

OHIO BOARD OF REGENTS

Operating Manual for Two-Year Campus Programs

Updated: April, 1998

BE IT RESOLVED: by the Ohio Board of Regents, upon the recommendation of the Chancellor and with concurrence of the Two-Year Campus Committee of the Ohio Board of Regents, that the Operating Manual for Two-Year Campus Programs, attached to and made a part hereof, is hereby approved as of August 1, 1979.

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The Two-Year Campus Mission

Viewed from the perspective of statewide planning and coordination, the Ohio Board of Regents recognizes a two-year campus mission which includes the following components:

Pre-baccalaureate/transfer education. Equivalent to the lower division or first two years of a baccalaureate degree program, generally consisting of liberal arts, sciences, and pre-professional studies designed either to enable students to transfer to a four-year institution for the completion of a baccalaureate degree or to provide a planned program of general education which is equivalent to that which is provided by four-year institutions at the freshman and sophomore levels.

Career/technical education. Associate degree programs of up to two years' duration, designed to prepare students for careers which are generally at the semiprofessional level. Technical degree programs are frequently transferable into baccalaureate degree programs.

Adult continuing education. Noncredit programs, courses, short courses, seminars, and other professional development and cultural enrichment opportunities offered to residents of the service district.

Community service. Activities of an educational nature which may include workshops, seminars, forums, cultural events, and provision of campus facilities and consultative services, designed to address community needs or to resolve community problems.

Workforce skills enhancement. Activities designed to educate, train, or upgrade skills of employees in business, government, industry, and public service agencies. These programs may consist of credit courses, noncredit courses, and/or workshops to help employers hire smart, train smart, and promote smart.

Developmental education. Courses and services emphasizing academic skill development in preparation for college-level course work. Developmental education program components enhance access for underprepared students through the provision of both course work and supplemental services, such as tutoring, course placement assessment, advising, study skills, and personal development.

Definitions of Two-Year Campuses

The two-year campus system which has evolved in Ohio includes a variety of organizational forms characterized by differing administrative structures and patterns of governance. The Ohio Board of Regents defines the various types of two-year campuses as follows:

Community College

A community college is a two-year college which may be established at the initiative of one or more county governments, or by a referendum vote, with the approval of the Board of Regents. A board of trustees governs the college and all members must reside in the district. Six board members are appointed locally and three are appointed by the Governor. The college district is empowered and is strongly urged to secure a local property tax levy for operation much as a city, exempted village, or local board of education may do in operating elementary and secondary schools. Because the college can receive local tax support as well as state support, most community colleges are able to keep student fees lower than can other kind of two-year campuses. Community colleges offer pre-baccalaureate/transfer degree programs, career/technical education programs, developmental education, workforce training, adult continuing education, and community service activities. All community colleges are members of the EnterpriseOhio network.

(Reference: Ohio Revised Code 3354.)

State Community College

A state community college is a two-year college which may be established with the approval of the Board of Regents at the initiative of a technical college, a state university operating a regional campus in a district, one or more county governments, or the electorate of a district. The college is governed by a local board of trustees, with all nine members being appointed by the Governor.

Ohio's state community colleges have no legal power to propose a local tax levy and must, therefore, operate without the advantages of local financing. A state community college offers pre-baccalaureate/transfer degree programs, career/technical degrees, developmental education, workforce training, adult continuing education, and community service activities. All state community colleges are members of the EnterpriseOhio network.

(Reference: Ohio Revised Code 3358.)

Technical College

A technical college is a two-year college which may be established with approval of the Board of Regents upon the initiative of a city school district or a county, or by two or more contiguous city, county, local, or exempted village school districts or counties. Once established, however, the technical college district becomes an independent political subdivision governed by a board of trustees. The board shall have either five or six board members appointed locally and two or three appointed by the Governor. Technical colleges receive support from the state and student fees. Current law provides that technical colleges may propose property tax levies to local electorates. Technical colleges specialize in offering career/technical education programs, adult continuing education programs, community service activities, workforce skills enhancement, and developmental education. Technical degree programs are frequently transferable into baccalaureate degree programs. Additionally, many of them may be articulated with four-year institutions for the completion of baccalaureate degrees. Further, technical colleges participate in the state approved transfer module. All technical colleges are members of the EnterpriseOhio network.

In a single instance, that of the Agricultural Technical Institute at Wooster, an academic unit within Ohio State University has been established under the general authority of the University board of trustees to function in a manner similar to other technical colleges and institutes insofar as technical programs in agricultural and natural sciences are concerned.

(Reference: Ohio Revised Code 3357.)

University Regional Campus

A university regional campus consists of a permanent full-time separate facility established with the approval of the Board of Regents, governed by the university board of trustees, and offering two-year pre-baccalaureate/transfer programs (including all courses offered to serve lower division students), adult continuing education, community service, workforce skills enhancement, developmental education, and in some instances, technical education. The Board of Regents recommends the award of the appropriate associate degree for satisfactory completion of a two-year degree program, either transfer or career/technical. All regional campuses are members of the EnterpriseOhio network.

Current law permits the establishment of a university regional campus district with a board of trustees of seven members who are residents of the district, with powers enumerated in Section 3355.06 of the Ohio Revised Code.

(Reference: Ohio Revised Code 3355.)

University Urban Center

A university urban center is a two-year college set up by an urban-based university, either on its main campus or elsewhere in the home city, for the purpose of giving special attention to the first two years of education beyond the high school. The college is an integral part of the parent university, and is governed and financed as a regular part of the university. The college may offer pre-baccalaureate/transfer degree programs, career/technical degrees, adult continuing education, community service activities, workforce skills enhancement, developmental education, and selected baccalaureate degree programs.

University Residence Credit Center

(Not a two-year campus, but generally operating in the same facility)

A university residence credit center offers instruction in baccalaureate courses (arts and sciences, teacher education, and business administration) beyond the associate degree level, and for the purpose of meeting special needs of groups of students who are beyond sophomore standing. Courses offered in an associate degree program are intended to serve freshman and sophomore students in the regular program of a regional campus and shall not be considered as residence credit center courses. A residence credit center may also offer courses at the master's degree level in arts and sciences and in professional fields of study. Except in unusual circumstances, the Board of Regents expects that only a university regional campus or other permanent two-year campus will be designated as a residence credit center. Courses offered at a residence center must count toward award of the appropriate baccalaureate or master's degree by the parent university and be approved in advance on a time-specific and site-specific basis by the Ohio Board of Regents. Baccalaureate and master's degree courses will be taught only by persons holding faculty rank in a baccalaureate college or in the graduate school of the parent university.

It is expected that the parent university will take whatever action is needed to ensure that instruction in residence credit center courses meets university home campus standards as well as accreditation standards. State subsidies for university residence credit centers will be in baccalaureate general programs and in master's degree programs. Enrollments in resident credit centers should be reported separately from home campus enrollments, and limit enrollment limitenrollment limitations imposed by law or other action upon a home campus enrollments, and enrollment limitations imposed by law or other action upon a home campus will not be considered as applying to residence credit center enrollment.

Associate of Arts/Associate of Science

Associate of Arts and Associate of Science degree programs provide the first two years of a baccalaureate degree for students planning to transfer to a four-year institution. Each degree requires successful completion of a minimum of ninety quarter (or sixty semester) credit hours. Curricular standards for degrees are set forth in Rule 3333-1-04. (Appendix A)

- (1) *Associate of Arts:* For students wishing to complete the first two years of a Bachelor of Arts degree, as well as those desiring two years of a liberal arts/general education with emphasis in the Arts, Social Sciences or Humanities, the following minimum degree requirements should be met:

	<i>Quarter</i>	<i>Semester</i>	
English Composition and Literature	9	6	credits
Social and Behavioral Sciences	15	10	credits
Arts and Humanities	15 - 20	10 - 13	credits
Sciences and Mathematics	<u>15</u>	<u>9 - 10</u>	credits
Total Minimum Requirements	<u>54</u>	<u>35</u>	credits

- (2) *Associate of Science:* For students wishing to complete the first two years of a Bachelor of Science degree, as well as those desiring two years of a liberal arts / general education with emphasis in Natural Science and Mathematics, the following minimum degree requirements should be met:

	<i>Quarter</i>	<i>Semester</i>	
English Composition and Literature	9	6	credits
Social and Behavioral Sciences	15	10	credits
Arts and Humanities	15	9 - 10	credits
Sciences and Mathematics	<u>15 - 20</u>	<u>10 - 13</u>	credits
Total Minimum Requirements	<u>54</u>	<u>35</u>	

The Associate of Arts or Associate of Science degree shall not be used to deliver programs in technical education.

See Section 402 of this manual for degree program approval procedures.

Associate of Applied Business/Associate of Applied Science

These degrees are awarded in recognition of successful completion of *career/technical* education programs which require a minimum of ninety quarter (or sixty semester) credit hours. Technical programs of study prepare students for immediate employment upon graduation. Curricular standards for degrees are set forth in Rule 3333-1-04. (Appendix A)

Graduates of these programs who aspire to extend their studies to other baccalaureate programs may need a substantial amount of advanced lower division coursework. Approximately one-half of each associate of applied science or associate of applied business curriculum is devoted to non-technical studies. This includes both general studies courses and those that serve as a base to the technical field. In the absence of specific articulation agreements, the technical courses contained in the degree programs will generally be reviewed on an individual basis by the receiving four-year institution.

The Board of Regents has adopted the federal Classification of Instructional Programs (CIP) code classification for its taxonomy of technical program titles which are used to classify all Associate of Applied Business and Associate of Applied Science degrees.

A proposed technical program is expected to meet the following criteria in addition to complying with curricular standards contained in Rule 3333-1-04 (Appendix A):

- (1) Employment of at least one full-time faculty member to give leadership to the program;
- (2) A minimum projected enrollment of fifteen first-year students;
- (3) A minimum projected enrollment of twelve second-year students;
- (4) A minimum of eight students expected to graduate by the end of the fourth year of the program's operation; and
- (5) A minimum projected average placement of 75% of its graduates who are available for employment in jobs which are related to the technology.

Exceptions to the above criteria may be made for programs

- (1) subject to standards set by an accrediting or licensing agency which make meeting these criteria physically or financially impossible, or
- (2) designed primarily to serve an in-service educational function, and are so designated by the staff of the Board of Regents.

See Section 402 for degree program approval procedures.

Technical Majors

Campuses may offer technical majors under any approved Associate of Applied Science or Associate of Applied Business degree program. Technical majors should consist of eighteen to twenty-four quarter (or twelve to sixteen semester) credit hours and constitute an area of specialization.

Refer to Section 403.0 of this manual for approval procedures for technical majors.

Technical Electives

Technical electives offer students greater flexibility in completing degree requirements. Technical electives identified for each degree program should be recorded on the appropriate form (404.02), attached to the "Curriculum Summary" form (402.08), and then submitted to Regents' staff.

One-Year (1+1) Program

One-year (1+1) programs generally involve the first year of an associate degree program. Students who complete such programs generally receive certificates for the completion of forty-five to fifty-five quarter (or thirty to thirty-seven semester) credit hours of coursework, of which no less than twenty-seven quarter (or eighteen semester) and no more than thirty-three quarter (or twenty-two semester) credit hours are earned through technical courses.

Students who complete the first year of a one-year (1+1) program should be able to complete an associate degree at a collaborating institution with which an articulation agreement has been formulated. Such an arrangement should assure that students will be admitted to the second-year level with no loss of credit, and that full-time students will be able to complete an appropriate associate degree in no more than one year.

See Section 405 of this manual for one-year (1+1) program approval procedures.

One-Year Technical Certificates

Students completing a one-year technical certificate program should be able to complete an associate degree at either their 'home' campus, or at another two-year campus within commuting distance. Students generally receive certificates for the completion of forty-five to fifty-five quarter (or thirty to thirty-seven semester) credit hours of coursework, of which no less than twenty-seven quarter (or eighteen semester) and no more than thirty-three quarter (or twenty-two semester) credit hours are technical courses.

A one-year technical certificate requires notification to the Board of Regents' staff. This information should include the title of the certificate and a completed "Curriculum Summary" form.

Short-Term Technical Certificates

Campuses may offer short-term technical certificate programs which consist of fewer than forty-five quarter (or thirty semester) credit hours. The certificate is to be designed for a specific employment situation. Students successfully completing the prescribed course of study should receive certificates of completion.

Associate of Technical Study

The Associate of Technical Study is awarded for successful completion of a minimum of ninety quarter (or sixty) credit hours of an individually planned technical education program designed to respond to needs for specialized technical education not currently available in the formal degree programs available on a particular campus. As with all technical associate degree programs, the program leading to an Associate of Technical Study must have an area of concentration which is equivalent to forty-five quarter (or thirty semester) credit hours in technical studies and clearly identifiable with a career objective.

The area of concentration can be formed either by:

- Type A: a coherent combination of technical courses selectively drawn from two or more technical programs currently offered by the awarding institution to serve a career objective which would not be adequately addressed by one of those existing programs; or
- Type B: courses completed or training received by a student at other institutions of higher education, vocational centers, or other educational enterprises judged by the institution to be of college level and for which the institution awards degree credit, to a maximum of forty-five quarter (or thirty semester) credit hours, prior to the declaration of candidacy for the degree.

The actual degree awarded must contain the name of the students area of concentration, e.g., Associate of Technical Study in Diesel Technology. Extensive individualized academic advisement may be necessary for the planning of such programs, and each candidate for this degree must complete an Associate of Technical Study application which identifies the area of concentration and designates courses to be taken to complete the degree. Such a plan will generally be completed prior to the student's having earned sixty quarter (or forty semester) credit hours at the awarding institution. Plans submitted after sixty or more quarter (or forty semester) credit hours are completed must be approved by the Chief Instructional Officer.

Graduates of ATS programs who wish to extend their studies to baccalaureate-level programs may need to complete a substantial amount of lower division coursework at the transfer institution. Students satisfactorily completing this degree must assume that four-year institutions may evaluate their credits on a course-by-course basis.

See Section 402 of this manual for degree approval procedures.

