



INTERNATIONAL
COLLEGE CAYMAN
ISLANDS

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Main Campus

P.O. Box 136 Grand Cayman KY1-1501

CAYMAN ISLANDS

Phone: (345) 947-1100

FAX: (345) 947-1210

E-mail: info@icci.edu.ky

Website: www.icci.edu.ky

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OVERVIEW / DISCLAIMER

The staff, and Board of Trustees of ICCI have worked hard to make sure that this catalog presents accurate information at the time of publication. However, there may be changes that occur because of accreditation rule changes, changes in processes or products mandated by governing organizations and entities, and changes due to other circumstances, as well as needs of our student population. Please check our website for catalog updates.

MISSION

The mission of the International College of the Cayman Islands is to prepare students for career placement and personal enhancement. The ICCI education instills attitudes, behaviors, sensitivities, skills, and knowledge that are essential to life and learning. The ICCI experience advances the potential for leadership and a commitment to community service. ICCI equips graduates with practical skills of critical thinking, problem solving and self-directed learning for success in the 21st century job market.

VISION STATEMENT

Adherence to its stated mission enables ICCI to sustain a learning environment in which student-faculty exchanges are presented in a very individualized and learner-friendly setting. The diverse and multi-national mix of students, faculty, and administrative staff assures an enlightened dynamic for an interactive teaching and learning environment. Graduates of ICCI are prepared to contribute service as constituents of the modern workforce, wherever they may choose to work.

The vision of the institution is manifested through practical career preparation combined with technological, economic, social, and ecological awareness; focus upon the Caribbean financial and tourist center location of the Cayman Islands; assurance of a reasonably priced and easily affordable education that is student-focused and responsive to local community needs; and fulfilling academic and cultural needs of the Caymanian and International communities in a variety of degree programs.

CORE VALUES

The core values of ICCI embody a commitment to quality higher education that is affordable, practical, and empowering, thereby fostering placement of graduates in the career path of their choosing. Our core values are to provide a quality education that includes support to help students build their motivation to gain knowledge and skills, and to challenge their own learning with academic literature that leads to real world application. We encourage students to use technology, to integrate science with critical thinking, and to utilize writing as a solid means of communication.

ACCREDITATION

The International College of the Cayman Islands is recognized as a degree-granting institution by the Cayman Islands Government Education Council.

The International College of the Cayman Islands is accredited as a Premier College by the Accreditation Service for International Schools, Colleges and Universities (ASIC) (UK). The current period of accreditation is September 21, 2020 – October 31, 2022. Check the website for updated ASIC accreditation.

The International College of the Cayman Islands received specialized accreditation for its business programs in 2017 through the International Accreditation Council for Business Education (IACBE), located at 11374 Strang Line Road, Lenexa, Kansas, USA. The current period of accreditation is April 2017 through April 2024. Check the website for updated IACBE accreditation. The following business degrees are currently accredited by the IACBE.

Associate of Science in Business
(Accounting, Banking, and Finance Concentrations)

Master of Business Administration

Bachelor of Science in Business Administration
(Accounting and Finance Concentrations)

Master of Science in Management
(Human Resources Concentration)

The following modified and new business programs will be petitioned for IACBE accreditation:

Associate of Science

- Business Administration
- Accounting
- Finance
- Business and Information Technology

Bachelor of Science

- Business Administration
- Accounting
- Finance
- Business and Information Technology
- Strategic Organizational Leadership

Master of Business Administration (MBA)

Master of Science

- Human Resource Management
- Management Consulting

MEMBERSHIPS AND AFFILIATIONS

- The Cayman Islands Chamber of Commerce (CICC)
- The American Library Association (ALA)
- The Library and Information Resources Network, Inc. (LIRN)
- American Association of Collegiate Registrars and Admissions Officers (AACRAO)
- Sigma Beta Delta Honor Society (SBD)
- Society of Human Resources Management (SHRM)
- The Association of Chartered Certified Accountants (ACCA) has granted “Exemption Accreditation” to the college. Exemption Accreditation means ICCI graduates are exempted from certain examination papers ordinarily required by the ACCA.

GENERAL INFORMATION

The International College of the Cayman Islands (ICCI) opened its doors on September 24, 1970, as a non-profit, private, independent institution of higher education. The Cayman Islands consist of three islands: Grand Cayman, Cayman Brac, and Little Cayman. Located in the Caribbean Sea south of Cuba and northwest of Jamaica, Grand Cayman is the largest of the three. This island is roughly 22 miles long (east to west) and eight miles wide (north to south). The current population of the Cayman Island is 66,285 (as of March 2021, based on the latest United Nations estimates. These Islands are an English-speaking British Overseas Territory.

The College's campus, located in the central part of Grand Cayman in the rural community of Newlands, is approximately seven miles from George Town, the capital. The campus is comprised of three buildings. Friends Hall serves as a classroom building and houses the studio of ICCI-FM. McLaughlin Hall serves as a classroom building and houses the Cayman Islands Institute of Professional Accountants Classroom and the Cayman Islands Fund Administrators Association Classroom. Clayton Strain Hall serves as the administration building and houses the library, a new testing center, the computer labs, the bookstore, a student lounge and additional classroom facilities. The International College Radio ICCI 101.1 FM was the first radio station in the Cayman Islands; its facilities serve as a workshop for broadcasting classes.

LEGAL CONTROL

The International College of the Cayman Islands is incorporated as a non-profit guaranteed company in the Cayman Islands to operate as a private, independent institution of higher education. It is also registered by the Education Council of the Cayman Islands Government.

The school's property and buildings are held in the name of the College by the Board of Trustees. The Board is responsible for the maintenance of the College properties and for policy formulation. The names of trustees and directors are found in this catalog under "Trustees."

HISTORY OF ICCI

The International College of the Cayman Islands is the outgrowth of a need felt by a small group of Caymanians and Americans to establish a private, independent institution of higher education in the Cayman Islands, since no other such institution existed in the Islands. The need was initially expressed by Floris McCoy McField, a Caymanian teacher.

In early 1967, a Founding Committee was organized by Dr. J. Hugh Cummings. The Committee worked for several years making plans for the organization and establishment of the College. In January 1968, the American Committee for the College of the Cayman Islands was formed to provide financial help for establishing a college in the Cayman Islands, a college that would later be named International College of the Cayman Islands. Initial land for the campus in Newlands was donated by the late Hon. James M. Bodden.

In the summer of 1969, an American Friends Service Committee volunteer work camp began construction of Friends Hall, the original building for the College. In the summer of 1970, an Operation Crossroads Africa volunteer work camp helped to complete construction on the building. Classes began September 24, 1970, making the International College the first institution of higher learning in the Cayman Islands. Friends Hall was dedicated on January 23, 1971.

In January 1971, construction on the second building, Clayton Strain Residence Hall, began. The building opened for use in September 1971. Construction of the library building began in the summer of 1973; it was available for use in 1974. In January 1973, ICCI acquired the Sylvia Gill Secretarial College franchise and moved its facilities from George Town to the ICCI campus in Newlands.

In the fall of 1975, the College was chartered in the State of Florida as a degree granting institution and authorized by the former Florida State Board of Independent Colleges and Universities (now Commission for Independent Education) to offer courses of study leading to the Associate, Bachelor and Master's degrees. Classes and seminars were first offered through the Miami Center in 1976.

In August 1979, the College was accredited as a Senior College by the Accrediting Commission of the Association of Independent Colleges and Schools (now Accrediting Council for Independent Colleges and Schools). In the Winter Quarter 1980, graduate studies leading to the Master of Science degree were inaugurated. In the Winter Quarter 1993, the Master of Business Administration degree program began.

In August 1990, Dr. J. Hugh Cummings retired and became President Emeritus. He also continued his relationship with ICCI as Professor of Administrative Management and as Director of the Miami Center.

In September 1990, the Board of Trustees chose Dr. Elsa M. Cummings, also a founder of the College, as the second president of ICCI. She held that post until August 2008 when she became President Emerita. She continued her relationship with the College as Presidential Advisor, Trustee, and Director of the Miami Center.

In January 2000, Dr. J. Hugh Cummings, passed away. Traditionally, a memorial walk is held each year from the college campus, the birthplace of tertiary education in the Cayman Islands, to Pedro St. James Castle, the birthplace of democracy in the Cayman Islands.

In September 2004, the college campus was severely damaged when Hurricane Ivan, a category five hurricane, passed within a few miles of Grand Cayman devastating the Cayman Islands. All three campus buildings and the radio tower sustained damage and were unusable. Thanks, especially, to the efforts of ICCI students, the college resumed classes at St. Ignatius High School in George Town in November 2004 and continued to operate at that location through the end of the Fall Quarter 2005.

In January 2006, the college returned to its original campus with two fully repaired and renovated buildings. The renovated Friends Hall, and the Clayton Strain Hall opened for the Winter Quarter 2006. The renovation of both buildings was completed by the generous donation of Mr. Douglas Strain and alumna Mrs. Dorothy Scott.

In 2011, the College opened the Carlyle and Martha McLaughlin Hall, thanks to the generous donation of ICCI alumni, Mr. and Mrs. McLaughlin. The building has two classrooms outfitted with high-tech electronics provided by the Cayman Islands Society of Professional Accountants (now CIIPA) and the Cayman Islands Fund Administrators Association.

In 2015, under the leadership of President David Marshall, a new learning management system, Populi, was introduced. The College also launched an online learning initiative to remove barriers to education that ICCI's working student population faces. Online offerings provide flexibility for students with multiple roles and responsibilities to complete their degree and emerge successfully in the job market.

In 2016, thanks to the initiative and efforts of Dr. Alicia Law, the College was approved to launch The Sigma Beta Delta International Honor Society for Business, believed to be the first international academic honor society in The Cayman Islands. Fifteen students were inducted as the initial chapter members in June 2016.

In November 2016, The Accreditation Services for International Schools, Colleges, and Universities (UK) granted ICCI accreditation.

In April 2017, ICCI was awarded accreditation status by the International Assembly for Collegiate Business Education (now known as the International Accreditation Council for Business Education), a leading international accrediting body for business programs based in the United States, recognizing the quality of selected business programs.

The College has been fortunate to have had committed leadership over the years with several persons serving in presidential roles in the decade following Dr. Elsa Cummings' 2008 retirement as president, including: Dr. John H. Cummings II, Dr. Ray Hayes (Interim), and Dr. Tasha Ebanks-Garcia, Dr. David Marshall, and Dr. Aleza D. Beverly (Interim). In 2018, the Board of Trustees appointed Dr. Byron Coon as the College's eighth president.

In March of 2020, the Cayman Islands, and the rest of the world experienced COVID 19, an epidemic that caused the entire Cayman population to be quarantined in their homes. Tourism came to a halt and many businesses closed. Those that continued required remote interactions including ICCI. Within a matter of a few days, staff was working from home and all courses were transitioned to online with synchronous virtual sessions. While the transition was challenging, ICCI was prepared to move forward because online options were not new to the College. Many instructors and students were familiar with the online system and others enthusiastically embraced the new normal during that time. The campus was reopened in June of 2021.

With a generous donation by the Carlyle McLaughlin family in 2021, the ICCI Testing Center was upgraded with all new computers allowing ICCI to continue offering Pearson Vue and Kryterion tests for the Cayman community. These upgrades also provided the opportunity for ICCI to partner with Prometric to offer various professional accounting certification exams for the Cayman Islands professional community.

EDUCATIONAL PHILOSOPHY

The philosophy of education at ICCI creates a learning environment in which self-motivated students can continue to advance their interests in improving their roles as productive citizens, responsible members of society, and viable constituents of the local workforce. These objectives are achieved in a professional environment that is user-friendly, financially affordable, and convenient for diverse learners. The ICCI academic experience offers opportunities for students to develop working relationships with students, faculty, staff, and administration.

ICCI espouses the belief that growing understanding and development depends on the students' perceptions of the relevance of their learning to themselves and their environment; that knowledge cannot be imposed as it is a dynamic process that stems from the involvement of students with problems and experiences which affect the learning. Our professional faculty facilitate learning, guiding development through teaching not only their specialized content, but also supporting learning of use of professional language and demonstration of professional skills in an engaging, small classroom environment.

NON-DISCRIMINATION STATEMENT

ICCI does not discriminate against individuals based on color, race, sex, sexual orientation, gender identity, pregnancy, marital status, religion, disability, age, arrest record status, veteran status, military service record, ancestry, genetic information or national or ethnic origin in the administration of its educational policies, admissions policies, employment policies, and scholarships. ICCI-administered programs and activities are open to all students. However, the Cayman Islands government offers scholarships and grants exclusively to Caymanian citizens or residents. Contact the Cayman Islands Scholarship Secretariat for more information.

ADMISSION RESCINDING STATEMENT

All admission offers are made on a provisional basis, and the offer can be rescinded at any point up to the first day of instruction of the admission term. Reasons for rescission of admission offers include, but are not limited to, the following:

A provisional student being convicted or charged with a criminal offense (dependent on the type of offense) at any time following the submission of the application until the scheduled first day of instruction at ICCI.

Failing to report any convictions or pending charges for a criminal offense that have already occurred at the time the application is submitted or, if applicable, at any time following the submission of the application until the first scheduled day of instruction at ICCI.

Failing to report such convictions or charges or failing to accurately present personal information may also lead to disciplinary action if discovered after the student has begun instruction at the College.

ORGANIZATION AND ADMINISTRATION

The governing body of the College is the Board of Trustees. The Board is comprised of up to 20 members, who serve for renewable five-year periods, selected from the local and international communities, faculty, and alumni.

The day-to-day affairs of the College are administered by the President, supported by administrative staff of the College.

ASSESSMENT INFORMATION

ICCI is an institution that takes teaching, learning, and assessment very seriously. The College uses both direct and indirect tools to measure student learning outcomes at the course, program, and College-wide levels. All students are required to participate in assessment program activities.

Assessments may include, but are not limited to, examinations in general education, internationally benchmarked tests, writing tests, e-Portfolios, demonstrations, presentations, group and individual projects, Capstone projects, tests of learning gains specific to major fields of study, and opinion surveys regarding students' academic experiences.

STUDENT SERVICES AND ACTIVITIES INFORMATION

Both students and faculty contribute to the diverse internationalism of the ICCI campus. The student body has included representatives from six continents, while faculty members have come from a variety of locations around the world.

ICCI strives to provide a variety of student services that are appropriate to our international, as well as local, student body. We will work with students to accommodate their needs within reason. We recognize that our students have obligations to family, work, and their community. We will support students as they learn time management, skills in writing and using technology to enhance their learning, and in setting reasonable goals for their learning. We realize that some students will be attending part-time, and others will be attending full-time.

ICCI strives to meet the needs of our students. Students are encouraged to share any special concerns they have at the start of their educational journey with us. ICCI provides tutors and other specialized supportive services, but we are not equipped to fully meet some highly specialized needs.

The office of the Student Support and Career Services is in Clayton Strain Hall. The Student Lounge, also located in Clayton Strain Hall, is available to students as study and meeting areas.

Orientation: Prior to attending classes, new students (as well as those returning to the College after four quarters or more of nonattendance) are highly encouraged to participate in an orientation program. This program is designed to acquaint students with the current policies, faculty, and staff of the College.

Advising and Support: The Office of Student Support Services, the Office of the Dean, and academic advisors are available to discuss personal, academic, and career concerns.

Placement: The Director of Student Support and Career Services offers placement assistance to ICCI students and graduates in finding internships and employment. Although the College does not guarantee employment, it provides the opportunity for career education in several fields through internships and placements as part of the academic program in the student's chosen area of study. Also provided are workshops focusing on resume building, interview skills, professional etiquette, appropriate behavior and dress, and one-on-one assistance in preparing for interviews and other job-search related activities.

The College conducts surveys at the time of program completion to identify those individuals who require assistance with placement. The College also performs follow-up surveys six months, and one year after graduation. Graduates are urged to keep in touch with the College to take advantage of available employment openings. The ICCI website provides additional information on career opportunities.

Activities: Social and recreational activities are planned by a Student Activities Committee under the direction of Student Government. Each quarter the committee organizes events that provide students the opportunity to socialize with faculty, staff, alumni, and other students in a variety of ways. Examples of activities have included bowling, boat cruises, snorkeling trips, Earth Day clean up, comedy clubs, international nights, family fun days, beach picnics, the annual Dr. J. Hugh Cummings' Memorial College to Castle Fun Run/Walk, and participation in other community events.

FAMILIARITY WITH COLLEGE REGULATIONS

On or before entrance, each student receives a copy of the College Catalog and the Student Handbook or a link to the documents on the College website (www.icci.edu.ky) which set forth the policies and regulations under which the College operates. Hard copies are available in the library for viewing and are on file with the Office of the Dean. It is the responsibility of the student to become familiar with these policies and regulations and to comply accordingly. Ignorance of or lack of familiarity with this information does not serve as an excuse for noncompliance or infractions.

LIBRARY

The ICCI Library is the College's gateway to a world of quality information resources where students can access a substantial collection of print and online resources that have been carefully selected to support the academic curriculum.

The Library's online catalog and subscription databases are available to our current students, faculty, and staff by logging into the individual's Populi Account at <http://populiweb.com> using their assigned Populi ID username and password.

Reference and research help are available both in-person and online. The librarian offers information literacy workshops, library and research skills sessions and academic referencing tutoring each quarter. The library also manages the College's instructional and media equipment to support teaching and learning.

DIRECTORY INFORMATION

ICCI follows United States Federal guidelines set out in the Family Educational Records Privacy Act (FERPA) which dictates what records are and are not confidential. ICCI takes the idea of privacy seriously. Student contact information is available to faculty and administration in our Locked Populi student services system. Our website has student pictures only of students who have signed releases. No students are identified by name in any pictures on our website. Our other social media does not release identity information of students without their written permission. As adults, our students may self-disclose that information.

In applying FERPA guidelines, ICCI protects the privacy of student information that is part of Education Records. This includes:

- Date and place of birth, student, and if applicable, parent(s) and/or guardian addresses, and who can be contacted in emergencies.
- Grades, test scores, courses taken, academic specializations and activities, and official letters regarding a student's status in school.
- Special education and any other special needs records.
- Disciplinary records.
- Medical and health records that the school creates or collects and maintains.
- Documentation of attendance, schools attended, courses taken, awards conferred, and degrees earned.
- Personal information such as a student's identification code, social security number, picture, or other information that would make it easy to identify or locate a student.

Students must complete a release of information form, specifying what to release and to whom if they want any part of their records released. Basic information of name, picture, and email addresses are available to faculty through the Populi system. Faculty do not share this information with others. Faculty will not use non-ICCI email to contact a student, unless the student has agreed to contact in that manner.

STUDENT CONDUCT

Each student is held responsible for conforming to local laws and for behaving in a manner consistent with the best interest of the College and of the student body. The *Student Handbook* contains the campus rules and student regulations. Students are expected to abide by these rules and regulations, and standards set for avoiding cheating and plagiarism. The College reserves the right to discipline a student when their conduct is determined not to be in keeping with the standards of conduct for an ICCI student.

The College supports the Island-wide effort to create a drug-free environment; therefore, students and their visitors are expected to adhere to the College's policy of maintaining a drug-free and alcohol-free campus. A smoke free environment is also maintained inside the buildings; this prohibits smoking and smoking paraphernalia (e.g., e-cigarettes, e-vapors, wizard pipes, etc.)

Disciplinary action may lead to a warning, probation, suspension, or expulsion. The Dean or the person acting in that capacity, is responsible for the discipline of students, but may act in conjunction with other officers of the College. Before disciplinary action is taken, a student is entitled to a hearing. The student will be heard by the Dean and an appeals committee. The student may appeal to the President after this meeting. Decisions from the President are regarded as final.

HOUSING

Upon request, the College will assist overseas students in finding suitable accommodations. Students are responsible for all housing expenses.

FINANCIAL ASSISTANCE

The College is not currently participating in US federal or state financial aid programs. However, Institutional financial assistance is funded through benefactors and determined by the Financial Aid Committee. These funds are disbursed into three categories of assistance to ICCI students who qualify on a quarterly basis as funding permits: scholarships, grants-in-aid, and grants.

Scholarships are financial gifts to a student. The primary reason for the award is the student's academic performance or potential for performance in the educational programs of the institution. The primary scholarship of the College is the Dr. J. Hugh Cummings Memorial Scholarship. Scholarships may be awarded quarterly to degree-seeking ICCI students in good financial standing who demonstrate financial need and who have a 3.00 cumulative grade point average for undergraduate students and a 3.50 cumulative grade point average for graduate students. The scholarship may be available to promising new students on a case-by-case basis when funds are available. The minimum amount of the scholarship is \$300.00, and the maximum is \$1,000.00 pending the availability of funds. The amount awarded is determined by several factors including the student's performance, the amount requested, the number of classes the student takes, and the total number of applications received. Students are required to reapply each quarter. Applications must be submitted by the announced deadlines prior to the award term.

Grants are gifts of money made to a student in need of financial assistance and believed capable of meeting academic requirements. Grants may be awarded quarterly to degree-seeking ICCI students in good financial standing who demonstrate financial need and have earned a 2.0 cumulative grade point average for undergraduate students and a 3.0 for graduate students. The minimum is \$300.00, and the maximum is \$1000.00 per quarter. Grants do not require repayment. Students will be required to reapply each quarter.

Grant-in-aid, also called **Work Study**, is awarded to students in need of financial assistance who are willing to perform assigned duties on the campus. The awarded students receive credit, no cash, on their student tuition accounts, earning up to the maximum of their quarterly tuition charge. Grants-in-aid may be awarded quarterly to ICCI degree-seeking students in good financial standing who demonstrate financial need and have earned a cumulative grade point average of 2.0 as an undergraduate student or a 3.0 as a graduate student. Grant-in-aid students must perform their

duties satisfactorily. Applications must be approved by the Financial Aid Committee. Students are required to reapply each quarter.

Application and selection process:

The selection of financial aid recipients is made by the Financial Aid Committee each quarter when funds are available. Applications for financial assistance should be addressed to the ICCI Financial Aid Committee on a quarterly basis and received by the deadlines announced by the Business Office prior to the award term. Applications are available from the Business Office or online at www.icci.edu.ky in the Financial Assistance section of the website.

UNDERGRADUATE ADMISSIONS INFORMATION

The International College of the Cayman Islands (ICCI) offers undergraduate students the opportunity to pursue careers in business, tourism, information technology, community health, sustainable horticulture, and marine conservation. The College invites applications from serious, ambitious individuals seeking entry-level positions, advancement, or a career change in those areas by pursuing associate and/or bachelor's degrees.

Prospective students must understand that ICCI is a private, independent institution and, therefore, reserves the right to refuse admission and enrollment. Each student is subject to the College's rules and regulations. Enrollment is open on a quarter-to-quarter basis rather than on a yearly basis. Admission applications are available on our website www.icci.edu.ky or by emailing admissions@icci.edu.ky. Prospective students should contact ICCI or schedule a visit to the campus to obtain more information.

Admission to the College for undergraduate studies is determined on an individual basis. For **degree-seeking students**, admission to an undergraduate degree program requires the following:

- (1) A completed and signed application form
- (2) CI\$60.00 (US \$75.00) Application Fee – Non-refundable
- (3) Official High School Transcript or Official Equivalent (one of the following must be in the file)
 - High School diploma
 - Copy of GED results indicating pass
- (4) An official transcript from every college/university previously attended
- (5) Two letters of reference (not from relatives) attesting intellectual and emotional readiness to do college-level work
- (6) Proof of legal residency in the Cayman Islands - Copy of passport/birth certificate/status certificate/other certificate/ work permit/student visa
- (7) Picture Identification - Driver's license or passport
- (8) Accuplacer Exam - The test areas are Arithmetic, Reading Comprehension and Sentence Skills
- (9) TOEFL Results – A Test of English as a Foreign Language score of at least 550 (paper based) or equivalent for speakers of non-English languages.
- (10) IELTS RESULTS – International English Language Testing System score of no less than 6 and a minimum score of 4 in each of the sections.

Two categories of degree-seeking undergraduate students will be accepted for admission:

- (1) **Regular** students are those who fulfill all admission requirements prior to registration.
- (2) **Provisional** students are those who desire to be accepted into degree programs but have incomplete documentation or requirements. This designation is reserved for extreme, unique situations. Such students will be admitted on a conditional basis and will be classified as provisional students until requirements for regular standing are fulfilled. All documentation requirements **must be** completed within **one quarter**. A provisional student that has not fulfilled regular admission requirements within **the first quarter of**

enrollment may be dropped from the College and will not be able to register for courses in the subsequent quarter.

Non-degree seeking students may attend as unclassified students. The admission requirements are listed below:

- 1) A completed, signed application form
- 2) CI\$60.00 (US \$75.50) Non-refundable Application Fee
- 3) Two reference letters completed by non-relatives
- 4) The Accuplacer Exam may be required
- 5) Proof of high school completion or equivalent if taking college level courses
- 6) The College asks applicants to schedule a personal interview with one of the College admissions personnel to discuss plans and career goals. For international students, the interview may be online.

Official transcripts from all colleges or universities attended prior to applying for admission at ICCI must be requested and sent to the College as soon as possible so the admission process will not be delayed. All documents become the property of the College. ICCI will not release official transcripts, or copies thereof, received from other institutions. ICCI recognizes that some students may not have easy access to official transcripts because of police/military actions, civil unrest, etc. Please contact admissions if you have questions on this.

Applications may be made at any time and applicants will be informed of their acceptance status after all required information and payment are received and the applicant's qualifications are reviewed by the Admissions Office.

Students applying for admission to the International College of the Cayman Islands must be proficient in writing, speaking, and understanding the English language.

The prerequisite for EN 104 is EN 090 English Workshop or the successful completion of the English section of the College Level Accuplacer Exam, with required scores on Reading Comprehension and on Sentence Skills. The prerequisite for MA 105 is AP009 Developmental Math or the successful completion of the Math section of the College Level Math Accuplacer exam, with required scores on all math areas. There is no waiving of these requirements.

CREDIT BY EXTERNAL EXAMINATION

ICCI awards Advanced Placement (AP) credit if a student earns a 3, 4 or a 5 on the Advanced Placement Exam. If a student scores a 4, 5, 6, or 7 on an Advanced IB exam, that student may also receive credit. Credit is only awarded for coursework equivalent to the content covered in either of the examinations. Only original, sealed transcripts or certifiable electronic copies of test scores will be accepted to validate student test performance on the Advanced Placement (AP) or International Baccalaureate (IB) exams.

The College accepts appropriate credits established by the College Level Examination Program (CLEP), or Defense Activity for Non-Traditional Education Support (DANTES) subject testing, and professional certification examinations recognized by the American Council on Education. Official test scores must be sent to the Registrar of the College.

For other types of exams (British A-Levels, NY Board of Regents, or other ACE recommended tests) a Faculty Committee will review the student's test results and determine to accept or reject the results for credit in a particular course, depending on the type of exam and course. It is important to note that any credits obtained by examination are Pass/Fail and will not affect a student's GPA.

TRANSFER STUDENTS

The transfer of credit policy applies to both Associate and Bachelor credits sought to be transferred. A student with earned college credit from another accredited college or university may apply to have these credits transferred into their program at the College. Approval will be given for the maximum number of credits already completed with a grade of "C" (70%) or better that are compatible with the student's chosen degree plan. ICCI will not accept a grade of D or below for transfer credit. ICCI will also not accept a grade of below 70%, even if the grade assigned by the transferring

institution is a C where the grade scale used by the institution from which credits are sought to be transferred is different from the grade scale used by ICCI.

Credit from lower-division courses (100-200 level) in other institutions is not transferable to upper-division courses at ICCI (300-400 level) unless the Dean is provided supporting documentation to validate the transfer of a lower-division course to a higher-division course.

