

PROGRAMS OF STUDY



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Northwest Florida State College offers several types of degree programs and certificate options, as well as adult education, high school equivalency instruction, and non-credit continuing education. A program of study may also be custom developed to meet the needs of an individual student. Many of the program options are designed to provide educational ladders for students who wish to alternate their college studies with employment or to work while attending college.

• Bachelor of Applied Science

Northwest Florida State College is approved by the State of Florida Board of Education and accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to offer a **Bachelor of Applied Science Degree in Project Management (BAS)**.

The BAS degree in Project Management offers students a unique opportunity to gain the skills and knowledge necessary for career advancement in a variety of areas. Program content has been developed with input from local employers and is reflective of traditional business management degrees, as well as of the technical skills identified by various professional organizations.

There are five pre-planned areas of emphasis in the BAS program and an option for developing a "customized" program plan that allows a student, in consultation with an advisor, to select the set of upper division courses most complementary to his or her education and career goals. Areas of specialization include:

- Acquisitions
- Project Management
- Public Service Management
- Quality Improvement
- Training & Development/
Human Resources
- Customized Track

The BAS program provides a career-ladder for students who have already completed an associate's degree and who wish to continue their education at the bachelor's level or, beginning students may design a program of study for the degree as early as the freshman year if they have not yet obtained an associate's degree.

In addition to the 36-credit general education requirement (1000 and 2000 level courses) for a baccalaureate degree, students build upon their associate's degree coursework to complete a comprehensive 120-credit curriculum. The junior and senior-level curriculum (3000 and 4000 level courses) consists of a 27-credit core and 18-33 credits of emphasis and elective courses.

Coursework for the degree is designed with the working student in mind and is offered with classes available evenings, weekends, in concentrated fast-track terms, through distance learning or structured as "blended" classes (part traditional classroom and part non-traditional format). Coursework incorporates internships, seminars, and other work-based learning activities designed to ensure students acquire the latest skills and content. Students receive the full range of articulation and transfer rights guaranteed by Florida law through common course numbering and the statewide articulation agreement.

• Bachelor of Science

The Florida Board of Education has approved two new bachelor's degrees in teacher education for Northwest Florida State College. Beginning Fall 2008, the **Bachelor of Science in Elementary Education** and the **Bachelor of Science in Middle Grades Math and Science Education** will be offered. These new degrees are designed to provide a career ladder for those who have already completed an Associate of Arts (A.A.) degree or have 60 hours of acceptable lower division coursework and who wish to continue their education at the bachelor's

level. The Bachelor of Science in Elementary Education will also offer the opportunity for endorsements in Reading and English as a Second Language.

Bachelor of Science in Nursing (BSN)

At catalog press time this program is pending final approval and is subject to change. Students should check with the Nursing Department for current information.

The BSN program is designed as an AS to BS degree career ladder and is open to applicants who currently hold a valid Florida Registered Nursing license and have completed an accredited Associate Degree in Nursing (ADN) program. Admission to the program is limited. The entire program is available locally through courses offered at the Niceville and Fort Walton Beach Campuses of the College, and clinical instruction conducted in local hospitals and health care facilities. The BSN program capitalizes on the support from the local health care community and the existing expertise, facilities and academic resources of the College to help meet the critical state and regional workforce need for nursing graduates.

• Educator Preparation Institute

The Northwest Florida State College's **Educator Preparation Institute (EPI)** provides a variety of professional development opportunities for current elementary, middle and high school teachers, as well as for individuals wishing to enter the teaching field. The institute offers four specific opportunities for non-credit, competency-based instruction:

1. Professional development activities to assist teachers in improving classroom instruction and in meeting re-certification requirements;
2. Instruction to assist potential and existing substitute teachers in performing their duties;
3. Instruction to assist paraprofessionals in meeting education and training requirements;

• Educator Preparation Institute (continued)

4. Instruction for baccalaureate degree holders to become certified teachers through competency-based alternative certification programs.

The EPI programs vary from short workshops to independent distance learning and online formats; most are self-paced to accommodate working students and professionals. For additional information, contact the Coordinator of Educational Services at (850) 729-5322.

• Associate of Arts Degree (A.A. Degree)

The **Associate of Arts** Degree represents the first two years of the four-year bachelor's degree and is generally referred to as the two-year transfer degree. Completion of the A.A. Degree, which consists of 36 general education credits and 24 college credit electives, prepares the student to continue studies at the university level. Although the number of credits and specific courses required for a bachelor's degree may vary across upper-division schools, the Florida community colleges and universities enjoy an articulation agreement, which guarantees certain transfer rights for students who complete the A.A. Degree. See the "Student Bill of Rights" and the A.A. Degree requirements later in the next section.

• Associate of Science Degree (A.S. Degree)

The **Associate of Science** Degree provides students with college credit curricula designed to prepare them for employment in various semi-professional, technical, and supervisory fields. The A.S. degree programs include a minimum of 60 college credit hours, of which at least 18 are general education courses. Students may earn multiple A.S. degrees. The A.S. degree is not generally intended for transfer, however, many students eventually pursue upper division study after completing the A.S. degree. In recognition of this practice, the general education courses required for the A.S. Degree meet all applicable Gordon Rule standards and minimum grade requirements; all are transferable as general education credits to upper division institutions in the Florida State University System. Many of the technical courses in the A.S. degree are also transferable, but students

should work closely with an advisor in selecting technical courses if transfer is an eventual goal. Students may earn multiple A.S. degrees provided the program requirements are satisfied for each separate degree.

