PHYSICAL THERAPIST ASSISTANT
Associate in Applied Science Degree

2014-15 Student Advisement E-Guidebook
INTRODUCTION

The faculty of the Physical Therapist Assistant Program would like to thank you for your interest in the Physical Therapist Assistant program.

LaGuardia Community College offers an AAS Degree (Associates in Applied Science) for students who successfully complete the Physical Therapist Assistant Program.

The Physical Therapist Assistant Program is fully accredited by the Commission on Accreditation for Physical Therapy Education. Students who graduate from the Physical Therapist Assistant Program are eligible for New York State Certification and must take the National Certification Exam, to practice in New York State. Passing a National PT Exam is required in order to practice in most states including New York State. Federal law limits the issuance of professional licenses, registrations and limited permits to United States citizens or qualified aliens. Students with criminal records are examined on a case by case basis in regards to New York State licensure.

The Physical Therapist Assistant Program has two phases, the pre-clinical and clinical phase. Students must file for and be accepted into PTA candidacy in order to progress to the clinical phase. You are responsible to familiarize yourself with the information in this Handbook and obtain further information by attending a PTA Orientation Session. The clinical phase is a full time day program.

Orientation sessions are scheduled in the Fall I and Spring I Semesters.

The Physical Therapist Assistant Program offers admission to the program in January and June of each academic year. Class size is limited. Students entering the PTA Program are required to follow a specific program sequence. Students who do not follow the program sequence will be assigned classes on a seat availability basis.

Other sources of information provided for students are the LaGuardia Community College Catalogue, the Student Handbook and the PTA Program Website @ www.lagcc.cuny.edu/ptaprogram. Information about the field of physical therapy is available at www.apta.org and www.nypta.org.

Updated accreditation status of the PTA program and institution, acceptance rates, graduation rates, employment rates and pass rates on the NPTE can be found at www.APTA.org under CAPTE accredited PTA programs and on the program website: www.lagcc.cuny.edu/ptaprogram under accreditation status.

Revised June 2014
PHYSICAL THERAPY FACULTY:

The Physical Therapist Assistant Program has three full-time faculty members as well as an experienced group of adjunct faculty. All instructional staff are New York State Licensed Physical Therapists. The College Lab Technician is a New York State Certified Physical Therapist Assistant. The College Lab Technician assists instructional staff in the laboratory courses and is available during scheduled hours from Monday to Friday. The faculty are all members of their professional organization, The American Physical Therapy Association.

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3. Jackie Ross, PT DPT  
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   Clinical Coordinator, Physical Therapist Assistant Program  
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The PTA Program is responsive to the health care needs in New York as well as the United States and is responsive to reflect the mission of LaGuardia Community College. Health care today addresses both preventative health care as well as post injury health care. PTAs entering the field of Physical Therapy are trained to provide therapeutic intervention throughout the rehabilitation process. The PTA Program trains students to work with patients in various settings, including but not exclusive to hospitals, nursing homes, private practices, and the patient’s home. Students are trained to provide quality technical skills towards functional outcomes of the rehabilitation process. Students will be able to apply therapeutic concepts of exercise, manual techniques, and mobility training, along with the use of therapeutic modalities under the direct supervision of a licensed Physical Therapist.

The PTA program reflects the mission and goals of the college and the field of Physical Therapy including:

* Assisting the student to become a **Lifelong Learner** who has found ways to develop and grow as a result of formal schooling and has a range of commitments and interests of which you can become passionate.
* Assisting the student to become **Socially Responsible** and give back to your community.
* To ensure students possess an **Intercultural Understanding** and understand how to interact with people of various cultures and backgrounds.
* Assisting the student to become an educated person who has fully explored his/her interests, strengths, and skills and has exhibited a **Career Readiness as a Promoter of Health and Wellness**.
* Preparing the student for a **Leadership** role within the community.
* To promote **Compassion and Caring**
* To educate the student in legal and ethical professional practice.
* To develop technological research and information literacy.
PATHWAYS

The Pathways Common Core is the new general education requirement in all CUNY Colleges beginning in Fall 2013. The Common Core includes 30 credits of liberal arts courses for Associates in Arts (AA) or Associates in Science (AS) degree programs. All 30 credits of the Common Core will satisfy the general education requirements at any college in CUNY.

Students enrolled in an Associate in Applied Science (AAS) degree program, will complete only a portion of the common core requirements as described above, according to the specific requirements of the program.

To ensure you fully understand how the requirements of your degree program work with Pathways, please visit Student Advising Services in room B-102 or email adviseme@lagcc.cuny.edu or call 718-482-6070 to schedule an appointment with an academic advisor.

Learn more about Pathways on the CUNY Pathways website: www.laguardia.edu/pathways/
OUTLINE OF THE PHYSICAL THERAPIST ASSISTANT PROGRAM

These courses should be taken in the pre-clinical phase of the program.

<table>
<thead>
<tr>
<th>COUNSELING</th>
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<tr>
<td>HSF099 Health Science New Student Seminar</td>
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<tr>
<th>ENGLISH</th>
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<tr>
<td>ENG101 - Composition I*</td>
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<td>ENG102 - Writing Through Literature</td>
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<tr>
<th>SCIENCES</th>
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<tbody>
<tr>
<td>SCB203 - Human Anatomy and Physiology I*</td>
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<tr>
<td>SCB204 - Human Anatomy and Physiology II</td>
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<tr>
<td>SCN195 - Community Health*</td>
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<td>SCO230 - Functional Pathology</td>
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<tr>
<td>SSY101 - General Psychology*</td>
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<tr>
<td>SSY240 - Developmental Psychology</td>
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<tr>
<th>MATHEMATICAL AND QUANTITATIVE REASONING</th>
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<td>MAT120 – Elementary Statistics</td>
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<tr>
<th>LIBERAL ARTS ELECTIVE COURSES</th>
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<td>HUP 102 – Critical Thinking</td>
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Volunteer Work
50 hours of volunteer work in a Physical Therapy Department
(to be completed prior to starting the clinical phase) 0

These courses should be taken by PTA majors ONLY if they are accepted into the Clinical Phase.