Associate of Individualized Study

This degree is awarded for the satisfactory completion of a minimum of ninety quarter (or sixty semester) credit hours in an individually planned program designed to serve an educational objective which could not be served through another degree program of the awarding institution. The curriculum is to be designed largely by the student with the assistance of a designated faculty advisor. The program leading to this degree must contain an area of concentration consisting of a minimum of thirty quarter (or twenty semester) credit hours which is formed according to one of the following models:

- (a) an intra-institutional, interdisciplinary, but coherent combination of courses drawn from a minimum of two and a maximum of four instructional areas of the awarding institution;
- (b) up to sixty quarter (or forty semester) credit hours awarded by the institution for documentable educational experiences or courses completed at other institutions of higher education, or educational enterprises judged by the institution to be of college level;
- (c) an unusual but academically coherent combination of technical and general studies courses.

Prior to completing sixty quarter (or forty semester) credit hours, each candidate for this degree should complete an Associate of Individualized Study application form outlining an intended area of concentration and designating course areas for further study to culminate this plan. Plans submitted after sixty or more quarter (or forty semester) credit hours are completed must be approved by the Chief Instructional Officer. Following approval of the application, each candidate will be required to complete no less than thirty quarter (or twenty semester) credit hours of coursework under the supervision of the institution granting the degree, at least half of which shall be in the area of concentration.

See Section 402 of this manual for degree approval procedures.

Transfer Module

What is the Transfer Module?

The transfer module (TM) is a set or subset of the general education requirements of a college. The TM consists of 54-60 quarter hours or 36-40 semester hours of specific course credits in English composition, mathematics, arts and humanities, social and behavioral sciences, natural or physical sciences, and interdisciplinary coursework.

The TM was developed to assist movement of students from one Ohio public college or university to another and to avoid duplication of course requirements for transfer students.

How does it work?

Students who successfully complete the Transfer Module at one college will have met the TM requirements of the college or university to which they transfer. Students may be required to meet additional general education requirements that are not included in the TM, as long as those requirements are identical to those of native students.

All other institutional admissions criteria being equal (i.e. grade point average or other institutional criteria) preferential admission will be given to a transfer student with the AA or AS degree and the TM, or to a transfer student who has not received a degree but has completed 60 semester/ 90 quarter hours and the TM and has earned at least 2.00 GPA. Such a student will receive priority admission over transfer students without the above credentials.

Goals of Ohio's Articulation and Transfer Policy

- To facilitate the transfer of students and credits from one college or university to another.
- To encourage recognition of comparable and compatible learning experiences in the first two years of a student's collegiate education.

- To encourage the completion of the Associate of Arts or Associate of Science degrees prior to transferring.
- To ensure that students transferring into college and universities receive the same and/or priority consideration with regard to course applicability and program completion as non-transfer students.
- To outline a statewide process to ensure implementation and continual review of the Articulation and Transfer Policy.

Proposals for New Associate Degree Programs

The following procedures should be followed by state-assisted colleges and universities seeking Board of Regents' approval for a new associate degree or degree program.

Preliminary Proposal Submission

- (1) Any state-assisted college or university desiring to introduce a new degree or new degree program should obtain preliminary approval by presenting the request to the Ohio Board of Regents staff. The request should indicate:
 - (a) the reasons for considering such a program,
 - (b) the number of students expected to enroll,
 - (c) the availability of similar programs offered by other institutions (public, private, or proprietary) within a thirty mile radius of the requesting institution, and
 - (d) preliminary cost estimates.

The format for submitting a request for preliminary approval can be found on Pages 401.03 and 401.04 of this manual.

- (2) After reviewing the preliminary proposal, the Regents' staff will inform the requesting institution of the action which has been taken on the request.
 - (a) Preliminary approval granted: The institution may proceed with the process of formal proposal developments as outlined in the following pages. Preliminary approval will be withdrawn if a formal proposal for Board of Regents' consideration has not been submitted within two years of the date preliminary approval was granted.

- (b) Preliminary approval denied: This action would be taken if it is the judgment of the Regents that no additional programs of that type are needed in the state, that the program would duplicate existing programs unnecessarily, or for other sufficient cause as specified at the time such action is taken.

**OHIO BOARD OF REGENTS
Request for Preliminary Approval**

Name of Campus

Develop proposal for a new two-year ASSOCIATE DEGREE program.

Title of Program: _____

Offer a MAJOR under an associate degree program already approved for this campus.

Title of Program: _____

Title of Major: _____

Offer a one-plus-one (1+1) program

Title of Program: _____

Cooperating Campus: _____

Signature of Campus Official Making Request

Date of Request

Return to: Director, Two-Year Campus Programs
Ohio Board of Regents
30 East Broad Street, 36th Floor
Columbus, Ohio 43266-0417

OBR STAFF ACTION:

- Approved**
- Denied**
- Held for further consideration**
- Comments/Conditions** _____

Director, Workforce Development

Date

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I. Why is this proposed addition to the curriculum necessary?

II. Is this program/major currently offered by any higher education institution (public, private, or proprietary) within a thirty mile radius of the requesting campus?

A. Yes No

B. If yes, name of institution: _____

C. If yes, why should an additional program in the area be initiated?

III. Preliminary estimate of additional costs which would be incurred by the addition of this program/major, taking into account the costs of new faculty, equipment, remodeling, and other instructional and indirect costs:

IV. Preliminary estimate of headcount enrollments:

	19__ - 20__	19__ - 20__
First Year Students		
Second Year Students		
Total		

Formal Proposal Development

Institutions have found the following procedures to be useful in the development of career/technical associate degree program proposals:

- (a) Form a local advisory committee, comprised of individuals not employed by the institution who either earn their living doing what the program would prepare students to do, or would be the most likely employers of such individuals.
- (b) If the institution and the advisory committee deem it desirable, engage a consultant.
- (c) Determine the goals of the program.
- (d) Conduct a local needs survey, assessing the potential job opportunities for graduates of the program.
- (e) Consult with other institutions (public, private, or proprietary) within a thirty mile radius to determine whether the program would duplicate an offering currently available in the area.
- (f) If the program is offered elsewhere in the State, consult with another campus which offers the program.
- (g) Determine curricular objectives.
- (h) Develop curriculum.
- (i) Project costs and physical facility factors.
- (j) Obtain internal approvals.
- (k) Prepare formal proposal for submission to the Board of Regents.

Formal Proposal Submission

- (1) Formal proposals for new degree programs should be presented to the Ohio Board of Regents for consideration after all internal clearances or approvals have been provided, including approval by the board of trustees of the institution, when appropriate. The format in Section 402.03 - 402.09 of this manual should be followed.

Five copies of the proposal for a new degree or a new degree program should be submitted.

- (2) The proposal will be reviewed by Regents' staff. The staff may refer the proposal to an advisory committee for evaluation of need and program outcomes.
- (3) In approving career/technical degree programs, the Ohio Board of Regents will consider need for the program on a statewide basis. On the basis of this statewide consideration, the Board may determine that several programs of a particular type are needed in a specific section of the state. Similarly, the Board's study may reveal that the number of programs in a particular technology should be limited for a period of time.
- (4) The Regents' staff will present a recommendation to the Chancellor for approval or disapproval of each proposal received by the Board. The interested institution shall be given an opportunity to present a statement of position at the same time.
- (5) The Ohio Board of Regents will consider the approval or disapproval of each formal proposal at an official and regularly scheduled meeting of the Board.
- (6) Technical programs may be approved for a designated period of time.

Formal Proposal Guidelines

The following outline should be used as a guide in the development of the formal application for new associate degree programs.

I. Nature of Request

- A. Indicate the title of the new degree program.
- B. Indicate the name of the institution/campus.
- C. Complete and attach the cover page form, “Proposal for New Associate Degree Program,” found on Page 402.06.

II. Program Outcomes

- A. Describe the general purpose of this program.
- B. List program outcomes.

III. Rationale and Need for the Program

- A. Explain the rationale for this program.
- B. Cite the benefits for students, the institution, and the region or state.
- C. State the specific local, state, or national needs for individuals educated by the proposed program. Describe job opportunities that are available to persons who complete the program. Provide supporting data.
- D. Indicate any licensure or certification requirements for which this program will prepare students.
- E. Describe the role of consultants or advisory committees in the development of the proposed program. Include documentation of minutes, reports, and recommendations of the advisory committee or consultants.

- F. Provide evidence of student interest in the program, as well as projections of enrollment (full-time and part-time) for each of the first three years of the program. (Some of these data may be indicated by using the “Enrollment Projections Statement” on Page 402.07).
- G. List academic programs similar to the one proposed that are offered at nearby public, private, or proprietary institutions.
- H. Explain why the nearby institution could not serve your area’s students in this particular program.

IV. Academic Control

- A. Describe the administrative structure for the program, including the department which will bear primary responsibility for the program.
- B. Indicate any cooperative arrangements with other institutions and organizations that will be used to offer this program. Specify the exact nature of such arrangements and attach any formal agreements that have been developed.
- C. As appropriate, specify the articulation arrangements that will be in effect for the program. Attach documentation for such arrangements, if any.

V. Curriculum

- A. Describe the program as it would appear in the institution’s catalog.
- B. List the courses (title, number, semester/quarter credit hours, catalog description, and classification, i.e. non-technical, technical) that would constitute the requirements and other components of the proposed program. Indicate which courses are currently offered and which will be new. Provide a suggested term-by-term curriculum.

Complete and attach the “Curriculum Summary form found on Page 402.08. (Refer to Rule 3333-1-04 in Appendix A for Standards for Approval of Associate Degree Programs and course classification).

VI. Staffing Requirements

- A. Indicate how the proposed program will be staffed.

VII. Facilities and Support Services

- A. Describe facilities and equipment currently in existence at your institution that will be used for the proposed program.
- B. Describe additional facilities, facility modifications, and equipment that will be required for use in the proposed program.
- C. Indicate institutional plans for meeting needs for additional facilities and/or support resources.

VII. Financial Resources

- A. Complete and attach the “Financial Impact Statement” found on Page 402.09.
- B. Discuss briefly sources of funding other than state subsidy and student tuition that would be available for program support.

**OHIO BOARD OF REGENTS
Proposal for New Associate Degree Program**

Title of Degree Program: _____

Name of Institution/Campus: _____

Key Spokesperson: Name: _____

Title: _____

Address: _____

Telephone: _____

Proposal Date: _____

OBR Action:

Approved

Denied

Tabled

Date: _____

Signature

Proposal for New Associate Degree Program

Enrollment Projections Statement

1. Number of Students Expected to Enroll in This Program: (Fall Quarter)

	19__	20__	20__
Headcount full-time (12 or more hours)			
Headcount part-time			
Total FTE Students (Student cr. hrs. ÷ 15)			

2. Recognizing that some students would have enrolled in other degree programs if this were not offered on your campus, estimate the number of the above mentioned students expected to be enrolled in your institution solely because this program is offered:

	19__	20__	20__
Headcount full-time (12 or more hours)			
Headcount part-time			
Total FTE Students			

3. Anticipated Enrollment

		19__-20__	19__-20__	19__-20__	19__-20__	19__-20__
First-Year Students	Full-time					
	Part-time					
Second-Year Students	Full-time					
	Part-time					

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Curriculum Summary

Provide a summary and classification of the courses comprising the program by quarter/semester, assuming full-time enrollment. Provide subtotals of credit hours by quarter, semester, by course type, and by total credit hours required.

Campus

Associate Degree Program

Date

Course #	Course Title	Contact Hours		Credit Hours	
		Class	Lab	Tech	Non-Tech

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Financial Impact Statement

	19 __	19 __	20 __
a. Projected additional FTE			
b. General studies subsidy income (1/2 FTE X GS model)			
c. Technical subsidy income (1/2 FTE X Technical model)			
d. Student fee income (3 quarters/2 sems)			
e. Other income (if any)			
<i>f. Total additional income</i>			
g. Personnel costs			
1. Instruction (Technical and general)			
2. Non-instruction			
Subtotal			
h. Staff benefits			
i. Supplies			
j. Travel			
k. Information & communications			
l. Maintenance and repairs (including rentals)			
m. Miscellaneous expenses			
n. Capital purchases (equipment, furniture, library books)			
o. Indirect costs			
p. Total costs			
q. Annual balance: gain (or loss)			

*Deficits may normally be incurred during the first year of a new program because of the initial one-time start-up costs associated with each new offering.

The following exceptions to the formal proposal guidelines for the following degrees should be noted:

- (1) Proposals for the **Associate of Arts/Associate of Science** degrees should use the formal proposal guidelines for new associate degree programs. The proposal, however, need not include:
 - (a) Input from citizen advisory committees. Advisory committees comprised of faculty members from both two-year campuses and four-year campuses, however, are suggested.
 - (b) Projections of employment opportunities for graduates.

Proposals for the Associate of Arts/Associate of Science degrees should include the areas of concentration that would be made available to students for transfer purposes (e.g., English, History, Political Science, Physics, pre-professional programs).

- (2) Proposals for the **Associate of Technical Study** or the **Associate of Individualized Study** should also include:
 - (a) A listing of the areas of concentration which are proposed, if those areas of concentration are to be provided by educational enterprises other than the awarding institution.
 - (b) When the student's area of concentration is to be formed by an intra-institutional interdisciplinary program, list examples of possible areas of concentration.

- (c) A description of the procedures by which students are admitted to the degree program, and a copy of the secondary application to be used for the program.
- (d) When the area of concentration is to be provided by educational enterprises other than the awarding institution, describe the method by which such educational experiences will be evaluated for credit. (Include the maximum number of credits which may be awarded in this manner).
- (e) A description of the procedures to be used in counseling the student.

Approval of Technical Majors

Campuses with approved Associate of Applied Science or Applied Associate of Business degree programs may offer technical majors under these existing degrees.

- (1) Technical majors should consist of eighteen to twenty-four quarter (or twelve to sixteen semester) credit hours which constitute an area of specialization under an existing degree program. Technical majors consisting of more than twenty-four quarter (or sixteen semester) credit hours may be approved by Board of Regents' staff.
- (2) Campuses desiring to offer technical majors title should submit a Proposal for Technical Major. This proposal should include:
 - (a) rationale for the new major;
 - (b) current enrollments in the associate degree program for which the major is proposed;
 - (c) anticipated enrollments in the proposed major;
 - (d) a list of new courses to be added;
 - (e) a completed "Curriculum Summary Form for Technical Majors" (403.06).

