2006-2007 CATALOGUE
The College of The Bahamas

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Compiled using the best information available at the time of publication, this Catalogue contains policies and guidelines intended to aid students in planning their educational curriculum. It is not to be considered a contractual agreement. All information, including statements of tuition and fees, course offerings, admission and graduation requirements, is subject to change without notice or obligation. The Catalogue is produced by the Office of Communication, with the cooperation of the Office of Academic Affairs.

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Catalogue Team
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www.cob.edu.bs
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The College of The Bahamas
The College of The Bahamas

Academic Year

The College’s academic year comprises two semesters. Each semester consists of 14 weeks of instruction followed by a ten-day examination period. The Fall Semester runs from the end of August to mid-December and is followed by the December/January intersessional break. The Spring Semester runs from January to mid-April. The annual commencement exercises are held following final examinations for the Spring Semester. In addition to the Fall and Spring Semesters, The College offers two six-week sessions during the summer.

## Academic Calendar 2006/2007

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<th>Academic Dates</th>
<th>2007</th>
<th>2008</th>
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<tr>
<td>Registration/advisement/registration/payment for new students</td>
<td>16-18 Aug</td>
<td>13-14 Jun</td>
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<tr>
<td>Professional days</td>
<td>21-25 Aug</td>
<td>27-Jun</td>
</tr>
<tr>
<td>Classes begin</td>
<td>28-Aug</td>
<td>28-Jun</td>
</tr>
<tr>
<td>Late registration/drop/add</td>
<td>29-30 Aug</td>
<td>29-30 Aug</td>
</tr>
<tr>
<td>Mid-semester break</td>
<td>11-12 Oct</td>
<td>13-Jul</td>
</tr>
<tr>
<td>Last day to withdraw from classes without academic penalty</td>
<td>27-Oct</td>
<td>8-Aug</td>
</tr>
<tr>
<td>Classes end</td>
<td>1-Dec</td>
<td>1-Dec</td>
</tr>
<tr>
<td>Final examinations</td>
<td>4-13 Dec</td>
<td>9-10 Aug</td>
</tr>
<tr>
<td>Deadline for submission of grades</td>
<td>18-Dec</td>
<td>14-Aug</td>
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<tr>
<td>Transcripts issued</td>
<td>20-Dec</td>
<td>16-Aug</td>
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### SPRING SEMESTER

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<th>Academic Dates</th>
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<th>2008</th>
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<td>Registration/advisement begins</td>
<td>20-Nov-06</td>
<td>19-Nov-07</td>
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<tr>
<td>Bill collection begins</td>
<td>27-Nov-06</td>
<td>26-Nov-07</td>
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<tr>
<td>Last day for fee payment</td>
<td>21-Dec-06</td>
<td>20-Dec-07</td>
</tr>
<tr>
<td>Orientation/advisement/registration/payment for new students</td>
<td>3-4 Jan</td>
<td>15-Aug</td>
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<tr>
<td>Classes begin</td>
<td>8-Jan</td>
<td>15-17 Aug</td>
</tr>
<tr>
<td>Late registration/drop/add</td>
<td>9-10 Jan</td>
<td>20-21 Aug</td>
</tr>
<tr>
<td>Mid-semester break</td>
<td>22-23 Feb</td>
<td>23-24 Aug</td>
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<tr>
<td>Last day to withdraw from classes without academic penalty</td>
<td>9-Mar</td>
<td>29-30 Aug</td>
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<tr>
<td>Classes end</td>
<td>13-Apr</td>
<td>10-11 Oct</td>
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<td>Final examinations</td>
<td>16-25 Apr</td>
<td>27-Aug</td>
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<tr>
<td>Deadline for submission of grades</td>
<td>30-Apr</td>
<td>28-Jun</td>
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<td>3-May</td>
<td>16-Aug</td>
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<td>26-Oct</td>
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<td>Bill collection begins</td>
<td>2-Apr</td>
<td>30-Nov</td>
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<td>Last day for fee payment</td>
<td>4-May</td>
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<td>Final examinations</td>
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Dates are subject to change.
Programmes of Study
The College of The Bahamas

SCHOOL OF BUSINESS

Bachelor of Business Administration (BBA)
Accounting
Administrative Office Management
Banking and Finance with a Foreign Language
Banking and Finance Option I: Commercial Banking
Banking and Finance Option II: Private Banking/Trust
Computer Information Systems Option A: Management Information Systems
Computer Information Systems Option B: Application Programming
Computer Information Systems Option C: Network Systems
Economics
Economics and Finance
Finance
Management
Marketing

Associate of Arts (AA)
Business Administration (Family Island Centres only)
Computer Information Systems (Northern Bahamas Campus only)

Certificate Programme
Business Administration (Family Islands Centres only)

SCHOOL OF COMMUNICATION AND CREATIVE ARTS

Associate of Arts (AA)
Art
French
Mass Communication
Music
Spanish

Proficiency Certificates
French: Advanced Level
Spanish: Advanced Level
French: Intermediate Level
Spanish: Intermediate Level

Certificate Programmes
College Certificate in Art
Certificate in Music
Basic Certificate in Art

SCHOOL OF EDUCATION

Bachelor of Education (B.Ed.) Secondary Certification
Administrative Office Management
Art
Biology/General Science
Business Studies
Chemistry/General Science
Computer Studies Option A: Applications Programming
Computer Studies Option B: Network Systems
English Language and Literature
Family and Consumer Sciences Option A: Food and Nutrition
Family and Consumer Sciences Option B: Family Living and Relationships
Family and Consumer Sciences Option C: Clothing
French
History/Geography
Mathematics
Music
Physical Education (K-12)
Physics/General Science
Religion
Spanish

Bachelor of Education (B.Ed) Secondary Advanced Placement
Business Studies
Chemistry
English Language/Literature
French
Mathematics
Music
Physical Education
Physics
Religion
Social Studies
Spanish

Bachelor of Education (B.Ed.) Primary Certification
Option A: General
Option B: Early Childhood
Option C: Special Education
Bachelor of Education (B.Ed.)
Primary Advanced Placement

Diploma in Secondary Education (Dip. Ed.)
Art
Biology
Chemistry
Computer Information Systems
French
Geography
History
Home Economics
Industrial Arts
Language Arts
Mathematics
Music
Physics
Social Studies
Spanish
Physical Education

Certificate Programme
Pre-School Teacher’s Auxiliary

SCHOOL OF ENGLISH STUDIES
Bachelor of Arts (B.A.) in English

SCHOOL OF SCIENCES AND TECHNOLOGY
Bachelor of Science (B.Sc.)
Biology (Minor in Chemistry)
Engineering Technology: Electrical Engineering Technology
Mathematics
Physics/Mathematics

Associate of Science (AS)
Agribusiness
Agriculture
Architecture
Chemistry
Engineering Physics
Geography
Mechanical Engineering Technology

Pre-Technology Programme

SCHOOL OF NURSING AND ALLIED HEALTH PROFESSIONS
Bachelor of Science (B.Sc.)
Registered Nurse to Bachelor of Science Nursing

Associate of Science (AS) in Nursing

Diploma Programmes
Community Health Nursing
Midwifery
Post Basic Diploma Critical Care Nursing

Certificate Programmes
Trained Clinical Nursing
Environmental Health

SCHOOL OF SOCIAL SCIENCES
Bachelor of Arts (B.A.)
History
Psychology
Public Administration
Social Work
Theology

Bachelor of Laws (LLB)
in association with the University of the West Indies

Associate of Arts (AA)
Law and Criminal Justice Studies
Religious Studies
Sociology

CULINARY AND HOSPITALITY MANAGEMENT INSTITUTE
Bachelor of Science (B.Sc.)
Tourism Management

Associate in Applied Science (AAS)
Culinary Arts
Hospitality Operations
National Apprentice Cook

Certificate Programmes
Culinary Skills
Food and Beverage Management
Front Office Skills
Hospitality and Tourism Skills
Certificate in Hospitality Management: Accounting
Certificate in Hospitality Management: Supervision
Certificate in Hospitality Management: Travel and Tourism

Basic Upgrading Programme
Culinary Skills
CONTINUING EDUCATION AND EXTENSION SERVICES

Certificate Programmes
Competency Pharmacy Review
Forensic Document Exam
Human Resource Management
Law
Learning Disabilities
Music
Office Assistant
Records and Information Management
Infant/Toddler
Pre-School

Professional Certification Programmes
Autocad
Certified Professional Manager
Certified Professional Secretary
Certified Public Accountant Review (Becker Review)

Professional Licensing Programmes
Journeyman Plumbing
Master Plumbing
Three-Phase Electrical
Single-Phase Electrical

Management/Supervision Programmes
Management/Administrator Infant/Toddler Daycare Centre
Management Development Seminar Series

Upgrading Programmes
College Preparatory Programme (College Prep)
Basic Upgrading for Traditional Age Students
Mature Upgrading

GRADUATE PROGRAMMES
Master of Arts (MA) in Teaching and Learning with Technology in association with Ashford University
Master of Education (M.Ed.) in School Counseling in association with Kent State University
Master of Science (MLIS) in Library and Information Science in association with University of South Florida

Programmes Anticipated for 2007
Master of Education (M.Ed.) in Educational Administration in association with Kent State University (Fall 2007)
Master of Education (M.Ed.) in Special Education in association with Kent State University (Spring 2007)
Master of Science (MS) in Early Childhood and Elementary Teaching in association with Wheelock College (Summer 2007)
Establishment
A publicly supported tertiary level educational institution, The College of The Bahamas was established by an Act of Parliament in 1974 to be a source of academic and intellectual leadership in the newly sovereign state of the Commonwealth of The Bahamas. The institution opened its doors to students for the first time in September 1975.

As the national institution standing at the apex of the Bahamian educational system, The College is mandated to educate and train Bahamians for the purposes of self-fulfilment, productive work and nation building. In the latter regard, COB is intended to be the primary vehicle through which the higher education, research and public service needs are met. The College of The Bahamas draws its students from all levels of society and throughout the Bahamian archipelago.

In terms of its value system and access to its programmes, The College of The Bahamas believes firmly in diversity and its value to high quality tertiary education. The faculty of The College is drawn from the Americas, Britain, Europe, Africa, the Caribbean and The Bahamas. The College welcomes international students and is committed to facilitating the research of dedicated scholars from all disciplines.

Governance
The general responsibility for the educational policy and administration of The College is vested in a College Council. The Council consists of The College’s President, two public officers, a student, a faculty member, President of the Alumni Association and five persons representing other relevant sectors of the economy.

The Academic Board, subject to the direction of the Council, is responsible for the academic administration of COB. The Board is made up of the Vice President, Academic Affairs, Academic Deans and Executive Directors, Chairs of the Schools, the College Librarian, a representative from The College of The Bahamas Union of Students (COBUS), a representative from the Union of Tertiary Educators of The Bahamas (UTEB), the Vice President of Student Affairs and the Director of Counselling and Health Services.

The Council
Franklyn R Wilson, CMG, Chairman
Jerome Fitzgerald, Deputy Chairman
Dr Earl Cash
Patricia Collins
Janyne Hodder, President, The College of The Bahamas
Audrey Ingram Roberts
Dr Cheryl Rolle
Simon Wilson
Jennifer Isaacs Dotson, Faculty Representative
A’lethia Sweeting, Student Representative
Donald Saunders, Alumni Representative
Rubie Nottage, Council Secretary

Administrative Officers
Janyne Hodder, President
Dr Rhonda Chipman-Johnson, Executive Vice President and Chief Academic Officer
Rubie Nottage, Secretary General
Denton Brown, Vice President, Finance and Administration
Dr Linda Davis, Vice President, Research, Graduate Programmes and International Relations
Patricia Glinton-Meicholas, Vice President, Communication
Dr Pandora Johnson, Vice President, Outreach
Colyn Major, Vice President, Student Affairs
Institutional Priorities

We will continue to uphold the primacy of people as the foundation and purpose of The College of The Bahamas.

Upholding and promoting the primacy of learning, we will continue to develop high quality programmes, resources and environments to provide learning opportunities, in and beyond the formal classroom, for our students and others who desire to learn.

The fact that The College’s credits are accepted by more than two hundred respected colleges and universities in Britain, Canada, the United States and the Caribbean is testimony to the strength and credibility of the institution’s academic programme.

We will continue to commit resources to faculty and staff development, believing wholeheartedly that they play an essential role in student development.

Since 1998, The College of The Bahamas has invested more than $3 million in faculty and staff development for the enhancement of credentials. The greater part of these funds, $1,892,495.82, supported faculty members in their pursuit of doctoral studies. Not included in this sum is the yearly expenditure to afford College personnel opportunities to participate in conferences, workshops and other professional development initiatives.

Understanding that our students must function competitively and effectively in the wider world, we will undertake to keep instructional content and technology abreast of developments beyond the classroom locally, regionally and internationally.

The College of The Bahamas has an excellent record of accords and partnerships with other colleges and universities and major corporate groups that enrich the learning environment and open scholarship, exchange and career opportunities for students and faculty.

As The College of The Bahamas receives a significant subsidy from the Government of The Bahamas, we believe that we are accountable to the people of this country. Consequently, we will continue to diversify our sources of revenue, manage wisely and honestly the resources entrusted to us and report publicly on our stewardship.

Throughout the year, we acknowledge and document our accountability by identifying performance goals and indicators to help build high quality curricula, facilities, personnel, relations with internal and external stakeholders and a sound financial plan.

We will create a national university in order to serve the educational, cultural and economic needs of The Bahamas for the 20th century.

As a university, The College of The Bahamas will

- expand professional and personal development opportunities for the students, faculty and staff of the University who contribute to the institution’s growth and sustainability.
- expand our research base to position the institution to provide a resource base for government and other agencies requiring high quality data for decision-making.
- design and deliver signature programmes that embrace the unique characteristics of The Bahamas and provide learning tools and resources pertinent to all offerings.
- increase the breadth and depth of its collaboration with local and regional partners to increase the competitive ability of the country’s primary industries: tourism and hospitality, financial services, business, education.
- offer greater opportunities for cultural, social and economic development for the people of The Bahamas.
- continue our stewardship role in the exploration and preservation of the natural resources, historical and cultural heritage of The Bahamas.

Educational Philosophy

The College of The Bahamas is committed to the creation and dissemination of knowledge as a vehicle for the enhancement of the talents of all who come within the ambit of the institution and as a means of increasing self-actualisation and contributing to the community and wider world. The College is dedicated to graduating students who are assured that they are valued by The College of The Bahamas and have the ability and right to play a role in influencing the affairs of their community and their world

- through their invited and respected involvement in the governance of the institution as students and as alumni;
- through the integration of community-based extracurricular activities into their programmes of study;
- through The College’s promotion of and demonstration of pride in their contributions to their communities and beyond.
possess intellectual integrity and an enthusiasm for lifelong learning and self-development
• through the use of mental processes which lead to intelligent and life-affirming decisions;
• through acquisition and utilisation of diverse and appropriate sources of information;
• through mastery of various vehicles and modes of communication to convey ideas and intentions appropriately and effectively;
• through their commitment to lifelong acquisition and utilisation of knowledge.

are able to function effectively in a multicultural world
• through a heightened awareness and appreciation of diverse cultural contexts and values;
• through upholding the equality of all peoples before God, irrespective of racial designation, ethnicity, creed, gender, sexual orientation or disability;
• through understanding and upholding basic human rights as defined in the United Nations Declaration of Rights;
• through development of skills and attitudes necessary to interact and work cooperatively and respectfully with people of other cultures.

contribute enthusiastically, intelligently and honestly to the workforce
• through working in well-chosen vocations with skill, efficiency and dedication;
• through cooperation with and respect for colleagues in support of mutually agreed goals for the benefit of all concerned.

make worthy contributions to The College of The Bahamas and to the wider society
• through active participation in and worthy contributions to College initiatives and programmes and worthwhile social programmes in the wider community;
• through public fora and other vehicles for intelligent exchange of ideas and knowledge and other inputs that promote community welfare;
• through exercising their political privileges and avoiding the abuse of such privileges.

Faculty and Students
In Fall 2006, 4880 students registered for associate, bachelor and master’s degrees and a variety of diploma and certificate programmes, with baccalaureate degree enrolments predominating. On the average, enrolment stands in excess of 4,000 students located throughout the Bahamian archipelago.

Of the 224 faculty members, twenty-four percent holds doctoral degrees. Through COB’s strong professional development programme, six full-time faculty members are currently on study leave pursuing doctorates.

Accreditation Statement
COB has never sought formal accreditation by any international body, since its establishment through an Act of the Bahamian Parliament gives it statutory authority to grant degrees as well as to seek and receive private funding. Still, its Council, administration and faculty remain acutely aware of the importance of carefully crafted quality assurance measures.

COB is globally recognised and can boast of academic and articulation agreements with national, regional and international colleges and universities and affiliated agencies. COB is also a founding member of both the Association of Caribbean Tertiary Institutions (a regional body) as well as the Association of Tertiary Institutions in The Bahamas (a national body). It also holds membership in a number of other international professional organisations including the American Association of Colleges and Universities, among others.

Additionally, COB has assisted The Bahamas Ministry of Education (Tertiary and Quality Assurance Section) and the CARICOM Secretariat with the establishment of The Bahamas National Accreditation and Equivalency Council for Education and Training, a body that will ultimately interface with the regional body to be charged with the regional mandate for quality assurance.
The College System

Oakes Field Campus
The principal campus of The College of The Bahamas system, the Oakes Field Campus (OFC), is highly urbanised, situated within two miles of the centre of Nassau, the capital of The Bahamas. OFC headquarters the following academic units:

- School of Business
- Centre for Continuing Education and Extension Services
- Culinary and Hospitality Management Institute
- International Languages and Cultures Institute (ILCI)
- Faculty of Liberal and Fine Arts
  - School of Communication and Creative Arts
  - School of English Studies
- Faculty of Social and Educational Studies
  - School of Education
  - School of Social Sciences
- Faculty of Pure and Applied Sciences
  - School of Sciences and Technology

OFC facilities cover about 75 acres and include the following:

- Administration Building
- Main Library and Instructional Media Department
- Portia M Smith Student Services Centre
- Instructional Blocks B-G, H, S and T
- Student Union Building
- Bahamas Tourism Training Centre
- Michael H Eldon Complex
- Chapter One Bookstore and First Edition Café
- Performing Arts Centre
- Band Shell
- Cafeteria (operated as a Sbarro franchise)

Grosvenor Close Campus
At present, this satellite campus is home to the School of Nursing and Allied Health Professions, which is subsumed under the Faculty of Pure and Applied Sciences.

Northern Bahamas Campus
The Northern Bahamas Campus (NBC) is situated on West Settlers’ Way in the centre of the Freeport commercial area, less than ten minutes drive from the airport. Freeport, the chief town of the island of Grand Bahama, is highly modern, well appointed and, for this reason, is known as the nation’s “second city”.

NBC caters mainly to part-time students pursuing bachelor degrees in Education and Business Administration (Accounting and Management), an Associate degree in Computer Information Systems, upgrading in Mathematics and English for adults and the College Preparatory Programme. A Diploma in Education is offered and programmes in Hospitality Studies are also available at this campus.

In conjunction with the Centre for Continuing Education and Extension Services, NBC offers a number of general interest courses. The campus has a modest library and computer centre and is continuously expanding its programme offerings.

Site preparation has begun for the construction of the new Northern Bahamas Campus to the east of Freeport on 50 acres of land donated by Grand Bahama Port Authority, an enduring friend of The College.

Family Island Centres
COB’s Family Island Centres facilitate upgrading opportunities to the level of college entrance and the pursuit of general interest courses in the areas of professional and personal development. Academic programme offerings beyond upgrading, even to the baccalaureate level, have been offered. The decision to do so is influenced by considerations of class size and resource availability.
Abaco Centre
Contact:
  Bertram Mills
  Coordinator
  Telephone: 242-367-2877
  bmills@cob.edu.bs

Andros Centre
Contact:
  Rev. Dorinda Dean
  Coordinator
  Central and North Andros
  Telephone: 242-368-2676

Exuma Centre
The Exuma Centre utilises the Ministry of Education, Science and Technology’s Resource Centre which was provided by the Benjamin Foundation. Located just outside of George Town, the island’s capital, the Centre began in 1993 as an experiment to upgrade a group of adults to the level of college entrance. The Centre’s embryonic library supports the research needs of the relevant programmes.

Contact:
  Mrs. Jennifer Kettel
  Assistant Professor/Coordinator
  Telephone: 242-336-2790/2791
  jkettel@cob.edu.bs
Gerace Research Centre
The Gerace Research Centre (GRC), formerly the Bahamian Field Station, is located on the shore of Graham’s Harbour on the north coast of the island of San Salvador. The Centre has been in operation since 1971 and offers facilities for students, professors and researchers from around the world to conduct investigations in archaeology, biology, geology and marine science in a tropical environment. Situated on 8 acres of land, the Centre boasts 15 buildings, accommodation for 200 people, 10 laboratory/classrooms, 2 large lecture rooms, an air-conditioned library, computers with Internet access, a specimen repository, a wet lab with sea water aquaria and basketball and volleyball courts.

For additional information on the Centre, log on to the GRC website at http://www.geraceresearchcenter.com.

For a listing of past and present research projects, as well as the current policies and procedures for conducting research at the GRC, log on to http://www.geraceresearchcenter.com/researchprojects.htm

Bahamas Environmental Research Centre
The Bahamas Environmental Research Center (BERC) is an evolving ‘non-profit’ research and education centre located in Staniard Creek, Central Andros. It was founded in 1995 as a collaborative effort of The College of The Bahamas, George Mason University (GMU), USA, and the people of Andros - in particular the settlement of Staniard Creek.

BERC supports and facilitates teaching, learning, research and collaborative, community-based initiatives and outreach programmes by providing classrooms, laboratories, accommodation, support equipment, expertise and vehicles. Additionally, the BERC plays a role in facilitating the research of COB faculty and students, while promoting a better understanding and appreciation of the ecology of The Bahamas, in particular that of the island of Andros, through the dissemination of research findings.

The Centre is available to independent researchers in a multitude of disciplines.

Marine and Environmental Studies Institute
The Marine and Environmental Studies Institute (MESI) was created in 2005 as a multidisciplinary, research unit within The College of The Bahamas. MESI works with the Faculty of Pure and Applied Sciences as well as other academic units within COB to meet national needs in scientific and technical research and information synthesis and dissemination. MESI is designed to build the national capacity for research and monitoring of marine and environmental resources and provide policy options for natural resource management.

Additionally, MESI focuses on developing partnerships with government ministries and international research institutions and is a critical component for building internal research scholarship and capacity.

The Marine and Environmental Studies Institute provides numerous opportunities for student involvement in knowledge and practical-based research. Currently, students are hired in work-study positions on various projects and may be required to travel to remote sites to conduct field research. The end result is students who learn how to conduct sound observations and interpretation of information and who have excellent reporting and record-keeping skills.

Poultry Research Unit
The Poultry Research Unit (PRU) operates a fully automated broiler production system and is incorporated into the Marine and Environmental Studies Institute as a part of a Sustainable Science Initiative (SSI). The College completed construction of the first phase of the PRU in mid-2004 with generous funding provided through the Freedom Foundation. The Unit is located on a three-acre lot provided by the Ministry of Agriculture at the Gladstone Road Agricultural Centre on New Providence.

PRU conducts research and training programmes focused on sustainable broiler production for The Bahamas and is mandated to develop better small production models to improve the nutritional value of broiler chickens and reduce the environmental impacts of intensive poultry farming. The Unit will produce case studies, outreach materials and scientific publications that address the technical, economic and environmental impacts of broiler farming in The Bahamas.

The production capacity of the PRU is approximately 24,000 chickens in a six-week cycle, utilising a tunnel-ventilation/evaporation cooling system when operating fully staffed. The Batch Processing Facility provides a hygienic environment for processing about 800 chickens per day, as well as waste treatment through an
adjacent septic system. There is no comparable facility available on New Providence.

**Research Unit**
The Research Unit was established in 1992 to
- promote of research-based policy and programme development;
- coordinate and development of research initiatives and capabilities;
- disseminate of research findings;
- nurture the local intellectual climate.

The Research Unit sponsors Research Edge Forum, a lecture series for the dissemination of research findings, and is responsible for the publication of Forum, the research journal of The College of The Bahamas.

**Partnerships**
The College maintains ongoing relationships with local businesses and industry organisations, government ministries and community agencies. Representatives of these entities serve on The College’s programme advisory committees to assist in planning and monitoring the institution’s work. This network of relationships enriches The College’s capacity to serve the interests of students. Programmes in banking, nursing and environmental health, social work and public administration are offered in conjunction with, respectively, Bahamas Institute of Bankers, Ministry of Health, Department of Social Services and Ministry of Public Personnel.
Preamble
As an archipelago with a small population distributed in widely and unevenly scattered communities, The Bahamas offers both opportunities and challenges in the field education. The University has the opportunity to exploit the distinctive natural environment of The Bahamas and the strengths of the Bahamian economy (in particular tourism, financial services and fisheries) to provide a unique learning experience for students. At the same time, it must reach out to students living outside the main urban centres using appropriate learning techniques and increase enrolment by attracting non-traditional and international students, thereby enriching the on-campus student experience.

Mission
The University of The Bahamas

- is a publicly-supported University providing excellent and accessible university education to students across the nation and internationally
- offers a broad range of undergraduate programmes and professional graduate programmes
- offers a select number of graduate research programmes in areas where it can achieve excellence by virtue of its particular environment and expertise
- is committed to academic freedom, high standards of teaching, scholarship and research and aims to prepare students to participate fully in the social, cultural, political, economic and spiritual life of their communities
- offers and seeks partnerships with other institutions and community groups, both nationally and internationally, that share its commitment to creating and sharing knowledge and education for a better world.

Core Values
The University of The Bahamas is

- Public support
- Excellence accessibility
- National identity and international presence
- Broad range of undergraduate programmes and professional degree programmes
- A select few research programmes
- Academic freedom and high standards of research and teaching
- Education of the ‘whole’ person
- Partnerships

Enabling Strategies
The University of The Bahamas will fulfil its mission through the employment of these strategies:

1. Cultivate people-centredness
   a) Ensure that the design and operation of all programmes and activities of the University enhance the lives of students, faculty, staff and, ultimately, all humankind
   b) Promote and provide opportunities for continuous academic, professional, personal and collegial development for its faculty and staff.

2. Become nationally and internationally unique
   a) Offer programmes that reflect the social, economic and environmental character of The Bahamas
   b) Participate in activities relevant to all archipelagos, such as investigations concerned with the amelioration of the deleterious effects of global warming
   c) Establish an Institute of Small Island Development States (SIDS)
   d) Participate in scholarly debate on national and international issues

3. Promote planetary harmony as a core value
   a) Implement exchange programmes for faculty and students
   b) Promote multicultural activities on campus
   c) Promote research utilising international research teams.
4. Promote and institutionalise core values of the academy
   a) Ensure that the core values are fully integrated in all
      undergraduate and graduate programmes
   b) Ensure that the core values underpin and enhance all activities
      of the University and the behaviour of employees.

5. Focus scholarship (teaching, research and service) on the
   nation’s unique archipelagic needs, while ensuring global
   applicability where possible and beneficial
   a) Establish endowment funds for research projects and chairs
   b) Develop appropriate mechanisms for programme delivery
      (e.g., distance education)
   c) Develop programmes appropriate for lifelong learners
   d) Lead and catalyse activities that will advance the national
      development agenda
   e) Encourage the participation of trained and highly motivated
      employees in the University’s scholarship.

6. Create distinctive buildings and landscapes that project a
   Bahamian identity and conserve and protect natural resources
   a) Design new buildings to harmonise with the environment yet
      retain their functionality
   b) Ensure that new buildings are “green”.

7. Integrate preservation, conservation and sustainable use of
   heritage, including the natural environment, in the development
   and operation of the University
   a) Ensure that undergraduate and postgraduate programmes are
      sensitive to global environmental and cultural issues
   b) Establish student activities which recognise environmental
      stewardship
   c) Cultivate partnerships with agencies which focus on
      sustainable development.

8. Establish and maintain internationally recognised academic
   standards and promote global outreach
   a) Expand the range and scope of articulation agreements with
      overseas institutions
   b) Establish national standards with overseas parity
   c) Forge exchange programmes for employees and students
   d) Utilise systems, processes and activities that will enhance the
      student experience but be unique to The Bahamas
   e) Establish benchmarks against regional universities and against
      universities in SIDS to monitor progress.
Admission to COB is open to persons who meet entry requirements. Some COB programmes have additional entry requirements. For example, programmes in the School of Nursing and Allied Health Professions and Music require a personal interview; programmes in Art require an interview and a portfolio. Candidates should contact the relevant academic units for specific details.

Proficiency in Spoken and Written English
Applicants whose first language is not English must provide proof of proficiency in English, such as Test of English as a Foreign Language (TOFL) or equivalent, in addition to meeting admission requirements.

Placement Examination in English and Mathematics
All students who enrol in a programme at COB must satisfy core curriculum requirements in English and Mathematics. Many students may have additional Mathematics requirements as part of their programme of study. Students may therefore be required to sit the English and Math Placement Examinations to assure their appropriate placement in the English and Math classes they need to take. Placement exams are administered annually in the Spring Semester. Testing times are scheduled by the Office of Admissions in coordination with the Director of Testing Services. Where the placement level is needed for enrolment in English and Mathematics courses, it is stated in its course description.

Entry Requirements

Bachelor and Associate Degree Programmes
To be eligible for acceptance into a bachelor or associate degree programme, applicants must have achieved one of the following:
• Five BGCSE or equivalent passes including English and Mathematics with ‘C’ grades or higher.
• Four BGCSE or equivalent passes including English, Mathematics, a Social Science and a Natural Science subject with ‘C’ grades or higher.
• Three BGCSE or equivalent passes in subjects other than English and Mathematics with ‘C’ grades or higher plus college-level placement in English and Mathematics in The College’s Placement Examination.
• A combined score of at least 1000 on the Scholastic Achievement Test (SAT) if taken during and prior to 2005 or a combined score of at least 1000 on the Math and Verbal components of the Scholastic Achievement Test (SAT) if taken after 2005 plus a high school transcript with a cumulative grade point average of 3.00 or higher, inclusive of at least one term of the 12th grade or senior year.
• Successful completion of a college preparatory programme at COB or an institution recognised by The College.
• Mature Student Status: Must be 25 years old or older, with BGCSE or equivalent English and Mathematics passes with ‘C’ grades or higher.
• Transfer Student Status. Must have successfully completed at least 15 credit hours of college-level coursework with a ‘C’ grade or higher at an institution recognised by COB and have good standing with a cumulative grade point average of 2.00 or higher.

Diploma Programmes
To be eligible for acceptance into a Diploma programme applicants must have at least a bachelor degree or professional credential in the relevant area from an institution recognised by COB.

Certificate Programmes
Criteria for admissions to Certificate programmes are specified by the relevant academic unit.

Upgrading Programmes
Applicants who have not obtained the necessary qualifications for direct entry into bachelor or associate degree programmes may be considered for one of the following upgrading programmes

Basic Upgrading Programme for Traditional Age Students
Traditional-aged students who have completed high school and who lack the necessary BJC’s, BGCSEs, SAT scores, or other criteria for direct entry into a bachelor or associate degree programme are eligible for entry into the Basic Upgrading Programme for Traditional Age Students. Upon successful completion of this programme, students are accepted into the College Preparatory Programme.

Mature Upgrading Programme
Individuals who are 25 years and older are eligible for entry into the Mature Upgrading Programme. Upon successful completion of this programme, students are admitted into an associate or bachelor degree programme

College Preparatory Programme
To be eligible for entry into the College Preparatory Programme (College Prep) applicants must have at least two BGCSE or equivalent passes with ‘C’ grades or higher and BGCSE or
equivalent English and Mathematics passes with at least an 'E' grade or a combined SAT score of at least 600 if taken during or prior to 2005 or a combined SAT score of at least 600 on the Math and Verbal components if taken after 2005.

**Admission of Degreed Persons**

**Advanced Standing**
Advanced Standing is granted to students who are holders of degrees from institutions recognised by COB who require deficiency and/or prerequisite courses at the freshman or sophomore levels.

**Advanced Placement**
Advanced Placement is granted to students who are holders of degrees from institutions recognised by COB who do not require deficiency and/or prerequisite courses at the freshman or sophomore levels.

**Transfer Students**
To be admitted as a transfer student, an applicant must have been enrolled in a college/university full time for at least one semester following high school graduation. Applicants should also have an overall grade point average of at least 2.5, and a grade of 'C' or better in each credited course and must arrange for each college to send an official transcript directly to the Director of Admissions, The College of The Bahamas. A high school transcript and standardised test scores may also be required.

**Transfer of Credits**
The College gives credit for relevant work done at another accredited institution. Application for transfer credits must be made as soon as possible following admission to The College, since transfer credits are not normally given after the first semester. Students must have an accumulated minimum Grade Point Average (GPA) of 2.00 and grades of “C” or better in the courses for which they seek transfer credits.

COB uses the semester system and utilises the following credit “conversion”:

<table>
<thead>
<tr>
<th>Quarter Hours</th>
<th>Semester Hour Equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>0.6</td>
</tr>
<tr>
<td>2</td>
<td>1.3</td>
</tr>
<tr>
<td>3</td>
<td>2.0</td>
</tr>
<tr>
<td>4</td>
<td>2.6</td>
</tr>
<tr>
<td>5</td>
<td>3.3</td>
</tr>
<tr>
<td>6</td>
<td>4.0</td>
</tr>
</tbody>
</table>

Students will be considered for transfer credits after they have submitted the following to the Office of Admissions:
- a completed COB Application for Admission form;
- an official transcript forwarded directly to the Director, Office of Admissions; and
- a college catalogue covering their period of attendance and the official course outline for each course to be transferred.

Transfer credits will normally be awarded for courses for which there are COB equivalents. Transfer credits will not be awarded for credits earned more than 10 years prior to the submission of the COB Application for Admission.

Courses for which transfer credits have not been approved are not eligible for course exemptions.

A maximum of 50% of the credits for any programme (COB or external) may be transferred.

A maximum of 50% of major area courses may be considered.

Students who have obtained an associate degree or bachelor degree from COB may be exempted from General Education requirements.

Students who have obtained an associate degree or bachelor degree from an institution recognised by COB may be exempted from General Education courses except for the foreign language, physical education/health/nutrition and computer literacy courses.

The Office of Admissions will notify the student and the Director of Records in writing of the decision regarding the transfer credits.

The Records Department will post a ‘T’ to the student’s permanent record (transcript) for any transfer credits awarded.

**Applying for Admission**
Persons wishing to pursue a programme of study at The College of The Bahamas may secure an Application for Admission Form from any of the following:

1. **Office of Admissions**
The College of The Bahamas
Oakes Field Campus
P.O. Box N-4912
Nassau, The Bahamas
E-mail: admission@cob.edu.bs

2. **The College of The Bahamas**
Northern Bahamas Campus
West Settlers Way
P.O. Box F-42766
Freeport, Grand Bahama

3. **COB Website**: [http://www.cob.edu.bs](http://www.cob.edu.bs)

4. **High School Guidance Department**
Applicants should complete the application form and submit it to the Director of Admissions along with the following:

- Clear copies of the pages of a valid passport that show the applicant’s name, photograph, personal descriptors and signature and the date of expiration. A certificate of identity is also acceptable.
- An affidavit or marriage certificate (to confirm name change, if necessary)
- Copy of Immigration Status, if non-Bahamian (permit to reside, permanent resident, spousal permit, etc. (For further information, see section on “International Student Admission”.)
- Official Transcript(s). Applicants who have been out of school for more than three years are not required to submit a high school transcript. Applicants who attended a college/university must arrange to have the institution forward an official transcript to the Director of Admissions.
- A catalogue covering the applicants period of attendance at college/university recognized by The College of The Bahamas and relevant course outlines for possible transfer of credit
- Completed COB student medical form is required upon acceptance
- Clear copies of academic certificates/results slip (BJC, BGCSE/GCE, Pitman, CXC, etc)
- A non-refundable $40 application fee payable in cash or by money order or certified cheque in favour of The College of The Bahamas.

Note: Only completed applications, signed and dated, will be processed by the Admissions Committee.

International Student Admission
The College of The Bahamas admits international students who meet the general admission criteria and have demonstrated proficiency in English.

International students wishing to pursue a programme of study at The College of The Bahamas must submit a completed application for to the Director of Admissions, along with the following:

1. Cheque or money order made payable to The College for a non-refundable $40 (U.S. dollars) application fee.
2. Letter of recommendation from the following:
   - Principal (headmaster) of high school, the applicant is a recent high school graduate
   - OR Dean of Students (or person performing a similar function) if the applicant has attended or is currently enrolled at college/university
3. An official transcripts of academic records at secondary school or university from the issuing institution to the Director of Admissions, The College of The Bahamas
4. For first-year status, copies of examination results and relevant certificates that will be evaluated by the Office of Admissions.
5. Immunisation record including date of measles/rubella/tetanus/diphtheria vaccination
6. Evidence of ability to pay tuition and fees, which make take the form of a bank statement or a statement of the student’s/parent’s/guardian’s earnings from the employer and/or an Affidavit of Support.

Resources for International Admissions and Exchanges
The Office of Research, Graduate Programmes and International Relations is a resource centre offering assistance with admission, immigration regulations, study-abroad programmes.

Misrepresentation of Credentials
If, in relation to his or her application, an applicant makes inaccurate statements or submits materials that are false or misrepresent information, The College reserves the right to reject that candidate’s application. Discovery of the misrepresentation at any stage of a person’s relations with the institution can result in the altering or even termination of the relationship.

Getting a Course Catalogue
The Office of Admissions does not ordinarily have course catalogues for distribution. The current catalogue may be examined online at www.cob.edu.bs or may be purchased from the Registry. For further information telephone (242) 302-4309.

Admission Deadlines
First Friday in February for the Fall Semester (August)
Last Friday in September for the Spring Semester (January)

The staff of the Office of Admissions and faculty advisors are available, by appointment, to prospective students.

Re-admission
Students who have not registered for courses for a full academic year must apply to the Office of Admissions for re-admission. The re-admission process is free. Approval from the Re-admission Committee for qualified students is normally granted within six weeks of receipt of an application. Normally, the Re-admission Committee meets one month before the beginning of each semester.

Period of Candidacy
Once admitted to The College, students must complete their programme of study within a prescribed time frame. The Period of Candidacy (POC) for COB degrees, diplomas and certificates is as follows:
<table>
<thead>
<tr>
<th>Degree, Diploma, Certificate</th>
<th>Status</th>
<th>Number of Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor</td>
<td>Full-time</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Part-time</td>
<td>10</td>
</tr>
<tr>
<td>Associate</td>
<td>Full-time</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Part-time</td>
<td>6</td>
</tr>
<tr>
<td>Diploma (1 year)</td>
<td>Full-time</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Part-time</td>
<td>4</td>
</tr>
<tr>
<td>Certificate (1 year)</td>
<td>Full-time</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Part-time</td>
<td>4</td>
</tr>
<tr>
<td>Certificate (2 years)</td>
<td>Full-time</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Part-time</td>
<td>8</td>
</tr>
</tbody>
</table>

Extension of Candidacy
Students who are nearing the end of their POC may petition to have their candidacy extended. Students will be ineligible for an extension of candidacy if they have failed to complete at least three quarters of the programme of study.

At least one semester prior to the end of candidacy, students may petition for an extension of candidacy by submitting a completed Period of Candidacy Extension Form to their academic advisor who will forward the petition to the relevant academic dean/executive director through the chair/head of the academic unit responsible for the programme.

The dean/executive director will notify the student, in writing, of the decision regarding the petition as well as the chair/head of the academic unit, the Records Department and the Academic Board.

In those instances where a request for an extension of candidacy has been denied, students may appeal the decision, through the dean/executive director, to Deans Council. The decision of Deans Council is final.

Cancellation of Candidacy
Students who do not complete, within the allotted time, all COB requirements for the programme for which they have registered will have their candidacy in the programme cancelled and all academic records closed.
General Rights
COB believes that its students must be guaranteed certain rights and freedoms. However, the guarantee of these rights requires that all students accept corollary responsibilities. It is on this premise that The College Code of Conduct is based.

Freedom to Learn
The primary right of students is to cherish and exercise the freedom to learn. The student’s responsibility is to use this freedom to create or take advantage of educational opportunities in ways which contribute to the educational purposes of the student and of the institution.

Freedom of Inquiry
Students have the right to inquire into any subject matter of interest to them and to form reasoned beliefs on the basis of such inquiry. To present and consider various points of view outside the classroom, students are free to hear any speaker of their choosing. Students have a responsibility to use freedom of inquiry in the serious pursuit of learning.

Freedom of Expression
Students have a right to the free expression of their opinions and beliefs. In exercising this freedom, students have a responsibility to respect the rights and opinions of others, including fellow students, faculty and administration. In all cases, students have a responsibility to refrain from tactics designed to prevent the expression of opposing points of view, or the use of coercion to impose their point of view on others.

Access to Records
Students have the right to examine and challenge most of the records, which The College maintains on them. Student records are confidential and, in most circumstances, may be released to a third party only with the prior written consent of the student to whom the record relates.

Non Discrimination Statement
COB prohibits discrimination, including harassment, on the basis of race, colour, national origin, religion, gender, physical or mental disability, marital status, age, sexual orientation or citizenship.

Responsibilities for Satisfying Requirements
Students are responsible for complying with the instructions and regulations set forth in this Catalogue, for selecting the programme which will permit them to achieve their educational objectives and for satisfying prerequisites courses. Faculty advisors and counsellors are available to assist students in planning their programmes.

COB assumes no responsibility for misinterpretation by students of policies and procedures as presented in the Catalogue. Any question or doubt concerning Catalogue material should be referred to the relevant dean/executive director or the Vice President for Student Affairs.
Standard of Conduct Expected
COB is a community of persons associating for the purpose of learning. COB expects adult standards of behaviour consistent with the well-being of the whole community. COB expects that all members of the College community will act in good taste and with respect for the person, property and opinions of all members of the community and the general public. COB requires that all members of the College community avoid actions which may bring disrepute to the name of the institution.

Disciplinary Action
In line with the statement of ‘Standards of Conduct Expected’, COB may institute disciplinary action for the following behaviours:

Social Misconduct
• Abusive Conduct. Includes but not limited to the following:
  • Assault
  • Battery
  • Sexual Harassment
  • Sexual Misconduct
  • Threatening Behaviour
• Conviction for a criminal offence.
• Drugs / Gambling / Weapons on college property.

• Willful / Careless / Reckless damage or destruction or tampering with College property.
• Disorderly conduct.
• Failure to comply with College rules and regulations and the directives of College officials, which are in compliance with College policy, rules and regulations.
• Violation of parking regulations.
• Theft / Fraud / Forgery.
• Trespassing / Unauthorised entry.

Academic Misconduct
• Falsifying educational certificates.
• Falsifying any document issued by The College.
• Falsifying attendance at classes.
• Impersonation at examinations.
• Academic cheating, plagiarism or other unethical conduct.
• Collaborating between candidates at examinations.
• Computer fraud.
• Impersonation / Misrepresentation / Misuse of ID Cards.

For further information, refer to the Student Disciplinary Code in the Student Handbook.
### Cost of Attendance

#### Comprehensive - 2-year associate degree

<table>
<thead>
<tr>
<th>Category</th>
<th>Bahamians</th>
<th>Non-Bahamians</th>
</tr>
</thead>
<tbody>
<tr>
<td>All expenses paid</td>
<td>$17,150.00</td>
<td>$27,300.00</td>
</tr>
<tr>
<td>Tuition &amp; Fees</td>
<td>$7,750</td>
<td>$15,500</td>
</tr>
<tr>
<td>Room &amp; Board</td>
<td>$2,400</td>
<td>$4,800</td>
</tr>
<tr>
<td>Book Stipend</td>
<td>$2,000</td>
<td>$2,000</td>
</tr>
<tr>
<td>Trans/Food</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
</tbody>
</table>

#### Comprehensive - 4-year bachelor degree

<table>
<thead>
<tr>
<th>Category</th>
<th>Bahamians</th>
<th>Non-Bahamians</th>
</tr>
</thead>
<tbody>
<tr>
<td>All expenses paid</td>
<td>$37,500.00</td>
<td>$60,600.00</td>
</tr>
<tr>
<td>1 &amp; 2 year Tuition &amp; Fees</td>
<td>$7,750</td>
<td>$15,500</td>
</tr>
<tr>
<td>3 &amp; 4 year Tuition &amp; Fees</td>
<td>$11,350</td>
<td>$22,700</td>
</tr>
<tr>
<td>Room &amp; Board</td>
<td>$2,400</td>
<td>$4,400</td>
</tr>
<tr>
<td>1 &amp; 2 year Room &amp; Board</td>
<td>$2,400</td>
<td>$4,000</td>
</tr>
<tr>
<td>2 &amp; 3 year Room &amp; Board</td>
<td>$2,000</td>
<td>$4,000</td>
</tr>
<tr>
<td>Book Stipend</td>
<td>$4,000</td>
<td>$4,000</td>
</tr>
<tr>
<td>4 years Book Stipend</td>
<td>$4,000</td>
<td>$4,000</td>
</tr>
<tr>
<td>Trans/Food</td>
<td>$10,000</td>
<td>$10,000</td>
</tr>
</tbody>
</table>

#### Full - 2-year associate degree

<table>
<thead>
<tr>
<th>Category</th>
<th>Bahamians</th>
<th>Non-Bahamians</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total expenses paid</td>
<td>$12,150.00</td>
<td>$22,300.00</td>
</tr>
<tr>
<td>Tuition &amp; Fees</td>
<td>$7,750</td>
<td>$15,500</td>
</tr>
<tr>
<td>Room &amp; Board</td>
<td>$2,400</td>
<td>$4,800</td>
</tr>
<tr>
<td>Book Stipend</td>
<td>$2,000</td>
<td>$2,000</td>
</tr>
</tbody>
</table>

#### Full - 4-year bachelor degree

<table>
<thead>
<tr>
<th>Category</th>
<th>Bahamians</th>
<th>Non-Bahamians</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total expenses paid</td>
<td>$27,500.00</td>
<td>$50,600.00</td>
</tr>
<tr>
<td>1 &amp; 2 year Tuition &amp; Fees</td>
<td>$7,750</td>
<td>$15,500</td>
</tr>
<tr>
<td>3 &amp; 4 year Tuition &amp; Fees</td>
<td>$11,350</td>
<td>$22,700</td>
</tr>
<tr>
<td>Room &amp; Board</td>
<td>$2,400</td>
<td>$4,800</td>
</tr>
<tr>
<td>1 &amp; 2 year Room &amp; Board</td>
<td>$2,400</td>
<td>$4,400</td>
</tr>
<tr>
<td>2 &amp; 3 year Room &amp; Board</td>
<td>$2,000</td>
<td>$4,000</td>
</tr>
<tr>
<td>Book Stipend</td>
<td>$4,000</td>
<td>$4,000</td>
</tr>
<tr>
<td>4 years Book Stipend</td>
<td>$4,000</td>
<td>$4,000</td>
</tr>
</tbody>
</table>
Partial - 2-year associate degree
Total expenses paid
Tuition & Fees $7,750 $15,500

Partial - 4-year bachelor degree
Total expenses paid $19,100.00 $38,200.00
Tuition & Fees
1 & 2 year $7,750 $15,500
3 & 4 year $11,350 $22,700

Notes

Comprehensive - 2-year and 4-year degrees
All expenses paid
Tuition & Fees
Credit Fees
Application Fee
Security Deposit
ID Card
Orientation
Student Activity
Technology
COB Student Insurance Plan
Lab/Material Fees
Room & Board
On campus, not including Summer Sessions
Book Stipend
Living expenses
Transportation (local bus)
Food

Full - 2-year and 4-year degrees
Tuition & Fees (as defined under “Comprehensive”)
Room & Board
Book Stipend

Partial - 2-year and 4-year degrees
Tuition & Fees (as defined under “Comprehensive”)

The figures above reflect cost of living at time of publication assume that the student will carry a full academic load.
Financial Planning

Fees
Every person admitted into a programme of study leading to a bachelor degree, associate degree, diploma, certificate, or other award of The College shall pay fees and other prescribed charges.

Fees are payable in cash, by money order or certified cheque made payable to "The College of The Bahamas". Credit cards may be accepted subject to a small service charge.

NOTE: Students are responsible for paying all tuition and fees on or before the last day of registration. Fees are subject to change without notice.

Tuition
For the 2006-2007 academic year tuition is as follows:

<table>
<thead>
<tr>
<th>Lower Level Courses</th>
<th>Upper Level Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bahamians</td>
<td>B$100 per credit</td>
</tr>
<tr>
<td></td>
<td>B$150 per credit</td>
</tr>
<tr>
<td>Non-Bahamians</td>
<td>B$150 per credit</td>
</tr>
<tr>
<td></td>
<td>B$200 per credit</td>
</tr>
</tbody>
</table>

An additional laboratory, tutorial, studio or other fee may be attached to specific courses to cover related expenses such as the cost of materials, supplies, field trips, etc. Such fees are specified in course outline approved by the Academic Board. Unless otherwise indicated, they must be paid at the time of registration.

Audit of Courses
Students wishing to audit courses pay the same tuition and fees as students who register for credit.

Non-Credit College Courses
College Prep and Pre-Tech courses are assessed at a rate of $300.00 per course; the Student Development Seminar is assessed at a rate of $75.00.

Non-Credit General Interest Courses
From time to time non-credit general interest courses are offered through The Centre for Centre for Continuing Education and Extension Services (CEES). Fees for these courses are determined on the basis of related expenses.

SCHEDULE OF FEES

Application Service Fee
A non-refundable $40.00 application service fee is charged for processing a student’s first application for admission. Students reapplying for admission following withdrawal or suspension are also required to pay this fee. An additional fee of $10.00 is charged to all late applicants.

Orientation Fee
All new students pay a non-refundable orientation fee of $50.00 upon registration.

REGISTRATION FEES

Student Activity Fee
This non-refundable fee provides funds for Student Government and Clubs and is payable at the time of official registration.

Full-time students: $50.00 per semester
Part-time students: $25.00 per semester

Student Services Fee
This is a one-time, non-refundable fee of $25.00 covers the cost of providing each student with a student identification card.

Accident Insurance Fee
The Accident Insurance fee of $25.00 is mandatory for all students. It is paid annually at the time of the student’s first registration for the academic year.

Technology Fee
This mandatory, non-refundable fee covers computer and Internet access, COB Libraries and their related services.

$100.00 (per Semester)
$50.00 (per Summer Session)

Security Deposit
A refundable security deposit of $100.00 for Bahamians and $200.00 for non-Bahamians is payable by students in all programmes (with the exception of CEES programmes) at the time of first registration.

Housing Deposit
A $400.00 one-time, refundable housing deposit is required for all students, including scholarship recipients, who apply for
College housing. The deposit remains on file as long as the student matriculates at The College and is refunded following the last semester of the student’s occupancy of College housing, provided the student: 1) checks out of College housing officially; 2) turns in his/her room key; 3) ensures that the assigned living space is clean; and 4) ensures that there are no deductions for public area damage, defacement, or missing fixtures and/or furnishings.

**SUMMARY OF FEES**

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fee</td>
<td>$40.00</td>
</tr>
<tr>
<td>Late Application Charge</td>
<td>$10.00</td>
</tr>
<tr>
<td>Orientation</td>
<td>$50.00</td>
</tr>
<tr>
<td>Student Activity Fee (full-time)</td>
<td>$50.00 per semester</td>
</tr>
<tr>
<td>Student Activity Fee (part-time)</td>
<td>$25.00 per semester</td>
</tr>
<tr>
<td>Student Services Fee (ID card)</td>
<td>$25.00</td>
</tr>
<tr>
<td>Accident Insurance Fee</td>
<td>$25.00 per year</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>$100.00 per semester</td>
</tr>
<tr>
<td>Late Registration Fee</td>
<td>$150.00 per registration</td>
</tr>
<tr>
<td>Drop/Add Fee</td>
<td>$20.00 per application</td>
</tr>
<tr>
<td>Extraordinary Sitting of Final Exam</td>
<td>$75.00 per course</td>
</tr>
<tr>
<td>Challenge Examination</td>
<td>$40.00 per examination</td>
</tr>
<tr>
<td>Food Preparation Lab Fee</td>
<td>$180.00</td>
</tr>
<tr>
<td>Food Service Lab Fee</td>
<td>$75.00</td>
</tr>
<tr>
<td>Internship Fee</td>
<td>$400.00</td>
</tr>
<tr>
<td>Technological Service Fee</td>
<td>$100.00 per semester</td>
</tr>
<tr>
<td>Final Grade Appeal Fee</td>
<td>$100.00 per appeal</td>
</tr>
<tr>
<td>Transcript Fee</td>
<td>$5.00 per copy</td>
</tr>
<tr>
<td>Graduation Fee</td>
<td>$100.00</td>
</tr>
<tr>
<td>Letter Request Fee</td>
<td>$10.00</td>
</tr>
<tr>
<td>Science Lab Fee</td>
<td>$50.00</td>
</tr>
<tr>
<td>Art Lab Fee</td>
<td>$50.00</td>
</tr>
<tr>
<td>Housing Deposit</td>
<td>$400.00</td>
</tr>
<tr>
<td>Dormitory Fee</td>
<td>$400.00 per semester</td>
</tr>
</tbody>
</table>

**REFUND POLICY**

A full refund of tuition fees will be made if a course for which a student has registered is cancelled by the institution. In other instances, the following will apply provided that the student complies with withdrawal regulations by completing the requisite forms and submitting them to the relevant office. (See ‘Dropping a Course or Withdrawing’.)

**Summer Sessions**

<table>
<thead>
<tr>
<th>Period</th>
<th>Refund Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before first scheduled class</td>
<td>90% refund</td>
</tr>
<tr>
<td>By third day of class</td>
<td>75% refund</td>
</tr>
<tr>
<td>By fourth day of class</td>
<td>50% refund</td>
</tr>
<tr>
<td>Withdrawal thereafter</td>
<td>NIL</td>
</tr>
</tbody>
</table>

Refunds of additional course fees will be made on the basis of the tuition fee refund schedule.

**Refund of Other Fees**

Where applicable, students who require a refund should complete a Tuition/Fee Refund Application Form available at the Business Office.

**DEFERRED PAYMENT PLAN**

The Deferred Payment Plan is available for tuition only. Fees must be paid in full.

**Terms of Installment Payment Agreement**

The Deferred Payment Plan is available to students who:

- are not indebted to College for charges/fees.
- have maintained a previously satisfactory College credit record.
- have registered for 6 or more credits.

**Facility/Service Fee**

$50.00 per Semester

**Initial Payment**

- 60% of the TUITION for current semester.
- Payment in full of any outstanding tuition and fees.

**Subsequent Payment**

- The 40% deferred balance of tuition is due in two monthly installments:
  - Fall Semester: The last working day of September and the last working day of October.
  - Spring Semester: The last working day of January and the last working day of February.

**Penalty Fee**

A $50.00 penalty fee will be charged each month on all late payments of outstanding tuition.

**Prepayment Fee**

There is no prepayment penalty.

**Application Forms**

A separate application and agreement is required for each Semester this Plan is used.

Students wishing to access the Deferred Payment Plan must apply to the Business Office using the prescribed application and agreement form.
Debts to The College
Permission to register for succeeding semesters will be withheld from any student who is indebted to COB until the debt is paid or arrangements have been made for payment and a proper clearance issued by the Business Office. In the case of non-returned library books and materials, non-payment of rents, or registration fees, or any other indebtedness, The College will not grant a degree, diploma, certificate or other award and will withhold grades, transcripts, registration privileges, or any combination of these from any student or former student properly charged with the possession of library books or other materials, or with other indebtedness, when such books or materials are not returned or when payment is not made.
Financial Aid

COB’s Financial Aid programme is designed to conform with and relate to the needs of Bahamian students. It is consistent with the institution’s commitment to the principle of ‘equality of access’ and provides financial aid for students who could not otherwise attend College.

The Department of Financial Aid and Housing oversees financial assistance to students and the Work-Study Programme. The Bahamas Government continues to be the greatest benefactor through its bursaries, national awards, teacher education and nursing grants and other in-service awards. Business and industry, civic groups, charitable organisations and private citizens all donate scholarships to The College of The Bahamas.

Generally, financial aid at COB is based on need and ability. The Financial Aid programme is divided into five categories:

i) Government of The Bahamas: Teacher Education and Nursing Grants
   These are normally available to prospective Teacher Education and Nursing students who satisfy established criteria determined by the Ministry of Education, Science and Technology and the Ministry of Health.

ii) Government of The Bahamas National Awards and Bursaries
   These are available through the Ministry of Education, Science and Technology to qualified students who are not studying in the areas of Teacher Education or Nursing.

(iii) College of The Bahamas Work-Study Award
   These are non-repayable grants made at the beginning of each semester and paid monthly to students who have a demonstrated financial need. Recipients are required to work in various areas of The College. There is normally no work-study during the summer session. Students on probation are ineligible for this award.

(iv) Private Scholarships and Bursaries
   These are non-repayable grants funded by private individuals, businesses and organisations and normally are awarded to outstanding COB students on the basis of their overall academic performance.

(v) The College of The Bahamas Scholarship Endowment Fund
   The College of The Bahamas Scholarship Endowment Fund operates under the auspices of The Lyford Cay Foundation and the Canadian Lyford Cay Foundation. It was founded in 1996, when the Lyford Cay Foundation, headed by the late Harry C Moore, set a goal to raise $5 million in five years for deserving students at The College. Today, approximately 110 students are COB Endowment Scholars.

Financial Aid Guidelines

1. Generally, students are not be awarded financial aid in excess of their determined financial need. Students are eligible for no more than one scholarship, grant or bursary in any one semester.
2. The College reserves the right to determine student eligibility for an award of financial aid.
3. Any student receiving financial aid must be
   a. Enrolled in an associate or bachelor degree programme.
   b. In good academic standing with a minimum cumulative grade point average of 2.0.
4. Students with a cumulative grade point average (GPA) of less than 2.00 will be placed on probation but remain eligible to receive student financial aid.
5. A student whose GPA remains below 2.00, after being on probation for two successive semesters or whose semester GPA of less than 1.00, becomes ineligible for financial aid.

Maximum Time Frame for Financial Aid Eligibility

<table>
<thead>
<tr>
<th>Programme</th>
<th>Maximum Time Frame</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate degree programmes</td>
<td>Two Years</td>
</tr>
<tr>
<td>Bachelor degree programme</td>
<td>Four Years</td>
</tr>
</tbody>
</table>
Scholarships

President’s Scholars Programme
The President’s Scholars Programme (PSP) is The College’s unique four-year scholarship and personal development initiative, its participants selected from among incoming first-year students. It enjoys sponsorship from such community-spirited corporate entities as First Caribbean Bank. The Programme seeks out outstanding students with a wide range of beliefs, ideals and talents, who are encouraged to work and learn together to foster their intellectual growth, refine their leadership skills and enhance their relationship with The College.

