Sample Program Requirements

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Associate of Arts

The Associate of Arts is designed as the equivalent of the first half of a Baccalaureate Degree. This is a general plan and may or may not satisfy the requirements of a specific transfer university. Please check with your advisor for specific transfer requirements.

Degree Requirements (Total Credit Hours: 60)

Communication (10) Core - 2 courses (6 credit hours)

- ENGL 1301 - Composition I
- ENGL 1302 - Composition II

Mathematics (20) Core - 1 course (3 credit hours)

Select 1 course from the Mathematics (20) Core

Life and Physical Sciences (30) Core - 2 courses (6 credit hours)

Select 2 courses from the Life and Physical Sciences (30) Core

Language, Philosophy & Culture (40) Core - 1 course (3 credit hours)

Select 1 course from the Language, Philosophy & Culture (40) Core

Creative Arts (50) Core - 1 course (3 credit hours)

Select 1 course from the Creative Arts (50) Core

American History (60) Core - 2 courses (6 credit hours)

Select 2 courses from the American History (60) Core

Government/Political Science (70) Core - 2 courses (6 hours)

Select 2 courses from the Government/Political Science (70) Core

Social and Behavioral Sciences (80) Core - 1 course (3 credit hours)

Select 1 course from the Social and Behavioral Sciences (80) Core

Additional Communication (90) Core - 1 course (3 credit hours)

Select 1 course from the Additional Communication (90) Core

Additional Language, Philosophy and Culture (90) Core - 1 course (3 credit hours)

Select 1 course from the Additional Language, Philosophy and Culture (90) Core

Additional Requirements (18 credit hours)

- Any 18 hours of college-level Arts & Science courses, as approved by advisor.

Note:

Courses from the Additional Requirements area may not be used to satisfy Core Curriculum requirements.

A course may be used only once to fulfill degree requirements.

The student is encouraged to carefully examine requirements at the transfer institution. Requirements vary from institution to institution and can change from one year to the next.

Program CIP: 24.0100

Major Code: LBAT

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Associate of Arts in Teaching - EC-6, 4-8, EC-12 Special Education FOS

The AAT Degree Program Texas Teacher Certification: EC-6, 4-8, EC-12 Special Education targets individuals who have a desire to enter the field of education as a teacher, school administrator, counselor, or some aspect of child/adolescent development. The AAT is fully transferable to all Texas public universities which offer applicable Baccalaureate Degrees leading to initial teacher certification. Students should check with the college department, the transfer center, or the university to which they plan to transfer for additional information.

Field of Study Degree Requirements (Total Credit Hours: 60)

Communication (10) Core - 2 courses (6 credit hours)

- ENGL 1301 - Composition I
- ENGL 1302 - Composition II

Mathematics (20) Core - 1 course (3 credit hours)

Select 1 course from:
- MATH 1314 - College Algebra
- MATH 1414 - College Algebra (Precal Track)

Life and Physical Sciences (30) Core - 2 courses (6 credit hours)

Select 2 courses from the Life and Physical Sciences (30) Core

Language, Philosophy & Culture (40) Core - 1 course (3 credit hours)

Select 1 course from the Language, Philosophy & Culture (40) Core

Creative Arts (50) Core - 1 course (3 credit hours)

Select 1 course from the Creative Arts (50) Core

American History (60) Core - 2 courses (6 credit hours)

Select 2 courses from the American History (60) Core

Government/Political Science (70) Core - 2 courses (6 hours)

Select 2 courses from the Government/Political Science (70) Core

Social and Behavioral Sciences (80) Core - 1 course (3 credit hours)

Select 1 course from the Social and Behavioral Sciences (80) Core

Additional Communication (90) Core - 1 course (3 credit hours)

Select 1 course from the Additional Communication (90) Core

Additional Language, Philosophy and Culture (90) Core - 1 course (3 credit hours)

Select 1 course from the Additional Language, Philosophy and Culture (90) Core

Additional Requirements (18 credit hours)

- EDUC 1301 - Introduction to the Teaching Profession
- EDUC 2301 - Special Populations
- MATH 1350 - Fundamentals of Mathematics I for Teachers
- MATH 1351 - Fundamentals of Mathematics II for Teachers
- Science Electives: 6-8 Credit Hours from the Life and Physical Sciences (30) Core

    (student must meet with an advisor for science course selection)

Note:

A course may be used only once to fulfill degree requirements.