- (3) Regents' staff will review the proposal and will notify the requesting institution of approval or denial.
- (4) If approved, the title of the major will be entered on the Ohio Board of Regents' official listing of approved programs, and the Management Information Office of the Board will be notified of the courses to be added to the course inventory of the campus.

The format for proposing technical majors may be found on Pages 403.03-403.06 of this Manual.

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OHIO BOARD OF REGENTS

Request for Approval of a Technical Major

Title of Associate Degree Program: _____

Title of Proposed Major: _____

Name of Institution and Campus: _____

Official Making Request: Name: _____

Title: _____

Address: _____

Telephone: _____

Date Request Submitted: _____

Please Return to: Ohio Board of Regents
30 East Broad Street, 36th Floor
Columbus, Ohio 43215

ACTION TAKEN:

- Approved
 Denied
 Held for further consideration
 Comments/Conditions : _____

Date: _____

Director, Workforce Development

Chancellor

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I. Description of major and reasons for the request.

II. Report the number of students (headcount) enrolled in the associate degree program for which major is proposed for the past five years.

	19__ - 20__	19__ - 20__	19__ - 20__	19__ - 20__	19__ - 20__
Freshmen					
Sophomores					
Total					

III. Report the number and percentage of graduates from this program in previous year who were available for employment and were placed in jobs related to their technology.

- A. Total number of graduates _____
- B. Number available for employment _____
- C. Number placed in jobs related to technology _____ Percentage (C ÷ B) _____
- D. Number placed in jobs not related to technology _____ Percentage (D ÷ B) _____

IV. A. Estimate total number of students expected to enroll in proposed major:

First year of operation _____
Second year of operation _____

B. Estimate the number of these students who are expected to enroll in requesting campus solely because this major is offered:

First year of operation _____
Second year of operation _____

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V. A. Are any other Majors currently offered under this associate degree title?

Yes _____ No _____

B. If yes, identify, and report current headcount enrollment.

Major Title

Headcount Enrollment

VI. List new courses to be added to the curriculum if this request is approved:

Course Title

Credit Hours

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CURRICULUM SUMMARY FOR TECHNICAL MAJORS

VII. Provide a summary and classification of the new courses comprising the program by quarter/semester, assuming full-time enrollment. Designate new courses with an asterisk(*) in the "course number" column.

 Associate Degree Program

 Institution

 Technical Major

 Date

Course#	Course Title	Contact Hours		Credit Hours
		Class	Lab	Technical

Proposals for the Addition of Technical Electives

Campuses seeking to add new technical elective course(s) as substitute courses in an approved technical degree program should complete the Technical Electives form (404.02) and then submit it to Regents' staff. These courses will then be added to the institutional course inventory.

Technical Electives

 Associate Degree Program

 Institution/Campus

 Date

Course#	Course Title	Contact Hours		Credit Hours
		Class	Lab	Technical

Approval of One-Year Programs (1+1)

The first year of a one-year (1+1) program is the first half of a two-year associate degree program. Campuses seeking to initiate new one-year (1+1) programs should request approval in the manner described in Section 402 of this Manual.

The proposal should also include the name of the institution offering the second year of the associate degree, along with a letter from the collaborating institution assuring that students will be admitted with no loss of credit.

Standard Definitions of Instructional Arrangements and Guidelines for the Awarding of Academic Credit

The number of credits which should be awarded for the completion of courses in associate degree programs is determined by the instructional arrangements as follows:

- (1) *Classroom hour:* A classroom hour is a nominal hour (fifty minutes) of formalized instruction, conducted on- or off-campus, in which the teacher presents an educational experience to students, applying any combination of instructional methods.

This definition is applicable only when the course organization requires that the instructor bear the primary responsibility for the instructional activity and is directly involved with all students in the class. Students will be expected to work at out-of-class assignments on a regular basis which, over the length of the course, would normally average two hours of out-of-class study for each hour of formal class activity. This out-of-class study shall not be counted as part of the classroom hour for credit purposes.

- One credit (quarter or semester) shall be awarded for each classroom hour which is scheduled in the standard week of the quarter or semester.
- (2) *Laboratory hour:* A laboratory hour is fifty minutes of educational activity with students conducting experiments, perfecting skills, or practicing procedures under the direction of a faculty member.
 - One credit (quarter or semester) shall be awarded for a minimum of three laboratory hours in a standard week for which little or no out-of-class study is required. One credit (quarter or semester) shall be awarded for a minimum of two laboratory hours in a standard week, if supplemented by out-of-class assignments which would normally average one hour of out-of-class study preparing for or following-up the laboratory experience.

(3) *Clinical laboratory hour:* A clinical laboratory hour applies only to health technology programs. A clinical laboratory consists of a fifty-minute period during which students are assigned to laboratory sections which meet at a health-related agency rather than in on-campus laboratory facilities. Clinical laboratory sessions provide a realistic environment for student learning. These laboratory hours should be directly supervised by regular faculty members, full-time or part-time, of the college.

- Credit hours for the clinical laboratory experience will be awarded on the same basis as laboratory hours.

(4) *Directed practice hour:* This definition applies primarily to programs in the health technologies. A directed practice hour consists of a sixty-minute period during which the student is assigned to practice experiences under constant supervision at an external agency. The student should receive individual instruction and critique in the performance of a particular function. Adjunct faculty, who may or may not be paid by the college, may be used for the direct supervision of students, and for the delivery of part of the didactic phase of the experience.

The faculty member coordinating the directed practice conducts at least one lecture session each week for participating students, provides the final grade for each student, and visits students at least once a week.

- One credit (quarter or semester) shall be awarded for a minimum of five clock hours of directed practice in a week.

- (5) *Practicum hour:* A practicum hour is an on- or off-campus work experience, integrated with academic instruction. Students concurrently apply theoretical concepts to practical situations within an occupational field. To assure proper coordination of the experience, the practicum is coordinated by a faculty member who visits the student at least once biweekly, provides the final grade, and teaches at least one course on the campus.

Each student who is enrolled in a practicum shall also be enrolled in an on-campus seminar.

- One credit (quarter or semester) shall be awarded for a minimum of seven clock hours per week in a practicum. A maximum of thirteen quarter (or nine semester) credit hours may be earned in practicum, or any combination of practicum cooperative work experience, over the associate degree program.

- (6) *Cooperative work experience:* A cooperative work experience is on- or off-campus paid employment. It augments formal classroom instruction. The experience is coordinated by a faculty member of the college who visits the job site for a conference with the student and supervisor at least once during the quarter or semester, and assigns the course grade to the student after appropriate consultation with the supervisor/employer.

Each student who is enrolled in cooperative work experience shall also enroll in an on-campus seminar.

- One credit (quarter or semester) shall be awarded for a minimum of ten clock hours of cooperative work experience which is scheduled during a week. A maximum of thirteen quarter (or nine semester) credit hours may be earned in cooperative work experience, or any combination of cooperative work experience and practicum, over the associate degree program.

- (7) *Field experience:* Field experience is planned, paid work activity which relates to an individual student's occupational objectives. With permission of a faculty advisor, the field experience replaces elective or required courses in a student's associate degree program. The experience is coordinated by a faculty member of the college who assists the student in planning the experience, visits the site of the experience for a conference with the student and his/her supervisor at least once during the quarter or semester and assigns the course grade to the student after appropriate consultation with the employer/supervisor.
- One credit (quarter or semester) shall be awarded for a minimum of twelve clock hours of field experience which is scheduled during a week. A maximum of thirteen quarter (or nine semester) credit hours may be earned in field experience, or in any combination of field experience, cooperative education experience, and practicum over the associate degree program.
- (8) *Observation hour:* An observation hour is an hour during which students participate in an educational experience as observers of practitioners representative of the occupational area. Students may participate at times in the actual work activity. Observation hours are coordinated by faculty members who receive reports from the students of their observational experiences and provide assessments of students' progress toward the achievement of the objectives of the experience.
- One credit (quarter or semester) shall be awarded for a minimum of fifteen clock hours of observational experience in a week.

- (9) *Seminar*: A seminar is a less formal educational experience than a classroom/lecture/discussion class. A relatively small number of students engage in discussions directed by a faculty member.
- Credit is awarded for seminar hours on the same basis as that for the classroom hour discussed above.
- (10) *Miscellaneous applications courses*: Courses in this category are those for which extended periods of concentrated practice are required of the student subsequent to sessions of individualized instruction. Courses in applied music and journalism or courses of an independent study nature are examples.

Instructors who teach such courses have primary responsibility for assigning the work activity or skills objectives to the student and personally provide whatever instruction is required. In addition, the instructor periodically assesses the student's progress, and assigns the final grade.

- One credit (quarter or semester) shall be awarded for a minimum of seven scheduled clock hours of such activity per week.

Flexibly Scheduled Courses:

A flexibly scheduled course section is defined as any section of an academic course of instruction that does not take place throughout the complete length of a regular academic term (for example, quarter, semester, or summer academic term).

Service Districts

Service districts are designated geographical areas for delivery of comprehensive services by Ohio's two-year campuses.

Types of Service Districts

(1) Chartered

- counties included within a charter of a community college or a technical college

(2) Board of Regents designated

- counties assigned to a two-year campus for delivery of services

Cooperative service districts

Several service areas, especially in larger populated areas, have more than one two-year campus and are known as cooperating areas. It is expected that these campuses will reach agreement on programs and services to be offered independently or jointly.

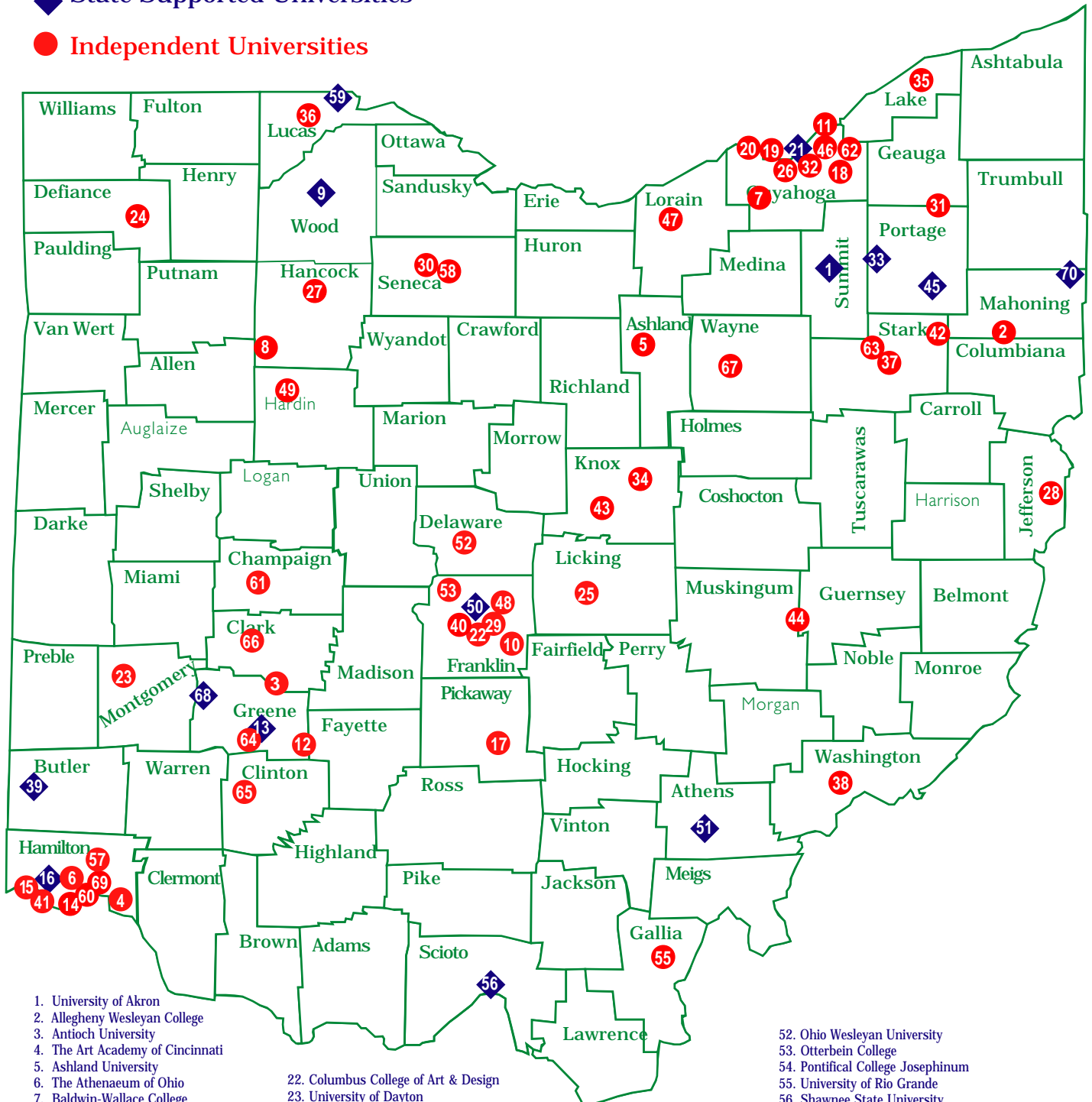
Co-terminus service districts

The need occasionally arises for institutions with special programs to offer courses/programs in locations outside their approved service areas. In such situations, the college proposing to render services beyond its assigned geographical area is expected to notify the two-year campus located within that particular service district.

