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GENERAL INFORMATION

Bacone College Mission Statement

Bacone College, an independent institution related to the American Baptist Churches, USA, maintains its commitment to serving American Indians within a culturally diverse community. The college, through its baccalaureate and associate degree programs, challenges students to develop intellectual and social skills, spiritual values, and healthy lifestyles by providing quality education in a nurturing Christian environment.

Institutional Education Goals

To fulfill its mission, the College has established education goals stipulating it will provide:

1. Intellectually challenging baccalaureate and associate degree programs that include study in both professional programs and the arts and sciences.

2. A core curriculum, which allows students to demonstrate critical thinking, computer proficiency, computational ability, and self-expression in writing and oral form in understanding and developing new ideas and presenting them to others.

3. The opportunity for students to learn and live in a diverse cultural collegiate community.
4. Emphasis and privilege in its curricular and co-curricular programs to the voice and culture of American Indians as represented in the College's students, staff and faculty.

5. The opportunity for students to experience personal and spiritual growth and to acquire knowledge of Christian values and perspectives.

6. Academic and non-academic support services that facilitate student success.

Core Curriculum Goals
The College has adopted the following goals in its core curriculum that all students are required to master:

1. Informed, responsible, resourceful citizens, and community leaders in a local and global context;
2. Critical thinkers with effective communication skills;
3. Individuals appreciative of aesthetic expressions;
4. Learners who are competent in mathematical reasoning and scientific inquiry and demonstrate proficiency in basic computer skills;
5. Individuals with an awareness of cultural diversity and social heritage;
6. Spiritual self-aware, self-directed, life-long learners;
7. Ethical and moral decision makers.

Student Outcomes
The College, in partially assessing its success in accomplishing its education and core curriculum goals, regularly evaluates the following student outcomes:

1. Students will achieve minimum or higher passing scores on standardized assessment tests associated with their majors, and will demonstrate satisfactory achievement in selected capstone courses or projects specific to each baccalaureate and associate degree program.
2. A majority of students will rate their programs as being intellectually challenging on a graduate survey.
3. Students seeking the Associate of Science or the Associate of Arts degree will take a minimum of six (6) credit hours of guided electives in the liberal arts.
4. Students seeking the Bachelor of Science or Bachelor of Arts degree will take a minimum of nine (9) credit hours of guided electives in the liberal arts.
5. Students will demonstrate participation in community service projects through various course experiences.

6. Students will demonstrate participation in campus and community cultural and civic events.

7. Upon completion of the core curriculum, a majority of students will have achieved a minimum grade of “C” in all course work designated as the Core Curriculum.

8. Students will demonstrate satisfactory ability to write and speak in standard English, documented by students achieving a minimum grade of “C” in English Composition I, II and Speech/Logic.

9. Students will demonstrate ability to critically evaluate information and its sources.

10. Students will score at or above the national norms in critical thinking, reading, and writing in each of these competency areas of the CAAP assessment.

11. Students will participate in the study of aesthetics and actively engage in artistic expression.

12. Students will demonstrate proficiency in the computational techniques, technology and analytical skills necessary to succeed in their chosen majors.

13. Students will score at or above the national norms in the scientific reasoning and mathematics competency areas of the CAAP assessment.

14. Students will demonstrate proficiency in basic computer skills.

15. Students will participate in culturally diverse, college-sponsored activities.

16. Students will pass at least six credit hours in an associates program and nine credit hours in a bachelors program of select required courses that expose students to issues of cultural diversity, including a three-credit-hour course in American Indian Studies.

17. Students will have the opportunity to participate in Indian cultural events that are held on a regular basis.

18. Students will successfully complete at least one religion course while at Bacone College.

19. Students will acknowledge on a graduate survey that Bacone College provided opportunity for personal and spiritual growth through a Christian perspective.

20. Students will have an opportunity to participate in college-sponsored activities and organizations that foster personal and spiritual growth.

21. Students will demonstrate knowledge of and ability to apply a reasoned code of ethics.

22. Students served by the Academic Support Center’s programs will identify on a graduate survey that these contributed to their academic success.
23. Students will acknowledge on a graduate survey their satisfaction with non-academic support services. (i.e., Business Office, Bookstore, Student Life, etc.)

24. Students will utilize learning labs and tutors as needed, especially in traditional problem areas such as writing, mathematics, and the natural sciences.

25. Through diagnosis of their learning styles, students will be better able to take responsibility for their learning.

Accreditation and Professional Status

Bacone College is authorized by:

The Oklahoma Regents for Higher Education

State Capitol Complex, 500 Education Bldg., Oklahoma City, Oklahoma 73105-4500 and is accredited by:

1. The Higher Learning Commission, North Central Association of Colleges and Schools
   30 N. La Salle St., Suite 2400, Chicago, Illinois 60602-2504

2. Commission on Collegiate Nursing Education (CCNE), One Dupont Circle NW Suite 530,
   Washington, DC 20036-1120, phone (202) 887-6791 website: www.aacn.nche.edu/ccne-accreditation

3. The Joint Review Committee on Education in Radiologic Technology, 20 N. Wacker Dr., Suite
   2850, Chicago, Illinois 60606-3182

4. The Oklahoma Commission for Teacher Preparation, 4545 N. Lincoln Blvd., Suite 275,
   Oklahoma City, Oklahoma 73105-3418

5. International Assembly for Collegiate Business Education, P O Box 25217, Overland Park,
   Kansas 66225, Phone: 913-631-3009

The College is chartered under the laws of the State of Oklahoma, empowered to grant the Associate of Arts, Associate of Science, Associate of Applied Science, Bachelor of Arts, and Bachelor of Science degrees, and to provide selected service courses for elective or terminal curricula purposes.

Accreditation means that the standards of the school are such that its academic curriculum is recognized and honored by other member institutions of the Association. It ensures the students a quality program with credits that can be transferred to other institutions.

Bacone College is a member of the Higher Learning Commission of the North Central Association of Colleges and Schools (HLC), the Oklahoma Independent Colleges and Universities (OICU), the Joint Review Committee on Education and Radiological Technology (JRCERT), the Commission on Collegiate Nursing Education (CCNE), the National Association of Intercollegiate Athletics (NAIA), the International Assembly for Collegiate Business Education (IACBE), and an affiliate member of the Office of Educational Quality and Accountability (OEQA).


**Campus Police**

Bacone College has its own campus police department, which has the same authority and arrest powers as a municipal police department. Each officer is duly sworn and commissioned in accordance with Oklahoma state law and peace officer training standards and may enforce both criminal laws and the rules and regulations of Bacone College. Additional information may be found in Annual Clery Act Disclosure Report, which is distributed annually to all members of the campus community, and is outlined in the latest published revision of the Student Handbook.

**Affirmative Action**

Bacone College, in compliance with Title VI of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the Education Amendments of 1972, and other Federal laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, handicap, or status as a Veteran in any of its policies, practices, or procedures. This includes but is not limited to admissions, employment, financial aid, and educational services. Inquiries regarding admission to the College should be addressed to:

Admissions Office
Bacone College
2299 Old Bacone Road
Muskogee, Oklahoma 74403
1-888-682-5514 or 1-918-683-4581 Ext. 7340
www.bacone.edu e-mail: admissions@bacone.edu
Fax: 1-918-781-7416

**History and Heritage**

Oklahoma's oldest continuing center of higher education began in 1880. With the help of the American Baptist Home Mission Society, Professor Almon C. Bacone, a missionary teacher, started a school in the Cherokee Baptist Mission at Tahlequah, Indian Territory. The only faculty member, Professor Bacone, enrolled three students and began his work. By the end of the first semester, the student body had quadrupled; by the end of the first year, student population was fifty-six and the faculty numbered three.

Seeing the need to expand, an appeal was made to the Creek Tribal Council for 160 acres of land in Muskogee, the "Indian Capital of the World." The land was granted, and in 1885 Indian University was moved to its present site. In 1910, it was renamed Bacone Indian University after its founder and first president and was later changed to Bacone College.

Classes from first grade through four years of College met in Rockefeller Hall, a three-story building made possible by a $10,000 contribution from John D. Rockefeller. "Old Rock," as it came to be called,
served as classroom, dormitory, dining hall, chapel, teacher quarters and administration building. It was razed in 1938 and Memorial Chapel was built in its place.

Professor Bacone dreamed of a school, based on Christian principles, for the education of American Indians. The college has retained its Christian heritage, but is not reserved strictly for American Indians. Its Mission Statement calls for meeting the "needs of American Indians in a multicultural setting." All students, regardless of race, color, national origin, sex, age or religion are welcomed and encouraged to attend Bacone College. Throughout its history, the College has attracted Indian and non-Indian students. Bacone College attempts to prepare students to function in the mainstream of society, without losing their culture and heritage.

The College has never lost its concern for the individual student. Learning is seen as a way of life that encourages flexibility, breadth of perspective, and respect for the contributions made to the quality of human existence by those of all ages and races. As the student body has grown and the needs of society have become more complex, the curriculum has changed to meet the needs of the students.

The campus contains many reminders of Bacone College's history, tradition, and goals. One of these is a small cemetery, the final resting place of Bacone Presidents Almon C. Bacone (1880-1896) and Benjamin D. Weeks (1918-1941), as well as others associated with the school over the years. Another reminder on the west side of the campus proper is a stone pulpit that marks the spot on which President Bacone and two Baptist missionaries who were also trustees of Indian University, Joseph Samuel Murrow and Daniel Rogers, knelt in prayer to dedicate to the Christian education of American Indians the 160 acres of land received from the Creek Indians.

Today the College offers an opportunity for reflection upon how we, of all races and ethnic backgrounds, can live, study, work, and worship together in order to strive not only for a meaningful educational experience, but for a society committed to Christian values and principles.
ADMISSION INFORMATION

Enrollment Management

Enrollment Management at Bacone College strives to create a streamlined process of recruitment, admission, financial, and academic counseling to fulfill our mission to be student-centered. Personalized services and individual attention creates a supportive and nurturing environment. The fundamental concept of building our Christian community begins with our friendly recruitment and admissions counselors and continues with the student throughout their academic career at Bacone College.

Enrollment Management consists of the following departments: Department of Admissions, Department of Financial Aid, International Student Admissions. Each department works in concert to provide an efficient enrollment experience for all students.

General Admission Information

Bacone College invites individuals from a variety of cultures and backgrounds to apply for admittance into its academic programs. The College operates on a “rolling admissions” format, meaning that Application for Admission Forms may be submitted at any time. Applications may be submitted on-line at www.bacone.edu. Once received, applications are promptly reviewed and processed by the Office of Admissions. The admissions committee carefully weighs a variety of factors with each applicant in determining the prospective student’s potential to benefit from the College’s educational programs.

To schedule a visit or submit academic records, please address all correspondence to:

Admissions Office
Bacone College
2299 Old Bacone Road
Muskogee, Oklahoma 74403
1-888-682-5514 or 1-918-781-7340
www.bacone.edu e-mail: admissions@bacone.edu
Fax: 1-918-781-7416

General Admission Procedures

When possible, prospective students are encouraged to visit the Office of Admissions for assistance in completing the application process. The following procedures are necessary in expediting a prospective student’s application:

Work with Admissions Counselor to complete your application. Individuals may also meet with the respective dean or director for assistance in applying for acceptance into programs with selective admissions requirements.
Complete and submit the Application for Admission form along with the required non-refundable application fee (See fee schedule). You may also apply online for free.

Submit sealed official academic transcripts from high school (Seventh semester or final transcripts), GED Testing, ACT or SAT I testing, and all colleges previously attempted.

Upon receipt of all academic records, the Admissions Committee will review the application and will determine admittance into Bacone College. Students are encouraged to apply for federal financial aid at this time. Please visit www.fafsa.ed.gov to complete the application online.

The student will be notified by a Letter of Admittance. Enclosed will be the Intent to Accept Admissions form to be completed by the student and returned with the new student enrollment fee (See fee schedule).

Upon receipt of the student’s intent form and enrollment fee, the Office of Admissions will forward the student’s file to the Financial Aid Office.

**Admissions Standards**

The Office of Admissions will offer a Letter of Admittance to applicants who have a completed Admission’s file and have met the minimum standards of admissions established by Bacone College. Established minimum requirements are defined as:

High School Graduates:  Grade Point Average of 2.0 or higher, ACT composite of a 18 (SAT I= 860, and Class Rank of top 50%.

Non-Traditional High School Graduates:  GED score= 50 (500 on new tests), ACT composite of 18 (SAT= 860).  Students who are Home Schooled must have an ACT composite of 18 (SAT=860).

College Transfer:  12 Earned Hours or more- 2.0 GPA Cumulative.

Recommended High School Courses
The following courses are recommended to high school students in preparation for college-level studies.

<table>
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<th>YEARS</th>
<th>UNITS/COURSE AREAS</th>
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<tr>
<td>4</td>
<td>English (Grammar, Composition, Literature)</td>
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<tr>
<td>2</td>
<td>Lab Science (Biology, Chemistry, Physics or any lab science with the exception of General Science with or without a lab; Applied Biology/Chemistry or Principles of Technology may be substituted for one of the lab science courses)</td>
</tr>
<tr>
<td>3</td>
<td>Mathematics (from Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus) or 2 years of applied Mathematics and Algebra II</td>
</tr>
<tr>
<td>2</td>
<td>History</td>
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<tr>
<td>1</td>
<td>Citizenship Skills (from Economics, Geography, Government, Non-Western Culture)</td>
</tr>
<tr>
<td>3</td>
<td>Additional units (Foreign Language, Speech, Economics, Geography, Government, Psychology, Sociology)</td>
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15 Units

Students who have deficiencies in these high school course recommendations may be required to remove these deficiencies within the first 24 credit hours of enrollment. The student’s standardized test scores and high school transcripts determine whether or not additional, preparatory course work will be required. Additional testing may be performed by the respective academic division.

**College Transfer Students**

A transfer student is an undergraduate student with more than 6 attempted college credit hours, excluding developmental (0-level) courses and credit hours accumulated by concurrently enrolled high school students. A student, with 6 or fewer attempted college credit hours, excluding remedial (0-level) courses, is considered a first-time entering student.

Students transferring in under 30 credit hours must also submit their high school transcript, ACT or SAT I scores. Transfer students will follow the General Admission Procedures listed earlier in this section.
**International Students**

Students from nations outside of the United States are welcomed at Bacone College. Admissions counselors are happy to assist with the necessary steps required to study in this country. Application procedures for international students are as follows:

Complete and submit the Online Application for Admission form along with the required application fee.

Submit official copies of all secondary, college and university work, including examination scores in English. All documentation must be submitted with a Review of Credentials from an approved agency. Official TOEFL scores of 500 (paper based Exam), 173 (Computer Based Exam), or 61 (Internet Based Exam) successful completion of 12 weeks of study, or achievement of Level 9 at an approved English Language Center are required of applicants from nations in which English is not the official or spoken language. International applicants from nations where English is the official language are required to submit official ACT or SAT I scores meeting established admission criteria.

Submit affidavit of support and official bank statements.

The Office of Academic Affairs reviews international applications for admission. If accepted; international students must submit a $7,500 deposit in US currency and have a US sponsor guarantee the cost of one academic year. Upon receipt of the deposit and guarantee, a SEVIS I-20 and Letter of Admittance will be issued to the student. The SEVIS I-20, Letter of Admittance, bank statements, transcripts, passport and other supporting documentation must be presented to the nearest American Embassy or U. S. Consulate for processing. To remain “in-status” as an F-1 student, international students must follow all regulations pertaining to the issuance of the SEVIS I-20 as stipulated by the U. S. Immigration and Naturalization Service and Bacone College. International students are required to pay all charges (including tuition, room, board, fees) prior to the start of each semester.

All International students shall be required to take a full course load (12 credits) and be residential students. International students may appeal to the President for exceptions to these requirements as allowed by immigration statues.

**Special Admissions Information**

**GED Recipients**

Students without a high school diploma who have received a GED diploma are also eligible to apply for admission. In addition to the General Admissions Procedures, GED recipients are required to submit:

- Bacone College Admissions Application.
- Official high school transcripts covering time spent in high school.
- Official GED transcript.
- Official ACT or SAT I transcript.
Non-High School Graduates

Application and acceptance arrangements may be made through the Office of Admissions for students without a high school diploma or GED. Admissions counselors will assist with the admissions process. The College will follow the federal guidelines for documentation of Ability to Benefit.

Special Non-Degree-Seeking Students and Auditing Courses

Students who wish to enroll in courses without intending to pursue a degree may be permitted to enroll in up to 9 credit hours by making application in the Office of Admissions. Once a student has completed 9 credit hours, and wishes to enroll in additional course work, the student must make formal application into the College. Students wishing to audit a course for no credit need to complete an Application for Admission in the Office of Admissions.

Concurrent Enrollment

High school juniors or seniors may be admitted to Bacone College provided they meet the following requirements:

- Meet the published criteria of Bacone College for admission.
- Be enrolled in fewer than 6 credit courses per semester at their high school, which can be validated by their high school principal.
- Be eligible to complete requirements for graduation from their high school no later than the spring of their senior year, which can be validated by their high school principal.
- Junior and senior high school students are required to have a composite ACT score of 18, or a combined SAT I score of 860, or a 3.00 cumulative high school GPA.
- A high school student who is admitted to Bacone College as a Concurrent Enrollment Student may enroll in a combined number of high school and college courses for each semester. Their full-time college and high school workload cannot exceed 19 college semester credit hours. To calculate the total workload, each high school credit is the equivalent of 3 college semester credit hours. Add up the college semester credit hours and the high school equivalent credits together to find the total.
• An exceptional student who meets the above criteria may enroll in a maximum of 6 credit hours during a summer session or the term following the junior year in high school without being concurrently enrolled in high school during the summer term.

Students who have participated in a concurrent program other than Bacone College, must provide an official College transcript to the Office of the Registrar before credits can be transferred.

**Cooperative Enrollment**

Cooperative enrollment arrangements have been made with students attending Indian Capital Technology Center. After successful completion of the following classes at ICTC,

- Principles of Accounting 3 hrs.
- Intro to Microcomputer Applications 3 hrs.
- Introduction to the Internet 3 hrs.
- Intro to Website Construction 3 hrs.
- Fundamentals of Information Technology 3 hrs.
- Business Communications 3 hrs.
- Business Math 3 hrs.

Students will be allowed to transfer these classes for full credit following the successful completion of one semester as a full-time student at Bacone College. Non-traditional students can receive transcript credit by Bacone College for grades received at ICTC without attending one semester.

*Graduating Class of 1929*
**Bridge Program**

The Bacone College Bridge Program (formerly Pre-Mester) is designed to enable under prepared applicants to enhance their reading and mathematics skills to the point where they meet college admissions criteria, either at Bacone College or another collegiate institution. Applicants are admitted to the Bridge Program if they do not meet Bacone College's regular admissions criteria. At the end of the semester, participants are administered placement tests and provided a final grade. Upon successful completion of the Bridge Program the student's academic progress will be assessed and the student will be placed into appropriate level courses as established by the admissions requirements. If the student is not successful in the Bridge Program the student may either be invited to repeat the Bridge Program or be dismissed.

**Special Programs with Selective Admissions Requirements**

Division of Applied and Health Sciences
- Bachelor of Science in Nursing (RN to BSN)
- Bachelor of Science in Medical Imaging

Division of Education
- Bachelor of Arts in Early Childhood Education
- Bachelor of Arts in Elementary Education
- Bachelor of Arts in Health and Physical Education

To review the list of admissions requirements, please refer to the specific degree information under Academic Programs.

**Office of Admissions General Policies**

**Academic Records**

The Office of Admissions must receive all official academic records in a sealed envelope. Any records submitted to the college that have been opened or copied will not be accepted as official.

Once submitted, academic records and transcripts become a permanent part of the applicant's/student’s records at Bacone College and will not be returned. When students require additional copies of academic records from institutions other than Bacone College, the student must contact the issuing institution.
When Background Checks Are Required of Student Applicants

The college requires background checks for applicants who (1) declare that they have been arrested or convicted of any Federal, state, local or tribal law offense and (2) when any student who declares a major in healthcare, education, health-science or criminal justice related fields. In regards to this policy, there is no distinction between main campus residential students, commuter students, or dually-enrolled tribal college students.

Background checks are conducted through a third-party vendor and include a seven-year scope, nationwide wants and warrants check, statewide wants and warrants check, debarment check (for Federal funds), sex offender and registry check. Moving violations are not considered during the background check process. Minor offenses (such as youthful experimentation with marijuana, public intoxication, DUI without injury to a third party) are presumptively waived. More serious violations may be waived by special permission of the President. These checks are required of students who declare that they have been arrested or convicted of any Federal, state, local or tribal law offense to ensure that there are no terms and conditions of probation that would prevent them from attending Bacone College, that there are no outstanding criminal proceedings, and to ensure that Bacone meets its due diligence requirements under VAWA and Title IX.

These checks are also required of students declaring a major in healthcare, education, health-science or criminal justice related fields because the state licensing boards for these fields require a background check as a condition of licensing. This process is a safeguard to ensure that students are not enrolled who are subsequently unable to pass licensing examinations due to adverse criminal history.

Transfer Probation

Transfer students who were academically suspended at another institution may make a formal request for admission on probationary status to the Admissions Office and the Office of Academic Affairs.

Re-Admission after Absence

Students who have attended Bacone College previously, but have not attended in the past academic year, must re-submit an Application for Admission. If the student has attended any other college in the meantime, official transcripts of the college work attempted since the last date of attendance must also be submitted. A student who was not enrolled in Bacone College for one academic year and was not a candidate for graduation will return under the policies stated in the current catalog.

Leave of Absence Status

A student, who finds it necessary to leave Bacone College voluntarily due to personal or professional reasons, may apply for Leave of Absence Status (LOAS) of up to 180 days in a 12-month period. LOAS assures the student of readmission to the College without further paperwork or review by Admissions. Upon return, the student may continue his/her academic studies by retaking the specific
courses previously enrolled in, or their equivalent in total credit hours, at no additional expense. In addition, the student may choose to re-enter the College under the academic catalog in effect at the time the LOAS was granted or may elect to enter under the current catalog. Students under full-time study may change to a later catalog at anytime.

The Office of Student Accounts will explain to a student that is a Title IV, HEA program loan recipient, the effect that failure to return from the leave may have on the student's loan repayment term. A student requesting a Leave of Absence Status must submit a completed, signed, and dated LOAS application prior to the requested leave time.

The LOAS application is available online at [www.Bacone.edu](http://www.Bacone.edu) as well as at the Office of Academic Affairs and the Registrar's Office and must be approved by the Office of Academic Affairs. The College’s Business Office will approve the disposition of the student’s financial obligations (if any) at the time of application for LOAS. (Tuition and fees are the only expense reassigned to the next full-term semester. Room and Board charges are exempt from the LOAS Policy, and follows the tuition refund time frame as stated in the Bacone College Catalog.) “LA” will appear on the student’s transcript designating the Leave of Absence Status.

**Re-Admission after Academic Suspension from Bacone College**

Students under academic suspension at Bacone College will not be re-admitted for at least one full semester subsequent to the date of academic suspension. Students wishing to appeal the decision may do so by submitting a letter of appeal to the Office of Academic Affairs. Student admission after suspension will be probationary.

Students must submit the following items after suspension:

- Application for Admissions.
- Official transcripts of any college work attempted since the date of suspension.

**Academic Suspension Policy**

Students who are suspended from the College for academic reasons are prohibited from having access to the campus and campus-sponsored events for the duration of the suspension. Appeals for academic suspensions must be made in writing submitted to the Office of Academic Affairs.
FINANCIAL INFORMATION

Financial Aid Information

Office of Financial Aid Mission Statement

The Office of Financial Aid is dedicated to assisting all students in finding the financial means necessary for the attainment of their educational goals. We are committed to creating a friendly, Christian-focused, professional and effective customer service environment to better serve American Indian and other students and the Bacone College community.

Snapshot of Our Financial Aid

Bacone College's financial aid program is designed around the federal system of need-based student aid to ensure that all qualified and motivated Americans have the financial means to pursue higher education at Bacone College. Our present configuration of federal, state and tribal grants, work-study, and loan programs was designed to offer all qualified students a chance to advance their minds, skills, and economic potential, while also providing for the betterment of society. We are committed to working with students and families to make higher education affordable. Most federal and state educational assistance is based on financial need as determined by the information provided on the Free Application for Federal Student Aid (FAFSA). Financial need is the difference between the cost of attending Bacone College and the Estimated Family Contribution (EFC). The EFC is calculated using formulas prescribed by the U.S. Department of Education. The applicant must have a high school diploma, GED, or demonstrate the ability to benefit in order to receive financial aid at the institution to which he/she is applying according to the guidelines set forth by the Department of Education.

Some additional requirements for financial aid are:

- Students must maintain a cumulative 1.60 grade point average (GPA) for the first 30 credit hours attempted, and a cumulative 2.00 GPA for all hours attempted thereafter.

- Students must successfully complete at least 70% of all attempted course hours. Withdrawals, I, F, and other unsatisfactory grades are examples of grades that will be counted against the completion rate.

- Federal Regulations require a Title IV Funds calculation must be completed for any recipient of Title IV grant or loan assistance that receives all "F's" for a semester and does not post attendance in any of their enrolled classes for at least 60% of a particular semester.

- Audit courses do not qualify for financial aid. Should a student receive financial aid for any classes, or hours, which are later changed to audit, the student will be required to repay any applicable financial aid funds.
Financial Aid Application Process

1. Apply for admissions to Bacone College.
2. Complete the Free Application for Federal Student Aid (FAFSA) as soon as possible after January 1st of each year. FAFSA forms are filed electronically on the Internet at www.fafsa.ed.gov. Bacone College's school code for the FAFSA is 003147.
3. Respond promptly to any correspondence requesting additional information. For example: Federal Tax Transcripts, Student Data Forms, Verification Worksheets, etc.
4. If you have any questions or concerns please contact the Financial Aid Office at the number listed below:
   Office of Financial Aid
   Bacone College
   2299 Old Bacone Road
   Muskogee, Oklahoma 74403-1597
   TOLL FREE: 888-682-5514
   918-781-7474
   918-781-7416 (fax)
   e-mail: finaid@Bacone.Edu

Types of Financial Assistance Available

Federal and State Grant Aid

Pell Grant: Up to $5,730 per year

The Federal Pell Grant is based on financial need and is available to undergraduate students only. The award amounts can change yearly. The amount that a student can receive is based not only on the financial need but also the cost of attendance and the enrollment status as full-time or part-time.

Federal Supplemental Educational Opportunity Grant (FSEOG): $500 per year

Federal Supplemental Educational Opportunity Grants (FSEOG) are offered to full-time undergraduate students with demonstrated exceptional need as determined by the FAFSA. Awards are based on the student's FAFSA application date and are made to Pell-eligible students who have submitted all requested documentation. Funds are limited, and students are encouraged to apply early and submit requested documents (such as tax transcripts) in a timely manner. Students must maintain Satisfactory Academic Progress to be eligible for FSEOG.

Oklahoma Tuition Aid Grant (OTAG): Up to $1,300 per year

OTAG is a financial-need based grant available to Oklahoma residents only. Students automatically apply for it by completing a FAFSA, and must be enrolled at least half time. Students who have listed Bacone College on their FAFSA are selected by Oklahoma State Regents and reported to us. The Oklahoma State Regents may change the FAFSA completion deadline based on the amount of funds available and the number of students eligible for awards. Students who complete the FAFSA after March 31st may not receive funds from this program.
Oklahoma Tuition Equalization Grant (OTEG): Up to $2,000 per year

OTEG is also a financial need based grant available to Oklahoma residents only. There are specific rules for this grant and they are dictated by the Oklahoma State Regents. Students automatically apply for it by completing a FAFSA, and must be enrolled full-time. The Regents direct Bacone College on criteria and awarding practices.

Oklahoma Higher Learning Access Program (OHLAP): $144 per credit hour

OHLAP is a unique program set by the Oklahoma Legislature for eighth-, ninth- and tenth-grade students. Below are some of the requirements:

Oklahoma resident; Enrolled in the eighth, ninth or 10th grade in an Oklahoma high school; student’s parents, custodians or guardians earn less than $50,000 per year. For the 2015-2016 year, the amount awarded for OHLAP students at Bacone College was $139 per credit hour (per credit dollar amount is coming from the OK State Regents Office).

Federal Work Study (FWS): Up to $1600 per year

The FWS program is a financial need based program that provides part-time jobs on campus to help students earn money to pay for school. Students are paid at least minimum wage, and the financial aid office determines the yearly amount awarded to the student. For the 2015-2016 year, the amount awarded is $1600. The FWS program encourages community service and helps students gain valuable work experience while paying for their education.

Tribal Grant Aid

Tribal Grants: Higher ED Grants are provided to supplement financial assistance to eligible American Indian/Alaska Native students entering college seeking a baccalaureate degree. The Higher Education Grant Program is not an entitlement program. Students do not automatically receive funding because they are American Indian/Alaska Native. Students must meet certain criteria in order to apply for a Higher ED Grant. Bacone College receives tribal grants from over 25 different Indian tribes. All American Indian students are encouraged to apply with their respective tribes. Contact your tribes Higher Education Office or Administrator to apply for tribal scholarships and grants. You must be an enrolled tribal member in order to be considered for tribal assistance. If you are not enrolled, contact the particular tribal government and apply for enrollment. Bacone College recognizes both federal and state recognized tribes. Below is a partial listing of tribes whose students have attended Bacone College:

<table>
<thead>
<tr>
<th>Oklahoma Tribes</th>
<th>Ft. Sill Apache Tribe</th>
<th>Peoria Tribe of Indians OK</th>
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</thead>
<tbody>
<tr>
<td>Absentee Shawnee Tribe</td>
<td>(405) 275-4030</td>
<td>(918) 540-2535</td>
</tr>
<tr>
<td>Fax (405) 275-1922</td>
<td>Fax (580) 588-2298</td>
<td>Fax (918) 540-2538</td>
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<tr>
<td>Alabama</td>
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<tr>
<td>(405) 452-3987</td>
<td>Iowa Tribe of Oklahoma</td>
<td>Ponca Nation</td>
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<tr>
<td>Fax (405) 452-3968</td>
<td>(405) 547-2402</td>
<td>(580) 762-8104</td>
</tr>
<tr>
<td></td>
<td>Fax (405) 547-5294</td>
<td>Fax (580) 762-2743</td>
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<tr>
<td>--------------------------------------------</td>
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</tr>
<tr>
<td>Apache Tribe</td>
<td>(405) 247-9493</td>
<td>Fax (405) 247-2686</td>
</tr>
<tr>
<td>Kaw Nation of Oklahoma</td>
<td>(580) 269-2552</td>
<td>Fax (580) 269-2301</td>
</tr>
<tr>
<td>Quapaw Tribe</td>
<td>(918) 542-1853</td>
<td>Fax (918) 542-4694</td>
</tr>
<tr>
<td>Caddo Tribe</td>
<td>(405) 656-2344</td>
<td>Fax (405) 452-3413</td>
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<tr>
<td>Kialegee Tribal Town</td>
<td>(405) 452-3262</td>
<td>Fax (405) 964-6211</td>
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<tr>
<td>Sac &amp; Fox Nation</td>
<td>(918) 968-3526</td>
<td>Fax (918) 968-1142</td>
</tr>
<tr>
<td>Cherokee Nation</td>
<td>(918) 456-0671</td>
<td>Fax (405) 964-6205</td>
</tr>
<tr>
<td>Kickapoo Tribe of Oklahoma</td>
<td>(405) 964-2075</td>
<td>Fax (405) 257-6287</td>
</tr>
<tr>
<td>Seminole Nation</td>
<td>(918) 542-2441</td>
<td>Fax (918) 542-2922</td>
</tr>
<tr>
<td>Cheyenne-Arapaho Tribe</td>
<td>(405) 262-0345</td>
<td>Fax (580) 654-2188</td>
</tr>
<tr>
<td>Kiowa Tribe</td>
<td>(580) 654-2300</td>
<td>Fax (918) 542-1445</td>
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<tr>
<td>Seneca-Cayuga Tribes</td>
<td>(918) 542-6609</td>
<td>Fax (918) 542-3684</td>
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<tr>
<td>Chickasaw Nation</td>
<td>(580) 436-2603</td>
<td>Fax (981) 542-7260</td>
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<tr>
<td>Miami Nation</td>
<td>(918) 542-1445</td>
<td>Fax (918) 542-2242</td>
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<tr>
<td>Shawnee Tribe</td>
<td>(918) 542-2441</td>
<td>Fax (918) 542-2922</td>
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<tr>
<td>Choctaw Nation</td>
<td>(580) 924-8280</td>
<td>Fax (918) 542-5415</td>
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<tr>
<td>Modoc Tribe of Oklahoma</td>
<td>(918) 542-1190</td>
<td>Fax (918) 623-2620</td>
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<tr>
<td>Thlopthlocco Tribal Town</td>
<td>(918) 623-2620</td>
<td>Fax (918) 623-1810</td>
</tr>
<tr>
<td>Citizen Potawatomi</td>
<td>(405) 275-3121</td>
<td>Fax (580) 732-7600</td>
</tr>
<tr>
<td>Muscogee Creek Nation</td>
<td>(918) 732-7600</td>
<td>Fax (981) 758-1434</td>
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<tr>
<td>Tonkawa Tribe</td>
<td>(918) 542-5415</td>
<td>Fax (580) 628-2561</td>
</tr>
<tr>
<td>Comanche Nation</td>
<td>(580) 492-4988</td>
<td>Fax (918) 287-2257</td>
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<tr>
<td>Osage Tribe</td>
<td>(918) 287-5432</td>
<td>Fax (981) 628-3375</td>
</tr>
<tr>
<td>United Keetoowah Band of Cherokees</td>
<td>(918) 431-1818</td>
<td>Fax (918) 431-1873</td>
</tr>
<tr>
<td>Delaware Nation</td>
<td>(405) 247-2448</td>
<td>Fax (580) 723-4466</td>
</tr>
<tr>
<td>OTOE-Missouria Tribe</td>
<td>(580) 723-4466</td>
<td>Fax (918) 247-2425</td>
</tr>
<tr>
<td>Wichita &amp; Affiliated Tribes</td>
<td>(405) 247-2425</td>
<td>Fax (405) 247-2430</td>
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<tr>
<td>Delaware Tribe of Indians</td>
<td>(918) 336-5272</td>
<td>Fax (918) 540-1536</td>
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<tr>
<td>Ottawa Tribe</td>
<td>(918) 540-1536</td>
<td>Fax (918) 542-3214</td>
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<tr>
<td>Wyandotte Nation</td>
<td>(918) 678-2297</td>
<td>Fax (918) 678-2944</td>
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<tr>
<td>Eastern Shawnee Tribe</td>
<td>(918) 666-2435</td>
<td>Fax (918) 762-3621</td>
</tr>
<tr>
<td>Pawnee Nation of Oklahoma</td>
<td>(918) 762-3621</td>
<td>Fax (918) 762-6446</td>
</tr>
<tr>
<td>Yuchi (Euchee) Tribe</td>
<td>(918) 224-3065</td>
<td>Fax (918) 224-3065</td>
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</table>

**Out-of-State Tribes**

<table>
<thead>
<tr>
<th>Tribe</th>
<th>Phone</th>
<th>Fax</th>
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<tbody>
<tr>
<td>Mississippi Band of Choctaws</td>
<td>(601) 650-7409</td>
<td>Fax: (601) 650-7413</td>
</tr>
<tr>
<td>Seminole Tribe of Florida</td>
<td>(877) 592-6537</td>
<td>Fax: (954) 893-8856</td>
</tr>
</tbody>
</table>
Chehalis Tribe  
(360) 273-5911  
Fax: (360) 273-5914

Eastern Band of Cherokee  
(828) 497-4222  
Fax: (828) 497-9750

State Recognized Tribes of Virginia

Chickahominy, Eastern Division  
(aka Eastern Chickahominy Indian Tribe)  
(804) 966-7815

Mattaponi Tribe (aka Mattaponi Indian Reservation)  
(804) 769-0041

Monacan Indian Nation  
(formerly Monacan Indian Tribe of Virginia)  
(434) 946-0389

Nansemond Indian Tribal Association  
Refer to website

Pamunkey Nation  
Refer to website

Rappahannock Indian Tribe  
(formerly United Rappahannock Tribe)  
(804) 769-0260

The Upper Mattaponi Indian Tribe (formerly Upper Mattaponi Indian Tribal Association)  
(804) 769-0041
Types Of Loans offered at Bacone College:

Effective July 1, 2010 the William D Ford Federal Direct Loan program became the sole provider of Federal Direct Stafford and PLUS loans at Bacone College. Direct Loans are low-interest loans for students and parents to help pay for the cost of a student's education after high school. The lender is the U.S. Department of Education (hereinafter will be called "the Lender") rather than a bank or other financial institution.

Students and/or parents borrow directly from the federal government and have a single contact—the Direct Loan Servicing Center—for everything related to the repayment of your loans, even if you receive Direct Loans at different schools.

Students have online access to your Direct Loan account information 24 hours a day, 7 days a week at Direct Loans on the web at www.dl.ed.gov. Students can choose from several repayment plans that are designed to meet the needs of almost any borrower, and you can switch repayment plans if your needs change.

If you have previously borrowed a federal Stafford, PLUS, or Graduate PLUS loan through a private lender in the FFELP loan program (Wells Fargo, Bank of America, Citibank, Sallie Mae, Discover, etc.,) they will no longer be offering loans and you will need to sign a new Master Promissory Note (MPN) with the Direct Loan program.

- The Federal Direct Subsidized Stafford Loan is federally-sponsored “need-based” loan. The federal government pays the interest while you are enrolled at least half time, during the "grace period", and authorized periods of deferment. Interest begins to accrue when you enter repayment.

- The Federal Direct Unsubsidized Stafford Loan is a federally-sponsored loan which has no interest subsidy. The interest accrues from the date of disbursement. You may pay the interest while you are enrolled or defer the interest. Accrued interest will capitalize once when you enter repayment. Students are encouraged to make the interest payments while in school to help decrease the total costs of the loan.

- Go to the Direct Loan website at https://studentloans.gov for more information including completing the Master Promissory Note (MPN) and signing using your FAFSA PIN. New borrowers must electronically sign the Master Promissory Note before we will certify your loan(s) with the lender.

- Complete the ENTRANCE COUNSELING at https://studentloans.gov. All new student loan borrowers must complete Entrance Counseling before Stafford Loan funds will be certified for disbursement.

Fees, Interest And Repayment:

- UNDERGRADUATE STUDENTS: As of July 1, 2014, the interest rate on a new Subsidized Federal Stafford Loan is a fixed 4.66%.
• For ANY students who borrow an Unsubsidized Federal Stafford Loan, the interest rate is a fixed 4.66%.

• You may pay up to 1.0% in loan fees.

• For loans disbursed prior to July 1, 2006, the interest rate continues to be variable based on the 91-day T-bill.

• Repayment begins six months from the date of graduation, withdrawal, or enrollment less than half time. There is no pre-payment penalty.

Important Information:

Academic year loans are disbursed in equal increments, one each semester or term.

