institution offers teacher certification in particular subject areas. All teacher education students are encouraged and welcome to attend the teacher education forums and events and activities at JCC.

Some students may desire to obtain an associate degree from JCC although this is not a requirement for admission into a 4-year program. To graduate with a General Education Associate in Arts degree from JCC, a student must complete the degree requirements. Review the requirements in the catalog for the Associate in Arts degree.

*Check your teacher education transfer institution for transferability of all courses.*

*See respective areas for course descriptions.*

## NATURAL RESOURCES & AGRISCIENCE CAREER PATHWAY

Careers in this pathway are related to agriculture, the environment and natural resources. These include agricultural sciences, earth sciences, environmental sciences, fisheries, forestry, horticulture and wildlife.

## TRANSFER PROGRAMS

The first two years of college education usually consists of general education courses, introductory courses in a major and/or program of study, and selected electives. Refer to pages 38-40 for additional information on transfer and MACRAO. Academic advisors assists in planning a student's transfer program. They can also provide transfer guide sheets indicating courses that meet the requirements of various programs of study at four-year colleges. Sample curricula for a few popular transfer programs are included.

- Biology
- Mathematics

## BIOLOGY

Biology, the study of living organisms, is an exciting, dynamic field that offers the opportunity to study and explore animals, plants and bacteria under a wide range of conditions in the laboratory and outdoors. Biologists work in such widely varying areas as medicine, crop improvement, wildlife management, forensics, toxic waste management, environmental preservation and education.

### SAMPLE CURRICULUM FOR BIOLOGY MAJOR

#### First Year, Fall Semester

BIO 131, CEM 141, MTH 140, ENG 131

#### First Year, Winter Semester

BIO 152, CEM 142, MTH 151\*, ENG 132

#### First Year, Spring Semester

MACRAO Social Science and Humanities courses

#### Second Year, Fall Semester

BIO 151, CEM 241, PHY 231, CPS 175\*

#### Second Year, Winter Semester

CEM 242, PHY 232, MACRAO Social Science and Humanities courses

*\*Not required by all transfer institutions.*

## MATHEMATICS

Students interested in the field of mathematics may major in mathematics or statistics. Mathematics majors find careers in applied mathematics and education. Statistics majors work in such areas as computer science, management, and accounting.

### SAMPLE CURRICULUM FOR MATHEMATICS

#### First Year, Fall Semester

ENG 131, MTH 151, CPS 175\*, PSY 140

#### First Year, Winter Semester

ENG 132, MTH 154, MTH 133\*\*, CPS 177, ECN 231

#### Second Year, Fall Semester

MTH 251, PHY 251, PHL 231, MACRAO Social Science course

#### Second Year, Winter Semester

MTH 254, PHY 252, MACRAO Humanities courses

*\*Not required but recommended to prepare for CPS 177*

*\*\*MSU students should register for PSY 143*