An official transcript from each college previously attended must be submitted upon admission to the College. Failure to provide an official transcript will prevent a student from enrolling in courses that require prerequisites and/or prevent the student from completing their degree program's requirements. A maximum of 105 quarter credits or equivalent may be transferred from junior colleges and/or a maximum of 135 quarter credits or their equivalent may be transferred from senior colleges. ICCI usually accepts credits only from an institution accredited by an institutional accrediting agency listed by the U.S. Department of Education, or from an institution that is internationally recognized and/or recognized by the government of the country in which it operates as a degree-granting institution, such as the University Council of Jamaica (UCJ). Transfer credit from non-accredited schools may be validated for transfer by examination from a NACES-approved evaluation services organization or petition if courses are substantially equivalent to those offered at ICCI. To fulfill the residence requirement, a transfer student must earn the equivalent of at least three quarters of full-time study (45 credits) at ICCI.

Transfer credits will be granted only for courses with a grade of 70% or higher on a 100-point scale for undergraduate courses earned, and 80% or higher on a 100-point scale for graduate courses. A three-credit hour course taken at a semester-based school transfers in as five quarter credit hours. When needed, course syllabi will be used to determine if transferred course content aligns with ICCI's course syllabi. Students may be required to document their previous learning by taking an assessment of competency in that subject.

TRANSIENT STUDENTS

A student attending other institutions may enroll at ICCI for a specified period. The regulations of the primary college will apply, and verification of credit acceptance, and satisfactory conduct should be obtained prior to enrollment at ICCI by the student.

INTERNATIONAL STUDENT INFORMATION

When an international student applies for admission in a program, transcripts of completed secondary and applicable post-secondary credits are required along with an evaluation by a professional agency and/or translation if necessary. The student is responsible for the expense for this service. These transcripts must include specific dates of school attendance, courses taken during each year of attendance, and grades received from each course. The international student must also provide a TOEFL (Test of English as a Foreign Language) or IELTS (International English Language Testing System) examination results. This is required for all applicants whose native language is not English. A minimum score of 80 for the internet-based TOEFL or 550 for the paper-based TOEFL, or 6 for IELTS is required for admission. Applicants who have completed degree programs in English at the college or university level may qualify to have the requirement waived. If this is not noted on the applicant's transcript, a letter from the registrar at the applicant's college or university stating that their language of instruction was English will be required.

For reporting purposes, the ICCI code for TOEFL is 0758. To submit IELTS scores, please contact the test center where you took the test and request that an official Test Report Form be sent to The International College of the Cayman Islands. Visit www.toefl.org or www.ielts.org for more information.

ICCI requires each overseas student to have the total amount of one year's expenses on deposit with the College. ICCI also requires them to have a valid return ticket to their home or equivalent cash deposit. An overseas student must fulfill immigration requirements for entry and be aware that Cayman Islands law does not permit gainful employment without a Gainful Occupation License (work permit). An overseas student should make certain that all arrangements,

academic, financial and immigration matters, have been completed before arriving in the Cayman Islands. An overseas student must be enrolled full-time, which for student visa purposes only, the Cayman Islands Government has defined as being enrolled for ten hours per week. The prospective student is responsible for applying for and obtaining a student visa prior to registration for courses at ICCI. A copy of the approved student visa, by way of official letter provided by immigration or a valid student visa stamp on the passport must be provided to the Admissions Representative prior to registration in courses.

Prospective students that require a student visa to attend ICCI can find more information on the application process and requirements at the following government website address: www.immigration.gov.ky

RE-ADMISSION

A student who has been out of school for at least four successive quarters, or has completed a bachelor's degree program and desires to begin a Master's degree program, or is suspended from school for academic or disciplinary reasons, must reapply for admission and will be subject to the current admission and curriculum requirements. A student suspended for academic reasons may reapply and upon approval by the Dean, be readmitted as an unclassified student subject to the current catalog. A readmitted student will not be considered for regular standing until their GPA for all courses is 2.0 or higher for undergraduate studies and 3.0 or higher for graduate studies. A student suspended for disciplinary reasons may be considered for readmission following the period of suspension. ICCI reserves the right to refuse readmission.

DISCLOSURE

The College reserves the right to modify its tuition and fees; to add or withdraw members from its faculty and staff; to rearrange its programs from time to time as teaching policies make it desirable; and to withdraw subjects, courses, and programs if registration falls below the required number. Course substitutions may be made with the Dean's approval. The total hours specified in each area of the degree, or the program total are the minimum requirements for completion.

TRANSFER TO OTHER COLLEGES

The College neither implies nor guarantees other institutions will accept credits completed at the College. Each institution has its own policies governing acceptance of credit from other institutions since rules and grade requirements vary from college to college. Transfer of credit is a privilege granted by the institution to which a student may seek admission. Therefore, if the student anticipates a transfer of credits earned at ICCI or enrollment in advanced studies, the student must inquire with those institutions from which recognition of academic work at ICCI will be sought and independently determine whether or not the program, course, or courses of study will be accepted by those institutions into which future enrollment is intended.

FINANCIAL INFORMATION

STUDENT ACCOUNT – INVOICES / PAYMENTS

Invoices will be issued at the beginning of each quarter. Payment is expected in full once the invoice has been issued (unless a student has a scholarship or sponsorship). If payment cannot be made in full on time, a payment plan must be requested and approved by the Business Office. Statements will be emailed several weeks into the quarter.

All students' accounts are due and payable at the time such charges are incurred. College regulations prohibit students whose accounts are delinquent from: registration, class attendance, graduation, granting credit, taking of final examinations, providing verification letters of any kind, or release of grades or transcripts.

A payment plan for remitting the total cost in installments may be available to students who qualify through the Deferred Payment Plan. Under this plan, there is a C\$30.00 service charge each quarter and payments are set up on a

schedule agreed between the Business Office and the student. Fees and tuition may be paid using cash, cheque, Visa, or Mastercard credit cards, or debit card, as well as online through Cayman National Bank. A student who has been in default on payments for previous quarters or students placed on academic probation will not be eligible for a payment plan. For further information concerning this plan, contact the Business Office.

The charges for tuition, laboratory fees, service charges and all other charges made by the College are called fees. All students are expected to understand the fee policy of the College (see Schedule of Fees) to abide by it. Payment for textbooks must be made upfront at the time of purchase.

COMPANY SPONSORSHIP / GOVERNMENT SCHOLARSHIP

All students who are sponsored by a company must provide the Business Office with a letter stating the student's name and the fees that will be covered. Invoices will be issued to the student, and it is the student's responsibility to submit the invoice for payment. For those students on Government scholarships, ICCI will coordinate directly with the Scholarship Secretariat regarding payment. The Scholarship students are responsible for all charges above and beyond that which is covered by the Government scholarship and must keep their accounts current in accordance with school policy.

REFUND POLICY

The operating budget of the College provides for the engagement of faculty, expenses, and other annual provisions for management and physical facilities. The College anticipates its budget upon the collection of tuition charges for the full academic term for all accepted students. The withdrawal of a student does not decrease the expenses of the College to any substantial extent. The refund policy has been established so that the student who withdraws from class will share in the incurred costs. Refunds are made in a fair and equitable manner in accordance with the policies of the College.

The effective date of withdrawal from the College or from a class is based on the date of submission of an online withdrawal form called the Add/Drop Form. Refunds on prepaid accounts or credits placed back on student accounts will be made within 30 days from submission of the Add/Drop Form along with verification of the class attendance roster.

Refunds will be made only on tuition and lab fees as follows:

- (1) 100% of advance tuition and fees (less non-refundable fees) on withdrawal before classes begin.
- (2) 75% of the quarter's tuition and fees on withdrawals during the 1st week of the quarter.
- (3) 50% of the quarter's tuition and fees on withdrawals during the 2nd and 3rd week of the quarter.

No refunds will be made after the 3rd week of the quarter and students will be charged for any outstanding balances based upon charges incurred.

A student wishing to withdraw from a Seminar course must complete the online withdrawal form, or Add/Drop Form, prior to the start of the quarter. Once the quarter has begun, all students listed on the official roster for the Seminar course are not entitled to a refund regardless of attendance unless special consideration and approval is given by both the Dean and the Business Office.

Failure to Enter / Cancel on Entry (COE): If a student does not begin classes, the full amount of any prepaid tuition will be refundable minus non-refundable fees. COE's will be determined in Week 3 of the quarter and again at the end of the quarter.

SCHEDULE OF FEES

All fees listed below are subject to change. Students will be notified of any changes one quarter in advance and held to the current fee schedule on a quarter-to-quarter basis. There are four quarters in the school year. All amounts are in Cayman currency. Book costs vary and thus are not included.

TUITION AND FEES

Tuition, per credit (001-499 courses)	120.00
Tuition, per credit (500-599 courses)	150.00
Registration (non-refundable, all students)	60.00
Lab Fee (non-refundable, all students)	50.00
Campus Management Fee	80.00
Course Materials Fee	10.00
Student Activities (non-refundable, all students)	10.00

OTHER FEES

Application (non-refundable)	60.00
Credit by Exam, per credit (100-499 courses)	120.00
Credit by Exam, per credit (500-599 courses)	150.00
Late or Change of Registration	30.00
Graduation Application Fee	100.00
Commencement Fee	400.00
Transcript	25.00
Student Identification Card	25.00
Returned Check Charge	60.00
Late Fee/Payment Plan Service Charge	30.00

Courses that include an experiential learning requirement have additional costs. Accommodation costs, airline transportation, books, and personal expenses, are the responsibility of the student. In addition to tuition, estimated costs are \$1200 for the Local and Global Citizenship and \$2000 for the International Experiential Learning course. Students should plan for the additional cost of these courses. Scholarships and grants may be available to assist students financially for the extra costs.

INTERSESSION

Tuition, per credit (001-499)	120.00
Tuition, per credit (500-599)	150.00
Registration (non-refundable)	60.00
Lab Fee (non-refundable)	50.00

Final examinations, grades, diplomas, transcripts, and letters of verification will not be given until the student's account is paid in full.

ACADEMIC INFORMATION

The Academic Calendar is divided into four quarters of approximately 11 weeks: Fall, Winter, Spring, and Summer. A two-week Intersession may also be held, based on demand and enrollment, between the Fall and Winter quarters.

Late registration or change of registration is not permitted for Intersessions.

REGISTRATION

Students are expected to register for classes during the Registration period.

Add/Drop: Changes to schedules may be made prior to the end of the first week of classes. Approval from the Dean must be obtained to change registration after classes begin. A \$30 fee is charged for change of registration.

Withdrawal: Students have the option to withdraw from a particular course in which they are enrolled. The timing of the withdrawal will determine if an academic penalty is incurred. A "W" will not be assigned for classes dropped within the first week of the term. Students who withdraw during weeks two to seven will be given a "W". A

withdrawal during weeks one to seven will not affect the student's GPA; however, it will be reflected in the student's academic record as an attempted course, which could affect the Standards of Academic Progress.

No withdrawals from courses are permitted after the end of the seventh week; students will be given an "F" for such courses not successfully completed.

A student wishing to withdraw from an Experiential Learning course must complete a drop form prior to the start of the quarter. Once the quarter has begun, any student who withdraws but is listed on the official roster will receive a "W" and it will be reflected on the student's academic record as an attempted course.

Note: Students with outstanding accounts will not be allowed to register for the upcoming quarter unless they have obtained special consideration and approval from the Business Office.

CREDIT SYSTEM AND COURSE LOAD

Course Load: ICCI's policy is that a full-time student will take a minimum of 12 credit hours per quarter. However, it should be noted that students taking 10 credit hours or more per quarter are recognized as being full-time students by for purposes of the Cayman Islands' Immigration and Scholarship Secretariat regulations. No student may carry more than 15 credit hours per quarter without the approval of the Dean. The maximum course load is 20 credit hours per quarter. The capstone course, at the end of the program may be taken without being registered in other courses.

Student Classification: Students will be classified as follows:

Student Classification	Freshman	Sophomore	Junior	Senior
Quarter Credits earned	1-45	46-90	91-135	136-180

GRADES AND GRADING SYSTEM

The grading system and grade-point values used by the College are as follows:

Grade	Interpretation and Approximate Percentage	Grade-Points (per credit)
A	Excellent (90-100%)	4.0
B	Good (80-89%)	3.0
C	Average (70-79%)	2.0
D	Below Average (60-69%)	1.0
F	Failure (below 60%)	0
I	Incomplete	Not computed
P	Pass	Not computed
W	Withdrawal	Not computed
AU	Audit	Not computed
AW	Administrative Withdrawal	Not computed

To compute a grade point average (GPA), one should take the number of quarter credit hours per course and multiply that number by equivalent grade points listed above. For example, a 5 credit hour course times the 4 grade points achieved for an "A" grade will earn a total of 20 grade points. A 5 credit-hour course times the 2 grade points achieved for a "C" grade will earn a total of 10 grade points. To compute a cumulative grade point average, the total of points earned is 30 which is divided by the 10 credit hours taken to date. The result is a grade point average of 3.00. These grade-point averages are calculated only on credits earned at ICCI.

Pass/Fail: A grade of "P" or Pass is defined as a "C" or higher for undergraduate courses and as a "B" or higher for graduate courses. A score below those marks will be graded as an "F". Neither a grade of "P" or "F" where a class is

taken as a Pass/Fail course will be calculated for purposes of grade point average.

Incomplete: Incomplete grades will only be given when extraordinary circumstances beyond the student's control (e.g. hospitalization, accident, death in the family, etc.) prevent him/her from completing course requirements or taking the final exam for a particular course. The student must notify the instructor as soon as possible of this situation. The decision to grant an incomplete grade will be based on the circumstances and will ultimately rest with the instructor. Furthermore, the instructor has the right to request documentation before issuing the incomplete grade. Additionally, in the case of the capstone project students may be granted an incomplete at the approval of the instructor, assuming they have completed at least 60% of the capstone work. The student will have no more than one quarter from the end of the term in question to make up incomplete work. If the student does not make up the incomplete work during this time, the incomplete grade will be converted to a failing grade of **"F."** A student must be enrolled for the quarter in which an incomplete is removed.

Repeating Courses: An undergraduate student may repeat a course taken at the College where a grade of **"D" or "F"** has been earned to fulfill program requirements and/or to improve the cumulative grade point average. Both courses will appear on the student's transcript, however only the higher of the two grades will be used for GPA calculation. Both courses will be considered credit hours attempted for the purpose of successful course completion percentages.

Withdrawals: A grade of **"W"** will be given to a student who, within the first **seven** weeks of the quarter, formally withdraws from a class or from the College. A grade of **"F"** will be recorded for students who, after the end of the seventh week of the quarter, either discontinue attending classes or withdraw from school.

Pass/Fail: Pass **"P"** and Fail **"F"** are used in non-college credit courses. A grade of Pass is a score of 70% or higher on the college standard grade scale and a grade of fail is a score below 70% on the college standard grade scale.

Auditing Courses: Students who wish to take a course purely for information or enrichment and who do not wish credit may do so at the International College of the Cayman Islands if they agree to attend the regularly scheduled class sessions though assignments and examinations will be waived. The tuition rate for audited courses is the same as for courses for academic credit. Change from a credit to an audit course will not be permitted after the registration period.

Administrative Withdrawal: Administrative Withdrawals (AW) will be given for approved leaves of absence. The **"AW"** grade does not affect the student's GPA nor credits earned, nor does it adversely affect successful course completion rates.

Course Substitutions: A student may petition the Dean to substitute a course from the same area of study to fulfill requirements. Students may request substitution of a more advanced course for a more basic course if they take a placement exam to demonstrate proficiency.

Transcripts: A Permanent Academic Record (Transcript) of the student's progress shall be maintained by the Registrar's Office and will be issued upon a student's request. Official transcripts are issued from institution to institution, ICCI official transcripts will bear the College seal and the registrar's signature. Personal Transcripts will state, **"STUDENT COPY"**. Upon written application by the student to the Registrar's office and the payment of the fee for each copy ordered, the College will furnish transcripts of each student's scholastic record. No transcript may be issued for a student who is in arrears.

UNDERGRADUATE STANDARDS OF ACADEMIC PROGRESS

An undergraduate student must meet the following minimum standards of satisfactory achievement and successful course completion while enrolled. Unless waived, all required courses in a program, or approved substitutes, must be successfully completed by the student for that student to graduate. Moreover, only **Regular Students** are eligible for graduation. The College retains the discretion to bar **Provisional Students** who have not achieved regular status within two academic quarters.

Maximum Time Frame: A student must complete the entire Associate degree program (90 quarter credits) while attempting no more than 135 quarter credits. Likewise, a student must complete the entire bachelor's degree program (180 quarter credits) while attempting no more than 270 quarter credits. Failure to complete the selected program during the allotted time periods (as measured by quarter credits attempted) will result in the dismissal of the student. However, the student can appeal to the Academic Committee in the case of extenuating circumstances.

The maximum time frame for **transfer students** is calculated based on the number of credits that they must earn at International College of the Cayman Islands to achieve an Associate or bachelor's degree. The maximum time frame for the student will not exceed 1.5 times the credits necessary to complete the program in question.

Change of Programs and Second Degrees: A student who changes programs shall not have counted toward the maximum allowable credits those courses which are not applicable to the program into which they have transferred. A student who pursues a second degree is permitted 1.5 times the number of required hours to achieve that second degree. For example, if a student requires 40 hours to get a second bachelor's degree the maximum allowable time will be 1.5 times that amount or 60 credit hours in which to finish their second degree.

Evaluation Points: At a minimum, each student will be evaluated at least once every academic year (as measured by earned credits, not attempted credits). In addition, those pursuing an Associate degree will be evaluated after they have attempted 30 and 65 quarter credits, and before they have attempted 135. Those in the bachelor's degree program will be evaluated after they have attempted 65 and 135 quarter credits.

The formula for evaluation points for undergraduate transfer students is as follows:

1. The number of hours transferred in and the number of hours remaining toward their degree will be determined.
2. The number of hours remaining toward their degree is multiplied by 1.5; this determines the maximum period in which credits must be obtained (and the proper evaluation points).
3. The evaluation points are set at 25% of maximum credits remaining based on attempted credits at ICCI, 50% of maximum credits remaining based on attempted credits at ICCI, and 100% of maximum credits remaining based on attempted credits at ICCI.
4. The students are evaluated using the same requirements for each time as non-transfer students as set forth in this catalog; and
5. The academic year evaluation points are based on their total earned hours at ICCI and are set at 45, 90, 135 and 180 earned credits.

SATISFACTORY PROGRESS TABLE - Associate Degree

Required Evaluation Points	Minimum Cumulative GPA	Minimum Successful Course Completion % of Courses Attempted
**30 attempted credits	1.25	55%
*65 attempted credits	1.50	60%
*135 attempted credits	2.00	65%
End of Each Academic Year:		
**45 earned credits	1.33	57%
**90 earned credits	2.00	65%

SATISFACTORY PROGRESS TABLE – Bachelor's Degree

Required Evaluation Points	Minimum Cumulative GPA	Minimum Successful Course Completion % of Courses Attempted
**65 attempted credits	1.50	60%
*135 attempted credits	2.00	65%

*270 attempted credits	2.00	65%
End of Each Academic Year:		
**45 earned credits	1.33	57%
**90 earned credits	2.00	65%
**135 earned credits	2.00	65%
* 180 earned credits	2.00	65%

*Students not meeting these standards are not eligible for financial assistance or probation; at a minimum, such students will be placed in **extended enrollment status** by the College and **may be dismissed**.

Students not meeting these standards will not necessarily be dismissed or placed in extended enrollment status; however, **probation is required.

Minimum Academic Achievement: An Associate-degree student must achieve cumulative grade point averages of the following: 1.25 at 30 attempted credits; 1.50 at 65 attempted credits; and 2.0 at 135 attempted credits. In addition, a student who has earned at least 90 credits must maintain a 2.0 cumulative GPA. A Bachelor-degree student must achieve cumulative GPAs of the following: 1.50 at 65 attempted credits and a 2.00 cumulative GPA after earning 90 credits. Failure to maintain minimum academic achievement will result in the student being placed on academic probation.

Successful Course Completion: A regular student must complete an entire program within 1.50 times the program length. To fulfill the satisfactory progress requirements, the student must successfully complete the following percentages of credit hours earned:

- for 0-30 attempted credits, 55% of the credits attempted.
- for 31-65 attempted credits, 60% of the credits attempted.
- for 66+ attempted credits, 65% of the credits attempted.

Probation and Dismissal: A Regular student failing to meet successful course completion rates during the first 25% of the maximum time frame (55% of 30 attempted credits for the Associate degree or 60% of 65 attempted credits for the bachelor's degree) will be placed on academic probation. A Regular student failing to meet successful completion rates during the first 50% of the maximum time frame (60% of 65 attempted credits for the Associate degree or 65% of 135 attempted credits for the bachelor's degree) may be dismissed or placed in extended enrollment status.

All students placed on probation will be counseled by their academic advisors and will also be advised to attend the English, Math, and/or Accounting Labs as needed.

A student will remain on academic probation until the student has attempted 50% of the maximum time frame for the program elected (65 attempted credits for Associates: 135 attempted credits for Bachelor), or the credits the student has completed exceed 65% of the credits attempted. During the period of academic probation, the student is expected to maintain a 2.0 current GPA or better.

A student who is on probation and fails to progress as stipulated above, regardless of grades received for the current quarter, will be placed on final probation. Should the student on final probation still fail to progress, the student will be placed in extended enrollment status or dismissed from the College.

A student who has been placed on academic probation must immediately clear their account balance with the College and pay tuition and fees for future quarters upfront until they are no longer on probation.

Extended Enrollment Status: A student not making satisfactory academic progress may extend the enrollment status by reapplying for admission as an **unclassified student**. Having been granted such status, the student may register for no more than 15 credits per term. During this period, the student must correct academic deficiencies that led to the suspension by taking remedial courses or retaking courses previously failed. If the student is not capable of correcting their academic deficiency within three courses they may remain on unclassified status for subsequent quarters until

such time as they remove their deficiency. While on extended status the student must maintain a quarterly GPA of 2.0.

A student may not continue studies in such an extended enrollment status beyond the published time frame for the degree sought and still receive the degree.

Reinstatement as a Regular Student: A student who has re-established their satisfactory progress according to the above criteria may apply to the Dean to return to **regular student** status. Instructors who are familiar with the work of the student may be asked to advise the Dean during the approval process. A reinstated regular student will be placed on probation until 15 additional credit hours are earned while maintaining a minimum 2.0 GPA.

Appeals: A student who disagrees with the application of these satisfactory progress standards is required to appeal in writing to the Dean. The student may be called to appear before the Academic Committee, or the student may request a hearing in person. The appeal will be reviewed, and a decision will be made by the Dean and Academic Committee. Students have the right to appeal decisions to the President. All decisions by the President are final.

Readmission after Dismissal: A student who has been dismissed must petition for reinstatement. Following the student's first dismissal, the student may apply for extended status during which the student will be Unclassified and may take courses to correct the academic deficiency (course completion percentage or cumulative GPA). The student must maintain a quarterly GPA of 2.0 for those credit hours taken as an Unclassified student. If the student does not maintain a quarterly GPA of 2.0, then the student will be dismissed from the college and must follow the procedures below. When the student has corrected the academic deficiency, the classification will be changed to a Regular student.

If a student has attempted extended status and is dismissed, then the student must wait one quarter before reapplying to the College. The student may be readmitted as an unclassified student and must maintain a grade point average of at least 2.0 and a course completion percentage of 60% of the units attempted each quarter. Each subsequent dismissal thereafter will be for a one year or a four-quarters time period. Students who have been readmitted to the College will be placed on probationary status subject to dismissal unless the standards stated above are maintained.

Readmission does not exempt a student from completing their entire degree within the maximum time frame allowable for the degree.

Applicability: The standards of satisfactory progress outlined here apply to ALL undergraduate **regular students**, either full-time or part-time.

Additional Policies Applicable to Enforcing Standards of Academic Progress: Since remedial (or noncredit) courses are not included in a student's program of study and do not earn college credit, they do not affect satisfactory academic progress. An "I" or Incomplete that is not removed will become an "F" and counts toward attempted credits for purposes of determining satisfactory academic progress.

Program Changes and the Standards of Academic Progress: When a student changes programs, the determination of that student's academic progress will include only those credits and grades earned which count toward the new program of study. All credits previously attempted which are for courses that are a part of the new program will be calculated for purposes of course completion and maximum program length. A student may only work toward completing one degree program at a time. Once a degree program is completed, students can re-apply if they would like to work toward another degree program.

Course Repetitions: An undergraduate student may repeat a course taken at the College where a grade of "D" or "F" has been earned to fulfill program requirements and/or to improve the cumulative grade point average. Repeated courses will appear on the student's transcript but the higher of the two grades earned will be used for GPA calculation. Both course attempts will be considered credit hours attempted for the purpose of successful course completion percentages. Maximum program lengths (135 quarter credits for the Associate degree and 270 quarter credits for the bachelor's degree) are not affected by this policy. On an exceptional basis a student may appeal to the Dean to repeat a

course one additional time.

Pass/Fail Courses: Although a grade of “P” or Pass is defined as a grade of “C” or higher, credit earned on a pass/fail basis is not computed as part of a student's GPA. Credit so earned, however, is reflected as part of a successful completion rate. Failures of such courses negatively affect course completion percentage for student academic progress.

Withdrawals: A grade of “W” will be given to a student who discontinues attending or formally withdraws from one or more classes between weeks two through seventh. A grade of “F” will be recorded for a student who discontinues attending classes or who withdraws after the seven-week period. The “W” grade affects neither the student's GPA nor credits earned but does adversely affect successful course completion rates.

Mitigating Circumstances and Leaves of Absence: The Dean may grant leaves of absence and/or waive interim satisfactory progress standards for circumstances of poor health, family crisis, or other significant occurrences outside the control of the student. The student must document the circumstances in question and must document the fact that such circumstances have had an adverse impact on their academic progress. The Dean, however, will not grant waivers of graduation requirements because of such circumstances. Leaves of absence do not affect maximum program length.

A student may have only one Leave of Absence (LOA) in any 12-month period. Should a student require a second LOA within one calendar-year due to extenuating circumstances, regulations allow the College to include a second break of attendance, if both breaks of attendance do not add up to more than 180 days in one calendar year.

A LOA is granted only for nonacademic reasons which would prevent the completion of the quarter and must be requested through written application to the Dean utilizing the online form at the College's website (www.icci.edu.ky) unless unforeseen circumstances such as injury or illness prevent the student from doing so. In the case of those special circumstances the Dean must still be contacted.

A student who has not filed a written request for LOA, or one whose LOA request has not been granted will be considered withdrawn. An approved LOA has no impact on Satisfactory Academic Progress. A course in which a leave of absence has been granted will not appear on a student's transcript.

Exceptions: In exceptional case, such as health issues, SAP may be differentially applied at the discretion of the Dean and/or President.

ADVANCED STANDING

Transfer of Credits: A transfer student from another institution of higher education may be admitted for advanced standing. Amount of advanced standing granted depends upon the nature and quality of the applicant's work, evaluated according to ICCI's academic requirements.

Credit by Examination: With the approval of the Dean, credit may be earned by successfully passing a special examination, if such an examination exists for the course(s) in which the student wished to obtain credit by examination. A student who wishes to take a course by examination must have prior knowledge of the subject. The course taken by examination will be counted as part of the quarter's course load and must be indicated at registration. Not more than one course may be taken by examination in any one quarter. The maximum number of credits by examination is 20 for undergraduates and 15 for graduates. A grade of “P” will be recorded if the examination is passed with a grade of “C” or higher for an undergraduate course and a “B” or higher for a graduate course. The Dean (with the assistance of instructors, if needed) will determine the appropriate examination for each course. The fee for credit by examination is noted on the catalog's fees page and is non-refundable, even if a student does not pass the examination or fails to take the examination.