<table>
<thead>
<tr>
<th>PHYSICAL THERAPIST ASSISTANT</th>
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<tbody>
<tr>
<td>SCT101 - Introduction to Physical Therapy</td>
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<tr>
<td>SCT102 – Ethical Concepts for PTA’s</td>
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<td>SCT203 - Clinical Kiniesiology</td>
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<td>SCT211 - Therapeutic Procedures I</td>
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<tr>
<td>SCT212 - Therapeutic Procedures II</td>
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<td>SCT220 - Mobility Skills in Physical Therapy</td>
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<td>SCT221 – Functional Gait Training Skills</td>
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<td>SCT230 – Orthopedic Therapeutic Exercises</td>
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<td>SCT231 – Neuromuscular Rehabilitation</td>
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<td>Basic Life Support</td>
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<tr>
<th>CLINICAL AFFILIATIONS***</th>
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<tbody>
<tr>
<td>SCT290 – Physical Therapist Assistant Affiliation Level I</td>
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<tr>
<td>SCT291 - Physical Therapist Assistant Affiliation Level II</td>
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<tr>
<td>SCT292 - Physical Therapist Assistant Affiliation Level III</td>
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TOTAL CREDITS*** 68

NOTES:
(1)* Key Courses
(2)** Affiliations are available during the day only, and are accompanied by an evening seminar class.
GENERAL ADMISSION INFORMATION

Students interested in applying to LaGuardia Community College should contact the Admissions Office located in Room C-102, 29-10 Thomson Avenue, Long Island City, New York 11101. Applications are available for both freshman and transfer students. Transfer students with questions about the evaluation of credits earned at previous attended institutions should contact the Transfer Credit Office located in Room C-102. All inquiries regarding admissions and transfer credit can be made by calling (718) 482-5106.

All new students who are PTA majors are admitted directly into the pre-clinical phase of the Physical Therapist Assistant Program. Progression to the clinical phase of the program is competitive and is by acceptance into candidacy. Students must apply for candidacy and be accepted to enter the clinical phase.

Please note that the Physical Therapist Assistant Program faculty do not directly admit new students into the clinical phase of the program nor does the PTA Program faculty evaluate transfer credits.

Individuals who are interested in entering the program may obtain an application from LaGuardia’s Admissions Office or online. The telephone number for LaGuardia’s Admissions Office is (718) 482-5106. Those who previously attended college must have a GPA of at least 2.50 and may receive up to a maximum of 30 transfer credits for courses in the pre-clinical phase of the program. Any students who transfer science credit for sequential courses must transfer both parts to receive the science credit. This applies to the following science courses:

- SCB201/SCB202 – FUNDAMENTALS OF BIOLOGY I & II
- SCB203/SCB204 – HUMAN ANATOMY & PHYSIOLOGY I & II
- SCC201/SCC202 – FUNDAMENTALS OF CHEMISTRY I & II
- SCC251/SCC252 – ORGANIC CHEMISTRY I & II
- SCP201/SCP202 – FUNDAMENTALS OF PHYSICS I & II
- SCP231/SCP232 – GENERAL PHYSICS I & II

No transfer credits will be granted for courses in the clinical phase of the program. All applications are processed by CUNY’s central admissions processing center and the only requirement is a high school or GED diploma and completion of admission testing requirements. Please do not contact the PTA program itself concerning the status of your application, as we do not participate in the admissions process.
The Physical Therapist Assistant Program at LaGuardia Community College offers a course of study leading to the Associate in Applied Science (A.A.S) degree. The Physical Therapist Assistant Program is a New York State Accredited Program by the American Physical Therapy Association. Upon successful completion of this program and after passing the National Certification Exam, students are eligible to become certified to practice as Physical Therapist Assistants in New York State. Students must file the appropriate certification papers with the New York State Department of Education.

The PTA Program is divided into two distinct phases:

A. Pre clinical – consisting of all required general education and elective courses.
B. Clinical – consisting of all Physical Therapy courses and clinical affiliations.

The total credits required for completion of the program is 68.

All students are admitted to the pre-clinical phase and must file for PTA candidacy in order to progress to the clinical phase. Candidates must first complete or be in the process of completing the four key courses with a minimum GPA of 2.50 in the semester they are applying for candidacy.

In addition to the GPA requirement, a pre-program entrance exam called the TEAS V (Test of Academic Skills V) administered by Assessment Technologies Inc. (ATI) [https://www.atitesting.com/Solutions/PreNursingSchool/TEAS.aspx](https://www.atitesting.com/Solutions/PreNursingSchool/TEAS.aspx) is now included in the determination of a student’s acceptance into the clinical phase of the Physical Therapist Assistant Program. A basic level score (determined by PTA faculty) on the TEAS V is required for eligibility for candidacy. The score will be valid for PTA candidacy for 18 months. Students should register for the exam in the Health Sciences Department (E300) if intended to take it at the LaGuardia. The cost of the TEAS V is available on the above website. It will be paid via credit/debit/pre-paid card, on-line prior to taking the test.

Eligible candidates are then ranked by the Registrar’s Office on a scoring system based on grades in the key courses and other required courses. Since the number of students permitted to progress each semester is limited, the minimum GPA and the TEAS V score does not guarantee that a student will be selected for progression into the clinical phase of the program. Students are limited to a maximum of two attempts at candidacy.

For those students applying for candidacy, a minimum of 50 hours of volunteer work in a Physical Therapy Department is required prior to starting the clinical phase. A supervisor’s letter of recommendation (on official letterhead) and a reflective essay on the experience must be submitted to the PTA Program Director prior to taking SCT101-Introduction to PT and SCT 102-Ethics for PTAs.

Due to the candidacy process, the minimum time required to complete this program is **two years and three months**. This is based on full-time year-round attendance during the day with the approval to take all four key courses upon entering the session I semester. Students who must
take developmental courses, attend part-time, or are not selected for progression on their first attempt at candidacy will require a longer time for completion. Physical Therapy courses are held during the day ONLY. The clinical affiliations are completed during the day and are accompanied by evening seminars.

Students are required to complete three physical therapy clinical affiliations prior to graduation. One integrated part time experience and two full time terminal experiences for a minimum of 650 hours are to be scheduled at different clinical facilities as assigned by the Clinical Coordinator. Annual physicals and medical clearance must be submitted prior to clinical placements. Test for substance abuse and background check may also be required. There are no waivers or exemptions from these requirements. It is usually not feasible for students to continue working while they are on their clinical affiliations, so it is advisable that they begin financial planning for this period as soon as they are selected for the clinical phase of the program.