The student is encouraged to carefully examine requirements at the transfer institution. Requirements vary from institution to institution and can change from one year to the next.

Program CIP:

NLC - 30.9999
NVC, PAC - 13.1210
SAC - 13.1206
SPC - 13.1205

Major Code:

NLC - TCII
NVC - TEOT
PAC - GENE
SAC, SPC - TECT

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Cosmetology Operator, A.A.S.

This AAS degree is designed to train students to provide beauty services, such as shampooing, cutting, coloring, and styling hair, and massaging and treating scalp. Training may include applying makeup, dressing wigs, performing hair removal, and providing nail and skin care services. Cosmetology students must pass the TDLR Cosmetology Licensing Examination in order to practice in the state of Texas.

Advisory Committee Members:

Linda Benavidez, Synastry Management Group
Sylvia Cano, Great Clips
Dorria Fox, Team Sailing, Inc.
Cecilia Gonzales, Team Sailing, Inc.
Michael Mayer, Synastry Management Group
Teresa Morales, The Beauty Spot
Melinda Orta, Hair-N-Nails Saloon
Terri Price, Great Clips
Charla Spivey, JC Penney Salon

Related Degrees and Certificates

Ladder Certificates
Cosmetology Operator Level 2 Certificate

Additional Awards
Cosmetology Esthetician, A.A.S.
Cosmetology Instructor, A.A.S.
Cosmetology Nail Technician, A.A.S.
Esthetician Specialty Level 1 Certificate
Cosmetology Nail Technician Level 1 Certificate

Degree Requirements (Total Credit Hours 60)

First Year

First Semester (13 credit hours)

- Select 1 course from the Social and Behavioral Sciences (80) Core
- CSME 1310 - Introduction to Haircutting and Related Theory
- CSME 1248 - Principles of Skin Care
- CSME 1505 - Fundamentals of Cosmetology

Second Semester (13 credit hours)

- CSME 1451 - Artistry of Hair, Theory and Practice
- CSME 1254 - Artistry of Hair Design I
- CSME 1443 - Manicuring and Related Theory
- Select 1 course from the Creative Arts (50) Core

Third Semester (8 credit hours)

- CSME 2204 - Introduction to the Theory and Chemistry of Hair Color
- CSME 2401 - The Principles of Hair Coloring and Related Theory
- CSME 2202 - Introduction to Application of Hair Color

Second Year

First Semester (14 credit hours)

- CSME 2310 - Advanced Haircutting and Related Theory
- CSME 1553 - Chemical Reformation and Related Theory
- ENGL 1301 - Composition I
- Select 1 course from the Additional Communication (90) Core

Second Semester (12 credit hours)

- Select 1 course from the Mathematics (20) Core
- CSME 2237 - Advanced Cosmetology Techniques
- CSME 2343 - Salon Development
- CSME 2441 - Preparation for the State Licensing Examination *

NOTES:

Capstone Course

CIP Code: 12.0401
Major Code: COSM

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Logistics and Supply Chain Management, A.A.S.

The Logistics and Supply Chain Management Program is designed to prepare students for management careers in transportation, warehousing, distribution, inventory control, purchasing, and international logistics. Students will study logistics principles and practices involved in procurement, transportation, storage, and third party provision as they apply to solving management problems in movement, storage, control, and information flow. The program includes an internship at an approved logistics management work site. The Logistics and Supply Chain Management Program will graduate students with the managerial skills and competencies required for jobs in logistics, materials management, distribution, and transportation.