You are required to maintain Satisfactory Academic Progress (SAP) in order to receive the Federal Stafford Loan. Undergraduate students must maintain a cumulative GPA 2.0 or better; Furthermore, you must earn the credits for your enrollment/funding status. This is a brief synopsis only; you are required to read and understand the entire Bacone College SAP policy.

Direct Loan Servicing

This is your site for managing your account, view your account balances and payment history, enroll in electronic services, make online payments and change your billing options. Also 1098-E tax information and loan consolidation.

Manage My Direct Loan

This site is your source for information from the U.S. Department of Education about how to manage your student loans. It is also the site to sign the Master Promissory Note and Complete Entrance Counseling. Information on repayment plans and calculators, loan discharge, public service and teacher loan forgiveness programs are available.

National Student Loan Database System (NSLDS)

This site is an excellent resource to help you track the principal and outstanding aggregate limit on your entire FFELP and Direct Stafford Loan borrowing history.
Refund
This site offers financial literacy information, creating a budget using EdWise, information on repayment and loan forgiveness programs and your right and responsibilities as a loan borrower.

Deferments:
The Office of Financial Aid is required to ensure student loan lenders are updated several times a year with current enrollment status. If you borrowed a loan at another school and now would like your previous loan deferred, please contact your previous lender. If they request Bacone College to complete a Deferment Form, you may submit the form to the Registrar’s Office that will verify your current enrollment status at Bacone College. Deferment forms can be obtained from your lender, and may be available for download from their website.

Repayment:
Once you graduate or drop below half-time, you have a one-time six month "grace period" before repayment begins. If you are not able to make the scheduled payments, contact your lender for a deferment, forbearance, or to discuss other repayment plans.

Achieving Your Financial Goals - Paying It Back:
When borrowing student loans, it is the borrower's responsibility to ensure the loan is paid back in accordance with the terms detailed in the Master Promissory Note. Bacone College has partnered with lenders and guarantors to develop a comprehensive default prevention plan. If you are delinquent in repayment, the College, the lender, and the guarantor will contact you to reestablish satisfactory payment arrangements.

Defaulting on a federal student loan is very serious and could have costly consequences such as:

- Negative Credit History
- Wage Garnishment
- Higher Interest Rates on Future Purchases
- Denied Consumer Loans and Loss of Eligibility of Future Financial Aid
- Stress
- Collection costs
- Offset paid out of federal tax returns, state tax returns, lottery winnings, and other federal and state funds
### Academic Year Borrowing Limits By Class Standing

#### Dependent Students

<table>
<thead>
<tr>
<th>Class Standing</th>
<th>Cumulative Credits Earned</th>
<th>Base Stafford Loan Eligibility (Subsidized and Unsubsidized)</th>
<th>Additional Unsubsidized Stafford Loan Eligibility</th>
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<tr>
<td>Freshman</td>
<td>0-30 credits</td>
<td>$3500</td>
<td>$2000</td>
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<td>Sophomore</td>
<td>31-60 credits</td>
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<tr>
<td>Junior</td>
<td>61-90 credits</td>
<td>$5500</td>
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<tr>
<td>Senior or 2nd BA</td>
<td>91+ credits</td>
<td>$5500</td>
<td>$2000</td>
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#### Independent Students and Dependent Students Whose Parents Are PLUS Denied

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<th>Class Standing</th>
<th>Cumulative Credits Earned</th>
<th>Base Stafford Loan Eligibility (Subsidized and Unsubsidized)</th>
<th>Additional Unsubsidized Stafford Loan Eligibility</th>
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<tr>
<td>Sophomore</td>
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<td>$6000</td>
</tr>
<tr>
<td>Junior</td>
<td>61-90 credits</td>
<td>$5500</td>
<td>$7000</td>
</tr>
<tr>
<td>Senior or 2nd BA</td>
<td>91+ credits</td>
<td>$5500</td>
<td>$7000</td>
</tr>
</tbody>
</table>

### Aggregate Lifetime Limits

<table>
<thead>
<tr>
<th>Category</th>
<th>Maximum Stafford Loan Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dependent Undergraduate</td>
<td>$31,000 (no more than $23,000 of which may be subsidized)</td>
</tr>
<tr>
<td>Independent Undergraduate</td>
<td>$57,500 (no more than $23,000 of which may be subsidized)</td>
</tr>
</tbody>
</table>
Category | Maximum Stafford Loan Eligibility

Federal Direct Parent Loans: The Parent Loan is an unsubsidized loan; interest begins to accrue when the student (the parent) receives the first loan disbursement. The Federal Direct Parent (PLUS) Loan interest rate, which is set by the federal government, is fixed at 7.9% for loans disbursed after July 1, 2006. The federal government charges Parent Loan borrowers a 4% origination fee; however, 1.5% of the fee is rebated up front when the loan is disbursed. For example, if a parent borrows $5,000, the student will receive $4,875 ($5,000 X .025 = $125). When loan repayment begins, parents must make the first 12 loan payments on time or the amount rebated will be charged back to the total loan amount.

Private Collegiate Loans or Alternative Loans: This type of loan is available to students who have utilized all their loan eligibility for the subsidized and unsubsidized loans. It also provides a dependent student with an alternative if the Parent Plus Loan has been denied. There are several alternative loans that are available for students, and each lender dictates its own rules and regulations. For example, the Wells Fargo Collegiate Loan Program is available for U.S citizens, permanent residents and international students who are temporary residents. The loan is based on positive credit histories, and a co-signer is required. Origination fees are determined by the private loan lender(s), and the annual loan amount may vary between $1,000 to $25,000 but cannot exceed the cost of education. The interest rate is variable, is determined by the lender, and begins upon disbursement. The financial aid office certifies the loan amount a student can receive.

Assistance From Other Sources: Other sources of state and federal financial assistance are available to qualified students including Vocational Rehabilitation, Veterans education benefits, Workforce Oklahoma, and assistance from the Department of Human Services. Students are encouraged to contact the appropriate government office in their community for more information about these programs.

Helpful Websites For Scholarship Search

Below is a list of websites that can be used for scholarship search:

www.wiredscholarship.com
www.fastweb.com
www.smeexpress.com
www.collegenet.com
www.spiritfund.com

Change of Major or Second Degree

Students who change their major or course of study are advised to try to complete their degree or certificate in a reasonable, prescribed amount of time in order to retain eligibility for financial aid. All
students enrolled in an eligible degree program may attempt 150% of the hours required in pursuit of that degree or certificate.

Students who have a degree and are pursuing a second degree of the same type are required to meet with an advisor in the new major to establish what classes are needed to complete the new degree. Students can only receive financial aid for up to 150% of these hours.

**Transfer Students**

The Office of Admissions reviews academic transcripts for all transfer students. Transfer students with no grade history at Bacone College are placed on financial aid probation their first semester of attendance if the transcript shows that the minimum requirements shown below have not been met. Transfer students admitted on financial aid probation are eligible to receive financial assistance their first semester of attendance. Continuation of financial aid eligibility beyond the first semester of attendance will be approved only if the requirements shown below are met.

**Financial Aid Satisfactory Academic Progress (SAP) Policy**

Federal regulations require that all recipients of student financial assistance make satisfactory academic progress toward a degree or eligible certificate. Students applying for assistance through the Federal Pell Grant, Federal SEOG, Federal Work Study, Oklahoma Tuition Aid Grant (OTAG), Oklahoma Tuition Equalization Grant (OTEG) Oklahoma Higher Learning Access Program (OHLAP), Direct Subsidized Stafford Loan, Direct Unsubsidized Stafford Loan, and Direct Parent PLUS Loan programs must meet THREE requirements to maintain their financial aid eligibility at Bacone College:

- Students are required to maintain a minimum cumulative grade point average, and
- Students are required to complete (pass) a certain percentage of hours they attempt, and
- Students must complete their degree within a timely manner.

These three requirements are summarized in the following charts. Failure to meet ALL of these minimum academic standards will result in the loss of financial aid eligibility. Students are expected to know, based on this Satisfactory Academic Progress Policy, when they may be placed on financial aid warning, probation, or suspension. Satisfactory academic progress is reviewed at the end of each academic semester once grades have been posted.
1. Grade Point Average Requirement - Each student must meet a minimum cumulative grade point average to remain eligible for federal student aid.

<table>
<thead>
<tr>
<th>Satisfactory Academic Progress Policy Requirements</th>
<th>Undergraduate Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Hours Attempted from all Institutions</td>
<td>1-30 Credit Hours</td>
</tr>
<tr>
<td>Minimum Cumulative GPA Requirements</td>
<td>2.00 GPA</td>
</tr>
<tr>
<td></td>
<td>31 Hours or more</td>
</tr>
<tr>
<td></td>
<td>2.00 GPA</td>
</tr>
</tbody>
</table>

2. Satisfactory Completion of Semester Hours Requirement - Students must also successfully complete and pass 70% of all courses they attempt. Grades of A, B, C, D, F, P, S, W, AW, WP, WF, I, N, NA, NP, X, and U are all considered attempted hours. All transfer hours are included in this calculation.

<table>
<thead>
<tr>
<th>Percentage of cumulative attempted hours a student must complete to remain eligible for Federal Student Aid</th>
<th>Undergraduate Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students must successfully complete:</td>
<td>70% of attempted courses</td>
</tr>
</tbody>
</table>

3. Maximum Time Frame for Degree Completion - Students must complete their degree program within an allotted time frame to remain eligible for financial aid. The chart below indicates the time frame in which a degree must be acquired. Be aware that hour limits are cumulative; therefore, all hours from all institutions attended will be included, even if a student did not receive federal student aid. For financial aid purposes grades of A, B, C, D, F, P, S, W, AW, WP, WF, I, N, NA, NP, X, and U are all considered attempted hours. Once students reach their maximum time frame for their specified degree, they are no longer eligible for federal student aid.

**ATTEMPTED HOURS ALLOWED FOR EARNING A DEGREE: 186 HRS – FIRST BACHELOR'S DEGREE**

Repeated Coursework - Title IV funds may only pay for one repeat of a previously passed course. More than one repeated course will not be calculated in your enrollment status pertaining to Title IV funds.
Satisfactory Academic Progress - Evaluation

Satisfactory Academic Progress is evaluated at the conclusion of each academic semester after grades have been posted. All attempted and transfer hours are counted during this evaluation.

- A warning is given to students for one semester who do not meet both requirements I and II shown above. This is a warning status and students can receive financial aid during their next semester of attendance. Note: A warning is not given to students regarding maximum time frame, it is the student's responsibility to know how many hours they have attempted and where they stand.

- Suspension will be required for any students who fail to meet both requirements I. and II. at the conclusion of their warning semester. Students cannot receive funds from the aid programs listed above while suspended.

- Rules are applied uniformly to all students whether or not aid has been received previously.

Satisfactory Academic Progress - Financial Aid Suspension

A student with extenuating circumstances may appeal a financial aid suspension by submitting a typed appeal to the Office of Financial Aid. Appeals must explain in detail why the student failed to meet the minimum academic standards, what extenuating circumstances caused the failure, and how the situation has since improved. Examples of extenuating circumstances include illness, medical issues with immediate family members, or a death in the family. Personal or financial issues with family, friends, or roommates are not considered extenuating circumstances. A student's typed appeal should include:

1. The reason(s) why the student failed to meet Satisfactory Academic Progress.
2. Supporting documentation that may be pertinent to the student's appeal.
3. An academic plan for success. (Details will be outlined in students suspension letter)

The Office of Financial Aid appeal committee will evaluate all documentation submitted and the student's appeal will be approved or denied. The results of the appeal will be emailed/mailed by USPS within approximately ten (10) working days after the appeal is received in the Office of Financial Aid. If denied, the student is responsible for paying for their own educational costs until the student improves his/her scholastic record to meet the minimum standards. Students who were denied due to maximum time frame are responsible for paying for their own educational costs for the remainder of their degree program. If approved, the student will either be: Placed on probation for one semester only, or placed on a continued probation based on the academic plan for success that they submitted with their appeal.

The student's approval email/letter will explain all requirements that must be met during his/her probationary period to continue to receive financial aid. A student who fails to complete a single course or has a complete withdrawal from the college after receiving financial aid may be automatically placed on suspension.

Satisfactory Academic Progress - Student Responsibility

Students are held responsible for reading and understanding the Satisfactory Academic Progress eligibility requirements and knowing their status at the end of each semester. If questions arise, contact the Office of Financial Aid toll free at 888.682.5514.

*Please note: Financial aid warning, probation, and suspension are separate from academic probation and suspension

Refund Policy for Financial Aid Recipients Who Withdraw or Do Not Receive Passing Grades in Any Enrolled Courses

(Return of Title IV Funds)

To officially withdraw from all courses students must go online to www.bacone.edu and complete the withdrawal process electronically. If students have any questions with the electronic withdrawal process they are encouraged to contact Bacone College toll free at 888.682.5514 for assistance.

Students receiving federal financial assistance who completely withdraw from all classes, or fail to receive a passing grade in all courses during a period of enrollment, will be subject to the Return of Title IV Funds refund policy required by federal regulation. The Return of Title IV Funds are calculated during each period or term of enrollment. This policy applies to students receiving assistance through
the PELL Grant, Supplemental Education Opportunity Grant (SEOG), Direct Subsidized Stafford Loan, Direct Unsubsidized Stafford Loan, and Direct Parent PLUS Loan programs.

This policy assumes students “earn” their financial aid based on the period of time in which they are enrolled through the semester. This policy refers to two types of withdrawals; official and unofficial. When a student officially withdraws from all courses, the Office of Financial Aid will receive notification and will determine the date of withdrawal, institutional charges, and all aid disbursed. At the end of each semester, those students who did not receive a passing grade in any of their courses may be considered an unofficial withdrawal. These students’ withdrawal dates will be at the midpoint in the semester, the last time they attended class, or any scheduled academic event related to the period of enrollment. For those students who fail to return from an approved leave of absence, the withdrawal date will be designated as the date the leave of absence began. After determining students’ withdrawal dates, official or unofficial, the Office of Financial Aid must then determine if the amount of aid disbursed to the student is greater than the amount the student earned. Any unearned funds must be returned to the federal student aid programs. Students who remain enrolled beyond 60 percent of the semester are considered to have earned 100 percent of aid received. Students who are enrolled for less than 60 percent of the semester will likely be responsible for repaying a portion of the financial aid received. When performing a Return to Title IV calculation, all students’ institutional charges, i.e., tuition, fees, and room and board, are included in the calculation, as well as all disbursed federal aid. Any refund amount calculated from this formula that the College must return will be returned to the appropriate federal aid programs as determined by the Return of Title IV Funds process. Any loan funds returned as a result of the Return of Title IV Funds process will go into repayment based on the regular repayment terms of their promissory note. Students must be aware that when the College is required to return unearned funds due to their withdrawal, they may have a balance due to the school. Bacone College must complete the Return to Title IV process within 45 days of the date of a student’s withdrawal. Students will be notified by mail within approximately two (2) weeks of this completed process.

Refund Policy For Students Who Are No Shows

For students who enroll and do not attend a single class, the following “No Show” Refund Policy will be applied as follows:

- Administratively withdraw the student.
- Assess a "No Show" fee of $1000 for students not registered to live in the dorms, and $2000 for students registered to live in the dorms.
- Full refunds would be made for tuition or tuition, room, and board; all other fees are not subject to refund.
**Refund Policy For Students Due to Medical Emergencies**

The “Medical Emergency” Refund Policy will be as follows:

- Administratively withdraw the student.
- 50% refund of tuition and a prorated refund of room and board for students who cannot finish a semester due to a documented medical emergency.

**Bacone College Scholarship Programs**

(Completion of the FAFSA is required)

Each year many scholarships are awarded to deserving students based on merit and talent. If more than one scholarship is offered, the student will receive the highest award. Completion of the FAFSA is required for all Bacone College scholarships. Bacone College scholarships aid students in meeting their college tuition expenses and are not cash awards. Bacone College scholarships cannot exceed a student’s total college expenses. The scholarships listed below can be applied towards a student’s Tuition, Room, and Board as a main campus student enrolled full-time (minimum of 12 credit hours) in the fall and spring semesters, and must meet all other criteria established by the administration of Bacone College. Failure to comply with any of the Bacone College scholarship criteria during the course of a semester will result in the modification or forfeiture of the scholarship, including possible prorating in the current semester.

Bacone College Institutional scholarships, when added together with all other federal and state grants, or any other scholarships and grants, will not exceed the total cost of Tuition, Room, and Board. Bacone College Scholarships do not cover fees or books. Federal Work Study, Tribal Awards, and student loans can be used to cover outstanding balances, fees and/or books. All institutional scholarships will be applied with one-half of the award for participation during the fall semester and one-half of the award for participation during the spring semester. If a student withdraws from a semester completely, or falls below full-time status, their Bacone College Scholarship will be pro-rated from the last day of full-time attendance.

Applications for scholarships will be accepted until all scholarships are allocated. All scholarships are applicable for full-time attendance only and may be reduced according to Bacone College policy. Unless specified, all scholarships are tuition only scholarships valid in the fall and spring terms only. Students who receive an athletic scholarship or any institutional funding over 50% of tuition must be a residential student.
Scholarship Opportunities at Bacone College

Athletics:
Overall Average for Athletics is $7000 / YR on Campus or $3800 / YR for off campus (GPA Requirement to maintain scholarship: 2.0)

Academic Scholarships (Incoming Freshmen Only):

**Bacone College Scholars Society: Merit based scholarship for first-time freshmen. Scholarship is valid for up to four years of attendance at Bacone College and funds up to $7000. Must meet 2 of 3 criteria for initial eligibility:

- A minimum ACT composite score of 24;
- A high school GPA of at least 3.75;
- High school standing within the top 10% of graduation class.

Members of the Bacone College Scholars Society are expected to participate in various leadership roles on campus such as Student Government Association, the Baconian Newspaper, Campus Ambassador’s, etc. Students will be eligible to participate in special classes, seminars and workshops. (GPA Requirement to maintain scholarship: 3.5)

**Presidential Scholarship: Merit based scholarship for first-time freshmen. Scholarship is valid for up to four years of attendance at Bacone College. Must meet 2 of 3 criteria for initial eligibility:

- A minimum ACT composite score of 23;
- A high school GPA of at least 3.50;
- High school standing within the top 15% of graduating class.
**Bacone College Scholars Society and Presidential scholarships must be accompanied with two (2)
written recommendations from a teacher, school counselor, or principal, and a two (2) page,
typewritten, double-spaced essay describing your qualifications as a leader or significant achievements
the student has accomplished**

Opportunity Scholarship:
Residency is required with the following Eligibility Requirements:

1. Meet 2 or 3 admissions standards and receive full admission into Bacone College;
2. Maintain a full academic load of at least 12 credit hours per semester.

Renewable Each Year Up To Four Years Based on the Following Criteria:

1. Be a student in good standing;
2. Maintain a full academic load of at least 12 credit hours per semester; and
3. Maintain a minimum GPA of 2.5.

Success Scholarship:
For Non-resident students.
Initial Eligibility Requires Meeting the Following Two Criteria:

1. Meet admission requirements into Bacone College; and
2. Demonstrate a financial need.

Renewable Each Year Up To Four Years Based on the Following Criteria:

1. Be a student in good standing;
2. Maintain a full academic load of at least 12 credit hours per semester, and
3. Maintain a minimum GPA of 2.5.

Center for American Indians:

- Mission Based Scholarships - 2.0 GPA requirement - (Athletes are not eligible)
CAI Scholarship

1. Must be an enrolled member of a federally recognized tribe OR
2. Must provide documentation of ANCSA Shareholder Status (regional or Village)
3. Must be able to provide documents from Kamehameha Schools’ (HHDC) to verify Hawaiian ancestry from the Ho'oulu Hawaiian Data Center
4. Must maintain full time status
5. Must maintain a minimum GPA requirement of 2.0

Alexander Posey Scholarship (100 Available / 50 reserved for Creek Students)

- Must be an enrolled member of a federally recognized tribe OR
- Must maintain full time status
- Must maintain a minimum GPA requirement of 2.0

American Indian Muskogee Public Schools

Program support for AI CAI Scholarships
Social Support for all AI Students on the Main Campus

Lorraine Bacone Learning Work Community:
Mission Based Scholarships - 2.0 GPA requirement - (Athletes are not eligible)
Lorraine Bacone Learning Work Community – limited to 30

Rennard Strickland School of Criminal Justice:
Rennard Strickland Learning Work Community- limited to 10
Rennard Strickland Students of Promise
Non-Native

Athletic Scholarships - 2.0 GPA requirement
American Indian Athletic Learning Work Community- limited to 10
American Indian Athletic Students of Promise
75% max scholarship for non-native student athlete

Academic Scholarships - 2.0 GPA requirement - (Athletes are not eligible)
American Indian Art

Non-Native:

Young Educators
  American Indian Young Educators
  Non-Native
  (Offered up to meeting critical mass, then regular 35% Scholarship)

Leadership - Principal Award
  American Indian Leadership
  Non-Native
  (Offered up to meeting critical mass, then regular 35% Scholarship)

Descendant Scholarship

Eastman Richard Scholarship

Provides a full tuition scholarship to needy and deserving students who are direct descendants of Eastman Richard.

Qualifications:

1. Awards are for tuition at Bacone College only and do not cover the costs of fees or books.
2. If there is not an eligible scholarship recipient to award the Eastman Richard Trust Scholarship to, it will not be awarded during that year.
3. Additional gifts may be added to the endowment at any time.
4. Each prospective Bacone College Student who is a candidate for the Eastman Richard Trust Scholarship, shall have their eligibility for the scholarship as a descendant of the Eastman Richard family certified by two living descendants of Eastman Richard, Esther Holloway and Bettye Snider.
5. Unless the prospective student is fully certified by Esther Holloway and Bettye Snider as decedents of Eastman Richard, the prospective student is not eligible to receive the scholarship.
6. Esther Holloway and Bettye Snider have designated their successors as certifiers of the family relationship to Eastman Richard. They are: Rebecca June Holloway and Lisa Diane Snider.
7. All tuition Awards will be made only to direct descendants of Eastman Richard.
Descendant Grant

A grant for the direct blood descendants of the following contributors to Bacone College;

1. Samuel Richard
2. Walter Starr
3. William McCombs
4. Benjamin Wacoche

Qualifications include:

- Must provide proof of their heritage (birth certificates and bloodline from tribe).
- Must apply for Federal Financial Aid with Free Application for Federal Student Aid (FAFSA).
- Resident Students - This grant applies to Total Cost (excluding books and fees) with Federal Aid (excluding loans) and outside scholarships and grants being applied to room and board first. Any remaining cash-based funds will be applied to tuition. This grant will be used to make up the difference and can be reduced as other funds are applied.
- Commuter students - This grant will cover any remaining tuition cost after Federal Aid (excluding loans) and outside scholarships and grants are applied.
- If the student does not qualify for any Federal Aid except for loans, and no outside resources, the grant will cover tuition only.

Tribal Leader/Johnson O'Malley Scholarship

Residency is required;

Renewable Each Year Up To Four Years Based on the Following Criteria:

1. A student in good standing;
2. Maintain a full academic load of at least 12 credit hours per semester;
3. Maintain a minimum GPA of 2.5.

Christian Ministry Scholarships

Praise Team – A mixed contemporary praise and worship ensemble that leads worship in chapel, Wednesday Night Worship, and travels to churches. Amounts of scholarships vary. (GPA requirement to maintain scholarship: 2.5)
Gospel Choir – A mixed soulful Gospel ensemble that leads worship in chapel, Wednesday Night Worship, and travels to churches. Amounts of scholarships vary. (GPA requirement to maintain scholarship: 2.5)

Worship Arts – Students who prepare visuals, run sound, and perform drama in chapel, Wednesday Night Worship, and travel to churches. Amounts of scholarships vary. (GPA requirement to maintain scholarship: 2.5)

Christian Ministry – Christian Ministry Majors who plan chapel and Wednesday Night Worship and travel to churches. (GPA requirement to maintain scholarship: 2.5)

Academic Program Scholarships (Incoming Freshmen Only):
Art – Residency required (GPA Requirement to maintain scholarship: 2.5)
Criminal Justice – Residency required (GPA requirement to maintain scholarship: 2.5)
Education – Residency required (GPA Requirement to maintain scholarship: 2.5)
Principals Award – Residency required (GPA Requirement to maintain scholarship: 2.5)
Tribal Leader’s Award – Residency required (GPA Requirement to maintain scholarship: 2.5)

Pageant Scholarships:
1st place – 100% of Tuition only, Residency required. (GPA Requirement to maintain scholarship: 2.5)
2nd place – 75% of Tuition only, Residency required. (GPA Requirement to maintain scholarship: 2.5)
3rd place – 50% of Tuition only, Residency required. (GPA Requirement to maintain scholarship: 2.5)
Business Office Information

College Expenses

Bacone College will make every effort to contain costs from the date they are announced through the current academic year. Our Board of Trustees, however, reserves the right to make changes in tuition and fees at any time.

Students need to have a plan for meeting their college expenses before they register and begin attending classes. The beginning point for this is the Financial Aid office. Once a Financial Aid Award letter has been presented to a student, the student will know what portion of his/her account the student is responsible to pay.

Cash Paying Students

Once you have applied for and received your financial aid award package, your next question may be, "How do I take care of the costs that financial aid doesn't cover?" The full balance after scholarships, grants, and loans is due at the start of the semester. If your family cannot pay the balance in full before the semester starts, Bacone College offers a payment plan option. Similar to the purchase of a house or a car, higher education is a long-term investment with long-term value.

The Financial Aid office will present each student with an Estimated Charges worksheet and a separate Payment Plan if needed. Bacone College is one of the few private colleges today who does not charge an up-front payment plan enrollment fee or interest charges on unpaid balances. Payment Plan terms are as follows:

Semester Payment Plans

This payment plan is designed for students who enroll for only the Fall or Spring semesters separately:

Fall

Payments for enrollment costs, less verified financial aid are due as follows –

Down payment (due prior to enrollment- see schedule above)

1/3 of the balance due by September 2
1/3 of the balance due by September 30
1/3 of the balance due by October 28

Spring

Payments for enrollment costs, less verified financial aid are due as follows –

Down payment (due prior to enrollment- see schedule above)
1/3 of the balance due by February 3
1/3 of the balance due by March 10
1/3 of the balance due by April 14

Summer Payments

Payments for enrollment costs, less verified financial aid are due as follows –

One-half of all charges not covered by financial aid must be paid by the first day of class. The remainder of charges must be paid by the first day of the third week of class for four-week terms and by the first day of the fifth week of class for eight-week terms.

Students who do not complete their payment plan obligations by the final day of the semester or do not stay current with their payment plan will be administratively withdrawn unless an extended payment plan has been approved by the Bacone College Vice President of Finance. Appeals may be made in writing to the President.

Payment of Accounts

The College reserves the right to withhold grades, academic records, transcripts, and diplomas until all financial obligations to the College are satisfied. Students whose accounts remain delinquent by the 8th week in a given semester may be administratively withdrawn.

Students that have made some payments in an academic term but are behind in their payment plans by Finals Week may be allowed to take their finals. However, until they have satisfied their balance or made sufficient progress in doing so, as determined by the Business Office, these students will receive an "AW" on their grade report and transcript for all of the courses in which they are enrolled in that academic term. Students will have until the middle of the next academic term to have their balances
cleared. Upon doing so by that time, the "AW" will be replaced with the final grade the professor assigned to the course. However, students failing to have their balance cleared or at an appropriate level by the middle of the next academic term will have the "AW" become a permanent grade in all of their courses for the academic term in which they failed to meet their financial obligations.

Students that have failed to make any payments on their account balance by the middle of an academic term will be subject to immediate withdrawal.

**Delinquent Accounts**

When a student’s account is delinquent, no degree will be awarded (i.e. no participation in the Commencement ceremony) and no transcript of credits will be issued until settlement has been made. Students owing money from previous semesters will not be permitted to re-enroll until adequate arrangements are made through the Business Office. Students who fail to make appropriate payment toward their payment plan may be administratively withdrawn at anytime.

**Charges**

Charges for the 2015-2016 Academic Year

**Tuition:**

Main Campus:

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Term</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time (12-17 Credit Hours)</td>
<td>Fall/Spring</td>
<td>$5,900 Per Semester</td>
</tr>
<tr>
<td>Part-time (1-11 Credit Hours)</td>
<td>Fall/Spring</td>
<td>$535 Per Cr. Hour</td>
</tr>
<tr>
<td>Enrolled in 18+ Credit Hours</td>
<td>Fall/Spring</td>
<td>$535 Per Cr. Hour</td>
</tr>
<tr>
<td>LBLWC, AILWC and CMLWC</td>
<td>Fall/Spring/Summer</td>
<td>$5,900 Per Term</td>
</tr>
<tr>
<td>Concurrent Enrollment for High School Students</td>
<td></td>
<td>$_____ Per Term</td>
</tr>
</tbody>
</table>

Center for Online Teaching and Learning (COTL): (8 Week Sessions)

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Term</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>COTL</td>
<td>Fall/Spring/Summer</td>
<td>$400 Per Cr. Hour</td>
</tr>
</tbody>
</table>

Tribal Colleges:

<table>
<thead>
<tr>
<th>Tribal College</th>
<th>Term</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pawnee, Osage, Comanche (12-17 Credit Hours)</td>
<td>Fall/Spring/Summer</td>
<td>$1932 Per Term</td>
</tr>
<tr>
<td>Pawnee, Osage, Comanche</td>
<td>Fall/Spring/Summer</td>
<td>$161 Per Cr. Hour</td>
</tr>
<tr>
<td>Chickasaw, OCIHC</td>
<td>Fall/Spring/Summer</td>
<td>$209 Per Cr. Hour</td>
</tr>
</tbody>
</table>
Other:

Bridge Program  Fall/Spring/Summer  $4,255 Per Term
Community Audit  (1/7th of the hourly rate [.14285 x $535] rounded to)  $76.50 Per Cr. Hour

**General Fees:**

Main Campus:

- General Fee (full-time)  $1,350 Per Term
- General Fee (part-time)  $550 Per Term
- LBLWC, AILWC and CMLWC  $1,350 Per Term
- COTL (8 week online courses)  $100 Per 8 week session

Tribal Colleges:

- Pawnee, Osage  $150 Per Term
- Chickasaw, Comanche, OCIHC  $300 Per Term

Other General Fees:

- Bridge Program  $550 Per Term

**Individual Course Charges 2015-2016**

<table>
<thead>
<tr>
<th>Course/Description</th>
<th>Trans Doc</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESE 3114 Exercise Physiology I</td>
<td>Course Fee</td>
<td>$25.00</td>
</tr>
<tr>
<td>ESE 3124 Exercise Physiology II</td>
<td>Course Fee</td>
<td>$25.00</td>
</tr>
<tr>
<td>ESE 4113 Administration of Exercise Prescription</td>
<td>Course Fee</td>
<td>$50.00</td>
</tr>
<tr>
<td>ESE 4123 Fitness Assessment and Exercise Prescription</td>
<td>Course Fee</td>
<td>$50.00</td>
</tr>
<tr>
<td>ESE 4996 Internship in Exercise Science</td>
<td>Course Fee</td>
<td>$25.00</td>
</tr>
<tr>
<td>MIN 4933 NCCA Conference</td>
<td>Course Fee</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>MIN 2449 Internship</td>
<td>Course Fee</td>
<td>$625.00</td>
</tr>
<tr>
<td>MIN 4883 Profile and SACC Membership</td>
<td>Course Fee</td>
<td>$225.00</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Name</td>
<td>Course Fee</td>
</tr>
<tr>
<td>---------------------</td>
<td>--------------------------------------------------</td>
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</tr>
<tr>
<td>MIN 4893</td>
<td>Christian Counseling Certification II</td>
<td>$650.00</td>
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<tr>
<td>RAD 1114</td>
<td>Imaging I w/Lab</td>
<td>$60.00</td>
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<tr>
<td>RAD 1222</td>
<td>Clinical I</td>
<td>$395.00</td>
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<tr>
<td>RAD 2153</td>
<td>Clinical III</td>
<td>$85.00</td>
</tr>
<tr>
<td>RAD 2203</td>
<td>General Registry Seminar</td>
<td>$110.00</td>
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<tr>
<td>RAD 2222</td>
<td>Imaging III w/Lab</td>
<td>$40.00</td>
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<tr>
<td>RAD 2252</td>
<td>Imaging IV</td>
<td>$160.00</td>
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<tr>
<td>RAD 2302</td>
<td>Radiography Seminar</td>
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<tr>
<td>RAD 2362</td>
<td>Clinical V</td>
<td>$60.00</td>
</tr>
<tr>
<td>RAD 2363</td>
<td>Nursing Skills &amp; Techniques</td>
<td>$120.00</td>
</tr>
<tr>
<td>RAD 2364</td>
<td>Fundamentals of Nursing</td>
<td>$172.50</td>
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<tr>
<td>RAD 2365</td>
<td>Pharmacology/Dosage Calc.</td>
<td>$112.50</td>
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<tr>
<td>RAD 2366</td>
<td>Medical/Surgical Nursing Care</td>
<td>$112.50</td>
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<tr>
<td>RAD 2367</td>
<td>Nursing Care of Children</td>
<td>$112.50</td>
</tr>
<tr>
<td>RAD 2368</td>
<td>Nursing Care of the Family</td>
<td>$142.50</td>
</tr>
<tr>
<td>RAD 2369</td>
<td>Nursing Strategies for Progressive Leadership</td>
<td>$50.00</td>
</tr>
<tr>
<td>RAD 2370</td>
<td>Advanced Medical / Surgical Nursing</td>
<td>$112.50</td>
</tr>
<tr>
<td>RAD 2371</td>
<td>LPN to RN Transition</td>
<td>$180.00</td>
</tr>
</tbody>
</table>

**OTHER FEES:**

**Fall and Spring Semesters:**

- **Admissions Application Fee**: $0
- **New Student Enrollment Fee**: $100 Non-Refundable
- **International Student Deposit**: $11,805 Per Student
- **No Show Fee (Off-Campus)**: $1,000 Per Occurrence
- **No Show Fee (On-Campus)**: $2,000 Per Occurrence
- **Processing Fee (CLEP, APP, Challenge or PEP Credits)**: $0 Per Cr. Hour
Graduation Application Fee $75 Non-Refundable
Official Transcript Fee – Current Students (first 5 copies) $0 (+5 = $5ea) Per Copy academic yr.
Official Transcript Fee – Former Students w/ $0 balance $5 Per Copy
Course by Special Arrangement or Directed Study $750 Per Course
Book Shipping & Handling (based on actual order) $X.00 S&H Fee

SUMMER:
Tuition Main Campus $335 Per Cr. Hour
General Fee - 8 Week Main Campus $680 Per 8 Wk Session
General Fee - 4 Week Main Campus $340 Per 4 Wk Session
Multi-Occupancy Room $250 Per 4 Wk Session
Private Room $340 Per 4 Wk Session
No Show Fee (Summer) $550 Per Occurrence
Application Fee (New Student) $0 Per Occurrence
Processing Fee (CLEP, APP, Challenge or PEP Credits) $0 Per Cr Hour
Classes by Special Arrangements or Directed Study $750 Per Course
(*Cost subject to change based on dining service provider contract renewal for 2015-2016)

Refunds

Tuition Refunds

A student must officially withdraw in order to receive a Tuition or Room/Board refund. To officially withdraw from all courses students must go online to www.bacone.edu and complete the withdrawal process electronically. If students have any questions with the electronic withdrawal process they are encouraged to contact Bacone College toll free at 888.682.5514 for assistance.

If completed within the proper time frame refunds will be as shown below:

Tuition Refunds

Fall or Spring Semesters:

Withdrawal Before Classes Begin 100%
Withdrawal During the First Week of Semester 75%
Withdrawal During Second Week of the Semester 50 %

**Summer Eight-Week Session:**
Withdrawal Before Classes Begin 100%
Withdrawal During the First Week of Semester 50%
Withdrawal During Second Week of the Semester 25 %
Withdrawal After Second Week No Refund

**Summer Four-Week Session:**
Withdrawal Before Classes Begin 100%
Withdrawal During the First Three days of Class 50%
Withdrawal During Days Four and Five of Class 25 %
Withdrawal After Fifth Day No Refund

**Room and Board Refunds**

**Fall and Spring Semesters:**
Withdrawal Before Classes Begin 100%
Withdrawal During the First Week of Classes 90%
Withdrawal During Second and Third Weeks of Classes 75 %
Withdrawal During Fourth and Fifth Weeks of Classes 50 %
Withdrawal During Sixth and Seventh Weeks of Classes 25 %
Withdrawal After the Seventh Week of Classes No Refund

**Summer Four-Week Session:**
Withdrawal Before Classes Begin 100%
Withdrawal During the First Three Days of Classes 50%
Withdrawal During the Fourth and Fifth Day of Classes 25 %
Withdrawal After Fifth Day of Classes No Refund

**Summer Eight-Week Session:**
Withdrawal Before Classes Begin 100%
Withdrawal During the First Week of Classes 50%
Withdrawal During the Second Week of Classes 25 %
Cost of Books and Supplies

The cost of books and supplies varies between programs. Students are encouraged to work with financial aid and ensure that they have budgeted wisely for the academic year.

Computer Requirement

By the end of the first semester at Bacone College, each student is required to have a computer appropriate for accessing course material, conducting research, completing assignments, and communicating with peers and instructors. As a minimum, computers need to be capable of accessing the internet (wireless), creating lengthy word processing documents, and watching class-related videos. Some degree programs such as Media Arts and Computer Information Systems may have very specific computing requirements. Students can check with advisors to verify computing needs.

A DVD/CD-ROM drive may be needed to install software in select courses. A web camera, speakers, and/or microphone may be necessary for select courses. The college Bookstore is capable of ordering laptops for students. Contact the bookstore for specific costs and billing options.
STUDENT LIFE

Bacone College believes that education occurs outside the classroom as well as inside. To encourage the extracurricular growth of its students, the college provides a well rounded student life program. A complete guide to this program is published each year in the student handbook. Available on the web site, this handbook should be consulted for more specific information about matters discussed in this section of the catalog. A hard copy of the handbook is available upon request to Student Life.

Student Life Offices

The Student Life Offices are located at the Student Life Center located in Bacone Commons. Student Life is responsible for the function of student discipline and implementation of the fair hearing process. Also located in this area is the Student Senate office.

Student Activities

The many and varied activities sponsored by Student Life and those by the Student Senate are provided at a low or no cost. The current schedule of student activities is posted on the web site and will be posted throughout the campus.

The Student Center is located at the Bacone Commons. Free laundry facilities are available at the Student Life Center during posted hours.

Housing and Hospitality

The Office of Housing and Hospitality is available to students 8 a.m. – 5 p.m. M-F. Current academic year residency applications can be found at www.bacone.edu under forms and documents.

Bacone College currently has eight residence halls available for student use: Isaac McCoy Hall, Alexander Posey Hall, Poloke-Bosen Hall, Bacone College Conference Center, Walter Starr Hall and three apartment style halls. Room and Board rates are detailed in the fees section of this catalog. The housing office is located at the Bacone College Student Life Center in Bacone Commons.

Students are required to have a Bacone College Student I.D. Card regardless of residency status. These cards are utilized in the Campus Dining Hall and various dining vendors, library, and residential hall
door entry. The cards may also be utilized to obtain student discounts at various businesses throughout the city.