Students applying for Physical Therapist Assistant candidacy should review the attached documentation on Essential Functions, for successful completion of the Physical Therapist Assistant Program.
CHANGE OF MAJOR

CHANGING YOUR MAJOR AT LAGUARDIA COMMUNITY COLLEGE
Students who wish to change their plan/major must file the appropriate form. Changing your plan/major is an important decision and should be discussed with your advisor(s) prior to making any changes. The procedure to change your plan/major is as follows:

1. Download the form at
   www.lagcc.cuny.edu/uploadedFiles/NEW.../Change_of_Major.pdf
2. Complete the form and get appropriate signatures, if necessary
3. After you have obtained the proper signatures, return this form to the Enrollment Service Center, C-107
4. Make sure you submit the form by the deadline, Census Day, as indicated on the Academic calendar. www.lagcc.cuny.edu/Academics/Academic-Calendar/

** Consultation with your advisor(s) is strongly recommended prior to completing and submitting the forms listed above**

CHANGING YOUR MAJOR TO PHYSICAL THERAPIST ASSISTANT PROGRAM
Students who are already attending LaGuardia and wish to change their major must schedule an advisement meeting with the program director.* Students should attend a PTA Program Orientation Session to learn more about the program. Orientation sessions are usually held during Fall I and Spring I semesters. A schedule of specific dates, times and places can be obtained from the Health Science office in Room E-300.

The following requirements are necessary for Change of Major:

1. Completion of all Basic Skills Requirements.
2. GPA of 2.5 or higher
3. Attend LaGuardia, (actively taking classes) for at least one 12 week semester.
4. Complete two of the four Key Courses with a minimum grade of B or better.

KEY COURSES:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
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<tbody>
<tr>
<td>ENG101</td>
<td>Composition I</td>
</tr>
<tr>
<td>SCB203</td>
<td>Human Anatomy and Physiology I</td>
</tr>
<tr>
<td>SSY101</td>
<td>General Psychology</td>
</tr>
<tr>
<td>SCN195</td>
<td>Community Health</td>
</tr>
</tbody>
</table>

*Only the director of the PTA Program can authorize a change of major. Change of Major applications can be picked up at the registrars’ office in C-107 and must be accompanied with a copy of the students transcript.
DROPPING A COURSE/OFFICIAL WITHDRAWAL

There are two mechanisms for students to drop courses: **Drop** and **Official Withdrawal**.

*Dropping a Course...*
During the change of program period, students must log in to CUNYFirst to drop a course or courses. The course will not appear on the student’s transcript. You may be responsible for part of the tuition cost, depending on how long you attended and were registered for class.

*Course Withdrawal...*
If you need to withdraw from a course or the college after change of program (that is, your major), you must go to CUNYFirst, [https://home.cunyfirst.cuny.edu/aom/Portal_Login1.html](https://home.cunyfirst.cuny.edu/aom/Portal_Login1.html)
If you withdraw during the official withdrawal period, you will receive a “W” as a grade and will be responsible for all tuition charges.

Instructions and student guides are available on: [www.lagcc.cuny.edu/CUNYfirst/student-guides/](http://www.lagcc.cuny.edu/CUNYfirst/student-guides/)
TRANSFER FROM OTHER COLLEGES

LaGuardia accepts applicants who have previously attended or graduated from another accredited college or university provided they meet the same basic requirements for new freshman. Applicants must have minimum GPA of 2.50.

A. Applicants may, upon submission of official college transcripts receive transfer credit only for the following general education courses that are required in the LaGuardia PTA Program.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG101</td>
<td>Composition I</td>
<td>3 credits</td>
</tr>
<tr>
<td>ENG102</td>
<td>Writing Thru Literature</td>
<td>3 credits</td>
</tr>
<tr>
<td>SCB203</td>
<td>Human Anatomy and Physiology I</td>
<td>4 credits</td>
</tr>
<tr>
<td>SCB204</td>
<td>Human Anatomy and Physiology II</td>
<td>4 credits</td>
</tr>
<tr>
<td>SCN195</td>
<td>Community Health</td>
<td>2 credits</td>
</tr>
<tr>
<td>SCO230</td>
<td>Functional Pathology</td>
<td>3 credits</td>
</tr>
<tr>
<td>SSY101</td>
<td>General Psychology</td>
<td>3 credits</td>
</tr>
<tr>
<td>SSY240</td>
<td>Developmental Psychology</td>
<td>3 credits</td>
</tr>
<tr>
<td>HUP102</td>
<td>Critical Thinking</td>
<td>3 credits</td>
</tr>
</tbody>
</table>

Credit for the above courses taken and passed elsewhere may be granted only if the courses are deemed comparable to those that meet the degree requirements of the LaGuardia PTA Program. Transfer credit will be determined by the Admissions Office through established college policies and procedures.

B. Credit must be transferred for all courses taken at other colleges, which match the general education requirements in LaGuardia’s pre-clinical/clinical sequence. Transfer applicants will not be allowed to select courses for transfer. Transfer credit is awarded for courses with grades of A, A-, B+, B, B-, C+, C, C-, D+ and D from any accredited college or university.

C. Applicants who have earned fewer than 24 college credits must submit a high school diploma or its equivalent (GED) as well as any official college transcripts.

D. If students are not accepted into the clinical phase of the PTA Program, or decide to change their majors, a maximum of 30 transfer credits may be granted toward any other degree. Student may request a re-evaluation of their transcripts to determine transfer credit for a different major.

E. If more than one course, which meets a requirement, has been passed, credit will be granted for the course with the highest grade.

F. Courses accepted for the transfer credit may not be retaken.

G. All grades earned in the courses, which have been transferred to LaGuardia, will be included in the calculations to determine eligibility for movement from the pre-clinical to the clinical phase of the PTA Program. However, grades will not appear on the official LaGuardia transcript.

H. Transfer students must be registered for at least one 12-week semester in the pre-clinical phase of the PTA Program prior to entry into the clinical phase.
APPLYING FOR PTA CANDIDACY
PROGRESSION INTO THE CLINICAL PHASE

1. In order to apply for PTA candidacy (progression to the clinical phase of the PTA Program), you must be a PTA Major.

2. You apply by registering for PTA000.4499 - Intent to PTA in the first three weeks of a 12-week term. There are no credits, no meetings and no charges involved in registering for this “course”, it is merely an administrative designation.

3. You should only register for PTA000.4499 if you have already completed all four “key” courses or if you are going to complete all four by the end of the 12-week term in which you are applying for candidacy.

4. If you are enrolled in one of the four “key” courses and you withdraw from that course, you must also withdraw from Intent to PTA (PTA000.4499). Withdrawal from a course is according to the college calendar. Check the college calendar for semester withdrawal dates.

5. You must complete the TEAS V exam and submit the score to the PTA program (E300). The test score must be dated within 18 months of the end date of the candidacy.

6. Please note that if you received a C-, D, F or WU for any of the key courses and have repeated the course, all grades received for the key courses will be used in evaluating your candidacy. Also, if you received a grade of C- or below on any of your preclinical courses, the course can only be repeated with the permission of the Department Chair.