Life Experience Learning Credits: In order for a student to earn credits for life experience learning that is outside of required courses, the Dean will perform a detailed examination and analysis of their prior work experience and

personal experience in job-related activities, travel, community participation, or specialized training schools. To receive credit for life experience learning, the prior experience must relate to the student's program of study. Documentation of life experience and a portfolio are required and must be approved by both the instructor and the Dean. The instructor will grade the portfolio and award the credits on a pass/fail basis. A maximum of 15 credits is allowed.

CLASS ATTENDANCE

Prompt and regular class attendance and participation is considered essential to academic success. While ICCI encourages 100% attendance, the College recognizes there are unavoidable absences due to health, religious holidays, unexpected work requirements, etc. Students should be in attendance and engaged in at least 80% of scheduled class sessions. Less than 80% will affect a student's participation requirement and will ultimately affect the final grade. This standard has been set because ICCI values student engagement. Absent students cannot contribute their unique perspectives to class discussion or other group work. Students should refer to the course syllabus for their instructor's attendance and participation details.

Final examinations must be taken at the time scheduled unless permission of the Instructor and Dean are given to take the exam at a different time than was scheduled by the College.

ACADEMIC AND OTHER GRIEVANCES

A student or other interested parties who wish to make a complaint or have a grievance regarding any College policy, practice, or condition should file a petition in writing with the Dean.

Grievances regarding grades or other matters in a course should be discussed first with the course instructor(s); if the student is not satisfied, the student may submit a written appeal and appear before the Dean and the Academic Committee. Upon the Academic Committee's decision, students have the right to appeal to the President. All decisions by the President are regarded as final.

DEAN'S LIST

Each quarter, a list is published of degree-seeking undergraduate students enrolled for 12 or more graded credits who achieve a 3.5 GPA or higher. Any student wishing to opt-out of having their name published should notify Admissions at the time of admission.

PRESIDENT'S LIST

Each quarter, a list is published of degree-seeking students enrolled for 10 or more graded credits who achieve a 4.0 GPA in the graduate program. Any student wishing to opt-out of having their name published should notify Admissions at the time of admission.

WRITING STANDARDS

In written papers for class assignments, the College requires a quality of writing that meets acceptable standards of proper English usage. The American Psychological Association's *Publication Manual* 7th edition guidelines are the standard requirement. Faculty members have the option of returning any paper that does not meet these standards. If such an assignment is not rewritten to meet these standards, the student's grade may be reduced.

ACADEMIC INTEGRITY

Essential to the process of education, academic honesty is required of all students. Cheating on examinations or plagiarizing term papers are serious offenses, are contrary to policy and could result in cause for dismissal. Refer to the *Student Handbook* for more information on academic honesty and plagiarism.

CHANGES IN PROGRAM

A student who wishes to change from one program to another may do so if they are in good academic standing, submit a Program Declaration Form which is available online at www.icci.edu.ky and obtain approval from the Dean.

EXPERIENTIAL LEARNING

Experiential learning is an integral part of the mission of the College. It was established to provide ICCI students the opportunity to experience another educational setting. Such study is designed to help ICCI students broaden their educational experience and better prepare them in their chosen fields of endeavor.

Courses with experiential learning are taught by ICCI faculty and resource professionals from the international community. An experiential learning requirement is embedded in the course Local and Global Citizenship, an undergraduate general education requirement for all students. An experiential learning requirement is also embedded in various business courses. One of these business experiential learning courses is required for students pursuing a bachelor's degree in business and are scheduled relative to program needs. Courses with experiential learning are designated in the catalog under the Undergraduate Course Descriptions and requires at least 90 credit hours at the bachelor's level.

The tuition cost per quarter hour for courses with required experiential learning is the same as for other courses. **In addition: accommodation costs, airline transportation, books, and personal expenses are the responsibility of the student. Please see the Tuition and Fees listing for more details and plan ahead.**

The student is responsible for obtaining all necessary international travel documents to attend any international experiential learning opportunities. At the student's request, the college can assist with letters to various agencies, but it is the student's obligation to ensure all appropriate documents are obtained to enter any foreign countries that may be visited.

GRADUATION WITH HONORS

A Bachelor of Science Degree student who has excelled academically will be graduated Cum Laude (3.50-3.79 GPA), Magna Cum Laude (3.80-3.99 GPA), or Summa Cum Laude (4.00 GPA) based on their cumulative grade point average, provided they have earned a minimum of 45 graded credits at ICCI.

SECOND DEGREE

Upon completion of an Associate or Bachelor of Science degree, a second degree in another field may be pursued. A student cannot complete two degrees at the same time. A minimum of 25 additional credits for the Associate degree and 35 additional credits for the Bachelor of Science degree must be completed. The corresponding requirements must be fulfilled. A student who has not earned the first degree from ICCI must fulfill the residence requirement.

GENERAL UNDERGRADUATE REQUIREMENTS FOR GRADUATION

- (1) Each student must assume responsibility to see that the student fulfills graduation requirements for the program.
- (2) Program requirements are determined by the catalog year in which the student is first enrolled as a regular student or re-admitted as such unless the student elects a later catalog year during a period of continuous enrollment.
- (3) A student may petition the Dean to substitute a course from the same area of study to fulfill requirements.
- (4) Pass and present the Undergraduate Capstone Project and complete an E-Portfolio, ETS, and Peregrine tests.

- (5) A candidate for graduation must have the recommendation of the College's current faculty to graduate.
- (6) Application for graduation should be submitted at least two quarters prior to the quarter in which the student expects to complete all requirements for graduation. The form is available online at www.icci.edu.ky in the Online Forms section.
- (7) A student may only work toward completing one degree program at a time. Once an undergraduate degree program is completed, students can re-apply if they would like to work toward another degree program.
- (8) The graduation application fee must be paid with the application and is **not** refundable if the candidate does not meet graduation requirements. The commencement fee must also be paid as directed. The commencement fee is transferable if the candidate does not meet graduation requirements that quarter.
- (9) Attendance at the Commencement ceremony is encouraged. Commencement fee is applicable and non-refundable whether the student attends the commencement ceremony or not.
- (10) At least three-quarters (75%) of the required quarter credit hours (or equivalent thereof) to complete a degree must be earned at ICCI.
- (11) A candidate for graduation must fulfill all financial obligations to the College, including tuition charges, fees, and other expenses, before a degree may be granted.

UNDERGRADUATE PROGRAMS OF STUDY

Associate of Science Degrees

Business Administration	Information Science and Technology
Accounting	Sustainable Tourism and Hospitality Management
Finance	Media Management
Business and Information Technology	General Studies

Bachelor of Science Degrees

Business Administration	Sustainable Tourism and Hospitality Management
Accounting	Community Health
Finance	Sustainable Horticulture
Business and Information Technology	Sustainability for Marine Conservation
Information Science and Technology with Artificial Intelligence	Liberal Studies
Strategic Organizational Leadership	

GENERAL EDUCATION REQUIREMENT

All Associate and bachelor's degree programs require that each student completes a set of general education courses. These courses are designed to provide each student with a well-rounded education in building critical thinking skills across a range of learning experiences. These courses integrate writing with at least one major writing assignment and integrate technology across the curriculum.

A student seeking an Associate of Science degree completes a total of 45 credits in general education and 45 additional credits in the major area of study. A student who goes on to seek a bachelor's degree completes an additional 15 credits in general education, for a total of 60 credits in general education and 120 credits in the major area of study.

The requirements are based on skill-building, general knowledge, and application in Writing, Public Speaking, Science, Math, Technology, and Local and Global Concerns. These courses are five quarter credits each. The Associate level courses are: GS 101-Introduction to College Studies: Technology, Leadership, and Success; EN 104-English Composition and Writing; EN 105- Mechanics and Research of Academic Writing; EN 202- Introduction to Public Speaking, Communication, and Self-Awareness; MA 105-Introduction to College Algebra; GS/SH 110-Environmental

Science, Sustainability and Health; SO 202-Intro to Sociology: Culture and Diversity in a Global Society, GS/IT 109-Technology in the Information Age, and SO 235-Local and Global Citizenship with Experiential Learning requirement. In addition to the above courses, bachelor's degree students must complete: MA 205 Application of Math in Society; MA 210-Introduction to Applied Statistics, and PY 220-Introduction to Psychology: Development, Personality, and Motivation.

Learning Outcomes for the Associate of Science General Education Program

All students are expected to achieve the following learning outcomes upon completion of the General Education Program. Upon completion of the General Education Program, a student will be able to do the following:

- A. Develop an academically focused SMART learning goal that relates to building a career-applicable skill that requires at least one academic term to meet.
- B. Apply library skills to conduct academic research related to the academic learning goal.
- C. Apply computer skills to write a coherent expository academic literature review.
- D. Apply public speaking skills to present an aspect of change you have made in your academic learning.
- E. Apply mathematical skills to solving problems related to professional and personal financial management.

THE GENERAL EDUCATION COURSES FOR ASSOCIATE OF SCIENCE DEGREE

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Associate of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (see p. 14 for additional costs)	(5)
Total General Education Requirements for the Associate of Science Degree		45

THE GENERAL EDUCATION COURSES FOR BACHELOR OF SCIENCE DEGREE

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Associate of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
MA 205	Application of Math in Society	(5)
MA 210	Applied Statistics	(5)
PY 220	Introduction to Psychology: Development, Personality, and Motivation	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)

SO 235	Local and Global Citizenship with Experiential Learning (See p. 14 for additional costs)	(5)
Total General Education Requirements for the Bachelor of Science Degree		(60)

ASSOCIATE OF SCIENCE DEGREE PROGRAMS

The College offers courses of study leading to the Associate of Science (A.S.) degree. The objective of this degree is to provide an opportunity to obtain job-entry skills and general education background focused on skill development. A minimum of 90 quarter credit hours is required with a minimum of a 2.0 GPA upon graduation. In addition to the above listed general education undergraduate requirements of 45 quarter hour credits, there are standard courses that must be taken relative to the major. As general education courses are built on a knowledge and applied skills philosophy that meets certain established outcomes and assessments, the courses are not substituted with other courses, but courses may be transferred in from other academic institutions.

In addition to fulfilling the general requirements listed above, students must also comply with the following:

- (1) Fulfill general education requirements for the A.S. degree, completing the courses listed above.
- (2) Earn a minimum of 90 quarter credit hours.
- (3) Successfully complete approved coursework in a major offered in the Associate of Science degree program.
- (4) Earn a cumulative GPA of at least 2.0.
- (5) Submit an academic portfolio including selected assignments during their program. Standardized assessment tests which may include an ETS Writing Exam, and a Peregrine Subject Test must be taken during the last quarter to be included in the portfolio.

BACCALAUREATE OF SCIENCE DEGREE PROGRAMS

The College offers programs of study leading to the Bachelor of Science (B.S.) degree. In addition to fulfilling the general requirements listed above, students must also comply with the following:

- (1) Fulfill general education requirements for the B.S. degree, completing the courses listed below and all learning outcomes associated with the Associate Degree along with the additional outcomes.
- (2) Earn a minimum of 180 quarter credit hours with not less than 60 credits being earned in upper division (300-499) courses.
- (3) Successfully complete approved coursework in a major offered in the Bachelor of Science degree program.
- (4) Successfully complete the Capstone I and II courses. The Capstone Project should be taken at the end of a student's program.
- (5) Earn a cumulative GPA of at least 2.0.
- (6) Submit an academic portfolio including selected assignments during their program. Standardized assessment tests which may include an ETS Writing Exam, and a Peregrine Subject Test must be taken during the last quarter to be included in the portfolio.

ASSOCIATE OF SCIENCE DEGREE
BUSINESS ADMINISTRATION

The Associate of Science Degree in Business program provides opportunities for job entry knowledge and skills for students interested in business careers. Below are the objectives for an Associate of Science in Business. In addition to the General Education outcomes, the student will be given the opportunity to:

- a) Effectively use computers to complete tasks.
- b) Demonstrate comprehension of basic principles of business and management.
- c) Explain the business decision making process.
- d) Describe how accounting concepts are used in basic business decision making.
- e) Perform the steps in the accounting cycle including adjusting entries, closing entries, and preparing income statements and balance sheets.
- f) Analyze the meaning of a sample financial statement.
- g) Demonstrate the use of micro-economic theory in a business application.
- h) Demonstrate the use of macro-economic theory in a business application.
- i) Demonstrate leadership through work with peers.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Associate of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (see p.14 for additional costs)	(5)
Total General Education Requirements for the Associate of Science Degree		(45)
Area II: Business Requirements		
BE 101	Introduction to Business	(5)
BE 104	Introduction to Accounting	(5)
BE 201	Principles of Microeconomics	(5)
BE 202	Principles of Macroeconomics	(5)
BE 226	Business Entrepreneurship I	(5)
Total Business Requirements		(25)
Area III: Approved Business Electives		(10)
Area IV: Approved Business/General Electives		(10)
Total Credits Required for Graduation		(90)

ASSOCIATE OF SCIENCE DEGREE
ACCOUNTING

The Associate of Science degree in Accounting introduces basic accounting principles and provides a background for practical accounting applications. It also provides the student exposure to both financial and managerial accounting principles. In addition to the General Education outcomes, the student will be given the opportunity to:

- a) Identify and comprehend disclosure requirements and ethical standards.
- b) Apply basic principles of costing systems.
- c) Compare and contrast different accounting methods.
- d) Describe the changing needs of financial accounting and reporting in view of information technology trends and the changing nature of generally accepted accounting principles.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Associate of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (see p. 14 for additional costs)	(5)
Total General Education Requirements for the Associate of Science Degree		45
Area II: Business Requirements		
BE 101	Introduction to Business	(5)
BE 104	Introduction to Accounting	(5)
BE 201	Principles of Microeconomics	(5)
BE 202	Principles of Macroeconomics	(5)
Total Business Requirements		(25)
Area III: Accounting Requirements		
BE 211	Financial Accounting	(5)
BE 225	Managerial Accounting	(5)
BE 248	Payroll Accounting	(5)
BE 249	Integrated Accounting Applications	(5)
Total Accounting Requirements		(20)
Area IV: Approved Business/General Elective		(5)
Total Credits Required for Graduation		(90)

ASSOCIATE OF SCIENCE DEGREE

FINANCE

The Associate of Science Degree in Finance seeks to provide a general background for entry-level careers in various economic, financial, and insurance industries. In addition to the General Education outcomes, the student will be given the opportunity to:

- a) Recognize contemporary central banking and bank regulation issues comparing the US, Euro Zone and the United Kingdom.
- b) Identify banking practices and procedures.
- c) Analyze insurance and different lines of insurance, product distribution, and basic legal concepts applicable to insurance.
- d) Demonstrate knowledge of the principles from finance and economics and exploration of the connection between financial markets and the economy.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Associate of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (see p. 14 for additional costs)	(5)
Total General Education Requirements for the Associate of Science Degree		(45)
Area II: Business Requirements		
BE 101	Introduction to Business	(5)
BE 104	Introduction to Accounting	(5)
BE 201	Principles of Microeconomics	(5)
BE 202	Principles of Macroeconomics	(5)
Total Business Requirements		(20)
Area III: Finance Requirements		
BE 207	Elements of Banking	(5)
BE 210	Principles of Insurance	(5)
BE 211	Financial Accounting	(5)
BE 225	Managerial Accounting	(5)
Total Finance Requirements		(20)
Area IV: Approved Business/General Elective		
		(5)
Total Credits Required for Graduation		(90)

ASSOCIATE OF SCIENCE DEGREE
BUSINESS AND INFORMATION TECHNOLOGY

The Associate of Science degree in Business and Information Technology is designed to provide students interested in pursuing careers in the business sector with the information technology skills needed to support those careers. In addition to the General Education outcomes, students will be given the opportunity to:

- a) Apply technology in their business-related tasks.
- b) Identify functionalities and usability of various computer hardware and software.
- c) Build and maintain websites independently.
- d) Lay out and maintain the computer network in business environments.
- e) Troubleshoot networking issues.
- f) Gain practical experience through experiential learning in the business technology industry.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Associate of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (see p. 14 for additional costs)	(5)
Total General Education Requirements for the Associate of Science Degree		(45)
Area II: Business Requirements		
BE 101	Introduction to Business	(5)
BE 104	Introduction to Accounting	(5)
BE 201	Principles of Microeconomics	(5)
BE 202	Principles of Macroeconomics	(5)
Total Business Requirements		(20)
Area III: Information Technology Requirements		
IT 201	Introduction to Computer Management	(5)
IT 202	Data Communications and Computer Networking	(5)
IT 203	Network Troubleshooting	(5)
IT 212	Introduction to blockchain technologies	(5)
Total Information Technology Requirements		(20)
Area IV: Information Science Requirements		
IT 211	Introduction to Web Programming	(5)
Total Information Science Requirements		(5)
Total Credits Required for Graduation		(90)

ASSOCIATE OF SCIENCE DEGREE
INFORMATION SCIENCE AND TECHNOLOGY

The Associate of Science degree in Information Science and Technology is designed to provide students with sufficient IT skills and knowledge to pursue careers that focus on information technology and related fields. It may be of use to individuals seeking entry-level jobs in computer technology applications. In addition to the General Education outcomes, students will be given the opportunity to:

- a) Identify different kinds of computer hardware and software.
- b) Deploy and manage a network independently.
- c) Troubleshoot network issues.
- d) Develop software projects using different programming languages.
- e) Demonstrate in-depth knowledge of database management systems.
- f) Build and maintain websites independently.
- g) Gain practical experience through experiential learning in the information technology industry.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Associate of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (see p.14 for additional costs)	(5)
Total General Education Requirements for the Associate of Science Degree		(45)
Area II: Information Technology Core Requirements		
IT 201	Introduction to Computer Management	(5)
IT 202	Data Communications and Computer Networking	(5)
IT 203	Network Troubleshooting	(5)
IT 212	Introduction to blockchain technologies	(5)
Total Information Technology Core Requirements		(20)
Area III: Information Science Core Requirements		
IT 211	Introduction to Web Programming	(5)
IT 205	C programming language	(5)
IT 206	C++ programming language	(5)
IT 209	Database Management Systems	(5)
IT 210	Software Project Management	(5)
Total Information Science Core Requirements		(25)
Total Credits Required for Graduation		(90)

ASSOCIATE OF SCIENCE DEGREE
SUSTAINABLE TOURISM AND HOSPITALITY MANAGEMENT

The Associate of Science degree in Sustainable Tourism and Hospitality Management is tailored for those interested in supervisory level jobs in the tourism and hospitality industry. Emphasis is placed on the environmental, economic, and socio-cultural aspects of tourism development, and the major operational, managerial and organizational areas in the hospitality industry. In addition to the General Education outcomes, the student will be given the opportunity to:

- a) Effectively implement principles of tourism and hospitality management.
- b) Discuss the business of tourism and its impact locally, regionally, nationally, and globally.
- c) Analyze basic principles of customer service in the tourism and hospitality industry.
- d) Use technology and sustainability practices to achieve operational efficiency in the tourism and hospitality industry.
- e) Explain how the emergence of eco-tourism is changing the tourism and hospitality industry.
- f) Connect ethical, legal, and inclusive leadership standards accepted in the tourism and hospitality industry.
- g) Exhibit social intelligence, innovation, and critical decision-making practices for the tourism and hospitality industry.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Associate of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (see p.14 for additional costs)	(5)
Total General Education Requirements for the Associate of Science Degree		(45)
Area II: Tourism Requirements		
TH 200	Tourist Behavior and Consumption	(5)
TH 201	Principles of Sustainable Tourism and Hospitality Management	(5)
TH 202	Eco-Tourism and Sustainable Tourism Development	(5)
TH 203	Sustainable Tourism Planning and Policy	(5)
TH 204	Digitalization in Hospitality and Tourism	(5)
Total Tourism Requirements		(25)
Area III: Hospitality Requirements		
TH 210	Customer Relationship Management for The Hospitality Industry	(5)
TH 211	Lodging Operations Management	(5)
TH 212	Hospitality Law	(5)
Total Hospitality Requirements		(15)
Area IV: Approved Business/General Elective		(5)
Total Credits Required for Graduation		(90)

ASSOCIATE OF SCIENCE DEGREE

MEDIA MANAGEMENT

The Associate of Science Degree in Media Management provides opportunities for students to learn the practical and theoretical aspects of developing and applying media for reaching consumers of music, videos, news, socialization, business, and various types of other programs. Aspects of production, operations, and management are considered. In addition to the General Education outcomes, the student will be given the opportunity to:

- a) Effectively implement principles of development for various media.
- b) Describe the process of producing original media for business, marketing, social, and personal use of media.
- c) Effectively implement the process for drafting, editing, and publishing articles and news spots for use in different types of media.
- d) Describe the hardware, technology, and equipment necessary to operate a working radio station (ICCI FM 101.1).
- e) Describe the process of producing original broadcasting for radio and television.

Course ID	Subject Area	Credits
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (see p. 14 for additional costs)	(5)
Total General Education Requirements for the Associate of Science Degree		(45)
Area II: Business Requirements		
BE 101	Introduction to Business	(5)
BE 104	Introduction to Accounting	(5)
BE 201	Principles of Microeconomics	(5)
BE 202	Principles of Macroeconomics	(5)
Total Business Requirements		(20)
Area III: Media Management Requirements		
ME 241	Introduction to Current and Emergent Media	(5)
ME 242	Principles of Journalism and Writing for a Specific Audience	(5)
ME 244	Using, Producing, and Managing Current and Emergent Media	(5)
ME 247	Application of Media Management (30 hours of practicum at ICCI)	(5)
Total Media Management Requirements		(20)
Area IV: Approved Business/General Elective		(5)
Total Credits Required for Graduation		(90)

ASSOCIATE OF SCIENCE DEGREE
GENERAL STUDIES

The Associate of Science degree in General Studies provides the student with a general education background for pursuing further studies. This degree is created for students who wish to customize their curriculum to meet their desired career objectives within the constraints of the College's course offerings. In addition to the General Education outcomes, the student will be given the opportunity to:

- a) Apply general education skills including but not limited to the fundamentals of composition, math, science, sociology, and psychology.
- b) Meet Individual program course objectives, to be designed based upon the career path course of study chosen by the student.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Associate of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (see p.14 for additional costs)	(5)
Total General Education Requirements for the Associate of Science Degree		45
Area II: Approved Interdisciplinary Electives		
Choose any nine (9) courses from various programs for personalized study		
Total Approved Interdisciplinary Requirements		(45)
Total Credits Required for Graduation		(90)

BACHELOR OF SCIENCE DEGREE

Majors are offered in the Bachelor of Science (B.S.) program in Business Administration, Accounting, Finance, Business and Information Technology, Information Science and Technology with Artificial Intelligence, Strategic Organizational Leadership, Sustainable Tourism and Hospitality Management, Community Health, Sustainable Agriculture and Horticulture, Sustainability for Marine Conservation, and Liberal Studies.

The objective of the majors in the B.S. degree programs is to provide the opportunity for each student to pursue in-depth studies in a chosen field. These studies can help students prepare for careers in business administration, accounting, finance, information technology, community health, industrial/organizational human management and leadership, tourism and hospitality management, sustainable horticulture, marine conservation, or liberal studies; and at the same time broaden the educational experience at the college level. Emphasis is placed on practical application. While the course offerings for the majors are designed to provide a general background, in some cases it is possible for the student to develop a degree of specialization within the chosen field. The purpose of the Liberal Studies major is to provide, within the curriculum of the College, a general education background.

A student desiring to major in an area not specifically offered by the College may pursue a Liberal Studies major. The course of study will depend upon the student's needs and the available College and faculty resources. The specific concentration will be determined in consultation with the faculty advisor and must be submitted to the Dean for approval. A minimum of 90 credits must be earned in an approved or interdisciplinary area and all general education requirements met.

The general education requirements are set of courses designed specifically to provide knowledge and build skills in the sciences. These are:

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Associate of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
MA 205	Application of Math in Society	(5)
MA 210	Applied Statistics	(5)
PY 220	Introduction to Psychology: Development, Personality, and Motivation	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (See p. 14 for additional costs)	(5)
Total General Education Requirements for the Bachelor of Science Degree		(60)

Learning Outcomes for the Bachelor of Science General Education Program

The student will show learning by having the opportunity to:

- Develop an academically focused SMART learning goal that relates to building a career-applicable skill that requires at least one academic term to meet.
- Apply library skills to conduct academic research related to the academic learning goal.
- Apply computer skills to write a coherent expository academic literature review.
- Apply public speaking skills to present an aspect of change you have made in your academic learning.
- Apply mathematical skills to solving problems related to professional and personal financial management.
- Apply scientific thinking to develop research on how personal and/or professionally related goals may vary by cultural background and psychological development.

G. Identify similarities and differences amongst diverse groups that allow for personal diversity identification.

Approved General Electives are courses outside the degree program chosen by the student. Approved General Electives can be selected in consultation with the faculty advisor or Dean to meet with the student's personal and career objectives. Other required approved electives are chosen by the student and approved by the Dean. These electives may be in the degree program chosen by the student. As we are a small college, elective choices may be limited in some areas.

All Bachelor of Science degree-seeking students will take a capstone course designed for them to demonstrate knowledge and skills in their academic area. The course will be covered in two sections: Capstone I and II. To progress to Capstone II, the student must successfully pass Capstone I.

BACHELOR OF SCIENCE DEGREE
BUSINESS ADMINISTRATION

The Bachelor of Science degree in Business Administration provides opportunities for students to seek careers in various business aspects, such as accounting, banking and trust operations, insurance, risk management, and finance fields. In addition to the General Education outcomes, the student will be given the opportunity to:

- a) Effectively use computers to complete tasks.
- b) Demonstrate comprehension of basic principles of business and management.
- c) Explain the business decision-making process.
- d) Describe how accounting concepts are used in basic business decision-making.
- e) Perform the steps in the accounting cycle including adjusting entries, closing entries, and preparing income statements and balance sheets.
- f) Analyze the meaning of a sample financial statement.
- g) Demonstrate the use of micro economic theory in a business application.
- h) Demonstrate the use of macroeconomic theory in a business application.
- i) Apply statistics to empirical data for decision-making.
- j) Use business communication skills to orally present an effective business report.
- k) Apply marketing analysis based on solid marketing theory in business decision-making.
- l) Demonstrate knowledge of finance including cash flows.
- m) Analyze the legal nature and role of business in the areas of contracts, torts, negotiable instruments, and business associations.
- n) Demonstrate use of information technology to analyze, design, integrate, and manage information systems.
- o) Develop a business plan for an entrepreneurial business.
- p) Examine the principles and techniques of organizing and interpreting empirical data for the purpose of developing a thesis-driven paper.