Residential life is one of the many ways that our students become an active part of the campus community. The residential life experience is available to those students who meet residency requirements on a space-available basis; some scholarships require full-time residency on campus for continued award.

Residency Requirements:

- Freshmen and Sophomores shall be residential students. (Excluding COTL students)
- Students receiving Athletic scholarships shall be residential students.
- Students receiving 50%+ Academic scholarships shall be residential students.
- All International students shall be residential students.
- Students in some program-specific scholarships.

Appeals for housing exemption should be submitted to Housing and approved by the Dean of Students. If denied, a final written appeal may be submitted to the Office of the President.

Any student who must request a replacement residential hall key may be charged the standard key replacement fee. Residential students are required to provide proof of medical/accident coverage and verification of immunization, including the Hepatitis series, prior to assignment of a room in the residence halls. If a vehicle is to be driven on campus, a vehicle registration form as well as proof of vehicle insurance must be provided to the Housing Office. All vehicles must be registered regardless of residency status.

The College's policies related to vehicles and guests may be found in the latest published revision of the Student Handbook.

**Student Housing Refund Policies**

**Fall and Spring Semesters:**

- Withdrawal Before Classes Begin 100%
- Withdrawal During the First Week of Classes 90%
- Withdrawal During Second and Third Weeks of Classes 75%
Withdrawal During Fourth and Fifth Weeks of Classes 50 %
Withdrawal During Sixth and Seventh Weeks of Classes 25 %
Withdrawal After the Seventh Week of Classes No Refund

**Summer Eight-Week Session:**
Withdrawal Before Classes Begin 100%
Withdrawal During the First Week of Classes 50%
Withdrawal During Second Week of Classes 25 %
Withdrawal After Second Week of Classes No Refund

**Summer Four-Week Session:**
Withdrawal Before Classes Begin 100%
Withdrawal During the First Three days of Class 50%
Withdrawal During Days Four and Five of Class 25 %
Withdrawal After Fifth Day No Refund

For further information, or to apply for campus housing, please contact housing@bacone.edu or:

Student Housing  
Bacone College  
2299 Old Bacone Road  
Muskogee, OK 74403  
918-781-7215
Dining Service (Meal Plans)

Bacone College Food Service offers well-planned cafeteria service meals that assure a balanced, nutritious diet. Our Food Service provider is Sodexo Campus Dining Service. Commuter students may also arrange for meals. Whenever necessary, students with special dietary needs may make special arrangements with the Housing Office, located at the Bacone Commons Student Life Center (the Housing Office will make notification to Sodexo). Meals are served at the Conference Center dining room Monday – Friday from the first day of classes through the last day of test week. A snack bar is also available in the Palmer Center. Various dining plan options are available to students, who may utilize a combination of on-campus dining and off-campus vendors.

The food service program serves 10 meals per week except during the Christmas holiday, Thanksgiving holiday, Spring Break week, and Easter, when the dining hall is closed. All students residing in the residence halls during Fall and Spring are required to participate in the food service program.

For more information visit www.baconedining.com

Food Service Refund Policies:

Fall and Spring Semesters:

<table>
<thead>
<tr>
<th>Withdrawal Period</th>
<th>Refund Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Withdrawal Before Classes Begin</td>
<td>100%</td>
</tr>
<tr>
<td>Withdrawal During the First Week of Classes</td>
<td>90%</td>
</tr>
<tr>
<td>Withdrawal During the Second and Third Weeks of Classes</td>
<td>75 %</td>
</tr>
<tr>
<td>Withdrawal During the Fourth and Fifth Week of Classes</td>
<td>50%</td>
</tr>
<tr>
<td>Withdrawal During the Sixth and Seventh Week of Classes</td>
<td>25%</td>
</tr>
<tr>
<td>Withdrawal After the Seventh Week of Classes</td>
<td>No Refund</td>
</tr>
</tbody>
</table>
Summer Eight-Week Session:
Withdrawal Before Classes Begin 100%
Withdrawal During the First Week of Classes 50%
Withdrawal During the Second Week of Classes 25%
Withdrawal After the Second Week of Classes No Refund

Summer Four-Week Session:
Withdrawal Before Classes Begin 100%
Withdrawal During the First Three Days of Classes 50%
Withdrawal During the Fourth and Fifth Day of Classes 25%
Withdrawal After the Fifth Day of Classes No Refund

Student Ministries

Center for American Indians
The Center for American Indians (Center) was established in Fall 2009 as a pilot program located in the Office of the President. The Center will provide for the preservation of the American Indian Collections at Bacone College, will coordinate campus-based cultural programs, and will work in collaboration with the Division of American Indian Studies in research related to the future of American Indian education and collections in higher education.

The Center is expected to attract interest, energy, funding, faculty, staff and students around our amazing American Indian Collections and expanding American Indian Programs. These expectations will then provide for a new creative energy for this primary and historic mission of higher education with American Indians. The Center will also validate the American Indian Voice as the Privileged Voice on Bacone College's Campus. The Center is located at the Kiva.

American Indian Student Programs
Bacone College offers a variety of programs for American Indian Students. The college is committed to the provision of scholarship and program opportunity for American Indian students including the American Indian Students of Promise (AISP), Native Learning Work Community (NLWC), and a variety of American Indian clubs, i.e., stickball, arts, crafts, song and dance, story telling.
American Indian Concerns
Concerns are considered to be the relationship between American Indian faculty, American Indian staff, American Indian students, the President, faculty, staff, students, and the Board of Trustees. Concerns may be defined as (but not limited to) American Indian working conditions, disciplinary actions, and employee and applicant appeals, and conflict resolutions. The Director of the Center of American Indians will share concerns with the President and assigned trustee. Concerns regarding these relationships may be directed to the Campus Conduct Hotline at 866-943-5787 or the Director of the Center of American Indians.

Center for Christian Ministries
The Center for Christian Ministries is located in the Ginny Palmer Student Center. The Assistant Vice President of the Center for Christian Ministries and the Student Chaplains are available to assist students in need of counseling. Drop by anytime during regular business hours. Evening appointments are available upon request.

Students are encouraged to participate in planned worship experiences on the campus such as Bacone Hour and Baptist Collegiate Ministries, Fellowship of Christian Athletes, and Wednesday Night Worship. Christian outreach and mission opportunities are available through the Chaplains Office, including regular missions/service days for our students.

Christian Counseling
Christian Counseling services are provided by the Center for Christian Ministries housed in the Ginny Palmer Student Center. Two licensed pastoral counselors are available to serve students with Christian pastoral assistance.

Student Chaplains
In support of the College’s mission to provide education in a nurturing Christian environment, the Center for Christian Ministry recruits, trains and oversees the work of the Student Chaplains on campus. As part of the wing leadership team, the Student Chaplain's key role is to build community on the residence halls and encourage students in their spiritual development through relationships, participation in campus life, and wing/pod/area devotions and prayer. These student leaders work in cooperation with the resident advisors (RAs) to meet the spiritual and practical needs of students.

Christian Clubs
Student Ministry at Bacone College is focused on students ministering to students. An important vehicle for student ministry is the Christian Clubs which include the Gospel Choir, Praise Team/Band, and Worship Arts Club. These student ministries provide support and leadership for the worship and Bible study ministries of the campus.
ACADEMIC INFORMATION

Academic Honors

1. Semester Honor Rolls: Outstanding students are recognized each semester through the publication of the President's and Academic Dean's Honor Rolls. In order to be eligible for the President's Honor Roll, students must earn for the semester a GPA of 3.75 or above. The Academic Dean's Honor Roll requires students to earn a semester GPA between 3.50 and 3.74. Students must complete 9 or more semester hours, with a grade no lower than a "B", in college level courses (1000 level and above) at the time of final grade reporting, to be eligible for either honor roll. High school equivalency courses do not meet the criteria for inclusion in the determination of honor awards.

2. Graduation Honors:
   - Summa Cum Laude - For students achieving a cumulative GPA of 3.90 and above.
   - Magna Cum Laude - Students are awarded this honor with a cumulative GPA between 3.70 and 3.89
   - Cum Laude - Students receive this honor with a cumulative GPA between 3.50 and 3.69

Academic Forgiveness

A currently enrolled student may request academic forgiveness for work completed five years or more prior to the request. Forgiveness can be for ALL work, or for ALL work at a specific institution. Acceptance of any portion of previous work at a specific institution will make all work applicable. Students must apply to the Registrar for academic forgiveness upon application or re-application to the College. Academic forgiveness does not affect any financial aid policies or regulations.
**Academic Classification**

The number of credit hours completed according to the following determines academic classification:

- Freshmen..........................0-30 credit hours
- Sophomores......................31-60 credit hours
- Juniors............................61-90 credit hours
- Seniors............................91 + credit hours

Students enrolled in first-year Health Science programs will be considered freshmen regardless of the number of credit hours earned before being admitted into the program.

No student with fewer than 61 credit hours may register for a class at the 3000 level or higher without signed approval from the appropriate instructor and Division Chair or Dean.

**Semester Load and Status**

A full-time student is one who carries a minimum load of 12 credit hours in the regular semester or 6 credit hours during a summer session for main campus.

A resident student is one who carries a minimum load of 12 credit hours in the regular semester or 6 credit hours during summer and is residing in Bacone College housing.

A student should carry a normal load of 12 to 17 credit hours per regular semester. In most cases, this enrollment should lead to the successful completion of all bachelor degree requirements in 8 regular semesters and all associate degree requirements in 4 regular semesters. This does not include, however, any developmental or high school equivalency course work that may be needed. It also does not include any transfer credit or college credit earned while in high school.

A student who wishes to carry more than 17 credit hours per regular semester and more than 12 credit hours during summer must have approval from the Office of Academic Affairs.

A full-time student within the Center for Online Teaching and Learning is one who carries a minimum load of 9-12 credit hours in the Fall and Spring semesters as well as 9-12 credit hours during a summer session.

**Academic Standing Policy**

At the end of every semester, the Academic Affairs Council reviews students’ academic progress. Every student that falls below the accepted level of academic performance, as defined by the College’s catalog or by exceptionally poor grades for one or more semesters, is placed on academic warning, probation or suspension.

**Good Academic Standing:** Any student who meets the academic requirements as set forth in this policy (See chart below) is in good academic standing.
**Academic Warning**: Students that fail to maintain an acceptable grade point average (See chart below) are notified that they may be placed on Academic Probation at the end of the next semester if by that time they have not achieved an acceptable GPA.

**Academic Probation**: Students may be placed on academic probation when they fail to maintain the necessary grade point average (See chart below).

**Academic Suspension**: Students who failed to achieve the required grade point average (See chart below) while on academic probation may be placed on academic suspension. (See Suspension Policy under ADMISSION INFORMATION, Office of Admissions General Policies.)

**Cumulative Credit Hours Attempted**

Good Academic Standing when cumulative GPA is:

- 1-16 credit hours 1.50
- 17-32 credit hours 1.60
- 33-45 credit hours 1.75
- 46+ credit hours 2.00

Any course in which a student has a recorded grade will be counted in the calculation of the grade point average for academic standing purposes excluding any course repeated or forgiven, any noncredit courses, and any physical education activity courses. Students may attend summer sessions as an attempt to meet the minimum requirements for continued enrollment.

**Appealing Academic Standard**

A student, having extraordinary circumstances and wanting to appeal an adverse academic progress determination, including Academic Suspension, must make a formal request for review of his/her status through the Office of Academic Affairs. In the written appeal, a student must provide an explanation of the factors that have changed in the student's situation that will allow the student to demonstrate satisfactory academic progress at the next evaluation. A student returning after being placed on Academic Suspension will be required to set up regular tutorial sessions through the Academic Support Center.

**Academic Dishonesty Policy**

The fundamental principle of academic life is integrity. The Bacone College community does not condone academic dishonesty in any form. When an act of academic dishonesty has occurred the incident must be reported to the Office of Academic Affairs by the faculty member in whose class(es)
the act(s) of academic dishonesty occurred. Following the reporting of the incident(s) the subsequent actions may be taken:

1. The instructor has the right to not accept the assignment or test in question and record a "zero" for the assignment or test, and/or require the student to redo the assignment (or test), or require the student to complete a substitute assignment or test.

2. The student may be dropped from the class and assigned a failing grade (F). A written recommendation from the instructor is required.

3. In cases of extreme or repeated incidents (two or more) of academic dishonesty, the student may be suspended from Bacone College.

The instructor and/or the Executive Vice President and Dean of Faculty (Office of Academic Affairs) will notify the student as to the action taken. If the student believes there has been an erroneous accusation made, the student may appeal the action. The student must file a written appeal within 10 working days of notification. The Executive Vice President and Dean of Faculty (Office of Academic Affairs) hears the appeal in the presence of the student, the instructor and the division chair as deemed necessary. The student and faculty member are informed in writing of the action taken.

**Advanced Credit**

The student, through several available options, may earn a total of 15 college credit hours toward the associate degree and 30 hours toward the bachelor degree.

Through the College Level Examination Program (CLEP) and Advanced Placement Program (APP), a student may test out of a subject and receive college credit.

Students may earn the credit hours shown by proving competency in the following CLEP subject matter tests (no credit will be allowed for general examination by CLEP). Credit will be given for these same subjects with a grade of 3 on the APP.

<table>
<thead>
<tr>
<th>Subject</th>
<th>Minimum Score</th>
<th>Bacone Course</th>
<th>Credit*</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Literature</td>
<td>50</td>
<td>LIT 2773</td>
<td>One 3 hr. elective</td>
</tr>
<tr>
<td>English Literature</td>
<td>50</td>
<td>LIT 2543</td>
<td>One 3 hr. elective</td>
</tr>
<tr>
<td>English Comp I</td>
<td>50</td>
<td>ENG 1113</td>
<td>3</td>
</tr>
<tr>
<td>Principles of Economics</td>
<td>50</td>
<td>ECN 2113</td>
<td>3</td>
</tr>
<tr>
<td>Humanities</td>
<td>50</td>
<td>HUM 2113 / 2223</td>
<td>3</td>
</tr>
<tr>
<td>Calculus</td>
<td>50</td>
<td>MTH 2135</td>
<td>5</td>
</tr>
<tr>
<td>Natural Science</td>
<td>50</td>
<td></td>
<td>4</td>
</tr>
</tbody>
</table>

* Credits are what Bacone College will allow towards a major or general education requirement. If a student CLEPs out of any course where there are no credits specifically reflected above, the student will receive the ACE recommended number of credit hours to apply to elective hours - - the credits will not fulfill general education requirements.
College credit may also be earned through distance learning courses offered through approved colleges and universities. The Division Chair, the Registrar, and the Executive Vice President and Dean of Faculty (Office of Academic Affairs) must approve for transfer of credit from distance learning courses offered by other institutions.

Students may obtain up to 21 credit hours of general education advanced standing credits via transfer credits, CLEP testing, prior learning experience, portfolio assessment or partial credit options.

Challenge for Course Credit: Computer Literacy

For degrees requiring CIS 2113 Information in Modern Society, a student may choose to challenge this computer literacy requirement. Computer literacy is defined as being competent in fundamental computer skills including the use of a personal computer, word processing software, spreadsheets, and presentation management software. The student may provide proof of computer literacy by presenting a high school transcript reflecting a passing grade in a computer course which includes these topics; or he/she may work with the faculty member responsible for the computer courses and arrange a time and location to meet at Bacone College’s campus to take an examination thereby allowing him/her to “test out” of the course. After the student passes the examination, he/she will not be required to take CIS 2113 Information in Modern Society.

Challenge for Course Credit: Speech

If a student chooses to challenge the speech requirement at Bacone College, the student will work with the Speech Challenge Coordinator to arrange a time and location to meet on Bacone College’s campus and deliver an extemporaneous speech in front of three speech faculty and a general audience (such as a speech class). Said speech should be persuasive and include the use of two visual aids. It should be either proficient (B) or excellent (A), and at least two of the three speech faculty should vote for approval. Upon fulfilling these requirements, credit will be granted to the student (“CR” will appear on the student’s transcript - - not a grade). A $150 non-refundable fee for this challenge must be paid at the Business Office prior to the student’s appointment for the challenge. Student must present a copy of the receipt at the time of the challenge.
Auditing

Students who wish to participate in a class without earning credits toward a degree may audit the class. Grades or grade points for these courses will not be issued. Students must pay the full tuition rate for courses taken by audit. Students may change enrollment status from audit to credit, or credit to audit, until the close of the late enrollment period. Audited courses do not apply toward meeting graduation requirements.

Community Audit

Community members are encouraged to participate in auditing a program at Bacone College. There is no tuition; however, there is a fee that is one-seventh (1/7th) of the hourly established rate. Any applicable fees for materials as outlined in the Financial Section of the catalog also apply. Full-time students have priority for enrollment in all classes; therefore, community participants cannot enroll in any audited class until after the last day to enroll. Consequently, the date a community participant can enroll is two weeks after the first day of class in the fall and spring semesters.

First Year Experience

The First Year Experience is the program designed to assist new students in adjusting to college. It combines in-class learning through the course First Year Seminar and out-side the classroom learning through enrichment activities and service learning opportunities. Special trips and meals off campus are planned to involve students in the Bacone College Community as well as the greater Muskogee and Oklahoma communities.

Student Advising

Once a new main campus student completes the Admissions and Financial Aid processes, Admissions evaluates the student’s academic documents, such as standardized test scores or transcripts from other colleges, to determine a student’s correct placement in their classes.
The Registrar determines if a course taken elsewhere is equivalent to one required for a major at Bacon College. A grade of “D” is not transferable toward any Bacon College requirements.

**The First 30**

Bacon College students are required to complete all classes in the five tracks on the chart below. Where a student places in the First 30 is determined by standardized test scores, as shown, or courses taken at another school. Bacon College accepts test scores based on the ACT, SAT, or Compass, excluding a residual ACT from another school.

<table>
<thead>
<tr>
<th>TRACK</th>
<th>COURSE 1</th>
<th>COURSE 2</th>
<th>COURSE 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>1—Reading</td>
<td>Improving College Reading/Thinking Skills</td>
<td>Advanced Reading</td>
<td></td>
</tr>
<tr>
<td>2—Writing</td>
<td>Introduction to College Writing</td>
<td>English Composition 1</td>
<td></td>
</tr>
<tr>
<td>3—Mathematics</td>
<td>Introductory Algebra</td>
<td>Intermediate Algebra</td>
<td>College Algebra or Math Structures</td>
</tr>
<tr>
<td>4—First Steps</td>
<td>First Year Seminar</td>
<td>Introduction to the Major (see below)</td>
<td></td>
</tr>
<tr>
<td>5—Core courses</td>
<td>American Indian Studies</td>
<td>Religion</td>
<td>Introduction to Critical Speaking and Thinking</td>
</tr>
</tbody>
</table>

**Qualifying test scores shown as ACT/SAT/Compass**

**Reading**

<table>
<thead>
<tr>
<th>ACT</th>
<th>SAT</th>
<th>COMPASS</th>
<th>COURSE PLACEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>17 or below</td>
<td>430 or below</td>
<td>78 or below</td>
<td>REA 0125 Improving College Reading/Thinking skills</td>
</tr>
<tr>
<td>18-20</td>
<td>450-490</td>
<td>78-86</td>
<td>REA 0213 Advanced Reading</td>
</tr>
</tbody>
</table>

**English**

<table>
<thead>
<tr>
<th>ACT</th>
<th>SAT</th>
<th>COMPASS</th>
<th>COURSE PLACEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>17 or below</td>
<td>440 or below</td>
<td>69 or below</td>
<td>ENG 0113 Introduction to College Writing</td>
</tr>
<tr>
<td>18 +</td>
<td>450+</td>
<td>70-100</td>
<td>ENG 1113 English Composition I</td>
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</table>

**Mathematics**

<table>
<thead>
<tr>
<th>ACT</th>
<th>SAT</th>
<th>COURSE PLACEMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>19 or below</td>
<td>470 or below</td>
<td>MTH 0125 Introductory Algebra</td>
</tr>
<tr>
<td>20-21</td>
<td>480-510</td>
<td>MTH 0223 Intermediate Algebra</td>
</tr>
<tr>
<td>22+</td>
<td>520+</td>
<td>MTH 1513 College Algebra</td>
</tr>
</tbody>
</table>
Exceptions for Transfer Students to the First 30

Transfer students providing an official college transcript with 30 or more earned credit hours are exempt from First Year Seminar.

Introduction to the Majors at Bacone College

Each major offered by Bacone College has designated a specific course, or courses, which will satisfy the Introduction to the Major requirement of the First 30. For the specific introduction to the major course, please visit with your advisor.

Attendance and Responsibility for Learning

Bacone College expects students to attend class on a regular and punctual basis. Students who are absent from class, regardless of the cause, have the responsibility of communicating with the instructor to discuss the missed work. The instructor will determine whether the student will be permitted to submit the work and will decide on the time and nature of the make-up assignment. Students who do not appear at the time prearranged for the make-up assignment forfeit any right to make-up the work. Excessive class absences do have a negative impact upon a student’s participation in a class and could result in a final grade of “F” for a course.

Bacone College has adopted a policy concerning absenteeism. This policy is campus-wide and is not optional. Any student missing the cumulative average of one week of classes due to unexcused absences will be contacted by Bacone College to determine intervention strategies.

Any student missing the cumulative average of two weeks of class due to unexcused absences is required to meet with the college staff member designated to monitor attendance 1) to further review the student’s academic needs and/or issues, 2) be suspended from further participation in his/her sport or club until perfect attendance (i.e., no unexcused absences) for two consecutive weeks has been achieved.

All faculty are encouraged to require students struggling in their classes to seek tutoring help in the Library or through student support services (for qualified students).

Courses Repeated and Final Grades

Students may repeat a course in which they have made a grade of D or F. They may repeat a course a maximum of four (4) times. When repeating a course the last grade earned is the grade that will be used in computing the hours attempted, hours for credit, and for cumulative grade point determination. All entries remain a part of the student’s permanent transcript.

Final grades, other than incompletes, may be changed by faculty or college action only when there has been an error in computing the grade.
Adding and/or Dropping Classes

Students need to be familiar with the current Academic Year Calendar for the dates associated with adding a class to their official schedule and have until the last business day of the tenth week to officially drop a class. The dates to add and/or drop courses during the summer sessions, or for courses that meet at special times, may vary. Students must check the current, official Academic Calendar or inquire in the Office of the Registrar to find out the allowed dates for adding or dropping classes in those sessions or for classes that meet at special times, including accelerated programs.

To add or drop a class, students are required to meet with their advisor to review their options, then acquire the signatures necessary. The completed form (with signatures) must be submitted to the Office of the Registrar during normal business hours.

A student may be withdrawn from class(es) by the Office of Academic Affairs in cases where the student displays disrespectful or disruptive behaviors.

Credit Hour

A semester hour of credit is given for the equivalent of one 50-minute class period per week for a semester of 17 weeks. In the case of laboratory work, one semester hour of credit is granted for each two or more hours of laboratory work. With the exception of accelerated classes, the length of classes during summer and evening sessions will be proportioned according to the clock hours of a course meeting during the regular day classes.

Internship experiences for credit hours required the student to be registered and enrolled for the semester in which the internship is earned. Students must work 40 hours for each one hour of credit. For example, to earn three credits for the internship, 120 work hours must be completed over the course of the semester. A six-credit internship requires 240 work hours.

Disclosure Policy

Bacone College retains directory data and confidential data about current and former students. Upon admission, students provide and entrust the college with data for academic and personal records and other data generated during the student’s enrollment. As custodian of these records, Bacone College
acknowledges the student's right of privacy concerning this information. The college further recognizes that certain information is a matter of public record and may be released for legitimate purposes. Bacone College strictly follows and adheres to the guidelines and stipulations stated in the Family Educational Rights and Privacy Act (as amended). For more information regarding these guidelines, contact the Office of the Registrar or the Office of Academic Affairs. Or you may log onto the following website for a detailed description of FERPA:


Pre-Collegiate Studies Policy

Bacone College provides educational experiences appropriate to each student's level of ability. Specific courses and learning assistance labs offer the opportunity for students to build the academic and personal skills necessary to succeed in their degree programs. Tutorial services are available through Student Support Services and the Academic Support Center.

Final Examinations

The week set aside for final examinations is published each semester in the College’s official Academic Calendar. A detailed schedule of final exams is distributed to faculty and posted for students during each semester. Examinations are to be given only at the scheduled time and each class must meet at that time. Only the Office of Academic Affairs can approve requests for early examinations or excuses from examinations. In emergency situations, a student may petition to take an incomplete in the course.

Skill Assessments

For all first-time freshmen and students transferring from other institutions with less than 30 credit hours, ACT sub-scores are used to determine where students need to be placed in mathematics, reading, and writing course work. Students may attempt to test-up by taking the Compass tests in reading and writing, and placement tests in mathematics. Schedules for these tests are posted each semester.

CAAP Assessment

All students are required to take the Collegiate Assessment of Academic Proficiency (CAAP) assessment the semester in which they cumulatively earn 60 credit hours. Eligibility for an associate's degree, acceptance into a four-year program, or additional course/skill remediation is contingent upon successfully passing the exam. Check with the Office of Academic Affairs for the current CAAP passing score.
**Grade Reporting**

Each instructor reports to the Registrar mid-term deficiency progress grades of those students who are performing unsatisfactorily at the end of the sixth week of classes in the fall and spring semesters. Mid-term deficiency progress grade reports are not reported in summer term. A final grade report is mailed at the end of each semester or summer term to the student's home address.

**Academic Appeals**

Relationships between students and educators at Bacone College are based on the assumption of mutual acceptance of certain rights and responsibilities. Disputes involving academic performance (grades) can often be resolved through a grievance process. An Academic Grievance Committee composed of faculty members will be appointed to hear a grievance only after an attempt has been made by the involved persons to resolve their differences within the following framework:

1. Student conferences with the instructor.
2. If necessary, student conferences with his or her faculty advisor.
3. If necessary, student conferences with the appropriate Division Chair.
4. If necessary, the Division Chair conducts a conference with all parties present.

When appealing a final grade received in a course, students must file a grievance before the end of the eighth week of the fall or spring semester following the semester, session or term in which the grade was recorded.

Information on grievance procedures is available in the Office of Academic Affairs. After an Academic Grievance Committee has issued an opinion on a grievance, the plaintiff or defendant can appeal the decision to the Executive Vice President and Dean of Faculty (Office of Academic Affairs). An appeal must be submitted in writing to the Office of Academic Affairs within ten working days after the decision of the Academic Grievance Committee.

**Grading System**

Final grades are reported for each student for every course undertaken according to the following grading system:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Point</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
<td>Excellent</td>
</tr>
<tr>
<td>Grade</td>
<td>Grade Point</td>
<td>Description</td>
</tr>
<tr>
<td>-------</td>
<td>-------------</td>
<td>-------------</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
<td>Good</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
<td>Average</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
<td>Below Average</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
<td>Failure</td>
</tr>
<tr>
<td>I</td>
<td></td>
<td>Incomplete</td>
</tr>
<tr>
<td>W</td>
<td></td>
<td>Withdraw</td>
</tr>
<tr>
<td>U</td>
<td></td>
<td>Unsatisfactory</td>
</tr>
<tr>
<td>CR</td>
<td></td>
<td>Credit</td>
</tr>
<tr>
<td>AU</td>
<td></td>
<td>Audit</td>
</tr>
<tr>
<td>AW</td>
<td></td>
<td>Administrative Withdrawal</td>
</tr>
<tr>
<td>LA</td>
<td></td>
<td>Leave of Absence Status</td>
</tr>
<tr>
<td>NS</td>
<td></td>
<td>No Show</td>
</tr>
</tbody>
</table>

**Incomplete**

Incomplete is defined as when a student has done satisfactory work in a course but has failed to complete a portion of the course requirements because of documented, extenuating circumstances. The instructor submits the request (via MOODLE: Fac Res Site: Incomplete Grade Request) for approval to
the Office of Academic Affairs specifying the class assignments and exams yet to be completed. The time period to complete the coursework will not exceed beyond mid-term of the following semester. For students in accelerated programs, the time period to complete the coursework may not exceed beyond six months from the date the incomplete was approved. At the end of the contracted period the instructor must submit a change of grade request for the "I" with the final grade to be awarded (via MOODLE: Fac Res Site: Grade Change Request) to the Office of Academic Affairs. If the instructor has not requested a change to the "I" grade within the specified time period, or the student does not complete the assignments as stipulated, the "I" grade will be changed to the grade submitted by the instructor on the original request. The "I" grade is not used in the computation of a student’s grade point average.

Withdrawal

When a student finds it necessary to withdraw from all classes, he or she must officially withdraw from the College or the academic record will reflect the grade assigned by the instructor according to the instructor's grading policy for that class. The withdrawal process begins by completing the official online withdrawal request at www.bacone.edu. During the fall and spring semesters, students have until the end of the last business day of the tenth week to withdraw from a class and not have a grade reported for the course. After the tenth week, no withdrawals are possible and the student will receive a grade for the course. Summer sessions and courses meeting at special times and have withdrawal dates that vary. Students must check the current, official Academic Calendar or with the Office of the Registrar to find out the allowed dates of withdrawal for those sessions. Once a student has officially registered, in order to receive a 100% refund a withdrawal form must be completed prior to the first day of class.

Course By Special Arrangement

Under certain circumstances, students may petition for an “arranged” section of a required course that is unavailable to them at its regularly scheduled time. The decision to authorize such an arranged class
is made by the student’s advisor, the applicable division chair/dean, the Registrar, and the Executive Vice President and Dean of Faculty (Office of Academic Affairs), respectively. Factors taken into consideration include the degree of conflict, convenience, previous opportunities to take the course, semesters remaining in which the course might be taken, and whether or not a substitution or waiver of the required course might be possible. An additional fee will be required when the course is solely for the convenience of the student and not due to some error on the part of the College.

**Directed Study**

In consultation with an advisor or sponsor, students are invited to propose directed study in subject areas not included in the catalog or in the regular curriculum. This opportunity is available as an accommodation to students where special need, strong interest, and a lack of appropriate alternatives exist. Approval of directed study is by the student’s advisor, the applicable division chair/dean, the Registrar, and the Executive Vice President and Dean of Faculty (Office of Academic Affairs). An additional fee will be required.

**Policy Regarding the Appropriate Use of Technology in the Classroom**

Bacone College recognizes the growing importance and impact technology is having upon teaching and learning in higher education. As a result, the College supports the appropriate use of the latest technology by students and professors. However, the College is equally aware of the potential, serious distractions to learning that can occur by the thoughtless and insensitive use of technology in a classroom setting. To promote the most effective classroom learning environment possible, the following identify the appropriate use of technology in Bacone College’s classrooms.

1. The faculty member(s) of record for each course has the right and responsibility to determine the appropriate use of technology by students in the classroom(s) where course sessions are held.
2. Cell phones must be switched to off, silent ring, or vibrate and put away.

3. PDA's, IPOD's, and other similar technological devices must be turned off and put away.

4. Laptops may be used in the course at the discretion of the instructor or professor. Students are not allowed to access non-class related websites, instant messaging, or software programs at any time during the class session.

5. Recordings of class sessions shall be used only for the student's private study and information from those recordings will not be made available to other persons not enrolled in the course.

6. Faculty may dismiss from any particular class session, a student violating any of the above requirements or uses another technological device not listed above in a way that is distracting to the professor and/or members of the class.

**Transfer of College Credits**

Bacone College reserves the right to determine for itself college course credits from other institutions that are acceptable to be transferred in to meet graduation requirements. Courses will not be accepted in transfer and applied to student degree programs until the College has made such determination and the student's advisor, the applicable division chair/dean, and the Registrar have granted PRIOR approval. Transfer credits will only be applied to the permanent record of a student currently enrolled at the College. Transcripts received for a student who does not have a current enrollment will be filed until such time as the student officially enrolls for classes at Bacone College. Bacone College allows credits transferred from another institution to apply towards one of its degree programs where a minimum grade of "C" has been earned in the course(s) taken at another institution. All coursework taken at any previous college(s) will be applied to the permanent academic record of the student according to the grading policies and procedures of Bacone College (see under Academic Forgiveness in the Academic Information section regarding the policy to request removal of any previous coursework).

Current students who want to take a course at another college should complete a Request for Transfer of College Credit form prior to that time to be sure that course will be accepted in transfer (refer to the Academic Information section regarding the minimum number of hours required for associate degrees and bachelor degrees). This form may be obtained from the website [www.Bacone.edu](http://www.Bacone.edu) or the Registrar's Office.

**Transfer of College Credit Policy for Non-Regionally Accredited Institutions**

The Higher Learning Commission states, in their Commission Policy and Good Practices on Transfer of Credit, under The Role and Responsibilities of Institutions, that colleges and universities are ultimately responsible for decisions about the admission of transfer students and the acceptance or non-acceptance of credits earned elsewhere. Typically, academic faculty and student affairs professionals (working within the framework of faculty rules and standards) determine the transferability of courses
and programs. Institutions must balance responsiveness to students’ preferences about transfer with institutional commitment to the value and quality of degrees or other credentials.

In light of this statement from the HLC, the following procedure will be followed in determining how transfer of credits will, or will not be applied from an institution of higher learning that is not regionally accredited based upon the previously noted HLC Practices on Transfer of Credit.

Step 1 – Registrar will contact surrounding area colleges who are regionally accredited to see if they have accepted credits from the college in question.

Step 2 – The student will be notified that Bacone College will need a syllabus for every course the students wants to have accepted in transfer.

Step 3 – A copy of the course syllabus received will be sent to the respective Division Chair/Dean for consideration. The Division Chair/Dean may determine that a specific faculty member in their department with expertise in the area of the course should review the syllabus. Once a review of the syllabus has been conducted, acceptance/denial will be noted and sent to the Registrar.

Step 4 – The Registrar will keep a paper trail of any syllabi sent to Division Chairs/Deans. Once a determination has been received from the Division Chair/Dean, the Registrar will notify the student by written communication.

Transfer of Elective Credit – Bacone College will not accept elective credit from an unaccredited institution unless it is a recognized course that it offers.

Transcripts

Transcripts may be requested by one of four ways:

1. By personally stopping by the Office of the Registrar, located in Welcome Center on the campus of Bacone College;

2. By emailing a scanned, signed request to Registrar@bacone.edu.

3. By mailing a request to the Office of the Registrar, Bacone College, 2299 Old Bacone Road, Muskogee, OK 74403; or

4. By faxing a request to the following number: 918-781-7416. All requests for transcripts must include the following information:
   a. Name
   b. Name on Transcript
   c. Social Security or Student I.D. Number
   d. Approximate dates of attendance
   e. The signature of the person whose transcript is requested, authorizing release of the transcript
f. Payment of a transcript fee (current student – first five (5) transcripts free within the calendar year; thereafter, $5.00 per transcript. Former student - $5.00 per copy) – check, money order, or Visa/Master Charge accepted. For transcript inquiries call 918-781-7401.

Bacone College reserves the right to withhold official and unofficial transcripts until satisfactory arrangements have been made for payment in full of an outstanding student account in the Business Office. Please allow two business days for processing a request for transcript.

Continuing Education

Continuing education is designed to meet the ongoing educational and occupational needs of east central Oklahoma area residents. Linking the community and the college, continuing education operates on the premise that learning is a life-long process. Focusing on a wide range of educational categories, Continuing Education courses aim toward fulfilling the needs of students of every age, economic status, and educational level.

Continuing education is provided for all segments of the community for credit or non-credit. Short courses, workshops, seminars, and special offerings benefit students professionally, culturally, socially, and vocationally. Contact the Center for Christian Ministry for more information.

Summer Term
The Summer Term consists of four sessions: three, four-week sessions and one, nine-week session. Students may take up to twelve credit hours during the entire Summer Term, but cannot take over six credit hours in any one session.

**Merritt D. Betts Library**

The mission of the Merritt D. Betts Library System is to support scholarship and education by providing outstanding and innovative information services and resources to the students, faculty, and the research community.

The Merritt D. Betts Library is the latest edition to Bacone College's growth. We have 10,000 square feet for student use starting with 8 study carrels housing desktop computers and 17 carrels to use with or without a personal laptop. The campus is approximately 95% wireless, so students can study or perform on-line research anywhere. Group study tables are available with seating for 8! We provide printing and/or photocopying for a nominal fee. The Betts Library offers students a vibrant open floor plan where groups can meet at the group tables or in the Phone Zone on comfortable leather couches with room for your laptop or coffee. The atmosphere is charged with learning and interaction. Traveling art exhibitions are displayed in the exhibition space and on various walls around the library. The Ataloa Lodge Museum displays various American Indian artifacts upon entering the library.

The Library provides access to materials in print and increasingly in electronic formats, including Westlaw, Medline and other Internet-based resources. Our collection serves all of our of degree programs! Databases are accessible 24/7 – with appropriate credentials. Not sure where to start on that research paper – stop by and ask – individual and class instructional sessions are available to discover just how easy it is to navigate the databases.

**Bacone College Archives and Special Collections**

The Bacone College Archives and Special Collections housed are in the American Indian Research Library (AIRL) which is the administrative division that oversees the library’s rare, fragile, archival, or other holdings needing special care. Our goal is to make these materials accessible to researchers while preserving the items for posterity. This is a non-circulating part of the Bacone College Library system and accessible by appointment only.

The collection ranges from American Indian literature to scholarly monographs including government documents detailing ethnographic studies and historical records of American Indian tribes. In addition, the AIRL holdings include some manuscript collections, notably the journals and diaries of Joseph Murrow, a prominent American Baptist missionary who resided in the Choctaw Nation in Indian Territory in the latter nineteenth century.

The AIRL houses existing materials and seeks to acquire manuscripts, photographs, older published materials, and contemporary scholarly monographs in American Indian history and cultures, with special attention to history of tribes in Indian Territory. The AIRL accepts as donations published materials appropriate to research on American Indian history and culture. In addition, published or
manuscript materials related to the history of Bacone College, especially collections of papers from Alumni who have achieved significant prominence in American history are desired for the collection. Oral history materials (recordings and/or transcriptions, preferably the latter) are sought from all the aforementioned and from individuals associated with Bacone College who can reflect on the past history of the institution. In accordance with Bacone College's donation policy, all donations are required to be approved by the Development Office and by the Executive Director of Betts Library prior to acceptance.

Supplemental Academic Services

Academic Support Center

Academic Support Center assists by providing students with the skills and knowledge necessary to be successful in a college classroom. The services available to students include tutoring and academic skill development. The Center is located in Academic Support Center located on the second floor of the Palmer Center.

Student Support Services

Student Support Services is a unique program designed to provide a special environment in which students can come to meet their academic, personal career and social needs. The goal of the program is to improve the retention and graduation rates of students. This is accomplished through tutoring, study skills development, career assessment, counseling, academic advisement, etc. To qualify, one must (1) be an American citizen, (2) have an academic need, and (3) meet one of the following criteria: a) first-generation college student (neither parent has a 4-year college degree); b) financially disadvantaged, and/or c) documented physical or mental disability. To inquire about services call (918) 683-4581 ext. 7259 or drop by the Student Support Services Office located in the Academic Support Center on the second floor of the Palmer Center.