7. Results of candidacy will not be available until all grades for the 12-week term are submitted. The Registrar’s Office will then do all the calculations and notify you of the results. You will receive a letter from the PTA program telling you when and where to obtain the results.

8. If your candidacy is not successful, you may repeat the registration for PTA 000.4499(PTA candidacy) only once, unless your GPA for the key courses is below 2.50, in which case you are eliminated from the competition.

9. To be certain you are taking the correct courses, it is always best to come to advisement in Room E-300. Days and hours of advisement for PTA Majors are during PTA faculty office hours which are posted in Room E-300. Advisement is ongoing.
RE-ADMISSION POLICY FOR STUDENTS WHO DID NOT COMPLETE THE FIRST TWO (SCT) CLINICAL COURSES

Students who were accepted into the PTA candidacy program and did not successfully complete SCT101 and SCT102 because they either:
1. Declined admission
2. Took a medical leave
Must reapply for candidacy within one year of their beginning the first semester when they were enrolled in either of these two classes.
* Students who apply for readmission must meet the current eligibility requirements for candidacy and must be re-ranked according to the stated procedure for admission to the clinical phases of the PTA program during the time in which they are reapplying.

RE-ADMISSION POLICY FOR STUDENTS WHO HAVE COMPLETED ONE OR MORE SCT COURSE

A. Students who are accepted for candidacy and complete at least one SCT Course (PTA core curriculum course), and leave the program for more than one school calendar year, MAY be re-admitted if the following procedures have been met.

1. Written request including the reason you left the program and what has changed to allow you to be able to return to the program. Supportive information is needed to verify documentation presented
2. Meeting with PTA Program Director.
3. Demonstrated proficiency and retention of didactic and practical knowledge and skill in all the SCT courses taken in the Clinical Phase. Compulsory comprehensive written and practical exams developed by program faculty need to be completed with a minimum passing grade of 70% in both the written and practical components.

Once these criteria have been met the PTA faculty will make their recommendation to the Chairperson of the Health Sciences Department and the student will be notified in writing the decision. If the recommendation is made to allow the student to reenter the program it must be understood that it will be on a seat availability basis.

B. Students who leave the PTA Program for less than one school calendar year and have completed at least one SCT Course, (PTA core course curriculum), will be re-admitted on a seat availability basis for the intended course sequence. The student must contact the Program Director to arrange a meeting to discuss program progression.

* Students who leave the program will not be assigned a seat in an SCT course until a meeting is held with The Program Director. Seat availability is determined by the course required, section availability and number of students enrolled in a section.

CURRICULUM SEQUENCE

Students who are out of curriculum sequence are not guaranteed a seat in a course each semester. Seat availability is determined by the course required, section availability and number of students enrolled in a section.
STUDENT SUCCESS SURVIVAL LIST

Top 5 Recommendations!

1. **Just ask**- Ask questions & get answers.

2. **Study**- you should study a lot if you want to achieve your goals & do something really well. If you can obtain & maintain a great GPA, then you may be eligible for scholarships when you complete your degree.

3. **Go to all of your class & pay attention**- Communicate with your professor & classmates to catch up on work & avoid the domino effect of falling behind.

4. **Speak with your professors & advisors**- In regards to your grades & academic standing before mid-semester exams & assignments! (PS, know your professors’ names!)

5. **Use institutional resources**- LaGuardia has many, see page XX

    ...developed by the LaGuardia ASAP Team (modified for this handbook)
ACADEMIC ADVISEMENT AND CAREER INFORMATION AT LAGUARDIA

Advising at LaGuardia is a team effort designed to support you in your major from orientation through graduation.

Your advisement team, made up of faculty and professional advisors, will guide you at every step during your college career. They are ready to help you:
- Explore your major
- Select introductory and advanced courses
- Connect you with campus support services
- Prepare an educational and career plan

Preparing for Advisement

Each semester you will take part in advising in several different ways. There will be times when you meet with an advisor individually or in a group with other students in your major. To make the most of your advising appointment prepare in advance; take the following steps.

1. **Log into your Student Advisement Degree Audit** (access through the CUNY Portal, [https://cunypotal.cuny.edu](https://cunypotal.cuny.edu)) and look it over.
   - **a. Review the courses you have completed and how they fit into your curriculum.**
   - **b. Make a list of the courses you are ready to take in the upcoming semester.**

2. **Review your unofficial transcript** on CUNYFirst ([http://laguardia.edu/CUNYFirst/CUNY-First-Students/](http://laguardia.edu/CUNYFirst/CUNY-First-Students/))
   - *If your GPA is 3.0 or higher you’re doing very well.* You can ask your advisor about taking an Honor’s class (GPA of 3.2 needed), joining LaGuardia’s honor Society; applying for scholarships to help you fund your studies at LaGuardia and upon transfer to a senior college.
   - *If your GPA is a 2.9 or lower* discuss ways to improve your grades with your advisor.

3. **Fewer than 30 credits?** Discuss your career plan with your advisor. If you’re not sure what career you want to pursue you can start your eCareer Plan at [www.lagcc.cuny.edu/ecareer](http://www.lagcc.cuny.edu/ecareer) and complete Tabs 3 and 4 before seeing your advisor. You can also attend a career planning group.

4. **More than 30 credits?** Discuss your transfer plans with an advisor. You can also visit Transfer Services in B-215.

5. **Preparing for graduation?** If you have 45 credits ask your advisor for a “graduation check” to be sure you are on track for graduation.

6. **Are you concerned about financing your education?** You can talk to staff in the Single Stop office in C-104. If you are looking for employment you can go to Career Planning and Employment Services.

7. **What else is on your mind?** Make a list of questions you want to ask your advisor. Your advisor may refer you to other resources on campus, so ask anything you’d like!
LaGuardia’s eCareer Plan offers you two great tools to help you find your way. You can build your own personalized career path through the eCareer Plan. At eCareer Central you will find valuable websites and guidance on three important questions.

1. What career is right for me?
2. How do I prepare for my career?
3. How do I get a job?

Click on www.lagcc.cuny.edu/ecareer
Students who want to work with an advisor can come to room C-239W

Transfer Advisement Support

Transfer Services
transfer@lagcc.cuny.edu 718-482-5185 Room: B215

Deema Bayraker (ACE/CUNYStart)
dbayrakdar@lagcc.cuny.edu 718-482-5137 Room: MB08

Advisement Support

Carole Julien
cjulien@lagcc.cuny.edu 718-482-6006 Room: B100

Jill Janofsky
jjanofsky@lagcc.cuny.edu 718-482-5249 Room: B100

Jean Buckley- Lockhart
jeanb@lagcc.cuny.edu 718-482-5258 Room: B100

Only students enrolled in the college should contact advisement support staff. If you are not enrolled at LaGuardia Community College please contact Admission Office.