The Programme is based solely on merit. Those who apply for a scholarship must have a 3.5 cumulative high school GPA or above (on 4.0 scale), demonstrate leadership potential, meet all applicable requirements for admission to The College and submit to an interview with PSP Committee.

At COB the President’s Scholars are engaged in continuous leadership training facilitated by talented faculty and civic leaders and are expected to actively seek out opportunities to serve others on campus and in the community. They have a resource centre where they gather for social interaction and study and enjoy computer access, printing, photocopying and faxing privileges.

The President’s Scholarship is fully renewable with a 3.5 cumulative GPA.

Contact:
Director, President’s Scholars Programme
E-mail: PSHP@cob.edu.bs
Telephone: (242) 302-4559

Named Scholarships
Many individuals and organisations have contributed funds because they believe in The College’s mission and the value of higher education and assist academically qualified and deserving men and women to access the educational programmes offered at COB. A large number of these scholarships are given in memory of friends or family and are perpetual in nature. Criteria for scholarship awards may include need, merit, and leadership characteristics.

For further information on financial aid contact the Director at (242) 302-4370/1.
Among the core values of The College is the belief that the goal of higher education should be to produce students who are well-rounded intellectually, emotionally, spiritually and able to cooperate and work with others for the common good. While pursuing their academic careers, students must also be assisted to develop health and rewarding lifestyles.

Mandated to enhance continuously the non-academic facets of campus life, the Office of Student Affairs oversees such student-support services as admissions, financial aid, counseling, health services and student activities.

The Student Activities Department assists in the coordination of campus activities and develops and maintains a master calendar of events. Support and leadership training opportunities are provided for campus leaders. The staff of this office is also responsible for New Student Orientation, which also includes Parents' Evening. Contact Student Activities at telephone (242) 302-4525.

New Student Orientation
Orientation welcomes new students and their families and provides for a successful transition into College life through a week of carefully planned activities. The programme engages a team of student leaders and College officials who introduce students to the academic, extracurricular and personal resources available to them for College success.

College of The Bahamas Union of Students (COBUS)
There are many opportunities and organizations offered on campus for student leadership and participation. Among the most notable are the College of The Bahamas Union of Students, which serves as the student voice to the faculty and administration. The president of COBUS sits on the Council of The College of The Bahamas. Additionally, under COBUS leadership, students are the initiators and planners of a large number of campus activities under the aegis of the Student Activities Department. Housed in the Student Union Building, COBUS has direct responsibility for the welfare of all campus clubs and organisations.

Clubs and Organisations
College clubs and organisations provide students with an array of educational and socially stimulating activities. They offer opportunities to share ideas, to discuss topics, to work collaboratively and cooperatively with other students and to contribute to the well-being of the College and the wider community. Faculty members often serve as advisors to club members. Students are encouraged to become active participants in at least one of the clubs listed below:

- Art Club
- BHTC Club
- Circle K
- COBUS
- COB Choir
- CDP Club
- Creative Writing Club
- Education Awareness Soc.
- Foreign Languages Club
- Golden Z
- Governor General’s Award
- Nursing Club
- Science Club
- Student Christian Movement
- The Law Society

Approval for club start-ups must be obtained from either the Student Activities Department or COBUS and a constitution formulated for the entity. Student clubs must hold elections of officers before COBUS elections in March and a COBUS representative must be present at those elections.

Club meeting dates and times are posted on campus notice boards. Contact COBUS or the Student Activities Department at (242) 302-4525.

Intramural Sports Programme
An active intramural programme provides support for the development of healthy bodies through physical exercise and proper diet. Below are just a few of the activities that are promoted to help reduce health risks and improve one’s quality of living:

- Flag Football
- Track and Field
- Soccer
- Chess
- Basketball
- Swimming
- Softball
- Table Tennis
- Volleyball
- Weight Lifting

Students may play board games such as chess, checkers and dominoes, pool, table tennis or video games in the auditorium of the Student Union Building. In addition, there is a special gym room for aerobics, weight lifting and power lifting.
Plans are in the advanced stage for the building of a new Wellness Centre which will accommodate showers and lockers, in addition to state-of-the-art equipment.

**Athletics**

The College’s athletic programme supports five core sports: basketball, volleyball, soccer, tennis, and track & field. Men’s and women’s teams in basketball, track & field, soccer and volleyball compete in the leagues locally and, in 2006, entered into NCAA play.

The College’s athletic facilities are available for use by students, administration, faculty and staff except when in use for intramurals or other scheduled activities. The outdoor facilities include multi-purpose courts for tennis, volleyball, netball and basketball. There are two softball fields, a track for jogging and field events and a soccer field. The College also has a swimming pool.

**Counseling and Health Services Department (CHSD)**

The College of The Bahamas experience is intended to make a positive impact on the whole person. Students are faced not only with intellectual challenges, but also emotional ones, developing meaningful relationships, family changes, stress, anxiety, and depression, all of which the Counselling and Health Services Department is dedicated to helping students confront successfully.

Individual and other forms of therapy are available to students free of charge. Counsellors are well-trained professionals, possessing a minimum of a master’s degree in the professional area. Counseling sessions are confidential, and appointments are scheduled with discretion and respect for the needs and desires of students.

The Department offers the following services:

- Individual and Group Counselling
- Academic Counselling
- Job Placement
- Higher Education Information
- Peer Tutoring
- Career Planning and Development
- Student Development Seminars
- On-Campus Job and College Recruitment
- College Transfer Seminars
- Anger Management Seminars
- Career Planning and Development
- Student Development Seminars
- On-Campus Job and College Recruitment
- College Transfer Seminars
- Anger Management Seminars
- Crisis Intervention
- Referral/Consultation

**Career Development Resources**

Career development services offer students assistance in making decisions, goal setting and acquiring the planning skills necessary to reach desired career goals. Students may participate in individual counseling, personality inventories, and computer-aided guidance programmes.

Also available are resources in the form of print materials, videos, CDs and other media, which can help students understand personal strengths, make wise decisions about majors, and begin to explore career options. Also provided are regular workshops on job-search skills and strategies and opportunities to interact with professionals and experts from many fields.

The annual Careers Fair brings employers and graduate school representatives to campus to promote careers and graduate education. Counselling also provides information about graduate schools, graduate entrance test materials, job vacancy notices, occupational profiles and descriptions, and potential employers.

**Health Services**

At the Health Services office located in the Portia M Smith Student Services Centre, a registered nurse is available weekdays for screening acute illnesses and injuries and offering advice for everyday health problems. The nurse works closely with area doctors whose offices are within walking distance of campus. A private general clinic and a pharmacy are situated in a building across the street from the Student Services Centre. Health education and wellness materials are available for personal use or class preparation.

To offer optimum care, it is important that the Health Services unit have on file all student medical records pertaining to pre-existing conditions such as diabetes and epilepsy. Also, regular updates of family telephone numbers ensure immediate communication in case of emergency. College regulations require documentation of Measles/Rubella vaccination for resident and full-time students.

**Campus Safety**

Security Officers patrol our campuses 24/7, providing security and safety services to ensure a safe living, learning, and working environment for the College community. The Security team is also responsible for parking management. Telephone (242) 302-2000/302-4566

**Housing**

The Department of Financial Aid and Housing is responsible for all aspects of student housing on campus-room assignments, resident assistant selection and training, improvements to facilities, and social activities for dorm residents.

The dormitories of The College of The Bahamas are a short walk from the main campus. Because dorm space is limited at present, students from the Family Islands (out islands) of The Bahamas are given first preference. Residents live independently under the guidance of a resident dorm director, who works to maintain a safe and healthy environment for resident students.

Additionally, the Director of Financial Aid and Housing assists students in securing suitable, secure off-campus accommodations. Students are responsible for making final agreements with landlords. For further information on housing contact the Director at 302-4370/1.
GENERAL CAMPUS RESOURCES

Photocopy Services
Photocopy services are available in room T-03 and in Copy Right Business Centre at the back of Chapter One Bookstore in COB’s Michael H Eldon Complex.

Chapter One - The College Bookstore
Chapter One, The College Bookstore, is located in the Michael Eldon Complex. Required texts for all courses, stationery and other supplies are available at the bookstore. Students should be prepared to pay approximately $1,000 for books and supplies each semester.

Chapter One also houses Copy Right Business Centre and the First Edition Café. There are power outlets at tables in the café for laptop use.

Hours of operation are Monday - Saturday 7:00 a.m. - 7:00 p.m.

For more information, call Chapter One at (242) 397-2650.

DINING SERVICES

College Cafeteria
Cafeteria services for breakfast, lunch and dinner are provided by the campus branch of the Sbarro Italian Restaurant chain. A wide range of food items are available. Open from Monday to Saturday, 7:00 a.m. to 10:00 p.m.

Choices Restaurant
The Culinary and Hospitality Management Institute, as a part of student training, offers a fine dining programme (lunch and dinner) in its restaurant, Choices, at set times during the semester. Contact the Institute at (242) 323-5804.

GENERAL POLICIES

Immunisation
Students enrolling in The College of The Bahamas must provide proof of immunization against measles, mumps, rubella, tetanus and diphtheria.

Student Insurance
Insurance coverage for accidental injury is mandatory for all registered students. If not covered by their own plan or parent/guardian’s plan, students may purchase the COB Student Plan, available at a very competitive price.

Student ID Cards
Students are issued an official identification card at the time of registration. The ID card is made available for a non-refundable fee of $25.00, must be validated each semester and worn at all times. It is required for entrance to the College libraries, examinations and other services/events on campus. Report a lost or stolen ID card to the Admissions Office to get a replacement. Replacement ID cards cost $15.00.

Student Transcripts
The Records Department will mail an official transcript(s) to specified addresses when they receive written authorization and a completed transcript request form from the student. The fee is $5.00 for the first address and $2.00 for each additional address. For their personal record-keeping, students can request unofficial copies. To receive a transcript, tuition and other fees must be paid up to date.

Valuables
The College of The Bahamas does not assume any responsibility for lost or stolen property, nor does it carry fire, theft, or damage insurance on the personal property of students. Students are required to remove all personal property from College housing over the summer months, since the dormitories are sometimes used by visitors.
The Office of Academic Affairs is responsible for all the curricular programming and related support services of the College.

**Academic Structure**
The degree programmes of The College are administered through eight academic units, including an institute and seven schools. Six of the latter are organised into three Faculties, each faculty headed by an academic dean. The academic units are
- School of Business
- Culinary and Hospitality Management Institute

Faculty of Liberal and Fine Arts
- School of Communication and Creative Arts
- School of English Studies

Faculty of Pure and Applied Sciences
- School of Nursing and Allied Health Professions
- School of Sciences and Technology

Faculty of Social and Educational Studies
- School of Education
- School of Social Sciences

**International Languages and Cultures Institute**
Another instructional unit within the ambit of the Office of Academic Affairs is the International Languages and Cultures Institute (ILCI), one of The College’s responses to meeting community needs occasioned by the demands of an increasingly globalised community. ILCI offers quality instruction in selected world languages and other language services. The Institute holds as a priority the promotion of intercultural communication and awareness for students, business professionals, the Government and other special groups within The Bahamas and the region.

For additional information contact: Programme Coordinator at telephone (242) 302-4584 or 302-4587
Academic Advisement
The academic units assign each of their students an academic advisor from their major area of study. Advisors serve as guides to help students to fulfill their academic goals and requirements. Their role is to assist with planning student course schedules and keeping their advisees abreast of changes and/or new requirements in their area of study.

Advisement Period
As each semester draws to a close, there are advisement periods for the following semester. These advisement periods enable students to make the best choices of courses to complete their programmes of study. There is also a special advisement day for new students at the beginning of each semester. Those who miss advisement at the end of the semester have to be advised during the late registration period and pay a late registration fee.

For further information on advisement, contact the relevant academic unit or the Office of Academic Affairs at telephone (242) 302-4309

REGISTRATION
Overview
Registration is important to students in two ways: The process identifies students as being a part of The College of The Bahamas and is essential to their progress towards graduation and a degree award.

Registration consists of two major activities for students: planning their overall degree programme and registering each semester for the courses desired.

Planning the degree programme
Identifying the appropriate courses is one of the most important things students can do to ensure on-time graduation. To aid in planning, advising assistance is available to students throughout their college careers—beginning during the New Student Orientation Programme. Students generally find that academic advisors are their best resource for progressing correctly and efficiently through their programme. Students should make an appointment to see their advisor every semester.

Registering each semester for the courses desired
This catalogue contains an outline of programme and course descriptions, all essential dates, documents required for registration, activities and deadlines related to the registration, fee payment, and financial aid and other information important for choosing courses and registering successfully.

Registration takes place at the beginning of each academic session, but The College affords students the opportunity to register early towards the end of a preceding session.

Student Responsibility
Students are responsible for knowing and adhering to the policies, deadlines, and procedures contained in this Catalogue and current course schedule. Most potential advisement and registration problems can be averted by careful reading of the various publications. Students may receive credit only for those courses for which they are properly registered and assume academic and financial responsibility, unless they officially cancel registration according to the established policies and deadlines.

Registration Requirements
Registration requirements differ, depending upon a student’s status with The College:

New Students
To register for the first time at The College, new students are required to produce the following:
- Permit to Register
- Course Request Form
- Certified copies of BGCSE results and other relevant examination results, e.g. Placement Test results
- All correspondence from the College: e.g. acceptance letter, approved transfer credit requests etc.
Returning Students
- Complete copies of transcripts
- Advisement form with appropriate faculty signature
- Copies of Course Selection
- Where applicable: Change of Major and Course Change/Withdrawal forms
- All other correspondence from the College relating to student status
- Valid ID Card
- Library Clearance
- Form of payment—cash or certified cheque/money order made payable to ‘The College of The Bahamas’ for tuition and fees

Early Registration
Early registration occurs three times each academic year:
- June - for the Fall Semester
- December - for the Spring Semester
- April - for the Summer Session

During early registration, returning students are expected to sign up for the courses for which they have been advised (see Academic Calendar) for the following semester. New students register in person at The College during the normal registration period. Registration information is forwarded with the matriculating student’s letter of acceptance.

Late Registration, Drop/Add and Withdrawals
In the Fall and Spring Semesters students may, without academic penalty, add courses, change programme or register late up to five (5) lecture days after the official start of classes. In the Summer Session late registration is permitted only up to one (1) lecture day after the official start of classes.

Adding Courses
All enrolments must be processed by the end of the ‘add’ period through official registration procedures. Students will not receive credit for courses unless their names are on the official class registers and final grade sheets. Even if a student has attended all the classes prescribed for a course, but is not listed on the official register through no fault of The College, he or she will not be awarded the credits associated with that course.
After the date for adding courses, ‘add’ actions are limited to unusual circumstances beyond the student’s control, and require approval by the dean of the academic department offering the course.

Dropping a Course or Withdrawing
Dropping a course or withdrawing from a programme without academic penalty is permitted up to thirty (30) days before the end of the Fall and Spring Semesters and up to fifteen (15) lecture days before the end of a Summer Session. To do so, a withdrawal form must be filled and the completed form returned to the Business Office. In this way the student avoids academic penalty.

Students are advised to drop by the end of the ‘drop’ period those courses that they do not intend to complete. Registration is not canceled if a student fails to drop courses properly or attend classes, unless sanctioned by special dispensation. All classes for which a student is enrolled past the drop deadline will remain part of the official academic record. After the date listed in the Calendar for dropping courses has passed, approval for withdrawal is granted only for nonacademic reasons by the student’s academic dean. Registration changes must be completed within the scheduled adjustment period, as indicated in the official Academic Calendar featured at the beginning of this Catalogue. Course change (dropping or adding courses) requires the following:
- All documents required for registration
- A completed Course Request Form
- Course Change (Drop/Add) Fee
- Tuition payment for Course(s) added

No change of registration transaction is complete until it is processed by the appropriate College officers.

Service Fees
Late Registration: $150.00
Drop/Add: $20.00

Overloads
Students registering for more than eight (8) hours for summer semester session or for more than eighteen (18) semester hours for the Fall or Spring Semester must obtain permission, with the appropriate signature, from the relevant academic officer at the time of registration.

Restrictions/Holds
Students who have holds on registration, owing to overdue payments or failure to meet other obligations to The College are responsible for clearing these prior to any attempt to register. These holds tend to arise from unpaid library fines and overdue tuition payments.

Dates and locations for registration, course changes and withdrawal from classes are posted in the student newspaper and on College notice boards, published in the daily newspapers and broadcast in community announcements on radio.

See also ‘Course Registration Cancellation’ and ‘Cancellation of Classes and Discontinuation of Courses/Programme’.

Class Attendance
All students are expected to attend, on time, each class meeting of all courses for which they have registered. Punctuality, reliability in attendance and attention to assignments constitute three of the most significant factors that contribute to success at college. Failure to be punctual may result in a lowered grade or cancellation of course registration. Failure to attend classes may result in cancellation of course registration.
Course Registration Cancellation
An instructor may request that a student’s registration in a course be cancelled if he or she
• fails to be punctual for 25 percent of the class sessions by mid-semester break;
• fails to attend the first two class sessions following the end of the late registration period; or,
• fails to attend at least 75 percent of the class sessions by mid-semester break.

Course registration cancellation results in the removal of the course from the student’s academic record (transcript). Prior to the official date for withdrawal without academic penalty, instructors must submit a completed Course Registration Cancellation Form, along with a copy of the Class Register, to the relevant academic dean/executive director through the chair/head of the academic unit responsible for the course.

The academic dean/executive director notifies the student in writing of the course cancellation.

Assignments
In addition to the work done in College hours, students are advised to devote an absolute minimum of 20 hours per week to home study assignments. Those students who wish to achieve an above-average degree of achievement in their coursework are expected to devote more hours than the minimum requirements.

Students are personally responsible for their assignments and knowledge of due dates, WHETHER OR NOT they were in attendance on the day such work and dates were given. Instructors are under no obligation to accept late assignments.

Dismissal
Any behaviour in violation of any rules and regulations of The College of The Bahamas is cause for dismissal from any class or from The College.

Any student who demonstrates the inability to profit by instruction or an unwillingness to comply with class procedures, or whose behaviour interferes with the educational progress of other students, shall be reported to the dean/executive director by the instructor. Action by the dean/executive director may include removal from any class or programme, or dismissal from The College.

Cancellation of Classes and Discontinuation of Courses / Programmes
The College reserves the right to cancel classes that are undersubscribed. Normally, every effort will be made to cancel classes prior to the start of the late registration period and to contact students affected by the cancellation. Affected students should consult their academic advisors to select substitute courses.

In response to curricular reform or national need and subject to the availability of resources, The College reserves the right to discontinue specific courses and/or programmes.

Period of Candidacy
The period of candidacy for COB degrees, diplomas and certificates is as follows:

<table>
<thead>
<tr>
<th>Degree, Diploma Certificate</th>
<th>Status</th>
<th>Number of Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor</td>
<td>Full-time</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Part-time</td>
<td>10</td>
</tr>
<tr>
<td>Associate</td>
<td>Full-time</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Part-time</td>
<td>6</td>
</tr>
<tr>
<td>Diploma</td>
<td>Full-time</td>
<td>2</td>
</tr>
<tr>
<td>(1 year)</td>
<td>Part-time</td>
<td>4</td>
</tr>
<tr>
<td>Certificate</td>
<td>Full-time</td>
<td>2</td>
</tr>
<tr>
<td>(1 year)</td>
<td>Part-time</td>
<td>4</td>
</tr>
<tr>
<td>Certificate</td>
<td>Full-time</td>
<td>4</td>
</tr>
<tr>
<td>(2 years)</td>
<td>Part-time</td>
<td>8</td>
</tr>
</tbody>
</table>

Extension of Candidacy
At least one regular semester prior to the end of candidacy, students may petition for an extension of their period of candidacy by submitting a completed Period of Candidacy Extension Form to their academic advisors who forward the petition to the relevant academic dean/executive director through the chair/head of the academic unit responsible for the programme. Students will be ineligible for an extension of candidacy if they have failed to complete at least three quarters of the programme of study.

The academic dean/executive director notifies the student, in writing, of the decision regarding the petition and also notifies the chair/head of the academic unit, the Records Department and the Academic Board.

In those instances where a request for an extension of candidacy has been denied, the student may appeal the decision, through the dean/executive director, to Deans Council. The decision of Deans Council is final.

Cancellation of Candidacy
Students who do not complete, within the allotted time, all COB requirements for the programme for which they have registered will have their candidacy in the programme cancelled and all academic records closed.
**Academic Status**

The status of students enrolled in degree programmes at COB may be designated as ‘full-time’ or ‘part-time’.

Full-time status is maintained in the Fall and Spring Semesters when students register for 12 - 18 credit hours. Students who wish to take more than 18 credit hours per semester must have a minimum cumulative GPA of 3.00 and must get permission from the relevant academic dean/executive director.

Part-time status is maintained in the Fall and Spring Semesters when students register for a maximum of 9 credit hours. Students who wish to take more than 9 credit hours per semester must have a minimum cumulative GPA of 3.00 and must get permission from the relevant academic dean/executive director.

During each of the Summer Sessions, full-time and part-time students may register for 6 - 9 credit hours. Students who wish to take more than 9 credit hours per session must have a minimum cumulative GPA of 3.00 and must get permission from the relevant academic dean/executive director.

**Grading**

All COB courses require the assessment of students. Assessment is determined by any combination of assignments, tests, papers, laboratory exercises, class participation, projects, portfolios or examinations.

Within the first week of class, students must be provided with a copy of the course outline specifying the assessment criteria and weighting approved by Academic Board. They must also be informed, in writing, of the description, scheduling and weighting of assessment items that will count towards the final course grade.

The final grade awarded and the semester hour credits earned for each course will be recorded for each student on a permanent student record (transcript).

**Grading System**

COB uses letter grades and the four-point maximum grading scale. Grade ‘A’ is the highest possible grade and grades below D are considered failing. Plus (+) or minus (-) symbols indicate grades that fall above or below the letter grades. Grades of ‘A+’ and ‘D-’ are not used.

Grade points are awarded on the basis of the final grade assigned by the course instructor. No grade points will be awarded for an F grade. The grade point average (GPA) is determined by dividing the grade points obtained by the credit hours attempted (not credit hours earned). The COB grade point average is determined by using only work attempted at COB. The cumulative GPA is determined by calculating all college work attempted. College preparatory (upgrading) courses are not included in calculations of credit hours earned, credit hours attempted, or GPA.

The following indicates the grade points earned on the basis of the grade assigned and are used to designate final course grades:

**Grade A Grade Points: 4**  
Number Range: 90-100  
Mastery of subject matter, principles, techniques and application. Superior ability to organise, analyse, and synthesise and integrate ideas. Reliability in attendance and attention to assignments.

**Grade A- Grade Points: 3.75**  
Number Range: 85-89  
Superior knowledge of subject matter, principles, techniques and application. Superior ability to organise, analyse, synthesise and integrate ideas. Reliability in attendance and attention to assignments.

**Grade B+ Grade Points: 3.50**  
Number Range: 80-84  
Outstanding competence in subject matter, principles, techniques and application. Outstanding ability to organise, analyse, synthesise and integrate ideas. Reliability in attendance and attention to assignments.

**Grade B Grade Points: 3.00**  
Number Range: 75-79  
High level of competence in subject matter, principles, techniques and application. High level ability to organise, analyse, synthesise and integrate ideas. Reliability in attendance and attention to assignments.

**Grade B- Grade Points: 2.75**  
Number Range: 70-74  
Above average in competence in subject matter, principles, techniques and application. Above average in ability to organise, analyse, synthesise and integrate ideas. Reliability in attendance and attention to assignments.

**Grade C+ Grade Points: 2.50**  
Number Range: 65-69  
More than satisfactory competence in subject matter, principles, techniques and application. More than satisfactory ability to organise, analyse, synthesise and integrate ideas. Reliability in attendance and attention to assignments.

**Grade C Grade Points: 2.00**  
Number Range: 60-64  
Satisfactory competence in subject matter, principles, techniques and application. Satisfactory ability to organise, analyse, synthesise and integrate ideas. Reliability in attendance and attention to assignments.

**Grade C- Grade Points: 1.75**  
Number Range: 55-59  
Moderate competence in subject matter, principles, techniques and application. Moderate ability to organise, analyse, synthesise and integrate ideas. Reliability in attendance and attention to assignments.

**Grade D Grade Points: 1.00**  
Number Range: 50-54  
Minimal knowledge of subject matter, principles, techniques and application. Barely passing performance overall. Reliability in attendance and attention to assignments.
Grade F  Grade Points: 0  Number Range: 0-49
Inadequate knowledge of subject matter, principles, techniques and application. Inadequate ability to organise, analyse, synthesise and integrate ideas. Unfulfilled requirements.

I  Not included  Incomplete
A temporary notation awarded to a student receiving a passing grade for coursework but for whom extenuating circumstances prevent completion of the remainder of the coursework prior to the submission of the final grade. See Note 1 following.

W  Not included  Withdrawn
A notation reflecting a student’s withdrawal from a course. See Notes 2 following.)

XE  Not Included  Extraordinary Examination
A temporary notation following approval of a request for an extraordinary sitting of the final examination.

AU  Not Included  Audit
A notation reflecting that the course was not taken for credit. AU may not be awarded to students who have registered in a course for credit.

AG  Not Included  Aegrotat
Awarded on the basis of satisfactory completion of a major part to the course. Student must be unable to complete course requirements owing to major illness.

P  Not Included  Pass
Awarded for a course taken by Challenge Examination and any course approved for Pass/Fail status by the Academic Board.

S  Not Included  Satisfactory
Awarded for successful completion of a non-credit course.

U  Not Included  Unsatisfactory
Awarded for failure in a non-credit course.

T  Not Included  Transfer
Awarded for credits transferred from another institution.

V  Not Included  Exemption
Awarded on the basis of success in an internal examination or prior learning or professional experience.

NOTES

1. Incomplete
An Incomplete Contract Form detailing the work to be submitted for completion as well as the deadline for such work must be signed by the student, instructor and chair/academic head of the examining academic unit and submitted to the Records Department with the grade sheet for the course.

An ‘I’ grade that is not changed by the instructor by the end of the next regular semester automatically converts to an F.

2. Withdrawal
A ‘W’ is a notation assigned by the Records Department reflecting an administrative action initiated by the student in accordance with regulations governing withdrawal from a course. ‘W’ may not be assigned by the Instructor.

The student must submit a completed Course Withdrawal Form, along with proof of payment of the requisite fee, to the Records Department prior to the date specified in the official COB Calendar for the particular academic semester/session. Credit can be earned only upon successful repetition of the course.

Correction of Grade Errors
A course instructor may not change a grade after it has been filed with the Records Department, except in the case of clerical error. Grade corrections must be indicated on a Grade Change Form that is signed by the instructor, the chair/head of the academic unit in which the course was offered and the relevant academic dean/ executive director.

Grade corrections must be processed within one year of the end of the semester/session in which the original grade was awarded. In extenuating circumstances, exceptions to the one-year limit for correction of grade errors may be considered by petition to the academic dean/executive director.

Final Grade Appeals
Once final grades have been assigned and transcripts issued, a student with evidence that an incorrect or inappropriate grade has been assigned should make every attempt to resolve the matter with the course instructor. A student may seek a grade appeal on the following basis
• clerical error made in calculating the final grade;
• standards or criteria used to determine the grade were inconsistent with the Academic Board approved course outline and distributed at the beginning of the semester/session;
• standards or criteria used to determine the grade were inconsistent with those applied to other students in the course; and assignment of the grade was based on factors other than the student’s academic performance.

If the student and the instructor are unable to resolve the matter, the student should submit a completed Final Grade Appeal Form along with proof of payment for the grade appeal to the chair/head of the academic unit responsible for the course within one regular semester of the posting of the final grade. The chair/academic head’s written decision will be rendered within 10 working days of receipt of the appeal.

The student may appeal the decision of the unit chair/head by forwarding a copy of the Final Grade Appeal Form and the decision to the relevant academic dean/executive director within 5 working days of the decision. The written decision of the academic dean/
executive director will be rendered within 10 working days. This is the final step in the appeal process. At the branch campuses, the procedure is identical except that the academic area coordinator substitutes for the chair/academic head.

Grade Records
Course grade records (the forms on which final grades are recorded for a specific class) are College records which must be maintained for at least five years after the end of the semester/session. Heads of the academic units responsible for the courses are charged with identifying an appropriate storage location. The chair/head of unit (or other officially designated person) and the course Instructor will have ready access to these records.

Auditing a Class
Auditors are permitted only in a limited number of courses. Students regularly registered at The College may apply to the relevant dean/executive director for permission to attend classes as auditors.

Applicants may be approved to attend classes as auditors under the following conditions only if space is available in the class. Normally, auditors are not admitted until the close of registration in a course. Regular credit students are given priority over auditors.

Auditors are accepted in classes with the following understanding:
   a) Auditors are not required to turn in any papers.
   b) Auditors are not permitted to take any examinations.
   c) No grade or credit is given.
   d) No transfer from audit to credit status or the reverse is permitted.

Course Repeats
Students may repeat any COB course, including courses from which they have withdrawn. If a course is repeated, the highest grade achieved will be used to compute the GPA. The series of repeats and grades is retained on the student’s academic record (transcript).

Students may repeat a course if it has been approved by Academic Board for repeat credit. This applies to courses designated as ‘May be repeated for credit’ in the COB Catalogue, which also lists the maximum credit limitation or the maximum number of times a course may be repeated for credit.

A student who fails a course three times must seek permission to repeat the course by submitting a Request to Repeat a Failed Course Form to the relevant academic dean/executive director through the chair/academic head.

A student who is given permission to repeat a failed course may be required to take and pass the course prerequisite before attempting the course for the fourth time or may be required to complete remedial work or engage in peer tutoring or supplemental instruction.

The series of repeats and grades is retained on the student’s academic record (transcript).

Extraordinary Examination
The “XE” is a temporary notation assigned by the Records Department following approval of a request for an extraordinary sitting of a final examination and payment of the requisite fee.

Students may request an extraordinary sitting of a final examination if they were in hospital on the day of the original examination; can produce medical certification attesting to illness and confinement to bed on the day of or at least two days prior to the day of the original examination; or suffered a death in their immediate family (that is, parents, legal guardian, spouse, children or siblings) on the day of or the day immediately prior to the original examination.

Students must submit a Request for Extraordinary Sitting of Final Examination form to the relevant academic dean/executive director through the chair/head of the examining academic unit and forward the completed form along with proof of payment of the requisite fee to the Records Department.

Normally, an extraordinary examination must be sat no later than the next regularly scheduled examination period for the course.

Academic Complaints
Students with complaints about instruction or in-semester grading should refer them first to the course Instructor.

If the student and the course Instructor are unable to resolve the complaint, the student may meet with the chair/head of the academic unit responsible for the course and may submit a completed Academic Complaint Form to that College official prior to the end of the last day of classes or the submission of final grades. The chair/academic head’s written decision will be rendered within 5 working days.

Within a further 5 working days, the student and/or the course instructor may appeal by forwarding a copy of the Academic Complaint Form, the decision and the resolution being sought to the relevant academic dean/executive director. The academic dean/executive director’s written decision will be rendered within 10 working days and is final.

ACADEMIC AWARDS AND HONOURS
The College of The Bahamas believes that students demonstrating high ability through their performances as evidenced by a stipulated GPA and/or contribution to the institution should be recognized publicly as models in the academic community of learners.

Honours calculations are based on a minimum of 12 semester hour credits of new coursework. Students who have withdrawn from or failed a course, who have received an incomplete (I) grade and who are repeating a course (except those courses which may be repeated...
for credit) are ineligible for this award. Courses that are graded on a pass/fail basis are not included in honours calculations.

**President’s List**
Students who achieve a GPA of 3.50 or higher in the Fall and Spring Semesters of the same academic year are named to the President’s List.

**Dean’s List**
Students who achieve a GPA of 3.00 or higher at the end of each semester are named to the Dean’s List.

**The Governor General’s Award**
This Award is given to the student graduating with a baccalaureate degree who has achieved the highest cumulative GPA over 3.70; been recommended by Academic Board and approved by the President’s Cabinet.

**The President’s Award**
This Award is given to the student graduating with a baccalaureate degree who, in the judgment of the President of The College, has made a significant contribution to the life of the institution through academic achievement and a commitment to the ideals, aims and values of the institution. This student must have achieved a minimum cumulative GPA of 3.50; and made a significant contribution to COB.

**The College of The Bahamas Alumni Association Leadership Award**
This Award is presented to the student graduating with a baccalaureate degree who has achieved a minimum cumulative GPA of 3.00, demonstrated leadership in a COB club or organization, been recommended by the Student Activities Department and approved by the President’s Cabinet.

**Family Island Campus Awards**
Family Island Campus Awards may be presented for those Campuses where students are able to complete college-level programmes. Awards for associate degree programmes will only be given in those instances where there is no bachelor degree programme. Two Family Island Campus Awards may be presented each academic to graduating students who have achieved a minimum cumulative GPA of 3.00; and made a contribution to the development of the Campus.

The Family Island Campus Award for Academic Excellence is presented to the graduating student who has achieved the highest cumulative GPA over 3.00.

**School Awards**
Two School Awards may be presented each academic year. Awards for associate degree programmes will only be given in those instances where there is no bachelor degree programme. Dual awards on separate campuses will not be allowed.

The **Overall School Award** is presented to the graduating student who has achieved a minimum cumulative GPA of 3.00; and made a contribution to the School.

The **School Award for Academic Excellence** is presented to the graduating student who has achieved the highest cumulative GPA over 3.00.

**Programme Awards**
Programme Awards may be given to graduating students who exhibit outstanding performance in each academic discipline as approved by the Office of Academic Affairs. Awards for associate degree programmes will only be given in those instances where there is no bachelor degree programme.

Programme Awards will be given to the graduating student who has achieved a minimum cumulative grade point average of 3.00 and the highest grade point average over 3.00 in the major.

**CONTINUANCE, ACADEMIC PROBATION AND SUSPENSION**
The probation and suspension policies of The College of The Bahamas are based upon the philosophy that COB has an obligation to assist students who, due to unsatisfactory academic performance, may experience difficulty in realising their potential. Specifically, probation and suspension procedures are concerned with:

1. Protecting students from prolonged unsatisfactory performance which might result in forfeiting their opportunity ever to earn a college degree or diploma at The College of The Bahamas or elsewhere; and

2. Helping students re-evaluate their strengths and weaknesses in selecting a programme of study which is in relative harmony with their interests, aptitudes and needs.

All students are required to maintain at least a minimum cumulative GPA as set forth in the chart following. A student who fails to meet these standards in any given semester will be placed on academic probation, unless extenuating circumstances are considered by The College to be sufficiently serious to justify a temporary postponement of this action.
CREDITS | CUMULATIVE GPA
--- | ---
0-18 | 1.75
19-21 | 1.80
22-24 | 1.82
25-27 | 1.83
28-30 | 1.85
31-33 | 1.86
34-36 | 1.88
37-39 | 1.89
40-42 | 1.91
43-45 | 1.92
46-48 | 1.94
49-51 | 1.95
52-54 | 1.97
55-57 | 1.98
58-60 | 2.00
61 and over | 2.00

Requirements while on Academic Probation
A student on probation is required to meet periodically with a faculty advisor or counsellor to review his/her academic progress.

A student on probation will be assigned to a restricted programme of study as follows:

- **Full-time attendance during a regular semester** - maximum of nine credits. Full-time attendance during a summer session - maximum of three credits.
- **Part-time attendance during a semester or summer session** - maximum of three credits.

Students on probation have the obligation to demonstrate by academic performance that they have the ability and the desire necessary to profit from the instructional programme, and are making progress toward achieving an educational goal.

In order to protect students who are academically deficient from becoming too heavily involved in extracurricular activities, students placed on academic probation will be considered ineligible to hold office in student organisations, the student government, or participate in intercollegiate activities or the work-study programme.

A student will be removed from academic probation if he/she achieves the minimum cumulative GPA as required.

Academic Suspension
Any student who does not achieve a minimum cumulative GPA for two consecutive semesters will be placed on academic suspension. A student on suspension may be required to leave The College for a specified period of time.

A student who is readmitted after suspension will be on probation and given the option of starting anew in a new programme or continuing with his/her old programme. In either case, the old cumulative GPA will be maintained.

A student who is readmitted after suspension will not normally be allowed to proceed with any new courses until ‘F’ and ‘D’ grades have been improved where necessary.

Any student who, after returning from a period of suspension, does not achieve a minimum semester GPA of 2.00 for the semester immediately following the readmission, will be expelled from The College.

A student who has been expelled from The College will only be considered for re-admission to The College after a period of three years, and must provide evidence of suitability for re-admission.

Students will only be considered for re-admission for the Spring or Fall semesters.

Graduation Requirements
To fulfil graduation requirements, a student must achieve a minimum cumulative GPA of 2.00 and a GPA of 2.00 in major area courses and pass all courses in the programme. Additionally, students must fulfill all requirements as outlined on their Academic Board-approved Contract of Study.

Students must complete the Application for Graduation and pay all requisite fees.

EXAMINATIONS
The conduct of examinations conform with the following regulations and the decision of the Academic Board under the overall joint administrative control of the relevant Dean.

General Examination Regulations

Examination Timetable
The dates of the final examinations period are outlined in The College Calendar.

The final version of the examination timetable in respect of written examinations is published for the benefit of all persons concerned at least three weeks in advance of any examination included therein and one and a half weeks for the Summer Session.

There is only a single sitting for each final examination and only one final examination for each course and the location of examination is determined by the Director of Testing Services in consultation with the relevant school.

Attendance and Absences
If the attendance at or the performance of a candidate in any part of any examination is likely to have been affected by factors of which the examiners have no knowledge, the candidate may report the circumstances in writing to the chair/unit head who will the report
same to the relevant dean/executive director. If the candidate decides to report such circumstances, he/she must do so within five working days of the examination which may have been affected.

A make-up examination may only be arranged for a student who:
- a) is hospitalised on the day of the original examination;
- b) can produce medical certification that he/she was ill and confined to bed on the day of the examination;
- c) suffers a death in his/her immediate family (i.e. parents, guardian, spouse, children or siblings) immediately before or on the day of the examination;
- d) experiences other extenuating circumstances, to be considered on an individual basis by the relevant dean.

Where a student is unable to submit a medical certificate personally, this may be done on the student’s behalf within the prescribed time.

The make-up examination must be taken at the earliest convenient date/time and not later than the following examination period.

Students must submit a Request For Extraordinary Sitting of Final Examination Form to the academic dean/executive director through the chair/head of the examining academic unit and take the completed form along with proof of payment of the $75.00 fee to the Records Department, no later than 5 working days after the day of the original examination.

**Special Arrangements**
Any student who, for reason of permanent or temporary incapacity, desires special arrangements during examinations should apply to the relevant dean/executive director through the chair/academic unit head. The arrangements desired should be specified and the dean/executive director may require a medical certificate as proof of such incapacity. Such students will not be given extra time in which to write. The dean/executive director is required to inform the Board of Examiners of the circumstances under which the examination was performed.

Any amanuensis or secretarial assistance provided to handicapped or incapacitated students must be approved by the dean/executive director.

**Examination Type**
All examinations are conducted by means of one or more of the following:
- a) written examinations.
- b) oral examinations.
- c) practical examinations.

To aid invigilation, each examination must be identified by one of the following type codes, indicating aids which students may use when writing the types of examinations noted.

<table>
<thead>
<tr>
<th>Code</th>
<th>Type</th>
<th>Aids Permitted</th>
</tr>
</thead>
<tbody>
<tr>
<td>R</td>
<td>Regular</td>
<td>Drawing devices without cases; Slide Rules without cases; Calculators</td>
</tr>
<tr>
<td>S</td>
<td>Special</td>
<td>Any aid permitted by the examiner and recorded in the ‘Instructions’ area of the question paper</td>
</tr>
<tr>
<td>O</td>
<td>Open book</td>
<td>Any aid the student wishes to use</td>
</tr>
</tbody>
</table>

**CONDUCT OF WRITTEN EXAMINATIONS**

Instructions to Candidates taking Written Examinations:
Students are required to take responsibility for knowing the dates, times and locations of all examinations for courses for which they are registered.

Students who are timetabled for more than two examinations in one day should consult the relevant academic dean/executive director.

Students with a clash in their examination schedule should inform the relevant academic dean/executive director as soon as the clash is discovered.

Students should arrive at the examination room and present their COB ID card or other valid substitute (for example, a passport) at the door at least fifteen minutes before the scheduled time of the examination.

Students who arrive late will not be allowed additional time to complete the examination.

Students who arrive more than half an hour late will be allowed to take the examination. However, their scripts / practical work will only be marked if they can satisfy the relevant dean/executive director as to the validity of their reason for being late.

Students are responsible for providing pens, pencils, rulers, erasers, geometrical instruments and any other aid authorised by the examiner. No other documents will be allowed in the examination room.

Students must deposit handbags, briefcases and other such materials at the Invigilator’s desk (or other designated area) before the start of the examination.

Students must write their name and student number at the top of every answer paper or sheet of paper which is submitted.

Students must stop writing at the end of the examination when instructed to do so by the Chief Invigilator.

Students must gather their answer papers and place them in order at the end of the examination. They will not leave their desks until all scripts have been collected and the Chief Invigilator has given permission to leave.
**Leave from the Examination Room**
No students will be allowed to leave the examination room during the first half hour or the last half hour of the examination.

The Chief Invigilator may permit students to leave the examination room after the first half hour and return, during the course of the examination, provided they have been under continuous supervision of a designated member of staff/faculty.

**Collaboration between Students**
Students must not directly or indirectly use or give assistance to or accept assistance from any other student. No form of cheating is permitted.

**BOARD OF EXAMINATIONS AND APPEALS**
Any formal complaint which a student may make in connection with his/her examination must be referred to the relevant dean/executive director.

The Board for Examinations and Appeals is a standing committee of the Academic Board and is responsible for considering and recommending to the Academic Board appropriate action on all matters relating to the examinations, grade appeals and academic discipline.

Grade appeals should be made to the relevant dean on the form prescribed within four weeks of the official notification of grades. Late application may be considered at the discretion of the Chair of the Board of Appeals in consultation with the relevant dean/executive director.

A fee of $100.00 will be charged for each grade appeal. If the appeal is successful the fee will be refunded.

A review by the Board must normally be held not later than four weeks after the appeal is made.

The Vice President of Academic Affairs is required to provide the Board with the student’s application for review, the relevant scripts and mark sheets and a list of all the cross moderators for the course concerned. In the event that an applicant’s script has been sent to the external examiner, the Vice President must immediately ask that it be returned without delay.

The membership of the Board of Examinations and Appeals is constituted as follows:

a) the Vice President of Academic Affairs, Chair
b) the relevant dean/executive director
c) three chairs/academic unit heads or their nominees, one of whom shall be from the unit in which the course is offered
d) the President of COBUS, or his/her nominee
e) Vice President of Student Affairs or his/her nominee as Secretary

The quorum for a meeting of the Review Board consists of
a) the Chair
b) two chair/academic unit head or their nominees, one of whom must be representative of the unit from which the course is offered
c) the President of COBUS, or his/her nominee;
d) the Secretary.

The Review Board may not decide on a remarking of the Examination script(s)

If The Board, after full consideration of all the circumstances and the available evidence, is satisfied that there are adequate reasons to justify a re-marking;

If the Review Board requires a remarking of the examination script(s) then,

a) the Chair of the Review Board will arrange, normally in consultation with the chair/head of the academic unit responsible for the course concerned, for each script to be re-marked by at least one new examiner of The College or by an external examiner;
b) the Chair of the School concerned will provide the new examiner with all relevant documents such as mark sheets, marking schemes, and question papers;
c) the results of the marking will be conveyed through the Board of Examiners and Appeals by the Vice President of Academic Affairs.

The Chair of the Board will inform the candidate and all relevant persons of the Board’s decision as soon as possible after the meeting of the Board. The decision of this Board is final.

**CHALLENGE EXAMINATIONS**
The purpose of this policy is to set out approved procedures for a Challenge Examination for students who might qualify to receive credits for a course at The College, but who might have acquired knowledge in a particular subject by virtue of formal education at an institution not accredited or recognised by COB, or by relevant work experience.

Credits to be awarded by Challenge Examination (credit by examination) will normally only be given if applied for at the time of admission to COB or to a programme. Other requests will be considered on a case by case basis.

Students who possess certificates such as GCE ‘O’ level, BGCSE, Pitman, etc., and who apply for exemption through a challenge examination will be required to sit an examination in each of the specific courses.

A maximum of 50% of the required credits for any programme may be obtained by challenge examinations. Only 50% of the major may be obtained through the challenge examinations.
Applicants for a Challenge Examination will be required to pay an approved fee for writing the examination.

Students who pass Challenge Examinations will be required to register and pay the approved fees of the courses challenged before credits for these courses will be awarded.

Normally, the chair/head of the academic unit will arrange the Challenge Examination prior to the start of classes.

A Pass (P) grade only is awarded for succeeding in a Challenge Examination.

A student who receives credits for a course on the basis of his performance in a Challenge Examination will also be given credits for the prerequisite courses. No fees will be charged for such credits.

PROCEDURES FOR CHALLENGE EXAMINATION

Students must apply, on the approved form, to the Vice President of Academic Affairs through the chair/head or the academic unit concerned, for any Challenge Examination.

Students must provide relevant documentation to support this request, for example, a transcript or course description.

Students must pay the approved examination fee and, if successful, the required credit value fee.

The approval for any challenge examination must be given by the relevant dean/executive director.

The academic unit will administer the required examinations, including demonstration, and record results.

If credit is to be awarded, a copy of the examination form with the grade should be submitted to the Academic Affairs Office by the chair/head of unit.

PLAGIARISM

The purpose of this policy is to set out approved procedure for dealing with students who are found guilty of plagiarism.

For the purposes of this policy, plagiarism is defined as the unacknowledged use of another person’s work.

COB reserves the right to apply more stringent penalties than set out below, depending on the nature of the offence.

PROCEDURES

First Offence
A student found guilty of plagiarism, in the first instance, will only receive a grade for the original material of the paper or project.

The lecturer will issue a verbal warning to the student and will inform the chair/head of the academic unit, in writing, of the incident.

Second Offence
A student found guilty of plagiarism, in the second instance, will receive an automatic “F” for the entire paper or project.

The lecturer will inform the academic unit chair/head, in writing, of the incident.

The chair/head will issue a warning, in writing, to the student.

Copies of the lecturer’s letter and the chair/head’s warning will be forwarded to Student Records for inclusion in the student’s file.

Third Offence
A student found guilty of plagiarism for the third time will be expelled by the Vice President of Academic Affairs.

Appeals
A student who is expelled for plagiarism may appeal the expulsion.

Appeals from students will be considered by a committee appointed by the President, which will include the relevant dean/executive director, the Chair concerned, the lecturer concerned, another lecturer from the same subject area and a representative of COBUS.

Decisions of the Appeals Committee will be final and will be forwarded to the student by the Vice President of Academic Affairs.

DIRECTED INDEPENDENT STUDY

Students who have a minimum cumulative GPA of 2.00 and who are in their final year of study may petition the relevant dean/executive director through the Chair/Academic Head for permission to take a course by Directed Independent Study (DIS) provided the course

- is not scheduled, or, if it is scheduled, will be cancelled by The College;
- fulfils a major area course requirement; and
- does not require a lab or field trip component.

Normally, students may take no more than one course by Directed Independent Study.

Students must submit a Request for Directed Independent Study along with an up-to-date copy of their Student Advisement Form/Contract of Study to the Dean/executive director through the chair/head of the academic unit responsible for the course.
The College of The Bahamas

The Academic Board-approved course outline and a course syllabus inclusive of the weekly scheduled one-on-one conference times will be provided to the student at the beginning of the semester/session.

CONTINUING EDUCATION UNITS
The Continuing Education Unit (CEU) is a unit of measurement for non-credit continuing education courses and programmes delivered through an approved provider. The CEU is designed to document continuing adult education and training experiences that differ from experiences for which academic credits are traditionally awarded. Education and training providers may be the academic institution (The College) itself or professional bodies or agencies who may seek the College’s endorsement of programmes or courses they offer. CEUs achieve several aims, but primarily provide a means through which employers and participants can formally document professional development activities; provide justification for salary increases or promotions; and can be applied toward re-certification or on-going licensure requirements within professional organisations.

COB embraces the International Association for Continuing Education and Training (IACET) definition of the CEU as “ten contact hours of participation in an organised continuing education experience under responsible sponsorship, capable direction and qualified instruction.”

For additional information on CEUs contact the director, Continuing Education and Extension Services. Telephone (242) 328-0093.

ACADEMIC SERVICES

Academic Advising
Each student is assigned an academic advisor who is a faculty member within the student’s major field of study. Close interaction with a faculty advisor is a central feature of the The College of The Bahamas experience. Academic advisors help students with programme planning, direct students to College and external resources as needed, and often serve as academic and/or professional mentors.

Academic Assistance
To give students the best chance of reaching their academic goals, The College provides a variety of resources which include the following:

Language Resource Centre Services
The Language Resource Centre (LRC) is a multi-purpose laboratory of the School of English Studies (SES) that caters to the writing needs of all students at the college. Competent SES faculty members and work-study students are available to provide additional assistance in writing across all disciplines. The LRC offers students:

- Assistance in writing and grammar
- Personalized help with papers and essays in English Language and other subject areas
- Printed materials on a variety of topics in English Language
- English Language resource/reference books
- Access to computers, computer programmes and printers
- Comfortable, quiet environment to study and to complete assignments

Students interested in using this facility may simply drop in and make an appointment to see a facilitator free of charge. The LRC is located in Room F-8 (upstairs Block F). Hours of operation vary. For more information contact the LRC Director at 302-4497 or e-mail the_lrc@hotmail.com.

Math Clinic Services
The School of Sciences and Technology Studies (SST) operates the Math Lab located in the Administration Building (A - 80). The clinic offers personalized help from SST faculty members and Math Majors on work study. The Math Lab Resource Centre provides materials, including computers and software, to assist in the remediation or enhancement of mathematics skills. Contact the SST office (G1) or call 302-4436.

Additional Study Resources
Students may contact the Director of Counselling for assistance in further developing their academic skills. This includes such areas as study skills, note-taking skills, time management, test-taking skills, and other skills that help students succeed academically. The peer-tutoring programme is coordinated through this office.

Academic Facilities

Libraries and Instructional Media Services (LIMS)
A network of five facilities scattered across New Providence and Grand Bahama, the Library system of The College of The Bahamas is the largest public repository of general information in The Bahamas. As the premier academic library in the country its mission is to deliver quality information resources and services through a variety of means, including state of the art technology, to support the teaching and research needs of The College and the wider community.

The total library holdings comprise around 70,000 volumes in print, electronic and non-print formats. Among the collection are Caribbean dissertations and other regional publications, legal documents, nursing and medical materials, hospitality and tourism resources, periodicals in print, microforms, CD-ROM and online formats, audio visual software, deposit collections from the United Nations, the International Labour Organization, World Health Organization, Pan American Health Organization and IICA. Online databases include EBSCOhost, CARILAW, HeinOnline, Quicklaw, Hap! XREFER, Caribbean Trade and WorldCat. All branches have access to audiovisual and database resources.

The largest collection, general and specialised materials in all disciplines and formats, is housed at the Main Library, located at The College’s Oakes Field Campus. The Instructional Media Services Unit is also located within this branch and provides...
audiovisual software and hardware to support faculty and student instructional activities, as well as administrative functions. The Northern Bahamas Campus Library, at the Northern Bahamas Campus, provides general services, collections and facilities to support instruction and research on a smaller scale than at the Main Library. The collection is primarily in print form but access to the Internet is available and databases and resources in Nassau libraries are accessible online.

The Hilda Bowen Library, located at the Grosvenor Close Campus is the repository for resources and services related to nursing and allied health professions. Deposit collections from the World Health Organization (WHO) and the Pan American Health Organization (PAHO) are available.

The Law Library located in the Bahamas Tourism Training Complex supports the L.L.B. programme, a joint initiative between The College of The Bahamas and the University of the West Indies. The collection comprises law reports, digests, statutes and general resources. The Culinary and Hospitality Institute Library, also situated in the Bahamas Tourism Training Complex, provides resources in the hospitality and culinary areas. The national World Trade Centre was established at this site in 2003. The LIMS also supplies supporting resources for programmes offered at the various Family Island sites either through provision of small reference collections or meeting the needs through interlibrary loans. The Exuma Resource Centre in Georgetown, Exuma has the largest such collection.

Information about library hours is posted at each branch library. The library’s web page at http://www.cob.edu.bs/library provides information about library collections, services and hours. The web page features an online catalogue, which may be accessed at dedicated terminals in the library or from any computer with an Internet connection. Students can connect to electronic databases through the campus network and via remote access. Reference questions and interlibrary loan requests can be made and questions about library resources or services can be directed to library@cob.edu.bs.

LIMS also offers such other services as general Internet services, individual and group tours, document delivery, duplication of personal video or audio cassettes and photocopying. The Department is also the national centre for the distribution of International Standard Book Numbers (ISBN). In addition to many other services, the Libraries and Instructional Media Services Department organises the annual LIMS Week and regular “Meet the Writer” forums and publishes a quarterly newsletter called “The Library Informer.”

The Harry C Moore Library
The College has completed two phases of a three-phase development project to build a new state-of-the-art 60,000 square foot library, named for Harry C Moore, a former Chairman of the Lyford Cay Foundation and a devoted friend of COB.

Inquiries and feedback may be directed to the Office of the College Librarian at 242-302-4552 or via email at library@cob.edu.bs.

Hours of Operation
Oakes Field
Monday - Thursday: 8:00 a.m. - 9:00 p.m.
Friday: 9:30 a.m. - 6:00 p.m.
Saturday: 9:00 a.m. - 5:00 p.m.
Sunday: 1:00 p.m. - 5:00 p.m.
College Librarian: Willamae Johnson
Deputy Director: Dr Berthamae Walker

Hilda Bowen Library: 242-325-5551/2
Monday - Thursday: 8:00 a.m. - 9:00 p.m.
Friday: 8:00 a.m. - 5:00 p.m.
Saturday: 10:00 a.m. - 4:00 p.m.
Librarian: Virginia Ballance

Northern Bahamas Campus: 242-352-9761
Monday - Friday: 8:00 a.m. - 6:00 p.m.
Saturday: 10:00 a.m. - 1:00 p.m.
Librarian: Barbara Barton

Law Library: 242-323-5804/323-6804
Monday - Thursday: 8:00 a.m. - 9:00 p.m.
Friday: 8:00 a.m. - 6:00 p.m.
Saturday: 9:00 a.m. - 5:00 p.m.
Librarian:

Hospitality and Tourism Library: 242-323-5804/323-6804
Monday - Thursday: 8:00 a.m. - 9:00 p.m.
Friday: 9:00 a.m. - 5:00 p.m.
Saturday: 9:00 a.m. - 5:00 p.m.
Librarian: Christine Swann

Computing and Internet Resources
The Department of Management Information Systems (MIS) has responsibility for the Information Technological Development of the College and for supporting the teaching and learning processes at The College. MIS maintains a network infrastructure built upon a single-mode, 12-strand fibre optic loop that spans the Oakes Field Campus. The Department maintains connectivity to the The College’s system of campuses and centres on several islands with the assistance of the Bahamas Telecommunications Company (BTC) and Cable Bahamas. Additionally, the Department maintains Internet service from two local providers, BTC and Cable Bahamas, as well as its own independent connection to the Internet. Wireless networking also extends accessibility in many common meeting and study areas all over campus. This is an open network provided as a courtesy to COB students, faculty and staff.

The College has many information technology resources available for students. All campus buildings are equipped to permit internal network and external Internet access from classrooms, laboratories and offices. The College boasts over three hundred computers in
twenty rooms for student use. These included eighteen rooms with a total of two hundred and sixty Intel Pentium 4 Based PC’s and two rooms with a total of fifty Apple Macintosh machines. MIS maintains sixteen rooms dedicated to the use of computers in a formal lab setting, or rather less formal classroom setting.

MIS maintains the www.cob.edu.bs website and the email domains of cob.edu.bs, and cobmail.edu.bs for employees and students. MIS also holds the Academic Licensing for software for Microsoft. Thus, for $80.00 students may purchase valid CD’s for the Windows XP Operating System, Microsoft Office Professional (Word, Excel, Publisher, Outlook, Info Path, PowerPoint and Access), Microsoft Visio, Microsoft FrontPage, as well as Microsoft Clipart Library, a $1,400 value.

Students pay a $100.00 technology activity fee each semester for use of photocopy and computing services and access to the College of The Bahamas Wireless Network - the procedures for connecting are available at the MIS department. Each student is issued an email address which has a capacity of four (4) megabytes of storage.

More complete and current information about computing services
ITC Help Desk at itchelpdesk@cob.edu.bs
Telephone: (242) 302-4588

Choices Training Restaurant
The Culinary and Hospitality Management Institute (CHMI) provides an exciting opportunity for students, chefs in training, to showcase their culinary talents in five-course meals offered in the Choices Dining Room located at the Bahamas Tourism Training Centre (BTTC) on Thompson Boulevard, Oakes Field. CHMI hospitality and culinary students also gain valuable experience by managing and coordinating the dining room service. Contact CHMI at telephone (242) 323-5804 or 323-6804 for further information.

Radio COB
Early in 2006, The College of The Bahamas completed the construction and outfitting of an approximately 500-square foot radio station, which is accounted the best designed and built station in the Bahamas as far as regards equipment and technology. Features include:
- Two broadcast studios with central control facility
- State-of-the art studio equipment
- Full air conditioning, specialized electrical service, carpet on the floors and walls for sound control.

The station will support a staff of 6-10 persons, depending upon the activity.

One of the primary purposes of the radio station is to provide training opportunities for Mass Communication majors. Included in the Broadcast Strand of the BA in Mass Communication are several courses such as Writing for Broadcast and Radio Production Programming. These courses will require that students apply classroom knowledge to relevant hands-on experiences at the station. Other benefits for broadcast majors will be
1) the opportunity to decide if they wish to pursue a career in the broadcast industry;
2) an alternative site for their media internship;
3) practical experience in many aspects of broadcast not only in the area of technology but in the area of radio programming;
4) the opportunity to write and read radio news; and
5) creation and selection of radio formats for a college/university audience.