Statement on Learning and Physical Disabilities

Bacone College accepts students with learning and physical disabilities and provides reasonable accommodation to help them be successful. Depending on the nature of the disability, some students may need to take a lighter course load and may need more than four years to graduate. Disability accommodations in higher education are approached differently than in grades K-12, and colleges and universities are not obligated to provide the same accommodations provided by a previous school. For details from Section 504 of the Rehabilitation Act of 1973 and the American with Disabilities Act of 1990 regarding Documentation Guidelines, Burden of Proof, Individualized Accommodations, and
Guidelines, See Section 504 of the Rehabilitation Act. Students needing accommodation should apply as early as possible, usually before the semester they plan to attend classes. Students need to identify and document the nature of their disability which usually consists of results from testing done by a psychologist, psychiatrist, medical doctor and/or other qualified licensed individuals. It is the responsibility of the student to provide the College with the appropriate materials documenting the learning and/or physical disability. The documentation needs to include a recommendation for accommodations from the qualified licensed individual. The College does not provide assessment services for students who may be learning disabled nor does the College have structured programs available for students with emotional or behavioral disabilities. For information regarding learning or physical disability accommodations please contact the Office of Academic Affairs.

**Academic Programs**

**Division of American Indian Studies**  
Associate of Arts in American Indian Studies  
Associate of Arts in American Indian Studies – Pawnee Nation College  
Associate of Arts in American Indian Studies – Tribal Languages

Bachelor of Arts in American Indian Studies  
Bachelor of Arts in American Indian Studies - Tribal Languages

**Division of Applied and Health Sciences**  
Associate of Applied Science in Diagnostic Medical Sonography  
Associate of Applied Science in Radiography  
Associate of Applied Science in Ultrasound Science (AIMT)

Bachelor of Science in Agriculture Science  
Bachelor of Science in Exercise Science  
Bachelor of Science in Medical Imaging  
Bachelor of Science in Nursing (RN to BSN)

**Division of Business**  
Associate of Science in Business Administration

Bachelor of Science in Business Administration – Accounting  
Bachelor of Science in Business Administration – Business Administration  
Bachelor of Science in Business Administration – Information Systems  
Bachelor of Science in Business Administration – General Business
Bachelor of Science in Business Administration – Management
Bachelor of Science in Business Administration – Marketing
Bachelor of Science in Business Administration – Tribal Leadership
Bachelor of Science in Recreation Management
Bachelor of Science in Sport Management

**Division of Education**

*Early Childhood Programs (non-licensure)*
Associate of Science in Child Development
Bachelor of Science in Child Development and Education

*Family Studies Program (non-licensure)*
Bachelor of Arts in Family Studies Education

*Teacher Education Programs (licensure)*
Bachelor of Arts in Early Childhood Education
Bachelor of Arts in Elementary Education
Bachelor of Arts in Health and Physical Education

**Division of Liberal Arts and Humanities**
Associate of Arts in Art
Associate of Arts in Christian Ministry
Associate of Arts in Interdisciplinary Liberal Studies

Bachelor of Arts in Christian Ministry – Christian Ministry
Bachelor of Arts in Christian Ministry – Christian Counseling
Bachelor of Arts in Christian Ministry – Small Group
Bachelors of Arts in Communication Arts – Communication Arts
Bachelor of Arts in Communication Arts – Media Arts
Bachelor of Arts in English
Bachelor of Arts in History
Bachelor of Arts in Interdisciplinary Liberal Studies

**Rennard Strickland School of Tribal Law and Criminal Justice**
Associate of Science in Criminal Justice

Bachelor of Science in Criminal Justice
Bacone College Core Curriculum

The “Bacone College Core” are those courses that the College requires all students to take to demonstrate knowledge in the classic fields of human thought in the sciences and humanities. The philosophy underlying the Bacone College Core is to help students become:

- Spiritually self-aware, self-directed, life-long learners.
- Informed, responsible, resourceful citizens and community leaders in local and global contexts.
- Ethical and moral decision-makers.
- Critical thinkers with effective communication skills.
- Individuals with an awareness of cultural diversity and social heritage.
- Individuals appreciative of aesthetic expressions.
- Learners who are skilled in mathematical reasoning and scientific inquiry.

The value and efficacy of the Bacone College Core will be demonstrated by graduating students who:

- Have participated in community service projects in various course settings.
- Have participated in campus and community cultural and civic events.
- Can communicate effectively in verbal and in written prose.
- Have achieved a passing grade in all courses in the core curriculum.
- Can critically evaluate information and its sources.
- Have scored above the national average in critical thinking, reading, writing, scientific reasoning, and mathematical skill as measured by the CAAP assessment test.
- Have achieved an understanding of aesthetic beauty by engaging in a mode of artistic expression.
- Have experienced spiritual growth by learning more about the Christian faith.
- Have experienced moral growth by living according to a Christian code of ethics.
The Bacone College Core is designed according to specific curricular themes consistent with a liberal arts education:

**Bachelor of Arts and Bachelor of Science Programs**

The Spiritual Self  
- The Christian Experience -- 3 hours  
- Body and Mind -- 2 hours

The Social  
- History -- 3 hours  
- The American Indian Experience -- 3 hours

The Aesthetic  
- The Nature of Creativity -- 3 hours

The Scientific  
- The Natural Sciences -- 4 hours  
- Mathematics -- 3 hours

Cognitive and Critical Thinking  
- First Year Seminar /Introduction to Major (one course according to major) -- 3 hours  
- First Year Seminar (Majors/Undecided)  
- Introduction to Criminal Justice  
- Principles of Management  
- Introduction to Education  
- Introductory English Composition -- 3 hours  
- Advanced English Composition -- 3 hours  
- Critical Thinking and Speaking -- 3 hours  
- Logic -- 3 hours

Total Bacone College Core hours: 36

**Associate of Arts and Associate of Science Programs**

The Spiritual Self  
- The Christian Experience -- 3 hours

The Social  
- The American Indian Experience -- 3 hours

The Scientific  
- The Natural Sciences -- 4 hours  
- Mathematics -- 3 hours

Cognitive and Critical Thinking  
- First Year Seminar (Majors/Undecided)  
- Introduction to Criminal Justice  
- Principles of Management  
- Introduction to Education
• Introductory English Composition -- 3 hours
• Advanced English Composition -- 3 hours
• Critical Thinking and Speaking -- 3 hours

Total Bacone College Core hours: 25

**Liberal Arts Guided Electives**
As part of its goal to provide students with a rich exposure to the liberal arts, Bacone College requires students pursuing a bachelor's degree to choose 9 credit hours from selected courses in the following liberal arts disciplines:

- Political Science, Psychology, and/or Sociology -- 3 hours
- Literature (LIT or JRN 1113) -- 3 hours
- Art or Theater -- 3 hours

Students pursuing the Associate of Arts or the Associate of Science degree are required to choose 6 credit hours from the allowed courses in the following liberal arts disciplines:

- Political Science, Psychology, and/or Sociology -- 3 hours
- Literature (LIT or JRN 1113) -- 3 hours
- Art or Theater -- 3 hours

All students should consult with their advisor to make sure they choose courses that meet the Liberal Arts Guided Electives (LAGE) requirement. LAGE credit hours are in addition to the credit hours required in satisfying the core curriculum for the bachelors or associates degrees.

**Requirements for Associate of Arts and Associate of Science Degrees**

Computer literacy is required, as shown by either: a) successfully completing CIS 2113 or higher, b) successfully passing a computer literacy exam, c) or a high school course (on official transcript) that meets the requirement.

Successful completion of a minimum of 60 semester hours of college work and a cumulative grade point average of 2.00 is required for graduation. The last 15 of the final 30 hours applied toward the degree must be satisfactorily completed at Bacone College.

1. Degrees are conferred at the end of the the spring semester. Candidates must file applications for degrees prior to the semester they expect to graduate. At that time, the Office of the Registrar will conduct a final degree check. No degree will be awarded and no participation in the Commencement ceremony will be allowed if a balance is owed.

2. Achieving a passing score on the Collegiate Assessment of Academic Proficiency (CAAP) Test is required for the associate degree. Check with the Office of Academic Affairs or your advisor for the current score necessary to pass the CAAP test.

3. Students completing all graduation requirements during the fall semester will participate in graduation exercises the following spring semester. Students who only lack fifteen (15) credit
hours toward graduation by the end of the spring semester may participate in the spring graduation exercises. However, all requirements for the degree must be met by the end of the summer term before the degree will be conferred. The requirements for the degree must be completed within one year from the date of the student’s application for graduation to guarantee that the student may graduate under the catalog/degree plan of the student’s year of entrance at Bacone College. In order to meet the U. S. Department of Education guidelines, the term in which the requirements for a degree are completed will be the date of degree completion listed on the student transcript.

In the event an applicant for an associate degree already has a bachelor degree or higher, only those classes applied to the associate degree will be accepted and transferred to the Bacone College academic record.

Requirements for Bachelor of Arts and Bachelor of Science Degrees

1. A minimum of 124 credit hours is required for the bachelor degree.
2. Computer literacy is required. Successfully completing CIS 2113 or challenging the requirement by testing out of the course meets the requirement. Teacher Education Candidates Exercise Science majors must successfully complete PED 2002 Education Technology with a grade of "C" or better.
3. Achieving a passing score on the Collegiate Assessment of Academic Proficiency (CAAP) Test is required for the bachelor degree. This test is usually taken in the semester in which a student cumulatively acquires 60 credit hours. Acceptance into a four-year program at Bacone College is contingent upon successfully passing the CAAP test. Check with the Office of Academic Affairs or your advisor for the current CAAP passing score. Teacher Education Candidates may substitute the state mandated OGET test for CAAP.
4. The last 30 of the final 60 hours applied toward the degree must be satisfactorily completed at Bacon College. BSN students are required to take a minimum of 23 upper division hours within the major at Bacon College.

5. Students must achieve a cumulative grade point average (CGPA) of 2.0 as a minimum for graduation. Consult individual degree plans for any additional requirements that may be necessary including CGPA.

6. Degrees are conferred at the end of the spring semester. Candidates must file applications for degrees prior to the semester they expect to graduate. At that time, the Office of the Registrar will conduct a final degree check. No degree will be awarded and no participation in the Commencement ceremony will be allowed if a balance is owed.

7. Up to 30 credit hours may be earned through evaluation of competency in subject matter by using the College Level Examination Program (CLEP), Advanced Placement Program (APP), ACT-PEP, or distance learning courses.

8. Students completing all graduation requirements during the fall semester will participate in graduation exercises the following spring semester. Students who only lack fifteen (15) credit hours toward graduation by the end of the spring semester may participate in the spring graduation exercises. However, all requirements for the degree must be met by the end of the summer term before the degree will be conferred. The requirements for the degree must be completed within one year from the date of the student’s application for graduation to guarantee that the student may graduate under the catalog/degree plan of the student’s year of entrance at Bacon College. In order to meet the U. S. Department of Education guidelines, the term in which the requirements for a degree are completed will be the date of degree completion listed on the student transcript.

9. In the event an applicant for the bachelor degree already has a bachelor degree or higher, only those classes applied to the specific degree will be accepted and transferred to the Bacone College academic record.
Bacone College initiated studies of traditional American Indian thought and culture in 1932, and today conducts study in both traditional and contemporary Native perspectives. The Division of American Indian Studies offers both the Bachelor of Arts and Associate of Arts degree in American Indian Studies. The Bachelor's degree offers a core liberal arts curriculum built around courses in American Indian history, culture and literature. Those courses build basic skills in critical and analytic reading, writing, and speaking. The curriculum also promotes students' career interests by offering a series of courses dealing with contemporary issues in American Indian communities—health, education, leadership, governance, environment, and arts. Students will also be required to complete an off-campus internship that complements coursework. The specialized courses and internship are intended to prepare students with a career plan that they can pursue after graduation.

The Division of American Indian Studies and the Center for American Indians support culturally appropriate academic and cultural enrichment programs for American Indian students. The degree programs, however, are open to all students at Bacone College. The activities sponsored by the Center for American Indian provide academic enrichment, social and cultural support for all American Indian students, both those who choose majors in American Indian Studies or in other academic programs at Bacone.

**Associate of Arts in American Indian Studies Degree Programs**
The Associate of Arts is a two year program that comprises a core of liberal arts oriented courses from a variety disciplinary areas—Indian Art, American Indian Literature, American Indian History, and American Indian Tribal Government. Bacone College also offers a variety of other courses dealing with American Indian topics such as Media Studies and Special Studies in American Indian Studies courses which change from year to year, but are noted in the Class Schedule. The Associate of Arts Degree program promotes students' acquisition of basic skills in critical and analytic reading, writing, and speaking. It is intended to prepare students to transfer to upper division programs leading to the Bachelor's degree.

Business students may also be interested in Bacone College's new Business management program with an emphasis in Tribal Leadership – an excellent program for students who plan to enter tribal business, are interested in Tribal Leadership, or seek to work with Tribal Business clients.

**Associate of Arts in American Indian Studies - Pawnee Nation College**

**Articulated Agreement**

For over 130 years, Bacone College’s mission has been to meet the higher education needs of American Indians in an environment emphasizing cultural diversity and Christian community. Beginning in 2007, Pawnee Nation College (PNC) started a dialogue with the administration of Bacone College regarding the development of a collaborative relationship that would serve both entities and their students. PNC is currently in the process of applying for accreditation status with the Higher Learning Commission (HLC) as an associates-level institution. In the interim, they have asked that we enter into an agreement with them whereby, select courses in both institutions' associates- level programs in American Indian Studies (AIS) would be cross-listed and open to dual-enrollment. Both campuses have gone through the internal approval processes that created a Letter of Intent, followed by a Memorandum of Understanding, and culminating in an Articulation Agreement that specifies the details of the collaboration. The latter document was carefully prepared utilizing the HLC’s Good Practices in Contractual Arrangements Involving Courses and Programs guidelines. This collaboration became effective in the fall of 2010. In the spring of 2011, HLC approved Bacone College’s application to establish Pawnee Nation College as a degree location site for its AA in AIS and BA in AIS degree programs. This approval allows Bacone College to offer all of the courses associated with these two programs at the PNC location. Because of the unique nature of this collaboration with PNC, a special articulated degree plan sheet for the AA in AIS has been created that guides and informs students regarding courses taken at the PNC site that count towards this degree. Contact the Division of American Indian Studies or the Center of Online Teaching and Learning for a copy of this degree plan.

**Admission Requirements**

Graduation from an accredited high school (or its equivalent) with a satisfactory scholastic record; Minimum - ACT composite score of 18 or a cumulative GPA of 2.0 in a minimum of twenty (20) college credits applying toward the AA in AIS degree. Introduction to American Indian Studies should have been completed with a grade of "C" or better within the five (5) years prior to admission to fulfill degree requirements.
*Any course under the American Indian Studies rubric in a give semester may fulfill the AIS Emphasis requirements.

**Associate of Arts in American Indian Studies**

**Course Sequencing**

**First Year Fall Semester**
AIS 1103  Introduction to American Indian Studies  
CLE 1103  First Year Seminar  
ENG 1113  English Composition I  
MTH 1513  College Algebra  
________  General Elective/AIS Emphasis  
15 Credit Hours

**First Year Spring Semester**
AIS 2023  American Indian Mythology  
ENG 1213  English Composition II  
SPC 1713  Speaking & Thinking Critically  
REL 1003  Introduction to Christianity  
________  General Elective/AIS Emphasis (2 CR HR)  
________  General Elective/AIS Emphasis  
17 Credit Hours

**Second Year Fall Semester**
________  Science Course w/Lab (4 CR HR)  
AIS 1153  Tribal Language I  
AIS 2003  American Indian Government  
________  General Elective/AIS Emphasis  
________  Liberal Arts Guided Elective  
16 Credit Hours

**Second Year Spring Semester**
AIS 2153  Tribal Language II  
AIS 2333  American Indian Literature  
AIS 2913  Contemporary American Indian Affairs  
________  General Elective/AIS Emphasis (2 CR HR)  
________  General Elective/AIS Emphasis  
________  Liberal Arts Guided Elective  
17 Credit Hours

65 Total Hours for Associate of Arts in American Indian Studies
Associate of Arts and Bachelor of Arts Tribal Language Degree Programs

The Center for Tribal Languages at Bacone College places the learning of Native Languages and the teaching of Native languages at the forefront of its mission.

The innovative Tribal Languages Concentration within the American Indian Studies Associates Degree, launched in the fall of 2013, is one of only a handful of programs in the United States that provides the opportunity for young people to develop their language proficiency in their heritage languages, and the skills to teach these languages, while completing their college degree.

In the fall of 2015, the Tribal Languages Emphasis within the American Indian Studies Bachelors Degree is scheduled to begin. This Program features courses in Linguistics, Native Language Teaching Education, and tribally specific language instruction by tribally certified language instructors. The innovative feature of this Program is the ability to earn college credits for intensive Language Internships at authorized tribal locations.

Graduates of this Program will be prepared to take their place within their tribes as Native Language Instructors, Tribal Linguists, and Native Language Revitalization workers.

Bacone College's commitment to the ongoing development and expansion of this innovative model places it at the forefront of the Higher Education response to tribal language endangerment within the state of Oklahoma.

Prior Learning Assessment (PLA) Standards for the Tribal Languages Degree Program

Policies
PLA Standards for the Tribal Language Internships recognize that many of our students enter the program with previous tribal language learning and knowledge from home, work, or community environments.

PLA standards are currently only available for Tribal Language Internships 1-4. Students cannot apply to be awarded credit by PLA for any other course requirements of the Tribal Languages Degree Program.

Students may apply for credit by PLA only if a Center for Tribal Languages instructor or faculty advisor qualified to conduct an oral and written assessment for a given tribal language is available and has been approved by the Director to conduct prior learning assessments.

Credit by PLA is available only to students who have been admitted to Bacone College and been approved as Tribal Languages majors by the Center for Tribal Languages.

The Tribal Languages Degree Program is not an open enrollment program.

Communicate directly with the Center for Tribal Languages to determine if a degree track exists for your tribal language and if it has an approved PLA credit option.
The Center for Tribal Languages is actively working to expand the number of tribal languages available under the degree program and the number of instructors approved to conduct prior learning assessments.

In order to apply for credit by PLA students must demonstrate prior language learning that is equivalent or greater than what would be expected of a student who has enrolled in and successfully completed the course(s).

The American Council on the Teaching of Foreign Languages (ACTFL) Assessment Guidelines are the most widely accepted academic standards for measuring gains in language acquisition. In order to receive credit by PLA students must demonstrate that they have the language learning and knowledge to function at a specific level of the ACTFL guidelines. To receive credit for Tribal Language Internship 1 prior learning must be equivalent to NOVICE HIGH level, for Tribal Language Internship 2 prior learning must be equivalent to INTERMEDIATE LOW level, for Tribal Language Internship 3 prior learning must be equivalent to INTERMEDIATE MID level, and for Tribal Language Internship 4 prior learning must be equivalent to INTERMEDIATE HIGH level. The specific language knowledge and ability for each level can be found in the Summary Descriptions of Standards section of this document.

**Procedures for applying for credit by PLA:**

Review the PLA standards for each internship level and self-assess the current level of your prior learning and knowledge.

Go to the National Council of State Supervisors for Languages (NCSSFL) website (http://ncssfl.org/secure/index.php?checklists) and complete the LinguaFolio® Self-Assessment Statements by proficiency sub-levels up to the level for which you feel you can confidently apply for credit by PLA.

If you cannot meet a majority of the self-assessment benchmarks or perform the functional communication acts for a specific level then likely you will not be eligible to apply for credit by PLA for that level.

If self-assessment demonstrates that you might be eligible to apply for credit by PLA then contact the approved instructor and/or faculty advisor for your tribal language and submit your self-assessment for review.

The approved instructor and/or faculty advisor for your tribal language will schedule an initial assessment with you to determine if you will proceed to formal submission for credit by PLA for one or more levels of the Tribal Language Internships.
For each internship level for which the student is seeking credit by PLA the approved instructor and/or faculty advisor will schedule and conduct a formal evaluation of prior learning utilizing the ACTFL standards, benchmarks, and can do indicators as a basis for assessment.

Students must demonstrate mastery at each distinct level NOVICE HIGH (Tribal Language Internship 1), INTERMEDIATE LOW (Tribal Language Internship 2), INTERMEDIATE MID (Tribal Language Internship 3), and INTERMEDIATE HIGH (Tribal Language Internship 4) to receive PLA credit for that specific level.

Fluent Native language speakers who have been admitted to the degree program must still demonstrate prior language learning and knowledge at each distinct level NOVICE HIGH (Tribal Language Internship 1), INTERMEDIATE LOW (Tribal Language Internship 2), INTERMEDIATE MID (Tribal Language Internship 3), and INTERMEDIATE HIGH (Tribal Language Internship 4) in order to apply for credit by PLA following the same procedures as other students. As an academic institution Bacone College must hold all its students to the same standards of demonstrating mastery of content for the Tribal Languages Degree Program.

The instructor and/or faculty advisor will submit the results of the formal evaluation(s) to the Director of the Center for Tribal Languages for review and approval. The Director reserves the right to require a second evaluation and/or additional documentation of prior learning before making a final determination on whether to recommend credit by PLA.

The Director of the Center for Tribal Languages will forward recommendations for credit by PLA to the Dean of Faculty for review and approval.

**Summary Descriptions of Standards**

(see NCSSFL website and ACTFL website for full descriptions with specific benchmarks, indicators, and can do statements by for each specific level)

*Summary description of PLA Standards for Tribal Language Internship #1:*

**NOVICE HIGH**

Speakers at the Novice-High level are able to handle a variety of tasks pertaining to the Intermediate level, but are unable to sustain performance at that level. They are able to manage successfully a number of uncomplicated communicative tasks in straightforward social situations. Conversation is restricted to a few of the predictable topics necessary for survival in the target language culture, such as basic personal information, basic objects and a limited number of activities, preferences and immediate needs.

Novice-High speakers respond to simple, direct questions or requests for information; they are able to ask only a very few formulaic questions when asked to do so. Novice-High speakers are able to express personal meaning by relying heavily on learned phrases or recombinations of these and what they hear from their interlocutor. Their utterances, which consist mostly of short and sometimes incomplete sentences in the present, may be hesitant or inaccurate. On the other hand, since these
utterances are frequently only expansions of learned material and stock phrases, they may sometimes appear surprisingly fluent and accurate. These speakers first language may strongly influence their pronunciation, as well as their vocabulary and syntax when they attempt to personalize their utterances. Frequent misunderstandings may arise but, with repetition or rephrasing, Novice-High speakers can generally be understood by sympathetic interlocutors used to non-natives. When called on to handle simply a variety of topics and perform functions pertaining to the Intermediate level, a Novice-High speaker can sometimes respond in intelligible sentences, but will not be able to sustain sentence level discourse.

**Summary description of PLA Standards for Tribal Language Internship #2:**

**INTERMEDIATE LOW**
Speakers at the Intermediate-Low level are able to handle successfully a limited number of uncomplicated communicative tasks by creating with the language in straightforward social situations. Conversation is restricted to some of the concrete exchanges and predictable topics necessary for survival in the target language culture. These topics relate to basic personal information covering, for example, self and family, some daily activities and personal preferences, as well as to some immediate needs, such as ordering food and making simple purchases. At the Intermediate-Low level, speakers are primarily reactive and struggle to answer direct questions or requests for information, but they are also able to ask a few appropriate questions.

Intermediate-Low speakers express personal meaning by combining and recombining into short statements what they know and what they hear from their interlocutors. Their utterances are often filled with hesitancy and inaccuracies as they search for appropriate linguistic forms and vocabulary while attempting to give form to the message. Their speech is characterized by frequent pauses, ineffective reformulations and self-corrections. Their pronunciation, vocabulary and syntax are strongly influenced by their first language but, in spite of frequent misunderstandings that require repetition or rephrasing, Intermediate-Low speakers can generally be understood by sympathetic interlocutors, particularly by those accustomed to dealing with non-natives.

**Summary description of PLA Standards for Tribal Language Internship #3:**

**INTERMEDIATE MID**
Speakers at the Intermediate-Mid level are able to handle successfully a variety of uncomplicated communicative tasks in straightforward social situations. Conversation is generally limited to those predictable and concrete exchanges necessary for survival in the target culture; these include personal information covering self, family, home, daily activities, interests and personal preferences, as well as physical and social needs, such as food, shopping, travel and lodging. Intermediate-Mid speakers tend to function reactively, for example, by responding to direct questions or requests for information. However, they are capable of asking a variety of questions when necessary to obtain simple information to satisfy basic needs, such as directions, prices and services. When called on to perform functions or handle topics at the Advanced level, they provide some information but have difficulty linking ideas, manipulating time and aspect, and using communicative strategies, such as circumlocution.
Intermediate-Mid speakers are able to express personal meaning by creating with the language, in part by combining and recombining known elements and conversational input to make utterances of sentence length and some strings of sentences. Their speech may contain pauses, reformulations and self-corrections as they search for adequate vocabulary and appropriate language forms to express themselves. Because of inaccuracies in their vocabulary and/or pronunciation and/or grammar and/or syntax, misunderstandings can occur, but Intermediate-Mid speakers are generally understood by sympathetic interlocutors accustomed to dealing with non-natives.

*Summary description of PLA Standards for Tribal Language Internship #4:*

**INTERMEDIATE HIGH**
Intermediate-High speakers are able to converse with ease and confidence when dealing with most routine tasks and social situations of the Intermediate level. They are able to handle successfully many uncomplicated tasks and social situations requiring an exchange of basic information related to work, school, recreation, particular interests and areas of competence, though hesitation and errors may be evident.

Intermediate-High speakers handle the tasks pertaining to the Advanced level, but they are unable to sustain performance at that level over a variety of topics. With some consistency, speakers at the Intermediate High level narrate and describe in major time frames using connected discourse of paragraph length. However, their performance of these Advanced-level tasks will exhibit one or more features of breakdown, such as the failure to maintain the narration or description semantically or syntactically in the appropriate major time frame, the disintegration of connected discourse, the misuse of cohesive devises, a reduction in breadth and appropriateness of vocabulary, the failure to successfully circumlocute, or a significant amount of hesitation. Intermediate-High speakers can generally be understood by native speakers unaccustomed to dealing with non-natives, although the dominant language is still evident (e.g. use of code-switching, false cognates, literal translations, etc.), and gaps in communication may occur.

*Associate of Arts in American Indian Studies – Tribal Languages*

**Course Sequencing**

**First Year Fall Semester**
- AIS 1103  Introduction to American Indian Studies
- CLE 1103  First Year Seminar
- ENG 1113  English Composition I
- SPC 1713  Speaking & Thinking Critically

12 Credit Hours

**First Year Spring Semester**
- AIS 1159  Tribal Language I (12 CR HRS)
- Liberal Arts Guided Elective

15 Credit Hours
First Year Summer Semester
AIS 2733  Curriculum Dev. For Tribal Languages
AIS 2743  Teaching Methods for Tribal Languages
AIS 2723  Applied Linguistics for Tribal Languages
9 Credit Hours

Second Year Fall Semester
AIS 2159  Tribal Language II (12 CR HRS)
AIS 2333  American Indian Literature (LIT)
15 Credit Hours

Second Year Spring Semester
________  Science Course w/Lab (4 CR HR)
ENG 1213  English Composition II
MTH 1513  College Algebra
REL _____  Religion Course
13 Credit Hours

64 Total Credit Hours for Associate of Arts in American Indian Studies – Tribal Language

Bachelor of Arts in American Indian Studies Degree Programs

Courses for Major:
AIS 1213  Survey of American Indian Arts & Crafts
AIS 2003  American Indian Government
AIS 2333  American Indian Literature (or LIT 2333)
AIS 2513  American Indian Philosophy and Religion
AIS 3013  American Indian History I (or HIS 3013)
AIS 3023  American Indian History II (or HIS 3023)
AIS 4009  American Indian Internship
AIS 4023  Senior Seminar

30 Credit Hours for Bachelor of Arts in American Indian Studies

Courses for Area of Emphasis: Museum Studies, Environmental Issues, Health, Arts, Tribal Management

Choose one course from the following list:

AIS 2003  American Indian Government
AIS 3113  AI Cultural Preservation & Museum History
AIS 3123  AI Health Management Systems
AIS 3133  Tribal Economic Development/Tribal Mgt  
AIS 4003  Issues in American Indian Education  
ART 1113, 2133, 2213, 2223 American Indian Arts & Crafts Sequence  

*AIS 1213 Survey of American Indian Arts & Crafts  
(AIS 1213 required, plus any course from above list.)

**Bachelor of Arts in American Indian Studies**

**Course Sequencing**

**First Year Fall Semester**  
AIS 1103  Introduction to American Indian Studies  
CLE 1103  First Year Seminar  
ENG 1113  English Composition I  
MTH 1513  College Algebra  
REL 1003  Introduction to Christianity  
15 Credit Hours

**First Year Spring Semester**  
ENG 1213  English Composition II  
SPC 1713  Speaking & Thinking Critically  
AIS 1213  Survey of American Indian Arts and Crafts  
AIS 2003  American Indian Government  
________  General Elective/AIS Emphasis  
15 Credit Hours

**Second Year Fall Semester**  
________  Science Course w/Lab  
AES 2003  Creativity: Treasuring the Arts  
AIS 2513  American Indian Philosophy and Religion  
AIS 2333  American Indian Literature  
________  General Elective  
16 Credit Hours

**Second Year Spring Semester**  
HPE 2112  Personal Health  
________  LIT or JRN Course  
AIS /ART 1123-2133 or 2213-2223  
________  General Elective  
________  General Elective  
AIS 3123  American Indian Health Management and Services or  
AIS 3133  Tribal Economic Development/Tribal Management  
17 Credit Hours
Third Year Fall Semester
AIS 3013  American Indian History I (or HIS 3013)
LOGIC 3213 Introduction to Critical Thinking and Informal Logic
        General Elective
        General Elective
        AIS Emphasis Elective (or AIS 3123/3133)
15 Credit Hours

Third Year Spring Semester
AIS 2003  American Indian Government
AIS 3023  American Indian History II
AIS 2401  American Indian Song and Dance
        General Elective
        General Elective
        AIS Major (choose one) AIS 3113, 3003, 4003
16 Credit Hours

Fourth Year Fall Semester
AIS 4009  American Indian Internship
        General Elective
        General Elective
15 Credit Hours

Fourth Year Spring Semester
AIS 4203  Senior Seminar
        General Elective
        General Elective
        General Elective
        General Elective
        General Elective
15 Credit Hours

124 Total Credit hours for Bachelor of Arts in American Indian Studies

Bachelor of Arts in American Indian Studies – Tribal Languages

Course Sequencing

First Year Fall Semester
AIS 1103  Introduction to American Indian Studies
        LAGE – LIT 2333/JRN1113/PSC/SOC Core
CLE 1103  First Year Seminar
ENG 1113  English Composition I
SPC 1713  Speaking and Thinking Critically
15 Credit Hours

**First Year Spring Semester**

_______  LAGE – American Indian LIT/Philosophy/History/Religion
_______  4 Credit hour Science course with Lab
ENG 1213  English Composition II
MTH 1513  College Algebra
_______  REL 1003/1013/2253 Religion Course
16 Credit Hours

**Second Year Fall Semester**

CIS 2113  Information in Modern Society
HPE 2112  Personal Health
LOGIC 3213  Introduction to Critical Thinking and Informal Logic
_______  Elective
_______  Elective
14 Credit Hours

**Second Year Spring Semester**

AIS 1159  Internship – Tribal Language I (12 CR HRS)
12 Credit Hours

**Third Year Fall Semester**

AIS 2159  Internship – Tribal Language II (12 CR HRS)
_______  General Elective
15 Credit Hours

**Third Year Summer Semester**

AIS 2733  Curriculum Development for Tribal Languages
AIS 2743  Teaching Methods for Tribal Languages
AIS 2723  Applied Linguistics for Tribal Languages
9 Credit Hours

**Third Year Spring Semester**

AIS 3159  Internship Tribal Language III (12 CR HR)
_______  General Elective
15 Credit Hours

**Fourth Year Fall Semester**

AIS 4159  Internship Tribal Language IV (12 CR HR)
12 Credit Hours

**Fourth Year Spring Semester**
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16 Credit Hours

124 Total Credit Hours for Bachelor of Arts in American Indian Studies – Tribal Languages
Division of Applied and Health Sciences

*for current Division Chair refer to Deans/Division Chairs*

The Bacone College Division of Applied and Health Sciences seeks to train students to become highly qualified health services practitioners, agricultural professionals, educators, researchers, scientists, and graduate students within a diverse, empowering environment.

The mission of the Division of Applied and Health Sciences is to assist in meeting the demands for highly competent health care providers, agricultural specialists, and others who are educated at the Associate and Baccalaureate degree level to provide skilled, informed, and caring expertise, with respect for individual, cultural, and spiritual differences. The Division of Applied and Health Sciences maintains Bacone College’s commitment to serve American Indians and other ethnic groups in a culturally diverse, Christian environment while focusing on overall wellness and quality of life.

**Associate of Applied Science Degree Programs**

**Associate of Applied Science in Radiography**

**Mission Statement**

The mission of Bacone College Radiography Program is to assist in meeting community needs for highly competent radiographers, who give skilled care with respect for individual, cultural, and spiritual differences, while maintaining the college commitment to serving American Indians. This is accomplished through didactic education, offered in a nurturing Christian environment, and clinical education provided at affiliated hospitals and clinics. The combination of theory and clinical practice enables the student to acquire the knowledge, skills, and professional values necessary for the practice of radiography in diverse community and clinical settings.

**Program Goals/Student Learning Outcomes**

The program goals/student learning outcomes of Bacone College, Associate of Applied Science Degree in Radiography, can be located in the Radiography Student Handbook, Bacone College Website, or Trajecsys (clinical tracking system).

**Program Overview**

Radiography is an exciting and dynamic field of medical imaging. Radiographers use radiation generating machines and associated equipment to produce images of internal body structure/organs. These images contain vital information needed by the physician for proper patient diagnosis.

Bacone College radiography students receive classroom instruction at the Bacone College Tulsa location and clinical experience at affiliated hospitals and clinics. Upon successful completion of the
program, the student will receive an Associate of Applied Science Degree in Radiography and is eligible to take the national certification examination administered by the American Registry of Radiologic Technologists (ARRT). Radiographers may be employed in a hospital/clinical settings, private physician office, or mobile diagnostic environments.