**BACHELOR OF SCIENCE DEGREE
BUSINESS ADMINISTRATION**

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Bachelor of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
MA 205	Application of Math in Society	(5)
MA 210	Applied Statistics	(5)
PY 220	Introduction to Psychology: Development, Personality, and Motivation	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (See p. 14 for additional costs)	(5)
Total General Education Requirements for the Bachelor of Science Degree		(60)
Area II: Business Requirements		
BE 101	Introduction to Business	(5)
BE 104	Introduction to Accounting	(5)
BE 201	Principles of Microeconomics	(5)
BE 202	Principles of Macroeconomics	(5)
BE 211	Financial Accounting	(5)
BE 225	Managerial Accounting	(5)
BE 226	Business Entrepreneurship I	(5)
BE 300	Communication in Business and Report Writing	(5)
BE 303	Marketing	(5)
BE 306	Management	(5)
BE 308	Business Law	(5)
BE 309	Business Data Analytics	(5)
BS 402	Principles of Research Methodology	(5)
Total Business Requirements		(65)
Area III: Approved Business and General Electives (Including one International Experiential Learning course)		(50)
(Out of the 10 required courses in this area four must Upper Division courses (300-400 level))		
Area IV: Capstone		
BS 490A	Undergraduate Capstone Project I	(2)
BS 490B	Undergraduate Capstone Project II	(3)
Total Capstone		(5)
Total Credits Required for Graduation		(180)

BACHELOR OF SCIENCE DEGREE

ACCOUNTING

The Bachelor of Science degree in Accounting seeks to provide the student with the fundamental theoretical background in bookkeeping, accounting, and auditing for pursuit of a career in some aspect of the accounting field and for professional accounting examinations. It also provides students with opportunities to develop a strong background in business, to build skills in leadership for the accounting industry. In addition to the General Education outcomes, the student will be given the opportunity to:

- a) Perform the steps in the accounting cycle including adjusting entries, closing entries, and preparation of income statements and balance sheets.
- b) Identify the value of assets and cost allocation.
- c) Describe disclosure requirements and ethical standards.
- d) Apply basic and advanced principles of costing systems to manufacturing procedures of job order, process, and joint cost situations.
- e) Analyze cost factors in pricing and business behavior.
- f) Apply audit purpose, procedures, and evidence to audit assurance.
- g) Apply tax principles for determining an individual's income tax liability.
- h) Identify how tax structure principles are applied for partnerships, corporations, and other taxable entities.
- i) Classify the appropriate accounting methods and procedures for various business concerns including stock investments, consolidated financial statements, consolidations involving minority interests, and estates and trusts.
- j) Distinguish accounting procedures in various situations, including bankruptcy, estate and trust accounting, and the SEC disclosure rules and regulations.
- k) Recognize the changing needs of financial accounting and reporting due to information technology trends, changing nature of Generally Accepted Accounting Principles, business reporting on the Internet and problems of legal jurisdiction.
- l) Describe the accounting methods and practices as well as the financial reporting requirements of Governmental and Not-For-Profit entities.
- m) Examine the principles and techniques of organizing and interpreting empirical data for the purpose of developing a thesis-driven paper.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Bachelor of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
MA 205	Application of Math in Society	(5)
MA 210	Applied Statistics	(5)
PY 220	Introduction to Psychology: Development, Personality, and Motivation	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (See p. 14 for additional costs)	(5)
Total General Education Requirements for the Bachelor of Science Degree		(60)

Area II: Business Requirements		
BE 101	Introduction to Business	(5)
BE 104	Introduction to Accounting	(5)
BE 201	Principles of Microeconomics	(5)
BE 202	Principles of Macroeconomics	(5)
BE 211	Financial Accounting	(5)
BE 225	Managerial Accounting	(5)
BE 300	Communication in Business and Report Writing	(5)
BE 303	Marketing	(5)
BE 306	Management	(5)
BE 308	Business Law	(5)
BE 309	Business Data Analytics	(5)
BS 402	Principles of Research Methodology	(5)
		(60)
Area III: Accounting Requirements		
BE 249	Integrated Accounting Applications	(5)
BE 307	Business Finance	(5)
BE 311	Intermediate Accounting I	(5)
BE 312	Intermediate Accounting II	(5)
BE 325	Cost Accounting	(5)
BE 406	Auditing	(5)
BE 440	Advanced Accounting	(5)
BE 470	Taxation Concepts	(5)
BE 480	Government and Not for Profit Accounting	(5)
BS 485	Application through Experiential Learning	(5)
Total Accounting Requirements		(50)
Area IV: Approved International Experiential Learning Course (see pg. 14 for additional costs)		
		(5)
Area V: Capstone		
BS 490A	Undergraduate Capstone Project I	(2)
BS 490B	Undergraduate Capstone Project II	(3)
Total Capstone		(5)
Total Credits Required for Graduation		(180)

BACHELOR OF SCIENCE DEGREE**FINANCE**

The Bachelor of Science degree in Finance is designed for those interested in pursuing managerial or consultative careers in various finance areas such as banking, trust operations, insurance, or risk management. In addition to the General Education outcomes, the student will be given the opportunity to:

- a) Recognize contemporary central banking and bank regulation issues comparing the US, Euro zone and the UK.
- b) Identify banking practices and procedures.
- c) Apply general principles of law to financial decision-making, risk analysis and liabilities.
- d) Analyze insurance and risk management and the different lines of insurance, product distribution, re-insurance and basic legal concepts applicable to insurance.
- e) Explain the principles from finance and economics and the connection between financial markets and the economy.
- f) Describe public policy issues as to how financial markets, governments, and central banks conduct monetary policy.
- g) Describe the types of foreign exchange and foreign markets along with international monetary systems and exchange rate systems.
- h) Apply principles of financial management of national and multinational firms regarding cash management, intra-firm transfer, control and capital budgeting.
- i) Describe core concepts and tools in making investment decisions, managing a portfolio and developing, implementing, and monitoring a successful investment program.
- j) Examine the principles and techniques of organizing and interpreting empirical data for the purpose of developing a thesis-driven paper.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Bachelor of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
MA 205	Application of Math in Society	(5)
MA 210	Applied Statistics	(5)
PY 220	Introduction to Psychology: Development, Personality, and Motivation	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (See p. 14 for additional costs)	(5)
Total General Education Requirements for the Bachelor of Science Degree		(60)
Area II: Business Requirements		
BE 101	Introduction to Business	(5)
BE 104	Introduction to Accounting	(5)
BE 201	Principles of Microeconomics	(5)
BE 202	Principles of Macroeconomics	(5)
BE 211	Financial Accounting	(5)
BE 225	Managerial Accounting	(5)

BE 300	Communication in Business and Report Writing	(5)
BE 303	Marketing	(5)
BE 306	Management	(5)
BE 308	Business Law	(5)
BE 309	Business Data Analytics	(5)
BS 402	Principles of Research Methodology	(5)
Area II: Total Business Requirements		(60)
Area III: Finance Requirements		
BE 207	Elements of Banking	(5)
BE 210	General Principles of Law	(5)
BE 230	Principles of Insurance	(5)
BE 302	Money and Banking	(5)
BE307	Business Finance	(5)
BE 332	Risk Management	(5)
BE 432 or BS 424	International Financial Management or International Experiential Learning: Global Finance	(5)
BE 435	Investments	(5)
BE 436	Advanced Investments	(5)
BS 485	Application through Experiential Learning	(5)
Total Finance Requirements		(50)
Area IV: Approved International Experiential Learning Course or Business Elective		(5)
Area V: Capstone		
BS 490A	Undergraduate Capstone Project I	(2)
BS 490B	Undergraduate Capstone Project II	(3)
Total Capstone		(5)
Total Credits Required for Graduation		(180)

BACHELOR OF SCIENCE DEGREE
BUSINESS AND INFORMATION TECHNOLOGY

Students graduating from our business and information technology program will be able to choose many different roles; becoming Information Technology (IT) and Information Systems (IS) workers in the business sector, project planners in the business, web developers, and business systems analysts. The Business and information technology program will educate students to analyze, design, integrate, and manage information systems using information technology in the business domain. In addition to the General Education outcomes, students will be given the opportunity to:

- a) Perform research emphasizing creativity, independent learning, and scientific methods in a chosen area of information technology.
- b) Design, implement and evaluate a computing-based solution to meet a given set of computing requirements in the context of the business program's discipline.
- c) Communicate effectively in a variety of professional contexts.
- d) Demonstrate the application of professional, informed judgments in computing practice based on legal and ethical principles in business.
- e) Demonstrate proper business behaviors as a member or leader of a team engaged in activities appropriate to the program's discipline.
- f) Account for analyzed user needs in the selection, creation, integration, evaluation, and administration of business computing-based systems.
- g) Develop a business product or process by applying skills of programming, web, database, human-computer interaction, and networking and security tools.
- h) Examine the principles and techniques of organizing and interpreting empirical data to develop a thesis-driven paper.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Bachelor of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
MA 205	Application of Math in Society	(5)
MA 210	Applied Statistics	(5)
PY 220	Introduction to Psychology: Development, Personality, and Motivation	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (See p. 14 for additional costs)	(5)
Total General Education Requirements for the Bachelor of Science Degree		(60)
Area II: Business Requirements		
BE 101	Introduction to Business	(5)
BE 104	Introduction to Accounting	(5)
BE 201	Principles of Microeconomics	(5)
BE 202	Principles of Macroeconomics	(5)

BE 211	Financial Accounting	(5)
BE 225	Managerial Accounting	(5)
BE 300	Communication in Business and Report Writing	(5)
BE 303	Marketing	(5)
BE 306	Management	(5)
BE 309	Business Data Analytics	(5)
BE 308	Business Law	(5)
SO/BE 402	Principles of Research Methodology	(5)
Total Business Requirements		(60)
Area III: Information Technology Requirements		
IT 201	Introduction to Computer Management	(5)
IT 202	Data Communications and Computer Networking	(5)
IT 204	Network Security	(5)
IT 203	Network Troubleshooting	(5)
IT 306	Cloud Computing	(5)
IT 305	Business Informatics	(5)
IT 212	Introduction to blockchain technologies	(5)
IT 403	Advanced Blockchain Technologies	(5)
IT 485	Experiential Learning and Action Research	(5)
Total Information Technology Requirements		(45)
Area III: Information Science Requirements		
IT 211	Introduction to Web Programming	(5)
Total Information Science Requirements		(5)
Area IV: Approved International Experiential Learning Course		(5)
Area V: Capstone		
BS 490 A	Undergraduate Capstone Project I	(2)
BS 490 B	Undergraduate Capstone Project II	(3)
Total Credits Required for Graduation		(180)

BACHELOR OF SCIENCE DEGREE

INFORMATION SCIENCE AND TECHNOLOGY WITH ARTIFICIAL INTELLIGENCE

Students graduating from our information science and technology with artificial intelligence program will be able to choose many different roles; becoming Information Technology (IT) and Information Systems (IS) consultants, project planners, project managers, interface designers, information systems researchers, web developers, and systems analysts. They can also work with companies developing AI technology. In addition to the General Education outcomes, students will be given the opportunity to:

- a) Perform research emphasizing creativity, independent learning, and scientific methods in a chosen area of information technology.
- b) Design, implement and evaluate a computing-based solution to meet a given set of computing requirements in the context of the program's discipline.
- c) Communicate effectively in a variety of professional contexts.
- d) Demonstrate the application of professional, informed judgments in computing practice based on legal and ethical principles.
- e) Demonstrate proper behaviors as a member or leader of a team engaged in activities appropriate to the program's discipline.
- f) Account for analyzed user needs in the selection, creation, integration, evaluation, and administration of computing-based systems.
- g) Perform tasks related to the creation and development of robotic systems.
- h) Perform tasks related to the creation and development of Artificial Intelligence systems.
- i) Develop a product or process by applying skills of programming, web, database, human-computer interaction, and networking and security tools.
- j) Examine the principles and techniques of organizing and interpreting empirical data to develop a thesis-driven paper that demonstrates critical and creative thinking based on relevant evidence and analytical reasoning.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Bachelor of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
MA 205	Application of Math in Society	(5)
MA 210	Applied Statistics	(5)
PY 220	Introduction to Psychology: Development, Personality, and Motivation	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (See p. 14 for additional costs)	(5)
Total General Education Requirements for the Bachelor of Science Degree		(60)
Area II: Information Technology Core Requirements		
IT 201	Introduction to Computer Management	(5)
IT 204	Network Security	(5)
IT 202	Data Communications and Computer Networking	(5)

IT 212	Introduction to blockchain technologies	(5)
IT 306	Cloud Computing	(5)
IT 305	Business Informatics	(5)
IT 203	Network Troubleshooting	(5)
IT 301	Data Structures	(5)
IT 402	Robotics and Automation	(5)
IT 401	Artificial Intelligence	(5)
IT 403	Advanced Blockchain Technologies	(5)
IT 404	Mobile Application Development	(5)
Total Information Technology Core Requirements		(60)
Area III: Information Science Requirements		
IT 211	Introduction to Web Programming	(5)
IT 205	C programming language	(5)
IT 206	C++ programming language	(5)
IT 209	Data Base Management Systems	(5)
IT 207	Java programming language	(5)
IT 302	C# programming language	(5)
IT 303	Python programming language	(5)
IT 304	Computer graphics and design	(5)
IT 406	Cybersecurity	(5)
IT 407	Practical Application of Artificial Intelligence	(5)
IT 210	Software Project Management	(5)
Total Information Science Requirements		(55)
Area V: Capstone		
BS 490 A	Undergraduate Capstone Project I	(2)
BS 490 B	Undergraduate Capstone Project II	(3)
Total Credits Required for Graduation		(180)

BACHELOR OF SCIENCE DEGREE
STRATEGIC ORGANIZATIONAL LEADERSHIP

The Bachelor of Science degree in Strategic Organizational Leadership provides opportunities for students to prepare for careers related to organizational human management and leadership. In addition to the General Education outcomes, the student will be given the opportunity to:

- a) Describe the principles needed to be a successful leader in an organizational setting.
- b) Provide an example of how to set up diverse teams.
- c) Provide examples of personal ethics and professional ethics.
- d) Provide examples of how human performance is analyzed and measured to meet organizational goals and objectives.
- e) Compare how systems theory would be applied in a public, not-for-profit, and for-profit organization.
- f) Examine the principles and techniques of organizing and interpreting empirical data for the purpose of developing a thesis-driven paper.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Bachelor of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
MA 205	Application of Math in Society	(5)
MA 210	Applied Statistics	(5)
PY 220	Introduction to Psychology: Development, Personality, and Motivation	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (See p. 14 for additional costs)	(5)
Total General Education Requirements for the Bachelor of Science Degree		(60)
Area II: Business Requirements		
BE 101	Introduction to Business	(5)
BE 104	Introduction to Accounting	(5)
BE 201	Principles of Microeconomics	(5)
BE 202	Principles of Macroeconomics	(5)
BE 211	Financial Accounting	(5)
BE 225	Managerial Accounting	(5)
BE 300	Communication in Business and Report Writing	(5)
BE 303	Marketing	(5)
BE 308	Business Law	(5)
BE 309	Business Data Analytics	(5)
BS 402	Principles of Research Methodology	(5)
Total Business Requirements		(55)
Area III: Strategic Organizational Leadership Requirements		

OL 201	Principles of Organizational Leadership	(5)
OL 202	Teams, Groups and Organizational Dynamics	(5)
OL 203	Cultural Diversity in Leadership	(5)
OL 204	Personal, Professional and Organizational Ethics	(5)
HE/IT/OL 305	Business Informatics	(5)
OL 302	Industrial and Organizational Psychology	(5)
OL 350	Principles of Human Resources Management	(5)
OL 401	Systems Approach to Organizational Change	(5)
OL 402	Strategic Planning	(5)
OL 404	Strategic Leadership and Management	(5)
OL/TH 406	Human Performance Analysis and Measurement	(5)
BS 485	Application through Experiential Learning	
Total Organizational Leadership Requirements		(60)
Area IV: Capstone		
BS 490A	Undergraduate Capstone Project I	(2)
BS 490B	Undergraduate Capstone Project II	(3)
	Total Capstone	(5)
Total Credits Required for Graduation		(180)

BACHELOR OF SCIENCE DEGREE
SUSTAINABLE TOURISM AND HOSPITALITY MANAGEMENT

The Bachelor of Science degree in Sustainable Tourism and Hospitality Management is tailored for those interested in supervisory level jobs in the tourism and hospitality industry. Emphasis is management-oriented though a certain amount of clerical expertise is demanded for parts of this industry. In addition to the General Education outcomes, the student will be given the opportunity to:

- a) Effectively implement principles of tourism and hospitality management.
- b) Recognize the structure, make-up, and tasks required of a “front desk operator” in the tourism and hospitality industry.
- c) Analyze basic principles of customer service in the tourism and hospitality industry.
- d) Explain how the tourism and hospitality industry uses teams and organizational leadership principles to meet consumer demand in different tourism and hospitality areas.
- e) Explain how the emergence of eco-tourism is changing the tourism and hospitality industry.
- f) Provide examples of how to interact effectively with people from diverse backgrounds;
- g) Provide an example of how to set up diverse teams;
- h) Provide examples each of personal ethics and professional ethics in the hospitality industry;
- i) Compare and contrast the differences between strategic management and project management in the hospitality industry;
- j) Describe behaviors that human resource managers typically engage in when they are determining employee performance standards;
- k) Provide examples of how human resource managers determine the thinking skills of potential employees;
- l) Describe key industry standards for working with food and beverage service and restaurants;
- m) Describe key industry standards for working with hotel and care-for-others industries;
- n) Describe the key aspects of destination development;
- o) Describe the standards expected when engaged in event planning and management; and
- p) Examine the principles and techniques of organizing and interpreting empirical data for the purpose of developing a thesis-driven paper.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Bachelor of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
MA 205	Application of Math in Society	(5)
MA 210	Applied Statistics	(5)
PY 220	Introduction to Psychology: Development, Personality, and Motivation	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (see p.14 for additional costs)	(5)
Total General Education Requirements for the Bachelor of Science Degree		(60)
Area II: Business Requirements		
BE 101	Introduction to Business	(5)
BE 104	Introduction to Accounting	(5)
BE 201	Principles of Microeconomics	(5)

BE 202	Principles of Macroeconomics	(5)
BS 402	Principles of Research Methodology	(5)
Area II: Total Business Requirements		(25)
Area III: Tourism Requirements		
TH 200	Tourist Behavior and Consumption	(5)
TH 201	Principles of Sustainable Tourism and Hospitality Management	(5)
TH 202	Eco-Tourism and Sustainable Tourism Development	(5)
TH 203	Sustainable Tourism Planning and Policy	(5)
TH 204	Digitalization in Hospitality and Tourism	(5)
Total Tourism Requirements		(25)
Area IV: Hospitality Requirements		
TH 210	Customer Relationship Management for The Hospitality Industry	(5)
TH 211	Lodging Operations Management	(5)
TH 212	Hospitality Law	(5)
Total Hospitality Requirements		(15)
Area V: Tourism & Hospitality Requirements		
OL/TH 350	Human Resource Management	(5)
TH 352	Food and Beverage Safety Standards and Management	(5)
TH 401	Tourism Destination Management	(5)
TH 402	Restaurant Processes and Management	(5)
TH 403	Event Planning Processes and Management	(5)
TH 404	Safety, Security, Risk Management and Disaster Avoidance	(5)
TH 405	Tourism and Hospitality Marketing	(5)
OL/TH 406	Human Performance Analysis and Measurement	(5)
BS 434	International Experiential Learning: Travel & Tourism or any other International Experiential Course	(5)
BS 485	Application through Experiential Learning	(5)
Area V: Total Tourism & Hospitality Requirements		(50)
Area VI: Capstone		
BS 490A	Undergraduate Capstone Project I	(2)
BS 490B	Undergraduate Capstone Project II	(3)
Total Capstone		(5)
Total Credits Required for Graduation		(180)

BACHELOR OF SCIENCE DEGREE

COMMUNITY HEALTH*

*This is a new program. When there is sufficient interest, we will offer the full program.

The Bachelor of Science degree in Community Health provides opportunities for students to prepare for careers related to public health and improvement of health for humanity. In addition to the General Education outcomes, the student will be given the opportunity to:

- a) Describe the needs for public and primary health care;
- b) Describe health care delivery systems;
- c) Identify parts of the human body;
- d) Explain how nutrition impacts the human body;
- e) Explain how the environment impacts the human body;
- f) Compare curative services with prevention services for health care;
- g) Identify public health problems;
- h) Develop a plan to solve a public health problem; and
- i) Use empirical data for the purpose of developing a thesis-driven paper.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Bachelor of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
MA 205	Application of Math in Society	(5)
MA 210	Applied Statistics	(5)
PY 220	Introduction to Psychology: Development, Personality, and Motivation	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (See p. 14 for additional costs)	(5)
Total General Education Requirements for the Bachelor of Science Degree		(60)
Area II: Community Health Requirements (Lower Division)		
BI 107	General Biology I	(5)
HE 102	Introduction to Human Anatomy	(5)
HE 103	Introduction to Human Physiology	(5)
HE 104	Introduction to Community Health	(5)
HE 205	General Epidemiology	(5)
HE 206	Epidemiology of Communicable and Non-Communicable Diseases	(5)
HE 211	International Community Health	(5)
HE 212	Primary Health Care and Public Health Administration	(5)
Total Community Health Requirements (Lower Division)		(40)
Area III: Community Health Requirements (Upper Division)		
HE/IT/OL 305	Business Informatics	(5)

HE 302	Environmental Community Health	(5)
HE 303	Occupational Health and Safety and Health Informatics	(5)
HE 304	Regional and International Health Care Delivery Systems	(5)
HE 305	Public Health Nutrition, Food, Food Quality, and Food Hygiene	(5)
HE 306	Demography and Population Dynamics, Health Promotion of Special Groups	(5)
HE 307	Program Development and Management for Community Health	(5)
HE 402	Family Planning, Maternal and Child Health	(5)
HE 403	Health in Transition, Disasters and Humanitarian Health Situations	(5)
HE 404	Introduction to Health Economics, National Health Policy and Planning	(5)
HE 405	Public Health Lab Practices	(5)
HE 406	Community Health Application Through Experiential Learning	(5)
OL 404	Strategic Leadership and Management	(5)
PY 322	Psychological and Health Issues in Diverse Cultures	(5)
BS 402	Principles of Research Methodology	(5)
Total Community Health Requirements (Upper Division)		(75)
Area IV: Capstone		
BS 490A	Undergraduate Capstone Project I	(2)
BS 490B	Undergraduate Capstone Project II	(3)
Total Capstone		(5)
Total Credits Required for Graduation		
		(180)

BACHELOR OF SCIENCE DEGREE
SUSTAINABLE AGRICULTURE AND HORTICULTURE*

*This is a new program. When there is sufficient interest, we will offer the full program.

The Bachelor of Science degree in Sustainable Agriculture and Horticulture provides opportunities for students to prepare for careers related to agriculture, horticulture, farming, agritourism, food production, research, and food science. In addition to the General Education outcomes, the student will be given the opportunity to:

- a) Identify types of plants used in horticulture;
- b) Describe the preparation needed to engage in sustainable agriculture;
- c) Explain why sustainability is important;
- d) Explain how sustainability impacts local and regional society;
- e) Identify major methods of growing plants in horticulture and agriculture;
- f) Describe food safety issues in sustainable agriculture and horticulture;
- g) Identify various diseases that impact agriculture and horticulture;
- h) Compare and contrast pest management techniques;
- i) Describe general safety issues when engaged in growing plants;
- j) Describe how to set-up and maintain a sustainable aquaponics/hydroponics system; and
- k) Use empirical data for the purpose of developing a thesis-driven paper.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Bachelor of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
MA 205	Application of Math in Society	(5)
MA 210	Applied Statistics	(5)
PY 220	Introduction to Psychology: Development, Personality, and Motivation	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (See p. 14 for additional costs)	(5)
Total General Education Requirements for the Bachelor of Science Degree		(60)
Area II: Sustainable Agriculture and Horticulture Requirements		
BI 105	General Biology I (Cellular and Molecular)	(5)
BI 205	General Biology II (Organismal)	(5)
SH 112	Global Sustainable Solutions and Ethical Stewardship	(5)
SH 113	Introduction to Horticulture and Agriculture: Sustainable Aquaponics and Hydroponics	(5)
BI 206	Sustainable Water Management and Food Safety	(5)
SH 301	Introduction to Entomology: Pollinators	(5)
SH 302	Sustainable Marine Ecology	(5)
SH 310	Introduction to Aquatic Plants: Plant Taxonomy, Pathology, and Pollinators	(5)
SH 303	Aquatic Diseases and Parasites	(5)
SH 304	Advanced Horticulture and Agriculture: Sustainability, Soils, and Fertilizers	(5)

SO/BE 306	Management	(5)
SH 401	Business of Horticulture and Agriculture I	(5)
SH 402	Business of Horticulture and Agriculture II	(5)
SH 403	System Design and Experience	(5)
SH 404	Sustainability in Local and Global Environmental Policy	(5)
BS 402	Principles of Research Methodology	(5)
BS 485	Application through Experiential Learning	(5)
Total Horticulture Requirements		(85)
Area III: Approved Horticulture Electives		(30)
HE 302	Environmental Health, Climate Change and Health	(5)
BI 307/ SH 306	Introduction to Fisheries Biology	(5)
BI 302	Botany	(5)
BI 303	Weather, Climate, and the Oceans	(5)
SH 406	Economics of Fisheries and the Ocean	(5)
	Other electives	(5)
Total Approved Horticulture Electives		(30)
Area IV: Capstone		(5)
BS 490A	Undergraduate Capstone Project I	(2)
BS 490B	Undergraduate Capstone Project II	(3)
Total Credits Required for Graduation		(180)

**BACHELOR OF SCIENCE DEGREE
SUSTAINABILITY FOR MARINE CONSERVATION***

*This is a new program. When there is sufficient interest, we will offer the full program.

The Bachelor of Science degree in Sustainability for Marine Conservation is designed to provide a formal course of training and professional development in the marine sciences that will enable students to contribute to the sustainable management of marine resources. The outcomes for this degree program are as follows.

The student will show learning by having the opportunity to:

In addition to the General Education outcomes, the student will be given the opportunity to:

- a) Identify local marine organisms;
- b) Describe how marine organisms interact with each other and their environment;
- c) Identify factors that impact marine species;
- d) Explain the basic principles of marine ecology;
- e) Identify ways that climate change is impacting oceans;
- f) Identify local and major conservation and environmental issues;
- g) Identify the main principles of marine conservation;
- h) Explain current conservation techniques;
- i) Explain why conservation is important;
- j) Identify ways that conservation impacts local and regional society; and,
- l) Use empirical data for the purpose of developing a thesis-driven paper.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Bachelor of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
MA 205	Application of Math in Society	(5)
MA 210	Applied Statistics	(5)
PY 220	Introduction to Psychology: Development, Personality, and Motivation	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (See p. 14 for additional costs)	(5)
Total General Education Requirements for the Bachelor of Science Degree		(60)
Area II: Sustainability and Marine Conservation Requirements		
BI 105	Biological Sciences: General Biology 1 (Cellular and Molecular)	(5)
BI 205	Biological Sciences: General Biology 2 (Organismal)	(5)
BI 203	Biology of Oceanic Islands	(5)
SH 112	Global Sustainable Solutions and Ethical Stewardship	(5)
SH 301	Introduction to Entomology: Pollinators	(5)
SH 302	Sustainable Marine Ecology	(5)
SH 303	Aquatic Diseases and Parasites	(5)

SH 305	Introduction to Conservation	(5)
SH 306	Introduction to Fisheries Biology	(5)
SH 307	Introduction to Sustainable Biological Oceanography	(5)
SH 308	Introduction to Marine Mammals	(5)
SH 309	Introduction to Herpetology	(5)
SH 310	Introduction to Aquatic Plants: Plant Taxonomy, Pathology, and Pollinators	(5)
SH 404	Sustainability in Local and Global Environmental Policy	(5)
SH 406	Economics of Fisheries and the Ocean	(5)
SH 407	Business of Sustainability and Marine Conservation I	(5)
SH 408	Business of Sustainability and Marine Conservation II	(5)
BS 402	Principles of Research Methodology	(5)
BS 485	Application through Experiential Learning	(5)
Area II: Total Sustainability and Marine Conservation Requirements		(95)
Area III: Approved Electives for Marine Conservation		(20)
Choose any four (4) courses as electives		
Area IV: Capstone		
BS 490A	Undergraduate Capstone Project I	(2)
BS 490B	Undergraduate Capstone Project II	(3)
Total Capstone		(5)
Total Credits Required for Graduation		(180)

BACHELOR OF SCIENCE DEGREE

LIBERAL STUDIES

The Bachelor of Science degree in Liberal Studies provides opportunities for the student with a general education background for pursuing further studies. This degree is created for students who wish to customize their curriculum to meet their desired career objectives within the constraints of the College's course offerings. In addition to the General Education outcomes, the student will be given the opportunity to:

- a) Apply general education skills including but not limited to the fundamentals of composition, math, literature, sociology, and science;
- b) Create individual objectives to be designed based upon the course of study chosen by the student;
- c) Examine the principles and techniques of organizing and interpreting empirical data for the purpose of developing a thesis-driven paper which demonstrates critical and creative thinking based on relevant evidence and analytical reasoning; and
- d) Examine the history, social, economic, cultural, and political structure of the Cayman Islands.