FOUR-YEAR CAMPUSES

◆ State Supported Universities

● Independent Universities



1. University of Akron
2. Allegheny Wesleyan College
3. Antioch University
4. The Art Academy of Cincinnati
5. Ashland University
6. The Athenaeum of Ohio
7. Baldwin-Wallace College
8. Bluffton College
9. Bowling Green State University
10. Capital University
11. Case Western Reserve University
12. Cedarville College
13. Central State University
14. Cincinnati Bible College & Seminary
15. Cincinnati Christian College
16. University of Cincinnati
17. Circleville Bible College
18. Cleveland College of Jewish Studies
19. Cleveland Institute of Art
20. Cleveland Institute of Music
21. Cleveland State University

22. Columbus College of Art & Design
23. University of Dayton
24. The Defiance College
25. Denison University
26. David N. Myers College
27. University of Findlay
28. Franciscan University of Steubenville
29. Franklin University
30. Heidelberg College
31. Hiram College
32. John Carroll University
33. Kent State University
34. Kenyon College
35. Lake Erie College
36. Lourdes College
37. Malone College
38. Marietta College

39. Miami University
40. Mt. Carmel College of Nursing
41. College of Mount St. Joseph
42. Mount Union College
43. Mt. Vernon Nazarene College
44. Muskingum College
45. Northeastern Ohio Universities
College of Medicine
46. Notre Dame College of Ohio
47. Oberlin College
48. Ohio Dominican College
49. Ohio Northern University
50. The Ohio State University
51. Ohio University

52. Ohio Wesleyan University
53. Otterbein College
54. Pontifical College Josephinum
55. University of Rio Grande
56. Shawnee State University
57. Temple Baptist College
58. Tiffin University
59. University of Toledo
60. The Union Institute
61. Urbana University
62. Ursuline College
63. Walsh University
64. Wilberforce University
65. Wilmington College
66. Wittenberg University
67. The College of Wooster
68. Wright State University
69. Xavier University
70. Youngstown State University

Independent:

○ Colleges

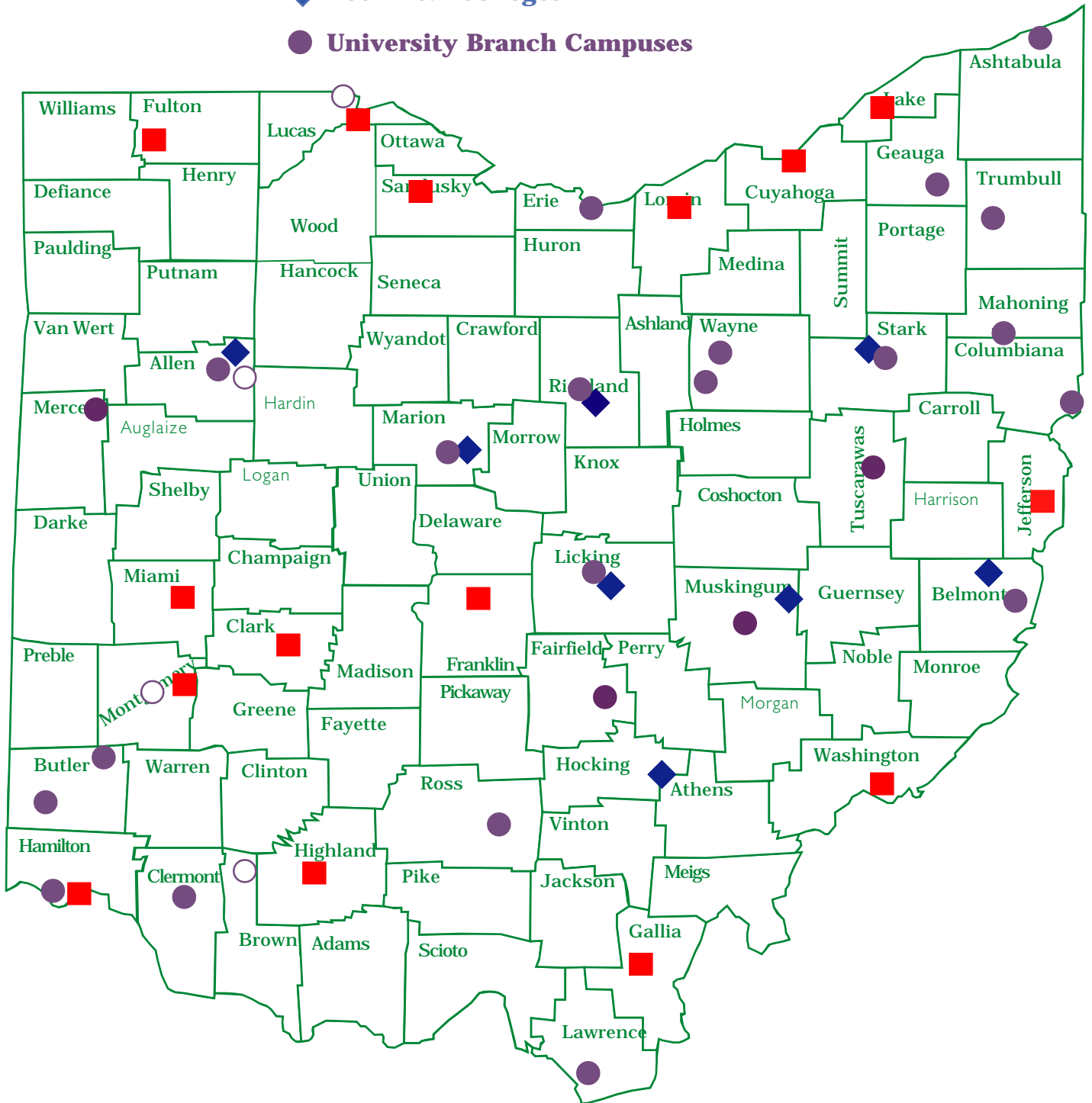
TWO-YEAR CAMPUSES

State Supported:

■ Community Colleges

◆ Technical Colleges

● University Branch Campuses



**Ohio Board
of Regents
Two-Year Campus
Service Districts
(Chartered &
Assigned)**



Ohio Board of Regents

Two-Year Campus Service Districts

(Chartered & Assigned)

1. Belmont Technical College
Ohio University - Belmont
2. Central Ohio Technical College
The Ohio State University - Newark
3. Cincinnati State Technical & Community College
University of Cincinnati - Raymond Walters
University of Cincinnati - University College
4. Clark State Community College
5. Columbus State Community College
6. Cuyahoga Community College
7. Edison State Community College
8. Hocking Technical College
9. Jefferson State Community College
10. Lakeland Community College
11. Lima Technical College
The Ohio State University - Lima
12. Lorain County Community College
13. Marion Technical College
The Ohio State University - Marion
14. Muskingum Area Technical College
Ohio University - Zanesville
15. North Central Technical College
The Ohio State University - Mansfield
16. Northwest State Community College
17. Owens State Community College
University of Toledo - Community & Technical College
18. Rio Grande Community College
19. Sinclair Community College
20. Southern State Community College
21. Stark State College of Technology
Kent State University - Stark
22. Terra State Community College
23. Washington State Community College
24. Bowling Green State University - Firelands
25. Kent State University - Geauga
Kent State University - Ashtabula
26. Kent State University - East Liverpool
Kent State University - Trumbull
Kent State University - Salem
27. University of Akron - Community & Technical College
28. University of Akron - Wayne
29. Kent State University - Tuscarawas
30. Ohio University - Lancaster
31. University of Cincinnati - Clermont
32. Miami University - Hamilton
Miami University - Middletown
33. Wright State University - Lake Campus
34. Shawnee State University

Ohio Community & Technical College Chartered Service Districts

1. Belmont Technical College
2. Central Ohio Technical College
3. Cincinnati State Technical & Community College
4. Clark State Community College
5. Columbus State Community College
6. Cuyahoga Community College
7. Edison State Community College
8. Hocking Technical College
9. Jefferson Community College
10. Lakeland Community College
11. Lima Technical College
12. Lorain County Community College
13. Marion Technical College
14. Muskingum Area Technical College
15. North Central Technical College
16. Northwest State Community College
17. Owens State Community College
18. Rio Grande Community College
19. Sinclair Community College
20. Southern State Community College
21. Stark State College of Technology
22. Terra State Community College
23. Washington State Community College



Service areas adopted by the Ohio Board of Regents follow.

<u>Area</u>	<u>College</u>	<u>Counties</u>
1	Northwest State Community College	Defiance Fulton Henry Paulding Williams
2	Wright State University Lake Campus	Auglaize Mercer Van Wert
3	Edison State Community College	Darke Miami Shelby
4	Sinclair Community College	Montgomery (Wright Patterson Air Force Base)**
5	Hamilton Branch, Miami University; Middletown Branch, Miami University	Butler Preble Warren
6	Cincinnati State Technical and Community College Ohio College of Applied Science, University of Cincinnati Raymond Walters Branch, University of Cincinnati University College, University of Cincinnati	Hamilton
7	Clermont Branch, University of Cincinnati	Clermont

<u>Area</u>	<u>College</u>	<u>Counties</u>
8	Southern State Community College	Adams Brown Clinton Fayette Highland
9	Clark State Community College	Champaign Clark Greene Logan (Wright Patterson Air Force Base)**
10	Lima Branch, Ohio State University Lima Technical College	Allen Auglaize Hancock Hardin Putnam
11	Owens State Community College	Lucas Ottawa (Genoa Area, Oak Harbor, Swanton, and Woodmore School Districts) Wood
12	Terra State Community College	Ottawa (Port Clinton City School District) Sandusky Seneca
13	Marion Branch, Ohio State University Marion Technical College	Marion Morrow Wyandot

<u>Area</u>	<u>College</u>	<u>Counties</u>
14	Columbus State Community College	Delaware Franklin Madison Union
15	Chillicothe Branch, Ohio University Lancaster Branch, Ohio University	Fairfield Pickaway Ross
16	Shawnee State University	Lawrence Pike Scioto
17	Rio Grande Community College	Gallia Jackson Meigs Vinton
18	Hocking Technical College	Athens Hocking Perry
19	Central Ohio Technical College Newark Branch, Ohio State University	Coshocton Knox Licking
20	Mansfield Branch, Ohio State University North Central Technical College	Ashland Crawford Richland

<u>Area</u>	<u>College</u>	<u>Counties</u>
21	Firelands Branch, Bowling Green State University	Erie Huron
22	Lorain County Community College	Lorain
23	Cuyahoga Community College	Cuyahoga
24	Wayne Branch, University of Akron	Holmes Medina Wayne
25	Muskingum Area Technical College Zanesville Branch, Ohio University	Guernsey Muskingum Noble
26	Washington State Community College	Morgan Washington
27	Belmont Branch, Ohio University Belmont Technical College	Belmont Harrison Monroe
28	Jefferson Community College	Jefferson
29	East Liverpool Branch, Kent State University Salem Branch, Kent State University Trumbull Branch, Kent State University	Columbiana Mahoning Trumbull

<u>Area</u>	<u>College</u>	<u>Counties</u>
30	Tuscarawas Branch, Kent State University	Carroll Coshocton
31	Stark Branch, Kent State University Stark State College of Technology	Stark
32	Community and Technical College, University of Akron	Summit
33	Ashtabula Branch, Kent State University Geauga Branch, Kent State University	Ashtabula Geauga Portage
34	Lakeland Community College	Lake

** Special cooperating area for Sinclair Community College and Clark State Community College

Appendix A

Rule 3333-1-04:

Standards for the Approval of Associate Degree Programs

Ohio Board of Regents

3333-1-04. **Standards for Approval of Associate Degree Programs**

(A) Authority

This Rule is adopted under authority conferred upon the Ohio Board of Regents by Section 3333.04 of the Revised Code.

(B) Definitions

The definitions developed by the Ohio Board of Regents to implement its legal charge as follows:

- (1) A “new degree” is any new appropriate recognition or award for completion of a prescribed degree program in a state-assisted institution of higher education designated by the customary titles of associate, bachelor, master, specialist, or doctor.
- (2) A “new degree program” is any prescribed program of study in a state-assisted institution of higher education which constitutes an area of concentration or specialization leading to a designated degree.
- (3) The two-year associate degrees which are authorized to be awarded by public institutions are defined as follows:
 - (a) The “Associate of Arts” and the “Associate of Science” are degrees awarded for successful completion of a planned program of study which is generally equivalent to the first two years of a baccalaureate degree program.

Baccalaureate programs in many disciplines require specific lower division course work which must be completed in the freshman and sophomore years if the Associate of Arts degree is to signify a halfway point in the progression toward the baccalaureate degree. The above is in no way intended to relieve the student of the responsibility for completing the programmatic prerequisites and requirements of the baccalaureate program which he intends to follow at a particular four-year institution.

- (b) The “Associate of Applied Business” and the “Associate of Applied Science” are degrees which are awarded for the successful completion of a planned program of instruction in a technology, the primary objective of which is the preparation of individuals for paid or unpaid employment in that technology, or for additional preparation for a career requiring other than a baccalaureate or advanced degree. Degree programs offered as technical education include two-year curricula in Engineering and Industrial Technologies, Business Technologies, Agricultural and Natural Resource Technologies, Health Technologies, and Public Service Technologies.
- (c) The “Associate of Technical Study” is a degree awarded for successful completion of an individually-planned technical education program designed to respond to a student’s need for specialized technical education not currently available on a particular campus either through cooperative arrangements with public, private, or proprietary postsecondary institutions, vocational centers, or other educational enterprises, or through an intra-institutional, interdisciplinary combination of courses offered by the awarding institution.
- (d) The “Associate of Individualized Study” is a degree awarded for the successful completion of an individually planned degree program designed by a student with the assistance of a designated faculty advisor, generally containing an area of concentration formed either by an interdisciplinary combination of courses offered by the awarding institution, or through credits awarded by the awarding institution for educational experiences judged by the institution to be of college level.

(C) General Standards for the Approval of Associate Degree Programs.

- (1) Full-time faculty members and administrative personnel should be provided in numbers which will assure:
 - (a) Familiarity and identification with the goals of the field of concentration.
 - (b) The continuity of the program.
 - (c) Continuing interchange of ideas and experience within the faculty.
 - (d) Adequate attention to the needs of individual students in the program.
- (2) A minimum of sixty percent of the curriculum generally should be taught by faculty members who devote full time to the teaching and administrative responsibilities of the two-year campus.
- (3) Persons holding top leadership responsibilities at the department level should hold either a master's degree, or a bachelor's degree with other advanced preparation and have experience in the appropriate field of concentration.
- (4) Faculty members whose assignments are primarily in the technical areas should evidence competency based upon:
 - (a) Formal education appropriate to the specialization, usually including the bachelor's or master's degrees or their equivalent as demonstrated by expertise, licensure, or certification; and
 - (b) Practical experience other than teaching in the appropriate specialization, as demonstrated by full-time employment for approximately five years in the career area, or a related field; and
 - (c) Evidence of professional development in the field of concentration as demonstrated by activity in professional associations, consultative practice, participation in seminars, workshops, and formal course work, and individual reading and research.