**Didactic Faculty**

<table>
<thead>
<tr>
<th>Faculty Name</th>
<th>Role</th>
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<tbody>
<tr>
<td>Shawn Dixon, M.Ed., BSMI, RT(R)ARRT</td>
<td>Acting Chair of Radiography &amp; Instructor</td>
</tr>
<tr>
<td>Amanda Hoyst, BSMI, RT(R)ARRT</td>
<td>Clinical Coordinator &amp; Instructor</td>
</tr>
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</table>

Accreditation

Bacone College Radiography Program is Accredited by the:

Joint Review Committee on Education in Radiologic Technology (JRCERT)
20 North Wacker Drive. Suite 2850
Chicago, IL 60606-3182
www.jrcert.org
Tel: (312) 704-5300; Fax: (312) 704-5304

PROGRAM CURRICULUM

The Radiography Program is a two-year (six-semester) consecutive program with an August of January start date, consisting of 44 credit hours of Radiography courses (didactic and clinical) and 26 credit hours of related general education courses, with a total credit hours of 70. Upon completion of the program, graduates receive an Associate of Applied Science (AAS) in Radiography, and are eligible to apply for the examination by the American Registry of Radiologic Technologists (ARRT). The sequencing are as follows:

AUGUST PROGRAM CURRICULUM

The Radiography Program is a two-year (six-semester) consecutive program consisting of 44 credit hours of Radiography courses (didactic and clinical) and 26 credit hours of related general education courses, with a total credit hours of 70. Upon completion of the program, graduates receive an Associate of Applied Science (AAS) in Radiography, and are eligible to apply for the examination by the American Registry of Radiologic Technologists (ARRT). The sequencing are as follows:

**FIRST YEAR**

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<th>Semester</th>
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<tr>
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<td>4</td>
<td>TWR-B</td>
</tr>
<tr>
<td>RAD1114 Imaging I w/ Lab</td>
<td>4</td>
<td>TW</td>
</tr>
</tbody>
</table>
### JANUARY PROGRAM CURRICULUM

The Radiography Program is a two-year (six-semester) consecutive program consisting of 44 credit hours of Radiography courses (didactic and clinical) and 26 credit hours of related general education courses, with a total credit hours of 70. Upon completion of the program, graduates receive an Associate of Applied Science (AAS) in Radiography, and are eligible to apply for the examination by the American Registry of Radiologic Technologists (ARRT). The sequencing are as follows:

#### FIRST YEAR

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credit Hours</th>
<th>Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring (January-May) Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO2134 Anatomy &amp; Physiology I w/ Lab*</td>
<td>4</td>
<td>TWR-A</td>
</tr>
<tr>
<td>Summer (June-July) Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RAD1332 Clinical II</td>
<td>2</td>
<td>MT</td>
</tr>
<tr>
<td>RAD2222 Imaging III w/ Lab</td>
<td>2</td>
<td>W</td>
</tr>
<tr>
<td>RAD2212 Image Production &amp; Evaluation I OLB</td>
<td>2</td>
<td>R</td>
</tr>
</tbody>
</table>

TOTAL CREDIT HOURS WITH PREREQUISITES= 70

*Prerequisites for the program ENG1113, ENG1213

**Minimum ACT of 24 in Science or Human Biology required

***Minimum ACT of 19 in Math or Intermediate Algebra required (rev 01/15/13) rev.12/19/2013

### SECOND YEAR

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credit Hours</th>
<th>Day</th>
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<tbody>
<tr>
<td>Fall (August-December) Semester</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RAD1122 Patient Care &amp; Education</td>
<td>2</td>
<td>R</td>
</tr>
<tr>
<td>RAD2153 Clinical III</td>
<td>3</td>
<td>MWF</td>
</tr>
<tr>
<td>RAD2323 Image Production &amp; Evaluation II</td>
<td>3</td>
<td>T</td>
</tr>
<tr>
<td>RAD2112 Radiation Physics</td>
<td>2</td>
<td>R</td>
</tr>
<tr>
<td>MTH0223 Intermediate Algebra</td>
<td>3</td>
<td>T</td>
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Spring (January-May) Semester

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credit Hours</th>
<th>Day</th>
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<tbody>
<tr>
<td>RAD2252 Clinical IV</td>
<td>2</td>
<td>TR</td>
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<tr>
<td>RAD2332 Digital Imaging</td>
<td>2</td>
<td>M</td>
</tr>
<tr>
<td>RAD2302 Radiography Seminar</td>
<td>2</td>
<td>W</td>
</tr>
<tr>
<td>AIS1103 Introduction to American Indian Studies</td>
<td>3</td>
<td>M</td>
</tr>
<tr>
<td>SPC1713 Speaking &amp; Thinking Critically</td>
<td>3</td>
<td>W</td>
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Summer (June-July) Semester

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credit Hours</th>
<th>Day</th>
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</thead>
<tbody>
<tr>
<td>RAD2362 Clinical V</td>
<td>2</td>
<td>MTW</td>
</tr>
<tr>
<td>RAD2203 General Registry Seminar OLB</td>
<td>3</td>
<td>R</td>
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</table>

TOTAL CREDIT HOURS WITH PREREQUISITES= 70

*Prerequisites for the program ENG1113, ENG1213

**Minimum ACT of 24 in Science or Human Biology required

***Minimum ACT of 19 in Math or Intermediate Algebra required (rev 01/15/13) rev.12/19/2013
<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO2144 Anatomy &amp; Physiology II w/ Lab</td>
<td>4</td>
<td>TWR-B</td>
</tr>
<tr>
<td>RAD1114 Imaging I w/ Lab</td>
<td>4</td>
<td>TW</td>
</tr>
<tr>
<td>RAD1101 Medical Terminology</td>
<td>1</td>
<td>T</td>
</tr>
<tr>
<td><strong>Total Credit Hours</strong> 1= 13 credit hours</td>
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**Summer (June-July) Semester**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>RAD1224 Imaging II w/ Lab</td>
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<tr>
<td>RAD1222 Clinical I</td>
<td>2</td>
<td>WR</td>
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<tr>
<td>RAD1112 Introduction to Radiography</td>
<td>2</td>
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<tr>
<td><strong>Total Credit Hours</strong> 2= 8 credit hours</td>
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**Fall (August-December) Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Days</th>
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</thead>
<tbody>
<tr>
<td>RAD1332 Clinical II</td>
<td>2</td>
<td>TR</td>
</tr>
<tr>
<td>RAD2222 Imaging III w/ Lab</td>
<td>2</td>
<td>M</td>
</tr>
<tr>
<td>RAD2212 Image Production &amp; Evaluation I OLB</td>
<td>2</td>
<td>W</td>
</tr>
<tr>
<td>RAD1404 Radiation Protection</td>
<td>4</td>
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<tr>
<td>REL1003 Introduction to Christianity</td>
<td>3</td>
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<tr>
<td><strong>Total Credit Hours</strong> 3= 13 credit hours</td>
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**SECOND YEAR**

**Spring (January-May) Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>RAD1122 Patient Care &amp; Education</td>
<td>2</td>
<td>R</td>
</tr>
<tr>
<td>RAD2153 Clinical III</td>
<td>3</td>
<td>MWF</td>
</tr>
<tr>
<td>RAD2323 Image Production &amp; Evaluation II</td>
<td>3</td>
<td>T</td>
</tr>
<tr>
<td>RAD2112 Radiation Physics</td>
<td>2</td>
<td>R</td>
</tr>
<tr>
<td>MTH0223 Intermediate Algebra</td>
<td>3</td>
<td>T</td>
</tr>
<tr>
<td><strong>Total Credit Hours</strong> 3= 13 credit hours</td>
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<td></td>
</tr>
</tbody>
</table>

**Summer (June-July) Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>RAD2252 Clinical IV</td>
<td>2</td>
<td>TWR</td>
</tr>
<tr>
<td>RAD2332 Digital Imaging</td>
<td>2</td>
<td>M</td>
</tr>
<tr>
<td>RAD2302 Radiography Seminar</td>
<td>2</td>
<td>M</td>
</tr>
<tr>
<td><strong>Total Credit Hours</strong> 2= 6 credit hours</td>
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</table>

**Fall (August-December) Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>RAD2362 Clinical V</td>
<td>2</td>
<td>TR</td>
</tr>
<tr>
<td>RAD2203 General Registry Seminar OLB</td>
<td>3</td>
<td>MW</td>
</tr>
<tr>
<td>AIS1103 Introduction to American Indian Studies</td>
<td>3</td>
<td>M</td>
</tr>
<tr>
<td>SPC1713 Speaking &amp; Thinking Critically</td>
<td>3</td>
<td>W</td>
</tr>
<tr>
<td><strong>Total Credit Hours</strong> 3= 11 credit hours</td>
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</tr>
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</table>

**Total Credit Hours with Prerequisites = 70**

*Prerequisites for the program ENG1113, ENG1213

**Minimum ACT of 24 in Science or Human Biology required

***Minimum ACT of 19 in Math or Intermediate Algebra required (rev 01/15/13) rev.12/19/2013
Associate of Applied Science in Diagnostic Medical Sonography

Mission Statement
In keeping with the mission of Bacone College, the Sonography Programs are committed to providing students with a well-rounded education in the general learning of Abdominal, Obstetric/Gynecologic, and Vascular Technology. Sonographic practices and principles along with the opportunity for the student to develop advanced medical imaging skills are included and intended to prepare the graduate for employment as Diagnostic Medical Sonographers. The Sonography faculty members are committed to assisting the student toward the greatest academic, personal, and professional potential through quality courses and instruction. This program is to assist in meeting community needs for highly competent sonographers, who give skilled care with respect for individual, cultural, and spiritual differences, while maintaining the college commitment to serving American Indians. This is accomplished through didactic education, offered in a nurturing Christian environment, and clinical education provided at affiliated hospitals and clinics. The combination of theory and clinical practice enables the student to acquire the knowledge, skills, and professional values necessary for the practice of sonography in diverse community and clinical settings.

Program Description
Diagnostic Medical Sonography is an allied health profession that utilizes computerized medical equipment to generate high frequency sound waves (ultrasound) for diagnostic medical imaging. The Sonographer uses an instrument called a transducer to generate and transmit an incident ultrasound beam to body organs under study. The reflected ultrasound wave (echo) is intercepted by the transducer and converted back into electrical/analog signal. This signal is then digitized and fed to the system computer, which reconstructs and generates images needed for diagnosis.
Diagnostic Medical Sonography program consists of didactic and clinical education components which require 73 credit hours and 18 months to complete.

**Program Goals**

- To provide students with both academic instruction and professional training in the General Abdominal, Obstetric/Gynecologic, Vascular, and Small Parts Technology in order to meet the employment needs of the individual and the medical community.
- To produce skilled medical sonographers who actively apply acceptable principles and techniques within the fields of Diagnostic Medical and Vascular Technology.
- To produce graduates eligible to apply, take and pass the American Registry of Diagnostic Medical Sonography certification examinations upon completion of the program.
- To maintain high academic and professional standards in its students.
- To maintain standards for program accreditation.
- To provide for student retention during the program through the use of a variety of methods.
- To graduate medical imaging professionals who are willing to practice their profession in a culturally diverse population.
- To Develop effective communication, problem solving, and critical thinking skills among sonography students.
- To assure quality health professions to serve the public interest.
- To provide the following values
  - Integrity
  - Collaboration
  - Accountability
  - Consensus

**Course Sequencing for Associate of Applied Science in Diagnostic Medical Sonography**

<table>
<thead>
<tr>
<th>TERM ONE</th>
<th>August- December</th>
<th>Credit Hours</th>
<th>Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO2134 Anatomy &amp; Physiology I w/ Lab*</td>
<td>4</td>
<td>TWR-A</td>
<td></td>
</tr>
<tr>
<td>BIO2144 Anatomy &amp; Physiology II w/ Lab*</td>
<td>4</td>
<td>TWR-B</td>
<td></td>
</tr>
<tr>
<td>ENG1113 Comp I</td>
<td>3</td>
<td>TW</td>
<td></td>
</tr>
<tr>
<td>RAD1101 Medical Terminology</td>
<td>1</td>
<td>T</td>
<td></td>
</tr>
<tr>
<td>REL1003 Introduction to Christianity</td>
<td>3</td>
<td>TW</td>
<td></td>
</tr>
</tbody>
</table>
FEBRUARY PROGRAM CURRICULUM

The Sonography Program is an eighteen month (4 term) consecutive program consisting of 47 credit hours of Sonography courses (didactic and clinical) and 26 credit hours of related general education courses, with a total credit hours of 73. Upon completion of the program, graduates receive an Associate of Applied Science (AAS) in Diagnostic Medical Sonography. The sequencing are as follows:

TERM ONE

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Description</th>
<th>Hours</th>
<th>Credits</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>DMS1103</td>
<td>Introduction to DMS</td>
<td>3</td>
<td>18</td>
<td>M</td>
</tr>
<tr>
<td>DMS2041</td>
<td>Biologic Effects of Ultrasound</td>
<td>1</td>
<td>1</td>
<td>MT</td>
</tr>
<tr>
<td>DMS2033</td>
<td>Abdomen Ultrasound</td>
<td>3</td>
<td>3</td>
<td>MT</td>
</tr>
<tr>
<td>DMS2043</td>
<td>Abdomen Ultrasound Lab</td>
<td>3</td>
<td>3</td>
<td>MT</td>
</tr>
<tr>
<td>DMS2053</td>
<td>Small Parts</td>
<td>3</td>
<td>3</td>
<td>MT</td>
</tr>
<tr>
<td>DMS2063</td>
<td>Small Parts Lab</td>
<td>3</td>
<td>3</td>
<td>MT</td>
</tr>
<tr>
<td>ENG1213</td>
<td>Comp II</td>
<td>3</td>
<td>3</td>
<td>WR</td>
</tr>
<tr>
<td>SPC1713</td>
<td>Speaking &amp; Thinking Critically</td>
<td>3</td>
<td>3</td>
<td>WR</td>
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TERM TWO

February- August

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Description</th>
<th>Hours</th>
<th>Credits</th>
<th>Term</th>
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<tbody>
<tr>
<td>DMS2041</td>
<td>Biologic Effects of Ultrasound</td>
<td>1</td>
<td>1</td>
<td>MT</td>
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<tr>
<td>DMS2033</td>
<td>Abdomen Ultrasound</td>
<td>3</td>
<td>3</td>
<td>MT</td>
</tr>
<tr>
<td>DMS2043</td>
<td>Abdomen Ultrasound Lab</td>
<td>3</td>
<td>3</td>
<td>MT</td>
</tr>
<tr>
<td>DMS2053</td>
<td>Small Parts</td>
<td>3</td>
<td>3</td>
<td>MT</td>
</tr>
<tr>
<td>DMS2063</td>
<td>Small Parts Lab</td>
<td>3</td>
<td>3</td>
<td>MT</td>
</tr>
<tr>
<td>ENG1213</td>
<td>Comp II</td>
<td>3</td>
<td>3</td>
<td>WR</td>
</tr>
<tr>
<td>SPC1713</td>
<td>Speaking &amp; Thinking Critically</td>
<td>3</td>
<td>3</td>
<td>WR</td>
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TERM THREE

September- March

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Description</th>
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<th>Credits</th>
<th>Term</th>
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<tbody>
<tr>
<td>MTH0223</td>
<td>Intermediate Algebra</td>
<td>3</td>
<td>3</td>
<td>WR</td>
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<tr>
<td>DMS2076</td>
<td>Ultrasound Physics &amp; Instrumentation</td>
<td>6</td>
<td>6</td>
<td>WR</td>
</tr>
<tr>
<td>DMS2113</td>
<td>Vascular Sonography</td>
<td>3</td>
<td>3</td>
<td>WR</td>
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<tr>
<td>DMS2223</td>
<td>Vascular Sonography Lab</td>
<td>3</td>
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<tr>
<td>DMS1133</td>
<td>Clinical I</td>
<td>3</td>
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TERM FOUR

March- September

<table>
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<tbody>
<tr>
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<td>OB/GYN/Embryology</td>
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<tr>
<td>DMS2093</td>
<td>OB/GYN Lab</td>
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<tr>
<td>DMS1233</td>
<td>Clinical II</td>
<td>3</td>
<td>3</td>
<td>WRF</td>
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<tr>
<td>DMS1333</td>
<td>Clinical III</td>
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<td>3</td>
<td>WRF</td>
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<tr>
<td>AIS1103</td>
<td>Introduction to American Indian Studies</td>
<td>3</td>
<td>3</td>
<td>MT</td>
</tr>
</tbody>
</table>

TOTAL CREDIT HOURS WITH PREREQUISITES=  73

*Prerequisites for the program ENG1113, ENG1213

**Minimum ACT of 24 in Science or Human Biology required

***Minimum ACT of 19 in Math or Intermediate Algebra required (rev 01/15/13) rev.02/21/14
<table>
<thead>
<tr>
<th>January- May</th>
<th>Credit Hours</th>
<th>Day</th>
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<tbody>
<tr>
<td>BIO2134 Anatomy &amp; Physiology I w/ Lab*</td>
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<td>TWR-A</td>
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<tr>
<td>BIO2144 Anatomy &amp; Physiology II w/ Lab*</td>
<td>4</td>
<td>TWR-B</td>
</tr>
<tr>
<td>ENG1113 Comp I</td>
<td>3</td>
<td>TW</td>
</tr>
<tr>
<td>RAD1101 Medical Terminology</td>
<td>1</td>
<td>T</td>
</tr>
<tr>
<td>REL1003 Introduction to Christianity</td>
<td>3</td>
<td>TW</td>
</tr>
<tr>
<td>DMS1103 Introduction to DMS</td>
<td>3= 18 credit hours</td>
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TERM TWO  
August- February

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<thead>
<tr>
<th>Term Two Courses</th>
<th>Credit Hours</th>
<th>Day</th>
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<tbody>
<tr>
<td>DMS2041 Biologic Effects of Ultrasound</td>
<td>1</td>
<td>MT</td>
</tr>
<tr>
<td>DMS2033 Abdomen Ultrasound</td>
<td>3</td>
<td>WR</td>
</tr>
<tr>
<td>DMS2043 Abdomen Ultrasound Lab</td>
<td>3</td>
<td>WR</td>
</tr>
<tr>
<td>DMS2053 Small Parts</td>
<td>3</td>
<td>WR</td>
</tr>
<tr>
<td>DMS2063 Small Parts Lab</td>
<td>3</td>
<td>MT</td>
</tr>
<tr>
<td>ENG1213 Comp II</td>
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</tr>
<tr>
<td>SPC1713 Speaking &amp; Thinking Critically</td>
<td>3= 19 credit hours</td>
<td>MT</td>
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TERM THREE  
March- September

<table>
<thead>
<tr>
<th>Term Three Courses</th>
<th>Credit Hours</th>
<th>Day</th>
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</thead>
<tbody>
<tr>
<td>MTH0223 Intermediate Algebra</td>
<td>3</td>
<td>WR</td>
</tr>
<tr>
<td>DMS2076 Ultrasound Physics &amp; Instrumentation</td>
<td>6</td>
<td>WR</td>
</tr>
<tr>
<td>DMS2113 Vascular Sonography</td>
<td>3</td>
<td>WR</td>
</tr>
<tr>
<td>DMS2223 Vascular Sonography Lab</td>
<td>3</td>
<td>WR</td>
</tr>
<tr>
<td>DMS1133 Clinical I</td>
<td>3= 18 credit hours</td>
<td>MTF</td>
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</tbody>
</table>

TERM FOUR  
September- March

<table>
<thead>
<tr>
<th>Term Four Courses</th>
<th>Credit Hours</th>
<th>Day</th>
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</thead>
<tbody>
<tr>
<td>DMS2086 OB/GYN/Embryology</td>
<td>6</td>
<td>MT</td>
</tr>
<tr>
<td>DMS2093 OB/GYN Lab</td>
<td>3</td>
<td>MT</td>
</tr>
<tr>
<td>DMS1233 Clinical II</td>
<td>3</td>
<td>WRF</td>
</tr>
<tr>
<td>DMS1333 Clinical III</td>
<td>3</td>
<td>WRF</td>
</tr>
<tr>
<td>AIS1103 Introduction to American Indian Studies</td>
<td>3= 18 credit hours</td>
<td>MT</td>
</tr>
</tbody>
</table>

TOTAL CREDIT HOURS WITH PREREQUISITES= 73
*Prerequisites for the program ENG1113, ENG1213  
**Minimum ACT of 24 in Science or Human Biology required  
***Minimum ACT of 19 in Math or Intermediate Algebra required (rev 01/15/13) rev.02/21/14

**Associate of Applied Science in Ultrasound Science (AIMT)**

The Ultrasound Science degree can be completed by an AIMT (American Institute of Medical Technology) student who will bridge into Bacone College's Associate of Applied Science degree. The
student must complete a minimum of 15 credit hours through Bacone College upon completion of AIMT's ultrasound program. The credit hours can consist of courses that are needed to fulfill general education requirements. Bacone College does give credit equivalencies for certain courses taken at AIMT.

**General Education Requirements**

<table>
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<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>MTH 0223</td>
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</tr>
<tr>
<td>ENG 1213</td>
<td>English Composition II</td>
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<tr>
<td>REL _____</td>
<td>Religion Course</td>
</tr>
<tr>
<td>AIS 1103</td>
<td>Introduction to American Indian Studies</td>
</tr>
<tr>
<td>SPC 1713</td>
<td>Speaking and Thinking Critically</td>
</tr>
</tbody>
</table>

15 Credit Hours

**General Education Course Equivalencies**

<table>
<thead>
<tr>
<th>AIMT</th>
<th>BACONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>DMS 191</td>
<td>Test Taking Skills = ENG 1113 English Comp I</td>
</tr>
<tr>
<td>DMS 193</td>
<td>Oral and Written Communication = ENG 1113 English Comp I</td>
</tr>
<tr>
<td>DMS 200</td>
<td>Human Anatomy/Physiology = BIO 2134 Anatomy &amp; Physiology I</td>
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</tbody>
</table>

**Bachelor of Science in Applied Health and Sciences Degree Programs**

**Bachelor of Science in Medical Imaging (Degree Completion Program)**

**Mission Statement**

The mission of Bacone College, Bachelor of Science degree completion program in Medical Imaging is to assist in meeting community needs for highly competent imaging professionals who provide skilled, quality care with respect for individual, cultural, and spiritual differences. This is accomplished through on-line delivery methods. The program flexibility enables imaging professionals to acquire the knowledge, skills, and professional values that enhance careers in the medical imaging profession. The program also maintains the college commitment to serving American Indians.

**Introduction**

Medical imaging is an exciting and dynamic field of study, which employs radiation generating machines and associated equipments to produce images of internal body structures. These images contain the vital information needed by the physician for patient diagnosis.

Bacone College baccalaureate degree in Medical Imaging is a non-clinical-based degree-completion program designed for credentialed, practicing, medical imaging professionals. The program offers on-
line delivery methods. This offers the flexibility needed by practicing professionals to expand their educational horizon. The program offers certified professionals, who hold an associate degree from a JRCERT accredited institutions of higher learning (in radiologic technology or in any medical imaging science) an opportunity to complete the Bachelor of Science degree in three or more semesters, if the general education courses have been completed. Prospective students who meet admission requirements will be admitted unconditionally while those who have deficiencies may be granted provisional admission to enable them to complete the requirements, such as completing a certification exam, before graduating from the program.

**Career Opportunities**

Surveys project that employment in diagnostic imaging will grow faster than the average for other US occupations by year 2010 and beyond as a result of the growing US population, increasing longevity, and the increasing demand for medical imaging and therapeutic services. Job growth in medical imaging is also attributed to increasing emphasis or shift towards outpatient care. Technological innovations and advances in medical imaging now permit the performance of more (and delicate) procedures outside the hospital environment in outpatient clinical settings. As more health care institutions, outpatient clinics, and imaging centers open up, medical imaging professionals holding higher degrees, and those skilled in the art of management and supervision, will be needed to manage and supervise employees at these facilities.

Presently, there are limited number of medical imaging professionals trained at the Bachelor of Science degree level. The majority of imaging professionals are trained at the associate degree and certificate levels. Medical imaging professionals who hold a Bachelor Science degree experience faster career advancement than those holding a certificate or the associate degree. Bacone College Bachelor of Science degree in Medical Imaging will enable program graduates to enhance their career in administration, management, and supervision of employees in medical imaging departments. It will also give professionals interested in college teaching the opportunities to pursue and enhance their career in the academic arena. A Bachelor of Science degree in Medical Imaging will also prepare professionals to pursue more advanced degree programs in radiation sciences and other disciplines.

**Program Goals**

The goals of Bacone College, Bachelor of Science degree completion program in Medical Imaging are to:

- Provide participants an expanded and detailed overview of the underlying principles of medical imaging sciences and associated modalities.

- Enable participants to advance their career in the medical imaging profession.

- Provide Participants an overview of relevant educational philosophies and stimulate interests in teaching, clinical mentoring and supervision.
- Provide Continuing Education (CE) opportunities to enable participants to expand their knowledge and fulfill credentialing agencies’ CE requirements.
- Develop effective communication, problem solving, critical thinking and research skills among imaging professionals.
- Graduate medical professionals who appreciate and value cultural diversity.

Admission Requirements

To qualify for unconditional admission, prospective students must:

1. Hold an associate degree in medical imaging or radiation sciences (Nuclear Medicine, Radiography, Sonography, Echocardiography, Radiation Therapy, etc.) from a JRCERT accredited institution.
2. Provide current evidence of professional certification by recognized credentialing agencies.
3. After Admission to Bacone College submit application for admission to the BS program in Medical Imaging. Applications may be completed online.

Core Curriculum Overview:

A. *General Education Core
   - 36 Credit Hours

B. **Liberal Arts Guided Electives
   - 9 Credit Hours

C. Associates Degree in Radiation Science Credit
   - 39 Credit Hours

D. Bachelor Degree, Medical Imaging, Major Core
   - 33 Credit Hours

   MDI 3113 Principles of Medical Imaging Science
   - 3 Credit Hours

   MDI 3213 Digital Imaging Principles
   - 3 Credit Hours

   MDI 3323 Advanced Radiobiology & Radiation Protection
   - 3 Credit Hours

   MDI 3413 Quality Management in Health Care
   - 3 Credit Hours

   MDI 4113 Public Health Services in Contemporary Society
   - 3 Credit Hours

   MDI 4123 Medical Imaging Administration & Supervision
   - 3 Credit Hours

   MDI 4213 Clinical Instruction & Mentoring
   - 3 Credit Hours

   MDI 4223 Medical Imaging Seminar
   - 3 Credit Hours

   MDI 4313 Introduction to Research
   - 3 Credit Hours

   MDI 4323 Special Studies in Medical Imaging
   - 3 Credit Hours

   MDI 4324 Advanced Human Anatomy, Physiology, & Pathophysiology
   - 4 Credit Hours
E. Area of Concentration/Guided Electives (Upper Division)  9 Credit Hours

MDI 3423  Organizational Leadership  3 Credit Hours

MDI 4403  Emergency Preparedness & Crisis Management  3 Credit Hours

Elective from one of the four categories: Administration, Management, Supervision, or Education  3 Credit Hours

124 Total Credit hours for Bachelor of Science (Degree Completion Program) in Medical Imaging

Although the Bachelor of Science degree in Medical Imaging requires a total of 124 credit hours to complete, most graduates of JRCERT accredited institutions may have fulfilled items A, B, and C above. These students would only be required to complete the Major Core (D) and the Area of Concentration (E), a total of 43 credit hours, for the Bachelor Science degree in Medical Imaging.

A student may complete the Area of Concentration/Guided Elective Courses (E) at Bacone College or with permission, at any accredited college or university and transfer the credits to Bacone College. A minimum of three semesters are required to complete the Bachelor of Science degree program, and the student must achieve and maintain a minimum GPA of 2.50 (on a 4.00 scale) in order to continue course work and graduate. Upon successful completion of all degree requirements, the student will receive the Bachelor of Science degree in Medical Imaging.

See Core requirements for Bachelor of Science degree.

Bachelor of Science in Medical Imaging (AIMT)

The Medical Imaging Science degree can be completed by an AIMT (American Institute of Medical Technology) student who will bridge into Bacone College's Bachelor of Science degree. The student can apply for the Bachelor program upon completion of the Associate of Ultrasound Science degree. Bacone College does give credit equivalencies for certain courses taken at AIMT.

BSMI Enrollment Requirements

Acceptance to the Radiography and Sonography programs are separate from general admission to Bacone College and is made by committee. The Bachelor of Science in Medical Imaging degree completion program admission is made by the Chair of Radiologic Sciences.

General Education Course Equivalencies

<table>
<thead>
<tr>
<th>AIMT</th>
<th>BACONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>----</td>
<td>HPE 2112 Personal Health (waived)</td>
</tr>
</tbody>
</table>
Bachelor of Science in Agricultural Science

Mission Statement
To provide American Indian and non-native students with a broad understanding of the food system and its interconnections with other human and natural systems within the United States.
To provide American Indian and non-native students with an understanding of the role agriculture has played historically in the development of American Indian culture, in particular, and human civilization in general.

To provide agricultural science majors with the technical knowledge and skills to create and participate in an agricultural system which can meet the world's needs for food and fiber while simultaneously enriching the human and natural resources on which the system depends.

Bachelor of Science in Agricultural Science
Students in this degree program will study all aspects of the food and fiber industry. Students will develop the skills needed to improve yields with less labor, control pests safely and effectively, conserve soil and water, manage or administer research and development programs, and manage marketing or production operations in agribusinesses. The typical student in this program will complete a program of study that includes communications, mathematics, economics, business, and physical courses, in addition to a variety of technical agricultural science courses. In addition to technical knowledge, students will acquire skills that help them learn how to work independently and as part of a team, communicate effectively, solve problems, and understand basic business concepts.

REFER TO CORE CURRICULUM FOR BACHELOR'S DEGREE
Agricultural Science Major Electives (70 hours required):

Related Studies (27 hours required):
- ACC 2113 Financial Accounting -- 3 hours
- ACC 2123 Managerial Accounting -- 3 hours
• ECN 2113 Principles of Economics -- 3 hours
• BIO ____ Biology -- 4 hours
• BIO 1124 General Botany -- 4 hours
• BIO 2114 General Ecology -- 4 hours
• BIO 2324 Microbiology -- 4 hours
• CHM 2364 Organic and Biological Chemistry -- 4 hours
• MGT 2223 Principles of Management -- 3 hours
• MKT 2283 Principles of Marketing -- 3 hours
• CJS 3293 Special Topics in CJ: Social Ethics -- 3 hours
• CJS 3623 Criminal Investigations -- 3 hours
• CIS 2223 Fundamentals of Information Technology -- 3 hours
• PED 1003 Introduction to Education -- 3 hours
• PED 3113 Multicultural Issues -- 3 hours
• PSY 1113 Introduction to Psychology -- 3 hours
• SOC 1113 Introduction to Sociology -- 3 hours
• SOC 2223 The Family -- 3 hours
• Other AGR. course from Junior or Community Colleges

Major Studies (43 required):
• AGR 1012 Agriculture Orientation -- 2 hours
• AGR 2004 Introduction to Animal Science -- 4 hours
• AGR 2014 Introduction to Plant Science -- 4 hours
• AGR 2213 Introduction to Agricultural Economics -- 3 hours
• AGR 2333 Introduction to Agricultural Engineering -- 3 hours
• AGR 2433 Livestock Nutrition: Feeds and Feeding -- 3 hours
• AGR 2524 Introduction to Soil Science -- 4 hours
• AGR 3204 Natural Resource Management & Conservation I -- 4 hours
• AGR 3304 Natural Resource Management & Conservation II -- 4 hours
• AGR 3203 Agricultural Communications -- 3 hours
• AGR 3223 Agricultural Leadership -- 3 hours
• AGR 3344 Horticulture -- 4 hours
• AGR 3404 Beef Management or
• AGR 3504 Sheep Management or
• AGR 3604 Swine Management or
• AGR 3694 Poultry Management or
• AGR 3804 Equine Management -- 4 hours
• AGR 4213 Forage and Grazing Land Management -- 3 hours
• AGR 4353 Animal Genetics -- 3 hours
• AGR 4505 Agricultural Production Internship or
• AGR 4605 Agricultural Business Internship -- 5 hours
• AGR 4806 Capstone Project -- 6 hours
Recommended Course Sequence for Bachelor of Science in Agricultural Science

**First Year Fall Semester**
CLE 1103     First Year Seminar  
MTH 1513     College Algebra  
REL ____     Core Religion Course  
ENG 1113     English Composition I  
AGR 1012     Agriculture Orientation  
HPE 2112     Personal Health  
16 Credit Hours

**First Year Spring Semester**
ENG 1213     English Composition II  
SPC 1713     Speaking and Thinking Critically  
AGR 2014     Introduction to Plant Science  
AGR 2004     Introduction to Animal Science  
HIS ____     History  
17 Credit Hours

**Second Year Fall Semester**
ACC 2113     Financial Accounting or  
ACC 2123     Managerial Accounting or  
ECN 2113     Principles of Economics  
CHM 1364     Introduction to Chemistry  
AGR 2213     Introduction to Agricultural Economics  
AES 2003     Creativity: Treasuring the Arts  
________     ART/THE Liberal Arts Guided Elective  
16 Credit Hours

**Second Year Spring Semester**
CHM 2364     Organic and Biological Chemistry  
BIO 2324     Microbiology  
AGR 2524     Introduction to Soil Science  
AGR 2423     Livestock Nutrition  
15 Credit Hours

**Third Year Fall Semester**
AIS ____     American Indian Studies  
LOGIC 3213    Introduction to Critical Thinking and Informal Logic  
CIS 2113     Introduction to Modern Society  
AGR 3204     Natural Resource Conservation I or II (3304)  
AGR _______    Live Animal Evaluation  
16 Credit Hours
**Third Year Spring Semester**
CIS 2233  Fundamentals of Information Technology  
LIT/JRN Liberal Arts Guided Elective  
AGR 4213  Forage and Range Management  
AGR 4353  Animal Genetics  
AGR 3223  Agricultural Leadership  
15 Credit Hours

**Fourth Year Fall Semester**
PSC/SOC Liberal Arts Guided Elective  
BIO 2114  General Ecology  
MGT 2223  Principles of Management  
AGR 4505  Agricultural Production Internship or  
AGR 4605  Agricultural Business Internship  
15 Credit Hours

**Fourth Year Spring Semester**
AGR 4353  Animal Genetics  
AGR 2333  Introduction to Agricultural Engineering  
AGR 3404  Beef Management  
AGR 4806  Capstone  
16 Credit Hours

124 Total Credit hours for Bachelor of Science in Agricultural Science

**Bachelor of Science in Exercise Science Education**

The Exercise Science program is committed to serving all qualified students in a culturally diverse population through introducing the skills to improve fitness and wellness in the community.

With the expansion of professions in sports, fitness and activity related to health care, Exercise Science is widely recognized as a degree program that can be used as a foundational Bachelor’s degree for acquiring health profession certifications and degrees. Graduating with a degree in Exercise Science opens the door to a broad range of opportunities for careers including personal training and/or strength and conditioning, athletic training, exercise testing technician for cardiac rehabilitation patients, wellness program director, exercise-based research, coaching and other health care-related field vocations.

**Exercise Science**

The Exercise Science program is committed to serving all qualified students in a culturally diverse population through introducing the skills to improve fitness and wellness in the community. Exercise Science is now being widely recognized as a degree program that can be used as a foundational bachelor's degree for acquiring health profession certifications and degrees. Someone graduating with a degree in Exercise Science, and possibly pursuing other post-graduate certification, would have a broad
range of career choices including but not limited to: fitness / strength training, athletic training, physical therapy, medicine and other healthcare-related field careers. Students are prepared to sit for the ACSM Certified Personal Trainer Certification and the NSCA Certified Strength and Conditioning Specialist Certification.

Admission Requirements
Each of the following requirements must be fulfilled prior to program admission:
- Completion of two semesters of study with 24 or more hours toward graduation (developmental courses do not count).
- The student has successfully completed (C or better): 1) ENG 1113 English Composition I, 2) ENG 1213 English Composition II, 3) BIO 1114 Human Biology, 4) MTH 1513 College Algebra, and 5) CHM 1364 or BIO 2134.

Entrance Requirements for Exercise Science
The Exercise Science Program requires students meet the following threshold criteria for program admission: completion of two semesters of study with 24 or more hours toward graduation, completion of two of three science courses with a "C" or better (BIO 1114, BIO 2134, and/or CHM 1364), and a 2.25 composite GPA. After successful completion of these criteria, students will be transferred into the ESE program in which the program coordinator will serve as their advisor.

Graduation Requirements
Exercise Science
A minimum of 124 credit hours and 2.25 GPA are required to graduate. All ‘Degree Requirement’ courses, ‘Content Guided Electives’ courses, as well as ENG 1113, ENG 1213, BIO 1513, MTH 1513, and CHM 1363 or BIO 2134 must have a grade of C or better. CAAP test must be taken prior to graduation.

See Bacone College General Education Requirements for Bachelor Degree.

Content Guided Electives (7) Choose from the following:
MGT 3253 Statistical Reasoning
HPE 2212 Motor Skills Development
HPE 4703 HPE Secondary Methods
HPE 1121 Weight Lifting
HPE 3102 Consumer, Environmental, & Community Health
ESE 2433 SS in ESE: Advanced Fitness Assessment
HPE 4112 Test and Measurements
HPE 2111 Athlete’s Sport___________
CAAP Test Taken

Bachelor of Science in Exercise Science Requirements (70)
CHM 1364 Chemistry
CHM 2364 Organic and Biological Chemistry (Prereq: CHM 1364)
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPER 2103</td>
<td>Foundations of HPER</td>
</tr>
<tr>
<td>BIO 2123</td>
<td>Nutrition</td>
</tr>
<tr>
<td>BIO 2134</td>
<td>Anatomy and Physiology I</td>
</tr>
<tr>
<td>BIO 2144</td>
<td>Anatomy and Physiology II (c-BIO2123)</td>
</tr>
<tr>
<td>BIO 2324</td>
<td>Microbiology (c-BIO1114)</td>
</tr>
<tr>
<td>HPE 3303</td>
<td>Wellness and Fitness</td>
</tr>
<tr>
<td>HPE 3403</td>
<td>Care and Prevention of Injuries</td>
</tr>
<tr>
<td>ESE 4203</td>
<td>Health &amp; Fitness Specialist Preparation (cc/c ESE 4213)</td>
</tr>
<tr>
<td>HPE 3513</td>
<td>Kinesiology (c-MTH 1513)</td>
</tr>
<tr>
<td>SME 4113</td>
<td>sport Law or SME 3103 Ethics in Sport Management</td>
</tr>
<tr>
<td>SME 4303</td>
<td>Psychology of Human Behavior in Sport</td>
</tr>
<tr>
<td>ESE 3603</td>
<td>Strength and Conditioning Preparation (Prereq: ESE 3114)</td>
</tr>
<tr>
<td>ESE 3703</td>
<td>Personal training Certificate Preparation</td>
</tr>
<tr>
<td>ESE 3114</td>
<td>Exercise Physiology I ( cc/c BIO 2134)</td>
</tr>
<tr>
<td>ESE 3124</td>
<td>Exercise Physiology II (c-ESE3114)</td>
</tr>
<tr>
<td>ESE 4113</td>
<td>Administration of Exercise Prescription (c-ESE 4213)</td>
</tr>
<tr>
<td>ESE 4213</td>
<td>Fitness Assessment and Exercise Prescription (cc/c- ESE 3114)</td>
</tr>
<tr>
<td>ESE 4996</td>
<td>Internship in Exercise Science (final semester)</td>
</tr>
</tbody>
</table>

( )-prerequisites, cc-concurrent, c-completed, cc/c- concurrent or completed

**Bachelor of Science in Exercise Science**

**Course Sequencing**

**First Year Fall Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 1114</td>
<td>Human Biology</td>
</tr>
<tr>
<td>ENG 1113</td>
<td>English Composition I</td>
</tr>
<tr>
<td>MTH 1513</td>
<td>College Algebra</td>
</tr>
<tr>
<td>AIS________</td>
<td>American Indian Studies</td>
</tr>
<tr>
<td>CLE 1103</td>
<td>Freshman Seminar</td>
</tr>
</tbody>
</table>

16 Credit Hours

**First Year Spring Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>ENG 1213</td>
<td>English Composition II</td>
</tr>
<tr>
<td>HPE 2103</td>
<td>Foundations of HPER</td>
</tr>
<tr>
<td>LIT or JRN 1113</td>
<td>Guided Elective Course</td>
</tr>
<tr>
<td>SPC 1713</td>
<td>Speaking and Thinking Critically</td>
</tr>
<tr>
<td>REL 1003, 1013, 2253, or 2513</td>
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</tr>
</tbody>
</table>

15 Credit Hours

**Second Year Fall Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>AES________</td>
<td>Aesthetics &amp; Social Sciences</td>
</tr>
<tr>
<td>PED 2002</td>
<td>Educational Technology</td>
</tr>
<tr>
<td>CHM 1364</td>
<td>Chemistry</td>
</tr>
<tr>
<td>_________</td>
<td>PSC, PSY, or SOC Guided Elective Course</td>
</tr>
</tbody>
</table>

113
BIO 2123 Nutrition
________ Content Guided Elective (1 CR HR)
16 Credit Hours

**Second Year Spring Semester**

BIO 2324 Organic and Biological Chemistry (4 CR HR)
ART or THE Guided Elective Course
HPE 3303 Wellness and Fitness
HPE 2112 Personal Health
16 Credit Hours

**Third Year Fall Semester**

ESE 3114 Exercise Physiology I
BIO 2134 Anatomy and Physiology I
HPE 3403 Prevention & Care of Injuries
________ Content Guided Elective (2 CR HR)
HIS History Course
16 Credit Hours

**Third Year Spring Semester**

BIO 2144 Anatomy and Physiology II
ESE 3124 Physiology II
HPE 3513 Kinesiology
________ Content Guided Elective (2 CR HR)
SME 4113 Sport Law or SME 3103 Ethics in Sport
16 Credit Hours

**Fourth Year Fall Semester**

LOGIC 3213 Introduction to Informal Logic and Critical Thinking
ESE 4203 Health and Fitness Specialist Prep.
ESE 4213 Fitness Assessment/ExRx
________ Content Guided Elective (2 CR HR)
14 Credit Hours

**Fourth Year Spring Semester**

SME 4303 Psych. of Human Behavior in Sport
ESE 4113 Administration of Exercise Prescription
ESE 3603 Strength and Conditioning Prep.
ESE 4996 Internship
15 Credit Hours

124 Total Credit Hours for the Bachelor of Science in Exercise Science
Billie R. Tower Department of Nursing (Degree Completion Program)

*for current Division Chair refer to Deans/Division Chairs

Mary Blankenship, Director of the RN to BSN Program

Mission Statement

The mission of Bacone College’s Billie R. Tower Department of Nursing is to maintain Bacone College’s commitment to serving American Indians in a Christian environment and to assist in meeting the community need for highly competent registered nurses, educated at the Baccalaureate degree levels, which plan to provide skilled care with respect for individual, cultural, and spiritual differences. This is accomplished through online theory classes and select practicum experiences in a variety of health care settings.

Nursing Program Overview

Bacone College offers an accelerated degree completion program for a Bachelor of Science Degree in Nursing (BSN). This degree completion program is for registered nurses (RNs).

The program is accredited by:
The BSN curriculum also consists of both general education and nursing courses. The nursing courses are delivered in an accelerated format, with classes offered online. Students may have additional student meeting times on an arranged basis. The BSN degree completion program can be completed in 12-18 months.

**Bachelor of Science in RN to BSN**

Application for the accelerated degree completion RN to BSN Program Cohort groups begin throughout the academic year. Applications to Bacone College and the Department of Nursing must be completed and filed with the Admissions Office in order for applicants to be considered for admission.