Advisory Committee
Erica Borrego, San Antonio Food Bank
Mike Brazytis, Union Pacific
Tom Delgado, Rail Link
Paul Easley, Southwest Research
Lisa Andrade Gonima, Del Rey Express
Mark Lewis, H-E-B
Allan Nance, Allen Lund Company
Horatio Neely, US AutoLogistics
Loreilei Smith, UPS
Rick Staller, Bee Trucking Inc.
Chester Teel, US Department of the Air Force
Edward Valdespino, Strasburger & Price
Nicholas Wingerter, San Antonio Transportation Association

Related Degrees and Certificates

Ladder Certificates
Logistics Management Level 1 Certificate
International Logistics Management Level 1 Certificate
Manufacturing Management Level 1 Certificate
Transportation Management Level 1 Certificate
Warehouse Management Level 1 Certificate

Additional Awards
Purchasing Clerk Level 1 Certificate
Operations Management Advanced Technical Certificate

Degree Requirements (Total Credit Hours 60)

First Year

First Semester (15 Credit Hours)

- BMGT 1301 - Supervision
- LMGT 1319 - Introduction to Business Logistics
- ENGL 1301 - Composition I

- ITSC 1309 - Integrated Software Applications
- or POFI 1301 - Computer Applications I

- MATH 1314 - College Algebra
- or MATH 1324 - Mathematics for Business & Social Sciences
- or MATH 1332 - Contemporary Math I (Math for Liberal Arts Majors I)

Second Semester (12 Credit Hours)

- LMGT 1325 - Warehouse and Distribution Center Management
- SPCH 1321 - Business and Professional Communication
- Select 1 course from the Social and Behavioral Sciences (80) Core
- BMGT 1344 - Negotiations and Conflict Management

Second Year

First Semester (15 Credit Hours)

- BMGT 1307 - Team Building
- MRKG 1311 - Principles of Marketing
- LMGT 1323 - Domestic and International Transportation Management
- BMGT 1331 - Production and Operations Management
- Select 1 course from the Language, Philosophy & Culture (40) Core or Creative Arts (50) Core

Second Semester (15 Credit Hours)

- ACCT 2301 - Principles of Financial Accounting
- BMGT 1313 - Principles of Purchasing
- BMGT 2331 - Principles of Quality Management
- BUSI 2301 - Business Law I
- LMGT 1340 - Contemporary Logistics Issues

Third Semester (3 Credit Hours)

- LMGT 2388 - Internship: Logistics and Materials Management *

NOTES:

* **Capstone Course**
CIP Code: 52.0203
Major Code: LSCM

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Veterinary Technology, A.A.S.

The Veterinary Technology Associate of Applied Science degree program is designed to prepare students to work as Licensed Veterinary Technicians ("LVT"). Students completing the program will have technical skills and competencies to assist veterinarians in industrial, commercial, and research settings as well as in pharmaceutical companies and animal handling retail businesses.

The Veterinary Technology program was accredited in 1998 by the Committee on Veterinary Technician Education and Activities of the American Veterinary Medical Association (AVMA). Accreditation allows graduates to be eligible to take the Texas State Licensed Veterinary Technician examination and the Veterinary Technician National Exam (VTNE) to become a Licensed Veterinary Technician.

Enrollment into the Veterinary Technology program by students with felony convictions could result in denial of licensure. These students would not be eligible for admission into the program until a declaratory order process is completed with the licensure board and proof of eligibility for licensure or certification is provided.

A limited number of qualified students are admitted to the Veterinary Technology program every fall semester. Prospective students must have the following to apply: meet the general admission requirements to Palo Alto College and be admitted to the college, have successfully completed each required prerequisite course with a grade of "C" or better, three letters of recommendation (one from veterinarian and two from other sources), have successfully completed 80 hours of work experience in a veterinary clinic, and a complete application. Applications must be received by June 1. All applications will be reviewed, ranked, and the selected number of qualified applicants will be accepted into the program and notified by June 15. Accepted students will be required to have a physical exam, tetanus prophylaxis and pre-exposure rabies prophylaxis before entrance for the fall semester. All VTHT courses must be passed with a grade of C or better. No VTHT course older than 5 years, prior to graduation, may be counted toward the AAS degree or certificate in Veterinary Technology.