The station will also help to develop and strengthen a cohesive campus community by
1. reporting on issues and events affecting the College/University community and the surrounding area;
2. providing listeners with the opportunity to exchange ideas and offer alternative views on specific issues;
3. promoting a common sense of identity and purpose among listeners;
4. providing an opportunity for discussion, debate and action; and
5. showcasing local cultural activities and giving campus clubs the opportunity to share information on their goals and events.

Pro Gallery
The Pro Gallery, upstairs the S-Block on the Oakes Field Campus, provides an attractive space for exhibitions by students as well as for a wide range of art produced by nationally prominent contemporary artists.

Performing Arts Centre
In 2006 The College constructed a modern theatre, incorporating an existing auditorium. It is intended to be an important adjunct to the visual and performing arts programmes and underpin The College’s goal of becoming a major cultural centre. Fully handicapped accessible, the Centre exhibits the following features:
- 400-seat capacity in a newly renovated air conditioned theater with tiered seating.
- Raised performance stage with state-of-the-art computer controlled lighting and sound.
- Backstage modern dressing rooms for male and female performers
- Modern concession stand with a variety of snacks and soft drinks
- Computerized ticketing system
- Grand entrance foyer with ticket window
- Two Galleries for the display of student art work.

The Centre is suited for:
- Live stage productions of drama, music and dance
- Showing of first-run motion pictures on a full-size movie screen
- Distinguished lectures and individual or group on stage performances
- Practice and performance facility for the College band and orchestra and choirs
Structure of Degrees and Programmes of Study

BACHELOR DEGREE PROGRAMME
The College is committed to preparing students to become productive and thoughtful citizens by offering a broad liberal arts education coupled with the development of competency in fields of special interest. By providing both disciplinary and multidisciplinary approaches to the pursuit of knowledge and the solving of problems, COB, through its curricular and extracurricular programmes, encourages students to think critically and creatively and to express their thoughts in an articulate and literate manner. Students build the capacity to respond to multiple perspectives in an ever-changing world and embrace a greater sense of national identity and their responsibilities as citizens of The Bahamas, the region and the world.

To earn a bachelor degree, students complete a minimum of 120 credits with a major and cumulative GPA of at least 2.00. Specific academic programmes may require a higher minimum pass in the major concentration as approved by the Academic Board.

Students complete
• at least 50% of the credits in the major area as well as 50% of the credits in the overall programme (General Education, Elective and Major Area Courses) at The College.
• 60 credits at the upper level, 45 of which must be in residence at COB.

To satisfy programme requirements, a course may only be used once to fulfil a Major, General Education or Elective requirement. A single course may not be used to satisfy more than one of the foregoing categories.

ASSOCIATE DEGREE PROGRAMME
The College is committed to providing students with the opportunity to attain the intermediate award of an associate degree in select programmes.

The Associate of Arts degree is designed primarily to fulfill requirements for university transfer to pursue baccalaureate degrees in the arts, humanities, communications and social sciences.

The Associate of Science degree is designed primarily to fulfill requirements for university transfer to pursue baccalaureate degrees in related scientific or technical fields.

The Associate of Applied Science degree is designed to provide students with the skills and proficiencies of a specific trade or industry essential for entry into a skilled and/or paraprofessional occupation. Although this degree is not intended for transfer into a baccalaureate degree programme, certain courses may be accepted at various institutions.

To earn an associate degree, students complete a minimum of 60 credits with a major and cumulative GPA of at least 2.00. Students complete
• at least 30 credits of the overall programme (General Education, Electives and Major Area Courses), including the final 15 credits, at COB.
• at least 24 credits at the 200 level.

To satisfy programme requirements, a course may only be used once to fulfill a General Education, Major or Elective requirement. A single course may not be used to fulfill more than one of the foregoing categories.

GENERAL EDUCATION PROGRAMME
One of the major goals of COB is to graduate students who are qualified, competent professionals; proficient communicators equipped with a range of skills and who are exposed to disciplines other than their own. While courses in the major provide students with disciplinary, technical and procedural knowledge, the General Education Programme is designed to graduate students who demonstrate critical, reflective and creative thought and who convey those thoughts articulately and confidently in written and oral form. Additionally, the Programme is structured to graduate students who have an appreciation for the complexity of all knowledge, for the interrelationships among the various disciplinary branches of knowledge and for the role they must play in the intellectual, cultural, social and economic life of The Bahamas and the region.

Through the General Education Programme students become equipped with a range of skills that are honed through nine strands: Literacy, Numeracy, Foreign Language, Humanities, Social Sciences, Natural Sciences, Physical Education/Health/Nutrition, Computer Literacy and Student Development.

Courses used to fulfil General Education requirements contain Bahamian content through an understanding of Bahamian culture, society and/or environment.
These courses also contain at least two of the following components:

- Interdisciplinary/Multidisciplinary: Emphasis is on integrating knowledge, languages and methodologies across the disciplines.
- Literacy: Emphasis is on the honing of oral and written communication skills, critical thinking and problem-solving.
- Numeracy: Emphasis is on the mastery of analytic and computational skills.

To fulfill the General Education requirement for a bachelor degree, students complete a minimum of 36 credits, at least 27 of which are at the lower level and 9 at the upper level.

To fulfill the General Education requirement for an associate degree, students complete a minimum of 27 lower-level credits.

Courses that may be used to fulfill General Education Requirements are:

**Student Development (0 credits)**
COUN 001 Student Development Seminar (0 credits)

**Computer Literacy (1 credit)**
CIS 100 Computer Literacy (1 credit)

**Physical Education / Health / Nutrition (2 credits)**
EDU 105 Introduction to Jujutsu (2 credits)
EDU 106 Introduction to Judo (2 credits)
EDU 107 Introduction to Karate (2 credits)
HLTH 100 Current Issues in Health (2 credits)
NUTR 100 Basic Principles of Nutrition (2 credits)
PED 100 Swimming (2 credits)
PED 101 Introduction to Volleyball (2 credits)
PED 102 Introduction to Football (Soccer) (2 credits)
PED 104 Introduction to Health-Related Fitness (2 credits)
EDU 211 Physical and Health Education (2 credits)

**Literacy (9 credits)**
ENG 119 College English Skills I (3 credits)
ENG 120 College English Skills II (3 credits)
ENG 301 Advanced Writing Skills (3 credits)

**Numeracy (3 credits)**
MATH 163 Finite Mathematics (for non-Science and non-Technology majors) (3 credits)
MATH 167 Precalculus I - Algebra (for Science and Technology majors) (3 credits)

**Foreign Language (6 credits of the same language)**
CRE 103 Introductory Creole I (3 credits)
CRE 104 Introductory Creole II (3 credits)
FRE 102 Introductory French for Hospitality and Culinary Arts (3 credits)
FRE 103 Introductory French I (3 credits)
FRE 104 Introductory French II (3 credits)
SPA 103 Introductory Spanish I (3 credits)
SPA 104 Introductory Spanish II (3 credits)

**Humanities (3 credits)**
COM 150 Introduction to Mass Communication (3 credits)
ENG 108 The Oral Tradition in Bahamian Literature (3 credits)
MUS 201 Survey of World Music (3 credits)
ENG 208 Bahamian Literature (3 credits)
ENG 216 Introduction to Film Studies (3 credits)

**Social Sciences (6 credits)**
HIS 112 History of The Bahamas I (3 credits)
HIS 113 History of The Bahamas II (3 credits)
SOS 111 Introduction to Sociology (3 credits)
POL 113 Government and Politics in The Bahamas (3 credits)
PSY 100 Introduction to Psychology: Social Sciences Foundation (3 credits)
PSY 101 Introduction to Psychology: Natural Sciences Foundation (3 credits)
PUBA 201 Public Administration I (3 credits)
PUBA 211 Social Structure in the Third World (3 credits)
HIS 325 Race, Class and Gender in the Late 19th and Early 20th Century Bahamas (3 credits)
HIS 371 Topics in Twentieth Century Caribbean History (3 credits)
HIS 376 Women and Gender in the History of the English Speaking Caribbean (3 credits)
HIS 471 Caribbean Migration Since the Eighteenth Century (3 credits)
PSY 340 Child and Adolescent Psychology (3 credits)
PSY 425 Psychology of Gender (3 credits)
PSY 440 Group Dynamics (3 credits)
PUBA 313 Political Economy of The Bahamas (3 credits)

**Natural Sciences (6 credits)**
Biol 109 General Biology (3 credits)
Biol 116 Ecology (3 credits)
CHEM 100 Chemistry in the World Around Us (3 credits)
GEOG 100 Introduction to the Geography of The Bahamas (3 credits)
MATH 168 Precalculus II: Trigonometry (3 credits)
PHYS 164 General Physics I (3 credits)
PHYS 101 The Physics of Everyday Things I (3 credits)
PHYS 102 The Physics of Everyday Things II (3 credits)
SCI 171 General Science I (3 credits)
AGRI 229 Agricultural Economics (3 credits)
PHYS 301 Energy, Society and the Environment (3 credits)
SCI 371 General Science II (3 credits)
Biol 475 Bioethics (3 credits)
ELECTIVES
To fulfil the elective requirement, students complete at least 18 credits: at least 9 credits at the lower level and 9 credits at the upper level.

Generally, students choose electives freely, as the purpose of the elective requirement is to give students the opportunity to explore areas of interest that fall outside the Major (and/or Minor) area of concentration. However, in some programmes electives may be prescribed. Students should refer to the Contract of Study/Student Advisement Form for specific programme requirements.
Bahamas Tourism Training Centre (BTTC)
Oakes Field Campus

Executive Director: Lincoln Marshall, Ph.D.

The Culinary and Hospitality Management Institute (CHMI) is a centre of excellence for culinary and hospitality management studies in the region. The Institute prepares skilled and knowledgeable individuals in response to national and international human resource needs of hospitality, tourism and allied industries. It offers basic, professional and academic programmes and opportunities through quality vocational and technical training, professional development and research.

The primary objectives of CHMI are achieved through various partnerships with Industry. Some of these objectives include:
- the creation of more flexible programme offerings;
- enhanced accessibility for a diverse student population;
- creation of a regionally and internationally renowned centre of excellence in the culinary and hospitality arena;
- improved avenues through which faculty/instructors participate in research initiatives and exchanges with institutes of comparable quality; and
- the establishment of a revenue stream resulting in a self-sustaining entity.

CHMI courses of study lead to degrees and certificates.

### BACHELOR DEGREE PROGRAMMES
Tourism Management

### ASSOCIATE OF APPLIED SCIENCE DEGREE PROGRAMMES
Culinary Arts
Hospitality Operations
National Apprentice Cook

### CERTIFICATE PROGRAMMES
Culinary Skills
Food and Beverage Management
Front Office Skills
Hospitality and Tourism Skills
Hospitality Management: Accounting
Hospitality Management: Supervision
Hospitality Management: Travel and Tourism

### BASIC UPGRADING PROGRAMME
Culinary Skills

### PROGRAMME OUTLINE
**Bachelor of Science in Tourism Management (132 credits)**
- General Education Requirements (27 credits)
- Electives (18 credits)
- Major Area Courses (87 credits)

**Associate of Applied Science in Culinary Arts (69 or 70 credits)**
- General Education Requirements (24 credits)
- Major Area Courses (45 or 46 credits)

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>ACCA 201 Hospitality Accounting</td>
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<tr>
<td>ACCA 301 Hospitality Management Accounting</td>
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<tr>
<td>CIS 105 Introduction to Business Applications</td>
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<td>ECON 211 Principles of Macroeconomics</td>
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<td>ECON 212 Principles of Microeconomics</td>
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<td>HM 340 Sustainable Tourism Development</td>
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<td>HM 341 Tourism Planning and Policy Development</td>
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<td>HOSP 222 Food and Beverage Cost Control</td>
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<td>MGMT 101 Business Fundamentals</td>
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<td>MGMT 203 Business Organisation and Management</td>
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<td>MGMT 303 Organisational Behaviour</td>
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<td>MGMT 404 Strategic Management</td>
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<td>STAT 201 Business Statistics</td>
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<td>TOUR 100 Introduction to Tourism</td>
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<td>TOUR 205 Tourism Marketing</td>
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<td>TOUR 209 Hospitality and Tourism Internship/Externship I</td>
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<td>TOUR 214 Tourism Economics</td>
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<tr>
<td>TOUR 220 Hospitality Law in The Bahamas</td>
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<td>TOUR 230 Cultural and Heritage Tourism</td>
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<tr>
<td>TOUR 302 Tourism and International Travel</td>
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<tr>
<td>TOUR 305 Tourism and Hospitality Marketing</td>
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<tr>
<td>TOUR 316 Special Events, Meeting and Convention Planning</td>
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<td>TOUR 318 Hospitality Human Resources</td>
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<td>TOUR 322 Casino Management and Operations</td>
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<td>TOUR 420 Leadership Training</td>
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<td>TOUR 440 Hospitality Management Seminar</td>
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<tr>
<td>TOUR 450 Hospitality and Tourism Internship/Externship II</td>
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</tbody>
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**Associate of Applied Science in Culinary Arts**

- **CA 105 Principles of Dining Room Service** (3 credits)
- **CA 220 Advanced Patisserie** (3 credits)
CA 225 Advanced Dining Room Service (3 credits)
CA 235 International Cuisine (3 credits)
CULN 125 Basic Culinary Science (3 credits)
CULN 150 Food Preparation (3 credits)
CULN 200 Baking and Pastry (3 credits)
CULN 215 Garde Manger (3 credits)
CULN 235 Contemporary Nutritional Cuisine (3 credits)
CULN 280 Classical Cuisine (3 credits)
FRE 102 Introduction to French for Hospitality and Culinary Arts (3 credits)
FSMG 105 Sanitation (3 credits)
FSMG 110 Menu Planning and Nutrition (3 credits)
FSMG 225 Purchasing and Storeroom Operations (3 credits)
HM 200 Internship/Externship (3 credits) or TOUR 209 Internship I (4 credits)

Associate of Applied Science in Hospitality Operations (73 credits)
General Education Requirements (18 credits)
Electives (12 credits)
Major Area Courses (43 credits)
ACCA 201 Hospitality Accounting (3 credits)
CA 105 Principles of Dining Room Service (3 credits)
CULN 125 Basic Culinary Science (3 credits)
FSMG 105 Sanitation (3 credits)
FSMG 110 Menu Planning and Nutrition (3 credits)
HOSP 209 Housekeeping Operations (3 credits)
HOSP 210 Front Office Operations (3 credits)
HOSP 222 Food and Beverage Control (3 credits)
MGMT 203 Business Organisation and Management (3 credits)
TOUR 100 Introduction to Tourism (3 credits)
TOUR 201 Customer Relations Management (3 credits)
TOUR 205 Tourism Marketing (3 credits)
TOUR 209 Hospitality and Tourism Industrial Internship/Externship I (4 credits)
TOUR 220 Hospitality Law in The Bahamas (3 credits)

Certificate in Culinary Skills (9 credits)
General Education Requirements (6 courses / 0 credits)
Students should refer to the Contract of Study/Student Advisement Form for details.
Major Area Courses (9 credits)
CA 015 Introduction to Baking (0 credits)
CA 062 Basic Garde Manger (0 credits)
CA 105 Principles of Dining Room Service (3 credits)
CULN 125 Basic Culinary Science (3 credits)
CULN 150 Food Preparation (3 credits)
FSMG 002 Personal Health Safety and Hygiene (0 credits)

Certificate in Food and Beverage Management (33 credits)
AC 205 Food and Beverage Control (3 credits)
CA 105 Principles of Dining Room Service (3 credits)
CA 210 Wines and Spirits (3 credits)
CIS 105 Introduction to Business Applications (3 credits)
CULN 150 Food Preparation (3 credits)
ENG 119 College English Skills I (3 credits)
FSMG 105 Sanitation (3 credits)
FSMG 110 Menu Planning and Nutrition (3 credits)
FSMG 225 Purchasing and Storeroom Operations (3 credits)
HOSP 222 Food and Beverage Control (3 credits)
MATH 132 Business Mathematics (3 credits)

Certificate in Front Office Skills (12 credits)
AC 009 Basic Bookkeeping Skills (0 credits)
CIS 105 Introduction to Business Applications (3 credits)
COUN 001 Student Development Seminar (0 credits)
ENG 016 Intermediate English I (0 credits)
HOSP 215 Housekeeping Operations I (3 credits)
HOSP 222 Food and Beverage Control (3 credits)
HOSP 225 Purchasing and Storeroom Operations (3 credits)
TOUR 050 Principles of Hospitality (0 credits)

Certificate in Hospitality and Tourism Skills (12 credits)
EDU 020 Computer Literacy (0 credits)
ENG 016 Intermediate English I (0 credits)
ENG 017 Intermediate English II (0 credits)
GEOG 012 College Preparatory Geography (0 credits) or HIS 012 Topics in Twentieth Century World History (0 credits)
HOSP 210 Front Office Operations (3 credits)
HOSP 222 Food and Beverage Control (3 credits)
HOSP 225 Purchasing and Storeroom Operations (3 credits)
MATH 132 Business Mathematics I (0 credits)
MATH 132 Business Mathematics III (0 credits)
MATH 132 College Preparatory Mathematics II (0 credits)
MATH 132 College Preparatory Mathematics III (0 credits)
MATH 132 College Preparatory Mathematics IV (0 credits)
Certificate in Hospitality Management: Accounting (30 credits)
ACCA 105 Financial Accounting I (3 credits)
ACCA 201 Hospitality Accounting (3 credits)
CIS 105 Introduction to Business Applications (3 credits)
COM 207 Oral Communication (3 credits)
ENG 119 College English Skills I (3 credits)
MATH 132 Business Mathematics (3 credits)
MGMT 203 Business Organisation and Management (3 credits)
MGMT 101 Management Fundamentals (3 credits)
TOUR 100 Introduction to Tourism (3 credits)
HOSP 222 Food and Beverage Control (3 credits)

Certificate in Hospitality Management: Supervision (33 credits)
ACCA 105 Financial Accounting I (3 credits)
CIS 105 Introduction to Business Applications (3 credits)
ENG 119 College English Skills I (3 credits)
MATH 132 Business Mathematics (3 credits)
MGMT 101 Business Fundamentals (3 credits)
MGMT 203 Business Organisation and Management (3 credits)
MGMT 204 Human Resource Management (3 credits)
TOUR 100 Introduction to Tourism (3 credits)
TOUR 201 Customer Relations Management (3 credits)
TOUR 220 Hospitality Law (3 credits)
TOUR 318 Hospitality Tourism Resources (3 credits)

Certificate in Hospitality Management: Travel and Tourism (30 credits)
Elective (3 credits)
Foreign Language (Spanish, French or German) (3 credits)
Major Area Courses (27 credits)
ACCA 105 Financial Accounting (3 credits)
CIS 105 Introduction to Business Applications (3 credits)
ENG 119 College English Skills I (3 credits)
MATH 132 Business Mathematics (3 credits)
MGMT 101 Business Fundamentals (3 credits)
MGMT 203 Business Organisation and Management (3 credits)
TOUR 100 Introduction to Tourism (3 credits)
TOUR 200 Travel Agency Management (3 credits)
TOUR 205 International Travel and Tourism (3 credits)

COURSE DESCRIPTIONS

Culinary Arts

CA 010 International Bread Baking (0 credits / 3 hours)
This course will introduce students to the techniques utilised in the preparation of various types of breads. Special focus will be placed on the production of international breads.
Prerequisite: None

CA 015 Introduction to Baking (0 credits / 7 lab)
This course is designed to introduce students to the preparation of baking products inclusive of cakes. Emphasis will also be placed on calculation of ingredients, tools and equipment identification.
Prerequisite: None

CA 020 Basic Modern Cuisine (0 credits / 7 lab)
This course will introduce students to principles of Modern Cuisine. Emphasis will be placed on the preparation and the production of dishes using modern current techniques and trends.
Prerequisite: None

CA 059 Cake Baking and Decorating (0 credits / 7 lab)
Students are introduced to skills, concepts and techniques of quality cake decorating. The course includes preparation of icings and butter creams; use of pastry tips, paper cones and pastry bags; cake preparation and icing; borders, flowers and piping.
Prerequisite: None

CA 062 Basic Garde Manger (0 credits / 7 lab)
A basic course in the preparation of the cold buffet with an emphasis on salads, sandwiches, ice carvings, lard sculptures, hors d’oeuvres, pates, poultry and meats.
Prerequisite: None

CA 100 Introduction to Food Preparation (3 credits / 7 lab)
An introduction to quality food preparation and cooking is covered with an emphasis on food preparation techniques, selection of equipment, the provision of nutritionally adequate meals and the effective use of time.
Prerequisite: Admission to programme

CA 105 Principles of Dining Room Service (3 credits / 7 lab)
This course provides students with the basic skills and knowledge necessary to serve guests in a professional manner.
Prerequisite: Admission to programme

CA 180 Catering Service Techniques (3 credits / 7 lab)
This course is a study of the logistical and entrepreneurial aspects of catering. Emphasis is placed on food preparation, transportation, presentation and cost controls in a variety of settings.
Prerequisite: None

CA 200 Baking and Pastry (3 credits / 7 lab)
This course is designed to introduce students to the preparation of pastry products, including breads, cakes, cookies, pastries, ice creams, candies and restaurant deserts.
Prerequisite: None

CA 210 Wines and Spirits (3 credits)
A study of the classification, production, identification and service of alcoholic beverages, with an emphasis on wines. A systematic approach to tasting and evaluating wines and spirits will be utilised.
Prerequisite: Admission to programme
CA 220 Advanced Patisserie (3 credits / 7 lab)
This course will provide students with advanced knowledge and
telecines of pastry products.
Prerequisite: CULN 200

CA 225 Advanced Dining Room Service (3 credits / 7 lab)
Students are exposed to advanced table service techniques,
tableside preparation and the importance of guest satisfaction.
Students also gain experience in cash operational procedures and
limited beverage service.
Prerequisite: CA 105

CA 230 Mixology and Beverage Service (3 credits)
This course studies techniques involved in beverage control and
the mixing of popular bar drinks and cocktails. Emphasis is on a
comprehensive and detailed exploration on the origins, production
and characteristics of all types of alcoholic beverages.
Prerequisite: Permission of Chair/Instructor

CA 235 International Cuisine (3 credits / 7 lab)
Menus reflecting European, American, Asian and Caribbean cuisines
are produced. Production focuses on indigenous ingredients and
cooking methods.
Prerequisite: CULN 150

CA 265 Garde Manger (3 credits / 7 lab)
To apply concepts taught in Garde Manger I with emphasis on more
advanced larder preparations to include ice carving, tallow fruit and
vegetables and current trends.
Prerequisite: CULN 215

CULN 125 Basic Culinary Science (3 credits / 7 lab)
This course introduces students to the fundamentals of food
preparation. Skills and procedures used in the kitchen are practised.
Prerequisite: Admission to programme or permission of Chair/
Instructor

CULN 150 Food Preparation (3 credits / 2 lecture / 5 lab)
This course focuses on the production and presentation of a four-
course meal. Students utilise basic knife and mise en place skills in
the execution of selected menus.
Prerequisite: CULN 125 or permission of Chair/Instructor

CULN 200 Baking and Pastry (3 credits / 2 lecture / 5 lab)
This course provides students with the practical and theoretical
foundation in baking practices. Emphasis is on calculating baking
formulas, measuring ingredients and mixing and baking techniques.
Prerequisite: CULN 150 or permission of Chair/Instructor

CULN 215 Garde Manger (3 credits / 2 lecture / 5 lab)
This course is an introduction to the artistic preparation of cold
cuisine. Focus is on the fundamentals of preparing salads, sauces,
appetizers, galantines, basic forcemeats, garnishes and food
decorations.
Prerequisite: CULN 150 or permission of Chair/Instructor

CULN 235 Contemporary Nutritional Cuisine (3 credits / 2
lecture / 5 lab)
This course introduces students to nutritional principles used to
evaluate and modify menus and recipes. Emphasis is on applying
these principles to healthy food selection, cooking and menu design
for restaurants and food services through a practical approach.
Prerequisite: CULN 125 or permission of Chair/Instructor

CULN 280 Classical Cuisine (3 credits / 7 lab)
This course focuses on the development of menus for Classical
Cuisine as well as its preparation, cooking and presentation.
Students are provided the opportunity to present dishes in Classical
Cuisine in a restaurant setting.
Prerequisite: CULN 150 or permission of Chair/Instructor
CULN 285 Advanced Culinary Application
(3 credits / 2 lecture / 5 lab)
This capstone course evaluates students' culinary, organisational and management skills. Students also apply culinary techniques to selected menus and mystery baskets (in accordance with American Culinary Federation requirements).
Prerequisite: CULN 235 or permission of Chair/Instructor

Food Service Management

FSMG 002 Personal Health, Safety and Hygiene
(0 credits / 3 lecture)
A course that focuses on basic microbiology, personal hygiene and the proper handling of food and the local regulations that govern the food service industry.
Prerequisite: Admission to programme or permission of Chair/Instructor

FSMG 105 Sanitation (3 credits / 3 lecture)
This course focuses on the avoidance of food contamination in the hospitality industry and its connection with the human and physical environment. Safety at work and accident prevention are also covered.
Prerequisite: None

FSMG 110 Menu Planning and Nutrition (3 credits / 3 lecture)
This course provides students with information necessary to plan, design and price menus of various types and styles. Information is provided on relevant nutritional concerns and nutrients.
Prerequisite: None

FSMG 225 Purchasing and Storeroom Operations
(3 credits / 3 lecture)
This course provides students with the knowledge and techniques required in purchasing food, beverages, materials and equipment for hospitality establishments of various sizes and types.
Prerequisite: HOSP 222 or permission of Chair/Instructor

Hospitality Management

HM 010 Industry Internship (0 credits)
This course provides the students with an opportunity to put the theoretical principles learned in the classroom into practice. Students are placed in a hotel resort for the designated period of eight weeks. During this time the students become familiar with all areas and responsibilities of the front office of a hotel.
Prerequisite: HM 105 or permission of Chair/Instructor

HM 105 Front Office Operations (3 credits / 3 lecture / 1 lab)
This course is designed to provide students with a thorough knowledge of a hotel front office department, the roles and functions of its staff, the management and interdepartmental relations. Emphasis is on methodology, technique and computer application in the front office.
Prerequisite: None

HM 110 Housekeeping Operations I
(3 credits / 3 lecture / 1 lab)
A course that acquaints students with basic management concepts for the operation of the Housekeeping and Laundry Department of a hotel. Practical exercises will provide the student with hands-on experiences in housekeeping and laundry techniques.
Prerequisite: None

HOSP 011 Housekeeping Skills (0 credits / 1 lecture / 2 lab)
This course exposes students to the practical aspects of a housekeeping department and its importance to the efficient functioning of a hospitality establishment. Emphasis is on cleaning procedures for guestrooms and front and back areas of hospitality properties.
Prerequisite: Permission of Chair/Instructor

HOSP 012 Front Office Skills (0 credits / 3 lecture)
This course introduces students to the role the front office plays in a hotel. Emphasis is on hotel organisation, the role of the front office and its respective departments, the relationship between the front office and other guest contact departments and the back-of-the-house departments.
Prerequisite: Acceptance into Hospitality and Tourism Skills Programme or permission of Chair/Instructor

HOSP 209 Housekeeping Operations
(3 credits / 2 lecture / 1 lab)
A course designed to expose students to the managerial aspects of the housekeeping department and its importance in the efficient functioning of a hotel. Practical exercises, including industry exposure, provide students with hands-on techniques in the art of housekeeping.
Prerequisite: TOUR 100 or permission of Chair/Instructor

HOSP 210 Front Office Operations (3 credits / 2 lecture / 2 lab)
This course exposes students to operations of the hotel front office department, roles of the front office staff and interdepartmental relations. Emphasis is placed on industry methodology, techniques and computer applications.
Prerequisite: Second-year standing or permission of Chair/Instructor

HOSP 222 Food and Beverage Control (3 credits / 3 lecture)
This course completes the study of accounting for food and beverage products as it relates to contemporary industry practices. Emphasis is on how these products relate to the overall operation of restaurants and bars by requiring students to analyse, cost and price typical menu items and prepare daily and monthly costing documents and reports.
Prerequisite: ACCA 105 and MATH 132
Tourism Studies

TOUR 050 Principles of Hospitality (0 credits / 3 lecture)
This course presents an overview of the Bahamian travel, tourism, hospitality and allied industries by tracing their growth and development and predicting future trends. Emphasis is placed on the interrelationship of the various sectors of these industries.
Prerequisite: Admission to programme or permission of Chair/Instructor

TOUR 100 Introduction to Tourism (3 credits / 3 lecture)
A course of study designed to examine concepts and perspectives related to the dimensions of tourism. Various approaches from a social sciences perspective will be discussed. Pedagogical issues from the national (local) as well as international perspective will be examined.
Prerequisite: Admission to programme

TOUR 200 Cultural and Heritage Tourism (3 credits / 3 lecture)
This course introduces students to the ethical, political, economic, community and national issues. Analysis of cultural tourism as a distinct policy science, along with some related marketing strategies, will be reviewed.
Prerequisite: TOUR 100

TOUR 201 Customer Relations Management (3 credits / 3 lecture)
This course is designed to provide training skills necessary for courteous quality service to customers. Students taking this course are required to demonstrate competencies in specific behaviors associated with good customer and employee relations.
Prerequisite: Permission of Chair/Instructor

TOUR 205 Tourism Marketing (3 credits / 3 lecture)
An examination of the marketing strategies of tourism businesses, with a focus on the role of marketing in the hospitality industry. The course covers the principles and practices of marketing, as well as the role of technology in the marketing of tourism products.
Prerequisite: TOUR 100

TOUR 209 Hospitality and Tourism Industrial Internship /Externship I (4 credits / 40 hours)
This course provides students with opportunities to apply theoretical principles learned in the classroom. Students relate these concepts to the marketplace as they rotate throughout several hospitality and tourism settings.
Prerequisite: Completion of all second-year programme requirements

TOUR 214 Tourism Economics (3 credits / 3 lecture)
This course explores the complexities of tourism from an economic perspective. Students examine issues surrounding the demand for tourism, domestic, regional and international operations, the effects of tourism on destination areas and the sustainability of tourism on economies that depend on the industry.
Prerequisite: ECON 211 or permission of Chair/Instructor

TOUR 220 Hospitality Law in The Bahamas (3 credits / 3 lecture)
This course reviews the laws applicable to ownership and operation of hotels, motels, resorts, restaurants and other places of public hospitality. Contracts, agency, liability and torts together with credit and collection practices are discussed.
Prerequisite: TOUR 100 or permission of Chair/Instructor

TOUR 302 Tourism and International Travel (3 credits / 3 lecture)
This course examines international travel and the needs of the tourist in the global market. Focus is on the economic, social, political and environmental considerations of international tourism management and development.
Prerequisite: TOUR 205

TOUR 305 Hospitality and Tourism Marketing (3 credits / 3 lecture)
A course of study designed to examine principles and concepts that are supported by research and evidence from economics, the behavioural sciences and modern management theory. A market orientation approach is emphasized to integrate tourism suppliers and products to target markets using The Bahamas tourism model as an example.
Prerequisite: TOUR 205 or permission of Chair/Instructor

TOUR 316 Special Events, Meeting and Convention Planning (3 credits / 3 lecture)
An examination of special events, meetings and convention management as they relate to the process of planning, management and evaluating the quality of national, local and international events.
Prerequisite: TOUR 205 or permission of Chair/Instructor

TOUR 318 Hospitality Human Resources (3 credits / 3 lecture)
This course reviews current human resources principles and practices as they apply to the hospitality industry. Concepts and techniques in leadership, supervision, strategic management and the evolution of management theory are examined.
Prerequisite: TOUR 100, TOUR 220 or permission of Chair/Instructor
TOUR 322 Casino Management and Operations  
(3 credits / 3 lecture)  
This course examines the casino industry. It provides an overview of local and international gaming. Local regulatory bodies and their governance are an integral part of the course. 
Prerequisite: TOUR 100, TOUR 220 or permission of Chair/Instructor

TOUR 417 Tourism Management (3 credits / 3 lecture)  
In this course students integrate theory, research and best practices in tourism management. Current advancements are explored along with local, regional and international issues such as sustainability, planned development, the role of technology and economies of scale. 
Prerequisite: Fourth-year standing or permission of Chair/Instructor

TOUR 420 Leadership Training (3 credits / 3 lecture)  
A course designed to maximise the personal and professional leadership skills of managers in the hospitality and tourism sector. Leadership skills will be assessed, learned, analysed and applied through the study and differentiation of leadership models. 
Prerequisite: MGMT 303

TOUR 429 Global Tourism Policy Analysis  
(3 credits / 3 lecture)  
This course examines tourism planning and policy-making in developing countries. Attention is given to public and private sector roles in global tourism policy, planning and development. Concepts of sustainability and its relevance to tourism research and policy-making will be analysed. 
Prerequisite: Fourth-year standing or permission of Chair/Instructor

TOUR 440 Hospitality Management Seminar  
(3 credits / 3 seminar)  
This capstone course provides students with an opportunity to explore and analyse current trends and challenges of the hospitality and tourism industries. Topics may include supply and demand, consumer behaviour, web-based techniques and recreation and leisure tourism. 
Prerequisite: Fourth-year standing or permission of Chair/Instructor

TOUR 450 Hospitality and Tourism Advanced Industry Internship/Externship II (8 credits / 40 hours)  
This final internship/externship experience is designed for students to receive the maximum exposure from selected mid-management experiences within the hospitality, tourism or related industries. Students relate theoretical concepts learned to the marketplace. 
Prerequisite: Completion of all fourth-year programme requirements

TR 200 Travel Agency Management (3 credits / 3 lecture)  
This course introduces students to travel agency operation, techniques and services that are subsequently provided by the travel agent. Emphasis is on knowledge of the travel process from inception to the experience. 
Prerequisite: None

TR 205 International Travel and Tourism  
(3 credits / 3 lecture)  
This course is designed to introduce the student to the realms of international travel and the needs of the tourist. It takes a global view which emphasises the international importance of the business of tourism. 
Prerequisite: None
The School of Communication and Creative Arts (SCCA) brings together a group of related disciplines: art, foreign languages, journalism, communication and music. SCCA offers a wide range of courses that gives students access to a wealth of ideas and approaches to thought and culture. The School offers Associate of Arts Degree programmes in Art, French, Spanish, Mass Communication and Music and Certificate programmes in Art, French, Spanish and Music. It also offers 300- and 400-level courses in Art, French, Spanish and Music for students in the Bachelor of Education Degree programmes.

As a result of the Foreign Language General Education requirement, students complete two semesters of Spanish, French or Haitian Creole. Students develop proficiency in speaking and writing the language as well as a better understanding of related cultures. In addition, students are encouraged to participate in summer programmes in French- and Spanish-speaking countries.

Colour of Harmony
Organised by the Department of Visual and Performing Arts, the annual Colour of Harmony, held in April of each year, showcases the talents of Art and Music majors and recognises a significant contributor to the development of the arts in The Bahamas through the presentation of the E. Clement Bethel Award. Usually held under the patronage of the Governor General of The Commonwealth of The Bahamas, the event begins with a concert featuring the COB Concert Band and Choir and musical selections by individual students. The official opening of an exhibition of the works of Art majors follows the concert.

Foreign Languages Day
Held at the Oakes Field Campus during Spring Semester and organised by the Foreign Languages Department, this event promotes the acquisition of a foreign language by showcasing the diversity of the French, Spanish and Haitian Creole cultures. It also provides an opportunity for COB foreign language students to use the target language outside of the formal classroom environment. The event is a fun-filled one with food, games, songs and dances.
Associate of Arts Degree in French (60 credits)
This programme equips students with the skills needed to perform efficiently in a number of key areas in the workplace. This degree is relevant for careers in tourism, business, foreign affairs, immigration and related areas. Students acquire proficiency in French, developing fluency and writing skills, along with grammatical accuracy and cultural knowledge. A basic course in Linguistics builds an awareness of how languages function and a course in French for Business enables students to become familiar with the language used in economic and commercial correspondence and reports.

General Education Requirements (27 credits)
Electives (9 credits)
Major Area Courses (24 credits)
COM 207 Oral Communication (3 credits)
LIN 121 Elementary English Structure (3 credits)
FRE 103 Introductory French I (3 credits)
FRE 104 Introductory French II (3 credits)
FRE 200 Intermediate French Grammar (3 credits)
FRE 203 Intermediate French I (3 credits)
FRE 204 Intermediate French II (3 credits)
FRE 252 French for Business (3 credits)

Associate of Arts Degree in Mass Communication (63 credits)
This programme emphasises real-world issues and challenges and affords students the opportunity to develop skills and proficiencies needed for a successful career in media. Full-time and part-time faculty teach courses in reporting, photojournalism, advertising techniques, video production techniques, oral communication and business communication. COB alumni, who work for television and radio stations, newspapers and advertising agencies, are proof of this programme’s influence and impact. The course in Mass Media, which gives students an understanding of the historical development of mass media in The Bahamas and its impact on society, is a popular choice among non-majors.

General Education Requirements (27 credits)
Electives (9 credits)
Major Area Courses (27 credits)
COM 106 Introduction to Communication (3 credits)
COM 150 Introduction to Mass Communication (3 credits)
COM 207 Oral Communication (3 credits)
JRN 201 Photojournalism (3 credits)
JRN 202 Video Production (3 credits)
JRN 206 Reporting I (3 credits)
JRN 207 Reporting II (3 credits)
JRN 211 Journalism Internship I (3 credits)
JRN 214 Advertising Techniques (3 credits)

Associate of Arts Degree in Music (66 credits)
This programme provides quality instruction to Music majors regardless of their ability. Course offerings include instrumental classes, music history, music theory, harmony, aural and keyboard skills, sight singing and ear training. To further develop their performance skills, majors are required to join the COB Choir, which travels to the United States to attend workshops and clinics, as well as the COB Band which performs regularly at College and community functions. Dedicated music faculty are committed to sharing their knowledge and expertise and developing the musical talents of their students.

NOTE: Students wishing to enter this programme must audition to determine their level of proficiency.

General Education Requirements (27 credits)
Electives (9 credits)
Major Area Courses (30 credits)
MUIB 100 Concert Band I (0 credits)
MUIB 101 Concert Band II (0 credits)
MUIB 200 Concert Band III (0 credits)
MUIB 201 Concert Band IV (0 credits)
MUIJ 100 Concert Choir I (0 credits)
MUIJ 101 Concert Choir II (0 credits)
MUIJ 200 Concert Choir III (0 credits)
MUIJ 201 Concert Choir IV (0 credits)
MUIN 153 Instrumental Studies I (1 credit) or MUIV 153 Voice Studies I (1 credit)
MUIN 154 Instrumental Studies II (1 credit) or MUIV 154 Voice Studies II (1 credit)
MUIN 253 Instrumental Studies III (1 credit) or MUIV 253 Voice Studies III (1 credit)
MUIN 254 Instrumental Studies IV (1 credit) or MUIV 254 Voice Studies IV (1 credit)
MUJP 153 Piano Studies I (1 credit)
MUJP 154 Piano Studies II (1 credit)
MUJP 253 Piano Studies III (1 credit)
MUJP 254 Piano Studies IV (1 credit)
MUS 112 Music History I: The Medieval, Renaissance and Baroque Periods (2 credits)
MUS 113 Music History II: Classical Period Through the Late Nineteenth Century (2 credits)
MUS 133 Theory I (2 credits)
MUS 134 Theory II (2 credits)
MUS 143 Sight Singing and Ear Training I (1 credit)
MUS 144 Sight Singing and Ear Training II (1 credit)
MUS 233 Theory III (3 credits)
MUS 234 Theory IV (3 credits)
MUS 241 Form and Analysis (3 credits)
MUS 277 Composition (3 credits)

Associate of Arts Degree in Spanish (60 credits)
This programme equips students with the skills needed to perform efficiently in a number of key areas in the workplace. This degree is relevant for careers in tourism, business, foreign affairs, immigration and related areas. Students acquire proficiency in Spanish, developing fluency and writing skills, along with grammatical accuracy and cultural knowledge. A basic course in Linguistics builds an awareness of how languages function and a course in Spanish for Business enables students to become familiar with the language used in economic and commercial correspondence and reports.

General Education Requirements (27 credits)
Electives (9 credits)
Major Area Courses (24 credits)
COM 207 Oral Communication (3 credits)
LIN 121 Elementary English Structure (3 credits)
SPA 103 Introductory Spanish I (3 credits)
SPA 104 Introductory Spanish II (3 credits)
SPA 200 Intermediate Spanish Grammar (3 credits)
SPA 203 Intermediate Spanish I (3 credits)
SPA 204 Intermediate Spanish II (3 credits)
SPA 242 Spanish for Business (3 credits)

Proficiency Certificate in French: Advanced Level (12 credits)
FRE 301 Advanced Listening and Speaking (3 credits)
FRE 310 Francophone Cultures (3 credits)
FRE 420 French Texts Translation (3 credits)
FRE 458 Twentieth Century French Literature (3 credits)

Proficiency Certificate in Spanish: Advanced Level (12 credits)
SPA 301 Advanced Listening and Speaking (3 credits)
SPA 310 Latin American Cultures (3 credits)
SPA 420 Spanish Texts Translation (3 credits)
SPA 458 Twentieth Century Latin American Literature (3 credits)

Proficiency Certificate in French: Intermediate Level (18 credits)
FRE 103 Introductory French I (3 credits)
FRE 104 Introductory French II (3 credits)
FRE 200 Intermediate French Grammar (3 credits)
FRE 203 Intermediate French I (3 credits)
FRE 204 Intermediate French II (3 credits)
FRE 252 French for Business (3 credits)

Proficiency Certificate in Spanish: Intermediate Level (18 credits)
SPA 103 Introductory Spanish I (3 credits)
SPA 104 Introductory Spanish II (3 credits)
SPA 200 Intermediate Spanish Grammar (3 credits)
SPA 203 Intermediate Spanish I (3 credits)
SPA 204 Intermediate Spanish II (3 credits)
SPA 242 Spanish for Business (3 credits)

College Certificate in Art
General Education Requirements
COUN 001 Student Development Seminar (0 credits)
ENG 016 Intermediate English I (0 credits)
ENG 017 Intermediate English II (0 credits)
MATH 046 College Preparatory Mathematics I (0 credits)
MATH 047 College Preparatory Mathematics II (0 credits)
MATH 048 College Preparatory Mathematics III (0 credits)
Major Area Courses (9 credits)
ART 160 Drawing Fundamentals (3 credits)
ART 161 Figure Drawing (3 credits)
ART 163 2D Design Fundamentals (3 credits)
ART 164 3D Design Fundamentals (3 credits)

ART 184 Art Appreciation (3 credits)
ART 155 Graphic Design I (3 credits)
ART 185 Pottery for the Marketplace Part I (3 credits) or MUS 170 Music Appreciation (3 credits)

Certificate in Music (26 credits)
This programme prepares students for the Associate of Arts in Music programme. Students focus on the harmonic aspects of music, ear training and develop practical skills.

General Education Requirements (6 credits / 6 courses)
ART 184 Art Appreciation (3 credits)
COUN 001 Student Development Seminar (0 credits)
ENG 016 Intermediate English I (0 credits)
ENG 119 College English Skills I (3 credits)
MATH 046 College Preparatory Mathematics I (0 credits)
MATH 047 College Preparatory Mathematics II (0 credits)
MATH 048 College Preparatory Mathematics III (0 credits)
Major Area Courses (20 credits)
MUC 141 Intermediate Instrumental Studies I: Part I (1 credit)
MUC 142 Intermediate Instrumental Studies I: Part II (1 credit)
MUC 151 Intermediate Instrumental Studies II: Part I (1 credit)
MUS 175 Transitional Music Theory and History I (4 credits)
MUS 176 Transitional Music Theory and History II (4 credits)
MUS 177 Transitional Music Practical I (3 credits)
MUS 178 Transitional Music Practical II (3 credits)
MUS 270 Music Through the Ages (3 credits)

Basic Certificate in Art
General Education Requirements (0 credits / 4 courses)
ENG 016 Intermediate English I (0 credits)
ENG 017 Intermediate English II (0 credits)
MATH 046 College Preparatory Mathematics I (0 credits)
MATH 047 College Preparatory Mathematics II (0 credits)
Major Area Courses (9 credits)
ART 160 Drawing Fundamentals (3 credits)
ART 161 Figure Drawing (3 credits)
ART 163 2D Design Fundamentals (3 credits)

COURSE DESCRIPTIONS

Art

ART 100 Drawing I (3 credits / 1 lecture / 4 studio)
This is a foundation course in drawing with emphasis on vision and its relationship to the two-dimensional surface. Technical skills are developed in areas of placement, value and space, including linear perspective.
Prerequisite: First-year standing or permission of Chair/Instructor

ART 101 Drawing II (3 credits / 1 lecture / 4 studio)
This course encompasses a basic study of the human figure as artistic anatomy. Students develop fundamentals necessary to render the figure accurately and artistically.
Prerequisite: ART 100 or permission of Chair/Instructor
ART 102 2D Methods and Concepts I (2 credits / 4 studio)
This course introduces students to elements and principles of two-dimensional design in black and white. Emphasis is on technical proficiency and conceptual problem-solving through a variety of media.
Prerequisite: First-year standing or permission of Chair/Instructor

ART 103 2D Methods and Concepts II (2 credits / 4 studio)
This course addresses elements and principles of two-dimensional design with emphasis on colour theory. It is a continuation of ART 102 (2D Methods and Concepts I) with a focus on visual problem-solving and exposure to a variety of media.
Prerequisite: First-year standing or permission of Chair/Instructor

ART 104 3D Methods and Concepts I (2 credits / 4 studio)
This course introduces students to three-dimensional design by exploring elements and principles. It develops their art vocabulary and exposes them to areas of three-dimensional design.
Prerequisite: First-year standing or permission of Chair/Instructor

ART 105 3D Methods and Concepts II (2 credits / 4 studio)
In this course students explore the characteristics and qualities of various materials utilised in the creation of three-dimensional design projects.
Prerequisite: ART 104 or permission of Chair/Instructor

ART 106 Survey of Arts I: Pre-historic to Renaissance (3 credits / 3 lecture)
The focus of this course is on historical perspectives in the visual arts from the Pre-historic to the Renaissance Period. Students explore the visual arts as a fundamental human experience.
Prerequisite: First-year standing or permission of Chair/Instructor

ART 155 Graphic Design I (3 credits / 1 lecture / 4 lab)
This course explores the principles, design and production of graphic communication. Creative concepts, basic research and basic techniques are emphasised.
Prerequisite: Acceptance into AA programme, BGCSE Art grade 'C' or above or portfolio and permission of Chair/Instructor

ART 160 Drawing I (3 credits / 4 lab / 2 seminar)
An introductory course in drawing with emphasis on vision and its relationship to the two-dimensional surface. Technical skills will be developed in areas of composition, space, line quality, perspective and proportion.
Prerequisite: Acceptance into an AA programme or permission of Chair/Instructor

ART 161 Life Drawing (3 credits / 2 seminar / 4 lab)
This course is designed to focus on the human figure as artistic anatomy and the fundamentals necessary to render the human figure accurately and artistically. It will look at the history of the figure in art.
Prerequisite: ART 160

ART 162 2D Design: Methods and Concepts II (3 credits / 2 seminar / 4 lab)
This course explores visual methods and concepts using elements and principles of design in two-dimensional relationships. Knowledge of art vocabulary, technical skill in handling different media and composition with emphasis on colour theory will be included.
Prerequisite: Acceptance into AA in Art programme

ART 164 3D Design: Methods and Concepts II (3 credits / 2 seminar / 4 lab)
This course gives students a basic introduction to three-dimensional design by exploring common elements, principles and construction methods. It will develop students’ art vocabulary and technical skills by exposing them to various media forms in 3D Design.
Prerequisite: Acceptance into AA in Art programme or ART 163

ART 184 Art Appreciation (3 credits / 2 lecture / 2 lab)
This course will help students understand and appreciate art as a fundamental human experience through careful examination of art periods from Pre-historic to Contemporary. It will also cover current Bahamian art trends.
Prerequisite: Admission into an Associate Degree or Certificate programme

ART 185 Pottery I (3 credits / 2 seminar / 4 lab)
This course teaches hand-building techniques, wheel throwing skills and basic press moulding techniques. Information on clays, glazes and kiln firing is included.
Prerequisite: None

ART 200 Painting I (3 credits / 1 lecture / 4 studio)
This introductory course in painting focuses on materials and techniques. Students develop the elements and principles of design through direct observation and creative expression with a variety of painting media. Historical content is explored with an emphasis on the modern movement in art.
Prerequisite: ART 101, ART 103 or permission of Chair/Instructor

ART 201 Painting II (3 credits / 1 lecture / 4 studio)
This course furthers the progression in painting begun in ART 200 (Painting I). Focus is on content and the refinement of studio techniques, larger format paintings and the development of a personal painting style.
Prerequisite: ART 200 or permission of Chair/Instructor

ART 207 Survey of Arts II: The Renaissance to Contemporary (3 credits / 3 lecture)
The focus of this course is on the development of painting, sculpture, architecture and ceramics from the Renaissance to the Contemporary Periods. Students explore the influences of these periods on modern Caribbean and Bahamian art.
Prerequisite: First-year standing or permission of Chair/Instructor
ART 210 Ceramics I (3 credits / 1 lecture / 4 studio)
This course explores the processes and techniques associated with ceramics and sculpture from ancient to contemporary civilizations. It exposes students to various skills in ceramics and sculpture.
Prerequisite: ART 105 or permission of Chair/Instructor

ART 211 Ceramics II (3 credits / 1 lecture / 4 studio)
In this course students build on the knowledge and skills developed in ART 210 (Ceramics I). They focus on wheel throwing techniques and architectural and sculptural ceramics. Further glaze testing, glaze discrimination and decoration on forms are explored.
Prerequisite: ART 210

ART 220 Commercial Art I: Illustration
(3 credits / 1 lecture / 4 studio)
In this course, students are introduced to the fundamentals of illustration. Students develop elements of drawing with specific emphasis on stylisation and explore concepts of commercial art processes.
Prerequisite: ART 103 or permission of Chair/Instructor

ART 221 Commercial Art II: Graphic Design
(3 credits / 1 lecture / 4 studio)
In this course students are introduced to fundamentals of graphic design using a predominantly manual technique. Focus is on icon development, basic typography and visual literacy. Students are exposed to computer graphic applications.
Prerequisite: ART 220 or permission of Chair/Instructor

ART 230 Introduction to Printmaking
(3 credits / 1 lecture / 4 studio)
This course introduces students to fundamentals of printmaking methods. Students develop technical skills in the areas of relief printing, monoprinting and screen printing.
Prerequisite: ART 103 or permission of Chair/Instructor

ART 250 Painting I (3 credits / 2 seminar / 4 lab)
This course focuses on techniques and creative visual and verbal expression. Broad historical perspectives will be explored with emphasis on the modern movement in art.
Prerequisite: ART 161, ART 163 and ART 184

ART 251 Painting II (3 credits / 2 seminar / 4 lab)
This intermediate course focuses on painting in a larger format. It explores colour and design through the inclusion of various media and focuses on style and independent personal expression.
Prerequisite: Acceptance into AA in Art programme or ART 250

ART 253 Major Option I (3D): Pottery and Sculpture
(3 credits / 2 tutorial / 4 lab)
This course explores the many processes and techniques associated with pottery and sculpture from ancient civilization. Students will discover the qualities and limitations of new materials and be exposed to broader fields of creative expression.
Prerequisite: ART 164, ART 185 or permission of Chair/Instructor

ART 254 Major Option II (3D): Ceramics as Sculpture
(3 credits / 2 seminar / 4 lab)
This course is designed to broaden students' knowledge and skills developed in ART 164, ART 253 and ART 295. It focuses on construction and hand-building techniques in ceramics, architectural sculpture and glaze techniques.
Prerequisite: Acceptance into AA in Art programme or ART 253

ART 262 Life Painting (3 credits / 2 seminar / 4 lab)
This course is a continuation of Life Drawing - ART 161. The major focus is on the human figure by using paint through the elements of colour, tone, value and texture.
Prerequisite: Acceptance into AA in Art programme or ART 161

ART 295 Ceramics (3 credits / 2 seminar / 4 lab)
This course introduces the essential techniques for the studio potter/ceramist. It explores various methods including hand-building, mould making and production and introductory wheel throwing.
Prerequisite: ART 164 or permission of Chair/Instructor

ART 298 Printmaking (3 credits / 2 seminar / 4 lab)
This course involves a number of printmaking techniques as well as experimentation with mixed media. Techniques in relief printing, collagraphs, silkscreen and intaglio will be explored.
Prerequisite: ART 163 permission of Chair/Instructor

ART 300 Mixed Media (4 credits / 2 lecture / 4 lab)
This course explores non-traditional methods of creating art. Focusing on the work and techniques of contemporary artists, students will combine conventional approaches to printmaking, painting, drawing and three-dimensional areas to produce mixed media works of art.
Prerequisite: ART 250 and ART 251 or ART 253, ART 254, ART 298 or permission of Chair/Instructor

ART 305 Pottery: Wheel Throwing, Pottery and Glaze Techniques (4 credits / 2 lecture / 4 lab)
This course focuses on developing pottery and glazing skills. Consideration is given to the principles and mechanics involved in the technique of throwing. Emphasis is on clay manipulation, assemblage of thrown ware, independent research and experimentation with the medium.
Prerequisite: ART 253, ART 254 or ART 295 or permission of Chair/Instructor

ART 360 Intermediate Drawing II
(4 credits / 2 lecture / 4 lab)
This course focuses on the development and enhancement of drawing skills with specific emphasis on visual conceptual relationships. More advanced compositions and ideas relating to drawing and contemporary abstractions are included.
Prerequisite: ART 250 or ART 251 or permission of Chair/Instructor
ART 400 Advanced Painting (4 credits / 2 lecture / 4 lab)
This course focuses on the development of a distinct personal painting style at an advanced level. It integrates both conventional and non-conventional approaches to contemporary visual art to create a body of work for the purpose of exhibition.
Prerequisite: ART 251, ART 300

ART 410 Ceramics: Advanced Hand-building Techniques (4 credits / 2 lecture / 4 lab)
This course focuses on hand-building techniques of coil, slab, pinch and mould-making. Students experiment with glaze making and kiln firings and document their work through photography. It encourages the development of individual styles.
Prerequisite: ART 305 or permission of Chair/Instructor

Communication

COM 106 Introduction to Communication (3 credits / 3 lecture)
In this course students explore the dynamics of human communication. They also focus on cultural and language influences and the impact of interpersonal and group interactions.
Prerequisite: First-year standing or permission of Chair/Instructor

COM 150 Introduction to Mass Communication (3 credits / 3 lecture)
This course is the study of the media by which entertainment and information messages are delivered. It develops an understanding of the interrelationship of the mass media in society and includes an overview of the mass media: their functions, structures, supports and influences.
Prerequisite: ENG 119 or permission of Chair/Instructor

COM 207 Oral Communication (3 credits / 3 lecture)
This course focuses on oral presentations for various organisational settings. Speech content, structure and style are stressed, together with improvements in delivery, poise and voice control.
Prerequisite: ENG 119 or permission of Chair/Instructor

COM 211 Business Communication (3 credits / 3 lecture)
This course utilises an integrated approach focusing on both the nature of communication in a business context and on the art of writing. Aspects emphasised include the simulation of various communication situations and stylistic devices necessary to achieve effective writing.
Prerequisite: ENG 120

COM 250 Communication for Public Administrators (3 credits / 3 lecture)
This course provides public service officers with direct training in the analysis, interpretation and preparation of documents associated with public administration.
Prerequisite: ENG 120
Corequisite: Second-year standing

COM 300 Dynamics of Public Speaking (3 credits / 3 lecture)
This is an analytical and practical speech course which focuses on a variety of speeches for different public speaking occasions as well as voice and diction for broadcasters.
Prerequisite: COM 207 or permission of Chair/Instructor

COM 305 Public Relations and Publicity (3 credits / 3 lecture)
This course establishes a critical framework for assessing public relations principles, practices and decision-making, emphasising ways to handle media relations, publicity campaigns and image problems. Students will examine case studies of Bahamian public relations activities and suggest alternative approaches.
Prerequisite: JRN 214 or permission of Chair/Instructor

COM 310 Communication Law and Ethics (3 credits /3 lecture)
This course focuses on communication law and ethical considerations as they relate to the media and media professionals. It provides a strong background in defamation, contempt of court, crime and court reporting and rights, freedoms and responsibilities of the media.
Prerequisite: Third-year standing or permission of Chair/Instructor

Creole

CRE 103 Introductory Haitian Creole I (3 credits / 2 lecture / 2 seminar)
In this beginners’ course in Haitian Creole students develop communicative proficiency at a basic level. They practise speaking, listening, reading, writing. (Not open to native speakers.)
Prerequisite: Freshman standing or permission of Chair/Instructor

CRE 104 Introductory Haitian Creole II (3 credits / 2 lecture / 2 seminar)
This course is a continuation of CRE 103. Students further develop communicative proficiency in Haitian Creole at a basic level. Students practise speaking, listening, reading, writing and develop grammatical accuracy. (Not open to native speakers.)
Prerequisite: CRE 103 or placement at CRE 104 or permission of Chair/Instructor

Drama

DRA 100 An Introduction to the Theatre (3 credits / 3 lecture / 2 lab)
This course equips students with skills for assessing drama as literature as well as a performing art. Emphasis is placed on the creative and technical aspects of play production.
Prerequisite: ENG 119 or permission of Chair/Instructor
French

FRE 102 Introductory French for Hospitality and Culinary Arts
(3 credits / 2 lecture / 2 seminar)
This course is an introduction to the French language and vocabulary used in the hospitality industry. It provides practise in conversation, reading and writing French. Intended primarily for Hospitality and Culinary Arts students. (Not open to native speakers.)
Prerequisite: First-year standing or permission of Chair/Instructor

FRE 103 Introductory French I
(3 credits / 2 lecture / 2 seminar)
In this beginners’ course in French students develop communicative proficiency at a basic level. They practise speaking, listening, reading and writing. (Not open to native speakers.)
Prerequisite: First-year standing or permission of Chair/Instructor

FRE 104 Introductory French II
(3 credits / 2 lecture / 2 seminar)
This course is a continuation of FRE 102/FRE 103. Students further develop communicative proficiency at a basic level. Students practise speaking, listening, reading, writing and develop grammatical accuracy. (Not open to native speakers.)
Prerequisite: FRE 102/FRE 103 or BGCSE French grade ‘B’ or ‘C’ or placement at FRE 104 or permission of Chair/Instructor

FRE 200 Intermediate French Grammar (3 credits / 3 lecture)
This course is a comprehensive study of the fundamentals of French grammar. It is designed to reinforce and improve grammatical accuracy with particular emphasis on written competence. (Not open to native speakers.)
Prerequisite: FRE 104 or permission of Chair/Instructor

FRE 203 Intermediate French I
(3 credits / 3 lecture / 1 tutorial)
This is an intermediate course designed to develop students’ ability to express themselves orally and in written form, and to expand students’ reading and understanding skills, while introducing them to literary texts by French and francophone authors.
Prerequisite: FRE 104 or BGCSE French grade ‘A’ or placement at FRE 203 or permission of Chair/Instructor

FRE 204 Intermediate French II
(3 credits / 2 lecture / 2 tutorial)
This is the second intermediate course designed to further develop students’ ability to express themselves orally and in written form, and to expand students’ reading and comprehension skills, while introducing them to literary texts by French and francophone authors.
Prerequisite: FRE 203 or permission of Chair/Instructor

FRE 250 Advanced French I (3 credits / 2 lecture / 2 tutorial)
This advanced French course is designed to develop communicative skills with accuracy and fluency. It includes composition, reading, translation, morphology and syntax, listening, oral practise and cultural awareness.
Prerequisite: FRE 204 or permission of Chair/Instructor

FRE 251 Advanced French II (3 credits / 2 lecture / 2 tutorial)
This advanced French course is designed to develop communicative skills with accuracy and fluency. It includes composition, reading, translation, morphology and syntax, phonetics, listening, oral practise and cultural awareness.
Prerequisite: FRE 250 or permission of Chair/Instructor

FRE 252 French for Business (3 credits / 3 lecture)
This course is designed to provide students with the vocabulary and discourse skills necessary to carry out spoken and written business transactions in French and to translate documents related to these fields.
Prerequisite: FRE 203 or permission of Chair/Instructor

FRE 258 Introduction to French Literary Texts
(3 credits / 3 lecture)
An introduction to literature in French through close reading and discussion of selected works chosen from different genres and different historical periods.
Prerequisite: FRE 204 or permission of Chair/Instructor

FRE 301 Advanced Listening and Speaking
(3 credits / 3 lecture)
This course will allow students to further develop their public speaking and conversational skills, fluency and pronunciation. Listening comprehension will be developed using audio and video sources representing a variety of regional accents.
Prerequisite: FRE 251

FRE 310 Francophone Cultures (3 credits / 3 lecture)
This course focuses on four different francophone areas – Algeria, Quebec, Senegal and Martinique with Guadeloupe. Students examine the history, geography, literature, arts, religious, politics and contemporary social issues of these areas. (Readings and discussions in French.)
Prerequisite: FRE 251

FRE 420 French Texts Translation (3 credits / 3 lecture)
This course provides intensive practise in translating texts from French into English and from English into French. Students refine their skills in manipulating the French language and gain insight into how to identify, analyse and resolve translation problems.
Prerequisite: FRE 301 or FRE 310
FRE 458 Twentieth Century French Literature
(3 credits / 3 lecture)
This course examines the major movements of twentieth century French literature through the study of representative novels, plays and poems by major authors. Students analyse the literary texts with reference to their historical, political, cultural and philosophical contexts. This course is taught in French.
Prerequisite: FRE 301 or FRE 310

Foreign Language Experience

FLE 200 Foreign Language Experience
(3 credits / Study abroad)
This course helps students to improve their fluency in French or Spanish. Students spend at least four weeks living in a country where French or Spanish is spoken and develop a better understanding of that country’s social, political, economic and cultural conditions.
Prerequisite: FRE 104/SPA 104 or permission of Chair/Instructor

German

GER 103 Introductory German I
(3 credits / 2 lecture / 2 tutorial)
This is a course for beginners and is designed to develop communicative competence at a basic level in German. It provides practise in conversation, understanding the spoken language, reading, writing and grammar. (Not open to native speakers.)
Prerequisite: None

Journalism

JRN 201 Photojournalism (3 credits / 2 lecture / 2 lab)
This course introduces students to basic elements of photography and to photography in journalism. It covers the use of the digital camera and computer software that can be used to process and manage photos. Various projects reflect aspects of photojournalism.
Prerequisite: Second-year standing or permission of Chair/Instructor

JRN 202 Video Production (3 credits / 2 lecture / 2 lab)
A production course in the use of hand-held video cameras, editing equipment and techniques primarily for broadcast journalism. An overview of the aesthetics of different shooting techniques is included.
Prerequisite: COM 150 or permission of Chair/Instructor

JRN 206 Reporting I (3 credits / 3 lecture)
Students learn to practise the principles and basic skills of journalism with emphasis on newspaper or print reporting. Students are assigned campus beats and write stories for The College newspaper.
Prerequisite: ENG 119 or permission of Chair/Instructor

JRN 207 Reporting II (3 credits / 3 lecture)
A continuation of JRN 206. Emphasis on more in-depth and specialised reporting. Students have responsibility for producing The College newspaper.
Prerequisite: JRN 206 or permission of Chair/Instructor
Corequisite: JRN 211

JRN 211 Journalism Internship I
(3 credits / 10 or more hours)
This course focuses on professional training. Students are assigned to a newspaper, radio or television station, or a communication public relations firm to gain practical experience on the job.
Prerequisite: JRN 206
Corequisite: JRN 207

JRN 213 Broadcast Journalism (3 credits / 2 lecture / 2 lab)
A production course in how to write, report and produce stories for the broadcast media. Corporate media personnel will also find this course helpful.
Prerequisite: JRN 208 or permission of Chair/Instructor

JRN 214 Advertising Techniques (3 credits / 2 lecture / 2 lab)
This course focuses on creating hands-on projects. Students design advertisements, write press releases, scripts and storyboards for a project, a service or an ‘image’. Promotion and publicity are also covered.
Prerequisite: ENG 120 or permission of Chair/Instructor

Music

Concert Band

MUIB 100 Concert Band I (0 credits / 2 hours)
This is the first in a series of four courses that introduces students to band performance and technique. Emphasis is on rehearsal pedagogy, performance skills and literature for wind and percussion instruments.
Prerequisite: Freshman standing or permission of Chair/Instructor

MUIB 101 Concert Band II (0 credits / 2 hours)
This is the second in a series of four courses on band performance and technique. Emphasis is on rehearsal pedagogy, performance skills and literature for wind and percussion instruments. Students are given leadership roles within the ensemble.
Prerequisite: MUIB 100 or permission of Chair/Instructor

MUIB 200 Concert Band III (0 credits / 2 hours)
This is the third in a series of four courses in which students develop band performance and technique skills. Emphasis is on advanced rehearsal pedagogy and performance literature for wind and percussion instruments. Students are given leadership roles within the ensemble.
Prerequisite: MUIB 101 or permission of Chair/Instructor
MUIC 100 Concert Choir I (0 credits / 2 hours)
This is the first in a series of four courses that introduces students to the skills of choral ensemble singing, sight-reading and performance. Students are introduced to the physiology of voice. Emphasis is on basic music reading and musical theory as well as diction, proper breathing and posture for healthy singing.
Prerequisite: Freshman standing or permission of Chair/Instructor

MUIC 101 Concert Choir II (0 credits / 2 hours)
This is the second in a series of four courses that provides opportunities for students to further develop the skills of choral ensemble singing, sight-reading and performance. Emphasis is on basic music reading and musical theory as well as diction, proper breathing and posture for healthy singing.
Prerequisite: MUIC 100 or permission of Chair/Instructor

MUIC 200 Concert Choir III (0 credits / 2 hours)
This is the third in a series of four courses in which students develop choral ensemble singing, sight-reading, performance and basic ensemble management skills. Emphasis is on music reading and theory as well as diction, proper breathing and posture for healthy singing. Students may be asked to lead sectional rehearsals.
Prerequisite: MUIC 101 or permission of Chair/Instructor

MUIC 201 Concert Choir IV (0 credits / 2 hours)
This is the final in a series of four courses in which students develop choral ensemble singing, sight-reading, performance and ensemble management skills. Emphasis is on music reading and musical theory, diction, proper breathing and posture for healthy singing. Students may be asked to provide administrative assistance to the ensemble.