**Admission Requirements**

- Active, unencumbered RN licensure in state of residence;
- Nursing GPA of 2.5 or better*;
- Cumulative GPA of 2.5 or better;

*Applicants with a nursing GPA of less than 2.5 may be admitted with conditions (i.e., conditions may include student being required to achieve a specified GPA in the first three nursing courses).

**Admission Procedure**

Applicants for admission to the BSN program shall comply with the application requirements and procedure by filing these items with the Admissions Office:

- Application for Admission to Bacone College;
- Application for Admission to the Billie R. Tower Department of Nursing RN to BSN degree completion program;
- Submission of all official college transcripts;
- Two completed standardized reference forms from non-relatives who have knowledge of the applicant (RN) in the following roles: as a student, co-worker, volunteer, etc.
- Application for financial aid and dormitory residence (if applicable);
- Completed background check as required by the Office of Admissions.
- Proof of RN licensure within state of residence.

**Drop-Add Policy for BSN Courses**

Dates for dropping or adding BSN courses are different than regular academic semester dates. Consult with your advisor for specific guidelines.

**Graduation Requirements for Programs**
In addition to a cumulative GPA of 2.5, a student shall earn no lower than a "C" in each of the nursing courses, in the natural sciences courses, and in the behavioral sciences courses. BSN students must also pass MTH 1513 College Algebra with a 2.0 (C) or better. Evidence of suitability for safe, professional nursing practices as reported in references submitted prior to admission.

**BSN Core Curriculum and Upper Division**

BSN Nursing Degree Requirements:

The following core curriculum credits are required for the BSN degree completion program.

### Core Curriculum

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIS ______</td>
<td>American Indian Studies</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1113</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1213</td>
<td>English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>HIS ______</td>
<td>History</td>
<td>3</td>
</tr>
<tr>
<td>MTH 1513</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>PSY 1113</td>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 2023</td>
<td>Developmental Psychology</td>
<td>3</td>
</tr>
<tr>
<td>REL ______</td>
<td>Religion</td>
<td>3</td>
</tr>
<tr>
<td>SPC 1713</td>
<td>Speaking &amp; Thinking Critically</td>
<td>3</td>
</tr>
<tr>
<td>LOGIC 3213</td>
<td>Introduction to Critical Thinking and Informal Logic</td>
<td>3</td>
</tr>
<tr>
<td>LAGE</td>
<td>ART/THE/LIT/or JRN 1113 Media Culture</td>
<td>3</td>
</tr>
<tr>
<td>SCIENCES with lab</td>
<td>Life Sciences with lab Microbiology with lab</td>
<td>8 &lt;br&gt;4</td>
</tr>
<tr>
<td></td>
<td>(12 total hours required)</td>
<td></td>
</tr>
<tr>
<td>Total Hours</td>
<td></td>
<td>45 Credit Hrs</td>
</tr>
</tbody>
</table>

Transferred completed courses and electives required total hours: 52 Credit Hrs

### Upper Division Nursing Courses (Eight week courses)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 3003</td>
<td>Health Care Communications &amp; Nursing Informatics</td>
<td>3</td>
</tr>
<tr>
<td>NUR 3103</td>
<td>Theories &amp; Concepts in Professional Nursing</td>
<td>3</td>
</tr>
<tr>
<td>NUR 3183</td>
<td>Transcultural Nursing &amp; Health Care</td>
<td>3</td>
</tr>
<tr>
<td>NUR 3243</td>
<td>Health Assessment &amp; Promotion</td>
<td>3</td>
</tr>
<tr>
<td>NUR 3303</td>
<td>Nursing Ethics</td>
<td>3</td>
</tr>
<tr>
<td>NUR 4173</td>
<td>Nursing Research</td>
<td>3</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credit Hours</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------------------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>NUR 4385</td>
<td>Community Health Nursing</td>
<td>5</td>
</tr>
<tr>
<td>NUR 4484</td>
<td>Leadership &amp; Management Practice in Health Care Organization</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Total Hours</td>
<td>Total Credit Hours: 124</td>
</tr>
</tbody>
</table>

Total credits are derived from AAS/Diploma hours, general education credits, and 27 upper division nursing credits.

**DIVISION OF BUSINESS**

*for current Division Chair refer to Deans/Division Chairs*

Allen White, Interim Division Chair

**Mission Statement**

The Division of Business provides a student-centered learning environment to develop the business skills and appreciation for continuous learning necessary to succeed in a dynamic global economy. The faculty is empowered to help develop ethical, knowledgeable, and technologically competent business professionals. We strive to do this to further the College’s mission of providing a premier educational experience through Christian principles while providing equal educational opportunity to all.

To best serve our students and to efficiently use institutional resources, the Division of Business will seek to:

1. Offer a responsive, flexible business curriculum within a learning environment that prepares and supports analytical thinking and lifelong learning.
2. Integrate technology into our teaching and communications with students and colleges.
3. Create an environment to fulfill our mission by providing opportunities for faculty development; support for faculty efforts to serve students and improve our programs; and appropriate rewards for achievements in teaching, intellectual contributions, and service.
4. Target well-defined markets and promote the Division of Business effectively in those markets.
5. Build and maintain partnerships with key constituencies.

In order for a student to apply for admittance into the Division of Business at the BSBA level, he/she must have earned a minimum of 60 credit hours; have a current GPA of 2.50 or higher on a 4.00 scale; and grades earned in the following required courses must be a “C” or higher: English Comp I, English Comp II, College Algebra, Principles of Management, Principles of Marketing, Principles of Economics, Business Communication, Business Law I, Financial Accounting, and Managerial Accounting.

**Associate of Science in Business Administration Degree Program**

*Associate of Science in Business Administration*
Required Total Gen Ed – 25 credit hours. See Bacon College Core Curriculum requirements for Associate of Arts and Associates of Science Degrees.

Required Courses in Business Administration - 30 credit hours
ACC 2113    Financial Accounting
ACC 2123    Managerial Accounting
BUS 2113    Business Communications
ECN 2113    Principles of Economics
MGT 2223 or Principles of Management
MGT _____    Any 3000 level Management Class
MKT 2283    Principles of Marketing
BUS 2143    Business Law I
FIN 3113    Business Finance
MKT 2513    Buyer Behavior
CIS 3213    Technology Application in Business

Required Liberal Arts Guided Electives – 6 credit hours
Required General Electives – 5 credit hours
Total Hours – 66 credit hours

Recommended Course Sequence for Associate of Science in Business Administration

First Year Fall Semester
MGT 2223    Principles of Management
MTH 1513    College Algebra
ACC 2113    Financial Accounting
ENG 1113    English Composition I
AIS _____    American Indian Studies
15 Credit Hours

First Year Spring Semester
ACC 2123    Managerial Accounting
BUS 2143    Business Law I
ENG 1213    English Composition II
REL _____    Religion Course
_____    Science w/Lab (4 CR HR)
16 Credit Hours

First Year Summer Semester
_____    General Elective

Second Year Fall Semester
CIS 3213    Technology Applications in Business
MKT 2283    Principles of Marketing
ECN 2113  Principles of Economics
SPC 1713  Speaking and Thinking Critically
———    General Elective
———    ART/THE Course
17 Credit Hours

**Second Year Spring Semester**
MGT ____  Any 3000 level Management Course
MKT 2513  Buyer Behavior
FIN 3113  Business Finance
BUS 2113  Business Communications
LIT ____  Literature Course
15 Credit Hours

66 Total Credit Hours for Associate of Science in Business Administration

**Bachelor of Science in Business Administration Degree Programs**

Required Total General Education is 36 credit hours. For more detail go to *Bacone College Core Curriculum* for Bachelor of Arts and Bachelor of Science Degree.

Required Courses in Business Administration Core - 46 credit hours

The major in Business Administration has a core of 33 credit hours taken by all students majoring in this business program. Besides the core, students choose from one of four different emphasis areas. These areas of emphasis are accounting, business administration, information systems, and marketing. Students must maintain a 2.50 cumulative GPA to earn a Bachelor of Science in Business Administration from the Division of Business. Furthermore, the student must also earn a 'C' or higher in all Business core class and major related course work.

The core courses listed below (33 credit hours) are a required part of the Business Administration major and must be completed by all business students regardless of emphasis area(s). All courses must be completed with a minimum grade of ‘C’.

ACC 2113  Financial Accounting
ACC 2123  Managerial Accounting
BUS 2143  Business Law I
BUS 3553  Quantitative Methods
BUS 4013  Business Ethics
CIS 3213  Technology Applications in Business
CIS 4113  Management Information Systems
ECN 2113  Microeconomics
ECN 2613  Macroeconomics

121
FIN 3113 Business Finance
MGT 2223 Principles of Management
MGT 3253 Statistical Reasoning
MGT 4113 Organizational Behavior & Leadership
MKT 2283 Principles of Marketing

Major – 33 credit hours
Total Hours – 124 credit hours

Bachelor of Science in Business Administration with Emphasis in Accounting

The objective of this program is to prepare students to commence and to continue to develop in a wide range of professional accounting careers. Upon completion, students will have the basic conceptual knowledge of business and sufficient depth and breadth in accounting that will prepare for careers as professional accountants in financial institutions, industry, private practice and in the non-profit sector.

Successful completion of the program requires students to meet the Bacone College’s general education requirements, the Division of Business’ core requirements and the required course of study for the focus on accounting. All courses taken to satisfy the accounting focus require a grade of ‘C’.

Required Courses Accounting - 27 credit hours

Second Year Required Courses
ACC 2203 Intermediate Accounting I
ACC 2213 Intermediate Accounting II
ACC 3113 Financial Statement Analysis
ACC 3313 Auditing
ACC 3213 Management and Cost Accounting
ACC 4213 (Federal) Income Tax
ACC 4313 Fund Accounting
ACC 4413 Advanced Accounting
FIN 3553 Money & Banking

Major Electives (9 hours required)
ACC 3913 Principles of Fraud Exam
ACC 4713 Advanced Tax
ACC 4613 International Accounting
ACC 4813 Advanced Auditing

Recommended Course Sequencing Bachelor of Science in Business Administration with Emphasis in Accounting

First Year Fall Semester
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MGT 2223</td>
<td>Principles of Management</td>
</tr>
<tr>
<td>MTH 1513</td>
<td>College Algebra</td>
</tr>
<tr>
<td>ACC 2113</td>
<td>Financial Accounting</td>
</tr>
<tr>
<td>ENG 1113</td>
<td>English Composition I</td>
</tr>
<tr>
<td>CLE 1103</td>
<td>First Year Seminar</td>
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<tr>
<td>HPE _____</td>
<td>HPE Course (1 CR HR)</td>
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<td></td>
<td>16 Credit Hours</td>
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**First Year Spring Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>ACC 2123</td>
<td>Managerial Accounting</td>
</tr>
<tr>
<td>HIS _____</td>
<td>History Course</td>
</tr>
<tr>
<td>ENG 1213</td>
<td>English Composition II</td>
</tr>
<tr>
<td>MKT 2283</td>
<td>Principles of Marketing</td>
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<tr>
<td>_____</td>
<td>Guided Elective</td>
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<tr>
<td>HPE _____</td>
<td>HPE Course (1CR HR)</td>
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**Second Year Fall Semester**

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>BUS 2143</td>
<td>Business Law I</td>
</tr>
<tr>
<td>ACC 2203</td>
<td>Intermediate Accounting I</td>
</tr>
<tr>
<td>ECN 2113</td>
<td>Microeconomics</td>
</tr>
<tr>
<td>SPC 1713</td>
<td>Speaking &amp; Thinking Critically</td>
</tr>
<tr>
<td>_____</td>
<td>Science w/Lab (4 CR HR)</td>
</tr>
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**Second Year Spring Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>REL ____</td>
<td>Religion Course</td>
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<tr>
<td>FIN 3113</td>
<td>Business Finance</td>
</tr>
<tr>
<td>ACC 2213</td>
<td>Intermediate Accounting II</td>
</tr>
<tr>
<td>ECN 2613</td>
<td>Macroeconomics</td>
</tr>
<tr>
<td>BUS 3553</td>
<td>Quantitative Methods</td>
</tr>
<tr>
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<td>15 Credit Hours</td>
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**Third Year Fall Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>CIS 3213</td>
<td>Technology Application in Business</td>
</tr>
<tr>
<td>MGT 3253</td>
<td>Statistical Reasoning</td>
</tr>
<tr>
<td>AIS ____</td>
<td>American Indian Studies</td>
</tr>
<tr>
<td>ACC 3213</td>
<td>Cost Accounting</td>
</tr>
<tr>
<td>LOGIC 3213</td>
<td>Introduction to Critical Thinking and Informal Logic</td>
</tr>
<tr>
<td></td>
<td>15 Credit Hours</td>
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</table>

**Third Year Spring Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 3313</td>
<td>Auditing</td>
</tr>
<tr>
<td>ACC 3113</td>
<td>Financial Statement Analysis</td>
</tr>
</tbody>
</table>
ACC 4413  Labor Relations Management
Guided Elective
AES 2003  Creativity: Treasuring the Arts
15 Credit Hours

Fourth Year Fall Semester
FIN 3553  Money and Banking
MGT 4113  Org. Behavior & Leadership Theory
ACC 4313  Fund Accounting
ACC 4213  Income Tax Accounting
CIS 4113  Management Information Systems
15 Credit Hours

Fourth Year Spring Semester
Guided Elective
BUS 4954  Problems in Business
Major Elective
Major Elective
BUS 4013  Business Ethics
16 Credit Hours

124 Total Credit hours for Bachelor of Science in Business Administration with Emphasis in Accounting

Bachelor of Science in Business Administration with Emphasis in General Business
Students who aspire to leadership positions in areas requiring significant subject matter expertise will find that Bacone’s program in General Business allows the flexibility needed to allow the development of expertise in a select subject area while developing the skills needed to manage or provide leadership. Successful completion of the program requires students to meet Bacone’s general education requirements and the Division of Business’s core requirement. In addition, the successful student will develop, working with their advisor, a cognate of courses that meet the subject matter area of interest.

Recommended Course Sequencing for Bachelor of Science in Business Administration with Emphasis in General Business:

First Year Fall Semester
MGT 2223  Principles of Management
MTH 1513  College Algebra
REL  RELigion Course
ENG 1113  English Composition I
CLE 1103  First Year Seminar
**First Year Spring Semester**
- **AIS _____** American Indian Studies
- **SPC 1713** Introduction to Speaking and Thinking Critically
- **ENG 1213** English Composition II
- **MKT 2283** Principles of Marketing
- **_____** Guided Elective
- **HPE _____** HPE Course (1 Credit Hour)

**Second Year Fall Semester**
- **ACC 2113** Financial Accounting
- **BUS 2143** Business Law I
- **ECN 2113** Microeconomics
- **_____** Minor/General Elective
- **_____** Science w/Lab (4 Credit Hour)

**Second Year Spring Semester**
- **ACC 2123** Managerial Accounting
- **AES 2003** Creativity and Social Influences
- **MGT 3553** Quantitative Methods
- **ECN 2613** Macroeconomics
- **_____** Minor/General Elective

**Third Year Fall Semester**
- **CIS 3213** Technology Application in Businesses
- **MGT 3253** Statistical Reasoning
- **_____** Minor/General Elective
- **_____** Minor/General Elective
- **LOGIC 3213** Introduction to Critically Thinking and Informal Logic

**Third Year Spring Semester**
- **HIS _____** History Course
- **FIN 3113** Business Finance
- **_____** Minor/General Elective
- **_____** Literature Course
- **_____** Guided Elective

**15 Credit Hours**
Fourth Year Fall Semester
CIS 4113  Management Information Systems
MGT 4113  Organizational Behavior and Leadership Theory
________  Upper Division Elective
________  Upper Division Elective
________  Minor/General Elective
15 Credit Hours

Fourth Year Spring Semester
BUS 4013  Business Ethics
BUS 4954  Problems in Business
________  Upper Division Elective
________  Upper Division Elective
________  Minor/General Elective
16 Credit Hours

124 Total Credit Hours for Bachelor of Science in Business Administration with Emphasis in General Business

Bachelor of Science in Business Administration with Emphasis in Information Systems

Information Systems is the study of the application of hardware and software that enables organizations to collect and analyze data. It encompasses many perspectives, including software design and development, networking, security database management and decision support. The program offered by Bacone College is a hybrid program that prepares students for roles as system designers and developers, analysts, network engineers, database developers and managers and system administrators. Successful completion of the program requires students to meet the Bacone College’s general education requirements, the Division of Business’ core requirements and the required course of study for the focus on accounting. All courses taken to satisfy the information systems focus require a grade of ‘C’.

Required Courses in Information Systems - 33 credit hours

CIS 2223  Fundamentals of Information Technology
CIS 2233  Computing Platforms
CIS 2373  Functional Programming
CIS 2443  Introduction to Website Construction
CIS 2553  Networking & The Internet
CIS 3213  Technological Application in Business
CIS 3383  Object Oriented Programming
CIS 4213  Database Program & Management

and three of the following:
Recommended Course Sequence – Bachelor of Science in Business Administration with Emphasis in Information Systems

**First Year Fall Semester**
CIS 2223    Fundamentals of Information Technology
MTH 1513    College Algebra
ACC 2113    Financial Accounting
ENG 1113    English Composition I
CLE 1103    First Year Seminar
HPE ______  HPE Course (1 CR HR)
16 Credit Hours

**First Year Spring Semester**
ACC 2123    Managerial Accounting
HIS ______  History Course
ENG 1213    English Composition II
MKT 2283    Principles of Marketing
MGT 2223    Principles of Management
HPE ______  HPE Course (1 CR HR)
16 Credit Hours

**Second Year Fall Semester**
______    Guided Elective
BUS 3553    Quantitative Methods
ECN 2113    Microeconomics
SPC 1713    Speaking & Thinking Critically
______    Science w/ Lab (4 CR HR)
16 Credit Hours

**Second Year Spring Semester**
REL ______  Religion Course
CIS 2443    Introduction to Website Construction
CIS 2373    Functional Programming
ECN 2613    Macroeconomics
CIS 2233    Computing Platforms
15 Credit Hours
Third Year Fall Semester
CIS 3213  Technology Application in Business
MGT 3253  Statistical Reasoning
CIS 4213  Database Programming and Management
CIS 3383  Object Oriented Programming
LOGIC 3213  Introduction to Critical Thinking and Informal Logic
15 Credit Hours

Third Year Spring Semester
AIS _____  American Indian Studies
BUS 2143  Business Law I
_____  Guided Elective
AES 2003  Creativity: Treasuring the Arts
CIS 2553  Networking and the Internet
15 Credit Hours

Fourth Year Fall Semester
CIS _____  CIS Elective
FIN 3113  Business Finance
_____  Guided Elective
MGT 4113  Organizational Behavior & Leadership
CIS 4113  Management Information Systems
15 Credit Hours

Fourth Year Spring Semester
BUS 4013  Business Ethics
BUS 4954  Problems in Business
CIS _____  CIS Elective
_____  Elective
_____  Elective
16 Credit Hours

124 Total Credit hours for Bachelor of Science in Business Administration with Emphasis in Information

Bachelor of Science in Business Administration with Emphasis in Management

Management is a field concerned with applying social, psychological and economic theories of human behavior to problems of designing, leading and motivating the individuals that make up an organization. Success in this area requires a broad range of understanding in the areas of finance and accounting, marketing, law, information system and decision science as it applies to the organization. Students in the area aspire to be leaders in business or non-profit organizations. Bacone’s program seeks to provide students with a broad knowledge-base which will prepare them to be successful in a
Successful completion of the program requires students to meet the Bacone’s general education requirements, the Division of Business’ core requirements and the required course of study for the focus on management. All courses taken to satisfy the management focus require a grade of ‘C’.

Required Courses in Business Administration – Management 33 credit hours

- ACC 4213 (Federal) Income Tax
- ACC 3213 Cost Accounting
- BUS 4013 Business Ethics
- FIN 3553 Money & Banking
- MGT 3313 Production & Operations Management
- MGT 3323 Human Resource Management
- MGT _____ Upper Level Management Course
- MKT 3313 Marketing Research
- MKT _____ Upper Level Marketing Course
  - Elective (required)
  - Elective (required)

*Electives (6 hours required)

Recommended Course Sequence Bachelor of Science in Business Administration with Emphasis in Management

**First Year Fall Semester**
- MGT 2223 Principles of Management
- MTH 1513 College Algebra
- ACC 2113 Financial Accounting
- ENG 1113 English Composition I
- CLE 1103 First Year Seminar
- HPE _____ HPE Course (1 Credit HR)

16 Total Credit Hours

**First Year Spring Semester**
- ACC 2123 Managerial Accounting
- HIS _____ History
- ENG 1213 English Composition II
- MKT 2283 Principles of Marketing
  - Guided Elective
- HPE _____ HPE Course (1 Credit Hour)

16 Credit Hours

**Second Year Fall Semester**
- _____ Guided Elective
- BUS 2143 Business Law I
ECN 2113  Microeconomics  
SPC 1713  Speaking & Thinking Critically  
_______  Science w/lab (4 CR HR)
16 Total Credit Hours

**Second Year Spring Semester**
REL ____  Religion Course  
FIN 3113  Business Finance  
MGT 3553  Quantitative Methods  
ECN 2613  Macroeconomics  
AIS ____  American Indian Studies  
15 Credit Hours

**Third Year Fall Semester**
CIS 3213  Technology Application in Business  
MGT 3253  Statistical Reasoning  
MGT 3323  Human Resource Management  
ACC 3213  Cost Accounting  
LOGIC 3213  Introduction to Critical Thinking and Informal Logic  
15 Credit Hours

**Third Year Spring Semester**
MKT 3313  Marketing Research  
FIN 3553  Money & Banking  
AES 2003  Creativity: Treasuring the Arts  
LIT ____  Literature Course  
_______  Guided Elective  
15 Credit Hours

**Fourth Year Fall Semester**
MGT ____  Upper Level Management  
MGT 4113  Organizational Behavior and Leadership Theory  
ACC 4213  Federal Tax Accounting  
MKT ____  Upper Level Marketing  
CIS 4113  Management Information Systems  
15 Credit Hours

**Fourth Year Spring Semester**
ECN 3513  International Economics  
BUS 4954  Problems in Business  
_______  General Elective  
_______  General Elective  
BUS 4013  Business Ethics  
16 Credit Hours
124 Total Credit hours for Bachelor of Science in Business Administration with Emphasis in Management

**Bachelor of Science in Business Administration with Emphasis in Marketing**

Marketing is the process of communicating the value of a product or service to prospective consumers of the product or service. Bacone College’s program in marketing prepares students for careers in advertising, brand management, market research, media planning and public relations. Successful completion of the program requires students to meet the Bacone College’s general education requirements, the Division of Business’ core requirements and the required course of study for the focus on marketing. All courses taken to satisfy the marketing focus require a grade of ‘C’.

Required Courses in Marketing - 33 credit hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 2443</td>
<td>Introduction to Website Construction</td>
</tr>
<tr>
<td>MKT 2513</td>
<td>Buyer Behavior</td>
</tr>
<tr>
<td>MKT 3113</td>
<td>Marketing Research</td>
</tr>
<tr>
<td>MKT 3213</td>
<td>Marketing Channels</td>
</tr>
<tr>
<td>MKT 3313</td>
<td>Retail Management &amp; Promotion</td>
</tr>
<tr>
<td>MKT 3413</td>
<td>Sales Management</td>
</tr>
<tr>
<td>MKT 4113</td>
<td>Marketing Management</td>
</tr>
<tr>
<td>MKT 4313</td>
<td>Advertising Management</td>
</tr>
<tr>
<td>MKT 4513</td>
<td>International Marketing</td>
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<tr>
<td></td>
<td>Elective</td>
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<td>Elective</td>
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</tbody>
</table>

Recommended Course Sequence Bachelor of Science in Business Administration with Emphasis in Marketing

**First Year Fall Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
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<tbody>
<tr>
<td>MGT 2223</td>
<td>Principles of Management</td>
</tr>
<tr>
<td>MTH 1513</td>
<td>College Algebra</td>
</tr>
<tr>
<td>ACC 2113</td>
<td>Financial Accounting</td>
</tr>
<tr>
<td>ENG 1113</td>
<td>English Composition I</td>
</tr>
<tr>
<td>CLE 1103</td>
<td>First Year Seminar</td>
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<tr>
<td>HPE</td>
<td>HPE Course (1 CR HR)</td>
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<tr>
<td></td>
<td>16 Credit Hours</td>
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</table>

**First Year Spring Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 2123</td>
<td>Managerial Accounting</td>
</tr>
</tbody>
</table>
HIS _____  History
ENG 1213  English Composition II
MKT 2283  Principles of Marketing
________  Guided Elective
HPE ____  HPE Course (1 CR HR)
16 Credit Hours

Second Year Fall Semester
MKT 2513  Buyer Behavior
BUS 2143  Business Law I
ECN 2113  Microeconomics
SPC 1713  Speaking and Thinking Critically
________  Science with Lab (4 CR HR)
16 Credit Hours

Second Year Spring Semester
REL ____  Religion
FIN 3113  Business Finance
MKT 3213  Marketing Channels
ECN 2613  Macroeconomics
AIS ____  American Indian Studies
15 Credit Hours

Third Year Fall Semester
CIS 2443  Introduction to Website Construction
MGT 3253  Statistical Reasoning
BUS 3553  Quantitative Methods
MKT 3313  Retail management and Promotion
LOGIC 3213  Introduction to Critical Thinking and Informal Logic
15 Credit Hours

Third Year Spring Semester
MKT 3313  Marketing Research
MKT 3413  Sales Management
MGT 3333  Labor Relations Management
________  Guided Elective
________  Guided Elective
15 Credit Hours

Fourth Year Fall Semester
MKT 4113  Marketing Management
MGT 4113  Org. Behavior & Leadership Theory
MKT 4513  International Marketing
MKT 4313  Advertising Management
CIS 4113  Management Information Systems  
15 Credit Hours

**Fourth Year Spring Semester**
BUS 4954  Problems in Business  
BUS 4013  Business Ethics  
________  Guided Elective  
________  General Elective  
________  General Elective  
16 Credit Hours

124 Total Credit hours for Bachelor of Science in Business Administration with Emphasis in Marketing

**Bachelor of Science in Business Administration with Emphasis in Tribal Leadership**

The Tribal Leadership focus is designed for students who aspire to leadership positions with tribal organizations or to roles in organizations that serve as business partners to tribal organizations. The successful student develops a broad understanding of business processes and techniques within the context of tribal culture and traditions.

Successful completion of the program requires students to meet the Bacone College’s general education requirements, the Division of Business’ core requirements and the required course of study for the focus on accounting. All courses taken to satisfy the tribal leadership focus require a grade of ‘C’.

Required Courses in Tribal Leadership 33 hours

AIS   3213  Federal Indian Policy  
AIS   3223  American Indian Tribal Governments  
AIS   3233  Tribal Sovereignty  
AIS   3243  American Indian Women  
AIS____  Upper Level Elective  
AIS   3203  Indigenous Leadership Principles  
AIS   4003  Internship  
CJS   3113  Federal and Tribal Law  
MGT 4003  Leadership  
MGT 4103  Change Management  
MGT 4203  Business Management and Strategy

Recommended Course Sequence for Bachelor of Science in Business Administration with Emphasis in Tribal Leadership

First Year Fall Semester  
MGT 2223  Principles of Management
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTH 1513</td>
<td>College Algebra</td>
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<td>ACC 2113</td>
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<td>CLE 1103</td>
<td>First Year Seminar</td>
</tr>
<tr>
<td>HPE _____</td>
<td>HPE Course (1 CR HR)</td>
</tr>
<tr>
<td></td>
<td><strong>16 Credit Hours</strong></td>
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</tbody>
</table>

**First Year Spring Semester**

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<tbody>
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<td>ACC 2123</td>
<td>Managerial Accounting</td>
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<tr>
<td>HIS _____</td>
<td>History</td>
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<td>ENG 1213</td>
<td>English Composition II</td>
</tr>
<tr>
<td>MKT 2283</td>
<td>Principles of Marketing</td>
</tr>
<tr>
<td>_____</td>
<td>Guided Elective</td>
</tr>
<tr>
<td>HPE _____</td>
<td>HPE Course (1 CR HR)</td>
</tr>
<tr>
<td></td>
<td><strong>16 Credit Hours</strong></td>
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</table>

**Second Year Fall Semester**

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>BUS 2143</td>
<td>Business Law I</td>
</tr>
<tr>
<td>CJS 3113</td>
<td>Federal and Tribal Law</td>
</tr>
<tr>
<td>ECN 2113</td>
<td>Microeconomics</td>
</tr>
<tr>
<td>SPC 1713</td>
<td>Speaking and Thinking Critically</td>
</tr>
<tr>
<td>_____</td>
<td>Science w/lab (4 CR HR)</td>
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<tr>
<td></td>
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</table>

**Second Year Spring Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>REL _____</td>
<td>Religion</td>
</tr>
<tr>
<td>BUS 3553</td>
<td>Quantitative Methods</td>
</tr>
<tr>
<td>AIS 3213</td>
<td>Federal Indian Policy</td>
</tr>
<tr>
<td>ECN 2613</td>
<td>Macroeconomics</td>
</tr>
<tr>
<td>AIS _____</td>
<td>American Indian Studies</td>
</tr>
<tr>
<td></td>
<td><strong>15 Credit Hours</strong></td>
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</table>

**Third Year Fall Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIS 3233</td>
<td>Tribal Sovereignty</td>
</tr>
<tr>
<td>MGT 3253</td>
<td>Statistical Reasoning</td>
</tr>
<tr>
<td>FIN 3113</td>
<td>Business Finance</td>
</tr>
<tr>
<td>AIS 3223</td>
<td>American Indian Tribal Governments</td>
</tr>
<tr>
<td>_____</td>
<td>Guided Elective</td>
</tr>
<tr>
<td></td>
<td><strong>15 Credit Hours</strong></td>
</tr>
</tbody>
</table>

**Third Year Spring Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIS 3343</td>
<td>American Indian Women</td>
</tr>
<tr>
<td>AIS _____</td>
<td>AIS Upper Level Elective</td>
</tr>
<tr>
<td>_____</td>
<td>Guided Elective</td>
</tr>
</tbody>
</table>
LOGIC 3213 Introduction to Critical Thinking and Informal Logic
CIS 3273 Technical Applications in Business
15 Credit Hours

Fourth Year Fall Semester
MGT 4003 Leadership
MGT 4113 Organizational Behavior & Leadership Theory
MGT 4203 Business Management and Strategy
Social Science/Political Science
CIS 4113 Management Information Systems
15 Credit Hours

Fourth Year Spring Semester
AIS 3203 Indigenous Leadership Principles
BUS 4954 Problems in Business
MGT 4103 Change Management
AIS 4003 Internship
BUS 4013 Business Ethics
16 Credit Hours

124 Total Credit hours for Bachelor of Science in Business Administration with Emphasis in Tribal Leadership

Bachelor of Science in Recreation Management Education

The major in Recreation Management Education degree prepares the student to work in professional settings such as church recreation, therapeutic recreation, directors of city recreation departments and private health clubs, ski instructors, aquatic supervisors, guides for wilderness trips, intramural sports directors, correctional recreation, adventure sport recreation, personal trainers, and corporate fitness directors. Graduates may also desire to pursue graduate degrees that may prepare them for highly specialized jobs in recreation or recreation management.

Minimum of 124 credit hours and 2.00 overall GPA are required to graduate. All Degree Requirement Courses must have a grade of C or above.

Minimum of 124 credit hours and 2.00 CGPA are required to graduate. All Degree Requirement Courses must have a grade of C or above. CAAP test must be taken prior to graduation.

Admission Requirements to Recreation Management
Freshman and transfer students must meet the following objectives for their specific degree plan:

For Recreation Management you must successfully complete the following course work to be
transferred to the Division of Business:

- Complete twenty-four credit hours toward their degree plan
- Pass ENG 1213 English Composition II with a “C” or better
- Pass College Algebra
- Pass Foundations of HPER with a “C” or better
- Complete the reading requirement (advanced reading or sufficient ACT score)
- Completion of the Reading Requirement
- Completion of two from AIS/REL/SPC
- Completion of 24 hours toward graduation

Required Total Gen Ed – 36 credit hours
For more detail, go to Bacon College Core Curriculum
Required Liberal Arts Electives – 9 credit hours
For more detail to to Bacon College Guided Electives

Required Courses in Recreation Management Core -- 57 credit hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>BUS 2113</td>
<td>Business Communications</td>
</tr>
<tr>
<td>BUS 2143</td>
<td>Business Law I</td>
</tr>
<tr>
<td>CIS 2113</td>
<td>Information in Modern Society</td>
</tr>
<tr>
<td>ESE 3114</td>
<td>Exercise Physiology I</td>
</tr>
<tr>
<td>HPE 2103</td>
<td>Foundations of HPER</td>
</tr>
<tr>
<td>HPE 3403</td>
<td>Prevention &amp; Care of Injuries</td>
</tr>
<tr>
<td>MGT 2223</td>
<td>Principles of Management</td>
</tr>
<tr>
<td>MKT 2283</td>
<td>Principles of Marketing</td>
</tr>
<tr>
<td>RME 1003</td>
<td>Introduction to Recreation Management</td>
</tr>
<tr>
<td>RME 3603</td>
<td>Strength and Conditioning Certification Prep</td>
</tr>
<tr>
<td>HPE 2212</td>
<td>Motor Skills Development of the Young Child</td>
</tr>
<tr>
<td>RME 3703</td>
<td>Personal Training Certification</td>
</tr>
<tr>
<td>HPE 2202</td>
<td>Introduction to Individual &amp; Dual Sports</td>
</tr>
<tr>
<td>HPE 2232</td>
<td>Introduction to Team Sports</td>
</tr>
<tr>
<td>HPE 3102</td>
<td>Consumer, Environmental, and Community Health</td>
</tr>
<tr>
<td>HPE 3303</td>
<td>Wellness &amp; Fitness</td>
</tr>
<tr>
<td>SME 2113</td>
<td>Sport Facility Management</td>
</tr>
<tr>
<td>SME 4303</td>
<td>Psychology of Human Behavior in Sport</td>
</tr>
<tr>
<td>RME 4996</td>
<td>Internship in Recreation Management</td>
</tr>
</tbody>
</table>

Elective Hours – 22 credit hours

124 Total Credit hours for Bachelor of Science in Recreation Management degree

Recommended Course Sequence Bachelor of Science in Recreation Management Degree
First Year Fall Semester

________ Science w/Lab (4 CR hr.)
MTH 1513 College Algebra
ENG 1113 English Composition I
AIS ____ American Indian Studies
CLE 1103 First Year Seminar
16 Credit Hours

First Year Spring Semester

RME 1003 Introduction to Recreation Management
ENG 1213 English Composition II
CIS 2113 Information in Modern Society
REL ____ Religion
________ Liberal Art Guided Elective (ART/THE)
15 Credit Hours

Second Year Fall Semester

BUS 2113 Business Communications
SME 2113 Sport Facility Management & Design
SPC 1713 Speaking and Critically Thinking
MGT 2283 Principles of Management
________ Liberal Art Guided Elective (LIT/JRN)
________ General Elective
16 Credit Hours

Second Year Spring Semester

BUS 2143 Business Law I
HPE 2202 Introduction to Individual & Dual Sports
HPE 2232 Introduction to Team Sports
HPE 2112 Personal Health
________ General Elective
________ Liberal Art Guided Elective (PSC/SOC)
15 Credit Hours

Third Year Fall Semester

HPE 2103 Foundations of HPER
HPE 2122 Motor Skills Dev. Of Young Child
MKT 2223 Principles of Marketing
LOGIC 3213 Introduction to Critical Thinking and Informal Logic
HPE 3102 Consumer, Env. & Comm. Health
________ General Elective
16 Credit Hours
**Third Year Spring Semester**

AES _____ Creativity: __________________
HPE 3303 Wellness and Fitness
HIS _____ History
HPE 3403 Preventions & Care of Injuries
  General Elective

15 Credit Hours

**Fourth Year Fall Semester**

ESE 3114 Physiology of Exercise I
RME 3703 Personal Training Certification Preparation
SME 4303 Psychology of Human Behavior in Sport
  General Elective
  General Elective

16 Credit Hours

**Fourth Year Spring Semester**

SME 4996 Internship in Recreation Management
RME 3603 Strength & Conditioning Certification Preparation
  General Elective
  General Elective

15 Credit Hours

124 Total Credit hours for Bachelor of Science in Recreation Management degree

Recreation Management Graduation Requirements
Minimum of 124 credit hours and 2.00 CGPA are required to graduate. All Degree Requirement Courses must have a grade of C or above. CAAP test must be taken prior to graduation.

**Bachelor of Science in Sport Management**

Graduates with a major in Sport Management could pursue jobs as athletic directors, coaches on any academic level, sports team managers, armed forces sports coaches, sports administrators in private or semiprivate enterprises, municipal sports directors, front-office personnel and administrators with professional sports organizations, public colleges, and universities (facilities, marketing, and sports information), and in businesses that have a strong sports emphasis. In addition, graduates could go on to pursue graduate degrees that may prepare them for highly specialized jobs in sports.

**Sport Management**

Graduates with a major in Sport Management could pursue jobs as athletic directors, coaches on any academic level, sports team managers, armed forces sports coaches, sports administrators in private or semiprivate enterprises, municipal sports directors, front-office personnel and administrators with
professional sports organizations, public colleges, and universities (facilities, marketing, and sports information), and in businesses that have a strong sports emphasis. In addition, graduates could go on to pursue graduate degrees that may prepare them for highly specialized jobs in sports. Minimum of 124 credit hours and 2.25 CGPA are required to graduate. All Degree Requirement Courses must have a grade of C or above. CAAP test must be taken prior to graduation.