For further information, refer to the Veterinary Technology website:alamo.edu/pac/vet-tech

Advisory Committee
Dr. John Clader, Chaparral Veterinary Center
Dr. Noberto Espitia, Texas A & M University
Dr. John Herbold, University of Texas School of Public Health
Dr. Anna Kaiser, Encino Park Veterinary Clinic
Dr. Dennis McIntosh, El Dorado Animal Hospital
Dr. Tom Vice, Broadway Animal Hospital
Linda Larson, LVT, VCA Mission Animal Hospital
Nicole Reininger, LVT, MWI
Candice Robinson, LVT, I10 Pet Emergency

Related Degrees and Certificates

Veterinary Assistant Level 2 Certificate

Degree Requirements (Total Credit Hours 60)

Prerequisites

Summer Semester (6 Credit Hours)

- ENGL 1301 - Composition I
- BIOL 1308 - Biology for Non-Science Majors I (Lecture)

First Year

First Semester (12 Credit Hours)

New cohorts always begin in Fall.

- VTHT 1203 - Canine and Feline Care and Husbandry
- VTHT 1205 - Veterinary Medical Terminology
- VTHT 1109 - Veterinary Nutrition
- VTHT 1125 - Pharmacological Calculations
- VTHT 1301 - Introduction to Veterinary Technology
- VTHT 1313 - Veterinary Anatomy and Physiology

Second Semester (11 Credit Hours)

- VTHT 2301 - Canine and Feline Clinical Management
- VTHT 2321 - Veterinary Parasitology
- VTHT 2323 - Veterinary Clinical Pathology I
- VTHT 2213 - Lab Animal Clinical Management

Third Semester (5 Credit Hours)

- VTHT 1249 - Veterinary Pharmacology
- VTHT 2366 - Practicum (or Field Experience) - Veterinarian Assistant/Animal Health Technician

Second Year

First Semester (13 Credit Hours)

- PSYC 2301 - General Psychology
- VTHT 1341 - Anesthesia and Surgical Assistance
- VTHT 2205 - Equine Clinical Management
- VTHT 2217 - Exotic Animal Clinical Management
- VTHT 2331 - Veterinary Clinical Pathology II

Second Semester (13 Credit Hours)

- VTHT 1345 - Veterinary Radiology
- Select 1 course from Additional Communication (90) Core
- VTHT 2209 - Food Animal Clinical Management
- Select 1 course from the Language, Philosophy & Culture (40) Core or Creative Arts (50) Core
- VTHT 1217 - Veterinary Office Management *

NOTES:

* Capstone Course
CIP Code: 51.0808
Major Code: VETT

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Computer Forensics Level 1 Certificate

Designed for information technology specialists, systems analysts and network administrators, this program is especially beneficial for individuals within law enforcement, private corporations or public agencies who are asked to search for and identify hidden digital data, or to analyze employee computer usage, stored or copied files, e-mail and Internet history. Program content includes laws governing the collection of digital evidence, documentation of findings for corporate or organizational use, procedures for presentation and acceptance of digital data as evidence in legal proceedings, and a variety of software programs and tools used to identify, replicate and analyze digital data without corrupting it. The courses completed for this Certificate may be applied toward the Palo Alto College AAS Information Security and Assurance degree plan.

Related Degrees and Certificates

Computer Programmer A.A.S.
Computer Support Specialist, A.A.S.
Information Assurance and Cybersecurity, A.A.S
Network Administrator, A.A.S.
Cisco Certified Network Associate Level 1 Certificate
Computer Programming Basics Level 1 Certificate
Computer Programming Intermediate Level 1 Certificate
Computer Support Specialist Level 1 Certificate
Information Assurance & Cybersecurity Level 1 Certificate
Personal Computer Skills Level 1 Certificate

Certificate Requirements (Total Credit Hours 22)

First Semester (11 Credit Hours)