Course ID	Subject Area	Credits
Area I: General Education Requirements for the Bachelor of Science Degree		
GS 101	Introduction to College Studies: Technology, Leadership, and Success	(5)
GS/SH 110	Environmental Science, Sustainability, and Health	(5)
EN 104	English Composition and Writing	(5)
EN 105	Mechanics and Research of Academic Writing	(5)
EN 202	Introduction to Public Speaking, Communication, and Self-Awareness	(5)
GS/IT 109	Technology in the Information Age	(5)
MA 105	Introduction to College Algebra	(5)
MA 205	Application of Math in Society	(5)
MA 210	Applied Statistics	(5)
PY 220	Introduction to Psychology: Development, Personality, and Motivation	(5)
SO 202	Introduction to Sociology: Culture and Diversity in a Global Society	(5)
SO 235	Local and Global Citizenship with Experiential Learning (See p. 14 for additional costs)	(5)
Total General Education Requirements for the Bachelor of Science Degree		(60)
Area II: Core Requirements		
BS 402	Principles of Research Methodology	(5)
Area II Total Core Requirements		(5)
Area III: Electives Credits		
	Student must complete a minimum of 25 credits in Upper Division courses (300 – 400 level)	
Total Electives Credits		(105)
Area IV: Approved International Experiential Learning Course		(5)
Area V: Capstone		
BS 490A	Undergraduate Capstone Project I	(2)
BS 490B	Undergraduate Capstone Project II	(3)
Total Capstone		(5)
Total Credits Required for Graduation		(180)

UNDERGRADUATE COURSE DESCRIPTIONS

In general, courses numbered 100-299 are introductory college courses, and courses numbered 300-499 are more advanced courses that may require prerequisite study. Courses numbered 001-099 carry no college credit. Such courses may be offered to provide opportunities for students to make up deficiencies and obtain college entrance standing. Specifically, AP 001-009 Developmental Studies and EN 080–090 are College Preparatory Courses designed to improve a student's skills, carry no college credit, and are not part of a degree program. Students seeking a bachelor's degree who have earned fewer than 90 credit hours, and who do not possess the prerequisite courses may not take an upper division course (300-499) without the approval of the Dean and the instructor.

No student who is seeking an Associate degree may take an upper-level course without the approval of the Dean. The Local and Global Citizenship and the International Experiential Learning courses should be taken after students have completed 45 credits hours, including EN 105 and SO 202. The Application through Experiential Learning courses should be taken at the end of a student's degree program. Capstone I and Capstone II courses for bachelor's and master's students should also be taken at the end of the student's degree program.

Courses listed in this catalog constitute a record of the College's academic programs. Courses may be added as need arises and faculty is available. Listing herein does not necessarily indicate that each course will be offered every year. Many courses are offered on alternate years or as needed. A class schedule listing courses currently offered will be issued for each quarter/Intersession.

Courses listed in the class schedule may be dropped if enrollment is insufficient or if faculty is not available. Generally, a course listed in the class schedule must have at least five students enrolled for the class to be offered. If fewer students register, the course may still be offered if it is required for graduation and cannot be taken later in the normal sequence.

Curriculum, as well as other rules and regulations listed in this catalog, may be changed, or modified by the appropriate administrative or policy-making body.

ADVANCED PLACEMENT Courses that may have dual enrollment from a high school, or otherwise provide you with pre-college courses that develop skills for college courses.

AP 001-009 DEVELOPMENTAL STUDIES (0) Skill-development courses in various fields. Areas offered have included Arithmetic, Algebra, and Geometry; Reading Comprehension; Critical Reading; Writing and Editing; and Accounting Concepts.

AP 111 OFFICE PRACTICE AND PROCEDURES (5) Emphasis on correct business attitudes, personality development, grooming. Office duties, including reception techniques, telephone usage, and records management.

AP 114 COMPUTER KEYBOARDING AND APPLICATIONS (5) Keyboard techniques and control. Development of speed and accuracy in straight copy work, typing business letters, manuscripts, and tabulated material. Foundational experience in Microsoft Word, Excel, PowerPoint, and Publisher. Students are required to meet office production standards. **Lab required.**

AP 131 EXPERIENTIAL LEARNING (1-5) Examination and analysis of what a student has learned through prior careers and personal experience in job related activities, in travel, in community participation, or in specialized training schools. Documentation of this "learning through experience" is necessary. Graded on a Pass/Fail (P/F) basis. Maximum credits: 15.

AP 136 WORD PROCESSING (5) Course covers both the basic theory of and the practical application of word processing. **Lab required. Prerequisites: GS/IT 109 and AP 114.**

AP 140 FUNDAMENTALS OF SPEECH (5) Training in the fundamentals of public speaking. Emphasis is placed on

communicating information, affecting behavior, and perfecting delivery. **Prerequisite: EN 104. This course is replaced by EN 202.**

AP 147 SPREADSHEET APPLICATIONS (5) A practical introduction to information systems using spreadsheet applications. **Lab required. Prerequisites: GS/IT 109 and AP 114.**

AP 148 DATABASE APPLICATIONS (5) A practical introduction to information systems management using database systems and VISUAL BASIC programming. **Lab required. Prerequisites: GS/IT 109 and AP 114.**

AP 221 PRINCIPLES OF JOURNALISM (5) A basic course in news media. Emphasis is placed on writing radio news. **Prerequisite: EN 102. This course is replaced by ME 242.**

AP 222 PRINCIPLES OF BROADCASTING PRODUCTION (5) Course covers basic broadcasting theory involved in the overall operations and management of a radio station including station operation and programming. A practical approach to broadcasting techniques, whereby students conceive, prepare and produce taped or live radio programs for airing on ICCI-FM. **30 hours of practicum at ICCI-FM are required. Prerequisites: EN 202 and AP 221. This course is replaced by ME 245.**

AP 223 PRINCIPLES OF BROADCASTING MANAGEMENT (5) Course covers basic broadcasting theory including history and station operation. **30 hours of practicum at ICCI-FM are required. Prerequisite: AP 222. This course is replaced by ME 246.**

AP 235 PRINCIPLES OF ADVANCED COMPUTER KEYBOARDING (5) A course to increase production and acquaint the student with materials related to various professional fields. 50 wpm required. Lab required. **Prerequisite: AP 114.**

AP 250 SPECIAL TOPICS (1-5) Area of study depends upon student need and availability of instructor.

AP 230 INTERNSHIP (1-5) Students are given the opportunity to implement, under supervision, skills acquired in their training courses. **Prerequisite: proficiency in required skill areas, determined by advisor.** Maximum credits: 5.

AP 300 ADMINISTRATIVE MANAGEMENT (5) A study of fundamentals of office organization and administration.

AP 400 APPLIED SCIENCES PLACEMENT (1-5) Field work or internship under supervision in communications or applied sciences. **Maximum credits: 5.**

AP 444 SPECIAL TOPICS (1-5) Intensive and extensive reading in a field of student's interest. Examples include conferences, reports, research papers, or directed study. May be taken more than once with different topics. **Approval of Dean required.**

BIOLOGY

BI 104 BIOLOGICAL SCIENCES (5) An introductory life-science course that includes various biological topical information and experiences with environmental and human science. **This course is replaced by GS/SH 110.**

BI 105 GENERAL BIOLOGY I (5) This course is a survey of the basic principles of cellular and molecular biology. Topics covered include basic biochemistry, the structure and function of cells, mitosis and meiosis, cell respiration, photosynthesis, DNA structure and replication, protein synthesis, Mendelian and Non-Mendelian genetics, genetic engineering, and evolution. The course emphasizes the relevance of biological principles to many aspects of daily life, health, and society. The course also includes lab activities which apply these concepts through scientific inquiry.

BI 203 BIOLOGY OF OCEANIC ISLANDS (5) A study of common marine plants and animals, especially those of littoral seas and coral reefs. Interrelationships and survival problems. Emphasis on observation in the field.

BI 205 GENERAL BIOLOGY II (5) This course is a survey of the basic principles of organismal biology. Topics covered include basic ecology, biodiversity, current phylogeny, taxonomic grouping of organisms, and basic characteristics of major kingdoms and phyla. The course emphasizes current issues that revolve around invasive species, ecosystem balance, human impact on biodiversity, and mass extinction. The course establishes relevance of key topics to many aspects of daily life, health, and society. Disease and microbial communities are highlighted. The course also includes lab activities which apply these concepts through scientific inquiry. **Prerequisite: BI 105.**

BI 206 SUSTAINABLE WATER MANAGEMENT AND FOOD SAFETY (5) This course provides information on biological issues related to sustainable water management that help build food safety. Topics include sustainable management of water resources; and food safety procedures and issues related to appropriate harvesting, containing, refrigerating, preparing, serving, and containment of unused food.

BI 302 BOTANY (5) This course provides information on the branch of biology which deals with the study of plants. It provides an overview of plant structure, plant tissues, biochemical processes, and classification. It also explores the interactions between plants and the environment, focusing on plant diseases and human impacts. **Prerequisites: BI 105 and BI 205.**

BI 303 WEATHER, CLIMATE, AND THE OCEANS (5) This course provides information on how weather develops, how it is timed to climate and climate change, and how the health of the oceans impacts climate and weather daily.

BI 307/SH 306 INTRODUCTION TO FISHERIES BIOLOGY (5) This course provides basic information on the biology, taxonomy, evolution, and ecology of marine and freshwater fish. Emphasis is placed on the economic importance of fisheries to the local and global landscape.

BI 444 SPECIAL TOPICS (1-5) Intensive and extensive reading in a field of student's interest. Conferences, reports, research papers, or directed study. May be taken more than once with different topics. **Approval of Dean required.**

BUSINESS AND ECONOMICS

BE 101 INTRODUCTION TO BUSINESS (5) A comprehensive survey of the objectives, functions, organization, and management of business in modern society.

BE 104 INTRODUCTION TO ACCOUNTING (5) This course provides information on the theory and basic practices of accounting.

BE 201 PRINCIPLES OF MICROECONOMICS (5) This course provides information on microeconomic principles of the market and product pricing under competitive and noncompetitive conditions.

BE 202 PRINCIPLES OF MACROECONOMICS (5) This course provides information on macroeconomic principles of economic institutions and policies in the national economic system.

BE 207 ELEMENTS OF BANKING (5) This course provides information on theoretical and applied issues including banking practices, products, and regulations relating to the U.S. and global banking industry.

BE 209 GENERAL PRINCIPLES OF LAW (5) This course provides information on British Law with special emphasis upon the sources of law, conflict resolution, contract law, property law, and cheques and other means of payment.

BE 210 PRINCIPLES OF INSURANCE (5) This course provides information on the history and development of

insurance, various types of companies, insurance contracts and their interpretation, underwriting, loss adjustment, and principles of insurance buying. Major forms of insurance are considered.

BE 211 FINANCIAL ACCOUNTING (5) This course provides information on the theory and practice of presenting and analyzing financial statements. **Prerequisite: BE 104.**

BE 225 MANAGERIAL ACCOUNTING (5) This course provides information on the theory and practice of using accounting information for management planning, decision making, and control. **Prerequisite: BE 104.**

BE 226 BUSINESS ENTREPRENEURSHIP I (5) This course provides information on business planning and organizing, funding, and resourcing to develop and run a self-managed business. **Prerequisite: BE 101.**

BE 248 PAYROLL ACCOUNTING (5) This course provides information on applying accounting principles to payroll, working with taxation and other deductions, as well as reviewing software pros and cons for payroll. **Prerequisites: BE 211 and BE 225.**

BE 249 INTEGRATED ACCOUNTING APPLICATIONS (5) This course provides information that overview the various ways that accounting is integrated within some general software, as well as specific software for accounting. Features of the software and usability will be considered. **Prerequisite: BE 104.**

BE 250 SPECIAL TOPICS (1-5) Area of study depends upon student need and availability of instructor. **Approval of Dean required.**

BE 300 COMMUNICATION IN BUSINESS AND REPORT WRITING (5) This course provides skill development opportunities in writing business reports, letters and memoranda; examination of samples; theory and practice. **Prerequisite: EN 105.**

BE 302 MONEY AND BANKING (5) This course provides information on the commercial banking system and the instruments of monetary control as they relate to national income, employment, stability, and growth and to international financial institutions. **Prerequisite: BE 201 and BE 202.**

BE 303 MARKETING (5) This course provides information on the fundamental concepts of marketing and consumer behavior with an emphasis on product, place, price, and promotion.

BE/SO 306 MANAGEMENT (5) This course provides information on the functions of management with an emphasis on planning, organizing, directing, and controlling various business aspects for the far-reaching social, technological, and economical changes organizations and managers face in the 21st century. There is discussion of issues that are directly relevant to the current, fast-shifting environment with a goal of helping current and future managers to find innovative solutions to the everyday problems that plague today's organizations.

BE 307 BUSINESS FINANCE (5) This course provides information on the basic principles and practices governing management of capital in business and financing different types of firms. **Prerequisite: BE 211 and MA 210.**

BE 308 BUSINESS LAW (5) This course provides information on the legal systems and procedures relating to administration, contracts, commercial transactions, torts, criminal law, and socioeconomic regulations.

BE 309 BUSINESS DATA ANALYTICS (5) This course will expose students to the data analytics practices executed in the organizations. The analytical process, how data is created, stored, and accessed will be explored, as well as, how the organization works with data to make decisions and create an environment in which analytics can flourish. **Prerequisite: IT 109**

BE 310 BUSINESS ENTREPRENEUR II (5) This course provides the opportunity to develop a full business plan for a

self-managed business. **Prerequisite:** BE 226.

BE 311 INTERMEDIATE ACCOUNTING I (5) This course provides information on analysis for corporate accounting and financial reporting with emphasis on assets, revenue, and expenses. **Prerequisite:** BE 211.

BE 312 INTERMEDIATE ACCOUNTING II (5) This course provides information on analysis for corporate accounting and financial reporting with emphasis on liabilities, equities, and cash flow. **Prerequisite:** BE 311.

BE 325 COST ACCOUNTING (5) This course provides information on analysis for manufacturing and distribution cost accounting. Material, labor, and overhead costs are emphasized relative to job cost, process cost, and standard cost systems. **Prerequisite:** BE 225.

BE 332 RISK MANAGEMENT (5) This course provides information on the identification, analysis, and measurement of loss possibilities, and the principal means of managing them. **Prerequisites:** BE 210 and MA 210.

BE 400 BUSINESS PLACEMENT (1-5) Field work or internship under supervision in business or public administration. May be taken as a prearranged and pre-approved educational experience that relates to the student's academic program and career objective. **Prerequisite:** proficiency in required skill area. **Maximum credits:** 5.

BE 406 AUDITING (5) This course provides information on generally accepted auditing standards, techniques, and practices with emphasis on U.S. financial reporting requirements for large publicly traded companies. **Prerequisite:** BE 312.

BE/SO 422 SEMINAR ON TECHNOLOGY AND SOCIETY (5) Seminar deals with the influences which technological development and society have upon each other and the problems arising from technology. Includes lectures, reading, and field experiences. **Prerequisites:** EN 105, SO 201 and at least 90 credits completed. **This course is replaced by BS 422.**

BE 424 SEMINAR ON GLOBAL FINANCE (5) Seminar addresses the area of business finance in the international environment. Students will tour the financial districts, centers, and museums. Includes lectures, readings, and field experiences. **Prerequisites:** EN 105, SO 201, BE 307, and at least 90 credits completed. **This course is replaced by BS 424.**

BE/SO 425 SEMINAR ON BUSINESS AND SOCIETY (5) Seminar is concerned with ways in which society influences business practices and policies and the influence business has upon society. Includes lectures, reading, and field experiences. **Prerequisites:** EN 105, SO 201 and at least 90 credits completed. **This course is replaced by BS 425.**

BE 432 INTERNATIONAL FINANCIAL MANAGEMENT (5) This course provides information on problems encountered by firms operating in the international environment. Emphasis will be placed on offshore banking and offshore insurance company management. **Prerequisites:** BE 201, BE 202, BE 307.

BE/SO 434 SEMINAR ON TRAVEL AND TOURISM (5) This seminar covers a contemporary economic analysis of the tourism industry. Emphasis will be placed on the purpose and value of tourism studies, as well as the challenges faced in the tourism industry, and the economic impact of tourism globally and locally. Includes lectures, reading, and field experiences. **Prerequisites:** EN 105, SO 201 and at least 90 credits completed. **This course is replaced by BS 434.**

BE 440 ADVANCED ACCOUNTING (5) This course provides information on advanced topics in accounting and financial reporting for business combinations, branches, partnerships, fiduciaries, receiverships, and foreign currencies. **Prerequisite:** BE 312.

BE 442 INVESTMENTS (5) Introduction to investment process using primary tools to construct a portfolio for individual investors. **Prerequisite: BE 307.**

BE 443 ADVANCED INVESTMENTS (5) Investment process is enhanced by bringing in options, futures, forward, cryptocurrencies and alternative investments. The course has a project to combine all tools to design and develop a portfolio based on a case study. **Prerequisite: BE 442.**

BE 444 SPECIAL TOPICS (1-5) Intensive and extensive reading in a field of student's interest. Conferences, reports, research papers, or directed study. May be taken more than once with different topics. **Approval of Dean required.**

BE 470 TAXATION CONCEPTS (5) This course provides information on the theory, philosophy, and principles of United States Federal tax law planning. **Prerequisites: BE 211 and BE 311.**

BE 480 GOVERNMENT AND NOT FOR PROFIT ACCOUNTING (5) This course provides information on the principles and practices of government and not for profit accounting with emphasis on recognition of issues that arise and the accounting standards, reporting techniques, and industry practices used by government and not for profit institutions. **Prerequisite: BE 312**

BACHELOR OF SCIENCE (for Bachelor Level students only)

BS 402 PRINCIPLES OF RESEARCH METHODOLOGY (5) This course provides information on the principles and techniques of organizing and interpreting empirical data, as well as other aspects of analyzing research design. **Prerequisite: MA 210.**

BS 422 INTERNATIONAL EXPERIENTIAL LEARNING: TECHNOLOGY AND SOCIETY (5) Seminar deals with the influences which technological development and society have upon each other and the problems arising from technology. Includes lectures, reading, and field experiences. **Prerequisites: EN 105, SO 202 and at least 90 credits completed.**

BS 424 INTERNATIONAL EXPERIENTIAL LEARNING: GLOBAL FINANCE (5) Seminar addresses the area of business finance in the international environment. Students will tour major financial districts, centers, and museums. Includes lectures, reading, and field experiences. **Prerequisites: EN 105, SO 202, BE 307, and at least 90 credits completed.**

BS 425 INTERNATIONAL EXPERIENTIAL LEARNING: BUSINESS AND SOCIETY (5) Seminar is concerned with ways in which society influences business practices and policies and the influence business has upon society. Includes lectures, reading, and field experiences. **Prerequisites: EN 105, SO 202, and at least 90 credits completed.**

BS 434 INTERNATIONAL EXPERIENTIAL LEARNING: TRAVEL AND TOURISM (5) This seminar covers a contemporary economic analysis of the tourism industry. Emphasis will be placed on the purpose and value of tourism studies, as well as the challenges faced in the tourism industry, and the economic impact of tourism globally and locally. Includes lectures, reading, and field experiences. **Prerequisites: EN 105, SO 202, and at least 90 credits completed.**

BS 440 INTERNATIONAL EXPERIENTIAL LEARNING: RELIGION (5) This course provides information on the functions and elements of religion and changes in contemporary religious institutions. An exploration of the foundations of worship with historical and present-day forms of worship studied. Includes lectures, reading, and field experiences. **Prerequisites: EN 105, SO 202, and at least 90 credits completed.**

BS 445 INTERNATIONAL EXPERIENTIAL: ENTREPRENEURSHIP (5) This course provides business and non-business

majors with the skills necessary to succeed as an entrepreneur. Includes lectures, reading, and field experiences.

Prerequisites: EN 105 and SO 202, and at least 90 credits completed.

BS 485 APPLICATION THROUGH EXPERIENTIAL LEARNING (5) Students will purposefully engage in an internship, action research, or a special project to apply knowledge, develop skills, and clarify values through focused reflection and experiential learning. **Prerequisites:** Completion of major core requirements.

BS 490A UNDERGRADUATE CAPSTONE PROJECT I (2) This course is the first part of the capstone project required for all students graduating with a bachelor's degree. A viable research project will be determined and approved allowing students to apply knowledge and skills they have gained in their academic program. Subject-related peer-reviewed academic journal articles will be reviewed to develop the Introduction, Literature Review, and Methodology of the research project. Institutional Review Board approval must be given before data is collected.

BS 490B UNDERGRADUATE CAPSTONE PROJECT II (3) This course is the second part of the Capstone project required for all students graduating with a bachelor's degree. After Institutional Review Board approval is given; data will be collected and analyzed to develop research Results, Discussion, Conclusions and Recommendations. The research is then presented to the Capstone Committee for evaluation.

EDUCATION

ED 201 HUMAN DEVELOPMENT (5) This course provides information on developmental patterns in the human life span from the prenatal period through adulthood. Particular emphasis placed on the interaction between maturation, environment, and behavior.

ED 250 SPECIAL TOPICS (1-5) Area of study depends upon student need and availability of instructor. **Approval of Dean required.**

ED 444 SPECIAL TOPICS (1-5) Intensive and extensive reading in a field of student's interest. Conferences, reports, research papers, or directed study. May be taken more than once with different topics. **Approval of Dean required.**

ENGLISH

EN 080-089 ENGLISH AS A SECOND LANGUAGE (0) Reading and composition; pronunciation; rhythm, grammar and usage; study skills. Content and methods are dependent on the level of students.

EN 090 DEVELOPMENTAL SKILLS: ENGLISH GRAMMAR & WRITING SKILLS (0) A remedial skill-development course in writing and grammar that emphasizes an understanding of the academic writing process.

EN 100 INTRODUCTION TO COLLEGE STUDIES (5) This course provides the opportunity for the student to increase success in college by assisting in obtaining skills necessary to reach educational objectives. Includes planning, test taking, communication skills, library use, and personal issues facing students. This course can be waived for students transferring in 30 quarter credits hours with a 2.5 gpa or above. Five additional credits will need to be taken in its place. **This course is replaced by GS 101.**

EN 101 USE OF THE ENGLISH LANGUAGE I (5) This course provides information on principles of standard English with reference to writing composition and other elements related to competence in this branch of language study. EN 101 is largely a writing course which covers exposition, persuasion, and argumentation styles. **Recommended: EN 090 or successful completion of Accuplacer. This course is replaced by EN 104.**

EN 102 USE OF THE ENGLISH LANGUAGE II (5) This course provides information on the mechanics and preparation

of research papers. **Prerequisite: EN 101. This course is replaced by EN 105.**

EN 104 ENGLISH COMPOSITION AND WRITING (5) This course provides information on proper use of standard English for writing, including grammar, punctuation, usage, and mechanics. The various types of compositions are compared. Students must earn a grade of 70% or more to pass this course. **Prerequisite: EN 090 or successful Accuplacer Test Result.**

EN 105 MECHANICS AND RESEARCH OF ACADEMIC WRITING (5) This course provides information on applying writing skills to specifically write for academic papers at the college level. In addition to focusing on the various mechanical aspects required for academic writing, there are opportunities to practice using the library to find academic journals and other academic sources, practice properly citing and applying APA format within the paper, and in the references. Students must earn a grade of 70% or more to pass this course. **Prerequisite: EN 104.**

EN 202 INTRODUCTION TO PUBLIC SPEAKING, COMMUNICATIONS, AND SELF-AWARENESS (5) This course provides information that compares written and oral communication, providing the student with an opportunity to develop self-awareness, speaking and listening skills, analysis of basics of good communication, and practice in public speaking. **Prerequisite: EN 105.**

EN 250 SPECIAL TOPICS (1-5) Intensive and extensive reading in a field of student's interest. Conferences, reports, research papers, or directed study. May be taken more than once with different topics. Area of study depends upon student need and availability of an instructor. **Approval of Dean required.**

EN 301 WORLD LITERATURE (5) This course provides information and discussion on outstanding world prose, poetry, and drama in relation to the socio-economic, political, and cultural context from which they emerged.

EN/RE 304 INTRODUCTION TO THE BIBLE (5) This course provides information the origin and growth of the Hebrew people and the emergence of Christianity. Special emphasis placed on a literary survey of the Old and New Testaments.

EN 307 WEST INDIAN LITERATURE (5) This course provides information on and the opportunity to read the various genres of West Indian literature to gain an appreciation through critique and analysis. Emphasis will be placed on the context and background from which West Indian writings have emerged.

EN 444 SPECIAL TOPICS (1-5) Intensive and extensive reading in a field of student's interest. Conferences, reports, research papers, or directed study. May be taken more than once with different topics. Area of study depends upon student need and availability of an instructor. **Approval of Dean required.**

GENERAL STUDIES

GS 101 INTRODUCTION TO COLLEGE STUDIES: TECHNOLOGY, LEADERSHIP AND SUCCESS (5) This course provides information to help the student learn how to succeed in college and integrates various technology tools to help with building that success. The student works with software that helps support learning proper grammar and APA format processes, use the library databases to find information to support learning, and develop an action plan to meet short-term and long-term goals for education.

GS/IT 109 TECHNOLOGY IN THE INFORMATION AGE (5) This course provides information on the choices of computing devices, and software relative to using technology for college learning, applying network systems, and seamlessly working across platforms in multiple technology environments.

GS/SH 110 ENVIRONMENTAL SCIENCE, SUSTAINABILITY AND HEALTH (5) This course introduces principles of environmental health and sustainability. The emphasis is on providing information on various perspectives on how

to use science in daily life to minimize-carbon footprint and maximize health and wellness while applying basic chemistry and other scientific principles.

HEALTH

HE 101 HEALTH EDUCATION (5) This course provides information on the theory and practice of health and wellness as it relates to lifetime physical fitness, health enhancement, and exercise as preventive medicine, including the emotional, physical, social, environmental, spiritual, and intellectual aspects of wellness. The concept of 'active living' will be a focal point.

HE 102 INTRODUCTION TO HUMAN ANATOMY (5) In this system-based anatomy course, students will examine the foundations of basic human anatomy for every major organ system and the relationships between systems; categorize the major functions and significance of each system. **Prerequisite: BI 105 Prerequisite: BI 105**

HE 103 INTRODUCTIONS TO HUMAN PHYSIOLOGY (5) This course involves the study of the functioning of human tissues, organs and organ systems, emphasizing the physical, chemical and mechanistic bases of normal physiology and the integrated function of the human body. The course also introduces pathophysiological changes associated with some human diseases. **Prerequisite: BI 105**

HE 104 INTRODUCTION TO COMMUNITY HEALTH (5) This is an introduction to community health. Providing awareness of biological, psychosocial, cultural, economic, philosophical, political, ethical, and environmental impact of the health of individuals and the community at large. It covers factors and determinants of health and individual wellness, history, and predictions for the future.