Required Total Gen Ed – 36 credit hours; For more detail, go to Bacon College Core Curriculum Required Liberal Arts Electives – 9 credit hours; For more detail to to Bacon College Guided Electives

Required Courses in Recreation Management Core -- 62 credit hours

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>ACC 2113</td>
<td>Financial Accounting</td>
</tr>
<tr>
<td>ACC 2123</td>
<td>Managerial Accounting</td>
</tr>
<tr>
<td>BUS 2143</td>
<td>Business Law I</td>
</tr>
<tr>
<td>CIS 3213</td>
<td>Technical Applications in Business</td>
</tr>
<tr>
<td>HPE 3404</td>
<td>Prevention &amp; Care of Injuries</td>
</tr>
<tr>
<td>MGT 2223</td>
<td>Principles of Management</td>
</tr>
<tr>
<td>MGT 3323</td>
<td>Human Resources Management</td>
</tr>
<tr>
<td>MGT 4113</td>
<td>Organizational Behavior &amp; Leadership Theory</td>
</tr>
<tr>
<td>MKT 2283</td>
<td>Principles of Marketing</td>
</tr>
<tr>
<td>MKT 3413</td>
<td>Sales Management</td>
</tr>
<tr>
<td>SME 1003</td>
<td>Introduction to Sport Management</td>
</tr>
<tr>
<td>SME 2113</td>
<td>Sport Facility Management &amp; Design</td>
</tr>
<tr>
<td>SME 3003</td>
<td>Governing Bodies in Sport</td>
</tr>
<tr>
<td>SME 3103</td>
<td>Ethics in Sport Management</td>
</tr>
<tr>
<td>SME 3113</td>
<td>Sport Marketing</td>
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<td>Sport Communications</td>
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<td>SME 4113</td>
<td>Sport Law</td>
</tr>
<tr>
<td>SME 4303</td>
<td>Psychology of Human Behavior in Sport</td>
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<td>SME 4506</td>
<td>Internship in Sport Management</td>
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</table>

Elective Hours – 19 credit hours

Recommended Course Sequence Bachelor of Science in Sport Management

**First Year Fall Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td></td>
<td>Science w/Lab (4 CR HR)</td>
</tr>
<tr>
<td>MTH 1513</td>
<td>College Algebra</td>
</tr>
<tr>
<td>ENG 1113</td>
<td>English Composition I</td>
</tr>
<tr>
<td>AIS</td>
<td>American Indian Studies</td>
</tr>
<tr>
<td>CLE 1103</td>
<td>First Year Seminar</td>
</tr>
</tbody>
</table>
16 Credit Hours

**First Year Spring Semester**
ACC 2113  Financial Accounting  
ENG 1213  English Composition II  
SME 1003  Introduction to Sport Management  
MGT 2223  Principles of Management  
HIS _____  History  
15 Credit Hours

**Second Year Fall Semester**
ACC 2123  Managerial Accounting  
MKT 2283  Principles of Marketing  
SPC 1713  Introduction to Speaking and Thinking Critically  
AES _____  Creativity: ____________  
_________  Liberal Arts Guided Elective  
15 Credit Hours

**Second Year Spring Semester**
BUS 2143  Business Law I  
SME 3113  Sport Marketing  
SME 2113  Sport Facility Management & Design  
REL _____  Religion  
HPE 2112  Personal Health  
_________  General Elective (2 CR HR)  
16 Credit Hours

**Third Year Fall Semester**
CIS 3213  Technical Applications in Business  
MGT 3413  Sales Management  
HPE 3403  Prevention & Care of Injuries  
LOGIC 3213  Introduction to Critical Thinking and Informal Logic  
_________  Liberal Arts Guided Elective  
_________  General Elective (2 CR HR)  
17 Credit Hours

**Third Year Spring Semester**
SME 3003  Governing Bodies in Sport  
SME 3103  Ethics in Sport Management  
SME 3213  Sport Communications  
MGT 3323  Human Resource Management  
_________  General Elective  
15 Credit Hours
Fourth Year Fall Semester
MGT 4113  Organizational Behavior & Leadership
SME 4113  Sport Law
SME 4303  Psychology of Human Behavior in Sport
________  Liberal Arts Guided Elective
________  General Elective
15 Credit Hours

Fourth Year Spring Semester
SME 4996  Internship in Sport Management
________  General Elective
________  General Elective
________  General Elective
15 Credit Hours

124 Total Credit hours for Bachelor of Science Degree in Sport Management

DIVISION OF EDUCATION
* For a current list of Deans and Chairs please refer to Division Chairs and Deans
Dr. Jefferey Dupree, Chair

Division of Education Summary
The Division of Education houses two early childhood non-certification programs, three teacher certification programs, and a Family Studies Education program. The Division collaborates with other divisions within the institution. The Chair of the Department of Education main responsibilities include: oversight of administrative functions of the Teacher Education program; maintaining an effective offering of courses; communication with P-12 partners; chair of Teacher Education Faculty Committee and chair of Teacher Education Council; and collaboration with the School of Art and Sciences faculty and administration. Other collaborative efforts are with Institutional faculty and outside stakeholders in the Family Studies Education Council. Students complete coursework in both the Division of Education and other Divisions at Bacone College.

Mission Statement
The mission of the Division of Education is to prepare highly qualified professionals who truly make the difference in the lives of others through their outstanding scholarship and rich knowledge base, appreciation of and adaptation to diversity, community involvement as it relates, and professionalism and high ethical standards.

- Outstanding scholarship and rich knowledge base
- Appreciation of and adaptation to diverse learners
- Community involvement as it relates to education
• Professionalism and high ethical standards

Thus, the overall theme of the Division of Education is “Teachers Make The Difference” through four components: Scholarship, Diversity, Community, and Professionalism.

**Minor in Education**

The Mission of the Minor in Education is to promote scholarship and professionalism in the diverse communities found in our societies today for those who see themselves as educators, but not necessarily public school teachers.

To complete the Minor in Education, students must take a minimum of 18 credits from the approved list of minor courses found on the Minor in Education description. Education courses that do not appear on this list cannot count toward the Minor in Education. At least one course must be taken in each of the four sections: Foundations, Education Psychology, Human Development, Technology and Reading. Finally, six of the 18 credits must be at the 300 level or above.

**Listing of Courses (18 Hours – 16 require + 2 Elective hours)**

**Required:**
- PED 1002 Introduction to Education
- PED 2002 Educational Technology
- PED 2603 Human Growth and Development
- PED 3113 Multicultural Issues in Education
- PED 3203 Education of the Exceptional Child

**Required – Choose One from the following listings:**
- REA 3003 Children's Literature, Literacy, and Technology
- REA 3203 Literacy Development and Assessment I
- REA 3403 Reading and Writing in Upper Elementary

**Choose One Course from the Following:**
- PED 2102 Legal Issues in Education
- PED 3103 Educational Psychology
- REA 3003 Children's Literature, Literacy, and Technology
- REA 3203 Literacy Development and Assessment I
- REA 3403 Reading and Writing in Upper Elementary
- ECEL 4103 Integrated Curriculum and Assessment
- ECEL 4203 Social Studies Methods
- ECLE 4303 Science Methods
- ECEL 4403 Math Methods

**Early Childhood Degree Programs (non-licensure)**
**Associate of Science in Child Development**

Graduates with a major in Child Development could pursue jobs as teachers in child care or Head Start programs and administer child care programs. The emphasis of this degree is to develop a strong understanding of how children develop and learn, the role of the family, and content and pedagogical knowledge of children age birth through eight.

- This degree program is taught through the Center for Online Teaching and Learning
- Minimum of sixty-six (66) credit hours for the Associate of Science Degree in Child Development with a minimum 2.0 cumulative grade point average, A “C” or better in Composition I and II, Speak/Think Critically, and all Major Concentration Courses.

Course Sequencing for Associate of Science in Child Development

**First Year First Semester**
CLE 1103    First Year Experience  
ENG 1113    English Composition I  
AIS 1103    Introduction to American Indian Studies  
MTH 1513    College Algebra  
12 Credit Hours

**First Year Second Semester**
ENG 1213    English Composition II  
REL 1003    Introduction to Christianity  
PSY 1113    Introduction to Psychology  
ART/THE Liberal Arts Guided Elective  
12 Credit Hours

**First Year Third Semester**
SPC 1713    Introduction to Speaking and Thinking Critically  
ECDE 2103    Child Development  
ECDE 2203    Health, Safety, & Nutrition  
ECDE 2102    Legal Issues in Early Childhood Development  
11 Credit Hours

**Second Year First Semester**
BIO 1114    Human Biology w/lab  
ECDE 2102    Foundations of Early Childhood  
ECDE 2113    Creative Experience  
HPE 2112    Personal Health  
11 Credit Hours

**Second Year Second Semester**
PSY 2023    Developmental Psychology
PSY 2323 Psychology of Multicultural
REA 3003 Children's Literature
_________ 2 Credit Hour General Elective
11 Credit Hours

Second Year Third Semester
ECDE 2213 Motor Skill Development
SOC 2223 The Family
_________ Foreign Language (3 Cr Hr)
9 Credit Hours

66 Total Credit Hours for Associate of Science in Child Development

Bachelor of Science in Early Childhood Development and Education

Recommended Course Sequence for Bachelor of Science in Early Childhood Development and Education

First Year Fall Semester
BIO 1114 Human Biology
ENG 1113 English Composition I
MTH 1513 College Algebra
AIS 1103 Introduction to American Indian Studies
CLE 1103 First Year Seminar
16 Credit Hours

First Year Spring Semester
GPS 1114 General Physical Science
ENG 1213 English Composition II
PED 1002 Introduction to Education
MTH 1713 Fundamentals of Geometry
SPC 1713 Speaking and Thinking Critically
PED 2002 Education Technology
17 Credit Hours

Second Year Fall Semester
AES _____ Aesthetics and Social Sciences
MTH 2003 Math Concepts I
ECH 2102 Foundations of Education
PED 2103 Social Studies Survey I
PED 2603 Human Growth and Development
PED 2102 Legal Issues in Education
16 Credit Hours
Second Year Spring Semester
ECEL 2003  Creative Experience and Play
SCI 2124   Earth Science
MTH 2103  Math Concepts II
PED 2203  Social Studies Survey II
REL _____  Religion
16 Credit Hours

Third Year Fall Semester
PED 3003  Foundation of Education
LOGIC 3213 Introduction to Critically Thinking and Informal Logic
PED 3203  Education of the Exceptional Child
REA 3003  Child's Lit., Literacy, and Technology
REA 3203  Literacy Development & Assessment
PED 1012  OGET Prep (*If needed)
15/*17 Credit Hours

Third Year Spring Semester
PED 3113  Multicultural Issues in Education
PED 3103  Educational Psychology
HPE 3202  HPE for the ELE Teacher
REA 3103  Literacy, Language, & Cognitive Development
REA 3303  Literacy Development & Assessment II
SOC 3103  Family, School, & Community
17 Credit Hours

Fourth Year Fall Semester
ECEL 4103  Integrated Curriculum & Assessment
ECEL 4203  Social Studies Methods
ECEL 4303  Science Methods
ECEL 4403  Mathematics Methods
PED 3303  Classroom Behavior Management
15 Credit Hours

Fourth Year Spring Semester
ECH 4115  ECH Student Teaching (PK-K)
ECH 4125  ECH Student Teaching (1-3)
ECH 4202  Educational Seminar
12 Credit Hours

124/*126 Total Credit hours for Bachelor of Arts in Early Childhood Education
Family Studies Degree Program (non-licensure)

Bachelor of Science in Family Studies Education

The Mission of the Bachelor of Science in Family Studies Education is to promote understanding of the consistent and dynamic factors found today in American families, and to equip students with the knowledge and practical skill sets to meet the needs of families found in current society.

a. Demonstrate an understanding of the complexity of individual and family development across the life span in diverse contexts and changing environments.
b. Demonstrate an ability to evaluate and apply research and theory to practice and policy.
c. Analyze processes, policies and contextual factors that affect the delivery of human services to individuals and families.
d. Demonstrate professional, ethical, and culturally sensitive standards of conduct.
e. Demonstrate knowledge and competence in helping, leadership, and administrative skills for human services.
f. Apply theoretical models of the major in clinical settings.

Completers of the Bachelor of Science in Family Studies Education will be able to:

α. Identify and describe the role of Families in American Society.
β. Analyze the socio-economic, emotional and educational needs of people at various stages of their life.
χ. Design research based and principled practices in the formation, implementation and evaluation of a variety of family experiences.
δ. Construct a personal philosophy of service learning to the community at large and its role in being an ethical professional with human service practice.
ε. Identify and Implement successful strategies regarding community based education for learners of varying age and social background.
ϕ. Construct, Implement, and Evaluate action plans to meet specific family needs.

2) Indicators of Success

a. Successful completion of course work with a GPA of 2.5 in all courses listed in the minor.
b. Successful completion of field experiences in community and educational settings. Educational settings are not limited to those of a public school.

Course sequencing for the Bachelor of Science in Family Studies Degree

First Year Fall Semester
ENG 1113   English Composition I
AIS _____   American Indian Studies
REL _____   Religion Course
CLE 1103   First Year Seminar
SOC 1112    Introduction to Family Studies Education

* Foreign Language Requirement (if applicable) Spanish or Native Language
14/*17 Credit Hours

**First Year Spring Semester**

<table>
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<tr>
<th>Course</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>ENG 1213</td>
<td>English Composition II</td>
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<tr>
<td>SPC 1713</td>
<td>Speaking and Thinking Critically</td>
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<tr>
<td>MTH 1513</td>
<td>College Algebra</td>
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<tr>
<td>AES _____</td>
<td>Treasuring the Arts</td>
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<td>Science Course w/Lab (4 CR HR)</td>
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16 Credit Hours

**Second Year Fall Semester**

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<th>Title</th>
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<tbody>
<tr>
<td>PED 2002</td>
<td>Technology</td>
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<td>PED 1002</td>
<td>Introduction to Education</td>
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<tr>
<td>HPE 2112</td>
<td>Personal Health</td>
</tr>
<tr>
<td>ECH 2203</td>
<td>Health, Safety, and Nutrition</td>
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<td>FSE 2332</td>
<td>Ethnic and Non-Traditional Families</td>
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<tr>
<td>PED 2603</td>
<td>Human Growth and Development</td>
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<td>Lower Division Emphasis Course I</td>
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17 Credit Hours

**Second Year Spring Semester**

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<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>FSE 2123</td>
<td>Chemical Dependency</td>
</tr>
<tr>
<td>SOC 2223</td>
<td>The Family</td>
</tr>
<tr>
<td>LOGIC 3213</td>
<td>Introduction to Critical Thinking and Informal Logic</td>
</tr>
<tr>
<td>FSE 2103</td>
<td>Families with Special Needs</td>
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<tr>
<td>_____</td>
<td>Lower Division Emphasis Course II</td>
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15 Credit Hours

**Third Year Fall Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>HIS 3333</td>
<td>Poverty in America</td>
</tr>
<tr>
<td>ECH 3103</td>
<td>Families, Schools and Communities</td>
</tr>
<tr>
<td>PED 3113</td>
<td>Multicultural Education</td>
</tr>
<tr>
<td>PED 3103</td>
<td>Educational Psychology</td>
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<tr>
<td>_____</td>
<td>Upper Division Emphasis I</td>
</tr>
<tr>
<td>FSE 3222</td>
<td>Family Finance</td>
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</table>

17 Credit Hours

**Third Year Spring Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>FSE 3403</td>
<td>Education of the Elderly</td>
</tr>
<tr>
<td>PED 3203</td>
<td>Education of Exceptional Populations</td>
</tr>
<tr>
<td>FSE 3113</td>
<td>Media and the Family</td>
</tr>
<tr>
<td>MIN 3153</td>
<td>Family Systems in Christian Counseling</td>
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</table>
FST 3333 Community Resources for the Family
15 Credit Hours

**Fourth Year Fall Semester**
FSE 4113 Research Proposal in Family Studies
FSE 4223 Death and Dying
MIN 4893 Counseling Certification I
FSE 3103 Aging and the Family
________ Reading
15 Credit Hours

**Fourth Year Spring Semester**
FSE 4116 Practicum in Family Studies
MIN 4993 Counseling Certification II
FSE ______
_________ Upper Division Emphasis II
15 Credit Hours

124/*127 Total Credit Hours in the Bachelor of Science in Family Studies Education Degree.

**Bachelor of Arts in Division of Education Degree Programs**

**Division of Teacher Education General Information**

Admission Requirements
All students in the Division of Teacher Education majoring in a degree program that leads to teacher certification are called Teacher Candidates. Teacher Candidates in the Division of Education complete the process of Admission to Teacher Education. Complete a minimum of 45 hours of college credit with a CGPA of 2.5 or higher. (2.75 or higher CGPA required starting 6/1/15 for entry and exit from the program)

- Demonstrate proficiency in written and oral English as indicated by having a grade of “C” or higher in English Comp I, English Comp II, and Speech.
- Complete PED 1002 and PED 3003 with a grade of “C” or higher.
- Pass the Oklahoma General Education Test (OGET) with a score of 240 or higher.
- Receive an acceptable criminal background check.
- Receive two (2) Recommendation and Disposition Assessments from General Education Faculty. Scores must be at a developing proficient or proficient levels as indicated on the Faculty Recommendation Form.
- Pass Portfolio Checkpoint # I at a developing proficient or proficient level for all required submissions.
- Submit documentation of experiences working with children.
- Submit a typed biographical essay which includes why you want to be a teacher and their first and second philosophy of education.
• Complete an Application to Teacher Education.
• Demonstrate critical thinking skills and an understanding of DOE’s Conceptual Framework during a formal interview with the DOE Executive Education Council.
• Receive a formal letter of approval for admission from the Director of Admission to Teacher Education. Admission to Teacher Education permits you to take DOE courses marked with an asterisk.

Teacher Candidates must also meet all requirements at each candidate checkpoint beyond admission to teacher education. Upon successful completion of Bacone College’s teacher preparation program and receiving passing scores on the Oklahoma General Education Test (OGET), the Oklahoma Specialty Area Test (OSAT) and the Oklahoma Professional Teaching Examination (OPTE), teacher candidates may apply for an Oklahoma state teaching license in the area of their certification. The license may be converted to a teaching certificate upon the successful completion of a residency year of public school teaching.

A passing score on both the OGET and the OSAT in the area of initial certification is required for student teaching and graduation. A passing score on the OPTE is required before a recommendation is made for teacher licensure. Teacher candidates are responsible for paying for their licensure testing. Consult the State Department of Education for current costs.

**Graduation Requirements**

A minimum of 124 credit hours and 2.5 CGPA are required to graduate. (2.75 or higher CGPA required starting 6/1/15 for entry and exit from the program) All Professional Education and Specialization Courses must have a grade of "C" or above. The Oklahoma General Education Test and the Oklahoma Subject Specific Test must be taken and passed in order to graduate. As of July 1, 2010 early childhood and elementary majors must pass with a minimum of 70% on the Oklahoma Reading Instruction Exam.

The Division of Education is accredited through the Office of Education Quality and Accountability (OEQA) and the Higher Learning Commission, North Central Association of Colleges and Schools.

**Teacher Education Programs**

Bacone College offers initial certification in three program, Early Childhood, Elementary Education and Health and Physical Education.

**Teacher Education Mission**

The philosophy of Bacone’s School of Education rests on the belief that “Teachers Make the Difference.” This is our theme statement. It is the belief of Bacone’s School of Education that teachers must believe that all students have intrinsic value; that all students can learn; and that all teachers can teach. Consistent with the vision of the founding father and the current mission of the college, the specific mission of the unit is to prepare highly qualified teachers, particularly from under-represented
ethnic groups and especially from American Indian tribes, who truly make the difference in the classroom and in the lives of their students through…

- Outstanding scholarship and rich knowledge base
- Appreciation of and adaptation to diverse learners
- Community involvement as it relates to education
- Professionalism and high ethical standards

Thus the overall theme of the unit is **TEACHERS MAKE THE DIFFERENCE** through four components: **Scholarship, Diversity, Community, and Professionalism**.

Checkpoints in Teacher Education – Students matriculate from declaration of the major to initial certification in three checkpoints, with a fourth after graduation and working as a teacher for one year. Each checkpoint has key indicators of success which are summarized below:

<table>
<thead>
<tr>
<th>Checkpoint</th>
<th>Criteria for Success</th>
</tr>
</thead>
<tbody>
<tr>
<td>Checkpoint One Admission to Program Freshman and Sophomore Year</td>
<td>2.75 GPA&lt;br&gt;Passing the OGET&lt;br&gt;Faculty Recommendations for Scholarship/Dispositions&lt;br&gt;Successful Field Placements&lt;br&gt;Entry Interview</td>
</tr>
<tr>
<td>Checkpoint Two – Program Candidate Junior and Senior Year</td>
<td>2.75 GPA&lt;br&gt;Passing the OSAT&lt;br&gt;Faculty Recommendations&lt;br&gt;Successful Field Placements</td>
</tr>
<tr>
<td>Checkpoint Three – Clinical Teaching</td>
<td>2.75 GPA&lt;br&gt;Passing the OPTE&lt;br&gt;Exit Interview</td>
</tr>
<tr>
<td>Checkpoint Four – Post Graduation</td>
<td>Supervisors Review&lt;br&gt;Program Completer Survey</td>
</tr>
</tbody>
</table>

**Division of Education enrollment requirements:**

All students in the Division of Teacher Education majoring in a degree program that leads to teacher certification are called Teacher Candidates. Teacher Candidates in Education complete the process of Admission to Teacher Education after 45 hours of college credit, a minimum of CGPA of 2.75, a minimum grade of "C" in English Composition I, English Composition II, and Speech, and a passing score on the Oklahoma General Education Test (OGET). Admission to Teacher Education is required for many of the required Professional and Specialization Courses. For a complete listing of the admission requirements for Education please visit with the Division Chair of Education.
Bachelor of Arts in Early Childhood Education

The Bacone College Early Childhood Education initial licensure program is designed to prepare inquiring, analytical, and reflective professional educators who can teach in the classroom and lead in the schools. Included in the program is preparation on understanding student learning, working with diverse learners, developing a variety of instructional strategies, creating positive learning environments, and preparing for a collaborative, professional relationship with colleagues and families.

Students enter a program integrating educational theory with classroom practice. Student teaching experiences require the creation of a strong base in which to apply the principles and methods learned in college classes. Beginning with Foundations of Education, students will participate in over 200 hours of field experience prior to their student teaching experience. Throughout their student teaching, prospective teachers work closely with experienced teachers and clinical supervisors observing firsthand effective strategies and procedures of the profession. Upon successful completion of program requirements and state mandated testing, students are recommended for state licensure for Pre-Kindergarten through Third Grade.

Degree Sequencing for Bachelor of Arts in Early Childhood Education

First Year Fall Semester
- ENG 1113 English Composition I
- PED 1002 Introduction to Education
- Math 1513 College Algebra
- CLE 1103 Freshman Seminar
- BIO 1114 Human Biology
- HPE ______ 1 Credit Sport activity
16 Credit Hours

First Year Spring Semester
- ENG 1213 English Composition II
- PED 1012 OGET Prep
- MTH ______ 1713/2003 Geometry
- AIS ______ American Indian Course
- GPS 1114 General Physical Science
15 Credit Hours

Second Year Fall Semester
- PED 2002 Educational Technology
- PED 2603 Human Growth and Development
- PED 2103 Social Studies 1
- ECH 2102 Foundations of Early Childhood
- PED 3003 Foundations
- MTH 2003

151
16 Credit Hours

**Second Year Spring Semester**
PED 3103  Ed Psych
PED 3203  Exceptional Child
PED 2203  Social Studies II
MTH 3003
REL ______ Religion Course
15 Credit Hours

**Third Year Fall Semester**
REA 3003
REA 3103
PED 3113  Multicultural
PED 3303  Classroom Behavior
__________ Science Elective (4)
16 Credit Hours

**Third Year Spring Semester**
REA 3203
REA 3303
PED 2102  Legal
HPE 3202
LOG 3213  Logic
ECEL 2003
16 Credit Hours

**Fourth Year Fall Semester**
ECEL 4103
ECEL 4203
ECEL 4303
ECLE 4403
SOC 3103
15 Credit Hours

**Fourth Year Spring Semester**
AES ______ Creativity Course
ECEL 4125
ECEL 4225
Seminar 2
15 Credit Hours

124 Total Credit Hours for the Bachelor of Arts in Bachelor of Arts in Early Childhood Education
**Bachelor of Arts in Elementary Education**

The Bacone College Elementary Education initial licensure program consists of coursework and field experiences leading to a Bachelor of Arts Degree. This program provides a broad academic background and the specific professional education knowledge and skills necessary to prepare teacher candidates to teach children in First through Eighth Grades.

Many courses have extensive fieldwork and are taught at public school sites. Such clinical experiences enable the teacher candidate to observe and assist in school classrooms throughout the college experience. Full-time student teaching provides guidance and support from experienced cooperating teachers and a college supervisor as teacher candidates assume responsibility for planning and teaching in an elementary, intermediate or middle school classroom. With a degree in Elementary Education, students can pursue other teaching areas.

### Course Sequencing for Bachelor of Arts Degree in Elementary Education

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course Code</th>
<th>Course Name</th>
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<tbody>
<tr>
<td><strong>First Year Fall Semester</strong></td>
<td></td>
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</tr>
<tr>
<td>ENG 1113</td>
<td>English Composition I</td>
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<tr>
<td>PED 1002</td>
<td>Introduction to Education</td>
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</tr>
<tr>
<td>MTH 1513</td>
<td>College Algebra</td>
<td></td>
</tr>
<tr>
<td>CLE 1103</td>
<td>First Year Seminar</td>
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</tr>
<tr>
<td>BIO 1114</td>
<td>Human Biology</td>
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<tr>
<td><strong>First Year Spring Semester</strong></td>
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<tr>
<td>ENG 1213</td>
<td>English Composition II</td>
<td></td>
</tr>
<tr>
<td>PED 1012</td>
<td>OGET Prep</td>
<td></td>
</tr>
<tr>
<td>MTH 1713</td>
<td>Geometry</td>
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<tr>
<td>AIS_____</td>
<td>American Indian Course</td>
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<tr>
<td>GPS 1114</td>
<td>Science Elective (4)</td>
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<td><strong>Second Year Fall Semester</strong></td>
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<tr>
<td>PED 2002</td>
<td>Educational Technology</td>
<td></td>
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<tr>
<td>PED 2603</td>
<td>Human Growth and Development</td>
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<tr>
<td>PED 2103</td>
<td>Social Studies I</td>
<td></td>
</tr>
<tr>
<td>PED 3003</td>
<td>Foundations</td>
<td></td>
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<tr>
<td>MTH 2003</td>
<td>Math Concepts I</td>
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<tr>
<td><strong>Second Year Spring Semester</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PED 3103</td>
<td>Ed Psychology</td>
<td></td>
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<tr>
<td>PED 3203</td>
<td>Education of the Exceptional Child</td>
<td></td>
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<tr>
<td>PED 2203</td>
<td>Social Studies Survey II for Teacher Education</td>
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<tr>
<td>MTH 3003</td>
<td>Math Concepts I</td>
<td></td>
</tr>
<tr>
<td>REL ____</td>
<td>Religion Course</td>
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</tbody>
</table>
Third Year Fall Semester
REA 3003  Children's Literature, Literacy, and Technology
REA 3203  Literacy Development and Assessment I
PED 3113  Multicultural
PED 3303  Classroom Behavior
AES ____  Creativity:________

Third Year Spring Semester
REA 3203  Literacy Development and Assessment I
REA 3303  Literacy Development and Assessment II
PED 2102  Legal Issues in Education
HPE 3203  HPE for the Elementary Teacher
LOGIC 3213  Introduction to Informal Logic and Critical Thinking
ECEL 2003  Creative Experiences and Play

Fourth Year Fall Semester
ECEL 4103  Integrated Curriculum and Assessment
ECEL 4203  Social Studies Methods
ECEL 4303  Science Methods
ECLE 4403  Math Methods
SOC 3103  Family, Schools, and Community

Fourth Year Spring Semester
ELE 4125  Elementary Student Teaching (Grades 1-3)
ELE 4225  Seminar 2
12 Total Hours

124 Total Credit Hours for Bachelor of Arts Degree in Elementary Education

**Bachelor of Arts in Health and Physical Education**
The Bacone College Health and Physical Education program offers students extensive preparation in education courses leading to K - 12 certification in the state of Oklahoma, as well as providing students with inclusive preparation in the liberal arts. Students in the Health and Physical Education program gain the knowledge and skills necessary to be an educator who can make a positive difference in the lives of children. The curriculum emphasizes hands-on learning and application through coursework and numerous field experiences. Students have the opportunity to work one-on-one with professors and mentors to hone their skills as a Physical Educator. The Health and Physical Education degree at Bacone College is respected both locally and state-wide because of the intensive training students receive at Bacone College. Our students are in demand by local and state school districts because of the “quality of teachers” Bacone College graduates. Students who complete the Health and Physical Education program will receive a Bachelor of Arts degree and be eligible for state licensure.
Course Sequencing for Bachelor of Arts in Health and Physical Education

**First Year Fall Semester**
- ENG 1113  English Composition I
- PED 1002  Introduction to Education
- MTH 1513  College Algebra
- CLE 1103  Freshman Seminar
- BIO 1114  Human Biology
16 Credit Hours

**First Year Spring Semester**
- ENG 1213  English Composition II
- PED 1012  OGET Prep (if needed)
- MTH _____ 1713 Geometry or MTH 2003 Math Concepts I
- _______  LIT or JRN 1113
- AIS _____ American Indian Course
- HPE 2112  Personal Health
16 Credit Hours

**Second Year Fall Semester**
- PED 2002  Educational Technology
- PED 2603  Human Growth and Development
- HPE 2103  Foundations Health, Physical Education, and Recreation
- PED 2103  Social Studies I
- AES _____ Creativity
- PED 3003  Foundations of Education
17 Credit

**Second Year Spring Semester**
- PED 3103  Educational Psychology
- PED 3203  Education of the Exceptional Child
- LOGIC 3213 Introduction to Critical Thinking and Informal Logic
- PED 2203  Social Studies Survey II for Teacher Education
- HPE 2232  Introduction to Team Sports
- PED 2102  Legal Issues in Education
16 Credit Hours

**Third Year Fall Semester**
- HPE 3602  Adapted Physical Education
- HPE 2202  Introduction to Dual Sport
- HPE 2212  Motor Skills Development of the Young Child
- HPE 4703  HPE Secondary Methods
- HPE 3403  Prevention and Care of Injuries
HPE 3303    Wellness/Fitness
15 Credit Hours

Third Year Spring Semester
HPE 3513    Kinesiology
SPC 1713    Speaking and Thinking Critically
HPE 3114    Exercise Physiology
HPE 3203    HPE for the Elementary Teacher
ESE 3603    Strengths and Conditioning Certification Preparation
16 Credit Hours

Fourth Year Fall Semester
HPE 4112    Tests/Measures
HPE 4103    Health/Safety
PED 3113    Multicultural
             Art/Theater 3
REL 1103    Introduction to Christianity
PED 3303    Classroom Behavior
17 Credit Hours

Fourth Year Spring Semester
HPE 4125
HPE 4225
PED 4202    Educational Seminar
HPE 3102    Consumer, Environmental, and Community Health
14 Credit Hours

125 Total Credit Hours for Bachelor of Arts in Health and Physical Education

Division of Liberal Arts and Humanities

Associate of Arts Degrees in the Liberal Arts and Humanities Programs

Bacone College is well known for its contributions to American Indian art through its continuing legacy of outstanding American Indian artists who have collectively created what is known as the Bacone School of Art by serving as instructors and directors of the Art Department. Acee Blue Eagle became the first director in 1935. Woodrow “Woody” Crumbo, Dick West, and Chief Terry Saul followed him.
Art studies concentrate on the development of basic skills. Composition, perspective, color theory, and craftsmanship are stressed in all classes. Courses are offered in two and three-dimensional design. They include drawing, sculpture, painting, bronze casting, Indian arts and crafts, and silversmithing. Bacone College has had many graduates who have gone on to successful careers as fine artists, visual art educators, museum professionals, and graphic designers.

The following course of study is recommended for those wishing to earn an Associate of Arts Degree in Art. Students are encouraged to choose from among the broad variety of course choices available, in consultation with the adviser, to provide the most benefit for the student’s future goals.

**Associate of Arts in Art**

Recommended Course Sequence

**First Year Fall Semester**
CLE 1103 First Year Seminar  
MTH 1513 College Algebra  
REL ____ Religion  
ENG 1113 English Composition I  
_______ Art Elective  
_______ General Elective (2 CR HR)  
17 Credit Hours

**First Year Fall Semester**
ENG 1213 English Composition II  
SPC 1713 Speaking & Thinking Critically  
_______ Art Elective  
_______ Art Elective
General Elective
General Elective (2 CR HR)
17 Credit Hours

Second Year Fall Semester
Science w/Lab (4 CR HR)
Art Elective
Art Elective
Liberal Art Guided Elective
General Elective
General Elective (1 CR HR)
17 Credit Hours

Second Year Spring Semester
AIS American Indian Studies
Art Elective
Art Elective
Liberal Art Guided Elective
General Elective
General Elective (2 CR HR)
17 Credit Hours

68 Total Credit Hours for Associate of Arts in Art Degree

Associate of Arts in Christian Ministry

The following is recommended for those students wishing to earn an Associate of Arts in Christian Ministry.

Recommended Course Sequence for Associate of Arts in Christian Ministry

First Year Fall Semester
CLE 1103 First Year Seminar
MTH 1513 College Algebra
REL Religion
ENG 1113 English Composition I
REL Religion Elective
General Elective (1 CR HR)
16 Credit Hours

First Year Spring Semester
ENG 1213 English Composition II
SPC 1713 Speaking & Thinking Critically
REL Religion Elective
REL _____ Religion Elective
_______ General Elective
_______ General Elective (2 CR HR)
17 Credit Hours

Second Year Fall Semester
_______ Science w/lab (4 CR HR)
REL _____ Religion Elective
REL _____ Religion Elective
_______ General Elective
_______ Liberal Arts Guided Elective
16 Credit Hours

Second Year Spring Semester
AIS ____ American Indian Studies
REL _____ Religion Elective
_______ General Elective
_______ General Elective
_______ Liberal Arts Guided Elective
REL _____ Religion Special Study (1CR HR)
16 Credit Hours

65 Total Credit Hours for Associates of Arts in Christian Ministry

Associate of Arts in Interdisciplinary Liberal Studies

Course Sequencing for Associate of Arts in Interdisciplinary Liberal Studies

First Year Fall Semester
ENG 1113 English Composition I
CLE 1103 First Year Seminar
MTH 1513 College Algebra
ILS 1113 History and Philosophy of Liberal Arts
_______ General Elective (1 of 3)
_______ Club Activity or Team Credit* (1 CR hr.)
16 Credit Hours

First Year Spring Semester
ENG 1213 English Composition II
REL 1003 Introduction to Christianity
_______ Science Course w/lab (4 CR hrs.)
_______ Liberal Arts Guided Elective (1 of 2)
Second Year Fall Semester
SPC 1713 Speaking and Thinking Critically
ILS 2113 Exploring Ideas & Concepts I (or ILS 2223)
CIS 2113 Information in Modern Society
Liberal Arts Discipline (AIS/HIS/PSC/ECN)
Liberal Arts Discipline (AES/PSY/REL/SOC)
Club Activity or Team Credit* (1 CR hr.)
16 Credit Hours

Second Year Spring Semester
AIS 1103 Introduction to American Indian Studies
AES _____ Creativity: _______________________
Liberal Arts Discipline (VISUAL/PERF. ARTS)
Liberal Arts Discipline (ENG/DRAMA/LANG/LIT)
Liberal Arts Guided Elective (2 of 2)
General Elective 1* CR HR. (3 of 3)
16 Credit Hours
*If student does not participate in an activity or sport, then student must take a 3-hour General Elective course.

64 Total Credit Hours for the Associate of Arts degree in Interdisciplinary Liberal Studies

Bachelor of Arts Degree in the Liberal Arts and Humanities Degree Programs

Bachelor of Art in Christian Ministry

Bacone College is well known for its contributions to Christian ministry in both the general and American Indian cultures. The mission of the baccalaureate degree in Christian Ministry is to provide the theological foundation needed for those individuals committed to work in the field of mission and ministry. The program design focuses on the opportunity to engage in practice while learning. This postmodern approach of reflection in action is thought to be essential for preparing students to minister in our fast paced global society.

Students seeking this degree will have a variety of courses available to prepare them for a life journey that involves serving humanity through a church related setting. Christian ministry studies concentrate on the development of certain basic skills useful for both lay and ordained leaders.

Mission Statement
The mission of the Christian Ministry degree programs of Bacone College is to prepare Christian leaders who will know the Word and the world and be able to bring them together to the spreading of
the Kingdom of God. Students who complete this program will know the Christ and be able to present
the Christ to a multi-cultural, multiethnic World. This degree is designed for students seeking to serve
God through church and para-church ministries as well as for those pursuing a ministry of advanced
Biblical scholarship through graduate studies in seminary. The Christian Ministry Bachelor Degrees are
four-year, 124-hour program that provides a solid foundation in General Education, Bible and Practical
Ministry. The program is a marriage of academic preparation and practical, hands-on experience that
encourages learning by doing and reflection on experience.

Objectives of the Bachelor of Arts in Christian Ministry Degree

1. To assist the student in discerning a personal call to ministry and setting a plan for
   carrying out that calling
2. To form the student spiritually to live faithfully by submitting to the authority of
   Scripture as a guide for living
3. To help the student to develop an integrated Christian worldview by critically interacting
   with history, culture, ethics, and sciences
4. To provide the student with the tools to exegete the message of the Old and New
   Testaments and present that message in a multicultural, multiethnic environment
5. Develop skills in leading, teaching, worship, and practical ministry in a multicultural,
   multiethnic setting through academic training and practical experience

The following course of study is recommended for those wishing to earn a Bachelor of Arts in
Christian Ministries Degree. Students are encouraged to choose from among the broad variety of
course choices available, in consultation with the adviser, to provide the most benefit for the student’s
future goals.

Recommended Course Sequence for Bachelor of Arts in Christian Ministry Degree

First Year Fall Semester
CLE 1103  First Year Seminar
MTH _____  College Algebra or Math Structures
ENG 1113  English Composition I
REL 1003  Introduction to Christianity
MIN 1103  Introduction to Christian Ministry
15 Credit Hours

First Year Spring Semester
ENG 1213  English Composition II
SPC 1713  Speaking & Thinking Critically
MIN 1123  Principles of Biblical Research and Writing
MIN 1143  New Testament Literature
AIS _____  American Indian Studies
AIS _____  General Elective (2 CR HR)
17 Credit Hours
Second Year Fall Semester
--- Science w/lab (4 CR HR)
MIN 1223 Old Testament Literature
AES 2003 Creativity: Treasuring the Arts
--- General Elective
--- Liberal Arts Guided Elective
15 Credit Hours

Second Year Spring Semester
MIN 1213 Life of Christ
REL 2253 World Religions
MIN 2233 Pedagogy
MIN 2233 Contextualized Ministry
HIS ___ History
--- General Elective (2 CR HR)
17 Credit Hours

Third Year Fall Semester
MIN 3993 Internship I
REL 3113 Christian Ethics
MIN 3213 Postmodern Christianity
--- CM Elective
LOGIC 3213 Introduction to Critical Thinking and Informal Logic
15 Credit Hours

Third Year Spring Semester
MIN 3313 Homiletics
MIN 3213 Studies of the Gospels
MIN 4996 Internship II
--- CM Elective
15 Credit Hours

Fourth Year Fall Semester
MIN 4313 The Lay Minister of Church Administration
MIN 4993 Internship
--- CM Elective
--- CM Elective
--- CM Elective
15 Credit Hours

Fourth Year Spring Semester
--- Capstone (6 CR HR)
MIN 4996 Internship
--- CM Elective
162
15 Credit Hours

124 Total Credit Hours for the Bachelor of Arts in Christian Ministry Degree

**Bachelor of Arts in Christian Ministry with Emphasis in Small Groups**

The Small Group Concentration within the Bachelor of Christian Ministry degree program is designed to equip students spiritually and technically to be leaders in the spiritual formation of the church. Students in this concentration will gain the skills necessary to mentor, disciple, instruct, organize ministries, develop Christian community, and nurture spirituality. This concentration will prepare students for work in the fields of Discipleship Ministry or Spiritual Formation.