Music History, Skills and Theory

MUS 112 Music History I: The Medieval, Renaissance and Baroque Periods (2 credits / 2 lecture)
In this course students analyse the historical development of European music from the Medieval through the Baroque Periods and explore the social, religious and cultural contexts within which music evolved.
Prerequisite: Freshman standing or permission of Chair/Instructor

MUS 201 Piano Lab V: Intermediate Piano Skills V: Part I (1 credit / 1 lecture)
This is the first in a two-part sequence in the principles and techniques of the piano. Emphasis is placed on intermediate level skills in scales, performance, sight-reading and aural awareness. (Music majors only.)
Prerequisite: MUS 151 or permission of Chair/Instructor

MUS 177 Transitional Music Practical I (3 credits / 2 lecture / 1 lab)
The first of a two-semester course designed to cover all the basic aspects of musical training, involving keyboard harmony, percussion work, piano and vocal work. Designed for students wishing to major in music.
Prerequisite: Associated Board Practical Examinations Piano/Voice etc., Grade III/IV or Trinity College or BJC Music with Distinction
Corequisite: MUS 175
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Lecture Hours</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS 178</td>
<td>Transitional Music Practical II</td>
<td>3</td>
<td>4</td>
<td>A continuation of MUS 177. Prerequisite: MUS 177 or Grade IV Practical (Trinity College of Music or Royal Schools of Music) or satisfactory performance in the Music placement examination.</td>
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<tr>
<td>MUS 187</td>
<td>Basic Music Skills</td>
<td>3</td>
<td>3</td>
<td>This course provides non-music majors with a basic knowledge of music through theoretical and practical work which includes performance, listening, recorder techniques, piano techniques, vocal techniques and composition. Prerequisite: None.</td>
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<tr>
<td>MUS 201</td>
<td>Survey of World Music</td>
<td>3</td>
<td>3</td>
<td>In this course students explore music from diverse cultures throughout the world, including The Bahamas, the Caribbean, the Americas, Africa, Asia and Europe. They examine the historical and cultural context of various types of music and the role and function of music. Prerequisite: ENG 119 or permission of Chair/Instructor.</td>
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<tr>
<td>MUS 270</td>
<td>Music Through the Ages</td>
<td>3</td>
<td>3</td>
<td>This course provides a general understanding of, and appreciation for, the development of music from the medieval to the present, including Bahamian music. Students explore how the arts influence the development of each period and its impact on music. Students explore how history, culture, religion, economics and the visual and performing arts impact the development of music. Prerequisite: ENG 119 and second-year standing.</td>
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<tr>
<td>MUS 241</td>
<td>Form and Analysis</td>
<td>3</td>
<td>3</td>
<td>In this course students analyse selected musical works focusing on compositional techniques, harmonic structure and form. Students examine the periods in which the works were written and the social and cultural factors that influenced the creation of the works. Prerequisite: MUS 134 or permission of Chair/Instructor.</td>
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<tr>
<td>MUS 275</td>
<td>Advanced Music I</td>
<td>1</td>
<td>1</td>
<td>This is the first part of a two-semester programme in which students cover all aspects of music, including the study of song writing with piano accompaniment, orchestration, analysis, study of set works, keyboard harmony, and dictation. (Music majors only.) Prerequisite: Grade VI Theory (Trinity College of Music; Royal Schools of Music) or permission of Chair/Instructor.</td>
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<tr>
<td>MUS 276</td>
<td>Advanced Music II</td>
<td>6</td>
<td>6</td>
<td>A continuation of MUS 275. (Music majors only.) Prerequisite: MUS 275 or Grade VII (Trinity College of Music, Royal Schools of Music) Prerequisite: MUIC 200 or permission of Chair/Instructor.</td>
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<tr>
<td>MUS 277</td>
<td>Composition</td>
<td>3</td>
<td>3</td>
<td>In this course students study the fundamentals of music composition. They apply skills such as sequences, modulation, harmonic development, imitation and cadences to compose works up to thirty-two bars for large and small ensembles. Prerequisite: MUS 134 or permission of Chair/Instructor.</td>
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<tr>
<td>MUS 300</td>
<td>Bahamian Music and Folk Culture</td>
<td>3</td>
<td>3</td>
<td>This course examines the music and rich folk culture of The Bahamas emphasising the factors that impacted it. It provides practical work and research to instil a deeper understanding of and appreciation for the culture of The Bahamas. Prerequisite: Third-year standing or permission of Chair/Instructor.</td>
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<tr>
<td>MUS 277</td>
<td>Advanced Music II</td>
<td>6</td>
<td>6</td>
<td>A continuation of MUS 275. (Music majors only.) Prerequisite: MUS 275 or Grade VII (Trinity College of Music, Royal Schools of Music) Prerequisite: MUIC 200 or permission of Chair/Instructor.</td>
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<tr>
<td>MUS 301</td>
<td>Conducting and Choral Skills</td>
<td>4</td>
<td>4</td>
<td>This is a practical course in band leadership which investigates the skills and knowledge required to lead a wind band. Orchestration and arranging; conducting; score analysis and band repertoire; and leadership and management provide the core areas for investigation during the course. Prerequisite: MUS 301.</td>
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<tr>
<td>MUS 400</td>
<td>Band Leadership</td>
<td>4</td>
<td>4</td>
<td>This is a practical course in conducting and working with groups of singers. It investigates different schools of conducting, score reading, choral repertoire, arrangement of music for choirs, use of the voice as a teaching instrument and aspects of choral singing. (Music majors only.) Prerequisite: Third-year standing.</td>
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<td>MUS 404</td>
<td>Music of the Twentieth Century: An Analytical Perspective</td>
<td>3</td>
<td>3</td>
<td>This course examines specific developments in twentieth century music in relation to period, style and genre; promotes familiarity with a wide range of analytical techniques appropriate to the study of music; and examines the relationships between music, culture and society. Prerequisite: Fourth-year standing or permission of Chair/Instructor.</td>
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<tr>
<td>Instrumental Studies</td>
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<tr>
<td>MUIN 100</td>
<td>Instrumental Group Ensemble I</td>
<td>2</td>
<td>2</td>
<td>This is the first of a practical course in two parts designed to improve the playing and reading skills of beginning instrumentalists. Students will demonstrate proper stand discipline and perform music in various styles including symphonic, popular, junkanoo (regional), jazz. Prerequisite: Students must be in possession of an appropriate musical instrument.</td>
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MUIN 101 Instrumental Group Ensemble II
(2 credits / 2 lecture)
This is the second of a practical course in two parts designed to improve the playing and reading skills of beginning instrumentalists. Students will demonstrate proper stand discipline and perform music in various styles including symphonic, popular, junkanoo (regional), jazz. (Students must be in possession of an appropriate musical instrument.)
Prerequisite: MUIN 100 or permission of Chair/Instructor

MUIN 141 Intermediate Instrumental Studies I: Part 1
(1 credit / 1 lecture)
This is the first in a two-part practical course which further develops the techniques of playing an instrument. Students will develop confidence in playing scales and pieces, develop competence in aural awareness, sight-reading and study the skills of performance. (Music majors only.)
Prerequisite: MUIN 132 or equivalent

MUIN 142 Intermediate Instrumental Studies I: Part II
(1 credit / 1 lecture)
This is the second in a two-part practical course which further develops the techniques of playing an instrument. Students will develop confidence in playing scales and pieces, develop competence in aural awareness, sight-reading and study the skills of performance. (Music majors only.)
Prerequisite: MUIN 141 or equivalent

MUIN 151 Intermediate Instrumental Studies II: Part 1
(1 credit / 1 lecture)
This is the first in a two-part practical course which further develops the techniques of playing an instrument. Students will build confidence and competence in a greater range of scales and pieces and will further skills in aural awareness, sight-reading, musical phrasing and performance. (Music majors only.)
Prerequisite: MUIN 142 or equivalent

MUIN 152 Intermediate Instrumental Studies II: Part II
(1 credit / 1 lecture)
This is the second in a two-part practical course which further develops the techniques of playing an instrument. Students will build confidence and competence in a greater range of scales and pieces and will further skills in aural awareness, sight-reading, musical phrasing and performance. (Music majors only.)
Prerequisite: MUIN 151 or equivalent

MUIN 153 Instrumental Studies I (1 credit / 1 lecture)
This is the first in a series of four courses in instrumental technique and performance. Emphasis is on scales, technical exercises, sight-reading and performance skills.
Prerequisite: BGCSE Music grade ‘B’ or Grade 5 Royal Schools of Music Practical or Trinity College of Music Practical or permission of Chair/Instructor
Corequisite: MUIP 153

MUIN 154 Instrumental Studies II (1 credit / 1 lecture)
This is the second in a series of four courses in instrumental technique and performance. Students develop technique in playing scales and pieces and performance skills.
Prerequisite: MUIN 153 or permission of Chair/Instructor
Corequisite: MUIP 154

MUIN 253 Instrumental Studies III (1 credit / 1 lecture)
This is the third in a series of four courses in instrumental technique and performance. Students continue to develop technique in playing scales and pieces and performance skills.
Prerequisite: MUIN 154 or permission of Chair/Instructor
Corequisite: MUIP 253

MUIN 254 Instrumental Studies IV (1 credit / 1 lecture)
This is the fourth in a series of four courses in instrumental technique and performance. Students develop further technique in playing scales and pieces and hone their performance skills.
Emphasis is on stage presence.
Prerequisite: MUIN 253 or permission of Chair/Instructor
Corequisite: MUIP 254

MUIN 261 Advanced Instrumental Studies I: Part 1
(1 credit / 1 lecture)
This is the first in a two-part practical course which develops the techniques leading to competence in performance on an instrument. Students will begin to show mastery of scales and pieces and will develop more advanced skills in aural awareness and musical phrasing. (Music majors only.)
Prerequisite: MUIN 152 or equivalent

MUIN 262 Advanced Instrumental Studies I: Part II
(1 credit / 1 lecture)
This is the second in a two-part practical course which develops the techniques leading to competence in performance on an instrument. Students will begin to show mastery of scales and pieces and will develop more advanced skills in aural awareness and musical phrasing. (Music majors only.)
Prerequisite: MUIN 261 or equivalent

MUIN 271 Advanced Instrumental Studies II: Part I
(1 credit / 1 lecture)
This is the first of a two-part course which leads to competence in performance on an instrument. Students will establish a comprehensive knowledge of scales and high-level performance skills. (Music majors only.)
Prerequisite: MUIN 262 or equivalent

MUIN 272 Advanced Instrumental Studies II: Part II
(1 credit / 1 lecture)
This is the second part of a two-part course which leads to competence in performance on an instrument. Students will establish a comprehensive knowledge of scales and high-level performance skills. (Music majors only.)
Prerequisite: MUIN 271 or equivalent
MUIN 381 Advanced Instrumental Studies III: Part I  
(1 credit / 1 lecture)  
This is the first of a two-part advanced practical course which refines the techniques leading to the competence in performance on an instrument. The students will be expected to apply their understanding of performance and general musicianship to produce accomplished performances. (Music majors only.)  
Prerequisite: MUIN 272 or equivalent

MUIN 382 Advanced Instrumental Studies III: Part II  
(1 credit / 1 lecture)  
This is the second in a two-part advanced practical course which refines the techniques leading to competence in performance on an instrument. The students will be expected to apply their understanding of performance and general musicianship to produce accomplished performances. (Music majors only.)  
Prerequisite: MUIN 381 or equivalent

Keyboard Skills

MKEY 101 Keyboard Skills I (1 credit / 1 lecture)  
This is the first in a three-semester accelerated series in keyboard techniques. Emphasis is placed on developing skills in performance, sight-reading, accompanying and keyboard harmony.  
Prerequisite: Acceptance into the programme or permission of Chair/Instructor

MKEY 121 Keyboard Skills II (2 credits / 2 lecture)  
This is the second course in a three-semester accelerated series in keyboard techniques. It builds upon skills and knowledge acquired in Keyboard Skills I.  
Prerequisite: Acceptance into the programme and MKEY 101 or permission of Chair/Instructor

MKEY 131 Keyboard Skills III (2 credits / 2 lecture)  
This is the final course in a three-semester accelerated series in keyboard techniques. The aim is to provide more advanced skills in sight-reading, performance, accompanying and aural.  
Prerequisite: MKEY 121 or permission of Chair/Instructor

MUS 175 Transitional Music Theory and History I (4 credits)  
The first part of a two-semester programme devised for students wishing to major in music. Harmony, dictation, composition, and history are studied in detail. (Music majors only.)  
Prerequisite: Grade II Theory (Trinity College of Music or Royal Schools of Music) or satisfactory performance in the Music placement examination  
Corequisite: MUS 177

MUS 176 Transitional Music Theory and History II (4 credits)  
A continuation of MUS 175. (Music majors only.)  
Prerequisite: MUS 175 or Grade IV Theory (Trinity College of Music or Royal Schools of Music) or satisfactory performance in the music placement examination

MUS 233 Theory III (3 credits / 3 lecture)  
This is the third in a series of four courses in which students focus on advanced aspects of music theory. Emphasis is on melodic and harmonic writing, word setting including three-part melodic writing, harmonic writing up to dominant thirteenth and musical dictation in four parts.  
Prerequisite: MUS 134 or permission of Chair/Instructor

MUS 234 Theory IV (3 credits / 3 lecture)  
This is the last in a series of four courses in which students focus on more advanced aspects of music theory. Emphasis is on chromatic harmony leading to the augmented sixth and musical dictation in four parts including modulations.  
Prerequisite: MUS 233 or permission of Chair/Instructor

Piano Labs

MUS 132 Piano Lab III: Intermediate Piano Skills III: Part II  
(1 credit / 1 lecture)  
This is the second in a two-part sequence in the basic principles and techniques of the piano. It is a continuation in the technical skills acquired in MUS 131. (Music majors only.)  
Prerequisite: MKEY 121 or permission of Chair/Instructor

MUS 141 Piano Lab IV: Intermediate Piano Skills IV: Part I  
(1 credit / 1 lecture)  
This is the first in a two-part sequence in the basic principles and techniques of the piano. It continues to provide the students with an intermediate level of skills acquired in MUS 132. (Music majors only.)  
Prerequisite: MUS 132 or permission Chair/Instructor

MUS 142 Piano Lab IV: Intermediate Piano Skills IV: Part II  
(1 credit / 1 lecture)  
This is the second in a two-part sequence in the principles and techniques of the piano. It continues to provide the students with intermediate level skills acquired in MUS 141. (Music majors only.)  
Prerequisite: MUS 141 or permission of Chair/Instructor

MUS 261 Piano Lab VI: Advanced Piano Skills VI: Part I  
(1 credit / 1 lecture)  
This is the first in a two-part sequence in the principles and techniques of the piano. It emphasises advanced level skills in scales, performance, sight-reading and aural awareness. (Music majors only.)  
Prerequisite: MUS 152 or permission of Chair/Instructor

MUS 262 Piano Lab VI: Advanced Piano Skills VI: Part II  
(1 credit / 1 lecture)  
This is the second in a two-part sequence in the principles and techniques of the piano. It emphasises advanced level skills in scales, performance, sight-reading and aural awareness. Music Major only.  
Prerequisite: MUS 261 or permission of Chair/Instructor
(1 credit / 1 lecture)
This is the first in a two-part sequence in the advanced principles and techniques of the piano. It emphasises advanced skills in scales, performance, sight-reading and aural awareness. (Music majors only.)
Prerequisite: MUS 262 or permission of Chair/Instructor

MUS 272 Piano Lab VII: Advanced Piano Skills VII: Part II
(1 credit / 1 lecture)
This is the second in a two-part sequence in the advanced principles and techniques of the piano. It emphasises advanced skills in scales, performance, sight-reading and aural awareness. (Music majors only.)
Prerequisite: MUS 271 or permission of Chair/Instructor

MUS 381 Piano Lab VII: Advanced Piano Skills VII: Part I
(1 credit / 1 lecture)
This is the first in a two-part sequence in advanced piano techniques and interpretation. It builds upon the skills acquired in MUS 272 to instil performance techniques. (Music majors only.)
Pre-requisite: MUS 272 or permission of Chair/Instructor

MUS 382 Piano Skills VIII: Advanced Piano Skills VII: Part II
(1 credit / 1 lecture)
This is the second in a two-part sequence in advanced piano techniques and interpretation. It builds upon the skills acquired in MUS 381 to instil advanced performance techniques. (Music majors only.)
Pre-requisite: MUS 381 or permission of Chair/Instructor

Piano Studies

MU1P 153 Piano Studies I (1 credit / 1 lecture)
This is the first in a series of four courses that introduces students to piano technique and performance. Emphasis is on scales, sight-reading, aural awareness, technical and performance skills.
Prerequisite: BGCSE Music grade ‘B’ or Grade 5 Royal Schools of Music Practical or Trinity Guildhall School of Music Practical or permission of Chair/Instructor
Corequisite: MUIN 153 or MU1V 153

MU1P 154 Piano Studies II (1 credit / 1 lecture)
This is the second in a series of four courses in which students further develop piano technique and performance. Emphasis is on scales, sight-reading, aural awareness, technical and performance skills.
Prerequisite: MU1P 153 or permission of Chair/Instructor
Corequisite: MU1P 153 or MU1V 154

MU1P 253 Piano Studies III (1 credit / 1 lecture)
This is the third in a series of four courses on piano technique and performance. Emphasis is on scales including thirds and sixths, dominant sevenths and diminished sevenths, sight-reading, aural awareness, technical and performance skills.
Prerequisite: MU1P 154 or permission of Chair/Instructor
Corequisite: MUIN 253 or MU1V 253

MU1P 254 Piano Studies IV (1 credit / 1 lecture)
This is the last in a series of piano courses. Emphasis is on scales, major harmonic and melodic minor, scales a third and sixth apart, sight-reading, aural awareness, technical and performance skills.
Prerequisite: MU1P 253 or permission of Chair/Instructor
Corequisite: MU1N 254 or MU1P 254

Sight Singing and Ear Training

MU1S 143 Sight Singing and Ear Training I
(1 credit / 1 lecture)
This is the first in a series of two courses designed to train the students' musical ear through exercises in solfège, sight-singing and harmony.
Prerequisite: BGCSE Music grade ‘B’ or Grade 5 Royal Schools of Music Practical or Trinity Guildhall School of Music Practical or permission of Chair/Instructor
Corequisite: MUIN 143

MU1S 144 Sight Singing and Ear Training II
(1 credit / 1 lecture)
This is the second in a series of two courses designed to train the students' musical ear through exercises in solfège, sight-singing and harmony. Emphasis is on the aural study of rhythms, intervals and chords.
Prerequisite: MU1S 143 or permission of Chair/Instructor

Voice Studies

MU1V 153 Voice Studies I (1 credit / 1 lecture)
This is the first in a series of four courses that introduces students to vocal technique. Emphasis is on physiology of the voice, technical exercises, sight-singing, aural awareness and performance skills.
Prerequisite: BGCSE Music grade ‘B’ or Grade 5 Royal Schools of Music Practical or Trinity Guildhall School of Music Practical or permission of Chair/Instructor
Corequisite: MUIN 153 or MU1V 153

MU1V 154 Voice Studies II (1 credit / 1 lecture)
This is the second in a series of four courses that introduces students to vocal technique. Emphasis is on technical exercises, sight-singing, aural awareness and performance skills.
Prerequisite: MU1V 153 or permission of Chair/Instructor
Corequisite: MU1P 154
MUIV 253 Voice Studies III (1 credit / 1 lecture)
This is the third in a series of four courses in vocal technique. Students develop proficiency in technique, sight-singing, aural awareness and performance skills. They also develop musical style.
Prerequisite: MUIV 154 or permission of Chair/Instructor
Corequisite: MUIP 253

MUIV 254 Voice Studies IV (1 credit / 1 lecture)
This is the final in a series of four courses in vocal technique. Students further develop technical proficiency, sight-singing, aural awareness, performance skills and musical style.
Prerequisite: MUIV 253 or permission of Chair/Instructor
Corequisite: MUIP 254

Music Technology

MUS 302 Music Technology (3 credits / 2 lecture / 2 lab)
This practical course in music technology introduces software for the computer. It investigates composing on the computer software to produce a portfolio of compositions and arrangements. (Music majors only.)
Prerequisite: Third-year standing

Spanish

SPA 103 Introductory Spanish I
(3 credits / 2 lecture / 2 seminar)
This is a course for beginners and is designed to develop communicative competence at a basic level. Practise in conversation, understanding the spoken language, reading, writing, and grammar. (Not open to native speakers.)
Prerequisite: Freshman standing or permission of Chair/Instructor

SPA 104 Introductory Spanish II
(3 credits / 2 lecture / 2 seminar)
This course consolidates and extends work done in SPA 103. It aims to enable the student to develop the practical oral, aural and written skills needed to communicate effectively in Spanish. (Not open to native speakers.)
Prerequisite: SPA 103 or BGCSE Spanish grade ‘B’ or ‘C’ or placement at SPA 104 or permission of Chair/Instructor

SPA 200 Intermediate Spanish Grammar
(3 credits / 3 lecture)
This course is a comprehensive study of the fundamentals of Spanish grammar. It is designed to reinforce and improve grammatical accuracy with particular emphasis on written competence. (Not open to native speakers.)
Prerequisite: SPA 104 or permission of Chair/Instructor

SPA 203 Intermediate Spanish I
(3 credits / 2 lecture / 2 tutorial)
This is an intermediate course designed to develop students’ ability to express themselves orally and in written form; and to expand students’ reading and understanding skills while introducing them to works by authors in Spanish and Latin-American literatures.
Prerequisite: BGCSE Spanish grade ‘C’ or above, or SPA 104, or the equivalent or permission of Chair/Instructor

SPA 204 Intermediate Spanish II
(3 credits / 2 lecture / 2 tutorial)
This course, which is a continuation of SPA 203, aims to develop further the four language skills: listening, speaking, reading and writing. It emphasises comprehension and oral and written expression in the language.
Prerequisite: SPA 203 or permission of Chair/Instructor

SPA 240 Advanced Spanish I
(3 credits / 2 lecture / 2 tutorial)
This course is designed to develop communicative skills with accuracy and fluency at the advanced level. It includes composition, reading, translation, morphology and syntax, listening, oral practise and cultural awareness.
Prerequisite: SPA 204 or permission of Chair/Instructor

SPA 241 Advanced Spanish II
(3 credits / 2 lecture / 2 tutorial)
This advanced Spanish course is designed to develop communicative skills with accuracy and fluency. It includes composition, reading, translation, morphology and syntax, phonetics, listening, oral practise and cultural awareness.
Prerequisite: SPA 240 or permission of Chair/Instructor

SPA 242 Spanish for Business (3 credits / 3 lecture)
This advanced course is designed to provide students with the vocabulary and discourse skills necessary to carry out spoken and written business transactions in Spanish and to translate documents related to these fields.
Prerequisite: SPA 204 or permission of Chair/Instructor

SPA 248 Introduction to Spanish Literary Texts
(3 credits / 3 lecture)
An introduction to literature in Spanish through close reading and discussion of selected works and excerpts chosen from different genres and different historical periods.
Prerequisite: SPA 204 or permission of Chair/Instructor

SPA 301 Advanced Spanish Listening and Speaking
(3 credits / 3 lecture)
This course will allow students to further develop their public speaking and conversational skills, fluency and pronunciation. Listening comprehension will be developed using audio and video sources representing a variety of regional accents.
Prerequisite: SPA 241 or permission of Chair/Instructor

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SPA 310 Latin American Cultures (3 credits / 3 lecture)
This is a survey course of Latin-American cultures and social issues from Pre-Colombian period to the present focusing on history, literature, arts and religion. (Readings and discussions in Spanish.)
Prerequisite: Third-year standing, SPA 241 or permission of Chair/Instructor

SPA 420 Spanish Texts Translation (3 credits / 3 lecture)
This course provides intensive practice in translating texts from Spanish into English and from English into Spanish. Students refine their skills in manipulating the Spanish language and gain insight into how to identify, analyse and resolve translation problems.
Prerequisite: SPA 301 or SPA 310 or permission of Chair/Instructor

SPA 458 Twentieth Century Latin American Literature (3 credits / 3 lecture)
This course examines the major movements of twentieth century Latin-American literature through the study of representative novels, plays and poems by major authors. Students analyse the literary texts with reference to their historical, political, cultural and philosophical contexts. This course is taught in Spanish.
Prerequisite: SPA 301 or SPA 310 or permission of Chair/Instructor

Speech

SPE 207 Public Speaking (3 credits / 3 lecture)
A course designed to help the student understand the techniques of public speaking and acquire skills in effective public speaking through practice.
Prerequisite: ENG 119
The School of English Studies seeks to prepare students to communicate eloquently within the changing cultural and social landscapes of The Bahamas, the region and the world and to interpret those landscapes critically and tolerantly. To this end, English majors are exposed to a broad intellectual foundation in language, literature and cultural studies while they strengthen their abilities to express ideas in clear, accurate prose. In addition to studying classics of British and American literature and the broad frame of western and non-western thought that are the standards of English programmes, majors read Bahamian, Caribbean and African and African American literature, making connections with diasporic writings as a whole. In this context, exposure to post-colonial literature deepens the frame of reference.

The School is an agent for the intellectual growth of the COB community and the nation at large and seeks to expose as many individuals as possible within COB and the nation to the advantages of a liberal arts education. Relevant scholarship and informed dialogue, through public forums in various media, are cornerstones of national development and the School of English Studies promotes the former to ensure the latter.

In addition to offering the Bachelor of Arts Degree in English, the School of English Studies serves the needs of the entire College by providing courses necessary to satisfy General Education Literacy and Humanities requirements.

Basil H. Johnson Scholarship
The Basil H. Johnson Scholarship is available to new students enrolling in the BA in English programme. Donated by the Johnson family, the four-year scholarship is named in honour of the late Basil L. Johnson. A well-known Bahamian, Basil L. Johnson championed the right of every Bahamian to read and write and remained firm in his belief that education has the ability to empower people.

Anatol Rodgers Memorial Lecture Series
Thanks to a generous donation from the Rodgers family, the School of English Studies hosts the Anatol Rodgers Memorial Lecture Series every year. This Series provides an opportunity for members of The College and the wider community to interact with noted literary and/or linguistic scholars. It is named in honour of the late Anatol Rodgers who contributed to the development of education in The Bahamas from 1933-1975 and who was the third Bahamian and first female Head/Principal of The Government High School (1971-1975). Although she taught a variety of subjects during her professional life, Mrs. Rodgers’s first love was English.

Free Speech Project
This initiative introduces COB students to reasoned discussions of pressing national issues. Sessions are conducted during periods of the day when multiple sections of ENG 119, ENG 120 and ENG 301 are scheduled to maximise student attendance. Students also participate in speech, debating and essay competitions.

Tamarind
A publication of the School, Tamarind, is an annual journal that showcases the creative writing and art work of COB students and alumni. Submission deadline is January 31 for September publication. Submissions are reviewed by SES faculty.

Bachelor Degree Programme
Bachelor of Arts in English

PROGRAMME OUTLINE
Bachelor of Arts Degree in English (120 credits)
The B.A. in English provides students with a rigorous approach to the study of literary texts and fosters an appreciation of the socio-political functions of literature in society through an emphasis on the acquisition of theoretical, analytical and critical skills.

General Education Requirements (36 credits)
Electives (18 credits)
Major Area Courses (66 credits)
Core Courses (36 credits)
ENG 108 The Oral Tradition in Bahamian Literature (3 credits)
ENG 121 Elementary English Structure (3 credits)
ENG 124 Introduction to Criticism (3 credits)
ENG 212 Shakespeare: Desire, Deception, Death (3 credits)
ENG 213 West Indian Literature (3 credits)
ENG 305 Survey of British Literature I: 450-1785 (3 credits)
ENG 311 Literary Theory (3 credits)
ENG 318 Special Topics in Literature (3 credits)
ENG 400 Studies in the Bahamian Culture (3 credits)
ENG 405 Studies in Bahamian English (3 credits)
ENG 420 Senior Thesis I (3 credits)
ENG 421 Senior Thesis II (3 credits)
Prescribed List A
Students select ONE of the following:
ENG 209 Popular Fiction (3 credits)
ENG 216 Introduction to Film Studies (3 credits)
ENG 217 Introduction to Poetry (3 credits)

Prescribed List B
Students select TWO of the following:
ENG 208 Bahamian Literature (3 credits)
ENG 214 Literature for Children (3 credits)
ENG 215 Contemporary African Literature (3 credits)
ENG 229 Survey of African-American Literature: 1700s-1930s (3 credits)

Prescribed List C
Students select TWO of the following:
ENG 303 American Literature I: 16-20-1865 (3 credits)
ENG 304 American Literature II: 1865-Present (3 credits)
ENG 306 British Literature II: 1785-Present (3 credits)
ENG 313 Issues in West Indian Discourse (3 credits)
ENG 326 Evolution of the African-American Novel (3 credits)

Prescribed List D
Students select TWO of the following:
ENG 309 The Short Story (3 credits)
ENG 312 Studies in Modern Drama (3 credits)
ENG 314 Historical Development of Children’s Literature (3 credits)
ENG 351 Genre Studies: The Novel (3 credits)

Prescribed List E
Students select ONE of the following:
ENG 416 Shakespeare: Tragedies and Histories (3 credits)
ENG 417 Shakespearean Comedy (3 credits)

Prescribed List F
Students select TWO of the following:
ENG 410 Caribbean Women Writers (3 credits)
ENG 412 The Western Tradition: Major Works in Translation (3 credits)
ENG 413 Contemporary World Literature (Non-Western) (3 credits)
ENG 415 Post-colonial Literature (3 credits)

COURSE DESCRIPTIONS

English Composition

ENG 014 Basic English I (0 credits / 2 lecture / 2 tutorial)
This course builds basic English language proficiency with an emphasis on reading and writing skills and strategies. Instruction in sentence structure, paragraph development, grammar and mechanics is an integral part of the course.
Prerequisite: Placement at ENG 014 or permission of Chair/Instructor

ENG 015 Basic English II (0 credits / 2 lecture / 2 tutorial)
This course is a continuation of ENG 014 (Basic English I). It further develops students' basic skills in reading and writing and emphasises the fundamentals of writing paragraphs, including topic sentences and main and supporting ideas. Further attention is given to sentence structure, grammar and conventions of Standard English.
Prerequisite: ENG 014 or permission of Chair/Instructor

ENG 016 Intermediate English I (0 credits / 2 lecture / 2 tutorial)
ENG 016 focuses on fundamental reading, thinking and writing skills. Students read for literal and implied meanings and produce a variety of tasks that develop one central idea in keeping with the conventions of Standard English.
Prerequisite: ENG 015 or permission of Chair/Instructor

ENG 017 Intermediate English II (0 credits / 2 lecture / 2 tutorial)
This course further develops students' thinking, reading and writing skills. Emphasis is on clear and coherent expression and on competence in the use of grammatical and mechanical conventions. Attention is paid to enhancing students' understanding, interpretation and analysis of texts.
Prerequisite: ENG 016 or permission at ENG 017 or BGCSE English grade ‘D’ or permission of Chair/Instructor

ENG 019 Fundamentals of Written English (0 credits / 2 lecture / 1 tutorial)
The course focuses on the development of students’ writing abilities for the following purposes: pursuit of academic work at university level; efficient functioning in the world of work; and personal improvement. (LLB students only.)
Prerequisite: Placement at ENG 019

ENG 111 Language Argument (3 credits / 2 lecture / 1 tutorial)
To train students to obtain maximum benefits from the means of instruction which the university provides; that is, to be able to listen to a lecture and to understand, note and reproduce the important points made; to grasp and evaluate the points made in recommended books; to speak and write relevantly on the foregoing. To acquaint students with the methods and purposes which can control the use of language. To familiarise students with different techniques of persuasion and inculcate in the students themselves a capacity for reasoned and coherent argument and discussion. To improve the quality of the student’s written expression. To develop critical reading skills and critical thinking skills. (LLB students only.)
Prerequisite: ENG 019 or placement at ENG 111
ENG 119 College English Skills I
(3 credits / 2 lecture / 2 tutorial)
This course emphasizes the integration of critical reading and writing. It focuses on analysis of college-level texts and process-oriented expository writing. It introduces students to library research and teaches them to prepare a bibliography and document sources.
Prerequisite: ENG 017 or placement at ENG 119 or BGCSE English grade ‘C’ or above or permission of Chair/Instructor

ENG 120 College English Skills II (3 credits / 2 lecture / 2 tutorial)
ENG 120 reinforces the critical reading, writing and analytical skills taught in ENG 119 with an added focus on argumentation. Students are encouraged, through exploration of complex issues and textual analysis, to become independent writers, readers, speakers and thinkers.
Prerequisite: ENG 119 or placement at ENG 119 or BGCSE English grade ‘C’ or above or permission of Chair/Instructor

ENG 122 Creative Writing I (3 credits / 3 lecture)
A course designed to involve students in reading, discussion, appraisal, writing and rewriting of aspects of poetry, short story, the one act play in order to explore, define and activate their literary talents.
Prerequisite: ENG 119 or permission of Chair/Instructor

ENG 222 Creative Writing II (3 credits / 3 lecture)
An advanced course of writing in four genres: poetry, short fiction, prose and the one-act play. Emphasis is on the continued development of techniques and styles through readings and students’ own writing.
Prerequisite: ENG 122 or permission of Chair/Instructor

ENG 223 Writing for Travel and Tourism (3 credits / 3 lecture)
This course focuses on the teaching of a variety of writing formats applicable to the tourism industry including brochures, newspapers and magazine articles. A general interest course, this elective is of particular interest to marketing, journalism, tourism and business students.
Prerequisite: ENG 120 or permission of Chair/Instructor

ENG 261 The Extended Essay (3 credits / 3 lecture)
The course introduces students to research techniques required for term papers or long studies. Students will write papers containing between four and five thousand words.
Prerequisite: ENG 120 or permission of Chair/Instructor

ENG 301 Advanced Writing Skills (3 credits / 3 lecture)
This course teaches skills required for reading, writing and thinking critically at an advanced level. Special focus is given to writing effective arguments within and across the disciplines.
Prerequisite: ENG 120 plus third-year standing or permission of Chair/Instructor

Bahamian Studies

ENG 108 The Oral Tradition in Bahamian Literature
(3 credits / 3 lecture)
In this course students explore the oral tradition in Bahamian literature and focus on creative forms such as ring play, songs, folktales, riddles and proverbs. They examine the socio-cultural and historical background of Bahamian oral tradition and analyse the structure and content of oral literary forms.
Prerequisite: First-year standing or permission of Chair/Instructor

ENG 208 Bahamian Literature (3 credits / 3 lecture)
In this course students are introduced to the written literature of The Bahamas post Majority Rule and are provided with a critical framework for the study of Bahamian literature that addresses social, cultural and political dynamics in the contemporary Bahamas.
Prerequisite: ENG 120 or permission of Chair/Instructor

ENG 400 Studies in the Bahamian Culture
(3 credits / 3 tutorial)
This course takes a broad, multidisciplinary approach to the study of Bahamian cultural identity through the reading of various texts. Students examine the influence of region, politics, religion, race, ethnicity, gender and social class in the creation of Bahamian cultural identity.
Prerequisite: Third-year standing or permission of Chair/Instructor

ENG 405 Studies in Bahamian English (3 credits / 3 lecture)
In this course students consider the socio-historical and linguistic factors which contribute to the formation and establishment of language varieties, particularly Bahamian Creole (popularly known as Bahamian Dialect). Students examine the socio-linguistic implications for creole-speaking countries with distinct national and official languages and receive training in linguistic field methods.
Prerequisite: Third-year standing or permission of Chair/Instructor

Criticism

ENG 124 Introduction to Criticism (3 credits / 3 lecture)
In this course students are introduced to the analysis of three literary genres-fiction, poetry and drama-and are exposed to literary terms essential for the close reading of texts.
Prerequisite: ENG 119 or permission of Chair/Instructor

ENG 311 Literary Theory (3 credits / 3 lecture)
In this course students examine the major critical approaches to literature from those of the Greek philosophers to the major schools of contemporary literary criticism. Students apply a range of approaches to representative texts to understand how literature produces meaning, affects readers, reflects and shapes society.
Prerequisite: Third-year standing or permission of Chair/Instructor
Literature in English

ENG 209 Popular Fiction (3 credits / 3 lecture)
In this course students focus on short stories and novels by prominent authors from five genres of popular fiction—detective, science, fantasy, horror and romance. Emphasis is on themes, forms and the literary conventions of each genre; consideration is given to pertinent socio-cultural and aesthetic influences.
Prerequisite: ENG 120 or permission of Chair/Instructor

ENG 212 Shakespeare: Desire, Deception, Death (3 credits / 3 lecture)
In this course students are introduced to the plays of Shakespeare and their historical and theatrical contexts. Students examine three representative plays.
Prerequisite: ENG 124 or permission of Chair/Instructor

ENG 213 West Indian Literature: Decolonisation, Regeneration, Creolisation (3 credits / 3 lecture)
This course introduces students to selected West Indian authors and their works. An overview of the major historical, social and cultural experiences that have shaped the region’s literature grounds the examination of both thematic and stylistic elements in West Indian fiction, poetry and drama.
Prerequisite: ENG 120 or permission of Chair/Instructor

ENG 214 Literature for Children (3 credits / 3 lecture)
This course provides students with a comprehensive overview of some of the best literature for children, a brief history of the literature and the criteria for selecting quality books. Consideration is given to literature suitable for Bahamian primary schools and to criteria for its selection.
Prerequisite: ENG 120 and ENG 124 or permission of Chair/Instructor

ENG 215 Contemporary African Literature (3 credits / 3 lecture)
In this course students are introduced to the field of contemporary African literature in English and in translation. Students examine the literary, cultural, political and sociolinguistic contexts of African literature through a reading of works by the continent’s major writers.
Prerequisite: ENG 120 or permission of Chair/Instructor

ENG 216 Introduction to Film Studies (3 credits / 2 lecture / 2 tutorial)
This course introduces students to the study of film as text and as a form of dramatic expression. Students examine the history of film and the methods used to analyse film technique and interpret meaning.
Prerequisite: ENG 120 or permission of Chair/Instructor

ENG 217 Introduction to Poetry (3 credits / 3 lecture)
This course focuses on a critical and analytical approach to the appreciation of poetry, with particular reference to the nature and effectiveness of the style and intrinsic value of the content.
Prerequisite: ENG 124 or permission of Chair/Instructor

ENG 229 Survey of African-American Literature (3 credits / 3 lecture)
In this course students examine major African-American writers from the colonial period to the 1930s. They explore the historical, social and political contexts from which the African-American literary tradition emerged. Students examine the stylistic, ideological and thematic features of African-American literature across genres.
Prerequisite: ENG 120 or permission of Chair/Instructor

ENG 303 American Literature I: 1620 to 1865 (3 credits / 3 lecture)
In this course students are introduced to American literature from its colonial beginnings to 1865. Students examine the origins and developments of American literature focusing on its sociocultural, historical, political, religious, intellectual and aesthetic influences through representative readings from the Colonial through the Civil War periods.
Prerequisite: Third-year standing or permission of Chair/Instructor

ENG 304 American Literature II: 1865-Present (3 credits / 3 lecture)
In this course students are introduced to the intellectual, historical and cultural currents in American literature from 1865 to the present. Students examine works and authors representative of important trends in American literary development.
Prerequisite: Third-year standing or permission of Chair/Instructor

ENG 305 British Literature I: 450-1785 (3 credits / 3 lecture)
In this course students examine developments in British literature focusing on its sociocultural, historical, political, religious, intellectual and aesthetic influences. They examine representative genres from the Middle Ages to the late eighteenth century for changes in form, theme and style.
Prerequisite: Third-year standing or permission of Chair/Instructor

ENG 306 British Literature II: 1785-Present (3 credits / 3 lecture)
In this course students examine developments in British literature focusing on the various forms and genres of the Romantics, the Victorians and writers of the twentieth century. Students study representative texts from 1785 to the present for changes in form, theme and style.
Prerequisite: Third-year standing or permission of Chair/Instructor
ENG 309 The Short Story (3 credits / 3 lecture)
This course introduces students to the short story as a literary genre. Emphasis is on the development of analytical skills and critical idiom pertinent to an understanding of forms and techniques of the genre.
Prerequisite: Third-year standing or permission of Chair/Instructor

ENG 312 Studies in Modern Drama (3 credits / 3 lecture)
In this course students examine modern world theatre from the 1890s to the present. They become familiar with the philosophies, aesthetics and ideologies that have informed modern drama. Modern plays are critiqued on the basis of form and content.
Prerequisite: ENG 311 or permission of Chair/Instructor

ENG 313 Issues in West Indian Discourse (3 credits / 3 lecture)
In this course students examine issues in West Indian discourse through the analysis of poetry, short fiction, novels, plays and essays. Students use the perspectives of the region’s major literary theorists and critics to inform their analyses.
Prerequisite: Third-year standing or permission of Chair/Instructor

ENG 314 Historical Development of Children’s Literature (3 credits / 3 lecture)
In this course students examine themes, forms and techniques of children’s literature from its folk origins to the present through a reading of representative works. They also examine the concomitant philosophical and social forces that influenced and continue to influence writers and young readers.
Prerequisite: Third-year standing or permission of Chair/Instructor

ENG 318 Special Topics in Literature (3 credits / 3 lecture)
This course offers a detailed examination of a special topic focusing on a theme, author, period or genre. Using close readings, it provides an in-depth analysis of the topic and an understanding of social and cultural factors that influence the creation of literature.
Prerequisite: ENG 311 or permission of Chair/Instructor

ENG 326 Evolution of the African-American Novel (3 credits / 3 lecture)
In this course students focus on major African-American novelists from slavery to the present. Students explore the historical, cultural, social and political contexts in which the African-American novel has evolved. They examine the stylistic, ideological and thematic features of the African-American novel.
Prerequisite: ENG 311 or permission of Chair/Instructor

ENG 351 Genre Studies: The Novel (3 credits / 3 lecture)
In this course students examine various theories of the novel and their application to a practical criticism of specific novels. The emphasis is on a comprehensive view of the theory of the novel from the nineteenth century to the current post-colonial linguistic and feminist revisions of the received form of the genre.
Prerequisite: ENG 311 or permission of Chair/Instructor

ENG 410 Caribbean Women Writers (3 credits / 3 lecture)
This course is an in-depth study of writing by and about Caribbean women. It highlights women’s contributions to literature in the region in the context of the historical forces that shaped their social, political, ethnic and cultural experiences.
Prerequisite: Fourth-year standing or permission of Chair/Instructor

ENG 412 The Western Tradition: Major Works in Translation (3 credits / 3 lecture)
In this course students examine a range of major works from non-English classical and contemporary writers. Emphasis is on works and writers who have had the most influence on Western philosophies of literature and on the writers’ place in the social and historical milieu.
Prerequisite: Fourth-year standing or permission of Chair/Instructor

ENG 413 Contemporary World Literature (non-Western) (3 credits / 3 lecture)
In this course students focus on non-Western literatures post 1945. They survey poetry, drama and prose by critically acclaimed authors from Latin America, the non-Anglophone Caribbean, Africa, the Middle East and Asia. These literatures are analysed according to form and content and are placed in their socio-historical and cultural contexts.
Prerequisite: ENG 311 and fourth-year standing or permission of Chair/Instructor

ENG 415 Post-Colonial Literature (3 credits / 3 lecture)
In this course students examine various responses to colonialism and post-colonialism through analysis of representative literary works from former British colonial territories: the Indian subcontinent, Africa, Australia and the Caribbean. Students apply a range of post-colonial theories to the analysis of literary texts within historical, cultural and political contexts.
Prerequisite: Third-year standing or permission of Chair/Instructor

ENG 416 Shakespeare: Tragedies and Histories (3 credits / 3 lecture)
In this course students examine a selection of Shakespeare’s tragedies and history plays within the context of their production and reception. They examine literary and dramatic elements common to both genres and apply critical approaches to the reading of the plays to arrive at a variety of interpretations.
Prerequisite: Fourth-year standing or permission of Chair/Instructor

ENG 417 Shakespearean Comedy (3 credits / 3 lecture)
This course focuses on Shakespeare’s comedic art as entertainment and social criticism. Students examine this art within the historical, social and cultural context of the period.
Prerequisite: Fourth-year standing or permission of Chair/Instructor
Language Studies

ENG 121 Elementary English Structure (3 credits / 4 lecture)
An elementary linguistics course which focuses on the similarities and differences of Standard English and Bahamian Dialect. It provides a theoretical background for language majors.
Prerequisite: ENG 119 or permission of Chair/Instructor

LIN 200 Language in Society (3 credits / 3 lecture)
An examination of the structure of language and its function in society. Various areas within the field of linguistics are explored, including the origin, acquisition and neurological foundations of language.
Prerequisite: ENG 120 and ENG 121 or permission of Chair/Instructor

LIN 205 Seminar in Bahamian Dialect (3 credits / 3 tutorial)
A survey of the historical, social and linguistic factors which contribute to the formation of pidgins and Creole, with a focus on the Creole features of Bahamian Dialect. The course includes training in field methods with emphasis on the collection and analysis of linguistic data.
Prerequisite: ENG 121 and LIN 200

LIN 210 Language Development (3 credits / 3 lecture)
This course focuses on the major factors that determine and influence child language development. It examines the predictable stages of language acquisition with some attention to atypical language development.
Prerequisite: ENG 121 or permission of Chair/Instructor

LIN 220 Introduction to Socio-Linguistics (3 credits / 3 lecture)
This course examines the relationship between language and society and explores language diversity within and across speech communities. It focuses on differences in speech and various social contexts, the social functions of language and how language conveys social meaning.
Prerequisite: ENG 120 or permission of Chair/Instructor

Senior Thesis

ENG 420 Senior Thesis I (3 credits / 2 lecture / 2 tutorial)
In this course students focus on research and analytic skills essential for undertaking a substantial piece of independent work in a specific area of literary studies. Students acquire skills necessary for writing a thesis proposal by emphasising research methods, critical approaches and analytic techniques.
Prerequisite: Fourth-year standing and permission of Chair/BA English Programme Coordinator

ENG 421 Senior Thesis II (3 credits)
In this course students build on research and analytic skills emphasised in ENG 420 (Senior Thesis I). Students deepen their understanding of literature and critical theory by producing a substantial piece of independent research. Under the guidance of a faculty advisor, students complete a thesis that demonstrates original critical thought.
Prerequisite: ENG 420
Dean: Thaddeus McDonald, Ph.D.

Michael H. Eldon Complex (Room 307)
Oakes Field Campus

The School of Education is committed to preparing teachers at all levels for The Commonwealth of The Bahamas. Programmes offered by this School prepare teachers who are competent in methodology and proficient in content. School of Education faculty possess a sound background in pedagogy and academic qualifications and work in close partnership with the Ministry of Education, Science and Technology to meet national needs.

Students wishing to pursue Bachelor of Education degree programmes are encouraged to contact the Ministry of Education, Science and Technology to determine eligibility for Grants offered by the Government of The Bahamas and to become members of the Teacher Cadet Programme.

BACHELOR DEGREE PROGRAMMES

Bachelor of Education Secondary Certification
Applicants who wish to be trained as secondary school teachers may obtain a B.Ed. in one of the subject areas listed below:
Administrative Office Management
Art
Biology/General Science
Business Studies
Chemistry/General Science
Computer Studies Option A: Applications Programming
Computer Studies Option B: Network Systems
English Language and Literature
Family and Consumer Sciences Option A: Food and Nutrition
Family and Consumer Sciences Option B: Family Living and Relationships
Family and Consumer Sciences Option C: Clothing
French
History/Geography
Mathematics
Music
Physical Education (K-12)
Physics/General Science
Religion
Spanish

Bachelor of Education Secondary Advanced Placement
Advanced Placement is granted to holders of associate degrees and teaching certificates who do not require deficiency and/or prerequisite courses at the freshman or sophomore levels. B.Ed. Secondary Advanced Placement status may be granted to pursue one of the subject areas indicated below:
Business Studies
Chemistry
English Language/Literature
French
Mathematics
Music
Physical Education
Physics
Religion
Social Studies
Spanish

Bachelor of Education Primary Certification
Applicants who wish to be trained as primary school teachers (Grades 1 - 6) complete the B.Ed. Primary Certification Programme. This programme offers the following three options:
Option A: General
Option B: Early Childhood
Option C: Special Education

Bachelor of Education Primary Advanced Placement
Advanced Placement is granted to holders of associate degrees and teaching certificates who do not require deficiency and/or prerequisite courses at the freshman or sophomore levels.

Diploma in Secondary Education
Applicants with a bachelor degree from an approved institution in a teaching subject area listed below may pursue the Diploma in Education (Dip.Ed.) Secondary Certification Programme. This programme is offered on a part-time and full-time basis.
Art
Biology
Chemistry
Computer Information Systems
French
Geography
History
Home Economics
Industrial Arts
Language Arts
Mathematics
Music
Physics
Social Studies
Spanish
Physical Education

**Pre-School Teacher’s Auxiliary Certificate Programme**

This part-time programme is used to certify all early childhood personnel who work in Child Care Centres and Nurseries. To qualify for admission to this programme, applicants must

- have attained a minimum of three BJC passes, including English Language and Mathematics, in no more than two sittings;
- have worked in the field of pre-school education for at least two years; and
- have College Preparatory Placement in English and Mathematics.

Upon successful completion of this Programme, students may apply for matriculation into COB’s Bachelor of Education Primary Certification Programme.

**PROGRAMME OUTLINE**

**Bachelor of Education Secondary Certification**

**Administrative Office Management (130 credits)**

In addition to preparing them to teach in the junior and senior high school, students in this programme pursue a series of four courses designed specifically for information processing and publishing. These courses provide the foundation for students to successfully utilise various publishing software tools.