- (5) Faculty members whose assignments are primarily in the teaching of the general studies curriculum should generally hold a master's degree in the subject matter discipline, and should also show evidence of professional development as indicated in Section (C)(4)(c) of this rule.
- (6) For approval by the Ohio Board of Regents, associate degree programs must contain a minimum of ninety quarter credits or sixty semester credits and should not exceed a maximum of one hundred ten quarter credits or seventy-three semester credits, exclusive of physical education. Exceptions may be granted where licensing procedures require additional hours.
 - (a) The academic quarter should be of eleven weeks duration with not less than ten weeks devoted to instruction.
 - (b) The academic semester should be of sixteen weeks duration with no less than fifteen weeks devoted to instruction.
 - (c) Academic credit awarded for successful completion of courses should be expressed in conventional quarter or semester credit hours.
 - (d) Associate degree programs should not exceed seven quarters (four semesters) of full-time study.
 - (e) Institutions desiring to deviate from these standards, because of unique educational programs, should obtain the concurrence of the Ohio Board of Regents' staff.
- (7) Procedures for seeking approval of the Ohio Board of Regents to initiate a new degree or degree program are contained in the Ohio Board of Regents Two-Year Campus Operating Manual.

(D) Standards for Approval of the Associate of Arts and the Associate of Science Degrees.

- (1) These degrees are awarded for the satisfactory completion of a minimum of ninety quarter credit hours of course enrollment (or sixty semester

hours).

For maximum transferability to four-year institutions, the ninety quarter (or sixty semester) credits should include as general education at least nine quarter (or six semester) credits in English composition and literature, fifteen quarter (or ten semester) credits in the humanities, fifteen quarter (or ten semester) credits in the social and behavioral sciences, and fifteen quarter (or ten semester) credits in the natural sciences (physical and biological) and/or mathematics.

The Associate of Arts and the Associate of Science degrees may be authorized to be offered by community colleges, regional campuses of state universities, state community colleges, and by state universities offering a planned program leading to this degree for students who enroll in a unit of the university which serves the two-year mission.

(E) Standards for Approval of the Associate of Applied Business and Associate of Applied Science Degrees.

- (1) Associate Degree Programs offered as technical education should provide as a minimum:

Technical Studies

- (a) Forty-five quarter credits or thirty semester credits in courses clearly identifiable with the technical skills, proficiency, and knowledge required for career competency. Most courses classified as technical should include laboratory experience. Generally, technical courses should be distributed more or less evenly among the six or seven quarters (or four semesters) of the degree program.

Non-technical Studies

- (b) Forty-two quarter credits or twenty-eight semester credits in non-technical studies, including:
- (1) General Education requirements consisting of courses in written communication, oral communication, social and behavioral science, and art/humanities. These requirements may also include courses in the natural sciences and in

mathematics.

- (2) Courses basic to the technical field and closely related to the technical speciality.
- (2) To assure that the college's technical educational programs remain relevant to the needs of the community, each two-year campus will maintain an advisory committee for each technical program offered.
- (3) These degrees may be authorized to be offered by community colleges, regional campuses of state universities, technical colleges, and state community colleges in business, health, engineering and industrial, agricultural and natural resources, and public service technologies. In particular circumstances of community need where duplication of existing programs will not occur, these degrees may be authorized for main campuses of state universities.

(F) Standards for Approval of the Associate of Technical Study Degree.

- (1) This degree is awarded for the satisfactory completion of a minimum of ninety quarter (or sixty semester) credit hours in an individually-planned technical education program, which contains an area of concentration formed either by:

Type A: An intra-institutional, interdisciplinary, but coherent combination of courses drawn from two or more technical programs offered by the awarding institution, designed to serve an occupational objective; or by

Type B: Credits awarded by the institution for courses completed or training received by a student at other postsecondary institutions, vocational centers, and/or other educational enterprises judged by the institution to be of college level.

- (2) Prior to completion of sixty quarter (or forty semester) credit hours, each degree candidate must complete an Associate of Technical Study application form outlining his or her intended area of concentration and designating course areas for further study to accommodate this plan. Plans submitted after sixty or more quarter (or forty semester) credit hours are completed must be approved by the Chief Instructional Officer. Each student's individual curriculum must meet the minimum requirements

of forty-five quarter (or thirty semester) credit hours in technical studies and forty-two quarter (or twenty-eight semester) credit hours in non-technical studies.

- (3) Following approval of the application, each candidate will be required to complete no less than thirty quarter (or twenty semester) credit hours of course work under the supervision of the institution granting the degree.
- (4) A maximum of forty-five quarter (or thirty semester) credit hours can be recognized by the degree-granting institution for course work completed in other public, private, or proprietary postsecondary institutions, vocational centers, and schools conducted by business and industry, prior to the declaration of candidacy for this degree.
- (5) The degree awarded must contain the name of the student's area of concentration.
- (6) This degree may be authorized to be offered by universities, community colleges, university regional branches, technical colleges, state community colleges, and urban centers of state universities. In the communities having both a technical college and a university regional campus on the same campus, the Associate of Technical Study Degree may be authorized to be awarded by only the technical college.

(G) Standards for Approval of the Associate of Individualized Study Degree.

- (1) This degree is awarded for the satisfactory completion of a minimum of ninety quarter (or sixty semester) credit hours in an individually-planned educational program. The curriculum is to be designed largely by the student with the assistance of a designated faculty advisor, and should contain an area of concentration which is formed by:
 - (a) An intra-institutional, interdisciplinary, but coherent combination of courses drawn from the curriculum of the awarding institution; or
 - (b) Up to sixty quarter (or forty semester) credit hours³ awarded by the institution for documentable educational experiences or courses completed at other postsecondary institutions, or educational enterprises judged by the institution to be of college level; or

- (c) An unusual but academically coherent combination of technical and general studies courses.
- (2) Prior to the completion of sixty quarter (or forty semester) credit hours, each degree candidate must complete an Associate of Individualized Study application form outlining his or her intended area of concentration and designating course areas for further study to culminate this plan. Plans submitted after sixty or more more quarter (or forty semester) credit hours are completed must be approved by the Chief Instructional Officer. This requirement should provide assurance that students are not simply avoiding required courses.
- (3) Following approval of the application, each candidate will be required to complete a minimum of thirty quarter (or twenty semester) credit hours of course work under the supervision of the institution granting the degree.
- (4) This degree may be authorized to be offered by universities, community colleges, university regional campuses, technical colleges, state community colleges, and urban centers of state universities. In the communities having both a technical college and a university regional campus on the same campus, the Associate of Individualized Study Degree must be offered cooperatively.

(H) Standards for Approval of One-Plus-One Technical Programs

The Ohio Board of Regents accepts the premise that because of limited employment opportunities in some regions and the high cost of technical laboratories, not all technical programs can be delivered on every two-year campus. Some students desiring specialized technical programs will have to attend a campus away from their home area. Some two-year campuses, through cooperative planning, have developed a one-plus-one program wherein the first year of a two-year technical degree is offered by several campuses with students transferring to other two-year campuses at the end of the first year.

- (1) The first half of a one-plus-one sequence should contain not less than forty-five quarter (or thirty semester) and not more than fifty-five quarter (or thirty-seven semester) credit hours, and generally refers to a program which a full-time student can complete in one year. Part-time students will spend a longer period of time completing these academic requirements.

- (2) Technical courses should compromise approximately fifty percent of the first year curriculum.
- (3) The first year of the program should provide students with a specific employment possibility.
- (4) One-plus-one programs will be approved only for a group of campuses geographically related which have made arrangements guaranteeing that one of these colleges will admit students at the second year level with no loss of credit for courses completed successfully the first year.

Replaces Rule 3333-1-04, adopted July 6, 1972; revised October 19, 1979

Promulgated under R.C. S 111.15

Statutory Authority R.C. S 3333.04

Appendix B: Subject Code Table

Publication Date: July 31, 1999

Subject Codes are designed to reflect the content of individual courses. The Subject Code Table was adapted from the taxonomy developed by the National Center for Education Statistics in its 1990 publication of the CLASSIFICATION OF INSTRUCTIONAL PROGRAMS (CIP Codes).

The Subject Code Table differs from the CIP Codes in two basic ways. First, the Subject Code Table is used to describe courses not programs. Second, the Subject Code Table does not contain every CIP code; codes not considered valid for courses offered for degree credit or in support of degree credit have been omitted from the Subject Code Table.

The following list contains the only Subject Codes which are valid for HEI reporting. Referencing the 1990 CIP Code manual is recommended only for descriptions of valid Subject Codes and not for code selection.

010101 AGRICULTURAL BUSI. AND MGMT	020406 AGRICULTURAL PLANT PATHOLOGY
010102 AGRICULTURAL BUS/AGRIBUS. OPS.	020407 AGRICULTURAL PLANT PHYSIOLOGY
010103 AGRICULTURAL ECONOMICS	020408 PLANT PROTECTION (PEST MANAGEMENT)
010104 FARM AND RANCH MANAGEMENT	020409 RANGE SCIENCE AND MANAGEMENT
010199 AGRICULTURAL BUS. AND MGMT., OTHER	020499 PLANT SCIENCES, OTHER
010201 AGRICUL. MECHANIZATION, GENERAL	020501 SOIL SCIENCES
010204 AGRICUL. POWER MACHINERY OPERATOR	029999 AGRICULTURAL SCIENCES, OTHER
010299 AGRICULTURAL MECHANIZATION, OTHER	030101 NATURAL RESOURCE CONSERVATION,OTHR
010301 AGRICUL. PROD.WKRS. AND MGRS., GEN	030102 ENVIRONMENTAL SCIENCE/STUDIES
010302 AGRI. ANIMAL HUSBANDRY & PROD. MGMT	030201 NAT. RESOURCES MGT & POLICY
010303 AQUACULTURE OPS. & PROD. MGMT.	030203 NAT. RES. LAW ENFORCE/PROTECT SVCS
010304 CROP PRODUCTION OPS. & MGMT.	030299 NAT. RES. MGT/PROTECTIVE SVC,OTHER
010399 AGRI. PROD. WKRS. & MGRS., OTHER	030301 FISHING/FISHERIES SCIENCE & MGT
010401 AGRI. & FOOD PROD. PROCESS. OPS/MGT	030401 FOREST HARVESTING/PROD TECH
010501 AGRI. SUPPLIES RETAIL & WHOLESALE	030404 FOREST PRODUCTS TECHNOLOGY/TECHNICN
010505 ANIMAL TRAINER	030405 LOGGING/TIMBER HARVESTING
010507 EQUESTRIAN/EQUINE STUDIES, HORSE MGT	030499 FOREST PRODUCTION & PROCESSING,OTHR
010599 AGRI. SUPPLIES & RELATED SVCS.,OTHR	030501 FORESTRY, GENERAL
010601 HORTICULTURE SVCS. OPS & MGT, GEN.	030502 FORESTRY SCIENCES
010603 ORNAMENTAL HORTI. OPS & MGT.	030506 FOREST MANAGEMENT
010604 GREENHOUSE OPS & MGT.	030509 WOOD SCIENCE AND PULP/PAPER TECH
010605 LANDSCAPING OPS & MGT	030599 FORESTRY AND RELATED SCIENCES, OTH
010606 NURSERY OPS & MGT	030601 WILDLIFE AND WILDLANDS MGMT
010607 TURF MANAGEMENT	039999 CONSERVATION AND RENW NAT RES,OTHR
010699 HORTI. SVCS OPS & MGT, OTHER	040201 ARCHITECTURE
010701 INTERNATIONAL AGRICULTURE	040301 CITY/URBAN, COMMUNITY & REGIONL PLN
019999 AGRICULTURAL BUSINESS & PRODUCTION	040401 ARCHITECTURAL ENVIRONMENTAL DESIGN
020101 AGRICULTURAL SCIENCES, GENERAL	040501 INTERIOR ARCHITECTURE
020102 AGRICULTURAL EXTENSION	040601 LANDSCAPE ARCHITECTURE
020201 ANIMAL SCIENCES, GENERAL	040701 ARCHITECTURAL URBAN DESIGN & PLANG
020202 AGRI. ANIMAL BREEDING & GENETICS	049999 ARCHITECTURE & RELATED PROGRAMS,OTH
020203 AGRI. ANIMAL HEALTH	050101 AFRICAN STUDIES
020204 AGRI. ANIMAL NUTRITION	050102 AMERICAN STUDIES/CIVILIZATION
020205 AGRI. ANIMAL PHYSIOLOGY	050103 ASIAN STUDIES
020206 DAIRY SCIENCE	050104 EAST ASIAN STUDIES
020209 POULTRY SCIENCE	050105 EASTERN EUROPEAN AREA STUDIES
020299 ANIMAL SCIENCES, OTHER	050106 EUROPEAN STUDIES
020301 FOOD SCIENCES & TECHNOLOGY	050107 LATIN AMERICAN STUDIES
020401 PLANT SCIENCES, GENERAL	050108 MIDDLE EASTERN STUDIES
020402 AGRONOMY AND CROP SCIENCE	050109 PACIFIC AREA STUDIES
020403 HORTICULTURE SCIENCE	050110 RUSSIAN AND SLAVIC AREA STUDIES
020405 PLANT BREEDING AND GENETICS	050111 SCANDINAVIAN AREA STUDIES