HE 205 GENERAL EPIDEMIOLOGY (5) Epidemiology is the study of the distribution and determinants of health and disease in different human populations and the application of methods to improve disease outcomes. As such, epidemiology is the basic science of public health. This course is designed to introduce students in all fields of public health to the background, basic principles and methods of public health epidemiology. We will also discuss the biological, behavioral, sociocultural, and environmental factors associated with the etiology and distribution of health and disease. **Prerequisite: MA 210**

HE 206 EPIDEMIOLOGY OF COMMUNICABLE AND NON-COMMUNICABLE DISEASES (5) This course provides information on human diseases and the ways that communicable and non-communicable diseases develop within the individual, including major genetic factors for some diseases. **Prerequisite: HE 205**

HE 211 INTERNATIONAL COMMUNITY HEALTH (5) This course provides information on the concepts of health in other parts of the world, how diseases know no borders, and how to look at rates of prevalence for various international health issues and determine how to target what might be significant risks to public health. **Prerequisite: HE 104**

HE 212 PRIMARY HEALTH CARE AND PUBLIC HEALTH ADMINISTRATION (5) This course provides information on the expected processes for providing primary health care and the expected procedures that are carried out by any public health administrator. Specific forms, information collection processes, and record-keeping databases are overviewed. **Prerequisite: HE 104**

HE 302 ENVIRONMENTAL COMMUNITY HEALTH (5) This course provides information on the various components of environmental community health, how climate change impacts health and the environment, and health issues that emerge when there are changes in climate and/or the environment. **Prerequisites: HE 104, HE 211**

HE 303 OCCUPATIONAL HEALTH AND SAFETY (5) This course is an introduction and overview of the important issues and concepts in Occupational Health and Safety. Students will study areas work-related hazards described in

terms of recognition and control. This course relies on the synthesis of knowledge in the behavioral sciences, industrial hygiene, injury epidemiology, safety, and toxicology. Students will focus on the Occupational Safety and Health Act and its standards (or lack thereof), but on the larger political agenda of the global economy and how its impact on the safety and health of workers around the world. The class style will be participatory including small group discussions and activities, and lecture-based information.

HE 304 REGIONAL AND INTERNATIONAL HEALTH CARE DELIVERY SYSTEMS (5) This course provides information on a comparison of health care delivery systems and how these systems address the health issues and social problems in the Caribbean and other countries. Information includes what health care issues may occur only in one area and not in another, and how systems work to track health issues within and across countries. **Prerequisite: HE 211**

HE 305 PUBLIC HEALTH NUTRITION, FOOD, FOOD QUALITY AND FOOD HYGIENE (5) This course provides information on direct connections of food, food quality, and food hygiene with public health and nutrition. Information includes standards in the food industry and what is considered to be proper nutrition for various age groups of people in society today.

HE 306 DEMOGRAPHY AND POPULATION DYNAMICS, HEALTH PROMOTION OF SPECIAL GROUPS (5) This course provides information on how health officials break down people into groups to understand issues that groups have relative to health, how records of populations are kept and interpreted, and how some groups of people need special attention to increase awareness of certain health issues. **Prerequisite: HE 205**

HE 307 PROGRAM DEVELOPMENT AND MANAGEMENT FOR COMMUNITY HEALTH (5) This course provides information on how health programs are typically developed and managed, the specifics of record keeping, and how these health programs are evaluated to make sure they are providing adequate care to the populations that they serve. **Prerequisite: HE 212**

HE 402 FAMILY PLANNING, MATERNAL AND CHILD HEALTH (5) This course provides information that compares the range of family planning options and procedures, overviews issues of maternal health, and covers a range of child health issues. Emphasis will be placed on student behaviors as to how to act professionally, to put aside personal convictions, to provide appropriate family planning based on the needs of the individual and the larger society.

HE 403 HEALTH IN TRANSITION, DISASTERS AND HUMANITARIAN HEALTH SITUATIONS (5) This course provides information on environmental, ecological, and biological systems that may change health in humans; how disasters impact human health, and the types of humanitarian interventions that are typical for health situations.

HE 404 HEALTH POLICIES, PLANNING AND FUNDING (5) This course provides information on the vital connections between health, human behavior, and the economy. **Prerequisite: HE 212, HE 307**

HE 405 PUBLIC HEALTH LAB PRACTICES (5) This course provides information on the typical practices and procedures of public health labs and how to obtain information and reports they provide. **Prerequisite: HE 212**

HE 406 COMMUNITY HEALTH APPLICATION THROUGH EXPERIENTIAL LEARNING (5) Students will visit various field sites, write reports, and discuss their understanding of how public health meets the needs of society. **Prerequisite: HE 405**

HUMANITIES

HU 104 WORLD CIVILIZATION (5) This course provides information on the history of mankind including Western and non-Western civilizations. Artistic and intellectual achievements of mankind from prehistoric to present times reviewed.

HU 240 INTRODUCTION TO HUMANITIES (5) This course provides basic information on humanities using an interdisciplinary approach; it focuses on central concepts and the fundamental nature of sculpture, theatre, cinema, dance, architecture, literature, music, and art.

HU 250 SPECIAL TOPICS (1-5) Intensive and extensive reading in a field of student's interest. Conferences, reports, research papers, or directed study. May be taken more than once with different topics. Area of study depends upon student need and availability of an instructor. **Approval of Dean required.**

HU/RE 440 SEMINAR ON RELIGION (5) Study of the functions and elements of religion and changes in contemporary religious institutions. An exploration of the foundations of worship with historical and present-day forms of worship studied. Includes lectures, reading, and field experiences. **Prerequisites: EN 102 and SO 201. This course is replaced by BS 440.**

HU 444 SPECIAL TOPICS (1-5) Intensive and extensive reading in a field of student's interest. Conferences, reports, research papers, or directed study. May be taken more than once with different topics. Area of study depends upon student need and availability of an instructor. **Approval of Dean required.**

INFORMATION TECHNOLOGY

GS/IT 109 TECHNOLOGY IN THE INFORMATION AGE (5) This course allows the students will learn about the basics of computers, networking, the internet, memory concepts, software, the impact of technology, and additional computer technology concepts.

IT 201 INTRODUCTION TO COMPUTER MANAGEMENT (5) This course covers the fundamentals of computer architecture and the principles of computer organization. Successful candidates will be able to: Assemble components according to client specifications, Install, configure, and maintain end-user PCs, mobile devices, and software. Learn the fundamentals of networking and security forensics. Diagnose, address, and document common hardware and software issues properly and safely. Utilize your troubleshooting abilities, and provide adequate customer service, The fundamentals of scripting, virtualization, desktop imaging, and deployment are all covered. **Prerequisite IT 109**

IT 202 DATA COMMUNICATIONS AND COMPUTER NETWORKING (5) This course introduces the concept of selecting the required functionality at each layer for a given application and tracing the flow of data between nodes in a network. This course explains how to divide network functionalities into layers, the components needed to build various sorts of networks, and how to find a solution for each layer's functionalities. **Prerequisite IT 201**

IT 203 NETWORK TROUBLESHOOTING (5) This course will teach you how to configure, operate, and troubleshoot modern networks by describing the major networking technologies and systems. You'll be able to: Recognize fundamental network theory principles and important network communication mechanisms. **Prerequisite IT 202**

IT 204 NETWORK SECURITY (5) This course will teach you how to install and configure systems to secure applications, networks, and devices, as well as how to perform threat analysis and respond with appropriate mitigation techniques, participate in risk mitigation activities, and operate with a thorough understanding of applicable policies, laws, and regulations. **Prerequisite IT 202**

IT 205 C PROGRAMMING LANGUAGE (5) This course introduces the C programming language's characteristics. Data types, control structures, standard input/output, file input/output, mathematical library, problem-solving, functions, arrays, dynamic memory, and pointers are only a few of the topics covered. **Prerequisite IT 109**

IT 206 C++ PROGRAMMING LANGUAGE (5) This course allows students to code in an object-oriented high-level programming language. Fundamentals of algorithms, flowcharts, problem-solving, programming ideas, classes and methods, control structures, arrays, and strings are among the topics covered. **Prerequisite IT 205**

IT 207 JAVA PROGRAMMING LANGUAGE (5) This course explains object-oriented programming ideas and computer programming using the JAVA programming language. The use of event-driven programming methods, such as creating and manipulating objects, classes, and object-oriented tools like the class debugger, is emphasized. **Prerequisite IT 206**

IT 209 DATA BASE MANAGEMENT SYSTEMS (5) This course allows students to determine the size and complexity of the present and futuristic database applications. Using ER diagrams, create a database based on a knowledge of a Universe of Discourse. to convert the ER model to a Relational model and normalize the relationships; Using DDL statements and proper key, domain, and referential integrity constraints, establish a physical database from a design. Examine many approaches to writing an inquiry and determine which is the most effective and efficient; compare various indexing algorithms in various database systems, as well as outline significant issues in advanced database systems, and evaluate how they vary from standard database systems. **Prerequisite IT 109**

IT 210 SOFTWARE PROJECT MANAGEMENT (5) This course allows students to understand that plan-driven projects are the emphasis of the Software Project Management course. Students will be able to: Define, implement, analyze, and use the metrics required to manage a software project after completing the lecture. Identify the advantages and disadvantages of various software estimating and metrics methodologies. **Prerequisite IT 109**

IT 211 INTRODUCTION TO WEB PROGRAMMING (5) This course will teach you how to create, develop, and maintain a website. Graphic design, interface design, coding, user experience design, search engine optimization, and other talents and disciplines are all part of web design. **Prerequisite IT 109**

IT 212 INTRODUCTION TO BLOCKCHAIN TECHNOLOGIES (5) This course allows students to understand the limitations of the Internet for business and economic activities will be discussed in this course, as well as how blockchain technology offers the way forward. You will be able to explain what blockchain is, how it works, and why it is revolutionary after completing this course. You'll learn about mining, hashing, proof-of-work, public-key cryptography, and the double-spend problem, among other topics. You'll be able to explain seven design principles for blockchain technology as well as the problems that developers face. You'll also meet the key stakeholders in the blockchain ecosystem and evaluate your role in steering the revolution forward. **Prerequisite IT 202**

IT 301 DATA STRUCTURES (5) This course gives an independent view of data structures, including their representation and operations, which are then linked to sorting, searching, and indexing methods to expand knowledge of data structure usage from an algorithmic standpoint. **Prerequisite IT 206**

IT 302 C# PROGRAMMING LANGUAGE (5) This course gives opportunity to students to learn C# is a modern object-oriented programming language that allows you to write simple but reliable programs. C# is the fundamental language of Microsoft. NET framework was created expressly to take advantage of CLI features. Students will learn how to use C# to its full potential in this course. **Prerequisite IT 205**

IT 303 PYTHON PROGRAMMING LANGUAGE (5) This course will teach you how to understand why Python is a useful scripting language for developers, how to use lists, tuples, and dictionaries in Python programs, how to build and package Python modules for reuse, how to read and write files in Python, how to use exception handling in Python applications to handle errors, and how to design and program Python applications. **Prerequisite IT 205**

IT 304 COMPUTER GRAPHICS AND DESIGN (5) The course covers the fundamentals of computer graphics. It gives the essential theoretical framework and shows how computer science can be applied to graphics. Through programming projects, students can further strengthen their programming skills in computer graphics. **Prerequisite IT 207**

IT 305 BUSINESS INFORMATICS (5) This course presents the most thorough introduction to today's business information systems, as well as the links between MIS and business performance. **Prerequisite IT 109**

IT 306 CLOUD COMPUTING (5) This course will introduce you to the evolution of cloud computing and the services that

are now accessible, as well as how to design and construct a simple cloud service. It also addressed some of the most pressing concerns and issues surrounding cloud computing. **Prerequisite IT 109**

IT 401 ARTIFICIAL INTELLIGENCE (5) This course allows students to search and discover intelligent characteristics of existing AI projects, to map a new problem – as a search and create an animation – showing different search strategies for a problem, to program a new game/problem in Prolog, to evaluate different Knowledge Representation schemes for typical AI problems, and to design and implement a typical AI problem to be solved. Design and develop a futuristic AI application using Machine Learning techniques. **Prerequisite IT 109**

IT 402 ROBOTICS AND AUTOMATION (5) This course covers the fundamentals of various dynamics processes, the effects of various power sources and sensors, and the dynamics of manipulators, grippers, and robots. **Prerequisite IT 401**

IT 403 ADVANCED BLOCKCHAIN TECHNOLOGIES (5) This course covers Bitcoin and other cryptocurrencies, blockchain algorithms, and methodologies, as well as the practical aspects of cryptocurrency creation and the role of blockchains as a method of safeguarding distributed ledgers. **Prerequisite IT 212**

IT 404 MOBILE APPLICATION DEVELOPMENT (5) This course provides the knowledge to develop applications for current and emerging mobile computing devices, perform tasks at all stages of the software development life cycle, learning how to use rapid prototyping techniques to design and develop sophisticated mobile interfaces, understanding the programming languages and platforms for developing mobile apps, and designing, implementing and deploying mobile apps using an appropriate software development environment. **Prerequisite IT 207**

IT 406 CYBERSECURITY (5) This course highlights not only the student's capacity to proactively collect, monitor, and respond to network traffic findings, but also software and application security, automation, threat hunting, and IT regulatory compliance, all of which impact security analysts' day-to-day job. It also covers the most recent core security analyst skills as well as upcoming job skills for threat intelligence analysts, application security analysts, compliance analysts, incident responders/handlers, and threat hunters, introducing new techniques for combating threats both inside and outside the Security Operations Center (SOC). **Prerequisite IT 204**

IT 407 PRACTICAL APPLICATIONS OF ARTIFICIAL INTELLIGENCE (5) This course allows students to create real-time AI applications in this course. The students will work on in-house initiatives and, if the possibility arises, will complete internships with external organizations. **Prerequisite IT 401**

MATHEMATICS

MA 101 INTRODUCTORY COLLEGE MATHEMATICS (5) This course provides information on problem-solving approaches to College Algebra using numerical, analytical, and graphical techniques. Topics include mathematical modeling, linear programming, matrices, and problem-solving equations with solving quadratic, polynomial, and real functions. **Recommended: AP 009 or successful Accuplacer Test Result.**

MA 105 INTRODUCTION TO COLLEGE ALGEBRA (5) This course provides information on the concepts of algebra at the college level including numbers, inequalities, exponents, polynomials, and equations. **Prerequisite: AP 009 or successful Accuplacer Test Result.**

MA 205 APPLICATION OF MATH IN SOCIETY (5) This course provides information on the concepts of math, including statistics and calculus, as they are applied in society, business, and daily life. **Prerequisite: MA 105.**

MA 207 STATISTICS (5) This course provides information on statistics, including such statistical techniques as probability, sampling distributions, the standard deviation, correlation, and regression. **Prerequisite: MA 105. This course is replaced by MA 210.**

MA 210 APPLIED STATISTICS (5) This course provides information on the concepts of how statistics are applied both in a business setting, and in personal life. There will be opportunities to use statistical information to determine if there are differences between groups of people, as well as considering population dynamics when applying statistics. **Prerequisite: MA 205.**

MA 250 SPECIAL TOPICS (1-5) Intensive and extensive reading in a field of student's interest. Conferences, reports, research papers, or directed study. May be taken more than once with different topics. Area of study depends upon student need and availability of an instructor. **Approval of Dean required.**

MEDIA

ME 241 INTRODUCTION TO CURRENT AND EMERGENT MEDIA (5) This course provides information on various current and emergent media, what is required to work with this media, and who uses the media.

ME 242 PRINCIPLES OF JOURNALISM AND WRITING FOR A SPECIFIC AUDIENCE (5) This course provides information on applying proper English, and when writing for media use based on consumers of that media. **Prerequisite: EN 105.**

ME 245 PRINCIPLES OF LIVE AND PRE-RECORDED BROADCAST PRODUCTION (5) This course provides information on production of live and pre-recorded broadcast media, including required equipment, set-up and use of broadcast equipment. **30 hours of practicum at ICCI-FM are required. Pre-requisites: EN 202 and ME 242.**

ME 246 PRINCIPLES OF LIVE AND PRE-RECORDED BROADCAST MANAGEMENT (5) This course provides information on management of live and pre-recorded broadcast media, including the laws related to broadcasting. **30 hours of practicum at ICCI-FM are required. Prerequisite: ME 245.**

ME 247 APPLICATION OF MEDIA MANAGEMENT PRINCIPLES (5) This course provides the opportunity to engage in applications of using and managing media. 30 hours of required practicum at ICCI. **Prerequisite: ME 246.**

ORGANIZATIONAL LEADERSHIP

OL 201 PRINCIPLES OF ORGANIZATIONAL LEADERSHIP (5) This course provides information on the basic principles of organizational leadership in a diverse society.

OL 202 TEAMS, GROUPS AND ORGANIZATIONAL DYNAMICS (5) This course provides information and practice in developing concepts of teaming, grouping, and conducting meetings which enhance organizational dynamics while maintaining diversity in the work setting.

OL 203 CULTURAL DIVERSITY IN LEADERSHIP (5) This course provides in-depth information on organizational leadership in a diverse society, considering culture, ethnicity, genders, ages, religions, and other diverse issues that leaders need to understand.

OL 204 PERSONAL, PROFESSIONAL AND ORGANIZATIONAL ETHICS (5) This course provides information on the various personal, professional, and organizational ethics that apply in organizational leadership.

OL 301 BUSINESS INFORMATICS AND PROJECT MANAGEMENT (5) This course provides information on developing project management skills and the appropriate application of various business informatics.

OL 302 INDUSTRIAL AND ORGANIZATIONAL PSYCHOLOGY (5) This course provides information on the application of psychological principles within organizational and business fields, including identification of potential employee

appropriateness, determining training needs, proper organization of training, identifying employee mental health concerns, providing support for employees who are changing positions or moving out of an organization, and working with employees going through other life changes to help the employee and to help the organizational growth.

OL/TH 350 PRINCIPLES OF HUMAN RESOURCE MANAGEMENT (5) This course provides information on human resource planning, talent acquisition, employee engagement and retention, people management, and rewards within organizations.

OL 401 SYSTEMS APPROACH TO ORGANIZATIONAL CHANGE (5) This course provides in-depth information for the exploration of how systems theory and logical analysis may be applied to develop organizational change.

OL 402 STRATEGIC PLANNING (5) This course provides in-depth information for the exploration of various processes that are typically used for strategic planning and builds skills in comparing various planning processes.

OL 404 STRATEGIC LEADERSHIP AND MANAGEMENT (5) This course provides in-depth information on principles and processes for leadership and management as it applies to public and to not-for-profit organizations, with a focus on the similarities and the differences in leadership and management practices.

OL/TH 406 HUMAN PERFORMANCE ANALYSIS AND MEASUREMENT (5) This course provides information on how organizations typically assess entry-level skills, analyze training processes, implement human performance analysis and determine if measurement has been successful in meeting the organizational needs. **Prerequisite: OL/TH 350**

PSYCHOLOGY

PY 201 GENERAL PSYCHOLOGY (5) This course provides introductory information on the concepts, principles and theories basic to the understanding of human behavior. Students are asked to apply psychology concepts to their personal life and critically identify the implications behind the field of psychology. **This course is replaced by PY 220.**

PY 220 INTRODUCTION TO PSYCHOLOGY: DEVELOPMENT, PERSONALITY, AND MOTIVATION (5) This course provides information from the field of psychology that focuses on the current brain sciences being applied to understand behavior in relationship to the development, personality, and motivation of the individual in a diverse society.

PY 322 PSYCHOLOGICAL AND HEALTH ISSUES IN DIVERSE CULTURES (5) This course provides information on psychological and health concerns that occur in diverse cultures. **Prerequisite: PY 220.**

PY/SO 309 SOCIAL PSYCHOLOGY (5) This course provides information on social psychology ideologies, theoretical constructs and methodological approaches about how social psychologists think about and study human behavior. It encourages reflection about the implications of social psychology and how it can be used to solve real-world problems and help to understand situations we encounter in everyday life. **Prerequisite: PY 220.**

PY/SO 315 INTRODUCTION TO COUNSELING (5) This course provides general information on the field of counseling through a survey of the techniques that may be used in the counseling process. **Prerequisite: PY 220.**

PY 444 SPECIAL TOPICS (1-5) Intensive and extensive reading in a field of student's interest. Conferences, reports, research papers, or directed study. May be taken more than once with different topics. Area of study depends upon student need and availability of an instructor. **Approval of Dean required.**

RELIGION

RE/EN 304 INTRODUCTION TO THE BIBLE (5) This course provides information on the origin and growth of the Hebrew people and the emergence of Christianity. Special emphasis placed on a literary survey of the Old and New Testaments.

RE/HU 440 SEMINAR ON RELIGION (5) This course provides information on the functions and elements of religion and changes in contemporary religious institutions. An exploration of the foundations of worship with historical and present-day forms of worship studied. Includes lectures, reading, and field experiences. **Prerequisite: EN 102 and SO 201. This course is replaced by BS 440.**

RE 444 SPECIAL TOPICS (1-5) Intensive and extensive reading in a field of student's interest. Conferences, reports, research papers, or directed study. May be taken more than once with different topics. Area of study depends upon student need and availability of an instructor. **Approval of Dean required.**

SCIENCE OF HORTICULTURE AND MARINE CONSERVATION

SH/GS 110 ENVIRONMENTAL SCIENCE, SUSTAINABILITY AND HEALTH (5) This course introduces principles of environmental health and sustainability. The emphasis is on providing information on various perspectives on how to use science in daily life to minimize-carbon footprint and maximize health and wellness while applying basic chemistry and other scientific principles.

SH 112 GLOBAL SUSTAINABLE SOLUTIONS AND ETHICAL STEWARDSHIP (5) in-depth information is provided on environmental issues that have, or may have developing sustainable solutions, and the exploration of the stewardship model of environmental ethics. Opportunities are provided for applying sustainability concepts to finding real-world solutions to current problems and applying hands-on examples of local and global community businesses, conservation, and research. **Prerequisite: GS/SH 110.**

SH 113 INTRODUCTION TO HORTICULTURE AND AGRICULTURE: SUSTAINABLE AQUAPONICS AND HYDROPONICS (5) This course provides information on the basic principles of aquaponics and hydroponics. Opportunities will be provided to investigate growing plants using these two innovative commercial methods. An emphasis is placed on learning bio-integration and applying the principles of how ecosystems work. Topics covered include basic history, interspecies relationships, nutrient dynamics, aquatic biology, managing pests, scaling up production, and safety concerns.

SH 301 INTRODUCTION TO ENTOMOLOGY: POLLINATORS (5) This course provides information on the branch of zoology that studies insects, their biology, their classification, their interactions with the environment, and their relationships with other organisms. Emphasis is placed on their importance of pollinators in the ecosystem, local species, and their role in the community, how humans impact them, and current trends and research. **Prerequisites: BI 105 and BI 205.**

SH 302 SUSTAINABLE MARINE ECOLOGY (5) This course provides information on marine communities, populations, and interactions between organisms and their environments – including abiotic and biotic factors. Focus is placed on anthropogenic factors and sustainable solutions to the issues they cause. **Prerequisites: BI 105 and BI 205.**

SH 303 AQUATIC DISEASES AND PARASITES (5) This course provides information on the biology and pathology of parasites and diseases of aquatic organisms, mainly focusing on fisheries and shellfisheries. Invasive and non-invasive diseases are covered, including those caused by microorganisms. Emphasis is placed on how to deal with, treat, and/or prevent these diseases. **Prerequisites: BI 105 and BI 205.**

SH 304 ADVANCED HORTICULTURE AND AGRICULTURE: SUSTAINABILITY, SOILS, AND FERTILIZERS (5) This course is a follow-up to the introductory course, with in-depth information on the advanced techniques in growing plants and agriculture. Emphasis is placed on sustainable agriculture, soil science, and fertilizer application. Topics covered include advanced applications, current research, societal impacts, advanced nutrient and soil dynamics, advanced pest management, and safety concerns. **Prerequisite: SH 113.**

SH 305 INTRODUCTION TO CONSERVATION (5) This course provides basic information on the field of conservation, including current research and sustainable practices. Emphasis is placed on real-world anthropogenic issues and programs and practices that are being used to mitigate those. **Prerequisites: BI 105 and 205.**

SH 306/BI 307 INTRODUCTION TO FISHERIES BIOLOGY (5) This course provides basic information on the biology, taxonomy, evolution, and ecology of marine and freshwater fish. Emphasis is placed on the economic importance of fisheries to the local and global landscape.

SH 307 INTRODUCTION TO SUSTAINABLE BIOLOGICAL OCEANOGRAPHY (5) This course provides information on key concepts for biological oceanography with an emphasis on sustainable solutions to major environmental issues threatening our oceans. Topics include climate change, ocean acidification, coral bleaching, and declining fisheries.

SH 308 INTRODUCTION TO MARINE MAMMALS (5) This course provides information on the taxonomy, biology, evolution, and ecology of marine mammals. Topics include noise pollution, climate change, overfishing, endangered species, migration patterns, diseases and invasive species.

SH 309 INTRODUCTION TO HERPETOLOGY (5) This course provides information on the taxonomy, biology, evolution, and ecology of reptiles and amphibians. Topics include endangered species, pollution, overfishing, climate change, diseases and invasive species.

SH 310 INTRODUCTION TO AQUATIC PLANTS: PLANT TAXONOMY, PATHOLOGY, AND POLLINATORS (5) This course provides information on the taxonomy, pathology, biology, evolution, and ecology of aquatic plants. Topics include mangrove destruction, seagrass beds, kelp forests, climate change impacts, ocean acidification, and invasive species.

SH 401 BUSINESS OF HORTICULTURE AND AGRICULTURE I (5) This course provides information on the basic principles of running a sustainable agriculture business. Information includes how to begin, maintain, and scale up a small sustainable enterprise. Topics covered include basic financing, designing an effective facility, resource management, research and development, materials purchasing, pest control, climate considerations, ethical treatment of animals, environmental concerns, and marketing strategies. **Prerequisite: SH 304.**

SH 402 BUSINESS OF HORTICULTURE AND AGRICULTURE II (5) This course is a follow-up to SH 401, which is a survey of the basic principles of running a sustainable agriculture business. In this course, information is provided on advanced techniques and principles in developing, maintaining, and scaling up a sustainable agribusiness. Topics covered include grants and loans, local licensing, permits and fees, advanced resource management, advanced research and development, community considerations, local business partnering, advanced principles in ethics, and real-world case studies. **Prerequisite: SH 401**

SH 403 SYSTEM DESIGN AND EXPERIENCE (5) This course is a hands-on workshop where the opportunity is provided to learn how to run and maintain a real-world sustainable aquaculture facility. Students are expected to become involved with all aspects of an actual agricultural farm. They will have the opportunity to see the day-to-day operations and apply their knowledge to produce plants for profit.

SH 404 SUSTAINABILITY IN LOCAL AND GLOBAL ENVIRONMENTAL POLICY (5) This course provides information on basic principles and ethics on how to responsibly govern the relationship between humans and the natural environment in a mutually beneficial manner. Topics covered include regulating development, industry, and

pollution, while minimizing harmful impacts such as habitat loss, overexploitation, and species depletion. Focus is placed on local community environmental issues and policies, with a sustainability theme throughout.

SH 406 ECONOMICS OF FISHERIES AND THE OCEAN (5) This course provides information on the role of the ocean and fisheries in the economy. Called the blue economy, the focus is placed on the health of our oceans, the current health of fisheries, and how they impact both local and global economic health. Topics covered include economic trends, trade routes, jobs, climate and environmental changes, and the fishing industry. Patterns in fisheries population decline due to climate change, overfishing, and other human impacts are examined. Current examples of sustainable blue economies are discussed and dissected.