Academic Advisement for students in the PTA Program

1. Advisement for all PTA Majors is ongoing by the PTA Faculty. It is strongly recommended that PTA Majors see a PTA faculty member for advisement during scheduled office hours. This will ensure your progression sequence into the PTA Program.

2. Counselors and others will not be able to admit students into the PTA Candidacy or progression into the SCT courses.

3. Due to demand and the large numbers of students, not all eligible students may be enrolled in SCT101 and SCT 102 and may be placed on a waiting list. Students are then computer ranked based on their key courses to determine eligibility for future placement.

Each entering LaGuardia Community College student should consult a college counselor to plan a program of study based on the curriculum as outlined in the college catalog. Students should register only for those courses required for the program. Registering for unneeded courses may deplete financial aid resources.
Students who do progress to the clinical phase are subject to special grading policies and progression standards. The minimum passing grade for all PTA courses is “C” (70%). Students must have an average of at least 70% in both the lecture and laboratory portions of each course. Students who earn less than a “C” grade may repeat the course. However, students may only repeat once during the entire clinical portion of the PTA program. Students who fail/withdraw from more than one physical therapy course will be dismissed from the program.

Students who are ready to enter SCT101 and SCT 102 should meet with a physical therapist assistant program faculty advisor to plan a course of study. This will help the student develop an efficient route for completing program requirements.

An academic advisor or other faculty and staff may suggest that students with weak skills in oral or written communication take particular courses designed to cultivate these skills. This may be particularly important for a student for whom English is a second language.

All faculty advisors have posted office hours when they are available to meet with students. Times other than those posted may be arranged by mutual agreement. It is the student’s responsibility to make and keep the appointment. If unable to keep an appointment, the student is expected to call to cancel the appointment.

**Attendance**

Attendance policies for class and campus laboratory sessions are those stated in the LaGuardia College Catalog. Students are expected to meet the attendance requirements of the fieldwork site. Students who are too ill to report for clinical assignments must notify the clinical supervisor and the college fieldwork coordinator as well. Students may subsequently be required to submit a doctor’s note in order to return to the clinical setting. All time missed from fieldwork must be made up. Attendance policy for each SCT course is listed in the PTA student handbook and should be followed as indicated.

**Bulletin Boards**

The bulletin boards outside E-300-R contain posted information about the program itself, job openings, and local and regional physical therapy events.

**Career Involvement**

Students in the clinical phase are required to participate in the PTA club. There is no separate charge for membership as student activity fees paid at the time of registration cover all costs.

Student membership in the American Physical Therapy Association entitles the PTA student to receive the newsletter of the association and to attend all meetings as well as other benefits. Membership information is available from the PTA Program Faculty.

**Costs**

The following information will help students entering the physical therapist assistant program to calculate the cost of attending and completing the program.

Generally, a student budget consists of the direct educational costs of tuition, fees, books, transportation, meals and supplies including a lab coat and a goniometer. Students should also budget for membership dues in the American Physical Therapy Association and the practice
board exam (PEAT). In addition, the PTA student will encounter added costs of transportation to and from clinical centers. Note that the PTA student is required to complete three unpaid clinical experiences. In addition, all students are required to complete a comprehensive physical exam and purchase professional liability insurance prior to the clinical internship. At the completion of the program additional costs will include certification fees and costs of taking the National Certification Exam.

Students are expected to keep their required PTA therapy textbooks rather than reselling them. The texts have been carefully selected by the faculty as the foundation of a personal library for the practice of physical therapy. In addition, they are essential for preparation for the National Certification Examination. In addition, students should keep all handouts and other study materials.

**Financial Aid**

Student Financial Services is committed to removing financial barriers by ensuring that all eligible students receive aid in a timely manner, in accordance with federal, state, and CUNY policies and regulations. Professional Financial Aid Advisors are available to assist students in successfully financing the cost of their education. Over fifty percent of LaGuardia students are awarded approximately $50 million in Federal, State and Institutional grants annually.

To view the [Paying for College Brochure/Financial Aid Brochure](http://www.lagcc.cuny.edu/uploaded/files/Main_Site/Comtent/Financial/Docs/financialaidbrochure20132014.pdf):

*Please direct student inquires to C-107, 718-482-7218, [www.lagcc.cuny.edu/financial-aid/contact-us](http://www.lagcc.cuny.edu/financial-aid/contact-us)*

**Satisfactory Academic Progress and Eligibility for Financial Aid**

In order to remain eligible for federal and NY State financial aid, you must earn it by making satisfactory academic progress (SAP) towards the completion of your degree. SAP is measured by the number and type of classes you take as well as your grade point average. SAP varies with each financial aid program that you may be receiving.

*www.lagcc.cuny.edu/uploadedFiles/Main_Site/Content/Financial_Services/Docs/SAP%20BROCHURE.pdf*

**Federal Financial Aid**

Federal regulations stipulate that a student at LaGuardia Community College may remain eligible to receive Federal Aid (Title IV) assistance upon achieving at least a “C” average, or its equivalent according to the College’s retention policy, and accumulating credits towards the degree according to the following standards.

A students earned credits are equal to or greater than two-thirds of the credits the student has attempted at the institution. The credits a student has attempted are not more than 150% of the credits normally required for complete of the degree. If the above standards are not met, eligibility may be retained by meeting the following conditional standard: the credits the student has earned are equal to or greater than .875 of the total amount of credits attempted minus 21.
Students who fail to meet the conditional status will lose Title IV eligibility. They may file a Financial Aid Waiver Appeal through the Academic Standing Committee. The decision of the committee is final.

**New York State Aid (TAP)**

In order to be eligible for TAP, the following major requirements must be met:

- Students must be registered as full-time. Students should check each semester at registration to be sure they are registering for a full-time program. A major must be declared the first semester when the student registers.
- Students must be making satisfactory academic progress towards their degree. In each semester that they wish to receive an award, they must successfully pass a specified number of credits and achieve a grade point average at a specified minimum level.
- Students must pursue their courses at a specified level of completion. Completion means receiving any LaGuardia grade except WA, W or WU (grades of R and F are acceptable).

In addition to the academic requirements described, students must also meet certain residency requirements, citizenship requirements, and financial program criteria. For a full explanation of these regulations, students should contact the Financial Aid Office.

**Single Stop USA** has partnered with LaGuardia Community college to provide students and their families with access to benefits and services needed to help students stay in school and graduate.