050112 SOUTH ASIAN STUDIES
 050113 SOUTHEAST ASIAN STUDIES
 050114 WESTERN EUROPEAN STUDIES
 050115 CANADIAN STUDIES
 050199 AREA STUDIES, OTHER
 050201 AFRO-AMERICAN (BLACK) STUDIES
 050202 AMER. INDIAN/NATIVE AMER. STUDIES
 050203 HISPANIC-AMERICAN STUDIES
 050204 ISLAMIC STUDIES
 050205 JEWISH/JUDAIC STUDIES
 050206 ASIAN-AMERICAN STUDIES
 050207 WOMEN'S STUDIES
 050299 ETHNIC AND CULTURAL STUDIES, OTHER
 059999 AREA, ETHNIC & CULTURAL STUDIES,OTH
 080101 APPAREL/ACCESSORIES MKTG OPS, GEN
 080102 FASHION MERCHANDISING
 080199 APPAREL/ACCESSORIES MKTG OPS, OTHR
 080204 BUSINESS SERVICES MKTG OPS
 080205 PERSONAL SERVICES MKTG OPS
 080299 BUS. AND PERSNL SVCS MKT OPS, OTHR
 080301 ENTREPRENEURSHIP
 080401 FINANCIAL SERVICES MARKETING OPS
 080503 FLORISTRY MARKETING OPS
 080601 FOOD PRODS RETAIL/WHOLESALE OPS
 080704 GENERAL BUYING OPS
 080705 GENERAL RETAILING OPS
 080706 GENERAL SELLING SKILLS/SALES OPS
 080708 GENERAL MARKETING OPERATIONS
 080709 GENERAL DISTRIBUTION OPERATIONS
 080799 GEN RETAIL/WHLSALE OPS & SKILLS,OTHR
 080809 HOME PRODUCTS MARKETING OPERATIONS
 080810 OFFICE PRODUCTS MARKETING OPS
 080899 HOME/OFFICE PROD MKTG OPS, OTHR
 080901 HOSPITALITY/RECREATION MKTG OPS,GEN
 080902 HOTEL/MOTEL SVCS MKTG OPS
 080903 RECREATION PRODS/SVCS MKTG OPS
 080906 FOOD SALES OPS
 080999 HOSPITALITY/RECREATION MKTG OPS,OTH
 081001 INSURANCE MARKETING OPERATIONS
 081104 TOURISM PROMOTION OPERATIONS
 081105 TRAVEL SERVICES MARKETING OPS
 081199 TOURISM & TRAVEL SVCS MKTG OPS,OTHR
 081203 VEHICLE PARTS/ACCESSRIES MKTG OPS
 081208 VEHICLE MKTG OPS
 081209 PETROLEUM PROD RETAILNG OPS
 081299 VEHICLE & PETROL PROD MKTG OPS,OTHR
 081301 HEALTH PROD AND SVCS MKTG OPS
 089999 MARKETING OPS/MKTG & DISTRIBUT,OTHR
 090101 COMMUNICATIONS, GENERAL
 090201 ADVERTISING
 090401 JOURNALISM
 090402 BROADCAST JOURNALISM
 090403 MASS COMMUNICATIONS
 090499 JOURNALISM AND MASS COMM, OTHER
 090501 PUB RELATIONS & ORGNIZTNL COMM
 090701 RADIO & TELEVISION BROADCASTING
 099999 COMMUNICATIONS, OTHER
 100101 EDCATINL/INSTRCTNL MEDIA TECHNLYG
 100103 PHOTOGRAPHIC TECHNOLOGY/TECHNICIAN
 100104 RADIO & TV BROADCASTNG TECH/TECHNC
 100199 COMMUNICATION TECHNLOGIES/TECHNC,OTH
 110101 COMPUTER/INFORMATION SCIENCE,GEN
 110201 COMPUTER PROGRAMMING
 110301 DATA PROCESSING TECHNOGY/TECHNCIAN
 110401 INFORMATION SCIENCES AND SYSTEMS
 110501 COMPUTER SYSTEMS ANALYSIS
 110701 COMPUTER SCIENCE
 119999 COMPUTER AND INFO SCIENCES, OTHER
 120204 UMPIRES AND OTHER SPORTS OFFICIALS
 120299 GAMNG AND SPORTS OFFICTNG SERVCS, OTHR
 120501 BAKER/PASTRY CHEF
 120502 BARTENDER/MIXOLOGIST
 120503 CULINARY ARTS/CHEF TRAINING
 120504 FOOD AND BEVRG/RESTRNT OPS MGR
 120505 KITCHEN PERSNNL/COOK AND ASST.TRNG
 120506 MEATCUTTER
 120507 WAITR/WAITRS AND DING RM MGR
 120599 CULINARY ARTS AND RELTED SVCS OTHR
 129999 PERSONAL AND MISC SVCS, OTHR
 130101 EDUCATION, GENERAL
 130201 BILINGUAL/BICULTURAL EDUCATION
 130301 CURRICULUM AND INSTRUCTION
 130401 EDUC. ADM. & SUPERVISION, GENERAL
 130402 ADMINISTRATION OF SPECIAL ED
 130403 ADULT AND CONTINUING EDUCATION ADM
 130404 EDUCATIONAL SUPERVISION
 130405 ELEMENTARY/MIDL/SECNDARY ED ADMIN
 130406 HIGHER EDUCATION ADMINISTRATION
 130407 COMMUNITY/JR COLLEGE ADMINISTRATION
 130499 EDUCATION ADMIN & SUPERV, OTHER
 130501 EDUCATIONAL/INSTRCTNL MEDIA DESIGN
 130601 ED EVALUATION & RESEARCH
 130603 EDUCATIONAL STATS & RESEARCH METHOD
 130604 ED ASSESMNT, TEST & MEASUREMENT
 130699 ED EVALUATION, RESEARCH & STATS,OTH
 130701 INTERNATIONAL AND COMPARATIVE EDUC
 130802 EDUCATIONAL PSYCHOLOGY
 130901 SOCIAL AND PHILOSOPHICAL FOUND EDUC
 131001 SPECIAL EDUCATION, GENERAL
 131003 EDUCATION OF DEAF & HEARING IMPAIR
 131004 EDUCATION OF THE GIFTED AND TALENT
 131005 EDUCATION OF THE EMOTIONALLY HANDI
 131006 EDUCATION OF THE MENTALLY HANDICAP
 131007 EDUCATION OF THE MULTIPLE HANDICAP
 131008 EDUCATION OF THE PHYSICALLY HANDIC
 131009 EDUCATION OF BLIND/VISUALLY HANDIC
 131011 EDUCATION OF SPECIFIC LEARN DISABLD
 131012 EDUCATION OF SPEECH IMPAIRED
 131013 EDUCATION OF THE AUTISTIC
 131099 SPECIAL EDUCATION, OTHER
 131101 COUNSELR EDUC COUNSLNG/GUID SVCS
 131102 COLEGE/POSTSEC STDNT CNSLNG/PRSNL
 131201 ADULT AND CONTINUING TEACHER ED
 131202 ELEMENTARY TEACHER EDUCATION
 131203 JR HI/INTRMEDIAT/MIDL SCHL TCHR ED
 131204 PRE-ELEM/EARLY CHLDHD/KNDRGRTN TCHR
 131205 SECONDARY TEACHER EDUCATION
 131206 TECHR EDU/MULTIPLE LEVELS
 131299 GENERAL TEACHER EDUCATION, OTHER
 131301 AGRICULTURAL TEACHER ED (VCATINL)
 131302 ART TEACHER ED
 131303 BUSINESS TEACHER ED (VCATINL)
 131304 DRIVER AND SAFETY TEACHER ED
 131305 ENGLISH TEACHER ED
 131306 FOREIGN LANGUAGES TEACHER ED
 131307 HEALTH TEACHER EDUCATION
 131308 HOME ECONOMICS TEACHR ED (VCATINL)
 131309 TECHNOLOGY/INDSTRL ARTS TEACHR ED
 131310 MKTG OPS/MKTG & DIST TECHR ED (VOC)
 131311 MATHEMATICS TEACHER EDUCATION
 131312 MUSIC TEACHER EDUCATION
 131314 PHYSICAL EDUCATION TECHR & COACHNG
 131315 READING TEACHER EDUCATION
 131316 SCIENCE TEACHER EDUCATION, GENERAL
 131317 SOCIAL SCIENCE TEACHER EDUCATION
 131318 SOCIAL STUDIES TEACHER EDUCATION
 131319 TECHNICAL TEACHER EDUCATION (VOC)
 131320 TRADE AND INDUSTRIAL TECHR ED (VOC)

131321 COMPUTER TEACHER EDUCATION
131322 BIOLOGY TEACHER EDUCATION
131323 CHEMISTRY TEACHER EDUCATION
131324 DRAMA AND DANCE TEACHER EDUCATION
131325 FRENCH LANGUAGE TEACHER EDUCATION
131326 GERMAN LANGUAGE TEACHER EDUCATION
131327 HEALTH OCCUPATNS TCHR ED (VOED)
131328 HISTORY TEACHER EDUCATION
131329 PHYSICS TEACHER EDUCATION
131330 SPANISH LANGUAGE TEACHER EDUCATION
131331 SPEECH TEACHER EDUCATION
131399 TEACHR ED, SPECIFIC ACAD/VOC PRG OTH
131401 TECHNG ENGLISH AS SECND/FOREIGN LAN
131501 TEACHER ASSISTANT/AIDE
139999 EDUCATION, OTHER
140101 ENGINEERING, GENERAL
140201 AEROSPACE/NAUTICAL/ & ASTRONATCL ENG
140301 AGRICULTURAL ENGINEERING
140401 ARCHITECTURAL ENGINEERING
140501 BIOENGINEERING AND BIOMEDICAL ENGI
140601 CERAMIC SCIENCES & ENGINEERING
140701 CHEMICAL ENGINEERING
140801 CIVIL ENGINEERING, GENERAL
140802 GEOTECHNICAL ENGINEERING
140803 STRUCTURAL ENGINEERING
140804 TRANSPORTATION AND HIWAY ENGIN
140805 WATER RESOURCES ENGINEERING
140899 CIVIL ENGINEERING, OTHER
140901 COMPUTER ENGINEERING
141001 ELECTRICAL/ELCTRNC/ COMM ENGINEER
141101 ENGINEERING MECHANICS
141201 ENGINEERING PHYSICS
141301 ENGINEERING SCIENCE
141401 ENVIRONMENTAL HEALTH ENGINEERING
141501 GEOLOGICAL ENGINEERING
141601 GEOPHYSICAL ENGINEERING
141701 INDUSTRIAL/MANUFCTRNG ENGINERNG
141801 MATERIALS ENGINEERING
141901 MECHANICAL ENGINEERING
142001 METALLURGICAL ENGINEERING
142101 MINING AND MINERAL ENGINEERING
142201 NAVAL ARCHITECTURE AND MARINE ENGI
142301 NUCLEAR ENGINEERING
142401 OCEAN ENGINEERING
142501 PETROLEUM ENGINEERING
142701 SYSTEMS ENGINEERING
142801 TEXTILE SCIENCES & ENGINEERING
142901 ENGINEERING DESIGN
143001 ENGINEERING/INDUSTRIAL MGMT
143101 MATERIALS SCIENCE
143201 POLYMER/PLASTICS ENGINEERING
149999 ENGINEERING, OTHER
150101 ARCHITECTURAL ENG TECHNLOGY/TECHNCN
150201 CIVIL ENGINRNG/CIVIL TECHNLOGY/TECH
150301 COMPUTER ENGINEERING TECHNLOGY/TECH
150303 ELCTRCL/ELCTRNC/COMM ENG TECH/TN
150304 LASER & OPTICAL TECHNLOGY/TECHNCN
150399 ELCTRCL/ELECTRNC ENG-REL TECH,OTHR
150401 BIOMED ENG-REL TECHNLOGY/TECHNCN
150402 COMPUTER MAINTNC TECHNLOGY/TECHNCN
150403 ELECTROMECHANICAL TECHNLOGY/TECHNCN
150404 INSTRUMENTATION TECHNLOGY/TECHNCN
150405 ROBOTICS TECHNOLOGY/TECHN
150499 ELCTRMECH INSTRUMNT/MAIN TECH,OTHR
150501 HEATNG/AIR COND/REFRIG TECHNLOGY/TN
150503 ENERGY MGT & SYSTMS TECHNLOGY/TECHNC
150505 SOLAR TECHNOLOGY/TECHNICIAN
150506 WATER QLTY & WASTEWTR TRMNT TECH
150507 ENVIRNMNTL AND POLLTN CONTRL TECH

150599 ENVIRONMENTAL CONTROL TECH, OTHER
150603 INDSTR/ MANUFCT TECHNLOGY/TECHNCN
150607 PLASTICS TECHNOLOGY/TECHNICIAN
150611 METTALLURGICAL TECHLGY/TECHN
150699 INDSTRIL PROD TECHNLOGY/TECHNCN,OTH
150701 OCCUPATNL SAFETY/HEALTH TECH/TECHN
150702 QUALITY CONTROL TECHNOLOGY/TECHNCN
150799 QUALITY CONTROL/SAFETY TECH/TECHCN
150801 AERONAUTCL/AEROSPC ENG TECH/TECHCN
150803 AUTOMOTIVE ENG TECHNLY/TECHCN
150805 MECHANICAL ENG/MECHNCL TECH/TECHCN
150899 MECHANICAL ENG-REL TECH/TECHCN,OTH
150901 MINING TECHNOLOGY/TECHNICIAN
150903 PETROLEUM TECHNOLOGY/TECHNICIAN
150999 MINING AND PETROLEUM TECH/TN, OTHER
151001 CONSTRUCTION/BUILDING/TECHNICIAN
151101 ENGNRNG-RELATED TECHLGY/TECH GEN
151102 SURVEYING
151103 HYDRAULIC TECHLGY/TECHNICN
159999 ENGNERNG-RELD TECHLGY/TECH,OTHR
160101 FOREIGN LANGUAGES & LIT, GENERAL
160102 LINGUISTICS
160103 FOREIGN LANG INTERPRET AND TRANSL
160301 CHINESE LANGUAGE & LITERATURE
160302 JAPANESE LANGUAGE & LITERATURE
160399 EAST & STHEAST ASIAN LANG & LIT,OTH
160402 RUSSIAN LANGUAGE AND LITERATURE
160403 SLAVIC LANG/LIT (NOT RUSSIAN)
160499 EAST EUROPEAN LANG & LIT, OTHER
160501 GERMAN LANGUAGES AND LITERATURES
160502 SCANDINAVIAN LANGUAGES AND LITS
160599 GERMANIC LANGUAGES/LITS, OTHER
160601 GREEK LANG & LIT (MODERN)
160703 SOUTH ASIAN LANGUAGES & LIT
160901 FRENCH LANGUAGE & LITERATURE
160902 ITALIAN LANGUAGE & LITERATURE
160904 PORTUGUESE LANG & LIT
160905 SPANISH LANGUAGE & LITERATURE
160999 ROMANCE LANGUAGE & LITERATURE,OTHR
161101 ARABIC LANGUAGE & LITERATURE
161102 HEBREW LANGUAGE & LITERATURE
161199 MIDL EASTRN LANG & LIT, OTHER
161201 CLASSICS AND CLASICL LANG AND LIT