SH 407 BUSINESS OF SUSTAINABILITY AND MARINE CONSERVATION I (5) This course provides information on the basic principles of running a sustainable marine fisheries business. Information includes how to begin, maintain, and scale up a small sustainable enterprise. Topics covered include basic financing, designing an effective facility, resource management, research and development, materials purchasing, disease control, climate considerations, ethical treatment of marine animals, environmental concerns, and marketing strategies. **Prerequisite: SH 304.**

SH 408 BUSINESS OF SUSTAINABILITY AND MARINE CONSERVATION II (5) This course is a follow-up to SH 407, which is a survey of the basic principles of running a sustainable agriculture business. In this course, information is provided on advanced techniques and principles in developing, maintaining, and scaling up a sustainable marine fisheries business. Topics covered include grants and loans, local licensing, permits and fees, advanced resource management, advanced research and development, community considerations, local business partnering, advanced principles in ethics, and real-world case studies. **Prerequisite: SH 407**

SOCIOLOGY

SO 201 INTRODUCTION TO SOCIOLOGY (5) This course provides introductory information on the discipline of sociology and show that sociological concepts, theories, and methods are powerful tools for helping us to analyze the self as a social being as well as for helping us to analyze local, national, and global issues and see the interconnections among them. **Prerequisite: EN 102. This course is replaced by SO 202.**

SO 202 INTRODUCTION TO SOCIOLOGY: CULTURE AND DIVERSITY IN A GLOBAL SOCIETY (5) This course provides information on the major sociological concepts as they relate to understanding culture, diversity in societies, within cultures. The student will be provided with tools to analyze how culture, and diversity interact with the individual. **Prerequisite: EN 105.**

SO 230 SEMINAR ON THE CAYMAN ISLANDS (5) This course provides an opportunity for in-depth study of the history, social, economic, cultural, and political structure of the Cayman Islands. Includes lectures, readings, and field experiences. **Prerequisites: EN 102 and SO 201. This course is replaced by SO 235.**

SO 235 LOCAL AND GLOBAL CITIZENSHIP WITH EXPERIENTIAL LEARNING (5) This course provides an opportunity to explore historical, political, moral, economic, and cultural concepts through local and global contexts. A week of experiential learning is required. See p. 14 for additional costs. **Prerequisites: EN 105 and SO 202.**

SO 250 SPECIAL TOPICS (1-5) Intensive and extensive reading in a field of student's interest. Conferences, reports, research papers, or directed study. May be taken more than once with different topics. Area of study depends upon student need and availability of an instructor. **Approval of Dean required.**

SO 301 COURTSHIP AND MARRIAGE (5) This course provides information on the concepts and practices of the relationships of humans prior to and during partnerships and legal unions and considers the impact of traditional and non-traditional gender roles, laws, education, work, and equality on various family structures.

SO 302 SOCIAL PROBLEMS (5) This course provides information on problems in contemporary society, their causes and methods of dealing with them.

SO 304 INTRODUCTION TO SOCIAL WORK (5) This course provides information on the historical background of social work and the changing philosophy as shown in the present principles and techniques common to all forms of social case work.

BE/SO 306 MANAGEMENT (5) This course provides information on the functions of management with an emphasis on planning, organizing, directing, and controlling various business aspects for the far-reaching social, technological, and economical changes organizations and managers face in the 21st century. There is discussion of issues that are directly relevant to the current, fast-shifting environment with a goal of helping current and future managers to find innovative solutions to the everyday problems that plague today's organizations.

SO 307 WEST INDIAN SOCIETIES (5) This course provides information on the contemporary societies found in Latin America and the Caribbean and their associated human behavior. This unique, critical perspective will provide a framework for understanding the many sub-cultural differences we meet every day.

SO 309 SOCIAL PSYCHOLOGY (5) This course provides information on social psychology ideologies, theoretical constructs and methodological approaches about how social psychologists think about and study human behavior. It encourages reflection about the implications of social psychology and how it can be used to solve real-world problems and help to understand situations we encounter in everyday life. **Prerequisite PY 220.**

SO 315 INTRODUCTION TO COUNSELING (5) This course provides general introductory information on the field of counseling through a survey of the techniques that may be used in the counseling process. **Prerequisite PY 220.**

SO 404 COMMUNITY PLACEMENT (1-5) Field work under supervision in a social agency or institution. Prearranged and preapproved educational experience that relates to the student's academic program and career objective. **Prerequisite: proficiency in required skill areas.** Maximum credits: 5.

SO 422 SEMINAR ON TECHNOLOGY AND SOCIETY (5) Seminar deals with the influences which technological development and society have upon each other and the problems arising from technology. Includes lectures, reading, and field experiences. **Prerequisite: EN 102 and SO 201. This course is replaced by BS 422.**

SO 425 SEMINAR ON BUSINESS AND SOCIETY (5) Seminar is concerned with ways in which society influences business practices and policies and the influence business has upon society. Includes lectures, reading, and field experiences. **Prerequisite: EN 102 and SO 201. This course is replaced by BS 425.**

SO 444 SPECIAL TOPICS (1-5) Intensive and extensive reading in a field of student's interest. Conferences, reports, research papers, or directed study. May be taken more than once with different topics. Area of study depends upon student need and availability of an instructor. **Approval of Dean required.**

SO/BE 434 SEMINAR ON TRAVEL AND TOURISM (5) This seminar covers a contemporary economic analysis to help students understand the tourism industry. Emphasis will be placed on the purpose and value of tourism studies, as well as the challenges faced in the tourism industry, and the economic impact of tourism globally and locally. Includes lectures, reading, and field experiences. **Prerequisite: EN 102 and SO 201. This course is replaced by BS 434.**

SPANISH

SP 101 ELEMENTARY SPANISH I (5) This course provides a foundation for understanding, speaking, reading, and writing Spanish.

SP 102 ELEMENTARY SPANISH II (5) A continuation of Elementary Spanish which provides further understanding, speaking, reading, and writing. **Prerequisite: SP 101.**

SP 444 SPECIAL TOPICS (1-5) Intensive and extensive reading in a field of student's interest. Conferences, reports, research papers, or directed study. May be taken more than once with different topics. Area of study depends upon student need and availability of an instructor. **Approval of Dean required.**

TOURISM AND HOSPITALITY

TH 200 TOURIST BEHAVIOR AND CONSUMPTION (5) This course explores the complexities and evolution of tourism consumer behavior from a multidisciplinary perspective. Choosing, buying, and consuming tourism/travel products and services includes a range of psycho-social processes, individual and environmental influences, motivations, and meanings that researchers and managers of tourism destinations should consider when evaluating the tourism experience.

TH 201 PRINCIPLES OF SUSTAINABLE TOURISM AND HOSPITALITY MANAGEMENT (5) This course introduces sustainable tourism and management practices and development. It will provide information on the role of sustainability in connection to hospitality and tourism development and identify and assess the economic, sociocultural, and environmental impacts of tourism. **Prerequisite TH 200**

TH 202 ECOTOURISM AND SUSTAINABLE TOURISM DEVELOPMENT (5) This course investigates the relationship between sustainable tourism and natural environments. It introduces the issues affecting planning and development of tourism by critically evaluating the challenges, opportunities and solutions of sustainability, tourism, and hospitality. **Prerequisite TH 201**

TH 203 SUSTAINABLE TOURISM PLANNING AND POLICY (5) The course provides information on the key concepts associated with strategic, ethical tourism planning and policy. It examines contemporary global tourism issues from the perspectives of government and business and finding the right balance between the needs of people, public good, protection of the culture, and maximizing the benefits of tourism. **Prerequisite TH 201**

TH 204 DIGITALIZATION IN HOSPITALITY AND TOURISM (5) This course introduces digitalization in tourism and hospitality. This course explores the technologies in-use as well as upcoming technologies in the tourism and hospitality sector. The course blends the theoretical and scholarly work and hands-on exercises with concepts and technologies.

TH 210 CUSTOMER RELATIONSHIP MANAGEMENT FOR THE HOSPITALITY INDUSTRY (5) This course provides an understanding of customer relationships within the field of hospitality and tourism. It covers developing a customer service strategy, managing a customer relationship management system (CRM), and evaluating customer service.

TH 211 LODGING OPERATIONS MANAGEMENT (5) This course introduces the operational aspects of hotel and resorts as well as discuss current trends of the lodging industry, hotel organization, reservations, registration, guest services and communications, hotel security, front office accounting, housekeeping, night audit, planning for operations, sales techniques, revenue management, and human resources management.

TH 212 HOSPITALITY LAW (5) This course provides a general knowledge of the law as it applies to the hospitality industry. The course will provide an overview of the meaning, sources and administration of business and hospitality law. Topics will include the law of torts and contract, human rights, negligence prevention in the hospitality industry, the rights and responsibilities of guests and innkeepers, industry regulatory requirements and employment law.

TH 214 SUSTAINABLE TOURISM MANAGEMENT (5) This course provides information on tourism and the management of business in this field.

TH 215 ECO-TOURISM AND SUSTAINABILITY EDUCATIONAL TOURISM (5) This course provides information on current eco-tourism and the management of educational sustainability tourism. **Prerequisite: TH 214.**

TH 216 TOURISM MANAGEMENT FOR LOCAL AND REGIONAL AREAS (5) This course provides information on current tourism choices that are available locally and in the regional area, and the management of similarities and differences between them. **Prerequisite: TH 214.**

TH 217 TOURISM MANAGEMENT FOR INTERNATIONAL AREAS (5) This course provides information on current tourism choices that are available internationally, and the management of select kinds of international tourism. **Prerequisite: TH 214.**

TH 218 DYNAMICS OF DEVELOPMENT OF SPECIALIZED TOURISM (5) This course provides information on specialized tourism and how to develop these opportunities for select experiences. **Prerequisite: TH 214.**

TH 340 TOURISM AND HOSPITALITY LAW (5) This course provides information on hospitality law in major countries, as well as how to obtain this information in other regions, the standards of the industry, and responsibilities of tourism professionals in meeting the laws.

OL/TH 350 PRINCIPLES OF HUMAN RESOURCE MANAGEMENT (5) This course provides information on human resource planning, talent acquisition, employee engagement and retention, people management, and rewards within organizations.

TH 352 FOOD AND BEVERAGE SAFETY STANDARDS AND MANAGEMENT (5) This course provides information on food and beverage safety, the standards for dealing appropriately with consumables, and management of personnel who deal with consumables. The opportunity will be provided to determine key purchasing and personnel factors.

TH 353 HOTEL PROCESSES AND MANAGEMENT (5) This course provides information on the normal day-to-day processes within the hotel industry and the management of those processes.

TH 354 THE CARE-FOR-OTHERS INDUSTRY PROCESSES AND MANAGEMENT (5) This course provides information on aspects of the hospitality industry outside of the standard hotel management. Various other hospitality situations will be considered relative to management practices.

TH 401 TOURISM DESTINATION MANAGEMENT (5) This course provides information on the principles and practices that are essential in the context of strategic management of tourist destinations. It provides a critical analysis of destination management issues and evaluates implications of the tourism and event industry for sustainable tourism destination development. **Prerequisite: TH 204**

TH 402 RESTAURANT PROCESSES AND MANAGEMENT (5) This course provides information on the processes and management of restaurants with consideration as to their role in tourism and hospitality, as well as location.

TH 403 EVENT PLANNING PROCESSES AND MANAGEMENT (5) This course provides information on the process and management of event planning. Focus is on small, medium, and large events that are informal, business-related, or formal events; securing needed resources, and allocation of personnel based on appropriateness for the event.

TH 404 SAFETY, SECURITY, RISK MANAGEMENT AND DISASTER AVOIDANCE (5) This course provides information on considering the major aspects of safety, security, risk management and disaster avoidance when working in the tourism and hospitality industry. In addition to key factors to be considered, special consideration will be to

planning with consideration for local climate issues.

TH 405 TOURISM AND HOSPITALITY MARKETING (5) This course provides information on key ways to market tourism and hospitality venues to consumers using various media, and the ethical considerations of good market practices.

OL/TH 406 HUMAN PERFORMANCE ANALYSIS AND MEASUREMENT (5) This course provides information on how organizations typically assess entry-level skills, analyze training processes, implement human performance analysis and determine if measurement has been successful in meeting the organizational needs. **Prerequisite:** **OL/TH 350**

GRADUATE DIVISION

The College makes available to qualified students the opportunity to pursue graduate studies leading to a Master's degree. The master's degree programs include Business Administration, Human Resource Management, Management Consulting, Sustainable Agriculture and Horticulture, and Sustainability for Marine Conservation. The outcomes of these programs are as follows:

Students will have the opportunity to:

- a) Build and refine concepts and skills for management of people and an organization.
- b) Demonstrate professional skills in a variety of settings appropriate to the area of study.
- c) Perform analysis of various aspects of business to compare possible behaviors that will benefit the organization.
- d) Increase their skills to be effective in private and public organizational settings.
- e) Compare and contrast the principles and techniques of collecting, organizing and interpreting empirical data for the purpose of developing a thesis-driven paper which demonstrates critical and creative thinking based on relevant evidence and analytical reasoning.

GRADUATE ADMISSION REQUIREMENTS

Admission to the Graduate Division at ICCI requires the following:

1. A completed and signed application form including the application for admission to graduate study.
2. CI\$60.00 (US \$75) Application Fee: non-refundable
3. Possess one of the following:
 - a) Bachelor's degree from a US accredited college or university (substantiated by official transcripts); or
 - b) Possess a bachelor's degree from an institution recognized by the Cayman Islands government or the University Council of Jamaica (substantiated by official transcripts); or
 - c) Possess a bachelor's degree from a college or university that does not meet either of the above criteria that has been evaluated by an approved credential evaluation agency and found to be comparable to a US bachelor's degree.
4. A TOEFL (Test of English as a Foreign Language) or IELTS (International English Language Testing System) or other approved examinations is required for all applicants whose native language is not English. A minimum score of 80 for the internet-based TOEFL or 550 for the paper-based TOEFL, or 6 for IELTS is required for admission. An applicant who has completed degree programs in English at the college or university level may qualify to have the requirement waived. If this is not noted on your transcript, please request a letter from the registrar at your college or university stating that your language of instruction was English.

For reporting purposes, the ICCI code for TOEFL is 0758 to submit IELTS scores, please contact the test center where you took the test and request that an official Test Report Form be sent to The International College of the Cayman Islands.

5. ETS Writing Exam and APA Workshop and Exam.
6. Two reference letters, from non-relatives, attesting intellectual capacity and motivation to pursue graduate level work.

Two categories of degree seeking graduate students will be accepted for admission:

1. **Regular** students are those who fulfill all admission requirements.
2. **Provisional** students are those who desire to be accepted into degree programs but have incomplete documentation or requirements. This indication is reserved for extreme, unique situations. Such students will be admitted on a conditional basis and will be classified as provisional students until requirements for regular standing are fulfilled. All documentation requirements **must be** completed within **one quarter**. A provisional

student that has not fulfilled regular admission requirements within **the first quarter of enrollment** may be dropped from the College and will not be able to register for courses in the subsequent quarter. Missing documentation of the bachelor's degree cannot be a missing element of documentation for admission as a provisional student.

Any student wanting to take a graduate course without pursuing a degree may be admitted as an unclassified student. The admission requirements are listed below:

- (1) A completed, signed, and paid application form
- (2) CI\$60.00 (US \$75.00) Application Fee – Non Refundable
- (3) Approval of the Dean
- (4) Two letters of reference completed by non-relatives verifying years of experience.

There are courses required for the graduate degree programs that have undergraduate courses as prerequisites. Prior to taking those **graduate** courses, the graduate student must have completed the **appropriate prerequisite** undergraduate course with a grade of 70% or better as substantiated by official transcripts. If the course was not taken while pursuing the student's undergraduate degree, the course may be taken at ICCI. It is best that students plan ahead so that they do not miss the opportunity to enroll in graduate courses when they are offered because they have not completed the prerequisite.

Early Admission: With approval of the Dean, an undergraduate student of ICCI who has not more than 20 quarter credits before completion of a Bachelor of Science degree and who has a 3.0 GPA or higher may register for graduate studies while completing work for the Bachelor of Science degree. Such students must have the Dean's approval and may not take more than 15 graduate credits before the requirements for the undergraduate degree are completed. Other requirements for graduate admission must be met.

Provisional Student: A student with incomplete admissions documentation. The student will remain classified as such until all requirements for regular standing are fulfilled. Any student wanting to take a graduate course without pursuing a degree may be admitted as an **Unclassified Student** with the approval of the Dean.

Admission applications should be submitted online. A CI\$60.00 (US\$75.00) **non-refundable fee** must accompany each application.

Transfer Credits: A student with earned graduate college credit from another accredited college or university may apply to have these credits transferred into their program at ICCI. ICCI will not accept graduate degree grades lower than a "B." All transfer credits will also be evaluated for age and content and may not be allowed based upon such evaluation. An official transcript from each college previously attended must be submitted. ICCI will transfer a maximum of 15 quarter credit hours or equivalent. ICCI will usually accept credits from an institution accredited by an institutional accrediting agency recognized by the government of the country in which it operates as a degree granting institution. Transfer credit from non-accredited schools may be validated for transfer by examination or petition if courses are substantially equivalent to those offered at ICCI.

SECOND GRADUATE DEGREE

A student pursuing a second master's degree at the College must fulfill all the published requirements for the second degree as listed in this catalog. Common requirements will be used as partial fulfillment for the second degree. The student will complete the additional credits required for the new components of the second degree before the second degree is issued. A student may not pursue two degrees concurrently.

- (1) Course requirements for the second degree must have been completed as certified by the appropriate academic credits, and
- (2) A minimum of 25 appropriate quarter credit hours, in addition to the 60 credits required for the first master's degree, is required through additional credits, depending on the courses involved in the two degrees.

GRADUATION REQUIREMENTS

Students in the graduate program must comply with the following:

- (1) Complete a minimum of 60 quarter credit hours of approved graduate level credits. Credit will not be granted for a course where a grade lower than “B” has been given. Therefore, a required course in which grade of “C”, “D” or “F” has been earned must be repeated. A maximum of 15 quarter credit hours of graduate credits may be transferred. No grade lower than a “B” may be transferred into the College. These credits must be relevant to the program. The full-time class load for graduate students is 10 credit hours per quarter. With the Dean’s approval, the maximum is 15 credit hours.
- (2) Maintain a 3.0 GPA or higher. A student who does not show satisfactory academic progress toward improving their GPA may, on the determination of the Dean, be placed on probation or suspended from the College for academic reasons. (See Statement on Satisfactory Progress.) If the student wishes to appeal, he or she may do so in writing and request a hearing in the presence of the Academic Committee.
- (3) Pass and present the Graduate Capstone Project and complete an E-Portfolio, ETS, and Peregrine tests.
- (4) Complete the program within a maximum of 90 quarter credit hours.

GRADUATE STANDARDS OF ACADEMIC PROGRESS

A **Graduate** student must meet the following minimum standards of satisfactory achievement and successful course completion while enrolled. Unless waived, all required courses in a program or approved substitutes must be successfully completed by the student for that student to graduate. Moreover, only a **Regular Student** is eligible for graduation.

A **Provisional Student** who has not achieved regular student status within **two** quarters may be dismissed from the College.

Maximum Credits Attempted and Time Period: A student must complete the entire master’s degree program (60 quarter hours) while attempting no more than 90 quarter credits **and must complete their requirements within 6 years** for completion of any degree earned. Failure to complete the selected program during the maximum allotted credits attempted or time period may result in the dismissal of the student. Maximum allotted credits attempted, or time period appeals can be made to the Academic Committee.

Expired credits may need to be retaken and completed successfully to count toward a degree. If they are retaken, the expired credits will not be calculated for purposes of maximum credits attempted. Withdrawal from a class after the first week of the term will count as attempted credits.

The maximum attempted credits for a **transfer student** are calculated based on the number of credits that they must earn at International College of the Cayman Islands to achieve a master’s degree. The maximum allotted credits attempted for the student will not exceed 1.5 times the credits necessary to complete the program in question.

Change of Programs and Second Degrees: A student who changes programs shall not have counted toward the maximum allowable credits those courses which are not applicable to the program into which they have transferred. A student who pursues a second degree is permitted 1.5 times the number of required hours to achieve that second degree. For example, if a student requires 30 hours to get a second master’s degree the maximum allowable time will be 1.5 times that amount or 45 credit hours in which to finish a second degree.

Evaluation Points: At a minimum, each student will be evaluated at least once every academic year. A student pursuing a Masters’ degree program will be evaluated after having attempted 20 and 45 quarter credits, and before they have attempted 60. If these evaluation points fall during the middle of a quarter, the evaluation is done at the end of the preceding term.

The formula for evaluation points for a graduate transfer is as follows:

- (1) The number of hours transferred in and the number of hours remaining toward their degree will be determined.
- (2) The number of hours remaining toward their degree is multiplied times 1.5; this determines the maximum period in which credits must be obtained and from that the proper evaluation points.
- (3) The evaluation points are set at 25% of maximum credits remaining based on attempted credits at ICCI, 50% of maximum credits remaining based on attempted credits at ICCI and 100% of maximum credits remaining based on attempted credits at ICCI.
- (4) The student is evaluated using the same requirements for each time period as a non-transfer student as set forth in the catalog.
- (5) The academic year evaluation points are based on their total earned hours at ICCI and are set at 30 and 60 earned credits.

Minimum Academic Achievement: A Master's degree student must achieve cumulative grade points averages of the following: 2.6 at 20 attempted credits; 2.8 at 45 attempted credits; and 3.0 at 60 and more attempted credits. Failure to maintain minimum academic achievement will result in the student being placed on academic probation.

SATISFACTORY PROGRESS TABLE - Master's Degree

Required Evaluation Points	Minimum Cumulative GPA	Minimum Successful Course Completion % of Courses Attempted
**20 attempted credits	2.6	67%
*45 attempted credits	2.8	67%
*90 attempted credits	3.0	67%
End of Each Academic Year:		
**30 earned credits	2.8	67%
**60 earned credits	3.0	67%

*Students not meeting these standards are not eligible for financial assistance or probation; at a minimum, such students will be placed in **extended enrollment status** by the College and **may be dismissed**.

Students not meeting these standards will not necessarily be dismissed or placed in extended enrollment status; however, **probation is required.

Successful Course Completion: A regular student must complete an entire program within 1.5 times the program length. To fulfill the satisfactory progress requirements, the student must successfully complete 2/3 of the credit hours attempted.

Probation and Dismissal: A Regular student failing to meet successful course completion rates of 67% during the first 25% of the maximum time frame (i.e., 67% of 22 attempted credit hours) will be placed on academic probation. A Regular student failing to meet successful course completion rates during the first 50% of the maximum time frame (i.e., 67% of 45 attempted credits) will be dismissed. In cases of academic dismissal, the student will be notified in writing by the Dean. Such dismissal will be recorded on the student's permanent record.

All students placed on probation will be counseled by their academic advisors and will be offered remedial tutoring if requested.

A student will remain on academic probation until the student has attempted 50% of the maximum time frame for the program elected, or the credits the student has completed exceed 65% of the credits attempted. During the period of academic probation, the student is expected to maintain a 2.5 current GPA or better.

A student failing to progress as stipulated above, regardless of grades received for the current quarter, will be placed on

final probation. Should the student on final probation still fail to progress, the student will be placed in extended enrollment status or dismissed from the College.

Extended Enrollment Status: A student not making satisfactory academic progress may extend enrollment status reapplying for admission as an **unclassified** student. Having been granted such status, the student must correct the academic deficiencies that led to the dismissal. A student may not continue studies in such an extended enrollment status beyond the published allowable time frame.

Reinstatement as a Regular Student: A student who has re-established their satisfactory progress according to the above criteria may apply to the Dean to return to **regular student** status. Instructors who are familiar with the work of a student may be asked to advise the Dean during the approval process. A reinstated regular student will be placed on probation until the following required evaluation point.

Appeals: A student who disagrees with the application of these satisfactory progress standards is required to appeal in writing to the Dean. The student may be called to appear before the Academic Committee, or the student may request a hearing in person. The appeal will be reviewed, and a decision will be made by the Dean and the Academic Committee. Students have the right to appeal decisions to the President. All decisions by the President are final.

Applicability: The standards of satisfactory progress outlined here apply to ALL graduate regular students, whether full-time or part-time.

Mitigating Circumstances and Leaves of Absence: The Dean may grant leaves of absence and/or waive interim satisfactory progress standards for poor health, family crisis, or other circumstances beyond the control of the student. The student must document the circumstances in question and must document the fact that such circumstances have had an adverse impact on their academic progress. The Dean, however, will not grant waivers of graduation requirements because of such circumstances. Leaves of absence do not affect maximum program length.

A student may have only one Leave of Absence (LOA) in any 12-month period. Should a student require a second LOA within one calendar year due to extenuating circumstances, regulations allow the College to include a second break of attendance, as long as both breaks of attendance do not add up to more than 180 days in one calendar year.

A LOA is granted only for nonacademic reasons which would prevent the completion of the quarter and must be requested through written application to the Dean utilizing the online form at the College's website (www.icci.edu.ky) unless unforeseen circumstances such as injury or illness prevent the student from doing so. In the case of those special circumstances the Dean must still be contacted.

A student who has not filed a written request for LOA, or one whose LOA request has not been granted will need to petition to withdraw before the end of the seventh week. An approved LOA has no impact on Satisfactory Academic Progress. A course in which a leave of absence has been granted will appear on a student's transcript with an AW. An approved LOA has no impact on Satisfactory Academic Progress.

Additional Policies Applicable to Enforcing Standards of Academic Progress: Since remedial (or noncredit) courses are not included in a student's program of study and do not earn college credit, they do not affect satisfactory academic progress. An "I" grade or Incomplete that is not removed by the end of the following quarter becomes an "F" and counts toward attempted credits for the purpose of determining satisfactory academic progress.

Program Changes and the Standards of Academic Progress: When a student changes programs, the determination of that student's academic progress will include only those credits and grades earned which count toward the new program of study. All credits previously attempted which are for courses that are a part of the new program will be calculated for purposes of course completion and maximum program length.

***Course Repetitions:** A graduate student may repeat a course taken at the college where a grade of "C," "D," or "F" has been earned to fulfill program requirements and/or to improve the cumulative grade point average. Both courses will appear on the student's transcript, however only the higher of the two grades will be used for GPA calculation. Both

courses will also be considered credit hours attempted for the purpose of successful course completion percentages. The maximum program length (90 quarter credits) is not affected by this policy.

***Pass/Fail Courses:** Although a grade of “P” or Pass is defined as a grade of “B” or higher, credit earned on a pass/fail basis is not computed as part of a student’s GPA. Credit so earned, however, is reflected as part of a successful completion rate. Failures of such courses negatively affect student academic progress. Neither a grade of “P” or “F” for a pass/fail course will be calculated for purposes of grade point average.

***Withdrawals:** A grade of “W” will be given to the student who, within seven weeks following the start of the quarter formally withdraws from one or more classes. A grade of “F” will be recorded for students who discontinue attending classes after the seven-week period. The “W” grade affects neither the student’s GPA nor the credits earned but does adversely affect successful course completion rates.

Administrative Withdrawal: Administrative Withdrawals (AW) will be given for approved leaves of absence. The “AW” grade does not affect the student's GPA nor credits earned, nor does it adversely affect successful course completion rates.

GRADUATE PROGRAMS OF STUDY

Master’s Degree Programs

- Master of Business Administration
- Master of Science in Human Resources Management
- Master of Science in Management Consulting
- Master of Science in Sustainable Agriculture and Horticulture
- Master of Science in Sustainability and Marine Conservation

MASTER OF SCIENCE
HUMAN RESOURCES MANAGEMENT

The graduate programs at ICCI offer courses leading to a Master's degree in Human Resources Management to qualified students already possessing an undergraduate degree. The Master of Science in Human Resources Management degree is designed to provide opportunities to develop management and leadership skills of academically and experientially qualified individuals. The program outcomes are listed below.

The student will be given the opportunity to:

- a) Compare and contrast effective management principles in public and private organizational settings.
- b) Compare and contrast key historical concepts and practices of management with current concepts and practices of management.
- c) Describe professional skills used in human resources management.
- d) Apply abilities and skills to perform analysis of job performance.
- e) Apply abilities and skills to real world human resources management tasks.
- f) Use empirical data for the purpose of developing a thesis-driven paper which demonstrates critical and creative thinking based on relevant evidence and analytical reasoning.