- Free Benefits Screening
- Free Tax Preparation ON CAMPUS
- Free Financial Services
- Free Legal Services

The Single Stop USA program is located in the Enrollment Services Center, Room C-107 in the C-building. Our hours of operation are Monday through Thursday, 9AM-7PM, Tuesday and Wednesday, 9AM-5PM and Friday, 10AM-3PM. For assistance contact the Single Stop team at 718-482-5135 or 718-482-5129. Our services are free to students and their families.

[http://laguardia.edu/singlestop/](http://laguardia.edu/singlestop/)

**Employment and Finances**

Many students hold part-time jobs while attending the PTA program. The program must be taken during the day. Students who are working while going to school should notify their faculty advisors of this at the time of academic advisement, so that a course load that is reasonable and achievable for the student can be scheduled. Various forms of financial assistance (loans and scholarships) are available through the Financial Aid Office at the college. Additional information may be researched through the Career and Transfer Center.

**ePortfolios**

The PTA program is dedicated to your continuing with your ePortfolio work started in the preclinical phase and to develop a **Professional ePortfolio**, which is a require component for the completion of this program. Please save all of your written work on a thumb drive for easy upload of your assignments. Students will be provided with technical support throughout the curriculum in depositing work to the ePortfolio including the assessment section.
**Enrichment Opportunities**
Students are encouraged to take advantage of the following free services:

<table>
<thead>
<tr>
<th>Service</th>
<th>Contact # for Schedule</th>
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<tbody>
<tr>
<td>Communication Skills Lab E-114 D</td>
<td>482-5628</td>
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<tr>
<td>Writing Center B-200</td>
<td>482-5688</td>
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<tr>
<td>Science Study Center/NAS M238</td>
<td>482-5738</td>
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<tr>
<td>Math Lab E-215</td>
<td>482-5736</td>
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<td>ePortfolio Studio E-121</td>
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<tr>
<td>ESL Office C-352</td>
<td>482-5360</td>
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<td>Counseling Department C-239</td>
<td>482-5250</td>
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<tr>
<td>Transfer Credit Evaluation-Admissions Office C-102</td>
<td>482-5106</td>
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<tr>
<td>Financial Aid Office C-109</td>
<td>482-7218</td>
</tr>
<tr>
<td>CSTEP E-342</td>
<td>482-5261</td>
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</tbody>
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**The Office of Students with Disabilities**
The Office of Students with Disabilities (OSD) provides services for students with disabilities to ensure access to College programs. We offer personal, academic, career, and accommodations counseling, evaluation referrals, testing for learning disabilities, and adaptive/assistive technology.
M102 M-Th, 9am-8pm; F, 9am-5pm
OSD@lagcc.cuny.edu
718-482-5279
www.lagcc.cuny.edu/osd/

**COLLEGE RESOURCES**

**My LaGuardia Homepage**
My LaGuardia is the “one-stop-shop” online tool just for YOU! It is a secured site that introduces single sign-on access to all your LaGuardia applications. It also offers a variety of customized information and resources to help you manage and get the most out of your college experience. Access the following e-tools and resources: Student email, ePortfolio, eCareer, CUNYFirst, CUNY Portal, Degree Audit, Black Board, Library, and LaGuardia VIP using the following link:
http://mail.lagcc.cuny.edu/vip/login/Default.aspx

**Academic Calendar**
LaGuardia’s academic calendar consists of two enhanced 18 week semesters. Each semester is split into a 12-week session (Fall I and Spring I) and a 6 week session (Fall II and Spring II). Classes are no longer and/or meet more frequently in Fall II and Spring II, since students have to complete Session I coursework in half the time. This structure provides students with the option of earning more credits per semester than a traditional academic calendar. It also allows greater flexibility and choice in designing a new program of study.
http://laguardia.edu/Academics/Academic-Calendar/

**LaGuardia Course Catalog**
The College catalog is your course for academic programs and course descriptions: admission, tuition and financial aid information, rules and regulations and more. A new version of the College catalog comes out each year: http://laguardia.edu/Academics/Catalog/
Scholarships
Don’t let finances get in the way of your education. LaGuardia Community College is proud to offer a wide range of scholarships to assist you with the rising cost of tuition, textbooks, and fees associated with attending college. Scholarships are an excellent option to help pay for college because they do not require repayment. Many of the scholarships available are based on your financial need, academic performance, community involvement, and extracurricular activities: http://laguardia.edu/Financial-Aid/Scholarships/

Registrar’s Office
The Office of the Registrar coordinates registration for all LaGuardia Community College students.
http://laguardia.edu/registrar/home/
Email (for all registration inquiries): onlinereg@lagcc.cuny.edu
Email (for all other inquiries): callcenter@lagcc.cuny.edu

Bursar’s Office
Here you will find clear, concise, information about your charges, bill and payment information.
Hours of Operation: Mon., 9am-7pm, Tues. & Wed., 9am-5pm, Thur., 9am-7pm, Fri. 9am-4:30pm.
www.lagcc.cuny.edu/Bursars/Home/ Email: bursar@lagcc.cuny.edu

Computer Labs
All students’ currently taking classes at LaGuardia Community College have access to these Open Labs. To access them, you must log in using your Live@LaGuardia username (FirstName.LastName) and password. Your password is your CUNYFirst ID (EMPLID) and the last two digits of the year you were born. For example, if your CUNYFirst ID is 01234567 and you were born in 1993, then your Campus Password is 0123456793. If you are having trouble logging on please speak to a technician in the area:
www.laguardia.edu/ISMD/Technology/Computer_Labs/

-To obtain a list of all Smart Classrooms:
www.laguardia.edu/ISMD/Technology/Smart_Classrooms/
- To obtain a list of all the Computer Classrooms:
www.laguardia.edu/ISMD/Technology/smart_classrooms/

GRAD PATH (45+ CREDITS)
Congratulations! You’ve earned 45 credits or more at LaGuardia and graduation is close. GradPath provides you with the milestones you need to make sure you’re on the right path to graduation, or to your chosen career. It will help you understand what you need to do and when you need to do it: http://laguardia.edu/GradPath/

Transfer Services Office
The Office of Transfer Services is a one-stop source of information on transfer within CUNY or to other public and private four-year colleges and programs. This office sponsors many transfer events and information sessions with many area colleges and universities throughout the year.
http://www.lagcc.cuny.edu/transfercenter/
Room: B-215 718-482-5185 Email: transfer@lagcc.cuny.edu
Office of Student Development (STUDENT LIFE)
Student life works with the students in both a formal and informal setting. We offer formal leadership development opportunities that help prepare students for academic and professional success; familiarizing students with current communication skills & technology; and assisting students in appreciating and promoting an environment of pluralism, through engaging, out of class activities:
www.laguardia.edu/studentlife/default.aspx