- ITCC 1401 - Cisco Exploration 1 - Network Fundamentals
- or ITNW 1425 - Fundamentals of Networking Technologies

- ITDF 1400 - Introduction to Digital Forensics
- or ITNW 1454 - Implementing and Supporting Servers

- ITSC 1316 - Linux Installation and Configuration

Second Semester (11 Credit Hours)

- ITSY 2442 - Incident Response and Handling *
- ITSY 2443 - Computer System Forensics

- ITSY 1342 - Information Technology Security
- or ITSY 1300 - Fundamentals of Information Security

NOTES:

* Capstone Course
\# Course not offered at Palo Alto College
CIP Code: 11.0101
Major Code: CFOR

Gainful Employment

The U.S. Department of Education requires colleges to disclose information for any financial aid eligible program that "prepares students for gainful employment in a recognized occupation."

In accordance with these requirements we are providing the following information:

1. Standard Occupational Classification (SOC) codes
2. On-time graduation rates
3. Cost of the program to include books and fees
4. Placement rate for students completing the program
5. Median loan debt incurred by students who have completed the program

The information provided is the best available and represents data for one year.

More specific information about occupations can be found at the O*NET Resource Center.

Gainful Employment Information for Computer Forensics Level 1 Certificate.

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Energy Technician Career Foundations Core Level 2 Certificate

This Statewide accepted Process and Production Technology program of study meets the industry's needs to increase the availability of process technicians in the oil and gas industry that is expanding in south Texas. This Career Foundations Core Certificate allows students to find additional employment while moving toward the AAS degrees.Oil and Gas companies may not hire persons with felony convictions. The college does not guarantee employment to any student in the program.

Related Degrees and Certificates

Process Technology Specialization, A.A.S.
Production Technician Specialization, A.A.S.
Entry Level Energy Technician Level 1 Certificate

Certificate Requirements (Total Credit Hours 30)

First Semester (15 Credit Hours)

- PTAC 1302 - Introduction to Process Technology
  or
- PTRT 1301 - Introduction to Petroleum Industry

- ENER 1330 - Basic Mechanical Skills for Energy
- OSHT 1301 - Introduction to Safety and Health
- CETT 1302 - Electricity Principles
- INCR 1302 - Physics of Instrumentation *

Second Semester (15 Credit Hours)

- ENGL 1301 - Composition I
- Choose 1 course from Additional Communication (90) Core
- Choose 1 course from Language, Philosophy & Culture (40) Core or Creative Arts (50) Core
- Choose 1 course from Social and Behavioral Sciences (80) Core
- Choose 1 course from Mathematics (20) Core or Life and Physical Sciences (30) Core

NOTES:

Capstone Course

CIP Code: 15.0903
Major Code: ETCF

Gainful Employment

The U.S. Department of Education requires colleges to disclose information for any financial aid eligible program that "prepares students for gainful employment in a recognized occupation."

In accordance with these requirements we are providing the following information:

1. Standard Occupational Classification (SOC) codes
2. On-time graduation rates
3. Cost of the program to include books and fees
4. Placement rate for students completing the program
5. Median loan debt incurred by students who have completed the program

The information provided is the best available and represents data for one year.

More specific information about occupations can be found at the O*NET Resource Center.

Gainful Employment Information for Energy Technician Career Foundations Core Certificate.

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Entry-Level Supervision Level 2 Certificate

The Entry-Level Supervision Certificate curriculum is for students to be entry-level supervisors with the necessary knowledge and skills. This certificate program is designed to provide a student with an exit point in the AAS Management Program and with the marketable skills, knowledge, and abilities that will make them more attractive and marketable for entry level management (supervisory) positions.