Class Code	Subject Area	Credits
Area I: Human Resources Requirements		
GR 500	Scope of Business Environments	(5)
GR 502	Economics of Human Resources	(5)
GR 503	Multicultural Management	(5)
GR 504	Management Consulting Facts, Theories, and Issues	(5)
GR 506	Human Resources Management	(5)
GR 507	Management Communications	(5)
GR 508	Strategic Management	(5)
GR 510	Organizational Behavior and Development	(5)
GR 513	Psychology of Human Resources Management	(5)
GR 515	Research Methodology	(5)
GR 534	Business Informatics in a Global Society	(5)
Total Human Resources Concentration Requirements		(55)
Area II: Capstone		
GR 590A	Graduate Capstone Project I	(2)
GR 590B	Graduate Capstone Project II	(3)
Total Credits Required for Graduation		(60)

MASTER OF BUSINESS ADMINISTRATION

The graduate programs at ICCI offer courses leading to a Master of Business Administration degree to qualified students already possessing an undergraduate degree. The MBA degree is designed to provide opportunities to develop business management and leadership skills of academically and experientially qualified individuals. The program outcomes are listed below.

The student will be given the opportunity to:

- a) Compare and contrast effective business management principles in public and private organizational settings.
- b) Compare and contrast effective business leadership skills in public and private organizational settings.
- c) Compare and contrast key historical concepts and practices of business management with current concepts and practices of business management.
- d) Describe professional skills used in business management.
- e) Describe professional skills used in business leadership.
- f) Apply abilities and skills to perform analysis of business functions.
- g) Apply abilities and skills to real world business management tasks.
- h) Use empirical data for the purpose of developing a thesis-driven paper which demonstrates critical and creative thinking based on relevant evidence and analytical reasoning.

Class Code	Subject Area	Credits
Area I: Master of Business Administration Requirements		
GR 500	Scope of Business Environments	(5)
GR 506	Human Resources Management	(5)
GR 507	Management Communications	(5)
GR 508	Strategic Management	(5)
GR 510	Organizational Behavior and Development	(5)
GR 515	Research Methodology	(5)
GR 516	Accounting for Executives	(5)
GR 517	Managerial Economics	(5)
GR 518	Financial Management	(5)
GR 519	Marketing Management	(5)
GR 534	Business Informatics in a Global Society	(5)
Total Business Administration Requirements		(55)
Area II: Capstone		
GR 590A	Graduate Capstone Project I	(2)
GR 590B	Graduate Capstone Project II	(3)
Total Credits Required for Graduation		(60)

**MASTER OF SCIENCE
MANAGEMENT CONSULTING ***

*This is a new program. When there is sufficient interest, we will offer the full program.

The graduate programs at ICCI offer courses leading to a Master's degree in Management Consulting to qualified students already possessing an undergraduate degree, and in this case, sufficient experience in a business environment to become a consultant. The Master of Science in Management Consulting degree offers the student an extensive knowledge of the management consultancy industry and an appreciation of the latest business challenges. The student will gain an understanding of consulting techniques and methodologies and develop a range of transferable skills. The program outcomes are listed below.

The student will demonstrate learning by having the opportunity to complete the following:

- a) Compare and contrast effective management principles in public and private organizational settings.
- b) Compare and contrast key historical concepts and practices of management with current concepts and practices of management.
- c) Describe professional skills used in various kinds of consulting and management issues.
- d) Apply abilities and skills to perform analysis of organizational management.
- e) Apply abilities and skills to research and write a business work plan relative to management.
- f) Apply abilities and skills to real world consulting management tasks.
- g) Use empirical data for the purpose of developing a thesis-driven paper which demonstrates critical and creative thinking based on relevant evidence and analytical reasoning.

Class Code	Subject Area	Credits
Area I: Management Consulting Requirements		
GR 503	Multicultural Management	(5)
GR 504	Management Consulting: Facts, Theories, and Issues	(5)
GR 506	Human Resources Management	(5)
GR 510	Organizational Behavior and Development	(5)
GR 515	Research Methodology	(5)
GR 534	Business Informatics in a Global Society	(5)
GR 532	Management Consulting: The Consulting Life Cycle	(5)
GR 533	Strategic Planning and Management Locally and Internationally	(5)
GR 535	Applied Analytics and Forecasting	(5)
GR 536	Application and Analysis of Innovative Business Models	(5)
GR 580	Experiential Learning Seminar	(5)
Total Management Consulting Requirements		(55)
Area II: Capstone		
GR 590A	Graduate Capstone Project I	(2)
GR 590B	Graduate Capstone Project II	(3)
Total Credits Required for Graduation		(60)

**MASTER OF SCIENCE DEGREE
SUSTAINABLE AGRICULTURE AND HORTICULTURE***

*This is a new program. When there is sufficient interest, we will offer the full program.

The Master of Science program in Sustainable Agriculture and Horticulture provides opportunities for students to prepare for advanced careers related to sustainable agriculture in the current global economy and climate. The outcomes for this degree program are as follows. The student will demonstrate learning by having the opportunity to complete the following:

- a) Categorized types of plants used in horticulture.
- b) Describe the preparation needed to engage in sustainable agriculture.
- c) Explain why sustainability is important.
- d) Explain how sustainability impacts local and regional society.
- e) Identify major methods of growing plants in horticulture and agriculture.
- f) Identify three local diseases that impact agriculture and horticulture.
- g) Compare and contrast pest management techniques.
- h) Describe three general safety issues when engaged in growing plants.
- i) Describe how to set-up and maintain a sustainable aquaponics/hydroponics system.
- j) Use empirical data for the purpose of developing a thesis-driven paper which demonstrates critical and creative thinking based on relevant evidence and analytical reasoning.

Class Code	Subject Area	Credits
Area I: Agriculture and Horticulture Requirements		
GR 540	Applied Botany, Aquatic Biology and Pathology	(5)
GR 541	Innovations in Aquaponics and Hydroponics	(5)
GR 542	Current Practices in Sustainable Horticulture and Agriculture	(5)
GR 543	Human Health and Horticulture	(5)
GR 544	Global Economics of Aquaculture, Horticulture, and Sustainable Farming	(5)
GR 545	Nutrient Cycling and Water Quality	(5)
GR 546	Pest Management	(5)
GR 547	Local, Regional, and Global Environmental Policies	(5)
GR 548	Soil Science	(5)
GR 549	Applied System Design and Experience	(5)
GR 515	Research Methodology	(5)
Area I: Total Agriculture and Horticulture Requirements		(55)
Area II: Capstone		
GR 590A	Graduate Capstone Project I	(2)
GR 590B	Graduate Capstone Project II	(3)
Total Credits Required for Graduation		(60)

**MASTER OF SCIENCE DEGREE
SUSTAINABILITY AND MARINE CONSERVATION***

*This is a new program. When there is sufficient interest, we will offer the full program.

The Master of Science program in Sustainability and Marine Conservation is designed to provide a formal course of training and professional development in the marine sciences that will enable students to contribute to the sustainable management of marine resources. The outcomes for this degree program are as follows. The student will show learning by having the opportunity to:

- a) Identify local marine organisms.
- b) Describe how marine organisms interact with each other and their environment.
- c) Identify major biotic and abiotic factors that impact marine species.
- d) Explain the main principles of marine ecology.
- e) Explain how climate change is impacting oceans.
- f) Identify major conservation and environmental issues.
- g) Identify local conservation and environmental issues.
- h) Describe the main principles of marine conservation.
- i) Compare and contrast current conservation techniques.
- j) Explain why conservation is important.
- k) Explain how conservation impacts local and regional society.
- l) Use empirical data for the purpose of developing a thesis-driven paper which demonstrates critical and creative thinking based on relevant evidence and analytical reasoning.

Class Code	Subject Area	Credits
Area I: Sustainability and Marine Conservation Requirements		
GR 550	Ichthyology	(5)
GR 551	Marine Invertebrate Zoology and Coral Reef Biology	(5)
GR 552	Tropical Marine Ecology and Sustainable Marine Conservation	(5)
GR 553	Advancements in Sustainable Fisheries: Science, Policy, and the Blue Economy	(5)
GR 554	Aquatic Invasive Species	(5)
GR 555	Biological Oceanography and Biology of Phytoplankton	(5)
GR 556	Biology and Biodiversity of Marine Mammals	(5)
GR 557	Biodiversity of Marine Birds and Reptiles	(5)
GR 558	Applied Ecological and Population Modeling	(5)
GR 549	Applied System Design and Experience	(5)
GR 515	Research Methodology	(5)
Area I: Total Sustainability and Marine Conservation Requirements		(55)
Area II: Capstone		
GR 590A	Graduate Capstone Project I	(2)
GR 590B	Graduate Capstone Project II	(3)
Total Credits Required for Graduation		(60)

GRADUATE PROGRAMS OF STUDY: COURSE DESCRIPTIONS

GR 500 SCOPE OF BUSINESS ENVIRONMENTS (5) This course provides information on the legal and ethical framework that encompasses such subjects as the moral, legal, and social responsibilities of companies, their moral audit, and workers' and consumers' rights.

GR 502 ECONOMICS OF HUMAN RESOURCES (5) This course provides information on the applications of economic theory both to labor market operations and structural organizations and to describing and explaining managerial investments in human capital. **Prerequisites: BE 201 and 202.**

GR 503 MULTICULTURAL MANAGEMENT (5) This course provides information on dealing with the management of intercultural and international aspects of individual, small group, and organizational behavior in education and business. Practices and skills relating to integrating employees into working teams of differing backgrounds, gender, ages, physical abilities, lifestyles, values, and needs will be explored and analyzed. **Prerequisites: PY 201/PY 202 and SO 201/SO 202.**

GR 504 MANAGEMENT CONSULTING FACTS, THEORIES, AND ISSUES (5) This course provides information on the nature and functions of management consulting, including such topics as planning, organizing, leading, and controlling. **Prerequisite: GR 506 or approval of the Dean.**

GR 505 STRATEGIC HUMAN RESOURCES MANAGEMENT (5) This course provides information on building specific skills in personnel administration. Topics include job description and analysis, performance evaluation and appraisal, and compensation systems. **Prerequisite: GR 506 or approval by the Dean.**

GR 506 HUMAN RESOURCES MANAGEMENT (5) This course provides information on human resources topics, including planning, recruitment, training, supervision, and career development through case studies.

GR 507 MANAGEMENT COMMUNICATIONS (5) This course utilizes an experiential approach to study the dynamics of oral and written communications from a managerial perspective.

GR 508 STRATEGIC MANAGEMENT (5) This course provides information on the managerial decision-making process, with an emphasis placed on creating administrative policies through strategic management.

GR 509 SPECIAL TOPICS (5) An elective course chosen among current offerings or an approved independent study which supplements the master's degree requirements. May be taken more than once with different topics. **Approval of instructor required.**

GR 510 ORGANIZATIONAL BEHAVIOR AND DEVELOPMENT (5) This course provides information on the dynamics of human behavior within the context of the organization. Topics include motivation, leadership, politics, and group processes.

GR 511 RESEARCH-BASED FIELD EXPERIENCE (5, 5) Research in selected programs, practices and/or subject matter areas in education. May be an in-depth extension of one of the Special Topics.

GR 513 PSYCHOLOGY OF HUMAN RESOURCES MANAGEMENT (5). This course provides information on the principles of psychology, learning, and training that HR specialists need to use in their practice.

GR 515 RESEARCH METHODOLOGY (5) This course provides information on the principles and techniques of organizing, analyzing, and interpreting empirical data, as well as other aspects of research design. **Prerequisite or taken with: MA 207 Statistics.**

GR 516 ACCOUNTING FOR EXECUTIVES (5) This course provides information on decision making and financial planning relevant to interpreting managerial accounting information, exclusive of the dictates of financial accounting, economics,

or operations research. **Prerequisite: BE 211 Financial Accounting.**

GR 517 MANAGERIAL ECONOMICS (5) This course provides information on micro-economic theory as it applies to management decision making and policy formation. **Prerequisite: BE 201 Principles of Microeconomics, BE 202 Principles of Macroeconomics.**

GR 521 MONETARY SYSTEMS, INVESTMENTS, AND INSURANCE (5) This course provides in-depth information on consideration of various monetary systems, investments, and insurance as they relate to business.

GR 531 SOCIO-CULTURAL THEORIES (5, 5, 5) This course provides information for critical analysis of the philosophical, sociological, historical, and economic foundations of current major.

GR 532 MANAGEMENT CONSULTING: THE CONSULTING LIFE CYCLE (5) This course provides information for analysis of various roles that consultants take on for businesses, not-for-profit organizations, and governmental agencies. Students are provided with the opportunity to compare and contrast a variety of roles, data collection and analysis, writing tasks, and business development that consultants typically engage in and determine the benefits and risks of consulting. Students develop a resume focused on skills they bring to a consulting role.

GR 533 STRATEGIC PLANNING AND MANAGEMENT LOCALLY AND INTERNATIONALLY (5) This course provides in-depth information of various strategic planning processes, procedures for implementing and evaluating a plan based on research and appropriate local data, and how management of planning will vary based on a variety of diverse factors.

GR 534 BUSINESS INFORMATICS IN A GLOBAL SOCIETY (5) This course provides opportunities for the student to analyze how information systems are transforming global business and why they are essential for managing businesses today. It includes topics such as global e-business, ethical and social issues, business intelligence, e-commerce, enhancing decision-making and managing projects.

GR 535 APPLIED ANALYTICS AND FORECASTING (5) This course provides information provides in-depth focus of business analytics, statistics, and mathematical operations used to determine what types of data are required in different business situations, how to obtain data, and what models might be used to apply the data to various forecasting models.

GR 536 APPLICATION AND ANALYSIS OF INNOVATIVE BUSINESS MODELS (5) This course provides in-depth information on application processes, as well as analysis and evaluation of different business models as they relate to the global and electronic economy. There is an emphasis on functionality and key processes that allow businesses to adapt and respond to new environmental demands.

GR 540 APPLIED BOTANY, AQUATIC BIOLOGY, AND PATHOLOGY (5) This course provides information on current terrestrial and aquatic populations with an emphasis on how diseases and parasites are impacting plants, fisheries and ecosystems. Students will have an opportunity to explore the shores of the Island to determine the health of the beach waters.

GR 541 INNOVATIONS IN AQUAPONICS AND HYDROPONICS (5) This course provides information on current and varied hydroculture systems as well as innovative solutions for issues surrounding the processes of growing a wide range of commercial plants and animals.

GR 542 CURRENT PRACTICES IN SUSTAINABLE HORTICULTURE AND AGRICULTURE (5) This course introduces students to the basics of horticulture and large and small-scale agriculture. It emphasizes current industry protocols and practices while focusing on sustainability.

GR 543 HUMAN HEALTH AND HORTICULTURE (5) This course connects the science of horticulture with the importance of nutrition and improving human health while emphasizing environmental health impacts.

GR 544 GLOBAL ECONOMICS OF AQUACULTURE, HORTICULTURE, AND SUSTAINABLE FARMING (5) This course provides the opportunity for each student to develop an understanding of how the global businesses of aquaculture, horticulture and sustainable farming work in both theory and practice. Students will be applying information on the economics of developing and running an agricultural practice.

GR 545 NUTRIENT CYCLING AND WATER QUALITY (5) This course provides information on the chemical nature of water, water contaminants, nutrients, and tracking the movement and ecological recycling of basic minerals in the environment. General topics covered include the water cycle, carbon cycle, sulfur cycle, nitrogen cycle, and the phosphorous cycle. Regional-specific topics include the chemistry of common water contaminants, water quality parameters, and the processes and factors that cause ocean acidification, acid rain, dead zones, algal blooms, eutrophication, and water turnover. Emphasis is placed on environmental justice issues surrounding water quality and pollution.

GR 546 PEST MANAGEMENT (5) This course provides information on the basic principles of Integrated Pest Management (IPM) applied to various settings, with an environmentally responsible and ethical approach. Topics covered include identifying pest species, understanding life cycles and biology of pests and their interactions with the environment. Focus is placed on learning how IPM can be used to manage pest damage most economically, and with the least harm to the environment, people, and their property.

GR 547 LOCAL, REGIONAL, AND GLOBAL ENVIRONMENTAL POLICIES (5) This course provides information on local, regional and global environmental policies with an emphasis on trade and commerce in agriculture. Students focus on how to develop, apply, and change environmental policies.

GR 548 SOIL SCIENCE (5) This course provides basic information on the ecology and geology of soil formation, emphasizing physical, chemical, and biological properties. Students will learn about current environmental issues and solutions to mitigate those issues.

GR 549 APPLIED SYSTEM DESIGN AND EXPERIENCE (5) This course provides the opportunity for students to engage in comparing various aspects of system design, logistical operations, and organization of experiences to determine what systems work best under what situations. The course includes aspects of business analytics for use with the system design components.

GR 550 ICHTHYOLOGY (5) This course provides information on the branch of zoology that studies fish, including jawless (Agnetha), cartilaginous (Chondrichthyes), and bony fish (Osteichthyes). Topical information includes examining the general biology of major fish families, their behavior, physiology, ecology, evolution, classification, and current conservation issues.

GR 551 MARINE INVERTEBRATE ZOOLOGY AND CORAL REEF BIOLOGY (5) This course provides information on the branch of zoology that studies marine invertebrates. Topical information includes examining the general biology and ecology of major families and classes of invertebrates including behavior, physiology, classification and current conservation issues. Emphasis is placed on coral reef ecosystems and biology of corals.

GR 552 TROPICAL MARINE ECOLOGY AND SUSTAINABLE MARINE CONSERVATION (5) This course provides information on the major principles of conservation as it applies to the protection and preservation of the ocean's ecosystems and species. Students will examine elements of marine ecology, identify endangered and threatened species, and analyze how a variety of human activities are impacting organisms. Focus is on how society is responsible for the stewardship of the ocean and has caused major issues such as marine over-exploitation, pollution, coastal development, and invasive species. Specific topics include sustainable methods of managing marine habitats and resources, marine habitat restoration, environmental ethics and policy, the blue economy, and ecotourism.

GR 553 ADVANCEMENTS IN SUSTAINABLE FISHERIES: SCIENCE, POLICY, AND THE BLUE ECONOMY (5) This course is a multidisciplinary science, which involves the sustainable managing, governing, and understanding of the ecology and business of fisheries. Elements of multiple subjects are connected and include limnology, oceanography, marine biology, meteorology, ecology, population dynamics, economics, conservation, and sustainability. Topics covered include current sustainable techniques and research, current and local environmental issues, local and global economic concerns, ecological health of the oceans and fisheries, climate change/ocean acidification impacts, environmental ethics, and policies.

GR 554 AQUATIC INVASIVE SPECIES (5) This course provides information for examining the growing environmental issue of aquatic invasive species. The focus is on identifying major types of nonnative species, learning their biology and how they evolve and adapt, understanding ways that they disrupt the ecosystem, describing what human activities caused their introduction, and identifying what conservation efforts can be taken to mitigate the impact they have. Emphasis is placed on predicting future trends and analyzing how invasive species populations are reacting to climate change and other current environmental issues.

GR 555 BIOLOGICAL OCEANOGRAPHY AND BIOLOGY OF PHYTOPLANKTON (5) This course is interdisciplinary and is concerned with the complex nature of the marine food web and interactions of marine populations with each other and with their environment. Topics covered include community ecology, trophic ecology, microbial ecology, population dynamics, ecosystem balance, systematics and biogeography, fisheries biology and management, and nutrient cycling. Emphasis is placed on changes in phytoplankton ecology, climate change, ocean acidification, deoxygenation, invasive species, and other anthropogenic impacts on the ocean.

GR 556 BIOLOGY AND BIODIVERSITY OF MARINE MAMMALS (5) This course provides information on the branch of zoology that studies marine mammals (pinnipeds, cetaceans, manatees, and other aquatic mammals). Topics covered include examining their biology, physiology, behavior, communication, evolution, ecology, and classification. The focus is on population genetics and current conservation issues relative to climate change, ocean acidification, and anthropogenic impacts.

GR 557 BIODIVERSITY OF MARINE BIRDS AND REPTILES (5) This course provides information on the branch of zoology that studies marine birds and reptiles. Topics covered include examining their biology, physiology, behavior, evolution, ecology, and classification. The focus is on local species, their interaction with other organisms and humans, and current conservation issues relative to climate change, ocean acidification, and anthropogenic impacts.

GR 558 APPLIED ECOLOGICAL AND POPULATION MODELING (5) This course provides information on developing and applying mathematical representations of ecological and population dynamics systems, ranging in scale from single populations to ecological communities, and entire biomes. Focus is placed on how these models are used and applied in society to benefit local communities, businesses, and conservation efforts. Case studies are used and examined to develop analytical and problem-solving skills.

GR 580 EXPERIENTIAL LEARNING SEMINAR (5) A learning experience focused on student individual learning growth and based in a discussion seminar where learning is shared with other students to enhance growth.

GR 590A GRADUATE CAPSTONE PROJECT I (2) This course is the first part of the capstone project required for all students graduating with a Master's degree. A viable research project will be determined and approved allowing students to apply knowledge and skills they have gained in their academic program. Subject-related peer-reviewed academic journal articles will be reviewed to develop the Introduction, Literature Review, and Methodology of the research project. Institutional Review Board approval must be given before data is collected.

GR 590B GRADUATE CAPSTONE PROJECT II (3) This course is the second part of the Capstone project required for all students graduating with a Master's degree. After Institutional Review Board approval is given; data will be collected and analyzed to develop research Results, Discussion, Conclusions and Recommendations. The research is then presented to the Capstone Committee for evaluation.

STAFF AND ADMINISTRATION

President
President Emerita and Special Projects Coordinator
Dean and Chief Academic Officer
Registrar
Library Assistant, IT Faculty Lead, Testing Center Manager
Director of Admissions
Online Librarian
ICCI FM Radio Director
Administrative Support Specialist
Business Office Manager
Accountant
Groundskeeper
Housekeeper
Acting Director of Accreditation and Internal Projects

Byron R. Coon, Ph.D.
Elsa M. Cummings, Ph.D.
Aleza D. Beverly, Ed.D.
Melisa Bent-Hamilton, M.S., MBA
Christopher Raj Balraj, M.E.
Marilyn Whittaker, MBA
Michelle Gray-Williams, M.S.
Robert Lynch, B.A.
Kayla Wood, B.S.
Lisa Wood
Autry Foster
Raymond Powery
Viola Powery
Sharon McNeely, Ph.D.

FACULTY

Christopher Balraj, M.S.
Melisa Bent-Hamilton, M.S., M.B.A.
Aleza Beverly, Ed.D.
Timothy Buividas, Ed.D.
Orinna Clark, M.A.T., M.S., Ed.D. (pending)
Byron Coon, Ph.D.
Sharon McNeely, Ph.D.

CONTINGENT FACULTY

Shanomage Bailey-Henry, Ed.D.
Susan Cain, L.C.S.W., Ed.D.
Gary Gardiner, Ph.D.
Cindy George, Ph.D.
Mark Giddarie, M.S., D.B.A.
Alicia Law, D.B.A.
Constance Lawrence, Ed.D.
Diane Ricketts, M.S., M.H.S. Ph.D.
Trevor H. B. Stewart, D.B.A.
S'Rah Yisrael, Ed.D.

AUXILARY FACULTY AND INSTRUCTORS

Kwame Afrane, B.S.	Fareed Hosein, CA, CPA, M.B.A.	Odale Mulgrave, M.B.A.
Andrae Bailey, M.S.	Lauren Hunter, M.B.A.	Abubaker Nyanzi, ACCA, M.S., M.B.A.
Claude Bailey, B.S.	Tania Johnson, M.A., M.B.A.	Sharmori Richardson, M.P.A.
Dean Brown, M.Ed.	Martin Karanja, M.A.	James Scott, M.S.M.
Debbie Busby, M.A.	Christine King, B.Ed.	Shastri Singh, M.B.A.
Cleodean Cooper, M.Ed.	Adolphus Laidlow, M.S.	Keisha Tingle, M.Ed.
Brenda Dawkins, M.S.	Robert Lynch, B.A.	Shally-Ann Toranty, B.S.
Grace Deekshith, M.A.	Margaret MacPherson, M.A.	R. Craig Walker, B.S., CFA
Lisa de Mercado-Crisp, M.S.	Oneil Madden, M.S.	Andrea Williams, M.A. L.L.B.
Reinaldo Fletcher, M.S.	Clever Mawarire, CFA, CA, M.B.A.	Norma Williams- Seymour, M.S.
Marleine Gagnon, M.C.	Beth McField, M.S.	Cecille Young, M. Ed.
Samit Ghosh, M.B.A.	Jodiann McLean, B.S.	
Michael Hall, B. Ed.	Kurt McKenzie, Ed.D.	

BOARD OF TRUSTEES

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Yolanda Banks McCoy
Tim Min
Raul Nicholson-Coe
Lucille Seymour
Abraham Thoppil
James Whittaker
Brian Williams
Ormond Williams

TRUSTEES EMERITI

George McCarthy
Carlyle McLaughlin
Audrey Ebanks (Posthumously)

Academic Calendar

Fall 2022	Date	Holidays / Events/No Classes
Registration Begins	7 th week of previous quarter	Remembrance Day, Monday, Nov 14, 2022
Late Registration Begins	11 th week of previous quarter	Career Readiness Day, Thursday, Nov 10, 2022
Orientation	Thursday, September 22, 2022	
Classes Begin	Monday, September 26, 2022	
Last Day to Drop a Class	Sunday, November 13, 2022	
Last Day of Classes	Tuesday, December, 2022	
Final Exams	Wednesday and Thursday, December 7 and 8, 2022	
End of Quarter	Thursday, December 8, 2022	
Winter 2023	Date	Holidays / Events/No Classes
Registration Begins	7 th week of previous quarter	National Heroes Day, January 23, 2023
Late Registration Begins	11 th week of previous quarter	Ash Wednesday, February 22, 2023
Orientation	Thursday, January 5, 2023	Career Readiness, February 23, 2023
Classes Begin	Monday, January 9, 2023	
Last Day to Drop a Class	Sunday, February 26, 2023	
Last Day of Classes	Tuesday, March 23, 2023	
Final Exams	Wednesday and Thursday, March 22 and 23, 2023	
End of Quarter	Thursday, March 23, 2023	
Spring 2023	Date	Holidays / Events/No Classes
Registration Begins	7 th week of previous quarter	Good Friday, April 7, 2023
Late Registration Begins	11 th week of previous quarter	Easter Monday, April 10, 2023
Orientation	Thursday, March 30, 2023	Discovery Day, May 15, 2023
Classes Begin	Wednesday, April 5, 2023	Career Readiness Day, May 18, 2023
Last Day to Drop a Class	Sunday, May 21, 2023	Queen's Birthday, June 12, 2023
Last Day of Classes	Tuesday, June 15, 2023	
Final Exams	Wednesday and Thursday, June 14 and 15, 2023	
End of Quarter	Thursday, June 15, 2023	
Summer 2023	Date	Holidays / Events/No Classes
Registration Begins	7 th week of previous quarter	Constitution Day, July 3, 2023
Late Registration Begins	11 th week of previous quarter	
Orientation	Thursday, June 22, 2023	
Classes Begin	Wednesday, June 28, 2023	
Last Day to Drop a Class	Sunday, August 13, 2023	
Last Day of Classes	Tuesday, September 5, 2023	
Final Exams	Wednesday and Thursday, September 6 and 7, 2023	
End of Quarter	Thursday, September 7, 2023	
Graduation	Date	
Class of 2022 and 2023 Commencement	May 2023	

[Please note: All Cayman Islands Public Holidays are observed.]

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