• Associate of Applied Science Degree (A.A.S. Degree)

The **Associate of Applied Science** Degree is a two-year, non-transfer college credit curricula designed to prepare students for employment in various technical and semi-professional fields. The A.A.S. degree consists of a minimum of 60 college credits, of which at least 18 are general education courses. Because the A.A.S. Degree is not intended for transfer, the selection of general education and technical courses is broader and more flexible than that of the A.S. Degree. Students may earn multiple A.A.S. Degrees provided the program requirements are satisfied for each separate degree.

• Certificate Technical Education Programs

Northwest Florida State College offers a variety of short-term programs referred to as certificates or diplomas. All are designed to provide students with the skills necessary for entry into employment.

A College Credit (Technical)

Certificate is awarded for the completion of a program of instruction of fewer than 60 credits of college-level courses, which are a part of any A.S. Degree program offered in the State of Florida. Many technical certificates represent all or part of the non-general education requirements for a specific A.S. or A.A.S. Degree and can serve as the first step toward completion of that degree.

An Applied Technology Diploma

(ATD) is awarded for the completion of a specific short term program of study approximately 30 college credits in length. All ATD courses are applicable to the A.A.S. Degree or A.S. Degree in the same subject/career area.

A Career and Technical or Vocational

Certificate is awarded for the completion of the vocational credits prescribed in a planned program of study in a specific professional, technical, or career area. Normally, a career and technical or vocational certificate is a short-term program designed to be completed in less than a year.

• Achievement Award

A student who has successfully completed a given set of skill courses within a particular degree or certificate program may be recognized for his/her mastery of these competencies with a Northwest Florida State College Achievement Award. Although the award does not indicate completion of an official, approved program of study, it does verify the student's proficiency with a specified group of skills. Achievement awards are not noted on the student's transcript or permanent record; however, the student will receive a NWF State College achievement certificate that may be presented to an employer or agency as a record of this educational milestone.

• Adult General Education

Northwest Florida State College offers a comprehensive program of non-credit instruction designed to improve the employability and life skills of adult students. Courses are offered in literacy, adult basic education, English-as-a-Second-Language, GED preparation, basic skills review, and vocational preparatory skills. Call (850) 729-5387.

• Continuing Education and Professional Development

Non-credit continuing education courses provide an opportunity to increase occupational efficiency, enhance leisure time, or pursue personal development goals. Typical subjects range from computer skills, insurance, and supervision, to painting, gardening, cooking, and exercise. Instruction is offered through a variety of programs, including PRIME TIME (Positive Retirement through Imaginative Education) and the Institute for Professional Development. Continuing Education Units (CEU's) may be earned upon completion of certain continuing education courses. CEU's allow individuals to accumulate, update, and transfer their records of professional development. Call (850) 729-6085.

• Recreation and Leisure (Personal Enrichment)

A variety of non-credit personal enrichment courses are offered throughout the year. Topics range from computer skills, fitness, gardening, nutrition, and travel tips to painting, cooking, foreign languages, safety and first aid, and consumer education.

Fees vary with the length and type of course offered; most classes are held on the Niceville campus.

• Distance Learning

Northwest Florida State College offers students the convenience and flexibility of earning course credits through various forms of distance learning. Through a creative mix of textbooks, online classrooms, study guides, written assignments, exams, e-mail, and ongoing communications with faculty, students may take control of their own education by working and learning at times and places convenient to them. Distance classes carry the same course numbers and credits as their traditional counterparts and appear on the student's transcript just as any other course does; there is no designator identifying a course as distance. Credits earned through distance learning are transferable and are applicable to graduation requirements in the same manner as traditional classes as well. A schedule of distance learning classes can be found on the Distance Learning website <http://distancelearning.nwfstatecollege.edu>.

The Distance Learning experience is different than the traditional college classroom experience, but the learning should be equivalent. While Distance Learning offers students greater freedom, it also requires more self-discipline to be successful. Distance Learning courses are not easier than traditional college courses – students should be prepared to spend as much time or possibly more on a Distance Learning course. While many students thrive in and may even prefer Distance Learning, others may find it unsuitable. To help determine if Distance Learning is the right option for you, take the time to complete the assessment on the Distance Learning website at <http://distancelearning.nwfstatecollege.edu>.

Both general education and elective courses are offered through Northwest Florida State College Distance Learning. Students may choose from courses designed in the following instructional delivery methods:

- Online, Internet-based classes
- Mixed media, text-based classes
- Mixed media, text-based classes with e-mail support
- Mixed media, text-based classes with online instructional support options
- Blended classes (traditional classes combined with independent study or distance learning activities to reduce class seat time)

To help students be successful, each Distance Learning course offered at NWF State College holds a mandatory face-to-face orientation at the Niceville campus. If a student is unable to attend, prior arrangements must be made with the instructor. At orientation, students receive instruction and course-related materials (such as student study guides) from the instructor. The orientation date/time/room schedule is posted on the "Orientations" section of the Distance Learning website, printed on the receipt students receive when enrolling for a class, and posted on the doors of most of the buildings on the Niceville campus the day of orientation.

For more information, contact the Learning Technologies/ Distance Learning Office at (850) 729-6464 or visit the Distance Learning website at <http://distancelearning.nwfstatecollege.edu>.

• Blended Classes

Blended classes are traditional college classes combined with independent study or distance learning activities to reduce class seat time. Blended classes provide the advantages of class meetings with the professor and face-to-face instruction combined with independent study activities. Thus, Blended classes meet about half the number of class meetings required in a traditional class and provide the same course credit as a traditional class.