**General Education Requirements (36 credits)**

**Electives (17 credits)**

**Prescribed Electives**

- KYB 211 Information Processing (2 credits)
- KYB 212 Machine Transcription (3 credits)
- KYB 311 Desktop Publishing I (3 credits)
- KYB 411 Desktop Publishing II (3 credits)
- Major Area Courses (77 credits)
- ACCA 105 Financial Accounting I (3 credits)
- AOM 211 Office Procedures (3 credits)
- AOM 225 Records Management I (3 credits)
- AOM 325 Records Management II (3 credits)
- AOM 405 Office Administration I (3 credits)
- AOM 407 Office Administration II (3 credits)
- KYB 112 Intermediate Keyboarding (2 credits)
- MATH 132 Business Mathematics (3 credits)
- MGMT 101 Business Fundamentals (3 credits)
- TRS 111 Transcription Skills (3 credits)
- EDU 001 Professional Seminar in Education I (0 credits)
- EDU 002 Professional Seminar in Education II (0 credits)
- EDU 003 Professional Seminar in Education III (0 credits)
- EDU 004 Professional Seminar in Education IV (0 credits)
- EDU 005 Professional Seminar in Education V (0 credits)
- EDU 006 Professional Seminar in Education VI (0 credits)
- EDU 007 Professional Seminar in Education VII (0 credits)
- EDU 227 Speech and Drama for Teachers (3 credits)
- EDU 301 Technology in Education (3 credits)
- EDU 318 Techniques and the Teaching Experience I (3 credits)
- EDU 325 Foundations and Fundamentals of Education (3 credits)
- EDU 328 Introduction to Educational Research Methods (3 credits)
- EDU 329 Educational Psychology (3 credits)
- EDU 350 Business Studies in the Secondary School I (3 credits)
- EDU 418 Educational Assessment (3 credits)
- EDU 436 Literacy in the Secondary School (3 credits)
- EDU 450 Business Studies in the Secondary School II (3 credits)
- EDU 490 Final Teaching Practice (15 credits)
- EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits)

**Bachelor of Education Secondary (K-12) Certification Art (134 credits)**

This programme leads to a K-12 certification in Art. Emphasis is on students’ development as artists as well as their commitment to educating others. Students are exposed to a broad range of formal traditions in studio art as well as art history and criticism. Art teacher certification course work completes the programme. Students examine the foundations of education and its impact on contemporary education, methods of teaching, instructional technology, working with diverse populations and the technological, multicultural and interdisciplinary nature of art education.

**General Education Requirements (36 credits)**

**Prescribed General Education Courses**

- EDU 301 Technology in Education (3 credits)
- EDU 311 Physical and Health Education for Teachers (3 credits)

**Electives (18 credits)**

**Prescribed Electives**

- ART 106 Survey of Arts I: Pre-historic to Renaissance (3 credits)
- ART 221 Commercial Art II - Graphic Design (3 credits)
- ART 230 Printmaking (3 credits)
- EDU 326 Sociology of Education (3 credits)
- EDU 329 Educational Psychology (3 credits)
- EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits)

**Major Area Courses (80 credits)**

- ART 100 Drawing I (3 credits)
- ART 101 Drawing II (3 credits)
- ART 102 Methods and Concepts I-2D (2 credits)
- ART 103 Methods and Concepts II-2D (2 credits)
- ART 104 Methods and Concepts I-3D (2 credits)
- ART 105 Methods and Concept II-3D (2 credits)
- ART 200 Painting I (3 credits)
- ART 201 Painting II (3 credits) or ART 211 Ceramics II (3 credits)
- ART 210 Ceramics (3 credits)
- ART 262 Figure Painting (3 credits)
EDU 101 The Teaching Profession (3 Credits)
EDU 227 Speech and Drama for Teachers (3 credits)
EDU 318 Techniques and the Teaching Experience I (3 credits)
EDU 325 Foundations and Fundamentals of Education (3 credits)
EDU 328 Introduction to Educational Research Methods (3 credits)
EDU 370 Visual Arts in the Secondary School I (3 credits)
EDU 418 Educational Assessment (3 credits)
EDU 436 Literacy in the Secondary School (3 credits)
EDU 470 Visual Arts in the Secondary School II (3 credits)
EDU 490 Final Teaching Practice (15 credits)

Students select an additional 12 credits of Art courses: 6 credits (2 courses) at the 300-level and 6 credits (2 courses) at the 400-level.

Bachelor of Education Secondary Certification Biology/General Science (136 credits)
This programme prepares science teachers for the junior and senior high levels. To prepare them to teach at the junior high level which focuses mainly on general science, students complete foundation courses in all science disciplines as well as courses in Biology that prepare them to teach this specialised discipline at the senior high level. Teaching methodology specific to the junior high school is emphasised.

General Education Requirements (37 credits)
Electives (21 credits)

Prescribed Electives
BIOL 100 Principles of Biology I
BILB 100 Principles of Biology Laboratory (4 credits)
CHEM 135 College Chemistry I (4 credits)
PHYS 165 General Physics II (4 credits)

Major Area Courses (78 credits)
GEOG 114 Climatology and Biogeography (3 credits)
BIOL 200 Animal Biology (3 credits)
BILB 200 Animal Biology Laboratory (1 credit)
BIOL 201 Plant Biology (3 credits)
BILB 201 Plant Biology Laboratory (1 credit)
BIOL 216 Ecology (3 credits)
BILB 216 Ecology Laboratory (1 credit)
BIOL 220 Principles of Genetics (3 credits)
BILB 220 Principles of Genetics Laboratory (1 credit)
BIOL 223 Microbiology (4 credits)
BIOL 325 Plant Taxonomy (3 credits)
BILB 325 Plant Taxonomy Laboratory (1 credit)
BIOL 475 Bioethics (3 credits)
EDU 001 Professional Seminar in Education I (0 credits)
EDU 002 Professional Seminar in Education II (0 credits)
EDU 003 Professional Seminar in Education III (0 credits)
EDU 004 Professional Seminar in Education IV (0 credits)
EDU 005 Professional Seminar in Education V (0 credits)
EDU 006 Professional Seminar in Education VI (0 credits)
EDU 007 Professional Seminar in Education VII (0 credits)
EDU 227 Speech and Drama for Teachers (3 credits)
EDU 301 Technology in Education (3 credits)
EDU 318 Techniques and the Teaching Experience I (3 credits)
EDU 325 Foundations and Fundamentals of Education (3 credits)
EDU 328 Introduction to Educational Research Methods (3 credits)
EDU 361 Science in the Secondary School I (3 credits)
EDU 418 Educational Assessment (3 credits)
EDU 436 Literacy in the Secondary School (3 credits)
EDU 461 Science in the Secondary School II (3 credits)
EDU 490 Final Teaching Practice (15 credits)
EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits)

Bachelor of Education Secondary Certification Business Studies (132 credits)
The Accounting speciality strand of this programme prepares teachers to provide instruction up to twelfth grade level and in accelerated school-based programmes. Students are exposed to accounting principles relating to the accounting cycle of a sole trader involved in a service or merchandising enterprise, principles of accounting for partnerships and corporations and related issues. Students gain knowledge in management accounting, financial management and in the role of various systems and users.

General Education Requirements (36 credits)
Electives (18 credits)

Prescribed Electives
ACCA 105 Financial Accounting I (3 credits)
ACCA 205 Financial Accounting II (3 credits)
ACCA 210 Computerised Accounting (3 credits)
ACCA 310 Management Accounting (3 credits)

Major Area Courses (78 credits)
CIS 106 Computer Applications I (3 credits)
MATH 132 Business Mathematics (3 credits)
MKTG 200 Principles of Marketing (3 credits)
STAT 201 Business Statistics (3 credits)
MGMT 101 Business Fundamentals (3 credits)
MGMT 203 Business Organisation and Management (3 credits)
ECON 211 Principles of Macroeconomics (3 credits)
ECON 212 Principles of Microeconomics (3 credits)
BUSL 255 Business Law I (3 credits)
FIN 314 Financial Management (3 credits)
EDU 001 Professional Seminar in Education I (0 credits)
EDU 002 Professional Seminar in Education II (0 credits)
EDU 003 Professional Seminar in Education III (0 credits)
EDU 004 Professional Seminar in Education IV (0 credits)
EDU 005 Professional Seminar in Education V (0 credits)
EDU 006 Professional Seminar in Education VI (0 credits)
EDU 007 Professional Seminar in Education VII (0 credits)
EDU 227 Speech and Drama for Teachers (3 credits)
EDU 301 Technology in Education (3 credits)
EDU 318 Techniques and the Teaching Experience I (3 credits)
EDU 325 Foundations and Fundamentals of Education (3 credits)
EDU 328 Introduction to Educational Research Methods (3 credits)
EDU 361 Science in the Secondary School I (3 credits)
EDU 418 Educational Assessment (3 credits)
EDU 436 Literacy in the Secondary School (3 credits)
EDU 461 Science in the Secondary School II (3 credits)
EDU 490 Final Teaching Practice (15 credits)
EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits)
EDU 328 Introduction to Educational Research Methods (3 credits)
EDU 329 Educational Psychology (3 credits)
EDU 350 Business Studies in the Secondary School I (3 credits)
EDU 418 Educational Assessment (3 credits)
EDU 436 Literacy in the Secondary School (3 credits)
EDU 461 Science in the Secondary School II (3 credits)

Bachelor of Education Secondary Certification Chemistry/General Science (130 credits)
This programme prepares science teachers for the junior and senior high levels. To prepare them to teach at the junior high level which focuses mainly on general science, students complete foundation courses in all science disciplines as well as courses in Chemistry that prepare them to teach this specialised discipline at the senior high level. Teaching methodology specific to the junior high school is emphasised.

General Education Requirements (37 credits)
Electives (21 credits)

Prescribed Electives
BIOL 100 Principles of Biology I and BILB 100 Principles of Biology Laboratory (4 credits)
CHEM 135 College Chemistry I (4 credits)
PHYS 165 General Physics II (4 credits)

Major Area Courses (72 credits)
MATH 168 Pre-Calculus II: Trigonometry (3 credits)
MATH 170 Calculus with Analytical Geometry I (4 credits)
CHEM 225 College Chemistry II (4 credits)
CHEM 230 Organic Chemistry I (3 credits)
CHLB 230 Organic Chemistry I Laboratory (1 credit)
CHEM 235 Inorganic Chemistry (4 credits)
CHEM 330 Organic Chemistry II (3 credits)

Bachelor of Education Secondary Certification Computer Studies Option A: Applications Programming (132 credits)
Computer Studies majors pursue introductory business management, accounting, economics, business statistics, web publishing and computer information systems courses. In the third year, students choose between two options: Applications Programming or Network Systems. Students who pursue Applications Programming examine the use of classes, objects and menus for the design of a business application using visual basic, an object-oriented programming language in a graphical user-interface environment such as windows. Students also examine programming language that facilitates the development of Web applications, the programming of interactive web pages and the use of Active Server Pages technology in database access on the Web.

General Education Requirements (36 credits)
Electives (18 credits)

Prescribed Electives
CIS 308 Advanced Visual Basic (3 credits)
CIS 375 JAVA (3 credits)
CISP 400 Web Programming (3 credits)

Major Area Courses (78 credits)
ACCA 105 Financial Accounting I (3 credits)
CISP 110 Introduction to Programming (3 credits)
CIS 106 Computer Applications I (3 credits)
CIS 206 Computer Applications II (3 credits)
ECON 211 Principles of Macroeconomics (3 credits)
MATH 132 Business Mathematics (3 credits)
MGMT 101 Business Fundamentals (3 credits)
STAT 201 Business Statistics (3 credits)
EDU 001 Professional Seminar in Education I (0 credits)
EDU 002 Professional Seminar in Education II (0 credits)
EDU 003 Professional Seminar in Education III (0 credits)
EDU 004 Professional Seminar in Education IV (0 credits)
EDU 005 Professional Seminar in Education V (0 credits)
EDU 006 Professional Seminar in Education VI (0 credits)
EDU 007 Professional Seminar in Education VII (0 credits)
EDU 227 Speech and Drama for Teachers (3 credits)
EDU 301 Technology in Education (3 credits)
EDU 318 Techniques and the Teaching Experience I (3 credits)
EDU 325 Foundations and Fundamentals of Education (3 credits)
EDU 328 Introduction to Educational Research Methods (3 credits)
EDU 329 Educational Psychology (3 credits)
EDU 401 Models for Teaching and Learning in Computer Studies (3 credits)
EDU 418 Educational Assessment (3 credits)
EDU 436 Literacy in the Secondary School (3 credits)
EDU 490 Final Teaching Practice (15 credits)
EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits)

Bachelor of Education Secondary Certification Computer Studies Option B: Network Systems (132 credits)

Computer Studies majors pursue introductory business management, accounting, economics, business statistics, web publishing and computer information systems courses. During the third year, students choose between two options: Applications Programming or Network Systems. In Network Systems students focus on the principal operating systems at the introductory programming level, including an investigation of the features and applications of several operating systems for multi-user and multi-tasking environments. Students design and explore various network applications and examine the administration and services fundamental to a network operating system.

General Education Requirements (36 credits)
Electives (18 credits)

Prescribed Electives
CISN 329 Local Area Network I (3 credits)
CISN 429 Local Area Network II (3 credits)
MIS 435 Network Management (3 credits) or CIS 425 Web Server Management (3 credits)

Major Area Courses (78 credits)
ACCA 105 Financial Accounting I (3 credits)
CIS 106 Computer Applications I (3 credits)
CIS 120 Object Oriented Programming Lang VB (3 credits) or CIS 225 Object Oriented Programming C (3 credits)
CIS 206 Computer Applications II (3 credits)
CIS 305 Fundamentals of Operating Systems (3 credits)
CIS 335 Structured Analysis and Design (3 credits) or CIS 340 Web Publishing (3 credits)
CISP 110 Introduction to Programming (3 credits)
ECON 211 Principles of Macroeconomics (3 credits)
MATH 132 Business Mathematics (3 credits)
MGMT 101 Business Fundamentals (3 credits)
STAT 201 Business Statistics (3 credits)
EDU 001 Professional Seminar in Education I (0 credits)
EDU 002 Professional Seminar in Education II (0 credits)
EDU 003 Professional Seminar in Education III (0 credits)
EDU 004 Professional Seminar in Education IV (0 credits)
EDU 005 Professional Seminar in Education V (0 credits)
EDU 006 Professional Seminar in Education VI (0 credits)
EDU 007 Professional Seminar in Education VII (0 credits)
EDU 227 Speech and Drama for Teachers (3 credits)
EDU 301 Technology in Education (3 credits)
EDU 318 Techniques and the Teaching Experience I (3 credits)

EDU 325 Foundations and Fundamentals of Education (3 credits)
EDU 328 Introduction to Educational Research Methods (3 credits)
EDU 329 Educational Psychology (3 credits)
EDU 401 Models for Teaching and Learning in Computer Studies (3 credits)
EDU 418 Educational Assessment (3 credits)
EDU 436 Literacy in the Secondary School (3 credits)
EDU 490 Final Teaching Practice (15 credits)
EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits)

Bachelor of Education Secondary Certification English Language and Literature (129 credits)

In addition to preparing students to teach English Language and Literature at the junior and senior high level, through the prescribed electives, this programme comprises a Bahamian Literature and Culture specialty strand. Students are introduced to written Bahamian literature and examine the influence of factors such as politics, religion, race, class and gender in the creation of Bahamian cultural identity. Students also examine the socio-historical and linguistic factors contributing to language varieties, focusing on Bahamian Creole and dialect interference.

General Education Requirements (36 credits)
Electives (18 credits)

Prescribed Electives
ENG 208 Bahamian Literature (3 credits)
ENG 400 Studies in the Bahamian Culture (3 credits)
ENG 405 Studies in Bahamian English (3 credits)

Major Area Courses (75 credits)
ENG 108 The Oral Tradition in Bahamian Literature (3 credits)
ENG 121 Elementary English Structure (3 credits)
ENG 124 Introduction to Criticism (3 credits)
ENG 212 Shakespeare: Desire, Deception, Death (3 credits)
ENG 217 Introduction to Poetry (3 credits)
ENG 305 British Literature I: 450-1785 (3 credits)
ENG 311 Literary Theory (3 credits)
ENG 312 Studies in Modern Drama (3 credits) or ENG 351 Genre Studies: The Novel (3 credits)
ENG 410 Caribbean Women Writers (3 credits)
EDU 001 Professional Seminar in Education I (0 credits)
EDU 002 Professional Seminar in Education II (0 credits)
EDU 003 Professional Seminar in Education III (0 credits)
EDU 004 Professional Seminar in Education IV (0 credits)
EDU 005 Professional Seminar in Education V (0 credits)
EDU 006 Professional Seminar in Education VI (0 credits)
EDU 007 Professional Seminar in Education VII (0 credits)
EDU 227 Speech and Drama for Teachers (3 credits)
EDU 301 Technology in Education (3 credits)
EDU 318 Techniques and the Teaching Experience I (3 credits)
EDU 325 Foundations and Fundamentals of Education (3 credits)
EDU 328 Introduction to Educational Research Methods (3 credits)
EDU 335 Language Arts in the Secondary School (3 credits)
EDU 435 Language Arts in the Secondary School II (3 credits)
EDU 436 Literacy in the Secondary School (3 credits)
EDU 418 Educational Assessment (3 credits)
EDU 490 Final Teaching Practice (15 credits)
EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits)

Bachelor of Education Secondary Certification Family and Consumer Sciences Option A: Food and Nutrition (133 credits)
The Family and Consumer Sciences programme is an integrated field of studies that focuses on food and nutrition, textile and clothing construction, housing, home management, family relations, health and human development and consumer education. Students select one of three options. In the Food and Nutrition option, students take courses in which they examine cooking principles, methods and products and trends in nutrition and health. They evaluate foodservice equipment and tools for the production and preservation of food. They also explore the multifaceted job of a foodservice establishment and the link between food planning and management, and service and dining etiquette.

General Education Requirements (36 credits)
Electives (18 credits)

Prescribed Electives
CULN 150 Food Preparation (3 credits)
FCSE 203 Food Production Planning and Management (3 credits)
FCSE 301 Food Science (3 credits)

Major Area Courses (75 credits)
CHEM 115 Introductory Chemistry (4 credits)
CULN 125 Basic Culinary Science (3 credits)
CULN 200 Baking and Pastry (3 credits)
FSMG 110 Menu Planning and Nutrition (3 credits)
FCSE 101 Clothing Construction and Needle Craft (3 credits)
FCSE 204 Family Relationships and Management (3 credits)
FCSE 205 Consumer Economics (3 credits)
FCSE 302 Textile Science (3 credits)
FCSE 303 Housing and Interior Design (3 credits)
MGMT 403 Entrepreneurship (3 credits)
EDU 001 Professional Seminar in Education I (0 credits)
EDU 002 Professional Seminar in Education II (0 credits)
EDU 003 Professional Seminar in Education III (0 credits)
EDU 004 Professional Seminar in Education IV (0 credits)
EDU 005 Professional Seminar in Education V (0 credits)
EDU 006 Professional Seminar in Education VI (0 credits)
EDU 007 Professional Seminar in Education VII (0 credits)
EDU 227 Speech and Drama for Teachers (3 credits)
EDU 301 Technology in Education (3 credits)
EDU 318 Techniques and the Teaching Experience I (3 credits)
EDU 325 Foundations and Fundamentals of Education (3 credits)
EDU 328 Introduction to Educational Research Methods (3 credits)
EDU 329 Educational Psychology (3 credits)
EDU 360 Home Economics in the Secondary School I (3 credits)
EDU 418 Educational Assessment (3 credits)
EDU 436 Literacy in the Secondary School (3 credits)
EDU 460 Home Economics in the Secondary School II (3 credits)
EDU 490 Final Teaching Practice (15 credits)
EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits)

Bachelor of Education Secondary Certification Family and Consumer Sciences Option B: Family Living and Relationships (133 credits)
The Family and Consumer Sciences programme is an integrated field of studies that focuses on food and nutrition, textile and clothing construction, housing, home management, family relations, health and human development and consumer education. Students select one of three options. In the Family Living and Relationships option, students take courses in which they discuss the family structure and relationship skills, including aspects of parenting.

General Education Requirements (36 credits)
Electives (18 credits)

Prescribed Electives
FCSE 204 Family Relationships and Management (3 credits)
FCSE 205 Consumer Economics (3 credits)
MGMT 403 Entrepreneurship (3 credits)

Major Area Courses (79 credits)
CHEM 115 Introductory Chemistry (4 credits)
CULN 125 Basic Culinary Science (3 credits)
CULN 150 Food Preparation (3 credits)
CULN 200 Baking and Pastry (3 credits)
FCSE 101 Clothing Construction and Needle Craft (3 credits)
FCSE 203 Food Production Planning and Management (3 credits)
FCSE 301 Food Science (3 credits)
FCSE 302 Textile Science (3 credits)
FCSE 303 Housing and Interior Design (3 credits)
FSMG 110 Menu Planning and Nutrition (3 credits)
EDU 001 Professional Seminar in Education I (0 credits)
EDU 002 Professional Seminar in Education II (0 credits)
EDU 003 Professional Seminar in Education III (0 credits)
EDU 004 Professional Seminar in Education IV (0 credits)
EDU 005 Professional Seminar in Education V (0 credits)
EDU 006 Professional Seminar in Education VI (0 credits)
EDU 007 Professional Seminar in Education VII (0 credits)
EDU 227 Speech and Drama for Teachers (3 credits)
EDU 301 Technology in Education (3 credits)
EDU 318 Techniques and the Teaching Experience I (3 credits)
EDU 325 Foundations and Fundamentals of Education (3 credits)
EDU 328 Introduction to Educational Research Methods (3 credits)
EDU 329 Educational Psychology (3 credits)
EDU 360 Home Economics in the Secondary School I (3 credits)
EDU 418 Educational Assessment (3 credits)
EDU 460 Home Economics in the Secondary School II (3 credits)
Bachelor of Education Secondary Certification Family and Consumer Sciences Option C: Clothing (133 credits)
The Family and Consumer Sciences programme is an integrated field of studies that focuses on food and nutrition, textile and clothing construction, housing, home management, family relations, health and human development and consumer education. Students select one of three options. In the Clothing option, students take courses in which they assess natural and synthetic fibers, select fabrics and commercial patterns and use sewing equipment, techniques and tools to construct garments. Students also explore the textile and clothing industry and opportunities for entrepreneurship, planning and managing a business.

General Education Requirements (36 credits)
Electives (18 credits)

Prescribed Electives
FCSE 101 Clothing Construction and Needle Craft (3 credits)
FCSE 302 Textile Science (3 credits)
MGMT 403 Entrepreneurship (3 credits)

Major Area Courses (79 credits)
CHEM 115 Introductory Chemistry (4 credits)
CULN 125 Basic Culinary Science (3 credits)
CULN 150 Food Preparation (3 credits)
CULN 200 Baking and Pastry (3 credits)
FCSE 203 Food Production Planning and Management (3 credits)
FCSE 204 Family Relationships and Management (3 credits)
FCSE 205 Consumer Economics (3 credits)
FCSE 301 Food Science (3 credits)
FCSE 303 Housing and Interior Design (3 credits)
FSMG 110 Menu Planning and Nutrition (3 credits)
EDU 001 Professional Seminar in Education I (0 credits)
EDU 002 Professional Seminar in Education II (0 credits)
EDU 003 Professional Seminar in Education III (0 credits)
EDU 004 Professional Seminar in Education IV (0 credits)
EDU 005 Professional Seminar in Education V (0 credits)
EDU 006 Professional Seminar in Education VI (0 credits)
EDU 007 Professional Seminar in Education VII (0 credits)
EDU 227 Speech and Drama for Teachers (3 credits)
EDU 301 Technology in Education (3 credits)
EDU 318 Techniques and the Teaching Experience I (3 credits)
EDU 325 Foundations and Fundamentals of Education (3 credits)
EDU 328 Introduction to Educational Research Methods (3 credits)
EDU 329 Educational Psychology (3 credits)
EDU 375 Modern Languages in the Secondary School I (3 credits)
EDU 418 Educational Assessment (3 credits)
EDU 436 Literacy in the Secondary School (3 credits)
EDU 475 Modern Languages in the Secondary School II (3 credits)
EDU 490 Final Teaching Practice (15 credits)
EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits)

Bachelor of Education Secondary Certification French (129 credits)
In addition to preparing students to teach French at the junior and senior high level, this programme comprises a French experience specialty strand in which students integrate French content knowledge with practical experience in Francophone culture applying requisite listening and speaking skills for communication.

General Education Requirements (36 credits)
Electives (18 credits)

Prescribed Electives
FLE 200 Foreign Language Experience (3 credits)
FRE 301 French Listening and Speaking (3 credits)
FRE 310 Francophone Cultures (3 credits)

Major Area Courses (75 credits)
FRE 103 Introductory French I (3 credits)
FRE 104 Introductory French II (3 credits)
FRE 200 Intermediate French Grammar (3 credits)
FRE 203 Intermediate French I (3 credits)
FRE 204 Intermediate French II (3 credits)
FRE 252 French for Business (3 credits)
FRE 258 Introduction to French Literary Texts (3 credits)
FRE 420 French Texts Translation (3 credits)
FRE 458 Twentieth Century French Literature (3 credits)
EDU 001 Professional Seminar in Education I (0 credits)
EDU 002 Professional Seminar in Education II (0 credits)
EDU 003 Professional Seminar in Education III (0 credits)
EDU 004 Professional Seminar in Education IV (0 credits)
EDU 005 Professional Seminar in Education V (0 credits)
EDU 006 Professional Seminar in Education VI (0 credits)
EDU 007 Professional Seminar in Education VII (0 credits)
EDU 227 Speech and Drama for Teachers (3 credits)
EDU 301 Technology in Education (3 credits)
EDU 318 Techniques and the Teaching Experience I (3 credits)
EDU 325 Foundations and Fundamentals of Education (3 credits)
EDU 328 Introduction to Educational Research Methods (3 credits)
EDU 329 Educational Psychology (3 credits)
EDU 375 Modern Languages in the Secondary School I (3 credits)
EDU 418 Educational Assessment (3 credits)
EDU 436 Literacy in the Secondary School (3 credits)
EDU 490 Final Teaching Practice (15 credits)
EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits)
Bachelor of Education Secondary Certification History/Geography (129 credits)

Graduates of this programme enter the teaching profession having completed a Natural Environment specialty strand in which they examine the earth’s atmosphere, climate, economic land use, crust and soil. Students also examine the environmental impact on and by humans.

General Education Requirements (36 credits)
Electives (18 credits)

Prescribed Electives
- GEOG 114 Climatology and Biogeography (3 credits)
- GEOG 220 Economic Geography (3 credits)
- GEOG 222 Landscapes and Soils (3 credits)
- GEOG 320 Geography and the Environment (3 credits)

Major Area Courses (75 credits)
- GEOG 113 Human and Cultural Geography (3 credits)
- GEOG 207 Geography of North America (3 credits)
- GEOG 400 Advanced Bahamian Geography (3 credits)
- HIS 160 History of the United States (to 1865) (3 credits)
- HIS 172 Caribbean History I (1400-1833) (3 credits)
- HIS 225 The Nature of History (3 credits)
- HIS 280 History of Africa (Since 1850) (3 credits)
- HIS 302 The Atlantic World II (1600-1800) (3 credits)
- HIS 405 Research in History (3 credits)
- EDU 001 Professional Seminar in Education I (0 credits)
- EDU 002 Professional Seminar in Education II (0 credits)
- EDU 003 Professional Seminar in Education III (0 credits)
- EDU 004 Professional Seminar in Education IV (0 credits)
- EDU 005 Professional Seminar in Education V (0 credits)
- EDU 006 Professional Seminar in Education VI (0 credits)
- EDU 007 Professional Seminar in Education VII (0 credits)
- EDU 227 Speech and Drama for Teachers (3 credits)
- EDU 301 Technology in Education (3 credits)
- EDU 318 Techniques and the Teaching Experience I (3 credits)
- EDU 325 Foundations and Fundamentals of Education (3 credits)
- EDU 328 Introduction to Educational Research Methods (3 credits)
- EDU 329 Educational Psychology (3 credits)
- EDU 345 Social Studies in the Secondary School I (3 credits)
- EDU 418 Educational Assessment (3 credits)
- EDU 436 Literacy in the Secondary School (3 credits)
- EDU 445 Social Studies in the Secondary School II (3 credits)
- EDU 490 Final Teaching Practice (15 credits)
- EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits)

Bachelor of Education Secondary Certification Mathematics (128 credits)

Calculus is regarded as an essential component of an advanced mathematics programme. Consequently, students who pursue this degree programme complete calculus courses designed to meet the needs of mathematics educators.

General Education Requirements (36 credits)
Electives (20 credits)

Prescribed Electives
- MATH 170 Calculus I (4 credits)
- MATH 270 Calculus with Analytic Geometry II (4 credits)
- MATH 280 Multivariable Calculus (3 credits)

Major Area Courses (72 credits)
- MATH 159 Introduction to Probability and Statistics (3 credits)
- MATH 168 Precalculus: Trigonometry (3 credits)
- MATH 251 Linear Algebra (3 credits)
- MATH 274 Differential Equations (3 credits)
- MATH 300 Introduction to Abstract Mathematics (3 credits)
- MATH 320 Numerical Methods (3 credits)
- MATH 340 Geometry (3 credits)
- MATH 400 History and Development of Mathematics (3 credits)
- EDU 001 Professional Seminar in Education I (0 credits)
- EDU 002 Professional Seminar in Education II (0 credits)
- EDU 003 Professional Seminar in Education III (0 credits)
- EDU 004 Professional Seminar in Education IV (0 credits)
- EDU 005 Professional Seminar in Education V (0 credits)
- EDU 006 Professional Seminar in Education VI (0 credits)
- EDU 007 Professional Seminar in Education VII (0 credits)
- EDU 227 Speech and Drama for Teachers (3 credits)
- EDU 301 Technology in Education (3 credits)
- EDU 318 Techniques and the Teaching Experience I (3 credits)
- EDU 325 Foundations and Fundamentals of Education (3 credits)
- EDU 328 Introduction to Educational Research Methods (3 credits)
- EDU 329 Educational Psychology (3 credits)
- EDU 365 Mathematics in the Secondary School I (3 credits)
- EDU 418 Educational Assessment (3 credits)
- EDU 436 Literacy in the Secondary School (3 credits)
- EDU 465 Mathematics in the Secondary School II (3 credits)
- EDU 490 Final Teaching Practice (15 credits)
- EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits)
Bachelor of Education Secondary Certification Physical Education K-12 (129 credits)
The four-course Games strand of this Physical Education K-12 programme allows students to move from the examination of team sports to the examination of individual and dual sports and to adapting these sports to accommodate persons with physical, sensory and mental disabilities.

General Education Requirements (36 credits) Electives (18 credits)

Prescribed Electives
PED 173 Team Games I (3 credits)
PED 174 Team Games II (3 credits)
PED 175 Individual and Dual Sports (3 credits)
PED 347 Adaptive and Corrective Physical Education (3 credits)

Major Area Courses (75 credits)
PED 143 Swimming (3 credits)
PED 157 Human Anatomy and Physiology (3 credits)
PED 204 Tests and Measurement in Physical Education (3 credits)
PED 210 Sports Officiating (3 credits)
PED 240 History of Physical Education (3 credits)
PED 245 Health Education (3 credits)
PED 246 Track and Field (3 credits)
PED 400 Management of Physical Education and Sports (3 credits)
EDU 001 Professional Seminar in Education I (0 credits)
EDU 002 Professional Seminar in Education II (0 credits)
EDU 003 Professional Seminar in Education III (0 credits)
EDU 004 Professional Seminar in Education IV (0 credits)
EDU 005 Professional Seminar in Education V (0 credits)
EDU 006 Professional Seminar in Education VI (0 credits)
EDU 007 Professional Seminar in Education VII (0 credits)
EDU 210 Advanced First Aid (3 credits)
EDU 227 Speech and Drama for Teachers (3 credits)
EDU 301 Technology in Education (3 credits)
EDU 308 Physical Education in the Primary School (3 credits)
EDU 318 Techniques and the Teaching Experience I (3 credits)
EDU 325 Foundations and Fundamentals of Education (3 credits)
EDU 328 Introduction to Educational Research Methods (3 credits)
EDU 329 Educational Psychology (3 credits)
EDU 430 Physical Education in the Secondary School (3 credits)
EDU 432 Kinesiology (3 credits)
EDU 436 Literacy in the Secondary School (3 credits)
EDU 490 Final Teaching Practice (15 credits)
EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits)

Bachelor of Education Secondary Certification Physics/General Science (132 credits)
This programme prepares science teachers for the junior and senior high levels. To prepare them to teach at the junior high level which focuses mainly on general science, students complete foundation courses in all science disciplines as well as courses in Physics that prepare them to teach this specialised discipline at the senior high level. Teaching methodology specific to the junior high school is emphasised.

General Education Requirements (36 credits) Electives (21 credits)

Prescribed Electives
BIOL 100 Principles of Biology I and BILB 100 Principles of Biology Laboratory (4 credits)
CHEM 135 College Chemistry I (4 credits)
PHYS 165 General Physics II (4 credits)

Major Area Courses (75 credits)
MATH 170 Calculus I (4 credits)
MATH 270 Calculus with Analytic Geometry II (4 credits)
MATH 274 Differential Equations (3 credits)
PHYS 176 College Physics I (3 credits)
PHYL 176 College Physics I Laboratory (1 credit)
PHYS 270 College Physics II (3 credits)
PHYL 270 College Physics II Laboratory (1 credit)
PHYS 276 College Physics III (3 credits)
PHYL 276 College Physics III Laboratory (1 credit)
PHYS 277 College Physics IV (3 credits)
PHYL 277 College Physics IV Laboratory (1 credit)
EDU 001 Professional Seminar in Education I (0 credits)
EDU 002 Professional Seminar in Education II (0 credits)
EDU 003 Professional Seminar in Education III (0 credits)
EDU 004 Professional Seminar in Education IV (0 credits)
EDU 005 Professional Seminar in Education V (0 credits)
EDU 006 Professional Seminar in Education VI (0 credits)
EDU 007 Professional Seminar in Education VII (0 credits)
EDU 227 Speech and Drama for Teachers (3 credits)
EDU 301 Technology in Education (3 credits)
EDU 318 Techniques and the Teaching Experience I (3 credits)
EDU 325 Foundations and Fundamentals of Education (3 credits)
EDU 328 Introduction to Educational Research Methods (3 credits)
EDU 329 Educational Psychology (3 credits)
EDU 361 Science in the Secondary School I (3 credits)
EDU 418 Educational Assessment (3 credits)
EDU 436 Literacy in the Secondary School (3 credits)
EDU 461 Science in the Secondary School II (3 credits)
EDU 490 Final Teaching Practice (15 credits)
EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits)
Bachelor of Education Secondary Certification Religion
(129 credits)
This programme certifies students to teach Religion at the junior and senior high levels. Additionally, students focus on a Family Life and Ethics strand which examines the family in society and the impact of religious institutions and traditions on social attitudes and problems. Students also examine topics such as affluence, alienation, work, leisure, ageing and others as well as contemporary trends and issues within and outside major religious traditions as they relate to religious thought and life.

General Education Requirements (36 credits)
Electives (18 credits)

Prescribed Electives
REL 201 Marriage and Family (3 credits)
REL 213 Contemporary Ethical Issues (Societal) (3 credits)
REL 214 Contemporary Ethical Issues (Personal) (3 credits)
REL 300 Religion Today (3 credits)

Major Area Courses (75 credits)
REL 104 Introduction to Biblical Studies I (3 credits)
REL 105 Introduction to Biblical Studies II (3 credits)
REL 113 Introduction to Religion (3 credits)
REL 203 Religious Cults and Sects (3 credits)
REL 211 Sociology of Religion (3 credits)
REL 212 Religion in Bahamian Life (3 credits)
REL 215 Introduction to Philosophy of Religion (3 credits)
REL 400 World Faiths I (3 credits)
REL 401 World Faiths II (3 credits)
EDU 001 Professional Seminar in Education I (0 credits)
EDU 002 Professional Seminar in Education II (0 credits)
EDU 003 Professional Seminar in Education III (0 credits)
EDU 004 Professional Seminar in Education IV (0 credits)
EDU 005 Professional Seminar in Education V (0 credits)
EDU 006 Professional Seminar in Education VI (0 credits)
EDU 007 Professional Seminar in Education VII (0 credits)
EDU 227 Speech and Drama for Teachers (3 credits)
EDU 301 Technology in Education (3 credits)
EDU 318 Techniques and the Teaching Experience I (3 credits)
EDU 325 Foundations and Fundamentals of Education (3 credits)
EDU 328 Introduction to Educational Research Methods (3 credits)
EDU 340 Religious Education in the Secondary School I (3 credits)
EDU 418 Educational Assessment (3 credits)
EDU 436 Literacy in the Secondary School (3 credits)
EDU 440 Religious Education in the Secondary School II (3 credits)
EDU 490 Final Teaching Practice (15 credits)
EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits)

Bachelor of Education Secondary Certification Spanish
(129 credits)
In addition to preparing students to teach Spanish at the junior and senior high level, this programme comprises a Spanish Experience specialty strand in which students integrate Spanish content knowledge with practical experience in Latin American culture applying requisite listening and speaking skills for communication.

General Education Requirements (36 credits)
Electives (18 credits)

Prescribed Electives
FLE 200 Foreign Language Experience (3 credits)
SPA 301 Advanced Listening and Speaking (3 credits)
SPA 310 Latin American Cultures (3 credits)

Major Area Courses (75 credits)
SPA 103 Introductory Spanish I (3 credits)
SPA 104 Introductory Spanish II (3 credits)
SPA 200 Intermediate Spanish Grammar (3 credits)
SPA 203 Intermediate Spanish I (3 credits)
SPA 204 Intermediate Spanish II (3 credits)
SPA 242 Spanish for Business (3 credits)
SPA 258 Introduction to Spanish Literary Texts (3 credits)
SPA 420 Spanish Texts Translation (3 credits)
SPA 458 Twentieth Century Latin American Literature (3 credits)
EDU 001 Professional Seminar in Education I (0 credits)
EDU 002 Professional Seminar in Education II (0 credits)
EDU 003 Professional Seminar in Education III (0 credits)
EDU 004 Professional Seminar in Education IV (0 credits)
EDU 005 Professional Seminar in Education V (0 credits)
EDU 006 Professional Seminar in Education VI (0 credits)
EDU 007 Professional Seminar in Education VII (0 credits)
EDU 227 Speech and Drama for Teachers (3 credits)
EDU 301 Technology in Education (3 credits)
EDU 318 Techniques and the Teaching Experience I (3 credits)
EDU 325 Foundations and Fundamentals of Education (3 credits)
EDU 328 Introduction to Educational Research Methods (3 credits)
EDU 340 Religious Education in the Secondary School I (3 credits)
EDU 418 Educational Assessment (3 credits)
EDU 436 Literacy in the Secondary School (3 credits)
EDU 475 Modern Languages in the Secondary School II (3 credits)
EDU 490 Final Teaching Practice (15 credits)
EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits)

NOTE: Students should consult the School of Education for the Bachelor of Education Secondary Certification Music Programme.
Bachelor of Education Secondary Advanced Placement (43 credits)
Advanced Placement is granted to holders of associate degrees and teaching certificates who do not require deficiency and/or prerequisite courses at the freshman or sophomore levels.

Major Area Courses (43 credits)
- CIS 100 Computer Literacy (1 credit)
- ENG 301 Advanced Writing Skills (3 credits)
- EDU 301 Technology in Education (3 credits)
- EDU 311 Physical and Health Education for Teachers (3 credits)
- EDU 326 Sociology of Education (3 credits)
- EDU 4... Methods for Teaching and Learning in ... (3 credits)
- EDU 420 Classroom Techniques and Management II (9 credits)
- EDU 437 Literacy Strategies for the Classroom (3 credits)
- EDU 490 Workshop in Education: Educating Exceptional Learners (3 credits)

Students select an additional 12 credits of Major Area Content courses: 6 credits (2 courses) at the 300 level and 6 credits (2 courses) at the 400 level.

Bachelor of Education Primary Certification Option A: General (129 credits)

General Education Requirements (36 credits)
Electives (18 credits)

Major Area Courses (75 credits)
- GEOG 113 Human and Cultural Geography or GEOG 114 Climatology and Biogeography (3 credits)
- ENG 214 Literature for Children (3 credits)
- EDU 001 Professional Seminar in Education I (0 credits)
- EDU 002 Professional Seminar in Education II (0 credits)
- EDU 003 Professional Seminar in Education III (0 credits)
- EDU 004 Professional Seminar in Education IV (0 credits)
- EDU 220 Child Development and Learning (3 credits)
- EDU 227 Speech and Drama for Teachers (3 credits)
- EDU 228 Music, Art and Drama in the Primary School (3 credits)
- EDU 234 Early Literacy Development (3 credits)
- EDU 250 Geography Skills (3 credits)
- EDU 271 Mathematics in the Lower Primary School: Numeracy I (3 credits)
- EDU 301 Technology in Education (3 credits)
- EDU 318 Techniques and the Teaching Experience I (3 credits)
- EDU 325 Foundations and Fundamentals of Education (3 credits)
- EDU 328 Introduction to Educational Research Methods (3 credits)
- EDU 334 Developing Independent Readers and Writers (3 credits)
- EDU 351 Social Development (3 credits)
- EDU 356 Religious Education in the Primary School (3 credits)
- EDU 363 Science Teaching in the Primary School (3 credits)
- EDU 418 Educational Assessment (3 credits)
- EDU 434 Teaching Language Arts in the Primary School (3 credits)
- EDU 471 Mathematics in the Upper Primary School: Numeracy II (3 credits)
- EDU 490 Final Teaching Practice (15 credits)
- EDU 494 Exceptional Learner in the Primary School (3 credits)

Bachelor of Education Primary Certification Option B: Early Childhood (129 credits)

General Education Requirements (36 credits)
Electives (18 credits)

Prescribed Electives
- ECED 304 Fundamentals of Early Childhood Education (3 credits)
- ECED 305 Curriculum Planning for Early Childhood Environments (3 credits)
- ECED 426 Teaching Techniques in Early Childhood (3 credits)

Major Area Courses (75 credits)
- GEOG 113 Human and Cultural Geography (3 credits) or GEOG 114 Climatology and Biogeography (3 credits)
- ENG 214 Literature for Children (3 credits)
- EDU 001 Professional Seminar in Education I (0 credits)
- EDU 002 Professional Seminar in Education II (0 credits)
- EDU 220 Child Development and Learning (3 credits)
- EDU 227 Speech and Drama for Teachers (3 credits)
- EDU 228 Music, Art and Drama in the Primary School (3 credits)
- EDU 234 Early Literacy Development (3 credits)
- EDU 250 Geography Skills (3 credits)
- EDU 271 Mathematics in the Lower Primary School: Numeracy I (3 credits)
- EDU 301 Technology in Education (3 credits)
- EDU 318 Techniques and the Teaching Experience I (3 credits)
- EDU 325 Foundations and Fundamentals of Education (3 credits)
- EDU 328 Introduction to Educational Research Methods (3 credits)
- EDU 334 Developing Independent Readers and Writers (3 credits)
- EDU 351 Social Development (3 credits)
- EDU 356 Religious Education in the Primary School (3 credits)
- EDU 363 Science Teaching in the Primary School (3 credits)
- EDU 418 Educational Assessment (3 credits)
- EDU 434 Teaching Language Arts in the Primary School (3 credits)
- EDU 471 Mathematics in the Upper Primary School: Numeracy II (3 credits)
- EDU 490 Final Teaching Practice (15 credits)
- EDU 494 Exceptional Learner in the Primary School (3 credits)
Bachelor of Education Primary Certification Option C: Special Education (129 credits)

General Education Requirements (36 credits)
Electives (18 credits)

Prescribed Electives
SPED 300 The Exceptional Learner (3 credits)
SPED 301 Curriculum Development for the Exceptional Learner (3 credits)
SPED 302 Strategies for Teaching Exceptional Learners (3 credits)
SPED 410 Managing Resource and Support Programmes and Services for Inclusion (3 credits)

Major Area Courses (75 credits)
GEOG 113 Human and Cultural Geography or GEOG 114 Climatology and Biogeography (3 credits)
ENG 214 Literature for Children (3 credits)
SPED 303 The Exceptional Learner: The Family, the School and Community (3 credits)
EDU 001 Professional Seminar in Education I (0 credits)
EDU 002 Professional Seminar in Education II (0 credits)
EDU 003 Professional Seminar in Education III (0 credits)
EDU 004 Professional Seminar in Education IV (0 credits)
EDU 005 Professional Seminar in Education V (0 credits)
EDU 006 Professional Seminar in Education VI (0 credits)
EDU 007 Professional Seminar in Education VII (0 credits)
EDU 220 Child Development and Learning (3 credits)
EDU 227 Speech and Drama for Teachers (3 credits)
EDU 228 Music, Art and Drama in the Primary School (3 credits)
EDU 234 Early Literacy Development (3 credits)
EDU 250 Geography Skills (3 credits)
EDU 271 Mathematics in the Lower Primary School: Numeracy I (3 credits)
EDU 301 Technology in Education (3 credits)
EDU 318 Techniques and the Teaching Experience I (3 credits)
EDU 325 Foundations and Fundamentals of Education (3 credits)
EDU 328 Introduction to Educational Research Methods (3 credits)
EDU 334 Developing Independent Readers and Writers (3 credits)
EDU 351 Social Studies in the Primary School (3 credits)
EDU 356 Religious Education in the Primary School (3 credits)
EDU 363 Science Teaching in the Primary School (3 credits)
EDU 418 Educational Assessment (3 credits)
EDU 434 Teaching Language Arts in the Primary School (3 credits)
EDU 471 Mathematics in the Upper Primary School: Numeracy II (3 credits)
EDU 490 Final Teaching Practice (15 credits)

Bachelor of Education Primary Advanced Placement (43 credits)
Advanced Placement is granted to holders of associate degrees and teaching certificates who do not require deficiency and/or prerequisite courses at the freshman or sophomore levels.

Major Area Courses (43 credits)
CIS 100 Computer Literacy (1 credit)
ENG 301 Advanced Writing Skills (3 credits)
EDU 301 Technology in Education (3 credits)
EDU 311 Physical and Health Education for Teachers (3 credits)
EDU 420 Classroom Techniques and Management II (9 credits)
EDU 421 Man and the Environment - An Integrated Process (3 credits)
EDU 437 Literacy Strategies for the Classroom (3 credits)
EDU 471 Mathematics in the Upper Primary School: Numeracy II (3 credits)
EDU 494 Exceptional Learners in the Primary School (3 credits)

Students select an additional 12 credits of Major Area Content courses: 6 credits (2 courses) at the 300 level and 6 credits (2 courses) at the 400 level.

Diploma in Secondary Education (31 credits)

Major Area Courses (31 credits)
CIS 100 Computer Literacy (1 credit)
EDU 301 Technology in Education (3 credits)
EDU 325 Foundations and Fundamentals of Education (3 credits)
EDU 4... Models for Teaching and Learning in ... (3 credits)
EDU 418 Educational Assessment (3 credits)
EDU 429 Advanced Educational Psychology (3 credits)
EDU 436 Literacy in the Secondary School (3 credits)
EDU 493 Diploma in Education Practicum (12 credits)

Pre-School Teachers Auxiliary Certificate Programme (6 credits / 12 courses)
ENG 016 Intermediate English I (0 credits)
ENG 017 Intermediate English II (0 credits)
GEOG 012 College Preparatory Geography (0 credits)
MATH 047 College Preparatory Mathematics II (0 credits)
MATH 048 College Preparatory Mathematics III (0 credits)
SCI 070 Introduction to General Science (0 credits)
SCI 171 General Science I (3 credits)
ECED 003 Integrated Course - Other Issues in Early Childhood Education (0 credits)
ECED 004 Strategies in Early Childhood Development (0 credits)
ECED 005 Practicum (0 credits)
EDUC 021 First Aid (0 credits)
EDU 120 Survey of Child Development (3 credits)
COURSE DESCRIPTIONS

Computer Literacy for Teachers

EDU 020 Computer Literacy for Teachers (0 credits / 2 lab)
An introduction to computer concepts and a practical understanding of computer applications.
Prerequisite: None

Early Childhood Education

ECED 003 Integrated Course - Other Issues in Early Childhood Education (0 credits / 2 lecture / 2 lab)
This course aims to expose participants to the needs of children in the areas of speech and drama, music, infant/toddler care and ‘special needs’ children.
Prerequisite: Admission to Pre-school Teacher’s Auxiliary Programme

ECED 004 Strategies in Early Childhood Development (0 credits / 2 lecture / 2 lab)
This course aims to expose participants to a variety of techniques which aid in fostering a love for learning in children. Students explore the effectiveness of such teaching strategies as story telling, questioning and learning through play.
Prerequisite: Admission to Pre-school Teacher’s Auxiliary Programme

ECED 005 Practicum (0 credits / 2 lecture / 2 lab)
Emphasis is placed on scheme preparation, lesson planning and techniques which are developmentally appropriate for young children. The practicum is divided into three phases to facilitate student teachers assuming full responsibility for pre-schoolers in their care.
Prerequisite: Completion of all courses in the Pre-school Teacher’s Auxiliary Programme

ECED 304 Fundamentals of Early Childhood Education (3 credits / 2 lecture / 2 lab)
This course outlines developmentally appropriate skills needed by teachers to be effective communicators, classroom managers, planners and organisers. It will also provide an overview of the history of early childhood education.
Prerequisite: None

ECED 305 Curriculum Planning for Early Childhood Environments (3 credits / 2 lecture / 2 lab)
This course provides an overview of curriculum planning for young children. It focuses on the different needs, interests and developmental levels of each child. Emphasis is on learning as an integrative process.
Prerequisite: None

ECED 426 Teaching Techniques in Early Childhood (3 credits / 3 lecture)
This course is designed to assist early childhood teachers to reflect, conceptualise, plan and implement learning experiences for each student through the use of a thematic/integrative approach.
Prerequisite: ECED 304 and ECED 305

Child/Literacy/Reading Development

EDU 120 Survey of Child Development (3 credits / 2 lecture / 2 lab)
An overview of the sequences of children’s growth in the physical, cognitive, emotional and social domains and an introduction to the principles of development and psychological theories. Students will gain a basic understanding of human development as it relates to the teaching-learning process.
Prerequisite: Admission to programme

EDU 220 Child Development and Learning (3 credits / 2 lecture / 2 fieldwork)
In this course student teachers focus on the nature of developmental change in the physical, cognitive, social and emotional domains and the principles of developmental and psychological theories. Student teachers explore child development as it relates to the teaching and learning process.
Prerequisite: Sophomore standing or permission of Chair/Instructor

EDU 230 Developmental Reading (3 credits / 2 lecture / 2 lab)
This course examines the role development plays in literacy acquisition. It seeks to assist students in establishing a philosophy of literacy based on developmentally appropriate principles supporting literacy growth, including language development, reading/writing connection and integration of literacy across the curriculum.
Prerequisite: None

EDU 234 Early Literacy Development (3 credits / 2 lecture / 2 field experience)
In this course students examine the foundations, development of early literacy and theories in cognitive psychology and child development. Basic assessment procedures and strategies to promote early literacy acquisitions are explored.
Prerequisite: Sophomore standing or permission of Chair/Instructor

EDU 240 Literacy Development I (3 credits / 2 lecture / 2 lab)
This course focuses on literacy acquisition of learners. Students will explore the use of appropriate instructional strategies and practices that facilitate the development of literacy through concept development using reading and writing as processes to help learners construct meaning.
Prerequisite: EDU 230
EDU 334 Developing Independent Readers and Writers
(3 credits / 2 lecture / 2 field experience)
In this course students focus on the development of independent readers and writers in the primary school. The way learners construct meaning and various approaches to literacy instruction are examined. Students work individually with primary school learners. Prerequisite: EDU 234 or permission of Chair/Instructor

EDU 431 Literacy Development II
(3 credits / 2 lecture / 2 lab)
This course assists student teachers in acquiring appropriate development reading instructional strategies and practices that facilitate literacy growth of learners. Student teachers are expected to demonstrate relevant instructional practices through the integration of a variety of texts and disciplines. Prerequisite: Senior standing or permission of Chair/Instructor

Content in the Primary School

EDU 228 Music, Art and Drama in the Primary School
(3 credits / 2 lecture / 2 lab)
This course introduces prospective teachers to the disciplines of music, art and drama in an integrated environment. Focus is on the development of strategies for utilising each, in concert with each other, in ways which can contribute to the education and development of children. Prerequisite: None

EDU 250 Geography Skills (3 credits / 2 lecture / 2 lab)
This course, specifically designed for prospective primary school teachers, is an introduction to fundamental practical skills in geography. It focuses on the location, acquisition, organisation, analysis and interpretation of geographic data. Prerequisite: Sophomore standing

EDU 271 Mathematics in the Lower Primary School:
Numeracy I (3 credits / 2 lecture / 2 field experience)
This is the first course designed to prepare student teachers to teach Mathematics in the Primary School system. Subject matter includes the content and methodology needed to teach grades K-3. Emphasis is on problem-solving, investigation and thematic approaches. Prerequisite: MATH 163 or permission of Chair/Instructor

EDU 308 Physical Education in the Primary School
(3 credits / 2 lecture / 2 lab)
This course focuses on the development of a variety of teaching techniques, methods and current theories as they impact student learning and behaviour in Physical Education. Student teachers’ personal and professional development will be enhanced so as to deliver their subject matter effectively. Prerequisite: None

EDU 323 Music Methods for the Primary School
(3 credits / 2 lecture / 2 lab)
This course provides a practical and creative approach to the teaching of music in kindergarten through grade six. It explores the development of musical growth in children and techniques of teaching music effectively within the classroom situation. Prerequisite: Junior standing or permission of Chair/Instructor

EDU 351 Social Development (3 credits / 2 lecture / 2 lab)
This course is designed to prepare participants for their role in nurturing the social development of students in the primary school. They will be introduced to the goals of and strategies for teaching the subjects of Social Studies and Family Life. Prerequisite: Junior standing

EDU 356 Religious Education in the Primary School
(3 credits / 2 lecture / 2 lab)
This course will provide students with the knowledge and skills which will equip them to teach the National Religious Curriculum to students in the primary school. Prerequisite: Junior standing

EDU 363 Science Teaching in the Primary School
(3 credits / 2 lecture / 2 lab)
The course introduces student teachers to the nature of science through lively integration of content, process and scientific attitudes. It also seeks to develop among the participants a greater confidence in working meaningfully in science with children in an interdisciplinary context. Prerequisite: Junior standing

EDU 434 Teaching Language Arts in the Primary Classroom
(3 credits / 2 lecture / 2 lab)
In this course students focus on the acquisition of appropriate instructional methods, strategies and resources for teaching language arts in the primary school. National, regional and international standards and benchmarks for teaching the language arts in the primary school are examined. Prerequisite: Senior standing and EDU 334 or permission of Chair/Instructor
EDU 471 Mathematics in the Upper Primary School: Numeracy II (3 credits / 2 lecture / 2 lab)
The second of a two-part sequence, this course is designed to prepare student teachers to teach mathematics in the primary school system. Subject matter includes the content and methodology needed to teach grades K-6, with emphasis on grades 4 – 6, highlighting problem solving, investigations and thematic approaches.
Prerequisite: EDU 271 or admission into Advanced Placement Primary Programme or permission of Chair/Instructor

Content in the Secondary School

EDU 330 Physical Education in the Secondary School I (3 credits / 2 lecture / 2 lab)
A preparation for teaching physical education in the secondary school. The course includes planning, teaching methods, class organisation and management in physical education. Special attention is given to the principles of coaching and teacher effectiveness.
Prerequisite: Junior standing

EDU 335 Language Arts in the Secondary School (3 credits / 2 lecture / 2 lab)
The teaching of writing and reading as integrated and practical perspectives on teaching English, exploring writing/reading workshops, experiencing and reflecting own writing/reading processes and cultivating a broad repertoire of teaching strategies will be addressed.
Prerequisite: Junior standing

EDU 340 Religious Education in the Secondary School I (3 credits / 2 lecture / 2 lab)
This course is the first in a two-part sequence that provides students with the knowledge and skills which will equip them to teach Religious Education to adolescents in the secondary school.
Prerequisite: Junior standing

EDU 345 Social Studies, Geography and History in the Secondary School I (3 credits / 2 lecture / 2 lab)
This course is the first of a two-part sequence that provides students with the skills to teach Social Studies, Geography and History in the secondary schools. The focus includes an investigation of the nature of Social Studies, Geography and History and the construction of learning packages for these areas.
Prerequisite: Junior standing

EDU 350 Business Studies in the Secondary School I (3 credits / 2 lecture / 2 lab)
This course covers the foundation for teaching business education. It deals with the history, development and purposes for the learning processes, principles and systems underlying instruction in the field, research and the related areas of work study programmes and professionalism.
Prerequisite: Junior standing

EDU 355 Music in the Secondary School I (3 credits / 2 lecture / 2 lab)
This course provides students with an understanding of the development of children, especially adolescents, and its implications for music teaching. Students will gain skills in class management and the designing of a listening programme which will include Bahamian music forms.
Prerequisite: Junior standing

EDU 360 Home Economics in the Secondary School I (3 credits / 2 lecture / 2 lab)
The first of a two-part methodology sequence covering the history of Home Economics in The Bahamas. The course will focus on food and nutrition, human growth and development, management and consumerism, housing, furnishings and equipment, textile and clothing.
Prerequisite: Junior standing

EDU 361 Science in the Secondary School I (3 credits / 2 lecture / 2 lab)
This course is the first in a two-part sequence designed to prepare student teachers for teaching science in the secondary school. Subject matter includes understanding the nature of science and the role of science education in nation building. The development and utilisation of strategies, techniques and resources are explored.
Prerequisite: Junior Standing and EDU 329 or permission of Chair/Instructor

EDU 365 Mathematics in the Secondary School Part I (3 credits / 2 lecture / 2 lab)
This course is the first in a two-part sequence designed to prepare student teachers for teaching mathematics in the secondary schools. Subject matter includes lesson planning, classroom observation and practice, mastery of content and methodology of topics contained in the BGCSE mathematics programme.
Prerequisite: Junior standing

EDU 370 Visual Arts in the Secondary School I (3 credits / 2 lecture / 2 lab)
This is the first course in a two-part sequence that explores modern art education theory and methodology. Appreciation for the visual arts and one’s culture are also important aspects along with learning the visual language.
Prerequisite: Junior standing

EDU 375 Modern Languages in the Secondary School I (3 credits / 2 lecture / 2 lab)
This course is designed to provide background information on language learning theory, practices and approaches to language teaching. Important themes, developments and concerns are presented with a view to providing an integrated perspective of language learning and teaching.
Prerequisite: Junior standing
EDU 380 Dance in the Secondary School I
(3 credits / 2 lecture / 2 lab)
This course is the first in a two-part sequence that aims to provide basic theoretical and physical dimensions of dance and learning opportunities that present the multidimensional nature of dance. Students will have the opportunity to explore the theory of various dance methodologies for use in the secondary school.
Prerequisite: Junior standing

EDU 385 Computer Studies in the Secondary School I
(3 credits / 2 lecture / 2 lab)
The course prepares students to teach computing and also addresses the need for appropriate software throughout education. Students will develop appropriate educational software and implement patterns of use for computers at various levels of formal education.
Prerequisite: Junior standing

EDU 387 Technology Education in the Secondary School I
(3 credits / 2 lecture / 2 lab)
This course is the first in a two-part sequence. Students are exposed to the historical development of technology education, its continued development, the role of the teacher, learning theory, instructional methods, classroom management, planning and teaching.
Prerequisite: Junior standing

EDU 430 Physical Education in the Secondary School II
(3 credits / 2 lecture / 2 lab)
This course is the second of a two-part sequence which prepares Physical Education majors to teach in secondary schools. Additional emphasis is placed on the organisation, management and implementation of the Physical Education Programme in the secondary school.
Prerequisite: EDU 330

EDU 435 Language Arts in the Secondary School II
(3 credits / 2 lecture / 2 lab)
This is the second part of a two-course sequence in the teaching of Language Arts. Participants experience and reflect on their own writing and reading processes and cultivate a repertoire of teaching strategies based on actual instructional experiences with children in the classroom.
Prerequisite: EDU 335

EDU 436 Literacy in the Secondary School
(3 credits / 2 lecture / 2 tutorial)
This course provides an overview of the foundations of literacy development and teaching strategies in various content areas. Students will be expected to demonstrate relevant instructional strategies, integrating a variety of texts and disciplines.
Prerequisite: Acceptance into Dip.Ed. Programme or third-year standing or permission of Chair/Instructor

EDU 440 Religious Education in the Secondary School II
(3 credits / 2 lecture / 2 lab)
This course is the second in a two-part sequence that provides students with the knowledge and skills which will equip them to teach Religious Education to adolescents in the secondary school.
Prerequisite: EDU 340

EDU 445 Social Studies, Geography and History in the Secondary School II (3 credits / 2 lecture / 2 lab)
This course is the second in a two-part sequence that provides students with the skills which will equip them to teach Social Studies, Geography and History in the secondary school. Greater focus is placed on practicum opportunities.
Prerequisite: EDU 345

EDU 450 Business Studies in Secondary School II
(3 credits / 2 lecture / 2 lab)
This course applies the principles of Business Education to various business subjects. It covers specific teaching methods and techniques, curriculum, course, unit and lesson planning and the preparation of teaching materials including construction of effective visual aids and bulletin boards.
Prerequisite: EDU 350

EDU 455 Music in the Secondary School II
(3 credits / 2 lecture / 2 lab)
This course provides a practical and creative approach to the teaching of music in the secondary schools. It further provides a study of the Bahamas Junior Certificate and the Bahamas General Certificate in Secondary Education curriculum and the importance of Bahamian music in the music programme.
Prerequisite: EDU 355

EDU 460 Home Economics in the Secondary School II
(3 credits / 2 lecture / 2 lab)
This second course in a two-course sequence focuses on teaching skills, evaluative processes and strategies relevant to effective delivery of the BGCSE Home Economics syllabus. It promotes the personal and professional development of students through fieldwork incorporating journal presentations.
Prerequisite: EDU 360

EDU 461 Science in the Secondary School II
(3 credits / 2 lecture / 2 lab)
This course is the second in a two-part sequence designed to prepare student teachers for teaching science in the secondary schools. Focus is on the fundamentals of experimenting and reporting, assessment in science, administration of the science lab and field experience.
Prerequisite: EDU 361
EDU 465 Mathematics in the Secondary School II
(3 credits / 2 lecture / 2 lab)
This course is the second in a two-part sequence designed to prepare student teachers for teaching Mathematics in the secondary school. Subject matter includes teaching mathematics within a six-week practicum, review of content of 10th, 11th and 12th grades for BGCSE and forces which determine the Mathematics curricula. Prerequisite: EDU 365

EDU 470 Visual Arts in the Secondary School II
(3 credits / 2 lecture / 2 lab)
This is part two of a two-part sequence of courses that explores Modern Art education theory and methodology. Appreciation for the visual arts and one’s culture is also an important aspect along with learning the visual language. Prerequisite: EDU 370

EDU 475 Modern Languages in the Secondary School II
(3 credits / 2 lecture / 2 lab)
This course is designed to provide practice in using a variety of strategies, techniques and methods in teaching a foreign language. The goal is for students to develop a bank of activities and ideas for teaching in the classroom. Prerequisite: EDU 375

EDU 480 Dance in the Secondary School II
(3 credits / 2 lecture / 2 lab)
The focus of this second course in a two-part sequence is to provide students with the opportunity to examine and experience a variety of teaching methods and approaches currently used in secondary schools. Prerequisite: EDU 380

EDU 485 Computer Studies in the Secondary School II
(3 credits / 2 lecture / 2 lab)
This course prepares student teachers to teach computing. Students will develop appropriate educational software and implement patterns of use for computers by individuals with special needs. Students will develop and implement school-wide consultant programmes and national networking plans for computer teachers. Prerequisite: EDU 385

EDU 487 Technology Education in the Secondary School II
(3 credits / 2 lecture / 2 lab)
This course is the second in a two-part sequence. Students are exposed to the current trends in Technology Education, computers, extended practicum experiences, creation of audio/visual aids, facilities management, teaching various fields of study, course development and review. Prerequisite: EDU 387

EDU 425 The School Curriculum (3 credits / 2 lecture / 2 lab)
This course introduces students to the notion of curriculum as a concept and the place it holds in the school setting. Students are exposed to different views of curriculum elements, influences on the curriculum and the nature of the curriculum process-formulation, assessment, setting of priorities, developing goals and objectives, selecting from alternatives, action planning, implementation, evaluation. They will be introduced to various conceptual frameworks that can be used in the analysis of curriculum documents and the making of curricular decisions. Prerequisite: EDU 324/300 Level courses

EDU 328 Introduction to Educational Research Methods
(3 credits / 2 lecture / 2 lab)
This course will introduce the rich variety of methods which are available to the educational researcher and illustrate the importance of research for educational knowledge and practice. It will seek to develop skills of comprehension, analysis, interpretation and synthesis in a research setting. Prerequisite: ENG 301

EDU 429 Advanced Educational Psychology
(3 credits / 2 lecture / 2 lab)
This course explores developmental aspects of human psychology relating to educational practice. Emphasis is placed on the application of domains of learning to planning, instruction and assessment. Within this context, exceptional students will be addressed. Prerequisite: Admission to Dip.Ed. Programme
Family and Consumer Science

FCSE 101 Clothing Construction and Needle Craft (3 credits / 1 lecture / 4 lab)
In this course students focus on garment construction and needle craft using basic sewing and needle craft techniques. It exposes students to the selection of fabrics, commercial patterns, sewing and needle craft equipment and tools. 
Prerequisite: First-year standing or permission of Chair/Instructor

FCSE 203 Food Production Planning and Management (3 credits / 1 lecture / 4 lab)
In this course students focus on cooking principles, pantry products, stocks, soups and sauces as well as fruits, vegetables, cereals, meats, fish and poultry. Bakeshop products are highlighted along with important aspects of the multifaceted job of a foodservice establishment.
Prerequisite: CULN 125

FCSE 204 Family Relationships and Management (3 credits / 2 lecture / 2 lab)
In this course students focus on family and relationship skills in the global society. Emphasis is on parenting, including nurturing and guiding children in the family structure.
Prerequisite: Sophomore standing or permission of Chair/Instructor

FCSE 205 Consumer Economics (3 credits / 2 lecture / 2 lab)
In this course students focus on the basic economic influences which impact consumer choices and practices. Emphasis is on the complexity of the market place and goods and services.
Prerequisite: Junior standing or permission of Chair/Instructor

FCSE 301 Food Science (3 credits / 2 lecture / 2 lab)
In this course students focus on scientific evaluation, production and preservation of food. Students examine the chemical and physical changes that take place when food is prepared, stored and digested.
Prerequisite: CHEM 115, FSMG 110, Junior standing or permission of Chair/Instructor

FCSE 302 Textile Science (3 credits / 2 lecture / 2 lab)
In this course students focus on the structure of fibres for selection in garment preparation. Students assess the properties, production and quality of natural and synthetic fibres according to their aesthetics, performance and price.
Prerequisite: Junior standing or permission of Chair/Instructor

FCSE 303 Housing and Interior Design (3 credits / 2 lecture / 2 practical)
In this course students focus on consumer-based housing and interior design. Emphasis is on housing and the home as an environment for human growth and development.
Prerequisite: Junior standing or permission of Chair/Instructor

FCSE 400 Entrepreneurship in Family and Consumer Sciences (3 credits / 2 lecture / 2 lab)
In this course students focus on the basic economic influences which impact consumer choices and practices of individuals, workplace and community. Students prepare a business plan using a project-based approach.
Prerequisite: Junior standing or permission of Chair/Instructor

First Aid

EDUC 021 First Aid (0 credits / 2 lecture / 2 lab)
This course focuses on the principles of First Aid Management. It involves a description of the approved method for the treatment of casualties at home, at work, or at leisure until placed, if necessary, in the care of a doctor or moved to a hospital.