Health & Wellness
At LaGuardia Community College, your well-being is important to us. Personal wellness is a balance of your physical, emotional, social, academic, environmental and spiritual lives; all of these work together to help you achieve success as a student. The following resources will help you develop your personal wellness:
www.laguardia.edu/Student-Services/Health-Services/
www.laguardia.edu/Student-Services/Personal-Wellness/

Student Services
The Office of Student Services offers a variety of programs and services to help you set and achieve academic and personal goals. Because we want you to have the nest college experience possible, we work to connect you with campus resources:
www.laguardia.edu/student-services/home/

Ombuds Office
The Ombuds Office offers a confidential, neutral resource for students to receive assistance and voice concerns and complaints. The Student Advocate/Ombuds Officer serves as a mediator who strives to address issues and facilitates communication and resolution in a fair and equitable manner.
http://www.lagcc.cuny.edu/student-services/Ombuds/
Room C-317 718-482-5180 Email: mariarig@lagcc.cuny.edu

Public Safety Office
Our main concern is to help our college community and visitors in any way that we can. Feel free to stop by or contact us at 718-482-5558, 718-482-5555 or www.laguardia.edu/publicsafety/
LaGuardia Community College offers many resources to meet with your academic needs. Check the LAGCC website for more current updates and changes to the tutoring schedule, www.laguardia.cuny.edu/current-students/academics-help-tutoring/. Whether you are seeking academic help from a professor or fellow student, you have options to choose from:

If you need help in a course, speak to your professor. Professors keep weekly office hours to answer student questions and can direct you to course specific tutoring services or student groups.

Form a study group with your classmates—make new friends and get a new perspective on course material. Many academic departments have Tutoring Labs where you can receive one-on-one or group help. In addition, Information Technology Open Lab Hours are available for PC and MAC users.

Writing: The Writing Center (B-200) will help you improve your writing for any class except ESL and Reading department courses, which have their own tutoring labs. Writing Center tutors can help you get started on a research paper, teach you how to proofread, or help you correct a graded essay. No advance appointments are necessary. M-F, 9:15AM-9:00PM. www.lagcc.cuny.edu/english/writingcenter/

Math: The Mathematics Tutoring Center (Math Lab, MB-44) will help you with any level of math, including help with homework, courses, and projects. You can work alone or in small groups, asking for assistance. M-Th, 9:15AM-9:30PM. www.laguardia.cuny.edu/MEC/Student_Resources/Lab_215_Math_Tutoring/

Science: The Collegiate Science and Technology Entry Program’s (E-342) Science Student Center provides free tutoring in Biological Chemistry and Chemistry. www.laguardia.cuny.edu/Academic/Collegiate-Science---Technology-Entry-Program-%28CSTEP%29

The Anatomy and Physiology Study Hall (E-312) is dedicated to helping Biology students achieve excellence providing peer tutors, faculty members, anatomical models, videos and specimens, as well as offering old exams and practice bone exams. www.lagcc.cuny.edu/anatomyandphysiology/StudyHall.html

Languages: The Modern Language Lab (B-206) provides lab sessions to reinforce class work and language tutoring for day, evening, and weekend students. Students can see the MLL tutoring schedule and make an appointment for language tutoring at http://bit.ly/lagcc_tutoring or in B206.

Various: the Student Government Association (SGA) in Study Hall C-447 helps students with English, Accounting, Math, Reading and Science courses through one-on-one tutoring, group tutoring sessions and study skill workshops. M-Th, 9AM-7:45PM, F, 9AM-4:30PM. www.laguardia.cuny.edu/Student-services/Tutoring-Programs/
Notice to Students regarding Criminal Background Checks

Current laws generally permit a state licensing board or agency to deny a license to practice physical therapy if the applicant has been convicted of a felony or other specified crime. Like many state licensing boards, the Office of the Professions of the New York State Education Department requires that a criminal background check be conducted prior to granting a license to practice physical therapy. Questions should be directed to the NYS Office of Professions at: http://www.op.nysed.gov

The Physical Therapist Assistant Program at LaGuardia Community College does not require a criminal background check, but the educational requirements include placement at one or more hospitals or other off campus clinical training sites, and these sites frequently require a student to undergo a criminal background check before the student can be placed for clinical learning experience. If, based upon the results of a criminal background check, the site determines that a student’s participation in its clinical training program would not be in the best interest of the site, the site may deny that student admission to the training program. Even if the student has already begun the placement when the results are received, the site may elect to dismiss the student, regardless of the student’s performance while in the training program.

Each clinical training site that requires a criminal background check sets its own standards and procedures, and you may be asked by the site to pay the cost of the background check. You may also have to complete more than one criminal background check during the course of the Physical Therapist Assistant Program at LaGuardia Community College, depending on the number of sites where you are placed and the requirements of each site.

Please note that if a clinical training site determines that you may not take part in its training program based on the results of a criminal background check, you may be unable to complete your course requirements and to continue in the Physical Therapist Assistant Program. It is important for you to consider this before you enroll in the Physical Therapist Assistant Program. LaGuardia Community College has no obligation to refund your tuition or fees or to otherwise accommodate you in the event you are ineligible to complete your course requirements based on the results of a criminal background check, or if you are denied a license to practice physical therapy.

Essential Functions

The field of Physical Therapy is both intellectually and physically challenging. A candidate for the profession of physical therapy must have abilities and skills in five different areas. The list below is illustrative and may not be inclusive of all of the essential abilities that the Physical Therapist Assistant must demonstrate.

The Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973 ensure that qualified applicants have the ability to pursue admission to this program. However, in order to be qualified for the PTA program, an applicant must be able to perform certain essential functions as set forth below. Every student in PTA program will be held to the same standards, with or without reasonable accommodation.
Observation:
Students must be able to observe a patient from a distance and close by. Students must be able to recognize non-verbal responses including facial expressions and body language. Students must be able to observe changes in physical status including increased breathing, sweating, and changes in skin color. Students must be able to adjust exercise equipment, measure assistive devices, adjust equipment parameters and observe gait and mobility skills. Students must be able to document and to read documentation in a patient chart from other health care personnel. Students must be able to recognize voices/sounds, measure vital signs, hear equipment alarms and hear calls for assistance up to 10 feet away.

Communication:
Students must be able to communicate well in English not only in speech but also in writing. Students must be able to demonstrate appropriate communication skills when interacting with patients, peers, family members and other professionals.