161202 GREEK LANG AND LIT (ANCNT & MEDIVL)
161203 LATIN LANG AND LIT (ANCNT & MEDIVL)
161299 CLSICL/ANCNT NEAR EAST LNG/LIT OTH
169999 FOREIGN LANGUAGES & LITS, OTHER
190101 HOME ECONOMICS, GENERAL
190201 BUSINESS HOME ECONOMICS
190202 HOME ECONOMICS COMMUNICATIONS
190301 FAMILY AND COMMUNITY STUDIES
190401 FAMILY RESOURCE MGT STUDIES
190402 CONSUMER ECONOMICS & SCIENCE
190499 FAMILY/CONSUMER RESOURCE MGT, OTHR
190501 FOODS AND NUTRITION STUDIES, GEN
190502 FOODS AND NUTRITION SCIENCE
190503 DIETETICS/HUMAN NUTRITIONAL SVCS
190505 FOOD SYSTEMS ADMINISTRATION
190599 FOODS AND NUTRITION STUDIES, OTHR
190601 HOUSING STUDIES, GENERAL
190603 INTERIOR ENVIRONMENTS
190699 HOUSING STUDIES, OTHER
190701 INDIVIDUAL/FAMLY DEV STUD, GEN
190703 FAMILY/MARRIAGE COUNSELING
190704 FAMILY LIFE AND RELATIONS STUDIES
190705 GERONTOLOGICAL SERVICES
190706 CHILD GROWTH, CARE AND DEV STUDIES
190799 INDIVIDUAL/FAMLY DEV STUD, OTHR

190901 CLOTHING/APPAREL AND TEXTILE STUD
199999 HOME ECONOMICS, OTHER
200201 CHILD CARE WRKERS AND MNGERS, GEN
200202 CHILD CARE PROVIDER/ASSISTANT
200203 CHILD CARE SERVICES MANAGER
200299 CHILD CARE WRKERS AND MNGRS, OTHER
220101 LAW (LL.B., J.D.)
220102 PRE-LAW STUDIES
220103 PARALEGAL/LEGAL ASSISTANT
220104 JURDL SCI/LEG SPEC-LLM.MCL.,JSG/SJD
220199 LAW & LEGAL STUDIES, OTHER
230101 ENGLISH LANG/LIT, GEN
230301 COMPARATIVE LITERATURE
230401 ENGLISH COMPOSITION
230501 ENGLISH CREATIVE WRITING
230701 AMERICAN LITERATURE-US
230801 ENGLISH LIT-BRTSH/COMMONWELTH
231001 SPEECH AND RHETORICAL STUDIES
231101 ENGLSH TECHNCL/BUSNESS WRITING
239999 ENGLSH LANG/LIT/LETTERS, OTHER
240101 LIBERAL ARTS AND SCI/LIBRL STUD
240102 GENERAL STUDIES
240103 HUMANITIES/HUMANISTIC STUDIES
240199 LIBRL ARTS/SCIENC, GEN ST/HUMAN,OT
250101 LIBRARY SCIENCE/LIBRARIANSHIP
250301 LIBRARY ASSISTANT
259999 LIBRARY SCIENCE, OTHER
260101 BIOLOGY, GENERAL
260202 BIOCHEMISTRY
260203 BIOPHYSICS
260301 BOTANY, GENERAL
260305 PLANT PATHOLOGY
260307 PLANT PHYSIOLOGY
260399 BOTANY, OTHER
260401 CELL BIOLOGY
260402 MOLECULAR BIOLOGY
260499 CELL AND MOLECULAR BIOLOGY, OTHER
260501 MICROBIOLOGY/BACTERIOLOGY
260601 ANATOMY
260603 ECOLOGY
260607 MARINE/AQUATIC BIOLOGY
260608 NEUROSCIENCE
260609 NUTRITIONAL SCIENCES
260610 PARASITOLOGY
260611 RADIATION BIOLOGY/RADIOBIOLOGY
260612 TOXICOLOGY
260613 GENETICS, PLANT AND ANIMAL
260614 BIOMETRICS
260615 BIostatISTICS
260616 BIOTECHNOLOGY RESEARCH
260617 EVOLUTIONARY BIOLOGY
260618 BIOLOGICAL IMMUNOLOGY
260619 VIROLOGY
260699 MISC BIOLOGICAL SPECLIZATIONS, OTH
260701 ZOOLOGY, GENERAL
260702 ENTOMOLOGY
260704 PATHOLOGY, HUMAN AND ANIMAL
260705 PHARMACOLOGY, HUMAN AND ANIMAL
260706 PHYSIOLOGY, HUMAN AND ANIMAL
260799 ZOOLOGY, OTHER
269999 BIOLGCL SCINCS/LIFE SCINCS, OTHR
270101 MATHEMATICS
270301 APPLIED MATHEMATICS, GENERAL
270302 OPERATIONS RESEARCH
270399 APPLIED MATHEMATICS, OTHER
270501 MATHEMATICAL STATISTICS
279999 MATHEMATICS, OTHER
280101 AIR FORCE ROTC/AIR SCIENCE
280301 ARMY ROTC/MILITARY SCINECE

280401 NAVY/MARINE ROTC/NAVAL SCIENCE
290101 MILITARY TECHNOLOGIES
300101 BIOLOGICAL AND PHYSICAL SCIENCES
300501 PEACE AND CONFLICT STUDIES
300601 SYSTEMS SCIENCE AND THEORY
300801 MATHEMATICS & COMPUTER SCIENCE
301001 BIOPSYCHOLOGY
301101 GERONTOLOGY
301201 HSTRIC PRSRVN, CONSERV&ARCH HISTORY
301301 MEDIEVAL/RENAISSANCE STUDIES
301401 MUSEOLOGY/MUSEUM STUDIES
301501 SCIENCE, TECHNOLOGY & SOCIETY
309999 MULTI/INTERDISCIPLINARY STUDIES, OTH
310101 PARKS, RECREATION & LEISURE STUDIES
310301 PARKS, REC & LEISURE FACILITIES MGT
310501 HEALTH & PHYSICAL ED, GEN
310502 ADAPTED PHYS ED/THERPTIC REC
310503 ATHLTIC TRNG & SPORTS MEDICINE
310504 SPORT & FITNESS ADMIN/MGMT
310505 EXRCISE SCI/PHYSIOLGY&MVMNT STUDS
310506 SOCIO-PSYCHLGCL SPORTS STUDIES
310599 HEALTH & PHYS ED/FITNS, OTHR
319999 PARKS, REC, LEISURE&FITNS STUD, OTHR
320101 BASIC SKILLS, GENERAL
320104 COMPUTATIONAL SKILLS
320105 JOB SEEKING/CHANGING SKILLS
320107 CAREER EXPLORATION/AWARENESS SKLS
320108 READING, LITERACY & COMMUNIC SKLS
320199 BASIC SKILLS, OTHER
340103 PERSNL HLTH IMPROV & MAINTENANCE
340104 ADDICTION PREVENTION & TREATMENT
340199 HLTH-RELATED KNOWLEDGE & SKLS, OTHR
350101 INTERPERSONAL & SOCIAL SKLS, GENRL
350102 INTERPERSONAL & RELATIONSHIP SKILLS
350103 BUSINESS & SOCIAL SKILLS
350199 INTERPERSONAL & SOCIAL SKILLS, OTHR
370101 SELF-AWARENES & PERSNL ASSESSMNT
370102 STRESS MGMT & COPING SKILLS
370103 PERSONAL DECISION-MAKING SKILLS
370104 SELF-ESTEEM & VALUES CLARIFICATION
370199 PERSNL AWARENESS & SELF-IMPROV, OTH
380101 PHILOSOPHY
380201 RELIGION/RELIGIOUS STUDIES
389999 PHILOSOPHY AND RELIGION
390101 BIBLICAL & OTHR THLOGIAL LNGS & LITS
400101 PHYSICAL SCIENCES, GENERAL
400201 ASTRONOMY
400301 ASTROPHYSICS
400401 ATMSPHERC SCIENS & METEOROLOGY
400501 CHEMISTRY, GENERAL
400502 ANALYTICAL CHEMISTRY
400503 INORGANIC CHEMISTRY
400504 ORGANIC CHEMISTRY
400505 MEDICINAL/PHARMACEUTICAL CHEMISTRY
400506 PHYSICAL AND THEORETICAL CHEMISTRY
400507 POLYMER CHEMISTRY
400599 CHEMISTRY, OTHER
400601 GEOLOGY
400602 GEOCHEMISTRY
400603 GEOPHYSICS AND SEISMOLOGY
400604 PALEONTOLOGY
400699 GEOLOGICAL & RELATED SCIENCES, OTH
400701 METALLURGY
400702 OCEANOGRAPHY
400703 EARTH & PLANETARY SCIENCES
400799 MISC PHYSICAL SCIENCES, OTHER
400801 PHYSICS, GENERAL
400802 CHEMICAL & ATOMIC/MOLECULAR PHYSCS
400804 ELEMENTARY PARTICLE PHYSICS

400805 PLASMA & HIGH-TEMPERATURE PHYSICS
400806 NUCLEAR PHYSICS
400807 OPTICS
400808 SOLID STATE & LOW-TEMPERATURE PHYSICS
400809 ACOUSTICS
400810 THEORETICAL & MATHEMATICAL PHYSICS
400899 PHYSICS, OTHER
409999 PHYSICAL SCIENCES, OTHER
410101 BIOLOGICAL TECHNOLOGY/TECHNICIAN
410204 INDUSTRIAL RADIOLOGIC TECHNOLOGY/TECHNICIAN
410205 NUCLEAR/NUCLEAR POWER TECHNOLOGY/TECHNICIAN
410299 NUCLEAR & INDUSTRIAL RADIOLOGIC TECHNOLOGY, OTHER
410301 CHEMICAL TECHNOLOGY/TECHNICIAN
410399 PHYSICAL SCIENCE TECHNOLOGY/TECHNICIAN, OTHER
419999 SCIENCE TECHNOLOGIES/TECHNICIAN, OTHER
420101 PSYCHOLOGY, GENERAL
420201 CLINICAL PSYCHOLOGY
420301 COGNITIVE PSYCHOLOGY & PSYCHOLOGY
420401 COMMUNITY PSYCHOLOGY
420601 COUNSELING PSYCHOLOGY
420701 DEVELOPMENTAL & CHILD PSYCHOLOGY
420801 EXPERIMENTAL PSYCHOLOGY
420901 INDUSTRIAL AND ORGANIZATIONAL PSYCHOLOGY
421101 PHYSIOLOGICAL PSYCHOLOGY/PSYCHOBIOLOGY
421601 SOCIAL PSYCHOLOGY
421701 SCHOOL PSYCHOLOGY
429999 PSYCHOLOGY, OTHER
430102 CORRECTIONS/CORRECTIONAL ADMINISTRATION
430103 CRIMINAL JUSTICE/LAW ENFORCEMENT ADMINISTRATION
430104 CRIMINAL JUSTICE STUDIES
430106 FORENSIC TECHNOLOGY/TECHNICIAN
430107 LAW ENFORCEMENT/POLICE SCIENCE
430109 SECURITY & LOSS PREVENTION SERVICES
430199 CRIMINAL JUSTICE & CORRECTION, OTHER
430201 FIRE PROTECTION & SAFETY TECHNOLOGY/TECHNICIAN
430202 FIRE SERVICES ADMINISTRATION
430203 FIRE SCIENCE/FIREFIGHTING
430299 FIRE PROTECTION, OTHER
439999 PROTECTIVE SERVICES, OTHER
440201 COMMUNITY ORGANIZATION, RESOURCES & SERVICES
440401 PUBLIC ADMINISTRATION
440501 PUBLIC POLICY ANALYSIS
440701 SOCIAL WORK
449999 PUBLIC ADMINISTRATION & SERVICES, OTHER
450101 SOCIAL SCIENCES, GENERAL
450201 ANTHROPOLOGY
450301 ARCHEOLOGY
450401 CRIMINOLOGY
450501 DEMOGRAPHY/POPULATION STUDIES
450601 ECONOMICS, GENERAL
450602 APPLIED & RESOURCE ECONOMICS
450603 ECONOMETRICS & QUANTITATIVE ECONOMICS
450604 DEVELOPMENT ECONOMICS & INTERNATIONAL DEVELOPMENT
450605 INTERNATIONAL ECONOMICS
450699 ECONOMICS, OTHER
450701 GEOGRAPHY
450702 CARTOGRAPHY
450801 HISTORY, GENERAL
450802 AMERICAN (US) HISTORY
450803 EUROPEAN HISTORY
450804 HISTORY & PHILOSOPHY OF SCIENCE & TECHNOLOGY
450805 PUBLIC/APPLIED HISTORY & ARCHIVAL ADMINISTRATION
450899 HISTORY, OTHER
450901 INTERNATIONAL RELATIONS & AFFAIRS
451001 POLITICAL SCIENCE, GENERAL
451002 AMERICAN GOVERNMENT & POLITICS
451099 POLITICAL SCIENCE & GOVERNMENT, OTHER
451101 SOCIOLOGY
451201 URBAN AFFAIRS/STUDIES
459999 SOCIAL SCIENCES & HISTORY, OTHER
470404 MUSICAL INSTRUMENT REPAIR
470603 AUTO/AUTOMOTIVE BODY REPAIR
470604 AUTO/AUTOMOTIVE MECHANIC/TECHNICIAN
470605 DIESEL ENGINE MECHANIC AND REPAIR
470607 AIRCRAFT MECHANIC/TECHNICIAN, AIRFRAME
470608 AIRCRAFT MECHANIC/TECHNICIAN, POWERPLANT
470609 AVIATION SYSTEMS & AVIONICS MAINTENANCE TECHNICIAN
479999 MECHANICS & REPAIRERS, OTHER
480101 DRAFTING, GENERAL
480102 ARCHITECTURAL DRAFTING
480103 CIVIL/STRUCTURAL DRAFTING
480104 ELECTRICAL/ELECTRONICS DRAFTING
480105 MECHANICAL DRAFTING
480199 DRAFTING, OTHER
480201 GRAPHIC/PRINTING EQUIPMENT OPERATOR, GENERAL
480205 MECHANICAL TYPESETTER & COMPOSER
480206 LITHOGRAPHER & PLATEMAKER
480208 PRINTING PRESS OPERATOR
480211 COMPUTER TYPOGRAPHY/COMPUTER EQUIPMENT OPERATOR
480212 DESKTOP PUBLISHING EQUIPMENT OPERATOR
480299 GRAPHIC & PRINTING EQUIPMENT OPERATOR, OTHER
480501 MACHINIST/MACHINE TECHNOLOGIST
480503 MACHINE SHOP ASSISTANT
480506 SHEET METAL WORKER
480507 TOOL AND DIE MAKER/TECHNOLOGIST
480508 WELDER/WELDING TECHNOLOGIST
480599 PRECISION METAL WORKERS, OTHER
480701 WOODWORKERS, GENERAL
480702 FURNITURE DESIGNER AND MAKER
480703 CABINET MAKER & MILLWORKER
480799 WOODWORKERS, OTHER
489999 PRECISION PRODUCTION TRADES, OTHER
490101 AVIATION & AIRWAY SCIENCE
490102 AIRCRAFT PILOT AND NAVIGATOR (PROFESSIONAL)
490104 AVIATION MANAGEMENT
490107 AIRCRAFT PILOT (PRIVATE)
499999 TRANSPORTATION & MATERIALS MOVING WORKERS, OTHER
500101 VISUAL AND PERFORMING ARTS
500201 CRAFTS, FOLK ART & ARTISANRY
500301 DANCE
500401 DESIGN & VISUAL COMMUNICATIONS
500402 GRAPHIC DESIGN, COMMERCIAL ART/ILLUSTRATION
500404 INDUSTRIAL DESIGN
500406 COMMERCIAL PHOTOGRAPHY
500407 FASHION DESIGN & ILLUSTRATION
500408 INTERIOR DESIGN
500499 DESIGN AND APPLIED ARTS, OTHER
500501 DRAMA/THEATER ARTS, GENERAL
500502 TECH THEATER/DESIGN & STAGECRAFT
500503 ACTING AND DIRECTING
500504 PLAYWRITING AND SCREENWRITING
500505 DRAMA/THEATER LITERATURE, HISTORY & CRITICISM
500599 DRAMATIC/THEATER ARTS/STAGECRAFT, OTHER
500601 FILM/CINEMA STUDIES
500602 FILM-VIDEO MAKING/CINEMATOGRAHY & PRODUCTION
500605 PHOTOGRAPHY
500699 FILM/VIDEO & PHOTOGRAPHIC ARTS, OTHER
500701 ART, GENERAL
500702 FINE/STUDIO ARTS
500703 ART HISTORY, CRITICISM & CONSERVATION
500704 ARTS MANAGEMENT
500705 DRAWING
500706 INTERMEDIA
500708 PAINTING
500709 SCULPTURE
500710 PRINTMAKING
500711 CERAMICS ARTS AND CERAMICS
500712 FIBER, TEXTILE AND WEAVING ARTS