EDU 210 Advanced First Aid (3 credits / 3 lecture / 2 lab)
An advanced First Aid course which focuses on the history of the Red Cross Society and on the skilled applications of accepted principles of treatment required to deal with casualties until placed in the care of certified/qualified health personnel.
Prerequisite: Admission to programme or permission of Chair/Instructor

Fundamentals of Education

EDU 310 Fundamentals of Education (3 credits / 2 lecture / 2 lab)
An overview of the origins and history of educational systems. The characteristics of learners and various approaches of teaching, the role of curriculum, goals of education, teacher professionalism and school organisation in The Bahamas will be investigated.
Observation and fieldwork constitute an important element of the course.
Prerequisite: EDU 120, EDU 200, EDU 240

EDU 325 Foundation and Fundamentals of Education (3 credits / 3 lecture)
The aim of this course is to help students develop an understanding of the beginning of education, the stage of development in contemporary society, its direction in the future and the principles that guide the planning and practice of education.
Prerequisite: EDU 220, Junior standing or permission of Chair/Instructor

Physical Education/Recreation/Sports

EDU 105 Introduction to Jujutsu (Self Defense) (2 credits / 1 lecture / 2 lab)
In this course students are introduced to the fundamentals of Jujutsu, a Japanese martial art adopted for modern day self-defense applications. Developments in Jujutsu nationally and internationally, components of Jujutsu related fitness; and training methods and principles are discussed.
Prerequisite: Freshman standing or permission of Chair/Instructor
EDU 106 Introduction to Judo (2 credits / 1 lecture / 2 lab)
In this course students are introduced to the fundamentals of Kodokan Judo, a modern-day Japanese martial art derived from the martial art of Jujutsu. Developments nationally and internally, components of fitness and training methods and principles pertaining to Judo are discussed.
Prerequisite: Freshman standing or permission of Chair/Instructor

EDU 107 Introduction to Karate (2 credits / 1 lecture / 2 lab)
In this course students are introduced to the traditional martial art of Okinawan Go Ju Ryu Karate. Strategies and techniques including beginning kicking and striking, specialised breathing methods and self-defense applications are presented.
Prerequisite: Freshman standing or permission of Chair/Instructor

EDU 211 Physical and Health Education (2 credits / 1 lecture / 2 lab)
This course’s aim is to give students a basic understanding of human behaviour as it relates to the teaching-learning process. Emphasis is on the developmental, cognitive, affective and psychomotor aspects of behaviour.
Prerequisite: Sophomore standing or permission of Chair/Instructor

EDU 311 Physical and Health Education for Teachers (3 credits / 2 lecture / 2 lab)
This course deals with current practices in physical education, personal, school and community health. It provides students with an understanding of healthy lifestyles upon which they can build sound principles of instruction. Ways of integrating such an understanding in the teaching of Physical Education are explored.
Prerequisite: Junior standing

EDU 432 Kinesiology (3 credits / 2 lecture / 2 lab)
This course focuses on a study of muscular action and the mechanics of body movements involved in a variety of actions. Selected physical activities are reviewed and the effect of muscular and gravitational forces is examined.
Prerequisite: EDU 210, EDU 311, PED 247 and Senior standing

EDU 433 Recreation and Leisure (3 credits /2 lecture / 2 lab)
This course is designed to meet the needs of students pursuing an interest in recreational services. It gives a general survey of the outdoor services and recreational movement.
Prerequisite: None

PED 100 Introduction to Swimming (2 credits / 1 lecture / 2 lab)
Students develop and improve the front crawl, sidestroke, breaststroke and back crawl. Basic life-saving techniques are introduced.
Prerequisite: Freshman standing or permission of Chair/Instructor

PED 101 Introduction to Volleyball (2 credits / 1 lecture / 2 lab)
This course introduces students to the fundamentals of volleyball. Developments in the sport nationally and internationally, as well as safety issues, are explored.
Prerequisite: Freshman standing or permission of Chair/Instructor

PED 102 Introduction to Football (Soccer) (2 credits / 1 lecture / 2 lab)
This course introduces students to the fundamentals of football. Developments in the sport nationally and internationally, as well as safety issues, are explored.
Prerequisite: Freshman standing or permission of Chair/Instructor

PED 104 Introduction to Health-Related Fitness (2 credits / 1 lecture / 2 lab)
In this course students are introduced to the fundamentals of health-related fitness. Benefits of maintaining health-related fitness as well as problems associated with inactivity are discussed.
Prerequisite: Freshman standing or permission of Chair/Instructor

PED 143 Swimming (3 credits / 2 lecture / 2 lab)
The course is designed to improve swimming strokes and water competence and to introduce basic life saving techniques. Swimming teaching methods are also presented.
Prerequisite: Admission to B.Ed. programme

PED 157 Human Anatomy and Physiology (3 credits / 2 lecture / 2 lab)
This course studies the structure of various systems of the body and how they function individually and collectively. The functions are related as much as possible to the conduct of exercise at varying intensities.
Prerequisite: BIOL 109

PED 173 Team Games I (3 credits / 2 lecture / 2 lab)
A review of the theoretical and practical nature of softball, basketball and volleyball from a teacher preparation perspective. Topics covered for each sport are: historical development, basic training and conditioning basic skills and play strategy, rules and skill testing.
Prerequisite: Permission of Chair/Instructor

PED 174 Team Games II (3 credits / 2 lecture / 2 lab)
A review of the theoretical and practical nature of field hockey, soccer and American football from a teacher preparation perspective. Terms of play, mechanical principles, injury prevention and playing strategy will be studied. Skills testing provides an added feature to this course.
Prerequisite: None
PED 175 Individual and Dual Sports
(3 credits / 2 lecture / 2 lab)
This course reviews certain sports of a recreational nature with a special design to develop a carry-over interest. Options include table tennis, badminton, bowling, golf, lawn tennis.
Prerequisite: None

PED 204 Tests and Measurements in Physical Education
(3 credits / 2 lecture / 2 lab)
The course examines the purpose of testing and evaluating in Physical Education, the construction, selection and administration of tests to measure and evaluate physical fitness, motor performance and sports knowledge. Simple statistical techniques are studied for their value in analysing test data and awarding grades in Physical Education.
Prerequisite: None

PED 210 Sports Officiating (3 credits / 2 lecture / 2 lab)
A study of the job of the sports official including the philosophy and mechanics of officiating. The course will present an overview of the jobs of the officials in team and individual sports.
Prerequisite: PED 175

PED 240 History of Physical Education
(3 credits / 2 lecture / 2 lab)
This course follows the development of physical education from the beginning of civilization to modern day.
Prerequisite: None

PED 245 Health Education (3 credits / 2 lecture / 2 lab)
This course reviews modern concepts of health knowledge, attitudes and practises. Such concepts are related to the health needs of elementary and junior secondary school students.
Prerequisite: BIOL 109 and ENG 119

PED 246 Track and Field (3 credits / 2 lecture / 2 lab)
This course examines the mechanical principles governing Olympic events in Track and Field as well as modern techniques for the performer, basic and specific methods of training and conditioning for each event and the safety procedures and teaching techniques for each. Additionally, the historical development of track and field, internationally and locally, is studied.
Prerequisite: ENG 119

PED 347 Corrective and Adaptive Physical Education
(3 credits / 2 lecture / 2 lab)
This course addresses the causes of various disabilities, including common physical, sensory and mental disabilities, methods and fundamental principles considered in the selection and adaptation of activities used in corrective environments.
Prerequisite: BIOL 132 and PED 246

PED 400 Management of Physical Education and Sports
(3 credits / 2 lecture / 2 lab)
This course is designed to meet the needs of students who will plan, direct, supervise and construct Physical Education programmes. Special emphasis is placed on organisation, supervision and administration.
Prerequisite: Admission to Dip.Ed. or EDU 311 or permission of Chair/Instructor

Professional Seminars in Education

EDU 001 Professional Seminar in Education I
(0 credits / 1 seminar)
This is the first in a series of courses designed to better prepare pre-service teachers by introducing them to the successes, challenges and issues of teaching and learning in the Bahamian school system. Students gain exposure in four designated regular public education facilities.
Prerequisite: Freshman standing

EDU 002 Professional Seminar in Education II
(0 credits / 1 seminar)
This is the second in a series of courses designed to better prepare pre-service teachers by introducing them to the successes, challenges and issues of teaching and learning in the Bahamian school system. Building on the experiences of the first seminar students gain exposure in four designated educational facilities, including special education, all-age and non-public facilities.
Prerequisite: EDU 001, Freshman standing

EDU 003 Professional Seminar in Education III
(0 credits / 1 seminar)
This is the third in a series of courses designed to better prepare pre-service teachers by introducing them to the successes, challenges and issues of teaching and learning in the Bahamian school system. Students assume responsibility as teachers’ aides assisting with clerical tasks, classroom activities, monitoring and individualized instruction.
Prerequisite: EDU 002, Sophomore standing

EDU 004 Professional Seminar in Education IV
(0 credits / 1 seminar)
This is the fourth in a series of courses designed to better prepare pre-service teachers by introducing them to the successes, challenges and issues of teaching and learning in the Bahamian school system. Students continue in their role as teachers’ aides assisting with supervision, classroom management and small group instruction.
Prerequisite: EDU 003, Sophomore standing
EDU 005 Professional Seminar in Education V
(0 credits / 1 seminar)
This is the fifth in a series of courses designed to better prepare pre-service teachers by introducing them to the successes, challenges and issues of teaching and learning in the Bahamian school system. Students prepare and engage in limited teaching activities and make connections with teaching methodology across content areas.
Prerequisite: EDU 004, Junior standing

EDU 006 Professional Seminar in Education VI
(0 credits / 1 seminar)
This is the sixth in a series of courses designed to better prepare pre-service teachers by introducing them to the successes, challenges and issues of teaching and learning in the Bahamian school system. It further develops students' professional readiness for teaching and learning.
Prerequisite: EDU 005, Junior standing

EDU 007 Professional Seminar in Education VII
(0 credits / 1 seminar)
This the seventh in a series of courses designed to better prepare pre-service teachers by introducing them to the successes, challenges and issues of teaching and learning in the Bahamian school system. Participants engage in micro teaching utilising best practices.
Prerequisite: EDU 006, Senior standing

Sociology of Education

EDU 326 Sociology of Education (3 credits / 3 lecture)
This course focuses on the role of education generally, and schooling specifically, in reproducing and changing prevailing social structures and cultures. Students examine the function of the school, its environment and the formal and contemporary policy issues from sociological perspectives.
Prerequisite: EDU 325

Special Education

EDU 200 The Exceptional Learner
(3 credits / 2 lecture / 2 lab)
The purpose of this course is to provide an overview of Special Education and to acquaint students with the methods for identifying, planning for and working effectively with the special needs population in the regular primary educational setting.
Prerequisite: EDU 120

SPED 300 The Exceptional Learner
(3 credits / 2 lecture / 2 lab)
An overview of the characteristics of various categories of exceptionalities, the history and the development of services for children with special needs. Issues related to the family, community and the school will be discussed.
Prerequisite: Junior standing or permission of Chair/Instructor

SPED 301 Curriculum Development for the Exceptional Learner (3 credits / 2 lecture / 2 lab)
This course presents an overview of curriculum development for individuals with exceptional learning needs at different maturation levels. Students engage in identification and critical analysis of existing curricula, methods and materials. Curriculum evaluation models will be discussed.
Prerequisite: SPED 300

SPED 302 Strategies for Teaching Exceptional Learners
(3 credits / 2 lecture / 2 lab)
This course is designed to provide practical understanding and practise in implementing specific instructional strategies that have proven to be effective with students with special needs. Emphasis on educational strategies using a classroom-based model.
Prerequisite: SPED 301

SPED 303 The Exceptional Learner: The Family, the School and Community (3 credits / 3 lecture / 1 lab)
An overview of the characteristics of various categories of exceptionalities, the history and development of services for children with special needs. Issues related to the family, community and the school will be discussed.
Prerequisite: Acceptance into B.Ed. Advanced Placement or Junior standing

EDU 492 Workshop in Education: Educating Exceptional Learners (3 credits / 2 lecture / 2 lab)
The purpose of this course is to acquaint students with the methods for identifying, planning for and working effectively with the special needs population (i.e., handicapped, gifted and talented, learning disabled, social-behavioural disabled) in the regular secondary educational setting.
Prerequisite: Acceptance into Dip.Ed. Programme or B.Ed. Advanced Placement

EDU 494 Exceptional Learner in the Primary School
(3 credits / 2 lecture / 2 lab)
This course provides an overview of Special Education to acquaint students with the methods for identifying, planning for and working effectively with the special needs population in the regular primary school educational setting.
Prerequisite: Admission to B.Ed.

Speech and Drama for Teachers

EDU 227 Speech and Drama for Teachers
(3 credits / 2 lecture / 2 tutorial)
This practical course is designed to provide basic experiences in speech and drama through literacy for pre-service and in-service teachers. It stresses the role and value of speech and drama in literacy through practical mastery and application in the classroom.
Prerequisite: None
Teaching and Learning

**EDU 301 Technology in Education**  
(3 credits / 2 lecture / 2 lab)  
In this course students are exposed to a variety of technological tools available for teaching and learning. They explore and use traditional educational media and new instructional technologies for achieving learning objectives.  
Prerequisite: Junior standing or permission of Chair/Instructor

**EDU 318 Techniques and the Teaching Experience I**  
(3 credits / 2 lecture / 2 lab)  
This course focuses on the nature of teaching and learning and its effect on students’ behaviour. It is designed to allow student teachers freedom to explore the art and science of teaching and the diverse ways that learners acquire understandings in a variety of environments.  
Prerequisite: Junior standing or permission of Chair/Instructor

**EDU 401 Models for Teaching and Learning in Computer Studies** (3 credits / 2 lecture / 2 lab)  
This course focuses on the development of a variety of teaching techniques, methods and current theories as they influence student learning and behaviour in Computer Studies. The student teacher’s personal and professional development will be enhanced so as to deliver their subject matter effectively.  
Prerequisite: Admission to Dip.Ed.

**EDU 403 Models for Teaching and Learning in Home Economics** (3 credits / 2 lecture / 2 lab)  
This course focuses on the development of a variety of teaching techniques, methods and current theories as they impact student learning and behaviour in Home Economics. The student teacher’s personal and professional development will be enhanced so as to deliver their subject matter effectively.  
Prerequisite: Admission to Dip.Ed.

**EDU 404 Models for Teaching and Learning in Language Arts**  
(3 credits / 2 lecture / 2 lab)  
This course focuses on the development of a variety of teaching techniques, methods and current theories as they impact student learning and behaviour in Language Arts. The student teachers’ personal and professional development will be enhanced so as to deliver their subject matter effectively.  
Prerequisite: Admission to Dip.Ed.

**EDU 405 Models for Teaching and Learning in Mathematics**  
(3 credits / 2 lecture / 2 lab)  
This course focuses on the development of a variety of teaching techniques, methods and current theories as they impact student learning and behaviour in Mathematics. The student teacher’s personal and professional development will be enhanced so as to deliver their subject matter effectively.  
Prerequisite: Admission to B.Ed.

**EDU 406 Models for Teaching and Learning in Music**  
(3 credits / 2 lecture / 2 lab)  
This course focuses on the development of a variety of teaching techniques, methods and current theories as they impact student learning and behaviour. The student teacher’s personal and professional development will be enhanced so as to deliver their subject matter effectively.  
Prerequisite: Admission to Dip.Ed.

**EDU 410 Models for Teaching and Learning in Foreign Languages** (3 credits / 2 lecture / 2 lab)  
This course focuses on the development of a variety of teaching techniques, methods and current theories as they impact student learning and behaviour in Foreign Languages. Student teachers’ ability to deliver their subject matter will be enhanced through personal and professional development.  
Prerequisite: Admission to Dip.Ed.

**EDU 412 Models for Teaching and Learning in Religious Studies** (3 credits / 2 lecture / 2 lab)  
This course focuses on the development of a variety of teaching techniques, methods and current theories as they impact student learning and behaviour in Religious Studies. The student teachers’ personal and professional development will be enhanced so as to deliver their subject matter effectively.  
Prerequisite: Admission to Dip.Ed.

**EDU 413 Models for Teaching and Learning in Science**  
(3 credits / 2 lecture / 2 lab)  
This course focuses on the development of a variety of teaching techniques, methods and current theories as they impact student learning and behaviour in Science. The student teacher’s personal and professional development will be enhanced so as to deliver their subject matter effectively.  
Prerequisite: Admission to Dip.Ed.

**EDU 414 Models for Teaching and Learning in Geography, History and Social Studies**  
(3 credits / 2 lecture / 2 lab)  
This course focuses on the development of a variety of teaching techniques, methods and current theories as they impact student learning and behaviour in Geography, History and Social Studies. The student teacher’s personal and professional development will be enhanced so as to deliver their subject matter effectively.  
Prerequisite: Admission to Dip.Ed.

**EDU 415 Models for Teaching and Learning in Business Education** (3 credits / 2 lecture / 2 lab)  
This course focuses on the development of a variety of teaching techniques, methods and current theories as they impact student learning and behaviour in Business Education. The student teacher’s personal and professional development will be enhanced so as to deliver their subject matter effectively.  
Prerequisite: Admission to Dip.Ed.
EDU 419 Techniques and the Teaching Experience II
(3 credits / 2 lecture / 2 lab)
This course, a sequel to EDU 318, examines the nature of teaching and learning. It is designed to allow student teachers to reflect on their professional development and to implement their understandings of development, appropriate practices and teaching strategies to enhance student learning and motivation.
Prerequisite: EDU 318

EDU 420 Classroom Techniques and Management II
(9 credits / field placement)
This course provides trained teachers with the opportunity to reflect upon their experiences in the field with respect to teaching and learning. Participants will be required to demonstrate their understanding of the diverse ways that learners acquire knowledge and to implement best practices in classroom techniques and management.
Prerequisite: Completion of all courses in the Advanced Placement programme

EDU 421 Man and the Environment-An Integrated Process
(3 credits / 2 lecture / 2 lab)
This course is designed to equip students for careful examination of their environment-past and present-in order to develop decision-making and thinking skills. Strategies to enhance values for good citizenship using science, social studies and family life will be integrated.
Prerequisite: Junior standing

EDU 428 Models for Teaching and Learning in Technology
(3 credits / 2 lecture / 2 lab)
This course focuses on the development of teaching techniques, methods and current theories which impact student learning and behaviour in technology at the secondary level. The student teacher’s personal and professional development will be enhanced so as to deliver their subject matter effectively.
Prerequisite: Admission to Dip.Ed.

EDU 430 Final Teaching Practice
(15 credits / 2 lecture / field placement)
This practicum for prospective B.Ed. Primary/Secondary/K-12 teachers provides an opportunity for participants to demonstrate appropriate learning and teaching strategies. Emphasis is on the development of skills and strategies including communication, methodology, classroom management and assessment.
Prerequisite: Completion of all coursework

EDU 431 Diploma in Education Practicum
(12 credits / 2 lecture / field placement)
Students, through this culminating practicum, will be expected to demonstrate understandings of appropriate learning and teaching strategies and skills in communication, methodology, classroom management and assessment. Professional ethics and conduct are also stressed.
Prerequisite: Successful completion of all courses in the Dip.Ed.

General
School of Social Sciences

Michael H Eldon Complex (Room 308)
Oakes Field Campus

Chair: Kirkley Sands, B.D., A.K.C., Ph.D.

The School of Social Sciences (SOSC) brings together a group of related disciplines: law and criminal justice, sociology, history, psychology, public administration, social work, theology and religious studies. The School offers a range of courses that gives students access to a wealth of ideas and approaches to thought, human behaviour and interaction through its bachelor and associate degree programmes. It also offers a Bachelor of Laws (LLB) Degree programme in association with the University of the West Indies.

As a result of the General Education requirement, students complete 6 credits of Social Science courses which include 3 upper (300 and 400) level credits and 3 lower (100 and 200) level credits.

BACHELOR DEGREE PROGRAMMES
Bachelor of Arts
History
Psychology
Public Administration
Social Work
Theology

Bachelor of Laws in association with the University of the West Indies

ASSOCIATE OF ARTS DEGREE PROGRAMMES
Law and Criminal Justice Studies
Religious Studies
Sociology

PROGRAMME OUTLINE

Bachelor of Arts in History (123 credits)
This programme allows for the development of analytical and research skills necessary for the legal profession, journalism, heritage tourism, museum studies, public administration and the civil service. The programme helps students develop an awareness of global issues and current regional problems through a retrospective analysis of the region’s past. It also helps students develop a comparative context for studying The Bahamas in relation to the Caribbean region and its history. Students gain a concrete knowledge base in four core areas: Caribbean, African, European and American History.

General Education Requirements (36 credits)
Electives (18 credits)

Major Area Courses (69 credits)
Core Courses (42 credits)
HIS 100 World Civilization I (3 credits)
HIS 112 History of The Bahamas I (3 credits)
HIS 113 History of The Bahamas II (3 credits)
HIS 160 History of the US (to 1865) (3 credits) or HIS 115 Introduction to African Studies (3 credits)
HIS 172 Caribbean History I (3 credits)
HIS 201 World Civilization II (3 credits)
HIS 225 The Nature of History (3 credits)
HIS 260 History of US (1865 to Present) (3 credits) or HIS 280 History of Africa (since 1850) (3 credits)
HIS 272 Caribbean History II (3 credits)
HIS 325 Race, Class and Gender in the Late 19th and Early 20th Century Bahamas (3 credits)
HIS 371 Topics in Twentieth Century Caribbean History (3 credits)
HIS 405 Research in History (3 credits)
HIS 407 Caribbean History and Methodology (3 credits)
HIS 410 Public History Practicum (3 credits)
Prescribed List A Upper Division-Year III (15 credits)
Students select five courses from the following:
HIS 301 The Atlantic World I (1400-1600) (3 credits)
HIS 302 The Atlantic World II (1600-1800) (3 credits)
HIS 310 Haitian History: From Revolution to the Present (3 credits)
HIS 312 Nation, Race and Identity in Europe (3 credits)
HIS 321 African-American History 1 (3 credits)
HIS 374 Modern Europe (1900-1950) (3 credits)
HIS 376 Women and Gender in the History of the English Speaking Caribbean (3 credits)

Prescribed List B Upper Division-Year IV (12 credits)
Students select four courses from the following:
HIS 400 Race Relations: A Comparative Course (3 credits)
HIS 402 Pan-Africanism: Politics of the Black Atlantic World (3 credits)
HIS 412 Science, Religion and Society: The Enlightenment in Europe (3 credits)
HIS 420 The Cold War: Crisis Conflict and Containment (3 credits)
HIS 421 African-American History II (3 credits)
HIS 462 American Civil War and Reconstruction (3 credits)
HIS 471 Caribbean Migration Since the 18th Century (3 credits)

**Bachelor of Arts in Psychology (120 credits)**

This programme focuses on the scientific study of thought and behaviour and deals with virtually all aspects of life such as behaviour, cognition, emotion and social interaction. Students focus on the individual and address issues relevant to The Bahamas and the world at large. Graduates of this programme can be employed in areas such as government, industry, national security, sports and recreation, entertainment and advertising, universities and research institutions, medicine and pharmacology, social planning and private practice.

**General Education Requirements (36 credits)**

**Electives (18 credits)**

**Major Area Courses (66 credits)**

**Core Courses (33 credits)**

- PSY 100 Introduction to Psychology: Social Sciences Foundation (3 credits)
- PSY 101 Introduction to Psychology: Natural Sciences Foundation (3 credits)
- PSY 201 Diversity in Psychology (3 credits)
- PSY 245 Introduction to Behavioural Statistics (3 credits)
- PSY 248 Statistics for the Behavioural Sciences (3 credits)
- PSY 305 Introduction to Research Methods (3 credits)
- PSY 315 Research Applications in Psychology (3 credits)
- PSY 325 History and Systems of Psychology (3 credits)
- PSY 455 Special Topics in Psychology (3 credits)
- PSY 460 Psychology Capstone Practicum (6 credits)

**Four Strands of Psychology (33 credits)**

Students select courses in consultation with faculty in the Department of Psychology. Students select two courses from each Strand for a total of 24 credits. The remaining 9 credits may be selected from any of the Strands. One of the courses selected must be a Service-Based (S) course.

**Strand A: Applied/Vocational**

- PSY 255 Industrial Organisational Psychology (3 credits)
- PSY 330 Tests and Measurement (3 credits)
- PSY 310 Consumer Psychology (3 credits)
- PSY 420 Counselling in Psychology (3 credits)
- PSY 440 Group Dynamics (3 credits)

**Strand B: Diversity**

- PSY 301 Indigenous Psychology (3 credits)
- PSY 350 Culture and Behaviour (S) (3 credits)
- PSY 360 Personality Theory (3 credits)
- PSY 400 Caribbean Psychology (3 credits)

- PSY 425 Psychology of Gender (3 credits)
- Strand C: Clinical
- PSY 202 Abnormal Psychology (S) (3 credits)
- PSY 251 Adult Adjustment (3 credits)
- PSY 300 Introduction to Clinical Psychology (3 credits)
- PSY 405 Child Psychopathology (S) (3 credits)
- PSY 445 Behaviour and Drugs (3 credits)
- PSY 450 Seminar in Clinical Psychology (3 credits)
- Strand D: Developmental/Social
- PSY 266 Social Psychology (3 credits)
- PSY 340 Child/Adolescent Psychology (S) (3 credits)
- PSY 345 Cognitive Psychology (3 credits)
- PSY 430 Adulthood and Aging (S) (3 credits)
- PSY 410 Applied Social Psychology (3 credits)

**Bachelor of Arts in Public Administration (132 credits)**

This programme prepares students for leadership roles in government with a focus on development policy and management. Students acquire technical, managerial and political skills that help them develop and implement public programmes in professional, accountable and multidisciplinary ways. Once in the workplace, they are able to accelerate and sustain economic growth while promoting social, educational, environmental, health and other appropriate public objectives.

**General Education Requirements (36 credits)**

**Electives (12 credits)**

**Major Area Courses (84 credits)**

- CIS 105 Introduction to Business Application (3 credits)
- SOS 111 Introduction to Sociology (3 credits)
- POL 113 Government and Politics in The Bahamas (3 credits)
- POL 313 Political Economy of The Bahamas (3 credits)
- LAW 200 Constitutional and Administrative Law (3 credits)
- ECON 211 Principles of Macroeconomics (3 credits)
- PSY 245 Introduction to Behavioural Statistics (3 credits)
- COM 250 Communication for Public Administrators (3 credits)
- BADM 300 Techniques of Research (3 credits)
- BADM 461 Research Project (Public Organisation) (3 credits)
- MGMT 303 Organizational and Behaviour (3 credits)
- PUBA 201 Public Administration (3 credits)
- PUBA 204 Administrative Principles and Practices (3 credits)
- PUBA 210 Economics of Public Finance I (3 credits)
- PUBA 301 Human Resources Management (3 credits)
- PUBA 302 Development Administration (3 credits)
- PUBA 304 Analytic Techniques for Public Administrators (3 credits)
- PUBA 312 Public Policy (3 credits)
- PUBA 315 Seminar in Public Administration (3 credits)
- PUBA 317 Public Sector Budgeting and Finance (3 credits)
PUBA 400 Public Policy Analysis and Evaluation (3 credits)
PUBA 401 Professionalism and Ethics in the Public Sector (3 credits)
PUBA 410 Governance; Municipal and Local Perspectives (3 credits)
PUBA 420 Strategic Planning and Management in Public Organisations (3 credits)
PUBA 450 The Practice of Public Management (3 credits)
PUBA 455 Internship Public Administration (6 credits)

Bachelor of Arts in Social Work (126 credits)
In this programme students develop skills to assist in the prevention and amelioration of social problems and to enhance the quality of human life. They develop professional social work skills that enable them to help people focus on the transactions between themselves and their environment, their ability to accomplish life tasks and to realise individual and collective aspirations. Graduates of this programme are employed in government and private agencies, hospitals, schools, nursing homes, courts, police departments, funeral homes, private practise and other establishments.

General Education Requirements (33 credits)
Electives (18 credits)
Major Area Courses (75 credits)

Bachelor of Arts in Theology (129 credits)
This programme provides students with an opportunity to understand the Holy Scripture as well as the history and theology of the Christian faith. Students are involved in disciplined theological exploration through lectures, reading assignments, seminars, written work and group dynamics. The programme also helps students develop skills in homiletics, church administration, leadership, Christian education and community involvement.

General Education Requirements (36 credits)
Electives (18 credits)

Students should refer to the Contract of Study/Student Advisement Form for Prescribed Electives.

Major Area Courses (75 credits)

CIS 105 Introduction to Business Applications (3 credits)
POL 113 Government and Politics in the Bahamas (3 credits)
PSY 111 Introduction to Psychology (3 credits) or PSY 100 Introduction to Psychology: Social Sciences Foundation (3 credits) or PSY 101 Introduction to Psychology: Natural Sciences Foundation (3 credits)
PSY 105 Human Growth and Development (3 credits)
PSY 245 Statistics for Behavioural Sciences I (3 credits)
PSY 305 Introduction to Research Methods (3 credits)
PUBA 201 Introduction to Public Administration (3 credits)
ECON 211 Principles of Macroeconomics (3 credits)
LAW 203 Child Welfare and Family Law (3 credits)
SWK 111 Foundations of Social Work (3 credits)
SWK 203 Social Welfare Policies and Services (3 credits)
SWK 219 Social Issues (3 credits)
SWK 305 Methods of Micro Social Work Practice (3 credits)
SWK 307 Methods of Mezzo Social Work Practice (3 credits)
SWK 309 Methods of Macro Social Work Practice (3 credits)
SWK 311 Diversity in a Multicultural Society (3 credits)
SWK 313 Ethical and Professional Issues in Human Services (3 credits)
SWK 400 Field Work Practicum I (4 credits)
SWK 401 Field Work Practicum II (4 credits)
SWK 404 Social Dimensions of HIV/AIDS (3 credits)
SWK 406 Integrative Seminar I (2 credits)
SWK 407 Integrative Seminar II (2 credits)
SWK 408 Domestic Violence (3 credits)
SWK 412 Gerontology (3 credits)
SWK 422 Senior Capstone Project (3 credits)
Associate of Arts Degree in Law and Criminal Justice Studies (66 credits)

General Education Requirements (27 credits)
Electives (9 credits)
Major Area Courses (30 credits)
PSY 100 Introduction to Psychology: Social Sciences Foundation (3 credits) or PSY 101 Introduction to Psychology: Natural Sciences Foundation (3 credits)
SOS 111 Introduction to Sociology I (3 credits)
PSY 245 Introduction to Behavioural Statistics (3 credits)
CRIM 200 Criminology (3 credits)
CRIM 201 Criminal Justice (3 credits)
LAW 200 Elements of Constitutional and Administrative Law (3 credits)
SOS 200 Social Research (3 credits)
PUBA 201 Public Administration (3 credits)
LAW 205 Bahamian Legal Systems (3 credits)
SWK 219 Social Issues (3 credits) or PSY 266 Social Psychology (3 credits)

Associate of Arts Degree in Sociology (60 credits)

General Education Requirements (27 credits)
Electives (9 credits)
Major Area Courses (24 credits)
PSY 100 Introduction to Psychology: Social Sciences Foundation (3 credits) or PSY 101 Introduction to Psychology: Natural Sciences Foundation (3 credits)
SOS 111 Introduction to Sociology I (3 credits)
SOS 200 Social Research (3 credits)
SOS 201 Social Structure in the Third World (3 credits)
PSY 245 Introduction to Behavioural Statistics (3 credits)
Students select 3 courses from the following:
SOS 216 Sociology of Development (3 credits)
SOS 217 Crime and Society (3 credits)
SOS 218 Human Sexual Behaviour (3 credits)
SOS 202 Sociology of Tourism (3 credits)
SOS 203 Sociology of the Family (3 credits)
SOS 215 Race and Ethnic Group Relations (3 credits)

Associate of Arts Degree in Religious Studies (60 credits)

General Education Requirements (27 credits)
Electives (9 credits)
Major Area Courses (24 credits)
PHIL 100 Introduction to Philosophy (3 credits)
REL 104 Introduction to Biblical Studies I (3 credits)
REL 105 Introduction to Biblical Studies II (3 credits)
REL 113 Introduction to Religion (3 credits)
REL 203 Religious Cults and Sect (3 credits)
REL 212 Religion in Bahamian Life (3 credits)
REL 213 Contemporary Ethical Issues (Societal) (3 credits)
REL 214 Contemporary Ethical Issues (Personal) (3 credits)

COURSE DESCRIPTIONS

COUN 001 Student Development Seminar (0 credits / 1 seminar)
This course is designed to expose incoming students to the rigours and demands of college life and to provide them with the skills and information necessary for successful academic and personal development.
Prerequisite: Enrolment in an associate degree programme or permission of Chair/Instructor

Biblical Studies (See Religion)

Civics

CIVS 001 Civics for The Bahamas (0 credits / 2 lecture / 2 tutorial)
This course examines the structure and function of Bahamian Government, the election process, the development of political parties and the duties and responsibilities of citizens in this country and in the world. It includes industrial relations and financing.
Prerequisite: None

Criminology and Criminal Justice

CRIM 200 Criminology (3 credits / 2 lecture / 2 tutorial)
This course provides a general overview of the entire field of criminology while highlighting at the same time the dominant perspectives within the discipline.
Prerequisite: Completion of first year AA degree programme or permission of Chair/Instructor

CRIM 201 Criminal Justice (3 credits / 2 lecture / 2 tutorial)
Designed to provide the student with a clear survey of the Criminal Justice System in The Bahamas, the course attempts to equip the student with conceptual language necessary to perceive and articulate the obstacles and needs of the Criminal Justice System.
Prerequisite: Completion of first year AA Degree programme or permission of Chair/Instructor

CRIM 208 The Police, State and Society (3 credits / 2 lecture / 2 tutorial)
This course will examine the political, scientific and philosophical insights concerning the constitutional status of the modern police force in society. It will also attempt to relate this knowledge to the local relationship existing between the police institution, the state and the Bahamian society.
Prerequisite: PUBA 213 or permission of Chair/Instructor

CRIM 210 Introduction to Corrections (3 credits / 2 lecture / 2 tutorial)
This course is designed to guide the student seeking to explore the underlying purposes and the practices of the Prison System in The Bahamas.
Prerequisite: CRIM 200 and CRIM 201
CRIM 219 Juvenile Delinquency  
(3 credits / 2 lecture / 2 tutorial)  
This course provides the student with a socio-legal perspective with which to understand the phenomenon of juvenile delinquency in The Bahamas.  
Prerequisite: CRIM 200 and CRIM 201, SWK 219 or permission of Chair/Instructor

CRIM 220 Domestic Violence (3 credits / 2 lecture / 2 tutorial)  
The issue of violence in intimate domestic relationships is examined through multiple lenses. An introduction to the history of domestic violence, current theories and research on the causes of violence in intimate domestic relationships and past and current responses, interventions and prevention models to addressing this worldwide problem will be discussed. An overview of how Bahamian and other societies around the world are intervening to change attitudes and end violent behaviour will be provided.  
Prerequisite: None

History

HIS 013 Topics in Twentieth-Century World History  
(0 credits / 3 lecture)  
In this course students focus on major events of twentieth-century world history. Topics such as World Wars I and II, the Cold War, decolonisation in Africa, Asia, The Bahamas and the Caribbean as well as Apartheid in South Africa are highlighted.  
Prerequisite: None

HIS 100 World Civilization I (3 credits / 3 lecture)  
A comparative study of the political, economic, social and religious developments of World Civilization from prehistory to the Renaissance/Reformation.  
Prerequisite: First-year standing or permission of Chair/Instructor

HIS 112 History of The Bahamas I  
(3 credits / 2 lecture / 2 tutorial)  
This course studies the history of The Bahamas from the Pre-Colonial period to the formal ending of slavery in 1838. Major themes include settlement and slavery with reference to other British colonies. The Bahamas’ development as a non-sugar plantation colony is examined.  
Prerequisite: First-year standing or permission of Chair/Instructor

HIS 113 History of The Bahamas II  
(3 credits / 2 lecture / 2 tutorial)  
This course examines the history of The Bahamas from 1838 to 1980. Major themes include the development of modern Bahamian society, Bahamian nationalism and new modes of economic survival.  
Prerequisite: First-year standing or permission of Chair/Instructor

HIS 115 Introduction to African Studies  
(3 credits / 2 lecture / 2 tutorial)  
This course is a survey of African Civilization with emphasis on Modern Africa and the political, social and cultural institutions that have contributed to the development of the African Diaspora. It will focus on the traditions of Africa, Islamic influences and the impact of the Western World.  
Prerequisite: First-year standing or permission of Chair/Instructor

HIS 160 History of the United States (to 1865)  
(3 credits / 3 lecture)  
A survey of American history from Pre-Columbian times to the end of the Civil War stressing human struggles and governmental and constitutional achievements.  
Prerequisite: First-year standing or permission of Chair/Instructor

HIS 172 Caribbean History I (1400-1833)  
(3 credits / 2 lecture / 2 tutorial)  
This course examines the development of Caribbean societies from 1400 to 1833. It begins with the indigenous peoples and the genocidal impact of European colonisation. It then focuses on colonialism, creolisation, the plantation complex and slave societies, mercantilism, slave resistance, the Haitian Revolution and Emancipation.  
Prerequisite: First-year standing or permission of Chair/Instructor

HIS 201 World Civilization II (3 credits / 3 lecture)  
A comparative study of the political, economic, social and religious developments of World Civilization since 1500 A.D.  
Prerequisite: HIS 100 or permission of Chair/Instructor

HIS 225 The Nature of History  
(3 credits / 2 lecture / 2 tutorial)  
This course is an introduction to the discipline of History in both a theoretical and practical manner. The elements of historical thinking, research and writing, the methods and sources of the historian and some philosophical questions about the nature of history are examined. Elements of Bahamian historiography will be analysed.  
Prerequisite: ENG 119, second-year standing or permission of Chair/Instructor

HIS 260 History of US (1865 to Present)  
(3 credits / 3 lecture)  
A survey of American History from Reconstruction to Watergate stressing constitutional hurdles and the social and economic problems facing her people as well as their achievements.  
Prerequisite: HIS 160 or permission of Chair/Instructor

HIS 272 Caribbean History II (1833-1961)  
(3 credits / 2 lecture / 2 tutorial)  
This course examines the development of the Caribbean region’s societies and peoples from 1833-1961. It examines the process of social and economic adjustments and transformations at all levels of societal relations. Finally, it traces the growth of nationalism, unionism, regionalism and the impact of American influence.  
Prerequisite: HIS 172 or permission of Chair/Instructor
HIS 280 History of Africa (Since 1850)  
(3 credits / 2 lecture / 2 tutorial)  
In this course students examine the events and processes leading to the colonisation of Africa and subsequent changes in African societies under colonial rule. Liberation struggles, nationalist movements, decolonisation, the changing role of women and gender relations, urbanisation and migration are some of the themes addressed.  
Prerequisite: HIS 115 or permission of Chair/Instructor

HIS 301 The Atlantic World I (1400 - 1600)  
(3 credits / 3 lecture)  
An examination of how Europe, Africa and the Americas became integrated into a network of exchange rooted in the long distance movement of people, plants, animals, commodities and ideas. Emphasis is given to the demographic, economic and cultural consequences of interaction.  
Prerequisite: Third-year standing or permission of Chair/Instructor

HIS 302 The Atlantic World II (1600-1800)  
(3 credits / 3 lecture)  
An examination of key seventeenth and eighteenth century developments in the Atlantic World namely the expansion of the plantation complex. European expansion into North America, international rivalry and the conflicts which European domination engendered among the colonial populations, such as the American and Haitian Revolutions.  
Prerequisite: Third-year standing or permission of Chair/Instructor

HIS 310 Haitian History from Revolution to Present  
(3 credits / 2 lecture / 2 tutorial)  
This course is a survey of the post independence period in Haitian history. The revolution, post independence adjustments, the U.S. occupation and the more recent totalitarian regimes are analysed. Recent problems resulting in the mass exodus of Haitian nationals to The Bahamas are discussed from an historical perspective.  
Prerequisite: Third-year standing or permission of Chair/Instructor

HIS 312 Nation, Race and Identity in Europe (1789-1914)  
(3 credits / 2 lecture / 2 tutorial)  
In this course students examine the development of competing concepts of nationality and race in Europe since the French Revolution to the early twentieth century, relating their evolution to state formation, imperialism, socialism and nationalism.  
Prerequisite: HIS 201 or permission of Chair/Instructor

HIS 316 History of West Africa in the 19th and 20th Centuries  
(3 credits / 2 lecture / 2 tutorial)  
In this course students are introduced to important themes in the historical development of West African societies in the nineteenth and twentieth centuries. Emphasis is on major economic and social trends of the region during European colonial rule and after independence.  
Prerequisite: HIS 280, third-year standing or permission of Chair/Instructor

HIS 321 African-American History I (To 1865)  
(3 credits / 2 lecture / 2 tutorial)  
In this course students examine the history of African-Americans in the United States. They analyse the political, economic and social history of African-Americans up to the U.S. Civil War.  
Prerequisite: Third-year standing or permission of Chair/Instructor

HIS 325 Race, Class and Gender in the Late 19th and Early 20th Century Bahamas (3 credits / 2 lecture / 2 tutorial)  
In this course students explore issues of race and class in the post emancipation period in The Bahamas. Emphasis is placed on how a small white agro-commercial oligarchy retained its position of power over the coloured and black classes.  
Prerequisite: HIS 112, HIS 113 or permission of Chair/Instructor

HIS 370 History of Africa (Since 1850)  
(3 credits / 2 lecture / 2 tutorial)  
In this course students examine the events and processes leading to the colonisation of Africa and subsequent changes in African societies under colonial rule. Liberation struggles, nationalist movements, decolonisation, the changing role of women and gender relations, urbanisation and migration are some of the themes addressed.  
Prerequisite: HIS 115 or permission of Chair/Instructor

HIS 371 Topics in Twentieth Century Caribbean History  
(3 credits / 2 lecture / 2 tutorial)  
In this course students examine the events that shaped the Caribbean in the twentieth century. They focus on major trends and movements and examine the impact of forces such as racism, anti-colonialism, integration and nationalism on the region’s development.  
Prerequisite: Third-year standing or permission of Chair/Instructor

HIS 374 Modern Europe (1900-1950)  
(3 credits / 2 lecture / 2 tutorial)  
This course highlights the main political, economic and social developments in European History from 1900 to 1950. Topics include imperialism, nationalism, World Wars I and II, the Great Depression, the Holocaust and the challenges of Fascism, Nazism and Communism to Liberal Democracy.  
Prerequisite: Third-year standing or permission of Chair/Instructor

HIS 376 Women and Gender in the History of the English Speaking Caribbean (3 credits / 2 lecture / 2 tutorial)  
In this course students examine theoretical and historiographical problems in the study of women, gender and history. They focus on a history of the social, economic and political roles and activities of women in the Caribbean from pre-colonial times to the present.  
Prerequisite: Third-year standing or permission of Chair/Instructor

HIS 390 Field Studies I (3 credits / Field Placement)  
This course focuses on the planning, preparation, conduct and evaluation of field activities in specific areas including anthropology, archaeology, sociology, history and social work. Techniques specific to the particular discipline within the field are examined.  
Prerequisite: Third-year standing and permission of Chair/Instructor

HIS 391 Field Studies II (6 credits / Field Placement)  
This course focuses on the planning, preparation, conduct and evaluation of field activities in specific areas including anthropology, archaeology, sociology, history and social work. Techniques specific to the particular discipline within the field are examined.  
Prerequisite: Third-year standing and permission of Chair/Instructor
HIS 392 Field Studies III (9 credits / Field Placement)
This course focuses on the planning, preparation, conduct and
evaluation of field activities in specific areas including anthropology,
archaeology, sociology, history and social work. Techniques
specific to the particular discipline within the field are examined.
Prerequisite: Third-year standing and permission of Chair/Instructor

HIS 400 Race Relations: A Comparative Course
(3 credits / 2 lecture / 2 tutorial)
This course examines race relations in The Bahamas, South Africa
and The United States in the twentieth century.
Prerequisite: Fourth-year standing or permission of Chair/Instructor

HIS 402 Pan-Africanism: Politics of the Black Atlantic World
(3 credits / 3 lecture)
In this course students examine the evolution of pan-African ideas
and political movements in societies of the Atlantic World during
the nineteenth and twentieth centuries. Slavery, colonialism,
struggles for Black liberation, ‘back to Africa’ initiatives, Garveyism,
Negritude, class conflicts and gender relations are among the topics
discussed.
Prerequisite: Fourth-year standing or permission of Chair/Instructor

HIS 405 Research in History (3 credits / 2 lecture / 2 tutorial)
This course examines theoretical and methodological issues faced
by historians. Current historiography will be discussed as well as
general themes that shape the work of historians. Practical skills
related to archival research will be examined in an effort to prepare
students for the production of an original thesis and future graduate
studies.
Prerequisite: HIS 225, fourth-year standing or permission of Chair/Instructor

HIS 407 Caribbean Historiography and Methodology
(3 credits / 3 lecture)
In this course students are introduced to the theories and the forces
that shape the writing of history in the Caribbean. Emphasis is
on current methodology employed by practitioners of Caribbean history.
Prerequisite: Fourth-year standing or permission of Chair/Instructor

HIS 410 Public History Practicum (3 credits / 6 field / 1
tutorial)
In this field-based course students are exposed to the practical
skills of librarianship, archival preservation, restoration work and
museum studies. Additionally, students examine Public History as a
profession.
Prerequisite: Fourth-year standing or permission of Chair/Instructor

HIS 412 Science, Religion and Society: The Enlightenment in
Europe (1700-1800) (3 credits / 3 lecture)
In this course students explore ways in which the Enlightenment
in Europe challenged, altered and structured views of religion,
sciences, politics and society. Topics are examined within a
comparative intellectual and social context.
Prerequisite: Fourth-year standing or permission of Chair/Instructor

HIS 420 The Cold War: Crisis, Conflict and Containment
(3 credits / 3 lecture)
In this course students explore the rise and fall of the Cold War from
its roots at Yalta and Potsdam in 1945 through the collapse of the
Prerequisite: Fourth-year standing or permission of Chair/Instructor

HIS 421 African-American History II (1865-1990)
(3 credits / 3 lecture)
In this course students will examine a variety of issues in the
history of African-Americans from 1865 to the present. Focus is on
philanthropy and self-help organisations, freedom and democracy,
race relations and the gender relations and the current economic,
social and political status of African-Americans.
Prerequisite: HIS 321 or permission of Chair/Instructor

HIS 462 The American Civil War and Reconstruction (1861-
1877) (3 credits / 3 lecture)
In this course students examine the military, political, social and
economic divisions brought about by the Civil War. The dismantling
of slavery and amendments to the United States constitution
during the war, Andrew Johnson’s presidency, Congressional
Reconstruction and black Republicans are discussed.
Prerequisite: HIS 260, fourth-year standing or permission of the
Chair/Instructor

HIS 471 Caribbean Migration Since the Eighteenth Century
(3 credits / 3 lecture)
In this course students examine Caribbean migration from the late
Eighteenth Century to the present. They explore various phases
of migration to, from and within the Caribbean and evaluate the
experiences of migrants and their contributions to the socio-
economic development of host countries and the Caribbean region.
Prerequisite: Fourth-year standing or permission of Chair/Instructor

LAW

LAW 200 Elements of Constitutional and Administrative Law
(3 credits / 2 lecture / 2 tutorial)
This course examines constitutional and administrative law
with reference to the constitutional and legal systems in the
Commonwealth Caribbean and The Bahamas. It will also provide
a legal and historical background for the many administrative
functions performed by mid-level management in the public
service.
Prerequisite: Permission of Chair/Instructor

LAW 203 Child Welfare and Family Law
(3 credits / 2 lecture / 2 tutorial)
This course will familiarise students with specific aspects of
Bahamian Law relevant to the day-to-day work of persons working
in the social services delivery systems with particular reference to
child welfare and family law.
Prerequisite: LAW 200
LAW 205 Bahamian Legal System  
(3 credits / 2 lecture / 2 tutorial)  
This course examines the ideas and social processes underlying the law-making process in The Bahamas and challenges the student to think critically about the legal system of The Bahamas. 
Prerequisite: Completion of first year AA programme or permission of Chair/Instructor

LAW 208 Criminal Law  
(3 credits / 2 lecture / 2 tutorial)  
This course examines the general principles of criminal law shaping the structure of Criminal Law in The Bahamas and influencing its function in society. 
Prerequisite: CRIM 200 and CRIM 201 or permission of Chair/Instructor

LAW 212 Law of Evidence  
(3 credits / 2 lecture / 2 tutorial)  
This course covers the main legal principles and social processes which determine the criteria used by the criminal courts in allowing certain evidence to be used as proof of some fact or situation. 
Prerequisite: CRIM 200 and CRIM 201 or permission of Chair/Instructor

LAW 214 Criminal Court Procedure  
(3 credits / 2 lecture / 2 tutorial)  
A study of the rules and practices governing the procedures followed by the criminal courts in The Bahamas. 
Prerequisite: CRIM 200 and CRIM 201 or permission of Chair/Instructor

LAW 311 Public Law and Development  
(3 credits / 2 lecture / 2 tutorial)  
This course explores elements of constitutional and public law practices affecting national development by examining the impact of these practices on public policy and administration in The Bahamas. 
Prerequisite: LAW 310 or permission of Chair/Instructor

Philosophy

PHIL 100 Introduction to Logic  
(3 credits / 3 lecture)  
This is an introductory course in basic principles and methods of correct reasoning. Topics include: (I) distinction and relationship between logic and language, formal and informal logic, traditional and symbolic logic; (II) detection and avoidance of formal and informal fallacies; (III) evaluation of deductive arguments; and (IV) induction. 
Prerequisite: NONE

PIL 111 Introduction to Philosophy  
(3 credits / 3 lecture)  
This course focuses on theories of knowledge, philosophy of science, metaphysics, ethics, aesthetics, and religion. 
Prerequisite: NONE