Mobility:
Students must be able to stoop, bend, twist, and reach. Students must be able to walk and balance well to help patients walk and transfer safely with or without equipment. Students must be able to maintain patient safety on even and uneven surfaces (stairs, ramps and curbs). Students should have the motor function necessary to obtain information from patients by palpation, joint measurement, circumferential measurement and strength assessment. Students should be able to provide general care and emergency treatment of patients. Students should have enough fine motor dexterity to manipulate small equipment, manipulate dials, adjust resistance on equipment, and manage lines and tubes. Students should possess tactile ability sufficient for treating and assessing patients.

Behavior/Social:
Students must be able to manage all patients and exercise good judgment. They must attend to patients with compassion, integrity and a concern for others. Students must demonstrate socially appropriate behavior and remain calm and rational during emergency situations. Students should maintain cleanliness and personal grooming consistent with close personal contact. Students should be able to identify and manage stress in a mature and healthy manner.

Academic Proficiency:
Students should maintain a minimum of a 2.0 GPA in the clinical phase of the program, including 70% in both the practical and written portions of all core courses. Students should be able to relate and integrate information from several sources. Students must apply critical thinking in both class work and in the clinic and be able to follow safety procedures.
DESCRIPTION OF PRE-CLINICAL PHASE COURSES

**HSF090 FIRST YEAR SEMINAR FOR HEALTH SCIENCES**

0 credit; 2 hour
This First Year Seminar is required for all new students majoring in a program within the Health Sciences Department. This course addresses issues related to contemporary college life and provides students with the skills to transition to campus culture, develop a clear understanding of the learning process, and acquire the skills and dispositions essential to the study and practice of the health sciences in a professional capacity.

Co-Requisites: ENG099 or ENA/ENC/ENG 101

**ENG101 COMPOSITION I: AN INTRODUCTION TO EXPOSITORY WRITING**

3 credits; 4 hours
In this course, students focus on writing as a process to create correct and effective expository essays in response to culturally diverse sources. Emphasis is placed on using various methods of organization appropriate to the writer’s specific writing context. Students use a variety of rhetorical strategies, research methods, and documentation procedures in their essays. Admission to this course is based on college placement test scores.

Prerequisite: CSE095/099 if required: ENA/ENG/ESA099/ENC101 if required:
Exemption or Pass on the ACT Writing and Reading Tests

**ENG102 COMPOSITION II: WRITING THROUGH LITERATURE**

3 credits; 3 hours
This course extends and intensifies the work of Composition I, including research methods and documentation procedures. Students are introduced to close-reading techniques to develop critical thinking and writing skills through the study of culturally diverse works in poetry and at least two other literary genres. Writing assignments include a critical research paper applying tools of literary analysis. Admission to the course requires completion of Composition I.

Prerequisite: ENC101/ENG101

**SCB203 HUMAN ANATOMY AND PHYSIOLOGY I**

4 credits; 6 hours (3 lecture, 1 recitation, 2 lab)
This course is an introduction to the anatomy and physiology of the human body. The architecture and function of cells, tissues and organ systems will be studied. The laboratory includes physiology experiments and gross and microscopic anatomy experiments using the cat as a dissection subject. Topics will include the chemistry of life, the cell, skeletal, muscular, cardiovascular, immune and respiratory systems. Students should expect to pay for additional materials.

Prerequisite: CSE099, ENA/ENG/ESA099/ENC101, MAT096

**SCB204 HUMAN ANATOMY AND PHYSIOLOGY II**

4 credits; 6 hours (3 lecture, 1 recitation, 2 lab)
This course is an introduction to the anatomy and physiology of the human body. The architecture and function of cells, tissue and organ systems will be studied. The laboratory includes physiology experiments and gross and microscopic anatomy experiments, using the cat as dissection subject. Topics will include the digestive, nervous, endocrine, urinary, and reproductive systems. A student will need disposable gloves and a dissection kit.

Prerequisites: SCB203

**SCO230 FUNCTIONAL PATHOLOGY**

3 credits; 3 hours
This course is a systems approach to the study of pathophysiology. Emphasis will be on the normal and abnormal response to disease and injury, and effects on bodily systems. Consideration will be given to
selected disorders, including a survey of pathology, symptomatology, management and prognosis. Knowledge of proper terminology will also be emphasized.
Prerequisite: SCB204

SCN195 COMMUNITY HEALTH
2 credits; 2 hours
This course is a basic orientation to the organization of health care systems in New York City and the position of the health care worker within these systems. Topics will include health careers, the nature of health and disease, prevention of disease, public health measures, types of facilities, payment sources, medical care available, and future trends. Visits to local health facilities (i.e., hospitals nursing homes) are included.
Prerequisites: CSE098 or CSE099, ENA/ENE/ENG099, MAT095/MAB095 major in Allied Health or permission of instructor.

MAT120 ELEMENTARY STATISTICS I
3 credits; 4 hours
This course presents the fundamental concepts and computational techniques of elementary statistics. Topics studied include statistical graphs, measures of central tendency, standard deviation, percentiles, probability, binomial and normal distributions, confidence intervals, hypothesis testing, and linear correlation/regression. Students will use a statistical software package to obtain basic sample statistics and graphs for data analysis. A graphing calculator will be used for routine computations.
Prerequisite: CSE099, MAT096

HUP102: CRITICAL THINKING
3 credits; 3 hours
This course explores the process of thinking critically and guides students in thinking more clearly, insightfully and effectively. Concrete examples from students’ experience and contemporary issues help students’ develop the abilities to solve problems, analyze issues, and make informed decisions in their academic, career and personal lives. Substantive readings, structured writing assignments and ongoing discussions help students develop language skills while fostering sophisticated thinking abilities.
Corequisite: CSE095 or CSE099, ENA/ENG/ESA099/ENC101, MAT095, this course is closed to students who have taken HUR100-Lib Arts

SSY101: GENERAL PSYCHOLOGY
3 credits; 3 hours
This is an introduction to some of the major fields and theories in the science of psychology, covering a range of topics such as biological foundations, learning, cognition, emotion, perception, theories of personality, psychological disorders and their treatment, and the research methods of psychology.
Prerequisite: CSE099, ENA/ENG/ESA099/ENC101, MAT095

SSY240: DEVELOPMENTAL PSYCHOLOGY I
3 credits; 3 hours
This course examines the physiological and psychological factors in individual development from birth through adolescence. It includes a study of emotional and behavioral disorders of children as well as principles of child guidance. Issues such as battering, drug usage, and discipline will be discussed. The course emphasizes cognitive, moral and personality development.
Prerequisite: SSY101