500713 METAL AND JEWELRY ARTS
500799 FINE ARTS ART STUDIES, OTHER
500901 MUSIC, GENERAL
500902 MUSIC HISTORY AND LITERATURE
500903 MUSIC--GENERAL PERFORMANCE
500904 MUSIC THEORY AND COMPOSITION
500905 MUSICOLOGY AND ETHNOMUSICOLOGY
500906 MUSIC CONDUCTING
500907 MUSIC--PIANO AND ORGAN PERFORMANCE
500908 MUSIC--VOICE & CHORAL/OPERA PERFOR
500909 MUSIC BUSINESS MGT & MERCHANDISING
500999 MUSIC, OTHER
509999 VISUAL AND PERFORMING ARTS, OTHER
510201 COMMUNICATION DISORDERS, GENERAL
510202 AUDIOLOGY/HEARING SCIENCES
510203 SPEECH-LANGUAGE PATHOLOGY
510204 SPEECH-LANGUAGE PATH & AUDIOLOGY
510205 SIGN LANGUAGE INTERPRETING
510299 COMMUNICATN DISORDR SCI & SVCS, OTH
510301 COMMUNITY HEALTH LIAISON
510401 DENTISTRY (DDS, DMD)
510501 DENTL CLINCL SCI/GRAD DENT (MS,PHD)
510601 DENTAL ASSISTANT
510602 DENTAL HYGIENIST
510603 DENTAL LABORATORY TECHNICIAN
510699 DENTAL SERVICES, OTHER
510701 HEALTH SYSTEM/HELTH SVCS ADM
510702 HOSPITAL/HELTH FACIL ADMIN
510703 HEALTH UNIT COORD/WARD CLERK
510704 HEALTH UNIT MGR/WARD SUPERVISOR
510705 MEDICAL OFFICE MANAGEMENT
510706 MEDICAL RECORDS ADMINISTRATION
510707 MEDICAL RECORDS TECHNOLOGY
510708 MEDICAL TRANSCRIPTION
510799 HEALTH & MEDICAL ADMIN SVCS. OTH.
510801 MEDICAL ASSISTANT
510802 MEDICAL LABORATORY ASSISTANT
510803 OCCUPATIONAL THERAPY ASSISTANT
510804 OPHTHALMIC MEDICAL ASSISTANT
510805 PHARMACY TECHNICIAN/ASSISTANT
510806 PHYSICAL THERAPY ASSISTANT
510807 PHYSICAN ASSISTANT
510808 VETERINARN ASSIST/ANIMAL HLTH TECH
510899 HEALTH & MEDICAL ASSISTANTS OTHER
510901 CARDIOVASCULAR TECHNOLOGY/TECHN
510902 ELECTROCARDIOGRAPH TECHNOLOGY/TECH
510903 ELECTROENCEPHALOGRAPH TECH/TECHN
510904 EMERGENCY MEDICAL TECHNOLOGY/TECHN
510905 NUCLEAR MEDICAL TECNOLOGY/TECHN
510906 PERFUSION TECHNOLOGY/TECHNICIAN
510907 MEDICAL RADIOLOGIC TECHNOLOGY/TECH
510908 RESPIRATORY THERAPY TECHNICIAN
510909 SURGICAL OPERATING ROOM TECHN
510910 DIAGNOSTIC MEDICAL SONOGRAPHY
510999 HLTH & MED DIAG. TREAT.SVCS., OTHR
511001 BLOOD BANK TECHNOLOGY/TECHN
511002 CYTOTECHNOLOGIST
511003 HEMATOLOGY TECHNOLOGY/TECHNICIAN
511004 MEDICAL LABORATORY TECHNICIAN
511005 MEDICAL TECHNOLOGY
511006 OPTOMETRIC/OPHTHALMIC LAB TECHN
511099 HEALTH & MED LAB TECHNOLOGIES/TECH
511101 PRE-DENTISTRY STUDIES
511102 PRE-MEDICINE STUDIES
511103 PRE-PHARMACY STUDIES
511104 PRE-VETERINARY STUDIES
511199 HEALTH AND MEDICAL PREP PROG, OTHR
511201 MEDICINE (MD)
511301 MEDICAL ANATOMY
511302 MEDICAL BIOCHEMISTRY
511303 MED BIOMATHEMATICS & BIOMETRICS
511304 MEDICAL PHYSICS/BIOPHYSICS
511305 MEDICAL CELL BIOLOGY
511306 MEDICAL GENETICS
511307 MEDICAL IMMUNOLOGY
511308 MEDICAL MICROBIOLOGY
511309 MEDICAL MOLECULAR BIOLOGY
511310 MEDICAL NEUROBIOLOGY
511311 MEDICAL NUTRITION
511312 MEDICAL PATHOLOGY
511313 MEDICAL PHYSIOLOGY
511314 MEDICAL TOXICOLOGY
511399 MEDICAL BASIC SCIENCES, OTHER
511401 MEDICAL CLINCL SCI (MS, PHD)
511501 ALCOHOL/DRUG ABUSE COUNSELING
511502 PSYCHIATRIC/MENTAL HEALTH SVCS TEC
511503 CLINICAL & MEDICAL SOCIAL WRK
511599 MENTAL HEALTH SERVICES, OTHER
511601 NURSING (RN TRAINING)
511602 NURSING ADM (POST-RN)
511603 NURSING, ADULT HEALTH (POST-RN)
511604 NURSING ANESTHETIST (POST-RN)
511605 NURSING, FAMILY PRACTICE (POST-RN)
511606 NURSG, MATERNAL/CHLD HLTH (PST-RN)
511607 NURSING MIDWIFERY (POST-RN)
511608 NURSING SCIENCE (POST-RN)
511609 NURSING, PEDIATRIC (POST-RN)
511610 NURSING, PSYCH/MENTL HLTH (PST-RN)
511611 NURSING, PUBLIC HEALTH (POST-RN)
511612 NURSING, SURGICAL (POST-RN)
511613 PRACTICAL NURSE (LPN TRAINING)
511614 NURSE ASSISTANT/AIDE
511615 HOME HEALTH AIDE
511699 NURSING, OTHER
511701 OPTOMETRY (OD)
511801 OPTICIANRY/DISPENSING OPTICIAN
511802 OPTICAL TECHNICIAN/ASSISTANT
511803 OPHTHALMIC MED TECHNOLOGIST
511804 ORTHOPTICS
511899 OPHTHALMIC/OPTOMETRIC SVCS, OTHER
511901 OSTEOPATHIC MEDICINE (DO)
512001 PHARMACY (B PHARM, PHARM D)
512002 PHARMACY ADMIN & PHARMACEUTICS
512003 MEDICAL PHARMACOLGY & PHARM SCI
512099 PHARMACY, OTHER
512201 PUBLIC HEALTH GENERAL
512202 ENVIRONMENTAL HEALTH
512203 EPIDEMIOLOGY
512204 HEALTH & MED BIOSTATISTICS
512205 HEALTH PHYSICS/RADIOLOGIC HLTH
512206 OCCUPATIONL HLTH & INDUS HYGIENE
512207 PUBLIC HEALTH ED AND PROMOTION
512299 PUBLIC HEALTH, OTHER
512301 ART THERAPY
512302 DANCE THERAPY
512303 HYPNOTHERAPY
512304 MOVEMENT THERAPY
512305 MUSIC THERAPY
512306 OCCUPATIONAL THERAPY
512307 ORTHOTICS/PROSTHETICS
512308 PHYSICAL THERAPY
512309 RECREATIONAL THERAPY
512310 VOCATIONAL REHABILITATION COUNSEL
512399 REHABILITATION/THERAP SVCS, OTHR
512401 VETERINARY MEDICINE (DVM)
512501 VETERINRY CLIN SCI (MS, PHD)
512601 HEALTH AIDES
512702 MEDICAL DIETICIAN

512703 MEDICAL ILLUSTRATING
512705 PSYCHOANALYSIS
519999 HEALTH PROF & RELATED SVCS. OTHER
520101 BUSINESS, GENERAL
520201 BUSINESS ADMIN & MANAGEMENT GEN
520202 PURCHASING, PROCURE CONTRACTS MGNT
520203 LOGISTICS & MATERIALS MGMT
520204 OFFICE SUPERVISION & MANAGEMENT
520205 OPERATIONS MANAGEMENT & SUPERVI
520206 NONPROFIT AND PUBLIC MGMT
520299 BUSINESS ADMIN & MANAGEMENT OTHER
520301 ACCOUNTING
520302 ACCOUNTING TECHNICIAN
520399 ACCOUNTING, OTHER
520401 ADMIN ASSIST/SECRETARIAL SCI, GEN
520402 EXECUTIVE ADMIN ASSIST/SECRETARY
520403 LEGAL ADMIN ASSIST/SECRETARY
520404 MEDICAL ADMIN ASSIST/SECRETARY
520405 COURT REPORTER
520406 RECEPTIONIST
520407 INFO PROCESSING/DATA ENTRY TECH
520408 GEN OFFICE/CLERICAL & TYPING SVCS.
520499 ADMIN & SECRETARIAL SVCS, OTHER
520501 BUSINESS COMMUNICATIONS
520601 BUSINESS MANAGERIAL ECONOMICS
520701 ENTERPRISE MNGT. & OPERATION, GEN
520702 FRANCHISE OPERATION
520799 ENTERPRISE MAGMT & OPERATION, OTH
520801 FINANCE, GENERAL
520802 ACTUARIAL SCIENCE
520803 BANKING & FINANCIAL SUPPORT SVCS.

520804 FINANCIAL PLANNING
520805 INSURANCE & RISK MANAGEMENT
520806 INTERNATIONAL FINANCE
520807 INVESTMENTS & SECURITIES
520808 PUBLIC FINANCE
520899 FINANCIAL MGMT & SVCS, OTHER
520901 HOSPITALITY/ADMINISTRATION MGNT.
520902 HOTEL/MOTEL & RESTAURANT MGNT.
520903 TRAVEL- TOURISM MANAGEMENT
520999 HOSPITALITY SVCS, MGNT. OTHER
521001 HUMAN RESOURCES MANAGEMENT
521002 LABOR PERSONNEL RELATION & STUDIES
521003 ORGANIZATIONAL BEHAVIOR STUDIES
521099 HUMAN RESOURCES MANAGEMENT, OTHER
521101 INTERNATIONAL BUSINESS
521201 MGNT. INFO SYS & BUS DATA PRC, GEN
521202 BUSNES COMPUTR PROGRMING/PROGMR
521203 BUSINESS SYS ANALYSIS & DESIGN
521204 BUSNES SYS NETWRKNG & TELECOMM
521205 BUSINESS COMPUTER FACILITIES OPER.
521299 BUS INFO & DATA PRCSING SVCS, OTHR
521301 MANAGEMENT SCIENCE
521302 BUSINESS STATISTICS
521399 BSNES QUANTV MTHDS & MGMT SCI,OTHR
521401 BUSINESS MARKTING & MRKTNG MGMT
521402 MARKETING RESEARCH
521403 INTERNATIONAL BUSINESS MARKETING
521499 MARKETING MGNT. & RESEARCH, OTHER
521501 REAL ESTATE
521601 TAXATION
529999 BUSINESS MGNT. & ADMIN SVCS, OTHR