POL 160 Philosophy I  
(3 credits / 3 lecture)  
Designed for beginners, the purpose of this course is to stimulate the students intellectually, to introduce them to philosophical terminology and the history of philosophy and to cultivate their powers of logical and critical thinking. 
Prerequisite: ENG 017

Politics and Government

POL 110 Introduction to Comparative Politics  
(3 credits / 3 lecture)  
This course introduces students to the study of Comparative Politics through the examination of major political problems facing state actors in selected Developed, Communists, Post-Communists and Developing societies within the context of the challenges of the twenty-first century. 
Prerequisite: None

POL 111 Introduction to Political Thought I  
(3 credits / 3 lecture)  
An introduction to the basic concepts of Political Science. Emphasis will be placed on the approaches to the study of Political Science, theoretical frames of reference and methodology of the discipline. 
Prerequisite: Admission to AA programme

POL 112 Introduction to Political Thought II  
(3 credits / 3 lecture)  
This course is designed to introduce students to the basic concepts of Political Science. Emphasis is on the approaches to the study of Political Science, theoretical frames of reference, methodology of the discipline, political behaviour, political parties and interest groups, comparative government and political and international relations. Efforts will be made to give examples from Latin American Political Science, the U. K., the U.S.S.R., France, West Germany and some developing countries to illustrate the different concepts of the course. 
Prerequisite: POL 111

POL 113 Government and Politics in The Bahamas  
(3 credits / 3 lecture)  
In this course students are introduced to the dynamics of domestic political issues, international relations and the relationship of the Commonwealth of The Bahamas and the international community of nations. Emphasis is on historical, geographical, social and economic factors impacting the nation’s development. 
Prerequisite: Freshman standing or permission of Chair/Instructor

POL 211 Politics and Society in the Third World  
(3 credits / 3 lecture)  
An introduction to the interdisciplinary field of Political Sociology. Emphasis will be placed on the dynamics of social and political change in the “Third World”. Appropriate examples will be drawn from the experience of the Commonwealth Caribbean. 
Prerequisite: POL 113
POL 213 Introduction to International Relations (3 credits / 3 lecture)
This course is designed as an introduction to international relations. It aims to raise and explore those questions which are central to an understanding of the object and to provide students with basic analytical tools to attempt to answer them.
Prerequisite: POL 113

POL 214 Comparative Government: The Political Economy of the Caribbean (3 credits / 3 lecture)
The course analyses the domestic and international environments within which trade, finance and development of three small developing states, Cuba, the Commonwealth of The Bahamas and Jamaica, are implemented and focuses on the theoretical and practical interrelationships between the cognate fields of international political economy, policy analysis and development studies.
Prerequisite: Admission to Associate Degree Programme or POL 113

POL 313 Political Economy of The Bahamas (3 credits / 3 lecture)
In this course students are exposed to the dynamics of change within the context of small developing states such as The Bahamas. Emphasis is on the interaction of politics and economics vis-à-vis the international division of labour which impact the developmental projects of states.
Prerequisite: Sophomore standing or permission of Chair/Instructor

POL 314 Field Seminar in Policy Studies (3 credits / 3 lecture / 1 tutorial)
Detailed examination and evaluation of decision-making structures and processes as they relate to the making and implementation of domestic and foreign policy in The Bahamas. The course compares and contrasts competing philosophies and ideologies of development as expressed in governmental policies and programmes.
Prerequisite: Junior standing or permission of Chair/Instructor

POL 315 Project Management: Seminar and Colloquium (3 credits / 3 lecture)
This course focuses on the relationship between policy formulation, programme development and project management; paying particular attention to civil society, community formation and national development in The Bahamas.
Prerequisite: None

Psyology

PSY 100 Introduction to Psychology: Social Sciences Foundation (3 credits / 2 lecture / 2 seminar)
In this course students focus on psychology as a social science. Topics include learning, personality, psychological disorders, social psychology and human growth and development.
Prerequisite: Freshman standing or permission of Chair/Instructor

PSY 101 Introduction to Psychology: Natural Sciences Foundation (3 credits / 2 lecture / 2 seminar)
In this course students focus on psychology as a natural science, with emphasis on subject areas that overlap with the biological sciences. Topics include neuroscience, genetics, consciousness, motivation and emotion, perception, sensation and cognition.
Prerequisite: Freshman standing or permission of Chair/Instructor

PSY 105 Human Growth and Development (3 credits / 2 lecture / 2 tutorial)
This course focuses on the interaction between biological and psychological factors in human development from conception to old age. The role of changes in cognitive and social factors are also examined during the human life span.
Prerequisite: Freshman standing or permission of Chair/Instructor

PSY 111 Introduction to Psychology (3 credits / 2 lecture / 1 tutorial)
General principles of Psychology as a behavioural science. Topics surveyed include personality, emotion, social motivation, social learning, personal and social development, child psychology and psycho-therapy.
Prerequisite: Admission to programme

PSY 201 Diversity in Psychology (3 credits / 2 lecture / 2 seminar)
This course examines the dimensions of human diversity, relevant theoretical perspectives and strategies for promoting diversity and research processes that advance an understanding of human behaviour across cultures, religion, gender, sexual orientation and ethnicity. In addition, this course addresses the challenges and consequences of diversity in contemporary society.
Prerequisite: PSY 100 or PSY 101 or permission of Chair/Instructor

PSY 202 Abnormal Psychology (3 credits / 3 lecture)
Psychopathology and the various forms of mental disorder are examined in the light of traditional and current perspectives on mental health. Also treated are the origins of mental disturbance and the problems of diagnosis and treatment.
Prerequisite: PSY 100 or PSY 101 or permission of Chair/Instructor
PSY 230 Motivation and Emotion  
(3 credits / 2 lecture /2 tutorial)  
This course covers theories and principles of motivation and emotion with equal attention to physiological, behavioural, cognitive and psychological perspectives. The emphasis is on research issues, integrating the various perspectives and applying principles to life experiences.  
Prerequisite: PSY 100 or PSY 101

PSY 245 Introduction to Behavioural Statistics  
(3 credits / 2 lecture 1 lab / 1 seminar)  
An introduction to the nature of statistical data, ordering, manipulation of data, measures of central tendency, variability, elementary probability and the fundamental concepts of sampling distributions.  
Prerequisite: CIS 100, MATH 163, PSY 101 or permission of Chair/Instructor

PSY 248 Statistics for the Behavioural Sciences  
(3 credits / 2 lecture / 2 lab)  
In this course students apply statistical techniques in psychological research. Students produce and organise data, calculate chance and make inferences. They also evaluate various designs and the use of statistics.  
Prerequisite: PSY 245 or permission of Chair/Instructor

PSY 251 Adult Adjustment (3 credits / 2 lecture / 2 seminar)  
In this course, students use the evolutionary psychological perspective to examine adult functioning and personal management issues. They explore how psychological knowledge assists in understanding, evaluating and shaping personal experiences and relationships.  
Prerequisite: PSY 100 or PSY 101 or permission of Chair/Instructor

PSY 255 Industrial/Organisational Psychology  
(3 credits / 2 lecture / 2 seminar)  
In this course students explore the applications of psychology to human organisations. They examine the impact of workplace organisation, group communication and motivation on employee behaviour and performance. Personnel selection, leadership, work environments and employee stress are also explored.  
Prerequisite: Sophomore standing or permission of Chair/Instructor

PSY 266 Social Psychology (3 credits / 3 lecture)  
This course provides an overview of social psychological theory, research findings and ethics. It examines the application of social psychological principles and promotes thought about human action as it occurs in our day-to-day lives.  
Prerequisite: Sophomore standing or permission of Chair/Instructor

PSY 300 Introduction to Clinical Psychology  
(3 credits / 3 lecture)  
In this introductory course students survey the science, theory and practice procedures that underlie the field of Clinical Psychology. The focus is on the intellectual, emotional, biological, psychological, social and behavioural aspects of human functioning across the life span.  
Prerequisite: PSY 202 or permission of Chair/Instructor

PSY 301 Indigenous Psychologies (3 credits / 3 lecture)  
In this course, students examine psychologies emerging from countries with a history of slavery and/or colonialism. They study alternative paradigms, indigenous concepts and methodologies, as well as the role of indigenous psychologies in national and regional development.  
Prerequisite: PSY 201 or permission of Chair/Instructor

PSY 305 Introduction to Research Methods  
(3 credits / 2 lecture 2 lab)  
This course will examine the theoretical and practical aspects of conducting research in behavioural science such as searching for a worthwhile research problem, planning and conducting research, examining issues in data analysis and interpreting and communicating research findings.  
Prerequisite: PSY 248 or permission of Chair/Instructor

PSY 310 Consumer Psychology (3 credits / 3 lecture)  
This course examines the theoretical and practical ways in which psychologists approach consumer behaviour. The focus is the consumer in a market-oriented society. Topics include thought processes utilised in decision-making strategies, advertising and other persuasive techniques, new technologies and the consumption-related behaviour of Bahamians and diverse groups.  
Prerequisite: Junior standing or permission of Chair/Instructor

PSY 315 Research Applications in Psychology  
(3 credits / 2 lecture / 2 seminar)  
In this course students develop a psychological foundation of research methodologies. Students apply quantitative and qualitative skills in appropriate and ethical design, statistical selection and implementation, interpretation, evaluation and generalisation of conclusions. They write research reports utilising current professional format and statistical software.  
Prerequisite: PSY 305 or permission of Chair/Instructor

PSY 325 History and Systems of Psychology  
(3 credits / 3 lecture)  
In this course students explore the evolution of modern psychology from its origins in philosophy and natural science. They analyse the historical context of changes in scientific theory, society and culture to trace developments in psychology as a social science.  
Prerequisite: Junior standing or permission of Chair/Instructor
PSY 330 Tests and Measurement (3 credits / 3 lecture)
In this course students investigate the theory and practise of psychological assessment. Topics include test construction and validation, statistical techniques, legal and ethical issues. Students are also exposed to major tests for measuring mental abilities, achievement, personality and psychopathology. Prerequisite: PSY 248 or permission of Chair/Instructor

PSY 335 Bio-Psychology (3 credits / 2 lecture / 2 lab)
In this course students explore an integrated approach to an examination of the biological basis of behaviour. They combine evolutionary theory with current research findings on brain anatomy, function and chemistry to explore the links between human consciousness, behaviour and psychological disorders. Prerequisite: Junior standing or permission of Chair/Instructor

PSY 340 Child and Adolescent Psychology (3 credits / 3 lecture)
In this course, students examine the complex and dynamic process of development from conception through adolescence. Emphasis is on research issues and application in the Bahamian and Caribbean contexts, as well as those of other developing countries. Prerequisite: Junior standing or permission of Chair/Instructor

PSY 345 Cognitive Psychology (3 credits / 3 lecture)
In this course students explore scientific explanations of the mind, its structure and function. They examine a wide range of psychological processes, cognitive theories and current research on how people process and utilise information. Prerequisite: Junior standing or permission of Chair/Instructor

PSY 350 Culture and Behaviour (3 credits / 3 lecture)
In this course students focus on human behaviour and experiences as they occur in different cultural contexts. Attention is given to traditional and emerging perspectives, research methodology and application. Prerequisite: Junior standing or permission of Chair/Instructor

PSY 360 Personality Theory (3 credits / 3 lecture)
In this course students explore human behavioural patterns through the examination of personality theories. They also explore socio-cultural factors and scientific methods of personality. Prerequisite: Junior standing or permission of Chair/Instructor

PSY 400 Caribbean Psychology (3 credits / 3 lecture)
In this course students use a thematic approach to examine the development of psychology in the Caribbean Region. Traditional psychological resources are integrated with interdisciplinary resources from the region to gain a psychological understanding of the peoples of the Caribbean. Prerequisite: Senior standing or permission of Chair/Instructor

PSY 405 Child Psychopathology (3 credits / 3 lecture)
This course builds on basic theories in abnormal psychology and child development. Students use developmental and research-based perspectives to explore the complex interplay of factors that shape child psychopathology. Emphasis is on Bahamian and Caribbean contexts. Prerequisite: PSY 340 and Senior standing or permission of Chair/Instructor

PSY 410 Applied Social Psychology (3 credits / 3 lecture)
In this course students examine theories of social psychology. Focus is on applications of concepts and research on human social behaviour in areas such as work environments, education, crime and conflict. Prerequisite: PSY 266 and Senior standing or permission of Chair/Instructor

PSY 420 Counselling in Psychology (3 credits / 3 lecture)
In this course students examine the role and scope of counselling psychology in diverse populations. Fundamental concepts and issues related to counselling research, professional practises and interventions are explored. Treatment modalities, theoretical orientations, cultural factors, ethical and legal issues and professional development are analysed and discussed. Prerequisite: PSY 300 or permission of Chair/Instructor

PSY 425 Psychology of Gender (3 credits / 3 lecture)
Students examine psychological theories, inherent controversies, diversity and research issues regarding gender. Topics include the impact of gender on personality, development, physiology, intellect, achievement and social roles. The influence of history, politics and culture, including Bahamian culture, are investigated. Prerequisite: Senior standing or permission of Chair/Instructor

PSY 430 Adulthood and Aging (3 credits / 3 lecture)
In this course students explore the psychological and physical changes of adulthood and aging. Students assess diverse cultural variations in adult development and aging as well as research issues in adult psychology. Prerequisite: Senior standing or permission of Chair/Instructor

PSY 440 Group Dynamics (3 credits / 3 lecture)
In this course students use theoretical knowledge and research findings in examining group processes. Topics include interdependence, diversity issues, leadership, conflicts and negotiation, use of power and decision-making. Prerequisite: Senior standing or permission of Chair/Instructor

PSY 445 Drugs and Behaviour (3 credits / 3 lecture)
In this course students examine theories and research on physical and psychological effects of legal and illegal drugs. They also examine socio-cultural influences on drug consumption, addictive behaviours and treatment modalities. Prerequisite: PSY 335 and Senior standing or permission of Chair/Instructor
PSY 450 Seminar in Clinical Psychology
(3 credits / 1 lecture / 2 seminar)
In this course, students gain supervised experience in an applied setting that is aligned with their area of specialisation in the major. Students also integrate this experience with theory, research and ethical issues in seminar settings.
Prerequisite: Senior standing or permission of Chair/Instructor

PSY 455 Special Topics (3 credits / 3 lecture)
In this course students are exposed to a specific topic in psychology. Students may take the course for credit twice, providing the topic is different. Consultation with an advisor is required.
Prerequisite: Senior standing or permission of Chair/Instructor

PSY 460 Psychology Capstone Practicum
(6 credits / 2 seminar / 10 practicum hours)
In this course students gain supervised experience in an applied setting that is aligned with their area of specialisation in the major. Students also integrate this experience with theory, research and ethical issues in seminar settings.
Prerequisite: Senior standing or permission of Chair/Instructor

Public Administration

PUBA 201 Public Administration I
(3 credits / 2 lecture / 2 tutorial)
This course is concerned with administrative principles and practices as they relate to the public sector. Focus is on management theories and the administrative/management process. Topics include organisational development, leadership styles, management information systems and the management of change.
Prerequisite: Completion of first year of AA Programme or permission of Chair/Instructor

PUBA 202 Comparative Economic Systems
(3 credits / 2 lecture / 2 tutorial)
This course seeks to provide a working knowledge of the structure and junction of the Capitalist, Socialist, Communist and Third World economic systems, with special reference to The Bahamas. It will include concepts of social and economic systems; the scope of comparative economics; major problems in the Less Developed Economies; convergence of economic systems; economics coordination, intervention and planning in different national systems.
Prerequisite: PUBA 210 and PUBA 312

PUBA 203 Personnel Management and Industrial Relations in the Public Sector (3 credits / 2 lecture / 2 tutorial)
A study of Personnel Management, its objectives, activities and functions as they relate to the efficient and effective utilisation of human resources in the public sector; and Industrial Relations in terms of past and present legislation, collective bargaining and arbitration procedures.
Prerequisite: Completion of first year of AA programme or permission of Instructor/Chair

PUBA 204 Administrative Principles and Practices
(3 credits / 2 lecture / 2 tutorial)
This course is concerned with administrative principles and practices as they relate to the public sector. Attention will be focused on management theories and the administrative/management process. Topics will include organisational development, leadership styles, management information systems and the management of change.
Prerequisite: Completion of first year of AA programme or permission of Chair/Instructor

PUBA 205 Project Management
(3 credits / 2 lecture / 2 tutorial)
This course will introduce students to the principles and techniques of project management. Topics will include the project cycle, project formulation, planning and analysis, project implementation, control and termination as well as problems of project management in developing countries.
Prerequisite: Completion of first year of AA programme or permission of Chair/Instructor

PUBA 207 Urban Policy and Administration
(3 credits / 2 lecture / 2 tutorial)
This course will introduce students to the administrative and policy-making process of Urban Governments. Detailed examination of problems facing the urban administrator and recommendations for solutions will be addressed.
Prerequisite: PUBA 201 or permission Chair/Instructor

PUBA 208 Public Budgeting and Finance
(3 credits / 2 lecture / 2 tutorial)
The course of study will provide students with the basic principles of Public Budgeting and finance and will include the kinds and scope of government expenditures, sources of revenues, social welfare systems, cost benefit analysis and the fiscal role of government.
Prerequisite: PSY 113 and permission of Chair/Instructor

PUBA 210 Economics of Public Finance I
(3 credits / 2 lecture / 2 tutorial)
The course of study will provide students with the basic principles of Public Budgeting and finance and will include the kinds and scope of government expenditures, sources of revenues, social welfare systems, cost benefit analysis and the fiscal role of government.
Prerequisite: Completion of first year of AA programme
PUBA 213 Elements of Constitutional and Administrative Law
(3 credits / 2 lecture / 2 tutorial)
The course of study provides an analysis of constitutional and administrative law with special reference to The Bahamas and other Caribbean countries. It will include the evolution of sovereignty of The Bahamas; constitutional, judicial review and interpretation of the constitutional rights and obligations of citizens and the state; control of administrative power; the rule of law and proceedings against the crown.  
Prerequisite: Admission to programme

PUBA 301 Personnel Management and Industrial Relations in the Public Sector (3 credits / 3 lecture)
This course will provide students with an opportunity to appraise various challenges confronting public managers. Through a better understanding of the public choices that confront them, students will be better prepared to make effective decisions to revitalise public service.
Prerequisite: Admission to Advanced Certificate Programme in Public Administration

PUBA 302 Development Administration (3 credits / 3 lecture)
The course seeks to examine critically the socio-economic and political background of development in the context of economic modernisation and other forms of state intervention. It will include a study of theoretical models of development; the structure and functions of development agencies; the development planning process; administration for the development of education; population, agriculture, industry and management of the public enterprise sector.
Prerequisite: PUBA 201 and PUBA 202

PUBA 304 Analytic Techniques for Public Administrators
(3 credits / 3 lecture / 1 lab)
This course is designed to sharpen the conceptual, analytical and data analysis skills of public administrators as well as to provide hands-on experience in the use of computers to analyse quantitative and qualitative data.
Prerequisite: PSY 113, BADM 300, CIS/CDP 105

PUBA 310 Economics of Public Finance II
(3 credits / 3 lecture)
The course provides an analysis of the macro performance of the economy in relation to supportive fiscal, financial and monetary policies. It includes principles of taxation; social security tax system; budgets and cost-benefit analysis; income redistribution and the welfare state; monetary theory; government expenditure; theories of employment and unemployment; local government finance with special reference to The Bahamas and other developing countries.
Prerequisite: PUBA 210

PUBA 312 Public Policy (3 credits / 3 lecture / 1 tutorial)
This course is designed to introduce students to the conceptual, theoretical and practical approaches to the public policy process and explore the impact of socio-economic and political factors which impinge on the resolution of public issues within the Bahamian context.
Prerequisite: Admission into BA Programme or permission of Chair/Instructor

PUBA 315 Seminar in Public Administration
(3 credits / 3 lecture / 1 tutorial)
This course exposes the student to the public administration as a field of study and as the practice of Managing Public Organisations. It deepens the student’s appreciation of concepts, theories and principles of public administration in the Caribbean and The Bahamas as they relate to development.
Prerequisite: Admission to programme or permission of Chair/Instructor

PUBA 316 The Practise of Public Management
(3 credits / 3 lecture)
This course will provide students with an opportunity to appraise various challenges confronting public managers. Through a better understanding of the public choices that confront them, students will be better prepared to make effective decisions to revitalise public service.
Prerequisite: None

PUBA 317 Public Sector Budgeting and Finance
(3 credits / 3 lecture / 1 tutorial)
This course examines the theory and practice of public budgeting and its relationship to the administrativeness of control, management and planning—special emphasis will be given to the kinds and scope of government revenues and expenditures.
Prerequisite: None

PUBA 320 Research Paper on the Public Sector
(6 credits / 3 lecture / 1 tutorial)
This subject comprises a dissertation of at least 7,000 words on a sector or sub-sector of the Bahamian Public Service. The student must display (a) familiarity with the main literature relevant to this topic; (b) appreciable knowledge of scientific methods of research; (c) appreciable contribution to the literature relating to the field of study; and (d) appreciable knowledge of development administration. Students will normally register for this Research Paper at the beginning of the third semester of the programme and have the topic approved by his/her supervisor before the end of the first academic year.
Prerequisite: PUBA 201 and PUBA 312
### PUBA 400 Public Policy Analysis and Evaluation (3 credits / 3 lecture)
This course provides a detailed examination and evaluation of decision-making structure and processes as they relate to the analysis, formulation, implementation and evaluation of public policies. Appropriate examples are drawn from the experience of the Commonwealth Caribbean.
Prerequisite: PUBA 312, PUBA 315

### PUBA 401 Professionalism and Ethics in the Public Sector (3 credits / 3 lecture)
This course provides a detailed examination and evaluation of professionalism and ethics as they relate to public administration processes. Strategies with which to combat unethical and unprofessional behaviour will also be considered.
Prerequisite: LAW 200 and PUBA 301 or permission of Chair/Instructor

### PUBA 402 Foundations of Public Administration (3 credits / 3 lecture)
This course examines the theory and practice of public administration with special attention to the development of analytical and problem solving skills. Topics include the historical development of public administration, the structure of public organisations, leadership, decision-making and accountability.
Prerequisite: Admission to programme

### PUBA 410 Governance: Municipal and Local Perspectives (3 credits / 3 lecture)
This course provides a detailed examination and evaluation of the structure, administration, management and performance of local government. Attention is given to the role of public administrators relative to local government operations in The Bahamas with a view to improving service delivery.
Prerequisite: POL 113 and PUBA 302 or permission of Chair/Instructor

### PUBA 420 Strategic Planning and Management in Public Organisation (3 credits / 3 lecture)
This course examines the theoretical frames of reference and methods of strategic planning and is designed to enhance the students’ analytic and decision-making skills to develop strategies to manage public policies and programmes.
Prerequisite: PUBA 302, PUBA 315

### Religious Studies

#### REL 102 Understanding the Bible (3 credits / 3 lecture)
This course is designed to introduce the student to a working knowledge of the Bible with a view to understanding the literature of the Old Testament and the relationship between the Old and the New Testaments. It is specifically designed for primary school teachers.
Prerequisite: Admission to Primary Teachers programme

#### REL 104 Introduction to Biblical Studies I (3 credits / 3 lecture)
A survey of the literature, history and religion of ancient Israel as seen in its cultural background in the ancient Near East. This course is an introduction to the Old Testament (Hebrew Bible), its translation, the many different “scientific” ways it is now studied and the results of those studies.
Prerequisite: None

#### REL 105 Introduction to Biblical Studies II (3 credits / 3 lecture)
A survey of the literature, history and religious thought of the Christian community during the New Testament period as seen in its cultural setting in the Greco-Roman world. This course will draw upon the work of historians, archeologists and scholars of first century Greek and Jewish religion to present a view of the world in which the New Testament books were written. The figure of Jesus, the role of Paul in Christianity’s development and the special features of each of the four gospels will be studied.
Prerequisite: None

#### REL 113 Introduction to Religion (3 credits / 3 lecture)
This course attempts to acquaint the student with aspects of the phenomenological and historical approach to religion and also to a general outline of the religions. The purpose of the course is to enable the student to articulate and investigate questions about the meaning and nature of religions. Problems to be discussed will include the elements of religious experience, forms of religious expressions and interpretation, religious communities and practices and the questions raised by the contemporary interfaith dialogue.
Materials will be taken from a variety of religious traditions.
Prerequisite: None

#### REL 201 Marriage and the Family (3 credits / 3 lecture)
An exploration of the Christian foundations of marriage and family; nature of love, purpose and future of the family in society.
Prerequisite: Completion of first year of Associate Degree Programme or permission of Chair/Instructor

#### REL 202 Exploring Christianity (3 credits / 3 lecture)
A survey of the historical development of Christianity from the first century to the present. Attention will focus on exploring the development of Christianity through the centuries, focusing on the major theological and institutional issues considered in their social and cultural context.
Prerequisite: REL 105, Admission to AA Year II

#### REL 203 Religious Cults and Sects (3 credits / 3 lecture)
Basically, the approach is a sociological study of contemporary cults and sects as alternatives to the Judaeo-Christian tradition. Emphasis will be placed in the emergence of Millenarian, Messianic, Revival, Nativistic and Revolutionary cults and their transformation into sectarian movements. These new movements will be studied with a view to discovering their impact on the society. The course will be limited to evaluating the central beliefs
and practices of each chosen group. The historical organisation, methods, or secondary beliefs will only be considered where it is specifically related to these doctrines in a fashion that warrants consideration.

Prerequisite: Admission to second year of AA programme

**REL 211 Sociology of Religion (3 credits / 3 lecture)**
This course analyses religions as social realities, examining the variable interrelations between belief, experiences, rituals and social settings in traditional, developing societies. Attention will focus on some of the classical and contemporary studies in the field of Sociology of Religion. Secondly, we shall examine some of the approaches which have traditionally shaped the sociological analysis of religion. Using several theoretical perspectives, the class will explore such classical and contemporary issues: church, sect, cult, etc.; the relationship of religion to society; religious movements and individual religiosity.

Prerequisite: Second-year standing or permission of Chair/Instructor

**REL 212 Religion in Bahamian Life (3 credits / 3 lecture)**
This course explores the relationship between (Bahamian) man and the religious institutions of which he is a part as it is portrayed in Bahamian history. The student will be able to develop in depth, after intensive research, an area of interest normally covered by a regular history programme. The course seeks to bring to the student a better understanding of the “role” of religion in Bahamian society.

Attention will also be given to the various religious movements in The Bahamas: Baptist, Anglicans, Catholics, Protestants and Pentecostal groups.

Prerequisite: None

**REL 213 Contemporary Ethical Issues: (Societal) (3 credits / 3 lecture)**
This course will identify and analyse ethical issues arising from social groups today. In discussing the issues, account will be taken of the bearing of religious institutions and traditions upon social attitudes and problems. Topics will vary from year to year, but examples of problem areas that have evoked ethical attention will also be given to the various religious movements in The Bahamas: Baptist, Anglicans, Catholics, Protestants and Pentecostal groups.

Prerequisite: Second-year standing or permission of Chair/Instructor

**REL 214 Contemporary Ethical Issues: (Personal) (3 credits / 3 lecture)**
This course will identify and analyse ethical issues arising at the personal level today. Issues will be discussed in the context of the interrelationship between moral values and religious convictions. Topics will vary from year to year, those areas will focus on those that raise ethical and religious questions for personal existence such as affluence, alienation, work, leisure, aging, birth control, celibacy and homosexuality.

Prerequisite: Second-year standing or permission of Chair/Instructor

**REL 215 Introduction to Philosophy of Religion (3 credits / 3 lecture)**
This course will attempt to analyse concepts such as God, Theism, Existence, Salvation, Evil, Creation, etc., and to determine the nature of religious utterance in comparison with those of everyday life, scientific discovery, morality and the imaginative expressions of the arts. We shall concentrate upon the kind of religion that has molded our culture and which still constitutes the most likely option in this culture, namely the Judaic-Christian tradition, with special concentration on the ‘Concept of God’.

Prerequisite: Second-year standing or permission of Chair/Instructor

**REL 300 Religion Today (3 credits / 3 lecture)**
This course covers contemporary trends and issues in religious thought and life, within each of the major religious traditions as well as outside of the major religions. Some of the topics that will be covered in this course include New Religious thought in Christianity, Judaism, Islam, Hinduism and Buddhism; New Religious Movements and Cults; the trend toward fundamentalism; Liberation Theology; Feminist Theology, to name a few.

Prerequisite: None

**REL 400 World Faiths (3 credits / 3 lecture)**
This course will focus on the study of world’s religions, giving a balanced presentation covering the historical, ideological and cultural aspects of several religions of the world.

Prerequisite: REL 200, REL 308, REL 401 and REL 410

**Sociology**

**SOS 001 Social Studies (0 credits / 3 lecture)**
This basic upgrading course provides students with fundamental concepts of social studies as a prerequisite for College Preparatory history and geography.

Prerequisite: None

**SOS 111 Introduction to Sociology I (3 credits / 3 lecture)**
In this course students are introduced to the scope and methods of sociology through an examination of human interactions in society.

Prerequisite: Freshman standing or permission of Instructor/Chair

**SOS 113 Human Relations in the Work Environment (3 credits / 3 lecture)**
This course introduces students to the study of human relations in the work environment and will enable students to develop skills in observation, analysis and behaviour in relation to individuals, groups and organisations.

Prerequisite: Freshman standing or permission of Chair/Instructor

**SOS 200 Social Research (3 credits / 3 lecture)**
This course introduces the student to the methodology of Social Research. Topics discussed include the research process, data collection, measurement and analysis of data.

Prerequisite: SOS 111 and PSY 111
SOS 201 Social Structure in the Third World
(3 credits / 3 lecture)
In this course students examine the structure and function of basic social institutions - family, economy, education, religion and government - of The Bahamas and other Third World Countries. Emphasis is on the effects of demography and social change on these institutions in Third World countries.
Prerequisite: Freshman standing or permission of Chair/Instructor

SOS 202 Sociology of Tourism (3 credits / 3 lecture)
This course is designed to acquaint students with a sociological perspective of tourism. Emphasis will be placed on motivation for tourist travel, psychographic marketing, the social and cultural impact of tourism on social institutions in society and future trends in tourism.
Prerequisite: SOS 111 or TOUR 101

SOS 203 Sociology of the Family (3 credits / 3 lecture)
This course examines the changing trends in families, marriages and relationships utilizing both macro and micro sociological perspectives. Emphasis is placed on traditional and contemporary families as well as social issues affecting the modern family.
Prerequisite: Sophomore standing or permission of Chair/Instructor

SOS 215 Race and Ethnic Group Relations
(3 credits / 3 lecture)
This course examines the concept of race and ethnic group relations through sociological, psychological and historical perspectives with emphasis on The Bahamas, the Caribbean, the United States of America and South Africa.
Prerequisite: Sophomore standing or permission of Chair/Instructor

SOS 216 Sociology of Development
(3 credits / 3 lecture / 1 tutorial)
This course is intended to examine sociological issues concerning development and underdevelopment, the role of structural, social, psychological and cultural factors in development. Alternative models of development and new directions in the dependency debate will also be considered.
Prerequisite: SOS 111 or POL 113

SOS 217 Crime and Society (3 credits / 3 lecture)
In this course students examine crime from a sociological perspective. Emphasis is on the theories of crime, the diversity of crime, criminal behaviours, crime control and prevention.
Prerequisite: Sophomore standing or permission of Chair/Instructor

SOS 218 Sociology of Human Sexual Behaviour
(3 credits / 3 lecture)
In this course students examine human sexual behaviour from the cultural, biological, psychological, developmental and sexual health perspectives. These perspectives are viewed in terms of Bahamian and other contemporary societies.
Prerequisite: Sophomore standing or permission of Chair/Instructor

SOS 219 Social Issues (3 credits / 3 lecture)
This course examines selected social issues that confront contemporary Bahamian society within a global context. Emphasis is on evaluating proposals and programmes that have been developed in an attempt to resolve social issues.
Prerequisite: Second-year standing or permission of Chair/Instructor

SOS 390 Field Studies I (3 credits / 3 Field Placement)
This course focuses on the planning, preparation, conduct and evaluation of field activities in specific areas including anthropology, archaeology, sociology, history and social work. Techniques specific to the particular discipline within the field are examined.
Prerequisite: Third-year standing and permission of Chair/Instructor

SOS 391 Field Studies II (6 credits / 6 Field Placement)
This course focuses on the planning, preparation, conduct and evaluation of field activities in specific areas including anthropology, archaeology, sociology, history and social work. Techniques specific to the particular discipline within the field are examined.
Prerequisite: Third-year standing and permission of Chair/Instructor

SOS 392 Field Studies III (9 credits / 9 Field Placement)
This course focuses on the planning, preparation, conduct and evaluation of field activities in specific areas including anthropology, archaeology, sociology, history and social work. Techniques specific to the particular discipline within the field are examined.
Prerequisite: Third-year standing and permission of Chair/Instructor

Social Work

SWK 111 Foundations of Social Work (3 credits / 3 lecture)
Designed to assist the student who is considering social work as a career. The course develops an understanding of contemporary social work practice by examining its history, knowledge base, values, skills, methods and fields of practice. It provides an introduction to the profession and serves as a resource to make an informed decision about social work as a career. Students are required to complete a 25-hour volunteer experience with a social welfare agency. Required course for Social Work majors.
Prerequisite: Admission to BA Programme or permission of Chair/Instructor

SWK 203 Social Welfare Policies and Services
(3 credits / 3 lecture)
This course provides a framework for the understanding of social welfare policies and programmes and the historical and contemporary forces that have shaped their development in early Europe, the United States, the Caribbean and The Bahamas. An analytical model will be used to encourage student assessment in understanding the role of the social work profession in the formulation of social policy with special reference to advocacy and social action. Required course for Social Work majors.
Prerequisite: SWK 111 or permission of Chair/Instructor

SWK 219 Social Issues (3 credits / 3 lecture)
This course examines selected social issues that confront contemporary Bahamian society within a global context. Emphasis is on evaluating proposals and programmes that have been developed in an attempt to resolve social issues.
Prerequisite: Second-year standing or permission of Chair/Instructor
SWK 304 Social Work Administration and Supervision  
(3 credits / 3 lecture)  
This course emphasises the principles, processes and techniques of social work administration and supervision. It focuses on the study and analysis of the practical implementation of administration and supervision in social service agencies and organisations in The Bahamas.  
Prerequisite: Third-year standing or permission of Chair/Instructor

SWK 305 Methods of Micro Social Work Practice  
(3 credits / 3 lecture)  
This course introduces students to the generalist Social Work practice model and the theoretical foundations and value base of Social Work. The course emphasises communication skills and the Social Work relationship. Students develop skills in assessment, planning, intervention, evaluation and termination phases of the problem-solving process. This course is also designed to acquaint students with basic interviewing and recording skills. Audio- and video-taping, role-playing, simulations, process recordings and micro-counselling training methods will be utilised.  
Prerequisite: SWK 111, SWK 203, Third-year standing

SWK 306 Methods of Macro Social Work Practice  
(3 credits / 3 lecture)  
This course considers the prevailing social work approaches for organisation and community development and changes. The course considers the implications of system resources and configuration for meeting human needs. The role and function of generalist social workers to understand and advocate for system development and change is emphasised. Skills will be developed in analysis, organising people for effective planning and community problem solving.  
Prerequisite: SWK 111, SWK 203, Third-year standing

SWK 307 Methods of Mezzo Social Work Practice  
(3 credits / 3 lecture)  
This course expands the assessment and intervention skills learned in SWK 3-- to working with groups. Students will form groups to experience various aspects of group life and participate in total class sessions for mini-lectures and demonstration of course content. The course emphasises planning; facilitating and evaluating the groups often used in social work practice. Majors only.  
Prerequisite: SWK 111, SWK 203, Third-year standing

SWK 308 Treatment Modalities: Theories and Techniques  
(3 credits / 3 lecture)  
Using a generalist approach, the course is designed to expand the student’s interpersonal, interviewing and assessment skills. The course will introduce students to the various treatment methods involved in effectively working with clients to enhance their level of functioning. Several behavioural theories will be examined with a focus on those that are culturally appropriate to The Bahamas and the Caribbean.  
Prerequisite: SWK 111, SWK 203, Third-year standing

SWK 309 Methods of Macro Social Work Practice  
(3 credits / 3 lecture)  
This course considers the prevailing social work approaches for organisation and community development and changes. The course considers the implications of system resources and configuration for meeting human needs. The role and function of generalist social workers to understand and advocate for system development and change is emphasised. Skills will be developed in analysis, organising people for effective planning and community problem solving.  
Prerequisite: SWK 111, SWK 203, Third-year standing

SWK 310 Social Work Practice and the Law  
(3 credits / 3 lecture)  
This course is an overview of the legislation governing social services in The Bahamas. Emphasis is on legal issues related to social services to children and their families, the elderly and at-risk persons.  
Prerequisite: Third-year standing and permission of Chair/Instructor

SWK 311 Diversity in a Multicultural Society  
(3 credits / 3 lecture)  
This course focuses on diversity in a global environment including issues of religious diversity, immigrant populations, discrimination, homophobia, institutional racism and economic deprivation. Utilising a strength perspective, this course examines the resilience of diverse and at-risk populations. It intends to enhance self-awareness and sensitivity for a culturally competent social work practice.  
Prerequisite: Third-year standing and permission of Chair/Instructor

SWK 312 Social Work with Adolescents  
(3 credits / 3 lecture)  
This course will examine the developmental stages of adolescence as a critical point in the life cycle. It will expose the bio-psycho-social and ecological issues confronting adolescents, with special emphasis placed on contemporary problems, i.e., substance abuse, suicide, eating disorders and delinquency. It reviews and analyses social work intervention strategies relative to these problems.  
Prerequisite: Third-year standing and permission of Chair/Instructor

SWK 313 Ethical and Professional Issues in Human Services  
(3 credits / 3 lecture)  
This course is a survey of the ethical, legal and professional issues facing the human services worker. It is designed to teach a process of ethical decision-making and to increase awareness of the complexities in practice.  
Prerequisites: Third-year standing and permission of Instructor/Chair

SWK 314 Interviewing Skills and Techniques  
(3 credits / 2 lecture / 2 tutorial)  
This course focuses on the development of social work interviewing skills and techniques and the application of these skills in the casework process. Emphasis is placed on personal values, effective communication, the casework relationship, case recording, assessments and other skills essential for an ethical and competent practice with diverse populations.  
Prerequisite: Third-year standing and permission of Chair/Instructor

SWK 315 Social Work with Adolescents  
(3 credits / 3 lecture)  
This course will examine the developmental stages of adolescence as a critical point in the life cycle. It will expose the bio-psycho-social and ecological issues confronting adolescents, with special emphasis placed on contemporary problems, i.e., substance abuse, suicide, eating disorders and delinquency. It reviews and analyses social work intervention strategies relative to these problems.  
Prerequisite: Third-year standing and permission of Chair/Instructor

SWK 316 Alcohol, Tobacco and Other Drugs  
(3 credits / 2 lecture / 2 tutorial)  
This course examines substance addiction and its treatment with an overview of macro and micro level issues. The organising principle of the course is the bio-social-spiritual model. Students are exposed to community-based support groups, addicted persons in recovery, treatment professionals and public policy makers.  
Prerequisite: Third-year standing and permission of Chair/Instructor
**SWK 400 Field Work Practicum I (4 credits / 16 hours)**
This course is a supervised field work practicum in which students gain experience through completing 224 hours of service to individuals, families and groups. Students develop and apply intervention skills necessary for beginning level generalist social work.
Prerequisite: Fourth-year standing or permission of Chair/Instructor
Corequisite: SWK 406

**SWK 401 Field Work Practicum II (4 credits / 22 hours)**
This second supervised field work practicum provides an opportunity for students to continue their professional development. Students achieve a higher level of proficiency in the field of social work by completing 336 hours in an agency.
Prerequisite: SWK 400, SWK 406 and fourth-year standing or permission of Chair/Instructor
Corequisite: SWK 407

**SWK 404 Social Dimensions of HIV/AIDS (3 credits / 3 lecture)**
This course exposes students to current information available about HIV/AIDS. Students explore personal and societal values and social issues faced by those infected, their families and society locally, regionally and internationally. Students develop and participate in research, educational and prevention projects.
Prerequisite: Third-year standing or permission of Chair/Instructor

**SWK 406 Integrative Seminar I (2 credits / 4 seminar)**
This seminar analyses the field experience gained in SWK 400, Field Work Practicum I, and integrates theory and practice. It also provides a forum for students to examine various social service programmes and their effectiveness.
Prerequisite: Fourth-year standing or permission of Chair/Instructor
Corequisite: SWK 400

**SWK 407 Integrative Seminar II (2 credits / 4 seminar)**
This course integrates social work theory and research and the experience gained in SWK 401, Field Work Practicum II. Emphasis is on treatment methodologies that students can use throughout their careers.
Prerequisite: SWK 400, SWK 406 or permission of Chair/Instructor
Corequisite: SWK 401

**SWK 408 Domestic Violence (3 credits / 3 lecture)**
This course examines the history of violence in domestic relationships worldwide. It introduces students to current theories and research on the causes of violence and examines past and current responses, interventions and prevention models.
Prerequisite: Third-year standing or permission of Chair/Instructor

**SWK 412 Gerontology (3 credits / 3 lecture)**
This course explores the biological, psychological and social factors associated with aging and the aged. It utilises a multidisciplinary approach to analyse aging and examines the role of the social worker when working with the aged population.
Prerequisite: Fourth-year standing or permission of Chair/Instructor

**SWK 415 Grief and Loss (3 credits / 3 lecture)**
This course explores grief, separation and loss as a universal human experience within the lifespan. It examines ethnic and cultural diversity in response to loss and reviews and analyses new trends and intervention strategies relative to grief, loss and separation.
Prerequisite: Fourth-year standing or permission of Chair/Instructor

**SWK 418 Social Work with the Disabled (3 credits / 3 lecture)**
In this course students examine social work perspectives and processes concerning individuals and families with physical, mental, emotional, sensory or learning disabilities. All stages of the life cycle are examined.
Prerequisite: Fourth-year standing or permission of Chair/Instructor

**SWK 420 Child Welfare Services and the Family (3 credits / 3 lecture)**
This course provides students with an overview of child welfare with an emphasis on child maltreatment. Students are exposed to intervention strategies and examine child welfare systems. Current policies and implications for social work practices are explored.
Prerequisite: Fourth-year standing or permission of Chair/Instructor

**SWK 422 Capstone Project (3 credits / 1 lecture / 4 project hours)**
This course provides an opportunity for students to identify, analyse and document current trends and challenges in the field of social work. Students integrate classroom and field experiences culminating with a research paper or project on a particular issue in social work practice.
Prerequisite: SWK 406 and fourth-year standing

**Theology**

**TBL 200 Old Testament Hebrew I (3 credits / 2 lecture / 2 tutorial)**
This introductory course in Old Testament Hebrew covers the basic principles of grammar, syntax, reading and comprehension of selected Biblical texts.
Prerequisite: Admission to BA Theology Programme or permission of Chair/Instructor

**TBL 250 New Testament Greek I (3 credits / 2 lecture / 2 tutorial)**
This introductory course in New Testament Greek covers the basic principles of grammar, syntax, reading and comprehension of selected Biblical texts.
Prerequisite: Admission to BA Theology programme or permission of Chair/Instructor
TBL 252 New Testament Greek Immersion (3 credits / 2 lecture / 2 tutorial)
This is an intensive course in elementary New Testament Greek that enables students to read and understand the New Testament Greek Texts. Emphasis is placed on the basic principles of grammar, syntax and the reading and comprehension of selected Biblical texts.
Prerequisite: TBL 250 or permission of Chair/Instructor

TBL 300 Old Testament Hebrew II (3 credits / 2 lecture / 2 tutorial)
A sequel to TBL 200, Old Testament Hebrew I, this course further equips the students with the essentials of Hebrew grammar for the reading, parsing and exegesis of selected texts from Genesis and other books of the Old Testament.
Prerequisite: TBL 200 or permission of Chair/Instructor

TBL 350 New Testament Greek II (3 credits / 2 lecture / 2 tutorial)
A sequel to TBL 250, this course further equips students with essentials of New Testament Greek grammar for the reading, parsing and exegesis of the selected texts from the New Testament.
Prerequisite: TBL 250 or permission of Chair/Instructor

TBL 353 Intermediate New Testament Greek Reading (3 credits / 2 lecture / 2 tutorial)
This course focuses on a review of New Testament Greek grammar and the refining of exegetical skills by a critical reading and study of the Greek texts of the Synoptic Gospels.
Prerequisite: TBL 350 or permission of Chair/Instructor

TBL 360 Biblical Theology (3 credits / 3 lecture)
In this course students examine the unity and diversity of Scripture, focusing on selected theological themes. Emphasis is placed on teaching and preaching with integrity, the manifold wisdom in Scripture.
Prerequisite: TBL 350 or permission of Chair/Instructor

TBL 400 Biblical Interpretation (3 credits / 3 lecture)
This course provides an in-depth study of Biblical criticism and teaches students to “read the Bible exegetically”. Special attention is given to methods of teaching the Bible, leading Bible study groups and the theory and history of hermeneutics.
Prerequisite: TBL 200 and TBL 250 or permission of Chair/Instructor

TCH 100 Foundation in Church History (3 credits / 3 lecture)
This course provides an overview of the Church’s past from Pentecost to the present. It surveys individuals, events and ideas in the history of the Church since the first century A.D. and the Christian witness in each century. Students are exposed to the chronological framework of history and ideas.
Prerequisite: Admission to BA Theology Programme or permission of Chair/Instructor

TCH 350 The Patristic Era (3 credits / 2 lecture / 2 tutorial)
This course focuses on the Christian life and growth and the development of doctrine, from the Apostolic Fathers through the Council of Chalcedon in 451 A.D.
Prerequisite: 3rd year standing or permission of Chair/Instructor

TCH 440 The Reformation (3 credits / 3 lecture)
This course addresses the upheaval and renewal in 16th and 17th century Europe in both its Protestant and Roman Catholic dimensions, as well as the impact upon Christianity of the Scientific Revolution and the beginnings of secularisation.
Prerequisite: Fourth-year standing or permission of Chair/Instructor

TCH 450 Christianity in the Modern Era (3 credits / 3 lecture)
This course reviews the period of history from the Scientific Revolution to the present and analyses the growth of Naturalism and Romanticism as alternative religions and the variety of Christian responses to them.
Prerequisite: TCH 350 or permission of Chair/Instructor

TME 300 Evangelism (3 credits / 2 lecture / 2 tutorial)
This course is an overview of the biblical basis for evangelism, with practical instruction in personal, parish, larger programmes and special models of outreach. Students are required to prepare for, plan and implement witness during the course. Attention is given to discipleship and multiplication of witnessing believers.
Prerequisite: Third-year standing or permission of Chair/Instructor

TME 370 Principles of Church Growth and Church Planting (3 credits / 2 lecture / 2 tutorial)
This course is a survey of church growth theory and theology. Emphasis is placed on examining strategies and programmes that help students develop ministry plans for church planting.
Prerequisite: Third-year standing or permission of Chair/Instructor

TNT 100 Foundation in New Testament (3 credits / 3 lecture)
This course surveys the story of God’s self-revelation in Jesus Christ and formation of new covenant people in the Church. Emphasis is placed on mastery of Biblical context, knowledge of the historical framework of the New Testament period and acquaintance with basic concepts of Biblical interpretation and theology.
Prerequisite: Admission to BA Theology Programme or permission of Chair/Instructor

TNT 410 New Testament Exegesis (3 credits / 2 lecture / 2 tutorial)
This course is an intensive study and exegesis of selected New Testament texts. Students are exposed to skills requisite to accurate and effective exegesis necessary for expository teaching/preaching of the New Testament.
Prerequisites: TBL 350 or permission of Chair/Instructor
TOT 100 Foundation in the Old Testament  
(3 credits / 3 lecture)  
This course surveys the major events of the Old Testament as God's revelation of Himself to His people, Israel. Emphasis is placed on the mastery of Biblical content, the historical framework of the Biblical period and acquaintance with basic concepts of Biblical interpretation and theology.  
Prerequisite: Admission to BA Theology Programme or permission of Chair/Instructor

TOT 400 Old Testament Exegesis (3 credits / 3 lecture)  
This course is an intensive and exegesis of selected Old Testament texts. Students are exposed to skills requisite to accurate and effective exegesis, necessary for expository teaching/preaching of the Old Testament.  
Prerequisite: TBL 300 or permission of Chair/Instructor

TPM 300 Preaching, Worship and Parish Life  
(3 credits / 2 seminar / 4 field hours)  
(May be taken concurrently with TPM 250)  
This is a field-based course in the conduct of public worship, preaching and the practical ramifications of being an ordained leader in the Church. Students are assigned to a local congregation of their tradition in which they preach and assist in leading public worship.  
Prerequisite: Third-year standing or permission of Chair/Instructor

TPM 320 Pastoral Care (3 credits / 3 lecture)  
This course introduces students to the basic insights and skills needed to meet the pastoral needs of a congregation. It examines the pastoral role, basic counselling skills, common pastoral crises and parish care-giving strategies.  
Prerequisites: Third-year standing or permission of Chair/Instructor

TPM 370 Pastoral Leadership (3 credits / 3 lecture)  
This course explores the Biblical nature of leadership. It covers a broad range of practical topics such as stewardship, administration and pastoral strategies for growth and renewal.  
Prerequisite: Third-year standing or permission of Chair/Instructor

TST 100 Foundation in Systematic Theology  
(3 credits / 2 lecture / 2 tutorial)  
This course is an introduction to the basic categories of Christian doctrine. Students are introduced to theological discourse through critical reading of theological texts. Special emphasis is placed on systematic theology and knowledge of fundamental theological issues.  
Prerequisite: Admission to BA Theology Programme or permission of Chair/Instructor

TST 420 Christology Through The Centuries  
(3 credits / 3 lecture)  
This course is a detailed study of Christian thought about the person and work of Christ that includes an examination of primary writings on Christology from the Patristic Era and the Medieval, Reformation and Modern Periods.  
Prerequisite: Fourth-year standing or permission of Chair/Instructor

TST 430 Essentials of Evangelical Theology  
(3 credits / 3 lecture)  
This course highlights the particular contribution of the evangelical tradition by focusing on its particular emphases within the wider spectrum of Orthodox Christianity. Students will read classic and contemporary writers and consider the implications of evangelical distinctives for Church life and witness.  
Prerequisite: TME 300 and fourth-year standing or permission of Chair/Instructor

TST 470 Christian Apologetics (3 credits / 3 lecture)  
This course examines the truth claims of historic Christianity in the light of modern challenges to the faith; ways in which the faith has been defended; the problem of miracles: the finality of Christ versus the claims of other religions; and the coherence of Christianity in the light of the reality of evil.  
Prerequisite: Fourth-year standing or permission of Chair/Instructor

TST 450 Christian Ethics (3 credits / 3 lecture)  
This course applies Christian principles to contemporary ethical issues. An overview of theoretical ethics, both philosophical and religious, will lead to searching the New Testament for solutions to specific contemporary ethical issues.  
Prerequisite: Fourth-year standing or permission of Chair/Instructor

TYM 300 Foundation in Youth Ministry  
(3 credits / 2 lecture / 2 tutorial)  
This course is an overview of the Biblical and Theological roots of incarnational ministry. Emphasis is placed on an examination of scriptural frameworks and current models for evangelism and discipleship of youths. Students examine issues of adolescent development and ministry systems which evangelise and mobilise young people.  
Prerequisites: Third-year standing or permission of Chair/Instructor

UWI/COB LL.B. PROGRAMME

In the academic year 2000-2001, The University of the West Indies entered into an agreement with the Government of The Bahamas to offer the LL.B. programme at The College of The Bahamas. The primary objective of this undergraduate programme is to provide for an academic qualification which is a compulsory prerequisite to professional legal training for lawyers in the Commonwealth Caribbean. The programme is divided into 3 parts. Students are required to complete each part successfully before being allowed to enrol in the following part. The degree may be awarded in the following categories:
First Class Honours
Upper Second Class Honours
Lower Second Class Honours
Pass

Courses may be taught in a semester other than as indicated below.

PART I
Semester I
LAW 100 Law and Legal Systems
LAW 110 Criminal Law I
LAW 125 Legal Methods, Research and Writing
ENG 111 Language Argument
LWFD 110 Caribbean Civilization
Semester II
LAW 105 Constitutional Law
LAW 115 Criminal Law II
LAW 125 Legal Methods, Research and Writing
LAW 120 Law of Contract I
LAW 130 Law of Torts I

PART II
Semester I
LAW 201 Law of Torts II
LAW 210 Law of Contract II
LAW 221 Real Property I
LAW 230 Public International Law I
LAW 250 Jurisprudence
Semester II
LAW 225 Real Property II
LAW 235 Public International Law II
LAW 270 Administrative Law
LAW 285 Equitable Remedies
LAW 370 Commonwealth Caribbean Human Rights Law

PART III
Students select nine courses from the following list of Optional Courses and complete the compulsory Independent Research Paper.

LAW 278 Alternative Disputes Resolution
LAW 290 Revenue Law
LAW 280 The Law of Trusts
LAW 312 Industrial Relations Law
LAW 313 Employment Law
LAW 315 Discrimination in Employment
LAW 316 Dismissal Law
LAW 317 Company Law
LAW 318 Law of Corporate Management
LAW 319 Law of Corporate Finance
LAW 320 Family Law I - Law Relating to Husband and Wife
LAW 321 International Mooting
LAW 325 Family Law II - Law Relating to Children
LAW 330 Trade Relations Law I
LAW 340 Insurance Law
LAW 348 Caribbean Environmental Law
LAW 349 International Environmental Law
LAW 355 General Principles of Private International Law
LAW 351 Introduction to Offshore Law
LAW 375 International Law of Human Rights
LAW 376 Independent Research Paper (compulsory)
LAW 378 Gender and the Law in the Commonwealth Caribbean
LAW 382 Intellectual Property
LAW 387 Poverty Law I and LAW 388 Poverty Law II
LAW 395 Law of International Organisations
LAW 398 The Administration of Trusts and Estates
LAW 399 Caribbean Integration Law

COURSE DESCRIPTIONS

LAW 100 Law and Legal Systems (3 credits)
The fundamental objective of this course is to provide students with knowledge of the historical, institutional and legal context of law in the Commonwealth Caribbean, including the important comparative law dimension. The issues dealt with in the course cover not only institutions within the legal system, but also significant legal functionaries within it.

LAW 105 Constitutional Law (3 credits)
All of the independent states of the Commonwealth Caribbean have written constitutions which represent their basic law. It is therefore crucial that students be exposed very early in their law course to a study of this basic law. The aim of the Constitutional Law course, then, is to provide such exposure.

LAW 110 Criminal Law I (3 credits)
The course is intended to expose students to a critical appreciation of the nature and purpose of the Criminal Law and to the general principles of criminal responsibility which are or may be applicable in the context of specific crimes.

LAW 115 Criminal Law II (3 credits)
This course is intended to complement Criminal Law I by a close study of specific crimes.

LAW 120 Law of Contract I (3 credits)
The primary objective of this course is to examine the purpose and scope of the legal protection accorded to agreements. To achieve this, the course attempts to deal with the general principles applicable to the types of bargain transactions found in contemporary West Indian society.

LAW 125 Legal Methods, Research and Writing (3 credits)
The basic objectives of this course are to introduce students to the methodology of legal research and to lay a foundation for the understanding of legal concepts and the effective written presentation of legal argument and analysis.
The law of torts is essentially concerned with regulating the means of redressing losses incurred by a person where the person does not rely on a contractual relationship with that person who caused the loss. The issues considered in this course therefore concern the type of loss for which the law grants compensation. The course analyses the legal concepts which the court uses and the public policy positions implicit in these concepts.

LAW 140 Computer Technology in Society: Law, Medicine, Science (3 credits)
At course completion, the student should be able to identify and describe the components of a computer system; define and communicate basic computer terms; discuss current technology application; work comfortably in a Windows-based environment; understand the document lifecycle; prepare word processed documents related to law; use the computer to undertake electronic legal research; use the computer for information and time management; and discuss the legal (regional) challenges presented by information technology.

LAW 201 Law of Torts II (3 credits)
This course builds on the knowledge developed in Law of Torts I and introduces the student to other specific torts. It will be assumed in this course that students have sufficient knowledge of the basic principles of Negligence.

LAW 210 Law of Contract II (3 credits)
The primary objective of this course is to examine the purpose and scope of particular areas of the Law of Contract.

LAW 221 Real Property I (3 credits)
The purpose of this course is to examine the fundamental principles governing the holding, use and disposition of land in the Commonwealth Caribbean.

LAW 225 Real Property II (3 credits)
This course builds on the knowledge conveyed in Real Property I and introduces the student to the five most important areas of modern land law.

LAW 230 Public International Law I (3 credits)
The objective of this course is to provide an introduction to the principles, customs and rules of International Law. Students after completing this course should be able to tackle most advanced International Law topics.

LAW 235 Public International Law II (3 credits)
The course builds on the knowledge as acquired in Public International Law I and introduces advanced topics of International Law.

LAW 250 Jurisprudence (3 credits)
The general objective of this course is to examine the theories of jurisprudence and provide students with a philosophical approach to understanding the nature of law.

LAW 270 Administrative Law (3 credits)
This course surveys the legal principles of governance by administrative agencies. It emphasises judicial control of administrative action but also explores other controls of administrative action.

LAW 275 Public Law Remedies (3 credits)
The course is intended to expose the student to an area of law which has become increasingly important in recent years. In this regard the course will focus on specific Public Law Remedies as well as the recent development of the law and the need for reform in this area.

LAW 278 Alternative Disputes Resolution (3 credits)
The course aims to enable students to appreciate the nature of ADR; to examine particular applications of ADR techniques to public law issues; and to provide students with a comparison with court based dispute resolution to public law issues.

LAW 280 The Law of Trusts (3 credits)
The primary objective of the course is to provide students with an in-depth knowledge of the modern trust. This knowledge is believed to be especially useful in estate planning and tax planning.

LAW 285 Equitable Remedies (3 credits)
The gamut of equitable remedies is very wide and growing. The objective of the course, therefore, is to expose students to the subject by focusing on specific equitable remedies which reflect recent developments in the area and by analysing the modern approach to their application.

LAW 290 Revenue Law (3 credits)
The course is based mostly on income taxation of the individual and as such is about technical tax law. The overriding objective of the course, however, is to develop in students skills to deal with tax statutes and tax policies which guide courts in resolving tax problems.