Recommended Course Sequence for Bachelor of Arts in Christian Ministry with Emphasis in Small Groups Degree

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<thead>
<tr>
<th>First Year Fall Semester</th>
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<tbody>
<tr>
<td>CLE 1103 1st Year Seminar</td>
</tr>
<tr>
<td>MTH 1513 College Algebra</td>
</tr>
<tr>
<td>REL 1013 Sociology of Christianity</td>
</tr>
<tr>
<td>ENG 1113 English Composition I</td>
</tr>
<tr>
<td>MIN ______ 1223 or 1143 CM Course Elective</td>
</tr>
<tr>
<td>15 Credit Hours</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>First Year Spring Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 1213 English Composition II</td>
</tr>
<tr>
<td>SPC 1713 Speaking and Thinking Critically</td>
</tr>
<tr>
<td>HIS ______ 2013 or 2233 Christianity in a Postmodern World or American Civilization or History</td>
</tr>
<tr>
<td>__________ LIT/JRN Liberal Arts Guided Electives</td>
</tr>
<tr>
<td>MIN ______ 1223 or 1143 CM Course Elective</td>
</tr>
<tr>
<td>16 Credit Hours</td>
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<table>
<thead>
<tr>
<th>Second Year Fall Semester</th>
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<tbody>
<tr>
<td>HPE 2112 Personal Health</td>
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<tr>
<td>MIN 2432 Mentored Internship</td>
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<tr>
<td>AES 2003 Creativity: Treasuring the Arts</td>
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<tr>
<td>REL 2253 World Religions</td>
</tr>
<tr>
<td>MIN 2123 Foundations in Small Group Ministry</td>
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<tr>
<td>17 Credit Hours</td>
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<table>
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<tr>
<th>Second Year Spring Semester</th>
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<tbody>
<tr>
<td>AIS American Indian Studies</td>
</tr>
<tr>
<td>MIN 2533 Liberal Arts Guided Elective</td>
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<tr>
<td>MIN 2213 Mentored Internship</td>
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</table>
MIN 2233 The life of Christ
_____ Small Group Ministry Development
15 Credit Hours

Third Year Fall Semester
MIN 3993 Mentored Internship
REL 3113 Christian Ethics
MIN 3523 Small Group Leadership
_____ Liberal Arts Guided Elective
LOGIC 3213 Introduction to Critical Thinking and
Informal Logic
15 Credit Hours

Third Year Spring Semester
MIN 3423 Seminar in Small Group Ministry
MIN 3213 Studies of the Gospel
MIN 3123 Postmodern Christianity
MIN 4993 Mentored Internship
_____ CM Elective
16 Credit Hours

Fourth Year Fall Semester
_____ CM Elective
_____ CM Elective
MIN 4133 Certification in Small Group Ministry
MIN 3313 Homiletics
MIN 4996 Mentored Internship
17 Credit Hours

Fourth Year Spring Semester
MIN 4416 Capstone Project and Ministry Paper
MIN 3696 Small Group Ministry Internship
MIN ____ 4233 or 4313 The Lay Minister or Church Administration
15 Credit Hours

126 Total Credit Hours for Bachelor of Arts in Christian Ministry with Emphasis in Small Groups

Bachelor of Arts in Christian Ministry with Emphasis in Christian Counseling

The Christian Counseling Concentration within the Bachelor of Arts in Christian Ministry at Bacone College is designed for those desiring to gain competency in Christian counseling skills. Students who successfully complete the Christian Counseling Concentration will be prepared for basic pastoral counseling. This concentration combines excellent academic training, actual ministry experience, and theological reflection on that experience. Students who successfully complete this program will
receive, in addition to a Bachelor of Arts in Christian Ministry, certification in counseling from the National Christian Counselors Association.

Recommended Course Sequence for the Bachelor of Arts in Christian Ministry with Emphasis in Christian Counseling

**First Year Fall Semester**
- CLE 1103  First Year Seminar
- MTH 1513  College Algebra
- ENG 1113  English Composition I
- REL 1013  Sociology of Christianity
- MIN ______ 1223 or 1143 CM Course

15 Credit Hours

**First Year Spring Semester**
- ENG 1213  English Composition II
- SPC 1713  Speaking and Thinking Critically
- HIS ______ 2013 or 2233 Christianity in a Postmodern World or American Civilization or History
- Liberal Arts Guided Elective
- MIN ______ 1223 or 1143 CM Course
- MIN 2431  Mentored Internship

16 Credit Hours

**Second Year Fall Semester**
- HPE 2112  Personal Health
- ______  Science with Lab
- Liberal Arts Guided Elective
- MIN 2432  Mentored Internship
- AES 2003  Creativity: Treasuring the Arts
- REL 2253  World Religions

17 Credit Hours

**Second Year Spring Semester**
- AIS ____  American Indian Studies
- Liberal Arts Guided Elective
- MIN 2533  Mentored Internship
- MIN 2213  The Life of Christ
- MIN 2443  Foundations of Pastoral Counseling

15 Credit Hours

**Third Year Fall Semester**
- MIN 3993  Mentored Internship
- REL 3113  Christian Ethics
- MIN 3413  Crisis Counseling in Ministry
- CM Elective

165
LOGIC 3213  Introduction to Critical Thinking and Informal Logic  
15 Credit Hours

**Third Year Spring Semester**
MIN 3513  Family Systems in Christian Counseling 
MIN 3213  Studies of the Gospel 
MIN 3123  Postmodern Christianity 
MIN 4993  Mentored Internship 
_______  CM Elective 
15 Credit Hours

**Fourth Year Fall Semester**
MIN _____  4233 or 4313 The Lay Minister or Church Administration 
MIN 4883  Certification in Christian Counseling I 
MIN 3313  Homiletics 
MIN 4996  Mentored Internship 
15 Credit Hours

**Fourth Year Spring Semester**
MIN 4416  Capstone Project and Ministry Paper 
MIN 3596  Christian Counseling Internship 
_______  CM Elective 
MIN 4893  Certification in Christian Counseling II 
17 Credit Hours

126 Total Credit Hours for the Bachelor of Arts in Christian Ministry with Emphasis in Christian Counseling

**Bachelor of Art in English Degree**

The Bachelor of Arts in English at Bacone College is a four-year program requiring 124 credit hours of study, including 36 hours in the core curriculum, 9 hours of liberal arts guided electives, 34 hours in the major, and 45 hours of courses related to the major. Students must maintain a cumulative 2.5 GPA to graduate. The BA in English at Bacone College conforms with other English Degree programs at other universities and with the overall curriculum of the college. Students will be expected to complete the courses in the English major with an understanding of how writing, rhetoric, narratives and media are at the foundation of interrelated disciplines such as history, science, Christianity, culture, art and indigenous societies.

Bacone College helps students to achieve an excellent education that will benefit them the rest of their lives. The Bachelor of Arts in English is a degree that promotes questioning, seeking, discovery, analysis, and rhetoric. Students pursuing the BA in English will learn how to be outstanding writers and know how to analyze writing in its many pervasive forms – newspapers, magazines, books, academic
textbooks, blogs and various media forms. English provides the foundation for all other disciplines at the college. Students will develop analytical and creative writing abilities, as well as problem-solving and communication skills that are at the center of a liberal arts education. Bacone College’s English Degree will equip students to do research within any discipline, as well as helping them learn how to read and write across the entire curriculum.

Course Sequencing
The Bachelor of Arts in English at Bacone College requires 124 credit hours of study with at the minimum a 2.5 grade point average. The first two years students will take 36 hours in the core curriculum - see the Bacone College Core Curriculum Bachelor of Arts and Bachelor of Science Programs listed at the beginning of the catalog. Core courses must be successfully completed with a “C” or better before majors can attempt upper level courses (3000, 4000 level). After successfully completing the core curriculum, liberal arts guided electives, and 2000 level English courses, students will take upper level courses equaling 30 credit hours.

Electives, 45 hours, which can be taken in Sophomore, Junior, and Senior Years; 18 hours in one subject area will constitute a minor:

Other subject areas at Bacone College that students use as electives and can minor in:
- American Indian Studies
- Agriculture
- Criminal Justice Studies
- Literature
- Health and Physical Education
- Management
- Psychology
- Sport Management
- Christian Ministry
- Computing and Information Systems
- E-Commerce
- Business/Finance
- Journalism
- Marketing
- Sociology
- Theater

First Two Years: Freshman and Sophomore: Core, 36 hours. Required
Guided Liberal Arts Electives, 9 hours. Required
Introductory Courses in Major, 6 hours. Required

Third and Fourth Years: Junior and Senior: Upper Level English Courses, 30 total hours

Recommended Course Sequence for the Bachelor of Arts in English

**First Year Fall Semester**
- AIS 1103 Introduction to American Indian Studies
- CLE 1103 Freshman Seminar
- ENG 1113 English Composition I
- AES 2003 Creativity: Treasuring the Arts
- Guided Liberal Arts Elective

15 Credit Hours
<table>
<thead>
<tr>
<th>First Year Spring Semester</th>
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</thead>
<tbody>
<tr>
<td>SPC 1713</td>
</tr>
<tr>
<td>ENG 1213</td>
</tr>
<tr>
<td>REL 1003</td>
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<tr>
<td>HIS 2113</td>
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<tr>
<td>_______</td>
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<tr>
<td>16 Credit Hours</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Second Year Fall Semester</th>
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</thead>
<tbody>
<tr>
<td>PSC 2013</td>
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<tr>
<td>MTH ______</td>
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<tr>
<td>AES 2003</td>
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<tr>
<td>LIT 2013</td>
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<td>_______</td>
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<tr>
<td>HPE ______</td>
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<tr>
<td>16 Credit Hours</td>
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<thead>
<tr>
<th>Second Year Spring Semester</th>
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<tbody>
<tr>
<td>HPE 2112</td>
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<tr>
<td>ENG 2113</td>
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<td>ENG ______</td>
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<td>_______3</td>
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<tr>
<td>17 Credit Hours</td>
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<table>
<thead>
<tr>
<th>Third Year Fall Semester</th>
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<tbody>
<tr>
<td>Logic 3213</td>
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<tr>
<td>ENG ____3</td>
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<td>ENG ____3</td>
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<td>15 Credit Hours</td>
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<tr>
<th>Third Year Spring Semester</th>
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<td>ENG ____3</td>
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<td>15 Credit Hours</td>
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<tr>
<th>Fourth Year Fall Semester</th>
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<tbody>
<tr>
<td>ENG ____3</td>
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</table>
Bachelor of Art in History Degree

The Bachelor of Arts in History at Bacone College is a four-year program requiring 124 credit hours of study, including 36 hours in the core curriculum, 9 hours of guided liberal arts electives, 39 hours in the major, 30 hours of program electives related to the major, and 13 general electives. Students must maintain a cumulative 2.5 GPA to graduate. The BA in history at Bacone College conforms to the mission of Bacone College, and provides a challenging educational experience in the history and culture of peoples throughout the world, focusing in particular on indigenous peoples, the history of the United States and Europe, the history of non-western cultures, and the history of thought, religion, culture, and society.

The study of history provides an important foundation for an educated person who pursues lifelong learning, provides an important basis for personal philosophy, and provides tools for success in a variety of careers. The Bachelor of Art in History is a liberal arts degree that helps students learn how to think, ask questions, seek answers, and develop analytical, problem-solving, and communication skills. History involves the whole of human experience examined over time. The study of history at Bacone College is particularly focused upon a multi-cultural approach to the past, examining the history of the United States and North America, Europe, Asia, Africa, and Latin America as well as the history of culture, society, religion, thought, economics, politics, minority groups, and indigenous peoples. The history degree conforms to the Bacone College mission to serve American Indians and other historically under-served students in a Christian environment: Each Bacone College history course includes an examination of the history of indigenous peoples and the historical background of Christianity. A degree in history prepares students to engage in graduate level work in history or related fields such as political science, law, and museum studies; for careers in the public and private sectors; and for careers that require thoughtful, analytical, and articulate people.

First Two Years: Freshman and Sophomore:
Core, 36 hours. Required: 3 hours—HIS 2323, 2333: American Civilization I or II
Guided Liberal Arts Electives, 9 hours. Required: 3 hours, PSC 2013: American Government.
Introductory Courses in Major, 6 hours. Required: either HIS 2113, 2123: Western Civilization I or II,
and HIS 2223: World History.

Third and Fourth Years: Junior and Senior:
Upper Level History Courses, of which 30 total hours include:
HIS 3663 Christianity in a Postmodern World
HIS 3013 (crosslisted AIS 3013) American Indian History I
HIS 3023 (crosslisted AIS 3023) American Indian History II
HIS 3133 American Experience of War
HIS 3233 Colonial America
HIS 3333 Poverty in America
HIS 3113 Oklahoma History
HIS 3213 The New Nation: United States 1789-1900
HIS 3223 Modern America 1900-present
HIS 3313 Modern Europe
HIS 3323 History of Asia
HIS 3333 History of Africa
HIS 3433 History of Latin America
HIS 3423 African-American History
HIS 3433 Hispanic-American History
HIS 3443 History of the American West
HIS 3453 Ancient Mediterranean History
HIS 3523 Frontier Naturalists, American Indians & Ethnobotany
HIS 3553 Medieval, Renaissance, and Reformation Europe
HIS 3653 American Women's History
HIS 4013 History of the First Nations of Canada
HIS 4023 History of Science
HIS 4033 History of Ideas
HIS 4113 American Social and Economic History
HIS 4123 History of Christian Missionaries and Indigenous Peoples
HIS 4223 History of Exploration
HIS 4333 Senior Seminar in History: Required Capstone Course

Students at Bacone College can earn a Bachelor of Arts in History in four years, or in a three year
accelerated format in which the student takes nine hours of upper level courses each summer.

Course Sequence for Bachelor of Arts in History (4 year sequencing)

**First Year Fall Semester**
HIS 2223 American Civilization I (or HIS 2333)
AIS 1103 Introduction to American Indian Studies
CLE 1103 First Year Seminar
ENG 1113 English Composition I
________ Liberal Arts Guided Elective (LIT/JRN)
15 Total Credit Hours

First Year Spring Semester
HIS 2113 Western Civilization I (or HIS 2123)
SPC 1713 Speaking and Thinking Critically
ENG 1213 English Composition II
REL 1003 Introduction to Christianity
________ Science course w/lab (4 CR HR)
16 Total Credit Hours

Second Year Fall Semester
HIS 2223 World History
PSC 2013 American Government
MTH 1513 College Algebra
AES 2003 Creativity: Treasuring the Arts
________ Liberal Art Guided Elective (PSC/SOC)
15 Total Credit Hours

Second Year Spring Semester
HIS ____ Course in Major
HPE 2112 Personal Health
________ Elective for Minor
________ Elective for Minor
________ Elective for Minor
17 Total Credit Hours

Third Year Fall Semester
LOGIC 3213 Introduction to Critical Thinking and Informal Logic
HIS ____ Course in Major
HIS ____ Course in Major
________ Elective for Minor
________ Elective for Minor
15 Total Credit Hours

Third Year Spring Semester
HIS ____ Course in Major
HIS ____ Course in Major
HIS ____ Course in Major
________ Elective for Minor
________ Elective for Minor
________ Elective for Minor (2 CR HR)
17 Total Credit Hours

**Fourth Year Fall Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>HIS ____</td>
<td>Course in Major</td>
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<tr>
<td>HIS ____</td>
<td>Course in Major</td>
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<tr>
<td>_______</td>
<td>Elective for Minor</td>
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<td>_______</td>
<td>Elective for Minor</td>
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<tr>
<td>_______</td>
<td>Elective for Minor (2 CR HR)</td>
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</table>

14 Total Credit Hours

**Fourth Year Spring Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>HIS 4333</td>
<td>Senior Seminar in History</td>
</tr>
<tr>
<td>HIS ____</td>
<td>Course in Major</td>
</tr>
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<td>_______</td>
<td>Elective for Minor</td>
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<tr>
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<td>Elective for Minor</td>
</tr>
<tr>
<td>_______</td>
<td>Elective for Minor</td>
</tr>
</tbody>
</table>

15 Total Credit Hours

124 Total Credit Hours for the Bachelor of Arts in History

Course Sequence for Bachelor of Arts in History (3 year sequencing)

**First Year Fall Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>HIS 2233</td>
<td>American Civilization I (or HIS 2333)</td>
</tr>
<tr>
<td>AIS 1103</td>
<td>Introduction to American Indian Studies</td>
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<tr>
<td>CLE 1103</td>
<td>First Year Seminar</td>
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<tr>
<td>ENG 1113</td>
<td>English Composition I</td>
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<tr>
<td>_______</td>
<td>Liberal Arts Guided Elective</td>
</tr>
<tr>
<td>HPE 2112</td>
<td>Personal Health</td>
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</table>

17 Total Credit Hours

**First Year Spring Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>HIS 2113</td>
<td>Western Civilization I (or HIS 2123)</td>
</tr>
<tr>
<td>SPC 1713</td>
<td>Speaking and Thinking Critically</td>
</tr>
<tr>
<td>ENG 1213</td>
<td>English Composition II</td>
</tr>
<tr>
<td>REL 1003</td>
<td>Introduction to Christianity</td>
</tr>
<tr>
<td>_______</td>
<td>Science course w/lab (4 CR Hr.)</td>
</tr>
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</table>

16 Total Credit Hours

**First Year Summer Semester**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>HIS 2223</td>
<td>World History</td>
</tr>
<tr>
<td>PSC 2013</td>
<td>American Government (Guided LA Elective)</td>
</tr>
<tr>
<td>PSY 1113</td>
<td>Introduction to Psychology (or SOC 1113)</td>
</tr>
</tbody>
</table>

9 Total Credit Hours
Second Year Fall Semester
HIS ___    Course in Major
HIS ___    Course in Major
LOGIC 3213 Introduction to Critical Thinking and Informal Logic
MTH 1513  College Algebra
AES 2003  Creativity: Treasuring the Arts
15 Total Credit Hours

Second Year Spring Semester
HIS ___    Course in Major
_________  Elective in Minor
_________  Elective in Minor
_________  Elective in Minor
_________  Elective in Minor
15 Total Credit Hours

Second Year Summer Semester
HIS ___    Course in Major
HIS ___    Course in Major
HIS ___    Course in Major
9 Total Credit Hours

Third Year Fall Semester
HIS ___    Course in Major
_________  Elective in Minor
_________  Elective in Minor
_________  Elective in Minor
_________  Elective in Minor
_________  Elective in Minor (2 CR hrs.)
17 Total Credit Hours

Third Year Spring Semester
_________  Elective in Minor
_________  Elective in Minor
_________  Elective in Minor
_________  Elective in Minor
_________  Elective in Minor
_________  Elective in Minor (2 CR hrs.)
17 Total Credit Hours

Third Year Summer Semester
HIS 4333    Senior Seminar in History
HIS _____    Course in Major
HIS _____ Course in Major  
9 Total Credit Hours

124 Total Credit Hours for the Bachelor of Arts in History

**Bachelor of Arts in Interdisciplinary Liberal Studies**

Course Sequencing for Bachelor of Arts in Interdisciplinary Liberal Studies

<table>
<thead>
<tr>
<th><strong>First Year Fall Semester</strong></th>
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</thead>
<tbody>
<tr>
<td>ENG 1113 English Composition I</td>
<td>AIS or REL or SPC</td>
</tr>
<tr>
<td>MTH 1513 College Algebra</td>
<td></td>
</tr>
<tr>
<td>CLE 1103 First Year Seminar</td>
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</tr>
<tr>
<td>ILS 1113 History and Philosophy of Liberal Arts</td>
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</tr>
<tr>
<td>HPE _____ Activity or Team Credit (1 of 2)*</td>
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<tr>
<td><strong>16 Credit Hours</strong></td>
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<table>
<thead>
<tr>
<th><strong>First Year Spring Semester</strong></th>
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</thead>
<tbody>
<tr>
<td>ENG 1213 English Composition II</td>
<td>AIS or REL or SPC</td>
</tr>
<tr>
<td></td>
<td>Science Course w/lab (4 CR HR)</td>
</tr>
<tr>
<td></td>
<td>Guided Liberal Arts Elective 1 of 3</td>
</tr>
<tr>
<td></td>
<td>ILS Discipline Course</td>
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<tr>
<td><strong>16 Credit Hours</strong></td>
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<tr>
<th><strong>Second Year Fall Semester</strong></th>
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<tbody>
<tr>
<td></td>
<td>AIS or REL or SPC</td>
</tr>
<tr>
<td>ILS 2113 Exploring Ideas &amp; Concepts I</td>
<td>Minor or General Elective</td>
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<tr>
<td>HPE 2112 Personal Health</td>
<td></td>
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<tr>
<td>AES_____ Guided Elective</td>
<td>ILS Discipline Course</td>
</tr>
<tr>
<td><strong>17 Credit Hours</strong></td>
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<thead>
<tr>
<th><strong>Second Year Spring Semester</strong></th>
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</thead>
<tbody>
<tr>
<td>HIS_____ History Course</td>
<td></td>
</tr>
<tr>
<td>ILS 2123 Exploring Ideas &amp; Concepts II</td>
<td>Minor or General Elective</td>
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<tr>
<td></td>
<td>Guided Liberal Arts Elective 2 of 3</td>
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<tr>
<td>ILS_____ Discipline Course</td>
<td></td>
</tr>
<tr>
<td>HPE_____ Activity or Team Credit (2 of 2)*</td>
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<tr>
<td><strong>16 Credit Hours</strong></td>
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</table>
Third Year Fall Semester
LOGIC 3213  Introduction to Logic and Informal Critical Thinking
ILS______  Discipline Course
ILS______  Discipline Course
ILS______  Discipline Course
ILS______  Minor or General Elective
15 Credit Hours

Third Year Spring Semester
_________  Guided Liberal Arts Elective 3 of 3
ILS______  Discipline Course
ILS______  Discipline Course
ILS______  Discipline Course
ILS______  Minor or General Elective
15 Credit Hours

Fourth Year Fall Semester
ILS______  Discipline Course
ILS______  Discipline Course
ILS______  Discipline Course
ILS______  Discipline Course
ILS______  Minor or General Elective
15 Credit Hours

Fourth Year Spring Semester
ILS______  Discipline Course
ILS______  Discipline Course
_________  Minor or General Elective (1 hr)*
_________  Minor or General Elective
ILS 4994  ILS Capstone
14 Credit Hours

*If student does not participate in an activity or sport, then student must take a 3-hour General Elective in final semester. Minimum of one hundred twenty-four (124) academic credit hours required for Bachelor of Arts degree, with a minimum of 2.5 cumulative grade point average.

124 Total Credit Hours for Bachelor of Arts in Interdisciplinary Liberal Arts

Bachelor of Art in Communication Arts Degree Programs
The Bachelor of Arts in Communication promotes questioning, seeking, discovery, analysis, and understanding the mass media. Students pursuing the Bachelor of Arts in Communication Arts or Media Arts will learn how to be excellent communicators and know how to analyze the mass media in
its many pervasive forms – newspapers, television, film, radio, web, social media, cybertecture and various new media forms.

**Mission Statement**

Bacone College creates conditions under which students can achieve an excellent liberal arts education. The Communication Arts Degrees add to the liberal arts curriculum and promote interdisciplinary studies that analyze the mass media and rhetoric. The Communication Degrees at Bacone College meets the need of having a degree that teaches students about the mass media in the second decade of the 21st century. Students pursuing a degree in Communication learn how to be more effective communicators. A recent survey of employers across the United States found that good communication skills was rated as the number one most important quality they were seeking in potential employees. Students studying for a Communication Degree learn how to effectively communicate both interpersonally and within the mass media. Communication provides the foundation for all other disciplines at the college. Communication students develop analytical and creative media abilities, as well as problem-solving and communication skills that are at the center of a liberal arts education.

**Bachelor of Arts in Communication Arts – Communication Arts**

Course Sequencing for the Bachelor of Arts in Communication Arts – Communication Arts

**First Year Fall Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>AIS 1103</td>
<td>Intro to American Indian Studies</td>
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<tr>
<td>COM 1113</td>
<td>Media Production I</td>
</tr>
<tr>
<td>CLE 1103</td>
<td>Freshman Seminar</td>
</tr>
<tr>
<td>ENG 1113</td>
<td>English Composition I</td>
</tr>
<tr>
<td>REL 1003</td>
<td>Introduction to Christianity</td>
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</table>

15 Credit Hours

**First Year Spring Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>HIS 2113</td>
<td>Western Civilization I</td>
</tr>
<tr>
<td>SPC 1713</td>
<td>Speaking and Thinking Critically</td>
</tr>
<tr>
<td>ENG 1213</td>
<td>English Composition II</td>
</tr>
<tr>
<td>COM 2113</td>
<td>Media Production II</td>
</tr>
<tr>
<td>________</td>
<td>BIO 1114 or GPS 1114 or CHM 1364: Lab Science (4 credits)</td>
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16 Credit Hours

**Second Year Fall Semester**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>COM 1003</td>
<td>Intro to Mass Media</td>
</tr>
<tr>
<td>COM 1013</td>
<td>Intro to Communication</td>
</tr>
<tr>
<td>MTH</td>
<td>Choice of Math Course</td>
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176
<table>
<thead>
<tr>
<th>Semester</th>
<th>Courses</th>
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</thead>
<tbody>
<tr>
<td><strong>Second Year Spring Semester</strong></td>
<td>HPE 2112 Personal Health, COM 2773 Digital Storytelling, COM 2203 Course in Major, Elective for Minor, Elective for Minor</td>
</tr>
<tr>
<td></td>
<td><strong>15 Credit Hours</strong></td>
</tr>
<tr>
<td><strong>Third Year Fall Semester</strong></td>
<td>Logic 3213 Introduction to Critical Thinking and Informal Logic, AES 2003 Creativity: Treasuring the Arts, COM Course in Major, COM Course in Major, Elective for Minor</td>
</tr>
<tr>
<td></td>
<td><strong>15 Credit Hours</strong></td>
</tr>
<tr>
<td><strong>Third Year Spring Semester</strong></td>
<td>Guided Liberal Arts Elective, COM Course in Major, COM Course in Major, Elective for Minor, Elective for Minor</td>
</tr>
<tr>
<td></td>
<td><strong>15 Credit Hours</strong></td>
</tr>
<tr>
<td><strong>Fourth Year Fall Semester</strong></td>
<td>PSC 2013 Amer Gov (Guided LA elective), COM Course in Major, COM Course in Major, Elective for Minor, Elective for Minor</td>
</tr>
<tr>
<td></td>
<td><strong>15 Credit Hours</strong></td>
</tr>
<tr>
<td><strong>Fourth Year Spring Semester</strong></td>
<td>COM 4994 Capstone, COM Course in Major, COM Course in Major, Elective for Minor, Elective</td>
</tr>
<tr>
<td></td>
<td><strong>16 Credit Hours</strong></td>
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</table>
124 Total Credit Hours for Bachelor of Art in Communication Arts – Communication Arts

**Bachelor of Art in Communication Arts – Media Arts**

Course Sequencing for the Bachelor of Arts in Communication Arts – Media Arts

Course Sequencing for the Bachelor of Arts in Communication Arts – Communication Arts

### First Year Fall Semester
- **AIS 1103** Intro to American Indian Studies
- **COM 1113** Media Production I
- **CLE 1103** Freshman Seminar
- **ENG 1113** English Composition I
- **REL 1003** Introduction to Christianity

15 Credit Hours

### First Year Spring Semester
- **HIS 2113** Western Civilization I
- **SPC 1713** Speaking and Thinking Critically
- **ENG 1213** English Composition II
- **COM 2113** Media Production II
- **BIO 1114 or GPS 1114 or CHM 1364: Lab Science (4 credits)**

16 Credit Hours

### Second Year Fall Semester
- **COM 1003** Intro to Mass Media
- **COM 1013** Intro to Communication
- **MTH** Choice of Math Course
- **AES 2003** Creativity: Treasuring the Arts
- **PSY 1113 or SOC 1113** Guided LA Elective

15 Credit Hours

### Second Year Spring Semester
- **HPE 2112** Personal Health
- **COM 2773** Digital Storytelling
- **COM 2203** Course in Major
- **Elective for Minor**
- **Elective for Minor**
- **Elective for Minor**

17 Credit Hours

### Third Year Fall Semester
- **Logic 3213** Introduction to Critical Thinking and Informal Logic
- **AES 2003** Creativity: Treasuring the Arts
COM___ Course in Major
COM___ Course in Major
________ Elective for Minor
15 Credit Hours

**Third Year Spring Semester**
________ Guided Liberal Arts Elective
COM___ Course in Major
COM___ Course in Major
________ Elective for Minor
________ Elective for Minor
15 Credit Hours

**Fourth Year Fall Semester**
PSC 2013 Amer Gov (Guided LA elective)
COM___ Course in Major
COM___ Course in Major
________ Elective for Minor
________ Elective for Minor
15 Credit Hours

**Fourth Year Spring Semester**
COM 4994 Capstone
COM___ Course in Major
COM___ Course in Major
________ Elective for Minor
________ Elective
16 Credit Hours

124 Total Credit Hours for Bachelor of Art in Communication Arts – Media Arts
Rennard Strickland School of Tribal Law and Criminal Justice

The purpose of the Criminal Justice Studies program is to provide the student with a system orientation to the field of Criminal Justice. Study in Criminal Justice involves the application of the principles of Criminal Justice and the related behavioral and social sciences to problems and issues in the field. The program focuses on building knowledge in the areas of law enforcement, courts and corrections. Within the program students will develop a knowledge base for an in-depth understanding of human behavior and the kinds of problems and circumstances that often result in criminality. Furthermore, the program provides students with the opportunity to gain necessary skills in the area of interviewing, program development, community organizations, planning and research within the field of criminal justice. The Associate of Science in Criminal Justice curriculum is intended to provide its graduates with the necessary foundation for a successful career.

Associate of Science in Criminal Justice Studies

Course Sequencing for the Associate of Science in Criminal Justice Studies

First Year Fall Semester
CJS 1103 Introduction to Criminal Justice Studies
MTH 1513 College Algebra
REL 1003 Introduction to Christianity
CJS 1123 Drugs, Alcohol, and Crime
ENG 1113 English Composition I
15 Credit Hours

First Year Spring Semester
ENG 1213 English Composition I
SPC 1713 Speaking and Thinking Critically
CJS 2413 Corrections Law I
CJS 2513 Forensics I
SOC 2113   Social Problems  
CJS _____   CJS Elective  
17 Credit Hours

**Second Year Fall Semester**

CJS 2303   Courts & Constitutional Law  
CJS 2313   Criminal Law I  
CJS 2613   Law Enforcement  
CJS _____   CJS Elective  
________   Science w/lab (4 CR hrs.)  
________   Liberal Arts Guided Elective (LIT/HIS/ART/THE)  
17 Credit Hours

**Second Year Spring Semester**

AIS ____   American Indian Studies Course  
CJS 2653   Theories of Crime & Deviance  
CJS 3313   Criminal Law II  
CJS _____   CJS Elective  
________   Liberal Arts Guided Elective (LIT/HIS/ART/THE)  
15 Credit Hours

64 Total Credit Hours for Associate of Science in Criminal Justice Studies

**Bachelor of Science in Criminal Justice Studies**

The Baccalaureate Program of Criminal Justice Studies is the study of the structure, functions and decision-making processes of the police, courts and correctional agencies involved in the control and management of criminal offenders. The discipline examines the causes and patterns of criminal behavior and the role of the law in regulating both crime and the operation of the criminal justice system. Furthermore, the program provides students with the opportunity to gain necessary skills in the area of program development and evaluation as well as planning and research within the field of criminal justice.

The Baccalaureate Degree in Criminal Justice Studies will serve the following types of students:

1. Those seeking a four-year degree as a prerequisite for entry into the criminal justice field;
2. Those currently in service in the criminal justice system who seek to broaden their skills and obtain job-related knowledge and expertise, and
3. Those currently in the criminal justice system who seek to specialize and/or work in some other area of the system.

* Introduction to Psychology is a course requirement in this category.
Recommended Course Sequence for Bachelor of Science in Criminal Justice Studies

First Year Fall Semester
ENG 1113   English Composition I
CJS 1103   Introduction to Criminal Justice
CLE 1103   First Year Seminar
MTH 1513   College Algebra
          Liberal Arts Guided Elective (ART/THE)
15 Credit Hours

First Year Spring Semester
ENG 1213   English Composition II
CJS 2303   Courts and Constitutional Law
CJS 1123   Drugs, Alcohol, and Crime
CJS 2313   Criminal Law I
          Liberal Arts Guided Elective (PSC/SOC)
15 Credit Hours

Second Year Fall Semester
SPC 1713   Speaking and Thinking Critically
          Science course w/lab (4 CR Hrs.)
CJS 2213   Juvenile Justice
CJS 2613   Law Enforcement
CJS 2413   Corrections I
16 Credit Hours

Second Year Spring Semester
HPE 2112   Personal Health
CJS 2513   Forensics I
REL ____   Religion Course
SOC 2113   Social Problems
CJS 3313   Criminal Law II (Federal & Tribal)
AIS 1103   Introduction to American Indian Studies
17 Credit Hours

Third Year Fall Semester
CJS 3623   Criminal Investigations
HIS ____   History Course
PSY 1113   Introduction to Psychology
CJS ____   CJS Elective
          General Elective
15 Credit Hours
Third Year Spring Semester
ACC 2113  Financial Accounting
LOGIC 3213  Introduction to Critical Thinking and Informal Logic
CJS _____  CJS Elective
CJS _____  CJS Elective
CJS _____  CJS Elective
15 Credit Hours

Fourth Year Fall Semester
AES 2003  Creativity: Treasuring the Arts
CJS 4013  Corrections II (State Corrections Law)
________  Liberal Arts Guided Elective (LIT/JRN)
CJS _____  CJS Elective
CJS _____  CJS Elective
15 Credit Hours

Fourth Year Spring Semester
CJS 4954  Capstone
MGT 4113  Organizational Behavior & Leadership
CJS 4996  CJS Internship
CJS _____  CJS Elective
16 Credit Hours

124 Total Credit Hours in the Bachelor of Science in Criminal Justice Studies

Center for Online Teaching and Learning
The Center for Online Teaching and Learning (COTL) was created to meet the needs of individuals and
groups through a variety of non-traditional formats. This Center focuses on working adults and non-
traditional learners by providing associate and bachelor degree programs in an accelerated 8 week
online format. By offering associate and bachelor degree programs the Center provides learners with
the opportunity to obtain and enhance the life long skills necessary to succeed in a dynamic global
society.

Online Degree Completion Programs

Associate Degree Programs
The Associate of Arts degree is designed for those who desire to complete a fully accredited online
associates degree. Students seeking the associates degree completion in this program must transfer a
minimum of 33 credit hours from a regionally accredited college or university. They will complete a
minimum of 31 additional credit hours of Bacone College coursework in our degree completion format.
Bachelor Degree Programs

Bacone College's Online Degree Completion Programs for the Bachelors Degree are designed for those students who desire to complete a fully accredited online bachelor degree. Students seeking a degree in this program must hold an associates degree from a regionally accredited college or university, or have earned sufficient credit to enroll in the program. They will complete a minimum of 60 additional credit hours of Bacone College coursework in the degree completion format.

Degrees Offered through the Center for Online Teaching and Learning

Associate of Science in Child Development
Associate of Science in Business Administration

Bachelor of Science in Business Administration - Accounting
Bachelor of Science in Business Administration – General Business
Bachelor of Science in Business Administration – Information Systems
Bachelor of Science in Business Administration - Management
Bachelor of Science in Business Administration - Marketing
Bachelor of Science in Business Administration – Tribal Leadership

Bachelor of Science in Early Childhood Development and Education

Refer to the specific Academic Program for information on degree requirements and course sequencing.
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Virginia Thompson, BA  Registrar
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John Timothy  Cultural Interpreter

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Amanda Barnes, MK  Assistant Women's Basketball Coach
Alan Foster, MEd  Athletic Director, Men's Head Basketball Coach
Beth Gulley  Office Manager - Athletic Department
Josh Nichols, MLA  Women's Head Basketball Coach, Assistant A.D. for Recruiting
Devin Cross, MEd  Head Coach, Softball
Taylor Paulson, BA  Assistant Softball Coach
James Carter, MS  Head Coach, Men's Soccer
Tony Ramos, BS  Assistant Baseball Coach
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Oliver Thompson, BA  Head Coach, Rodeo
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Kyle S. Taylor, BS  Sports Information Director
Robert Daniels, BS  Assistant Football Coach
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Clay Mayes, BP  Head Coach, Cross Country
Jeremy Richardson, MS  Assistant Football Coach
Lawrence Livingston, BPE  Head Football Coach

Faculty
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BS (Delhi University, India)
MS, PhD (National Dairy Research Institute, India)
Blankenship, Mary - Associate Professor of Nursing
BS (Arkansas State University)
MSN (Oral Roberts University)

Brown, Robert K. – Professor of Education
BS (Oral Roberts University)
MEd (Louisiana State University, Shreveport)
PhD (Louisiana State University, Baton Rouge)

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MS (University of Central Oklahoma)
EdD (Oklahoma State University)

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DA (Idaho State University)

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MLS (University of Buffalo)

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M.Ed. (Northcentral University)

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MS, EdD (Dowling College)

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MA, PhD (University of Nebraska)

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MSN (Wright State University)

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MS (Oklahoma State University)
PhD (Oklahoma State University)

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MA (University of Oklahoma)

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MS (University of Central Arkansas)
EdD (University of Georgia)

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PhD (University of Oklahoma)

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BA and MA (Oklahoma State University)
PhD (University of New Hampshire)

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BA (Freed-Hardeman College)
BS (Athens State College)
MSE (University of Central Arkansas)
PhD (Middle Tennessee State University)

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BSBA (University of Kansas)
MBA (Pittsburg State University)
MSA (University of Arkansas)
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MS (Oklahoma State University)

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BS (Southwest Missouri State University)
MS (University of Missouri/Rolla)

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MS (Silesia University of Technology)
Doctoral Candidate (University of Silesia)

Strange, Linda - Associate Professor of Mathematics
BS, MBA (Northeastern State University)

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BS, MA (University of Scranton)
PhD (Virginia Tech)

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BS, MS (University of North Texas)
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BA, MRE (Lincoln Christian Seminary)
Mdiv, DMin (Drew University)

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ASA (Seminole State)
BFA (Oklahoma State University)
MFA (University of Oklahoma)

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BS, MS (Oklahoma State University)

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MA (San Jose State University)
PhD (University of Utah)

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(Harvard)

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BA (Dakota Wesleyan University)
JD (University of Oklahoma, School of Law)

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The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights are:

- The right to inspect and review the student's education records within 45 days of the day the College receives a request for access. Students should submit to the registrar, dean, or head of the academic department [or appropriate official] written requests that identify the record(s) they wish to inspect. The College official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

- The right to request the amendment of the student's education records that the student believes is inaccurate or misleading. Students may ask the College to amend a record that they believe is inaccurate or misleading. They should write the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is defined as a person employed by the College in an administrative, supervisory, academic, or support staff position (including law enforcement unit and health staff); a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

- Upon request, the College discloses education records without consent to officials of another school in which a student seeks or intends to enroll. [NOTE: FERPA requires an institution to make a reasonable attempt to notify the student of the records request unless the institution states in its annual notification that it intends to forward records on request.]

- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:
  
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