Related Degrees and Certificates

Business Management, A.A.S.
Administration Level 1 Certificate
Entrepreneurship Level 1 Certificate
International Business Level 1 Certificate
Leadership Level 1 Certificate
Marketing Level 1 Certificate

Certificate Requirements (Total Credit Hours 45)

First Semester (15 Credit Hours)

- BMGT 1327 - Principles of Management
- BCIS 1305 - Business Computer Applications
- MRKG 1301 - Customer Relations
- BUSI 1301 - Business Principles
- Select 1 course from Additional Communication (90) Core

Second Semester (15 Credit Hours)

- ENGL 1301 - Composition I
- Select 1 course from Social and Behavioral Sciences (80) Core
- BMGT 1301 - Supervision
- BMGT 2303 - Problem-Solving and Decision-Making
- MRKG 1311 - Principles of Marketing

Third Semester (15 Credit Hours)

- ACCT 2301 - Principles of Financial Accounting
- BMGT 2309 - Leadership
- BMGT 2341 - Strategic Management

- HRPO 2307 - Organizational Behavior
- BMGT 2382 - Cooperative Education - Business Administration and Management *

NOTES:

* Capstone Course
CIP Code: 52.0201
Major Code: ELCT

Gainful Employment

In accordance with these requirements we are providing the following information:

1. Standard Occupational Classification (SOC) codes
2. On-time graduation rates
3. Cost of the program to include books and fees
4. Placement rate for students completing the program
5. Median loan debt incurred by students who have completed the program

The information provided is the best available and represents data for one year.

More specific information about occupations can be found at the O*NET Resource Center.

Gainful Employment Information for Entry-Level Supervision Level 2 Certificate.

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A+ Certificate Preparation Marketable Skills Award

The A+ Certification Preperation Marketable Skills Award will provide the student with the knowledge and skill to prepare for the A+ Certificate which is industry recognized and an entry level position may be obtained.

Related Degrees and Certificates

Computer Programmer A.A.S.

Computer Support Specialist, A.A.S.

Information Assurance and Cybersecurity, A.A.S

Network Administrator, A.A.S.

Cisco Certified Network Associate Level 1 Certificate

Computer Programming Basics Level 1 Certificate

Computer Programming Intermediate Level 1 Certificate

Computer Support Specialist Level 1 Certificate

Computer Forensics Level 1 Certificate

Information Assurance & Cybersecurity Level 1 Certificate

Personal Computer Skills Level 1 Certificate

Certificate Requirements (Total Credit Hours 11)

- ITSC 2439 - Personal Computer Help Desk Support
- ITSC 1305 - Introduction to PC Operating Systems
- ITSC 1425 - Personal Computer Hardware

NOTE:

CIP Code: 11.0101
Major Code: ACRT

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Operations Management Advanced Technical Certificate

This Advanced Technical Certificate is a certificate that has an associate degree in business or a related field as a prerequisite. This award is designed for the individual working in the Logistics or Operations field who need to enhance his/her skills.

Related Degrees and Certificates

Logistics and Supply Chain Management, A.A.S.
Logistics Management Level 1 Certificate
International Logistics Management Level 1 Certificate
Manufacturing Management Level 1 Certificate
Purchasing Clerk Level 1 Certificate
Transportation Management Level 1 Certificate
Warehouse Management Level 1 Certificate

Certificate Requirements: (Total Credit Hours 24)

First Semester (12 Credit Hours)

- BMGT 1301 - Supervision
- BMGT 1344 - Negotiations and Conflict Management
- LMGT 1319 - Introduction to Business Logistics

- ITSC 1309 - Integrated Software Applications
- or POFI 1301 - Computer Applications I

Second Semester (12 Credit Hours)

- BMGT 1313 - Principles of Purchasing
- BMGT 1331 - Production and Operations Management
- BMGT 1341 - Business Ethics
- BMGT 2331 - Principles of Quality Management *

NOTES:

* Capstone Course
CIP Code: 52.0203
Major Code: OPMG

Gainful Employment

In accordance with these requirements we are providing the following information:

1. Standard Occupational Classification (SOC) codes
2. On-time graduation rates
3. Cost of the program to include books and fees
4. Placement rate for students completing the program
5. Median loan debt incurred by students who have completed the program

The information provided is the best available and represents data for one year.

More specific information about occupations can be found at the O*NET Resource Center.

Gainful Employment Information for Operations Management Advanced Technical Certificate.