LAW 298 Law of Corporate Insolvency (3 credits)
In the last 25 years or so, businesses have been assuming more and more importance in the economic life of CARICOM countries. Many of these businesses are incorporated and many of them fail. One result of all this is that the corporate lawyers in the Caribbean are having to confront more and more corporate insolvency legal issues, the rules applicable to the resolution of these issues and the legal policies which underlie these rules.

LAW 312 Industrial Relations Law (3 credits)
The general objective of this course is to introduce students to the major principles of law which govern industrial relations and trade unions. The course aims at breadth without sacrificing depth and prepares students interested in Trade Union Law for advanced courses in this area.
LAW 313 Employment Law (3 credits)
The general objective of this course is to introduce students to the major principles of law which govern industrial relations and trade unions. The course aims at breadth without sacrificing depth and prepares students interested in Employment Law for advanced courses in this area.

LAW 315 Discrimination in Employment (3 credits)
This course will attempt to examine the several broad areas of discrimination which exist in employment and posit solutions to the problem. It will draw on the increasing legislation on specific areas (such as race, equal pay), the ILO Conventions and case-law on the subject and the dynamic and contemporary jurisprudence which is emerging from the courts. The course will also attempt to straddle the public law arena as the underlying notions supporting legal solutions to the problem of discrimination in employment are derived from public law.

LAW 316 Dismissal Law (3 credits)
This course is designed to explore the law and practice governing the termination of private individual employment at the initiative of the employer in the Commonwealth Caribbean. In particular, it examines the historical evolution of the law governing dismissals and analyses the impact to international conventions, statute and judicial activism on the common law.

LAW 317 Company Law (3 credits)
The main objective is to introduce students to the concept of the Company and to equip students for in-depth study in the Law of Corporate Finance and/or the Law of Corporate Management.

LAW 318 The Law of Corporate Management (3 credits)
The main objective of this course is to explore the major legal and related problems of Corporate Management. Particular emphasis will be placed on the competing interests of shareholders, creditors and management in the affairs of the company.

LAW 319 Law of Corporate Finance (3 credits)
The main objective of this course is to engender in the student an appreciation of the rules of corporate finance and the various interests which these rules protect or infringe upon.

LAW 320 Family Law I - Law Relating to Husband and Wife (3 credits)
This course explains the principles and policies which guide the law relating to domestic relationships in the Commonwealth Caribbean as well as proposals for reform.

LAW 321 International Mooting (3 credits)
This course will prepare students for participation in selected international moot court competitions. It will develop skills related to research, writing and oral and written advocacy.

LAW 325 Family Law II - Law Relating to Children (3 credits)
This course explains the principles and policies which guide the law relating to children in the Commonwealth Caribbean, including proposals for reform.

LAW 330 Trade Relations Law I (3 credits)
This course is designed to provide an introduction to the special legal problems of private law associated with foreign trade. It forms a pair with Trade Relations Law II, which examines the public international law aspects of foreign trade law. The content of each of the two courses is nevertheless designed so that each course is capable of being studied independently of the other.

LAW 335 Trade Relations Law II (3 credits)
This course is designed to provide an introduction to the multilateral agreements governing international trade annexed to the Agreement Establishing the World Trade Organization. It forms a pair with Trade Relations Law I, which examines the private law aspects of foreign trade law. The content of each of the two courses is nevertheless designed so that each course is capable of being studied independently of the other.

LAW 340 Insurance Law (3 credits)
This course is designed to explore basic principles of modern Insurance Law and to introduce students to specialised problems in particular areas of the subject.

LAW 348 Caribbean Environmental Law (3 credits)
The course is designed to examine the methods by which the law has sought to place limits on human activity having adverse impacts on the environment. In particular, the course explores degradation from common law control to regulatory means established primarily by statute, through international administration organised mainly through conventions. An overriding objective of the course is to facilitate interest for graduate study in the field of Environmental Law.

LAW 349 International Environmental Law (3 credits)
This course examines the evolution and content of International Law rules which limit human activity having adverse impacts on the global environment. An important objective is to highlight the relevance of international environmental law solutions to general international law problems. International Environmental Law is complementary to LA34C (LAW 348), Caribbean Environmental Law, but may be studied independently of that other option. The course presumes knowledge of Public International Law; familiarity with International Development and Economic Law and the International Law of Human Rights would be an advantage but is not required.
LAW 351 Introduction to Offshore Law (3 credits)
The course aims to give an appreciation of the legal aspects of new, diverse and contemporary subject areas of offshore investment. It straddles several other legal disciplines such as the law of banking, fiscal law, the law of trusts and the conflict of laws. Still, the study is a unique and holistic subject in itself as several legal concepts are innovative and distinct. Students taking this course should have a background in either revenue law, the law of trusts or the conflicts of laws.

LAW 355 Private International Law (3 credits)
The fundamental objective of this course is to provide students with insight into the ways in which Caribbean courts deal with legal problems that are connected with foreign jurisdictions. The problems considered are drawn from those affecting private individuals as well as states acting in their private capacity. The course forms an essential basis for advanced work in all forms of transnational litigation.

LAW 370 Commonwealth Caribbean Human Rights Law (3 credits)
The aim of this course is to strengthen the student’s understanding of constitutional law and of the importance of ‘bills of rights’ as part of the system of democratic governance and constitutionalism in the Caribbean.

LAW 375 International Law of Human Rights (3 credits)

LAW 378 Gender and the Law in the Commonwealth Caribbean (3 credits)
The main objective of the course is to examine issues of gender and the law in the Commonwealth Caribbean. The first part of the course will introduce students to some relevant theoretical issues and themes. The second part of the course will examine gender in some substantive areas such as wage work, the family, family violence, reproduction and pornography, focusing on the constitutions, legislation, common law and legal systems of the Commonwealth Caribbean.

LAW 382 Intellectual Property (3 credits)
The main objective of this course is to introduce students to the general principles of intellectual property law.

LAW 387 Poverty Law I & Poverty Law II (3 credits)
The programme is designed to promote an understanding of varied experiences and perspectives in the inter-relationship of law and social deprivation and of legal, ethical and social dilemmas in the context of poverty. It seeks to promote fundamental inquiries into the nature, function and suitability of laws in the context of poverty within the developing societies of the Commonwealth Caribbean.

LAW 388 Poverty Law II (3 credits)

LAW 395 Law of International Organizations (3 credits)
This course presents an overview of the role of international organizations in the maintenance of international peace and security and in the promotion of other world values including those associated with social, economic and political justice. An overriding objective of the course is to evaluate the extent to which such institutions can be seen as alternative to the state system rather than as extensions of it.

LAW 398 The Administration of Trusts and Estates (3 credits)
The primary objective of the course is to provide students with an in-depth knowledge of the administration of trusts, including the duties and powers of trustees and of the administration of the estates of deceased persons, including the duties and powers of executors and administrators.

LAW 399 Caribbean Integration Law (3 credits)
The general objective is to introduce students to forms of integration structures to enable the development of a jurisprudence which addresses Caribbean Community issues.

LAW 399 Caribbean Integration Law (3 credits)
The primary objective of this course is to provide students with a clear understanding of the structure and operation of European Union Law relating to and surrounding the Internal Market of the EU. All matters will be considered both from the perspective of businesses established within Member States and from that of businesses established outside the EU but involved in business activities or investment, or both, within the EU.

LAW 395 Law of International Organizations (3 credits)
This course presents an overview of the role of international organizations in the maintenance of international peace and security and in the promotion of other world values including those associated with social, economic and political justice. An overriding objective of the course is to evaluate the extent to which such institutions can be seen as alternative to the state system rather than as extensions of it.

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LWFD 110 Caribbean Civilization (3 credits)
To develop an awareness of the main processes of cultural development in Caribbean societies, highlighting the factors, problematic, and creative output that have fed the emergence of Caribbean identities; to develop a perception of the Caribbean as wider than island nations or linguistic blocs; to stimulate student’s interest in and commitment to Caribbean civilizations, and to further their self-determination.

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The main objective is to introduce students to the concept of the Company and to equip students for in-depth study in the Law of Corporate Finance and/or the Law of Corporate Management.

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The main objective of this course is to engender in the student an appreciation of the rules of corporate finance and the various interests which these rules protect or infringe upon.

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This course explains the principles and policies which guide the law relating to domestic relationships in the Commonwealth Caribbean as well as proposals for reform.

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This course is designed to explore basic principles of modern Insurance Law and to introduce students to specialised problems in particular areas of the subject.

LAW 348 Caribbean Environmental Law (3 credits)
The course is designed to examine the methods by which the law has sought to place limits on human activity having adverse impacts on the environment. In particular, the course explores degradation from common law control to regulatory means established primarily by statute, through international administration organised mainly through conventions. An overriding objective of the course is to facilitate interest for graduate study in the field of Environmental Law.

LAW 349 International Environmental Law (3 credits)
This course examines the evolution and content of International Law rules which limit human activity having adverse impacts on the global environment. An important objective is to highlight the relevance of international environmental law solutions to general international law problems. International Environmental Law is complementary to LA34C (LAW 348), Caribbean Environmental Law, but may be studied independently of that other option. The course presumes knowledge of Public International Law; familiarity with International Development and Economic Law and the International Law of Human Rights would be an advantage but is not required.

LAW 351 Introduction to Offshore Law (3 credits)
The course aims to give an appreciation of the legal aspects of new, diverse and contemporary subject areas of offshore investment. It straddles several other legal disciplines such as the law of banking, fiscal law, the law of trusts and the conflict of laws. Still, the study is a unique and holistic subject in itself as several legal concepts are innovative and distinct. Students taking this course should have a background in either revenue law, the law of trusts or the conflicts of laws.

LAW 355 Private International Law (3 credits)
The fundamental objective of this course is to provide students with insight into the ways in which Caribbean courts deal with legal problems that are connected with foreign jurisdictions. The problems considered are drawn from those affecting private individuals as well as states acting in their private capacity. The course forms an essential basis for advanced work in all forms of transnational litigation.
The College of The Bahamas

LAW 370 Commonwealth Caribbean Human Rights Law (3 credits)
The aim of this course is to strengthen the student’s understanding of constitutional law and of the importance of ‘bills of rights’ as part of the system of democratic governance and constitutionalism in the Caribbean.

LAW 375 International Law of Human Rights (3 credits)

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The main objective of the course is to examine issues of gender and the law in the Commonwealth Caribbean. The first part of the course will introduce students to some relevant theoretical issues and themes. The second part of the course will examine gender in some substantive areas such as wage work, the family, family violence, reproduction and pornography, focusing on the constitutions, legislation, common law and legal systems of the Commonwealth Caribbean.

LAW 382 Intellectual Property (3 credits)
The main objective of this course is to introduce students to the general principles of intellectual property law.

LAW 387 Poverty Law I & Poverty Law 388 Poverty Law II (3 credits)
The programme is designed to promote an understanding of varied experiences and perspectives in the inter-relationship of law and social deprivation and of legal, ethical and social dilemmas in the context of poverty. It seeks to promote fundamental inquiries into the nature, function and suitability of laws in the context of poverty within the developing societies of the Commonwealth Caribbean.

LAW 395 Law of International Organizations (3 credits)
This course presents an overview of the role of international organizations in the maintenance of international peace and security and in the promotion of other world values including those associated with social, economic and political justice. An overriding objective of the course is to evaluate the extent to which such institutions can be seen as alternative to the state system rather than as extensions of it.

LAW 398 The Administration of Trusts and Estates (3 credits)
The primary objective of the course is to provide students with an in-depth knowledge of the administration of trusts, including the duties and powers of trustees and of the administration of the estates of deceased persons, including the duties and powers of executors and administrators.

LAW 399 Caribbean Integration Law (3 credits)
The general objective is to introduce students to forms of integration structures to enable the development of a jurisprudence which addresses Caribbean Community issues.

LAW 3330 International Trade Law (3 credits)
The main objective of this course is to introduce students to general principles of international trade law. The course will examine the regulatory legal principles which underpin the world trade system, methods of resolving international trade disputes and free trade agreements.

LAW 3340 European Union Law (3 credits)
The primary objective of this course is to provide students with a clear understanding of the structure and operation of European Union Law relating to and surrounding the Internal Market of the EU. All matters will be considered both from the perspective of businesses established within Member States and from that of businesses established outside the EU but involved in business activities or investment, or both, within the EU.

LAW 3560 Specialized Problems in Private International Law Litigation (3 credits)
This course builds upon the understanding of the General Principles of Private International Law. It examines the ways in which Caribbean courts deal with specific types of contractual and non-contractual litigation as well as family law disputes that are connected with foreign jurisdictions. An overriding objective is to facilitate understanding of the implications of transnational litigation and globalization trends for the Caribbean society.

LAW 3650 Competition Law in the CARICOM Single Market and Economy (3 credits)
The principal aim of the course is to introduce students to competition law and policy in the Caribbean region and, in particular, by comparing and contrasting it with EC competition law which has either influenced CSME competition law or is likely to influence it, to provide students with a comparative perspective on the application and enforcement of competition law from a different jurisdiction.

LWFD 110 Caribbean Civilization (3 credits)
To develop an awareness of the main processes of cultural development in Caribbean societies, highlighting the factors, problematic, and creative output that have fed the emergence of Caribbean identities; to develop a perception of the Caribbean as wider than island nations or linguistic blocs; to stimulate student’s interest in and commitment to Caribbean civilizations, and to further their self-determination.
School of Nursing and Allied Health Professions

Grosvenor Close Campus

Chair: Laura Colebrooke Knowles, M.H.A.

The School of Nursing and Allied Health Professions is committed to preparing nurses and health care practitioners to work in health care facilities throughout the Commonwealth of The Bahamas. Faculty in this School possess a sound background in the field of Nursing and work in close partnership with the Ministry of Health and the Nursing Council of the Commonwealth of The Bahamas to meet national health care needs.

Students wishing to enrol in programmes offered by this School are encouraged to contact the Ministry of Health to determine eligibility for grants offered by the Government of The Bahamas.

BACHELOR OF SCIENCE DEGREE PROGRAMME
Registered Nurse to Bachelor of Science in Nursing

ASSOCIATE OF SCIENCE DEGREE PROGRAMME
Nursing

DIPLOMA PROGRAMMES
Community Health Nursing
Midwifery
Post Basic Diploma Critical Care Nursing

CERTIFICATE PROGRAMMES
Trained Clinical Nursing
Environmental Health

PROGRAMME OUTLINE

Registered Nurse to Bachelor of Science in Nursing (61 credits)

This programme provides Registered Nurses with the opportunity to attain a Bachelor of Science Degree in Nursing and complete a nursing programme which meets national, regional and international standards. To be admitted into this programme candidates must be registered with the Nursing Council of the Commonwealth of The Bahamas and hold a current First Aid and Cardiopulmonary Resuscitation Certificate. Candidates who graduated 10 years or more prior to application will be required to complete successfully six proficiency examinations.

Bridge Requirements (16 credits)
ENG 119 College English Skills I (3 credits)
ENG 120 College English Skills II (3 credits)
MATH 140 Basic College Mathematics (3 credits)
MATH 163 Finite Mathematics (3 credits)
NURS 240 Epidemiology (1 credit)
STAT 201 Business Statistics (3 credits)

General Education Requirements (9 credits)
ENG 301 Advanced Writing Skills (3 credits)
Upper level Natural Science (3 credits)
Upper Level Social Science (3 credits)

Electives (9 credits)

Major Area Courses (43 credits)
NURS 315 Professional Seminar (2 credits)
NURS 317 Health Assessment (2 credits)
NURS 319 Health Assessment Practicum (2 credits)
NURS 320 Teaching - Learning Process (3 credits)
NURS 324 Nursing Theories (3 credits)
NURS 402 Trends and Issues in Nursing (3 credits)
NURS 404 Nursing Research (3 credits)
NURS 406 Management and Leadership (3 credits)
NURS 407 Management and Leadership Practicum (1 credit)
NURS 409 Clinical Research Project (3 credits)
NURS 410 Advanced Nursing Practicum II (5 credits)
NURS 411 Complex Nursing Situations (3 credits)
NURS 412 Complex Nursing Situations Practicum (1 credit)
NURS 415 Professional Seminar II (2 credits)
NURS 416 Professional Seminar III - Rehabilitation Nursing (2 credits)
NURS 417 Health Care Systems (2 credits)
BIOL 475 Bioethics (3 credits)

Associate of Science in Nursing (80 credits)

This programme meets entry-level requirements for employment in health care and related facilities. Students examine to theories and principles of nursing regarding maternal, child and adolescent health, adult nursing, mental health, family and community health and health management. Students participate in series of internships.
General Education Requirements (28 credits)
Electives (10 credits)
BIOL 131 Applied Anatomy and Physiology I (4 credits)
BIOL 132 Applied Anatomy and Physiology II (4 credits)
NURS 112 Basic Pharmacology and Lab (2 credits)
Major Area Courses (42 credits)
NURS 133 Principles of Nursing I (3 credits)
NURS 134 Principles of Nursing I Practicum (1 credit)
NURS 213 Principles of Nursing II (3 credits)
NURS 214 Principles of Nursing II Practicum (1 credit)
NURS 228 Adult Nursing I (4 credits)
NURS 229 Adult Nursing I Practicum (2 credits)
NURS 230 Maternal and Child Health Nursing (2 credits)
NURS 231 Maternal and Child Health Nursing Practicum (1 credit)
NURS 232 Child and Adolescent Health Nursing (2 credits)
NURS 233 Child and Adolescent Health Nursing Practicum (1 credit)
NURS 236 Clinical Internship I (2 credits)
NURS 243 Clinical Internship II (2 credits)
NURS 245 Adult Nursing II (3 credits)
NURS 246 Adult Nursing II Practicum (2 credits)
NURS 247 Mental Health Nursing (2 credits)
NURS 248 Mental Health Nursing Practicum (1 credit)
NURS 300 Fundamentals of Midwifery (4 credits)
NURS 301 The Antepartum Period I (5 credits)
NURS 302 The Antepartum Period II (2 credits)
NURS 303 Midwifery Practicum I (4 credits)
NURS 304 The Intrapartum Period (4 credits)
NURS 305 The Newborn (4 credits)
NURS 306 The Puerperium (3 credits)
NURS 307 Midwifery Practicum II (2 credits)
NURS 308 Midwifery Practicum III (2 credits)
NURS 309 Abnormal Pregnancy (3 credits)
NURS 310 Abnormal Labour and Delivery (4 credits)
NURS 400 Extended Clinical Practicum (8 credits)

Post Basic Diploma in Critical Care Nursing (39 credits)
This programme meets the demands for advanced practice skills in critical care and prepares nurses for the critical care environment. Upon successful completion of this programme, graduates are able to coordinate care in emergency rooms, trauma and critical care facilities and provide highly specialised care in a safe and effective manner.

CCN 300 Fundamentals of Critical Care (2 credits)
CCN 301 Pharmacology for Critical Care (3 credits)
CCN 302 Advanced Pathophysiology (3 credits)
CCN 303 ECG Interpretation and Management (2 credits)
CCN 304 Critical Care Nursing Management of Adults (4 credits)
CCN 305 Advanced Trauma Nursing (3 credits)
CCN 306 Critical Care Clinical Practicum I (4 credits)
CCN 307 Critical Care Nursing Management of Special Groups (3 credits)
CCN 308 Critical Care Clinical Practicum II (2 credits)
CCN 309 Critical Care Seminar (2 credits)
CCN 400 Extended Critical Care Clinical Practicum (6 credits)
NURS 318 Health Assessment and Lab (3 credits)
NURS 319 Health Assessment Practicum (2 credits)

Certificate in Trained Clinical Nursing (43 credits)
This programme provides students with the knowledge and skills necessary to assist the Registered Nurse and other health care professionals in the delivery of optimum patient care. Students are introduced to the concepts and principles of health and nursing care through the presentation of nursing theory, biological, social and related sciences essential for attending to the basic health care needs of clients.

General Education Requirements (6 courses / 6 credits)
Students should refer to the Contract of Study/Advisement Form for details.
Major Area Courses (37 credits)
TCN 100 Introduction to Foundations in Nursing and Laboratory (4 credits)
TCN 101 Fundamentals of Clinical Nursing (3 credits)
TCN 102 Fundamentals of Clinical Nursing Practicum (3 credits)
TCN 104 Introduction to Medical Surgical Nursing I (3 credits)
TCN 105 Introduction to Medical Surgical Nursing Practicum I (2 credits)
TCN 106 Introduction to Medical Surgical Nursing II (3 credits)
TCN 107 Introduction to Medical Surgical Nursing Practicum II (2 credits)
TCN 110 Trained Clinical Nurse Internship (6 credits)
TCN 111 Introduction to Maternal and Child Health Nursing and Practicum (3 credits)
TCN 112 Introduction to Psychiatric Nursing and Practicum (4 credits)
TCN 113 Introduction to Community Health Nursing and Practicum (4 credits)

Environmental Health Certificate (13 credits)
This programme is designed to provide graduates with the knowledge and technical skills necessary to carry out responsibilities in agencies concerned with environmental quality. Usually, students enrolled in this programme are employed with the Environmental Health Department, Ministry of Health, Public Hospitals Authority and public service areas concerned with environmental issues.

General Education Requirements (6 courses / 0 credits)
BIOL 071 College Preparatory Biology (0 credits)
CHEM 071 College Preparatory Chemistry (0 credits)
ENG 016 Intermediate English I (0 credits)
ENG 017 Intermediate English II (0 credits)
MATH 047 College Preparatory Mathematics II (0 credits)
MATH 048 College Preparatory Mathematics III (0 credits)

Major Area Courses (13 credits)
ENVR 100 Introduction to Environmental Health Practice (3 credits)
ENVR 101 Introduction to Environmental Health History and Law (2 credits)
ENVR 102 Introduction to Vector Control (4 credits)
ENVR 103 Introduction to Principles of Food and Meat Inspection (4 credits)

COURSE DESCRIPTIONS

Critical Care Nursing

CCN 300 Fundamentals of Critical Care Nursing (2 credits / 1 lecture / 2 seminar)
This course explores the complexities of the critical care environment from the patient, family and health professional perspectives. Relevant ethical, legal and practice issues in critical care are addressed.
Prerequisite: Admission to programme or permission of Chair/Instructor
Corequisites: CCN 301, CCN 302 and NURS 318 and NURS 319 for Critical Care Nursing students only

CCN 301 Pharmacology for Critical Care (3 credits / 3 lecture)
This course focuses on the principles and physiological mechanisms related to pharmacology. Emphasis is placed on a comprehensive understanding of major drug categories and current medications frequently used for critically ill patients.
Prerequisite: Admission to programme or permission of Chair/Instructor
Corequisites: CCN 300, CCN 302, NURS 318, NURS 319

CCN 302 Advanced Pathophysiology (3 credits / 3 lecture)
This course addresses advanced pathophysiological concepts as applied to body systems. Emphasis is placed on the maladaptive processes occurring as a result of critical illness and injury.
Prerequisite: Admission to programme or permission of Chair/Instructor
Corequisites: CCN 300, CCN 301, NURS 318, NURS 319

CCN 303 ECG Interpretation and Management (2 credits / 1 lecture / 2 lab)
This course focuses on the interpretation of life-threatening dysrythmias and their appropriate treatment modalities as utilised in critical care.
Prerequisite: CCN 300, CCN 301, CCN 302, NURS 318, NURS 319 or permission of Chair/Instructor
Corequisite: CCN 304, CCN 305, CCN 306

CCN 304 Critical Care Nursing Management of Adults (4 credits / 4 lecture)
This course addresses the principles and concepts of the nursing process applied to the management of critically ill adult patients.
Prerequisite: CCN 300, CCN 301, CCN 302, NURS 318, NURS 319 or permission of Chair/Instructor
Corequisite: CCN 303, CCN 305, CCN 306

CCN 305 Advanced Trauma Nursing (3 credits / 3 lecture)
This course addresses the principles and concepts of the nursing process applied to the management of critically ill trauma patients. Emphasis is on the trauma system in relation to current nursing, medical and legal guidelines.
CCN 306 Critical Care Clinical Practicum I (4 credits / 12 practicum)
This practicum course provides students with the opportunity to integrate and apply critical care theory and skills in clinical practice in the management of the adult patient. Emphasis is on developing comprehensive critical thinking and clinical decision-making skills in the application of the nursing process.
Prerequisite: CCN 300, CCN 301, CCN 302, NURS 318, NURS 319 or permission of Chair/Instructor
Corequisite: CCN 303, CCN 304, CCN 306

CCN 307 Critical Care Nursing Management of Special Groups (3 credits / 3 lecture)
This course addresses the principles and concepts of the nursing process applied to the management of the critically ill paediatric, geriatric and obstetric patients.
Prerequisite: CCN 303, CCN 304, CCN 305, CCN 306 or permission of Chair/Instructor
Corequisite: CCN 307, CCN 308, CCN 309

CCN 308 Critical Care Clinical Practicum II (2 credits / 6 practicum)
This practicum course provides students with the opportunity to integrate and apply critical care theory and skills in clinical practice to the management of trauma patients and special groups. Emphasis is on enhancing the assessment, monitoring, critical thinking and clinical decision-making skills gained in CCN 306 (Critical Care Clinical Practicum I).
Prerequisite: CCN 306 or permission of Chair/Instructor
Corequisite: CCN 307, CCN 309

CCN 309 Critical Care Seminar (2 credits / 1 lecture / 2 seminar)
This course explores the advanced practiced roles of the critical care nurse as a manager, research, educator and practitioner.
Prerequisite: CCN 303, CCN 304, CCN 305, CCN 306 or permission of Chair/Instructor
Corequisite: CCN 307, CCN 308

CCN 400 Extended Critical Care Clinical Practicum (6 credits)
This clinical practicum involves extensive supervised practice of 40 hours per week. It provides the student with the opportunity to develop in-depth skills in the assessment and management of all types of critically ill patients.
Prerequisite: CCN 307, CCN 308, CCN 309 or permission of Chair/Instructor

Community Health Nursing

CHN 040 Community Health Nursing Seminar I (0 credits / 2 seminar)
This course is designed to give the Community Health Nursing student the opportunity to integrate and consolidate information gained from the courses in Semester I. The student will gain additional knowledge about the development and operation of the Community Health Nursing Services within the department of Public Health.
Prerequisite: Admission to programme

CHN 041 Community Health Nursing Seminar II (0 credits / 2 seminar)
This course is designed to provide students with an opportunity to integrate and consolidate information gained during Semester II. It allows the Community Health Nursing student to further develop and improve skills and attitudes for practice in a variety of community settings.
Prerequisite: CHN 040

CHN 042 Community Health Nursing Seminar III (0 credits / 2 seminar)
This course is designed to give the Community Health Nursing student the opportunity to integrate knowledge and develop proficiency in skills for practise in a variety of settings.
Prerequisite: CHN 041

CHN 400 Fundamentals of Community Health Nursing and Health Education (4 credits / 4 lecture)
This course is designed to give the students an overview of the historical development of Community Health Nursing. It provides for attainment of knowledge and skills relating to the practice of Community Health Nursing in achieving comprehensive care of individuals, families and groups in community settings.
Prerequisite: Admission to programme

CHN 401 Applied Behavioural Science (2 credits / 2 lecture)
This course deals with interpersonal relationships, psycho-social concepts and trends and traditional practices. It concentrates on the effects of individual, family and group behaviours on the planning and delivery of effective health care.
Prerequisite: Admission to programme

CHN 402 Health Promotion, Protection and Maintenance I (3 credits / 3 lecture)
This course focuses on the principles of home economics, nutrition, oral health, accident prevention and screening of high risk groups to promote, protect and maintain health of the family and community.
Prerequisite: Admission to programme

CHN 403 Epidemiology and Research (2 credits / 2 lecture)
This course examines the methodology of epidemiology and post disaster surveillance. It further studies bio-statistics and research in relation to prevention and control of disease and health.
Prerequisite: Admission to programme
CHN 404 Family Health I (2 credits / 2 lecture)
This course is the first of a two-part series on the family as a client. It emphasises the pregnant and post-partum woman, the infant and pre-school child and the nursing process as the principal tool in meeting identified needs.
Prerequisite: Admission to programme

CHN 405 Community Health Nursing Practicum I
(4 credits / 8 lab)
This course is a supervised practicum designed to give the Community Health Nursing student the opportunity to apply the knowledge gained in Semester I to the management of the health of individuals, families and groups in the community. Emphasis is on beginning clinical skills.
Prerequisite: Admission to programme

CHN 406 Environmental and Ecological Control
(3 credits / 3 lecture)
This course focuses on basic ecological and environmental determinants of health. It provides information on ecological concepts, housing, sanitation, vector control, food/milk hygiene and occupational health. It emphasises preventive measures to ensure a healthy environment.
Prerequisite: CHN 403

CHN 407 Disease Prevention and Control
(2 credits / 2 lecture)
This course focuses on factors that may influence disease occurrence and the methodology of studying communicable and non-communicable diseases. It further emphasises the role of the Community Health Nurses in prevention and control of disease.
Prerequisite: CHN 403

CHN 408 Family Health II (3 credits / 3 lecture)
This course is the final of a two-part series in the family as a client. It emphasises the development of the school child, adolescent, young adult, adult and the elderly. It identifies the common health problems of these groups highlighting health promotion and maintenance.
Prerequisite: CHN 404

CHN 409 Health Promotion, Protection and Maintenance II
(2 credits / 2 lecture)
This course highlights the role of the Community Health Nurse in health and family life education, community health education, mental health and disaster preparedness for the promotion, protection and maintenance of health.
Prerequisite: CHN 402

CHN 410 Community Health Nursing Practicum II
(4 credits / 8 lab)
This practicum course is designed to give the students an opportunity to integrate and consolidate knowledge and skills gained from courses in Semester II and build on previously acquired skills for the improvement of care to individuals, families and communities.
Prerequisite: CHN 405

CHN 411 Health Administration (3 credits / 3 lecture)
This course focuses on administrative and managerial concepts, techniques and their application to community health nursing practices. It highlights current trends which create a culture for effective managerial functions.
Prerequisite: CHN 401

CHN 412 Extended Clinical Practicum (40 labs)
This clinical course is designed to further develop skills gained from courses in Semesters I and II of the programme. It focuses on clinical activities, which the Community Health Nursing student is expected to practice with proficiency and competence on completion of the programme.
Prerequisite: CHN 410

Environmental Health

ENVR 100 Introduction to Environmental Health Practice
(3 credits /3 lecture)
This course introduces students to the fundamentals of environmental health practice. Specific emphasis is placed on housing and building regulations, general sanitation, sewage treatment and disposal, water and the management of solid waste.
Prerequisite: Acceptance into programme or permission of Chair/Instructor
Corequisite: ENVR 101

ENVR 101 Introduction to Environmental Health History and Law
(2 credits / 2 lecture)
This course introduces students to the legal framework of environmental health and addresses the pertinent acts and regulations which guide the practice of the environmental health officer in The Bahamas.
Prerequisite: Acceptance into programme
Corequisite: ENVR 100

ENVR 102 Introduction to Vector Control
(4 credits / 3 lecture / 2 field hours)
This course introduces students to vectors and their impact on humans and their environment. Emphasis is on the lifecycle, habitat and measures of control of vectors such as rodents, mosquitoes, flies and roaches.
Prerequisite: ENVR 101 or permission of Chair/Instructor
ENVR 103 Introduction to Principles of Meat Inspection
(4 credits / 3 lecture / 2 lab)
This course introduces students to the process of meat inspection. Emphasis is on anti-mortem and post-mortem inspection of animals for human consumption.
Prerequisite: ENVR 101 or permission of Chair/Instructor

ENVR 140 Vector Control and Port Health
(3 credits / 3 lecture / 2 lab)
This course deals with the biological economics and medical importance of vectors and their method of surveillance and control.
Prerequisite: Acceptance into programme

ENVR 141 Environmental Health I (3 credits / 3 lecture / 1 lab)
This course introduces the students to the effects of pollution on human health and welfare and explains the major types of pollution and their control. The orientation of the course will be more theoretical than practical.
Prerequisite: Acceptance into degree programme

ENVR 240 Introduction to Epidemiology (1 credit / 1 lecture)
This course introduces students to the nature and scope of epidemiology and provides basic knowledge of statistics used in epidemiology, disease surveillance methods, the procedure for investigation of epidemics, disaster preparedness planning and co-ordination.
Prerequisite: MATH 140, NURS 205 and BIOL 223

ENVR 241 Environmental Health II
(3 credits / 1 lecture / 4 lab / 1 tutorial)
This course provides the practical backup to the theory covered in ENVR 141. It covers laboratory and field analysis of water, waste water and air using standard procedures and the instrumentation used to maintain and control environmental quality.
Prerequisite: ENVR 141

ENVR 242 Environmental Health Law and History
(3 credits / 3 lecture / 1 tutorial)
This course provides the student with the historical development of environmental health legislation and includes a study of the legal powers available for implementing environmental health laws.
Prerequisite: ENG 120 and ENVR 241

ENVR 243 Food Sanitation Principles
(3 credits / 3 lecture / 2 lab)
This course teaches students the fundamentals of food preservation and inspection and emphasises sanitation relating to the standards and codes of food service operations.
Prerequisite: BIOL 109, BIOL 131 and ENVR 141

ENVR 244 Management of Solid Waste Systems
(3 credits / 3 lecture / 1 lab)
This course examines the various means of solid waste management available in today’s society. Structured primarily for students specialising in Environmental Health as a career, it includes sections on the storage, collection and disposal of various types of solid waste.
Prerequisite: ENVR 140, ENVR 141 and ENVR 243

ENVR 245 Institutional Health and Industrial Hygiene
(3 credits / 3 lecture / 2 lab)
This course is designed for Environmental Health Inspectors to enable them to carry out inspection procedures as they relate to Educational, Penal Health Care and Industrial Institutions.
Prerequisite: ENVR 140, ENVR 141 and ENVR 243

ENVR 246 Epidemiology (3 credits / 3 lecture / 2 lab)
This course covers the principles and methodology in the epidemiological analysis of diseases. It may be taken as an elective for Natural Science majors.
Prerequisite: MATH 165 or permission of Chair/Instructor

Midwifery

MID 030 Midwifery Tutorial I (0 credits / 2 seminar)
A compulsory fourteen (14) week seminar designed to provide pupils/students with general information about the midwifery programme. It affords the student midwife the opportunity to consolidate information taught in the co-requisite courses.
Prerequisite: Admission into the Midwifery programme

MID 031 Midwifery Tutorial II (0 credits / 2 seminar)
This tutorial is a compulsory fourteen (14) week seminar which affords the students the opportunity to consolidate information taught in the corequisite courses.
Prerequisite: MID 030

MID 032 Midwifery Tutorial III (0 credits / 2 seminar)
This tutorial is a compulsory fourteen (14) week seminar which affords the students the opportunity to consolidate information taught in the corequisite courses.
Prerequisite: MID 031

MID 300 Fundamentals of Midwifery (4 credits / 4 lecture)
This course deals with the historical development of midwifery, maternal and child health, primary health care, communication, interviewing and counselling needs of the pregnant woman and family, research methodology, health information and epidemiological methods used in midwifery practice.
Prerequisite: Admission into Midwifery programme
MID 301 The Antepartum Period I (5 credits / 5 lecture)
This course focuses on anatomy and physiological changes during pregnancy and intrauterine fetal growth and development. It provides the basis for management of the pregnant woman during the antepartum period dealt with in the co-requisite courses. Prerequisite: Admission into Midwifery programme

MID 302 The Antepartum Period II (2 credits / 2 lecture)
This course focuses on the aims, objectives and scope of antepartum care, the nursing process applied to midwifery, diagnostic tests, investigational needs of the pregnant woman, parent education and monitoring of fetal well being. Prerequisite: Admission into Midwifery programme

MID 303 Midwifery Practicum I (4 credits / 12 lab)
A clinical practicum course which focuses on the organisation of maternal and child health facilities and the assessment of the pregnant woman. Clinical practise in the antenatal clinics allows the student midwife to develop appropriate attitudes and skills necessary for the management of the pregnant woman. Prerequisite: Admission into Midwifery programme

MID 304 The Intrapartum Period (4 credits / 4 lecture)
The knowledge, skills and attitudes that the student midwife requires to completely manage the woman and fetus during normal labour and delivery in hospital setting are covered in this course. Prerequisite: MID 302 and MID 303

MID 305 The Newborn (4 credits / 4 lecture)
This course introduces the student midwife to the physiological adaptation of the new-born and pre-term infant as well as complications that can occur during the new-born period of life. Management protocols for normal conditions in the new-born are emphasised. Prerequisite: MID 302 and MID 303

MID 306 The Puerperium (3 credits / 3 lecture)
This course focuses on the physiological changes, specific needs and management of the mother and family during the post-partum period in hospital and home. The minor and major complications are emphasised. Prerequisite: MID 302 and MID 303

MID 307 Midwifery Practicum II (2 credits / 6 lab)
A clinical course which emphasises the application of the nursing process in the management of the patient during the first, second, third and fourth stages of labour and the immediate care of the new-born. Prerequisite: MID 303

MID 308 Midwifery Practicum III (2 credits / 6 lab)
This practicum focuses on the management of postpartum clients including minor and major complications and subsequent care of the new-born. Prerequisite: MID 303

MID 309 Abnormal Pregnancy (4 credits / 4 lecture / 3 lab)
This course deals with the needs of the woman with abnormal pregnancy, the disorders of pregnancy and associated medical conditions. Emphasis is on the inter-dependent roles of the midwife and the protocols for managing an abnormal pregnancy. Prerequisite: MID 304 and MID 305

MID 310 Abnormal Labour and Delivery (3 credits / 3 lecture / 2 lab)
This course deals with the factors, which cause complications during labour and delivery. The midwife's interdependent role and protocols for managing labour and delivery are emphasised. Prerequisite: MID 304 and MID 305

MID 400 Extended Clinical Practicum (8 credits / 38 lab / 2 clinical conference)
This eight week clinical practicum involves extensive supervised practice of 40 hours per week which include a 2 hour weekly clinical conference. It gives the pupil/student midwife an opportunity to develop more in-depth skills in the management of women with abnormal pregnancies, normal/abnormal labour and delivery as well as management of the high risk new-born. Prerequisite: MID 309 and MID 310

Nursing (Degree Courses)

NURS 105 Pharmacology and Lab (3 credits / 2 lecture / 2 lab)
Presents information about current medication therapy relevant to the needs of clients/patients in a variety of settings. Focus is on the technical aspects, chemical composition, administration and principles for use and misuse of specific drugs. Prerequisite: MATH 140, BIOL 131, completion of Pre-Professional Stage with cumulative GPA of 2.00 and above or permission of Chair/Instructor

NURS 110 Foundations of Nursing and Lab (4 credits / 3 lecture / 2 lab)
An introductory course which focuses on the evolution of nursing and health concepts, primary health care, current trends and issues in health care, ethical and legal aspects of nursing. Also emphasises nursing theories and processes, health assessment and nursing research methodology. Prerequisite: Completion of Pre-Professional Stage with cumulative GPA of 2.00 and above or permission of Chair/Instructor

NURS 112 Basic Pharmacology and Lab (2 credits / 1 lecture / 2 lab)
In this course students examine the general principles of pharmacology, actions and major classifications of drugs. Students apply mathematical concepts necessary for calculating intravenous fluids and medication dosages. Emphasis is on the utilisation of the nursing process, ethical and legal obligations of the nurse while providing holistic care to clients. Prerequisite: BIOL 132 or permission of Chair/Instructor
NURS 133 Principles of Nursing I  
(3 credits / 2 lecture / 2 lab)  
This is the first of two sequential courses. Students are introduced to the historical, legal, ethical and cultural aspects of nursing. Basic nursing concepts and theories and skills fundamental for professional nursing practice are examined with emphasis on the nursing process.  
Prerequisite: BIOL 132 and PSY 105 or permission of Chair/Instructor  
Corequisite: NURS 134

NURS 134 Principles of Nursing I Practicum  
(1 credit / 3 practicum)  
Students apply fundamental nursing concepts and theories introduced in NURS 133 in medical-surgical clinical settings. Emphasis is on the acquisition of nursing behaviours, skills and techniques and the use of the nursing process to provide care to clients.  
Prerequisite: BIOL 132 and PSY 105 or permission of Chair/Instructor  
Corequisite: NURS 133

NURS 205 Pathophysiology (4 credits / 3 lecture / 2 lab)  
This course focuses on basic pathophysiological changes in the body system with emphasis on external and internal forces that contribute to maladaptation.  
Prerequisite: BIOL 132, BIOL 223, CHEM 115 and completion of Pre-Professional Stage

NURS 216 Medical Surgical Nursing Part I  
(6 credits / 5 lecture / 1 seminar)  
This course focuses on medical and surgical health problems occurring in all age groups. It utilises the need and system approaches and applies nursing theories, nursing processes and health teaching in the delivery of care.  
Prerequisite: NURS 105, NURS 205, NURS 224, NURS 225, NUTR 200 and BIOL 223

NURS 217 Medical-Surgical Nursing Practicum I  
(3 credits / 6 lab / 1 clinical conference)  
This clinical course emphasises the application of selected nursing theories, nursing process and health assessment and teaching in the delivery of care for clients/patients with specific medical and surgical diseases/disorders, in a variety of settings, introduced in NURS 216.  
Prerequisite: NURS 105, NURS 205, NURS 224, NURS 225, NUTR 200 and BIOL 223

NURS 218 Pediatric Nursing (2 credits / 1 lecture / 2 lab)  
This course introduces the historical development of paediatric nursing and focuses on primary health care and the nursing management of common diseases/disorders seen in children from infancy to adolescence. Laboratory experience is gained in a variety of clinical settings.  
Prerequisite: NURS 105, NURS 205, NURS 224, NURS 225, NUTR 200 and BIOL 223

NURS 219 Emergency Nursing (1 credits / 1 lecture / 2 lab)  
This course focuses on emergency/ambulatory nursing practice and focuses on specific nursing skills and protocols utilised in emergency situations. Laboratory experience is gained in variety of clinical emergency settings.  
Prerequisite: NURS 105, NURS 205, NURS 224, NURS 225, NUTR 200 and BIOL 223

NURS 220 Gerontology and Geriatric Nursing  
(2 credits / 1 lecture / 2 lab)  
This course focuses on development of gerontology and geriatric nursing and on primary health care needs of the elderly with emphasis on maintenance of optimal health. Laboratory experience is gained in variety of health care settings.  
Prerequisite: NURS 105, NURS 205, NURS 224, 225, NUTR 200 and BIOL 223

NURS 221 Medical Surgical Nursing Part II  
(4 credits / 3 lecture / 1 seminar)  
This course focuses on medical and surgical disorders/diseases occurring in all age groups and is a continuation of NURS 216. It utilises the need and system approaches with application of nursing theories, nursing process and health teaching in the delivery of care.  
Prerequisite: NURS 216 and NURS 217

NURS 222 Medical Surgical Practicum II (3 credits / 6 lab)  
This clinical course allows students to apply knowledge gained in NURS 221. It enables the students to continue practice of managing patients/clients with various medical-surgical conditions by utilising skills gained in NURS 217.  
Prerequisite: NURS 216 and NURS 217

NURS 223 Principles of Nursing I  
(2 credits / 1 lecture / 2 lab)  
This course is a continuation of NURS 133. Students build upon the knowledge, skills and techniques acquired in NURS 133 and 134. They focus on higher level nursing concepts, skills and techniques to provide care to clients with medical and surgical conditions.  
Prerequisite: NURS 133 and NURS 134  
Co requisite: NURS 226

NURS 224 Fundamentals of Nursing and Lab  
(4 credits / 3 lecture / 2 lab)  
This course deals with application of the principles of primary health care, the nursing process and selected nursing theories in providing basic nursing care to patients/clients and management of individuals with specific needs interference, as required, throughout their life cycle.  
Prerequisite: Completion of Pre-Professional Stage, NURS 110, NUTR 200 or permission of Chair/Instructor
NURS 225 Fundamentals of Nursing Practicum
(1 credit / 3 lab / 1 clinical conference)
This course provides students with the opportunity to apply concepts and principles learned in NURS 110 and NURS 224 in order to develop clinical skills necessary for assisting patients/clients of all age groups in a variety of settings to meet basic or specific health needs.
Prerequisite: Completion of Pre-Professional Stage, NURS 110, NUTR 200 or permission of Chair/Instructor

NURS 226 Principles of Nursing II Practicum
(1 credit / 3 practicum hours)
This course is a continuation of NURS 134. Students build upon the knowledge, skills and techniques acquired in NURS 133 and NURS 134. They focus on higher level nursing concepts, skills and techniques applied from NURS 213 to provide care to clients with medical and surgical conditions.
Prerequisite: NURS 133 and NURS 134
Corequisite: NURS 223

NURS 230 Maternal and Child Nursing and Lab
(3 credits / 2 lecture / 3 lab)
This introductory course focuses on primary health care, health promotion and maintenance of woman's health during child-bearing, on the immediate care of the new-born and continued supervision of the infant, toddler, pre-school child and adolescent. Laboratory experience is gained in clinics, hospitals and selected community agencies.
Prerequisite: PSY 105, NURS 105, NURS 224, NURS 225, NUTR 200

NURS 300 Community Health Nursing
(3 credits / 2 lecture / 3 lab)
An introductory course which emphasises primary health care strategies, concepts and principles of Community Health Nursing and Environmental Health; a review of prevention and control measures for common communicable diseases; relevant community resource agencies facilitating client referral and delivery of health care to individuals and families in community settings. Laboratory experience is gained in clinics, hospitals, private homes and selected community agencies.
Prerequisite: NURS 230, NURS 224 and NURS 225, ENVR 240

NURS 301 Psychiatry Nursing I
(4 credits / 3 lecture / 3 lab)
An introductory course which focuses on theories and concepts of mental illness, family and community mental health promotion strategies, self awareness and helping relationship concepts and common psychiatric disorders occurring throughout the life cycle and management protocol. Laboratory experience is gained on the psychiatric ward and selected mental health agencies.
Prerequisite: NURS 216 and NURS 217

NURS 302 Nursing Management
(3 credits / 2 lecture / 3 lab)
The principles of management, effective leadership, management practice and research in nursing management are the primary focus of this course. The professional expectations and adjustments necessary for assuming the role as a Registered Nurse are also emphasised. Laboratory experience is gained in selected health care settings.
Prerequisite: NURS 221 and NURS 222

NURS 303 Internship
(8 credits)
Nursing practice supervised by clinical preceptors in general and specialised wards of teaching hospital and selected health care agencies.
Prerequisite: Completion of Associate Degree Nursing Programme

NURS 306 Psychiatric/Mental Health Nursing
(3 credits / 3 lecture)
This course provides an introduction to the care of individuals experiencing psychiatric/mental health problems throughout their lifespan. The nursing process and therapeutic communication techniques are used as guides to provide holistic care to clients across the health-illness continuum.
Prerequisite: Junior standing or permission of Chair/Instructor
Corequisite: NURS 307

NURS 307 Psychiatric/Mental Health Nursing Practicum
(1 credit / 3 practicum hours)
This clinical course provides the opportunity for students to utilise theoretical knowledge and skills gained to provide holistic nursing care to clients with mental health needs. The nursing process approach will be applied while providing therapeutic interventions for clients across the health-illness continuum.
Prerequisite: Junior standing or permission of Chair/Instructor
Corequisite: NURS 306

NURS 317 Health Assessment
(2 credits / 2 lecture)
In this course students focus on theoretical knowledge relevant to history taking and health assessment methods. Emphasis is on the assessment process including techniques for comprehensive physical examination of the body system across the life span, therapeutic communication, interviewing skills and documentation.
Prerequisite: Junior standing or permission of Chair/Instructor
Corequisite: NURS 319

NURS 319 Health Assessment Practicum
(2 credits / 2 lab / 3 practicum)
Students utilise knowledge and skills of data collection, history taking and physical examination in laboratory and practicum settings. Emphasis is on physical examination techniques and the application of the theoretical knowledge relevant to history taking and assessment.
Prerequisite: Junior standing or permission of Chair/Instructor
Corequisite: NURS 317
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</thead>
<tbody>
<tr>
<td>NURS 320</td>
<td>Teaching - Learning Process</td>
<td>3</td>
<td>3</td>
<td>Junior standing or permission of Chair/Instructor</td>
</tr>
<tr>
<td></td>
<td>In this course students examine concepts, theories and principles of the teaching-learning process relevant to health and nursing. Emphasis is on health education of clients and family in a variety of health care settings.</td>
<td></td>
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</tr>
<tr>
<td>NURS 324</td>
<td>Nursing Theories</td>
<td>3</td>
<td>3</td>
<td>Junior standing or permission of Chair/Instructor</td>
</tr>
<tr>
<td></td>
<td>In this course students examine different theoretical frameworks and study the contributions of selected nurse theorists. Concepts of person, health, nursing and environment are explored from a variety of theoretical perspectives.</td>
<td></td>
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</tr>
<tr>
<td>NURS 402</td>
<td>Trends and Issues in Nursing</td>
<td>3</td>
<td>2</td>
<td>2 seminar</td>
</tr>
<tr>
<td></td>
<td>In this course students focus on ethics and issues that impact the profession of nursing and health care delivery systems. Students analyse and evaluate historical perspectives, leadership, socio-economic conditions, legal and ethical responsibilities, nursing organisations, role transition, research and education relevant to The Bahamas.</td>
<td></td>
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</tr>
<tr>
<td>NURS 404</td>
<td>Nursing Research</td>
<td>3</td>
<td>3</td>
<td>STAT 201, Senior standing or permission of Chair/Instructor</td>
</tr>
<tr>
<td></td>
<td>In this course students focus on the theoretical knowledge relevant to the process and methods of nursing research. Emphasis is on critical analysis and outcomes research. Students apply scientific principles to planning, data collection, analyses and dissemination of research in nursing practice and education.</td>
<td></td>
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</tr>
<tr>
<td>NURS 405</td>
<td>Leadership in Nursing</td>
<td>4</td>
<td>4</td>
<td>Senior standing</td>
</tr>
<tr>
<td></td>
<td>This course focuses on the knowledge, principles and theories necessary to enhance effective nurse leadership skills in today's health care delivery systems.</td>
<td></td>
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</tr>
<tr>
<td>NURS 406</td>
<td>Management and Leadership in Nursing</td>
<td>3</td>
<td>3</td>
<td>Junior standing or permission of Chair/Instructor</td>
</tr>
<tr>
<td></td>
<td>This course focuses on developing the students' leadership skills for the nursing profession. Principles and theories are examined that enhance effective nurse leadership and management in today's health care delivery systems.</td>
<td></td>
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</tr>
<tr>
<td>NURS 410</td>
<td>Advanced Nursing Practicum II</td>
<td>5</td>
<td>2</td>
<td>9 practicum hours</td>
</tr>
<tr>
<td></td>
<td>This course focuses on community programme development drawing upon community resources/input. The student is actively involved in identifying, designing and implementing projects and seminars in community settings.</td>
<td></td>
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</tr>
<tr>
<td>NURS 411</td>
<td>Complex Nursing Situations</td>
<td>3</td>
<td>3</td>
<td>Senior standing or permission of Chair/Instructor</td>
</tr>
<tr>
<td></td>
<td>In this course students examine concepts of complex nursing while integrating therapeutic and restorative care of clients requiring intensive care. Students collaborate with members of the health care team in critical and emergency care settings in planning, implementing and evaluating care.</td>
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</tr>
<tr>
<td>NURS 412</td>
<td>Complex Nursing Situations Practicum</td>
<td>1</td>
<td>3</td>
<td>3 practicum hours</td>
</tr>
<tr>
<td></td>
<td>In this clinical course students apply knowledge gained in NURS 411 to patient care in a variety of critical and emergency care settings. Emphasis is on collaborating with members of the health care team in planning, implementing and evaluating care.</td>
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</tr>
<tr>
<td>NURS 415</td>
<td>Professional Seminar II</td>
<td>2</td>
<td></td>
<td>Senior standing</td>
</tr>
<tr>
<td></td>
<td>This course is designed to enhance student knowledge on the social and cultural differences in clients/patients. Emphasis is on transcultural nursing.</td>
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</tr>
<tr>
<td>NURS 416</td>
<td>Professional Seminar III Rehabilitation Nursing</td>
<td>1</td>
<td></td>
<td>NURS 415</td>
</tr>
<tr>
<td></td>
<td>This course is designed to enhance the student's knowledge to assist individuals who are functionally challenged in restoring, maintaining and promoting his/her maximum health in a variety of health care settings. Skills to treat alterations in functional ability and lifestyle are improved.</td>
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</tr>
<tr>
<td>NURS 417</td>
<td>Health Care Systems</td>
<td>2</td>
<td>6</td>
<td>NURS 406 and NURS 407 or permission of Chair/Instructor</td>
</tr>
<tr>
<td></td>
<td>In this course students focus on national and international health care delivery systems. They examine current health care delivery, financing systems and current health policy issues. They also examine social, economic, political, technological and legal forces that influence public and private health care delivery systems.</td>
<td></td>
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</tr>
<tr>
<td>NUTR 200</td>
<td>Nutrition</td>
<td>3</td>
<td>2</td>
<td>2 lab</td>
</tr>
<tr>
<td></td>
<td>The course presents basic nutrition information essential to understanding fundamental concepts of human nutritional needs. Emphasis is placed on the source of nutrients, the relationship of diets to health throughout the life cycle, the Caribbean diet and diet-related conditions prevalent in The Bahamas. Laboratory experience is gained in various nutrition related agencies, hotels, clinics.</td>
<td></td>
<td></td>
<td>CHEM 115, BIOL 132 and NURS 110</td>
</tr>
</tbody>
</table>
Clinical Nursing

TCN 010 Clinical Nursing Tutorial (0 credits / 2 seminar)
This course will present students with an opportunity to integrate theoretical knowledge and clinical skills through open discussions and short presentations. Trends in the field of nursing and health care will be addressed focusing on how these factors impact health care delivery.
Prerequisite: None
Corequisite: TCN 101, TCN 102, TCN 104 and TCN 105

TCN 100 Introduction to Foundations of Nursing and Laboratory (4 credits / 3 lecture / 2 lab)
This course focuses on the history of nursing, primary health care, ethical legal issues and current trends in nursing. It provides the student with additional skills that are necessary to deliver holistic client care.
Prerequisite: None

TCN 101 Fundamentals of Clinical Nursing (3 credits / 2 lecture / 2 lab)
This course provides students with knowledge and skills necessary for assisting patients/clients in a variety of settings. The emphasis is on safety, interpersonal relationships, therapeutic reaction, personal hygiene, body alignment, fluid balance, nutrition, oxygen, medical and surgical asepsis, elimination and grief and loss.
Prerequisite: TCN 100
Corequisite: TCN 010, TCN 102, TCN 104 and TCN 105

TCN 102 Fundamentals of Clinical Nursing Practicum (3 credits / 6 lab)
In this clinical course students will apply knowledge and skills gained in Introduction to Foundations of Nursing and Laboratory (TCN 100) and Fundamental of Clinical Nursing (TCN 101) to demonstrate beginning skills of basic nursing concepts and principles necessary for the provision of quality nursing care.
Prerequisite: TCH 100
Corequisite: TCN 010, TCN 101, TCN 104 and TCN 105

TCN 103 Introduction to Maternal and Child Health Nursing (3 credits / 2 lecture / 2 lab)
This course introduces students to basic concepts in health promotion and nursing management of women and children. Emphasis is on health care needs of women during the child bearing years and children from birth to adolescence.
Prerequisite: Satisfactory completion of Year I, Semester I, of TCN programme or permission of Chair/Instructor

TCN 104 Introduction to Medical-Surgical Nursing I (3 credits / 3 lecture)
This course introduces students to principles in the management of the health care needs of patients/clients in all age groups with medical-surgical disorders. It covers the respiratory, digestive, musculo-skeletal, circulatory, endocrine, lymphatic, renal and urinary systems.
Prerequisite: BIOL 101 and TCN 100
Corequisite: TCN 010, TCN 101, TCN 102, TCN 105

TCN 105 Introduction to Medical/Surgical Nursing Practicum I (3 credits / 6 lab)
This clinical course emphasises the nursing process in the delivery of care to patients with medical-surgical disorders of the respiratory, circulatory and lymphatic, digestive, musculo-skeletal, endocrine and urinary systems.
Prerequisite: TCN 100 and BIOL 101
Corequisite: TCN 010, TCN 101, TCN 102, TCN 104

TCN 106 Introduction to Medical-Surgical Nursing II (3 credits / 3 lecture)
This course, a continuation of TCN 104, highlights the principles in the management of health care needs of patients/clients in all age groups with medical-surgical disorders of the sensory, reproductive, nervous and integumentary systems. Emphasis is also placed on the aging process.
Prerequisite: TCN 104
Corequisite: TCN 107

TCN 107 Introduction to Medical-Surgical Nursing Practicum II (3 credits / 6 lab)
This course, a continuation of TCN 105, emphasises the nursing process in the delivery of care to patients with medical-surgical disorders of the nervous, integumentary, female and male reproductive systems and sensory organs. Emphasis is also placed on the care of the elderly.
Prerequisite: TCN 105
Corequisite: TCN 106

TCN 108 Introduction to Psychiatric Nursing and Laboratory (4 credits / 2 lecture / 4 lab)
This course focuses on the concepts of mental health and mental illness. The nurse/client relationship and the nursing management of individuals experiencing psychiatric disorders within health care institutions and the community. Emphasis is also placed on fostering self awareness.
Prerequisite: Permission of Chair/Instructor
Corequisite: TCN 109
TCN 109 Introduction to Community Health Nursing and Laboratory (4 credits / 2 lecture / 4 lab)
This course emphasises the multifaceted role of community oriented practice and the fundamentals of promoting, preserving and maintaining the health of individuals, families and groups in community settings.
Prerequisite: TCN 103
Corequisite: TCN 108

TCN 110 Trained Clinical Nursing Internship (6 credits / 39 field hours / 1 post conference)
This capstone course provides the student with an opportunity to apply nursing knowledge gained in prerequisite courses and demonstrate basic clinical nursing skills in assisting with the safe care of patients/clients at various stages of the life cycle in a variety of health care settings.
Prerequisite: Successful completion of all courses in the TCN programme
G-Block (G1) Oakes Field Campus

Chair: Bridget Hogg, B.Sc., MSc.

The School of Sciences and Technology (SST) brings together a group of related disciplines: agriculture, architecture, biology, chemistry, mathematics, physics, engineering technology and others. SST offers students a wide range of programmes leading to bachelor and associate degrees. The School also offers a pre-technology programme.

As a result of the General Education Numeracy requirement all students complete a college-level mathematics offered through this School. Additionally, all students must complete 6 credits of Natural Science courses which include 3 upper (300 and 400) level credits and 3 lower (100 and 200) level credits.

BACHELOR OF SCIENCE DEGREE PROGRAMMES
Biology (Minor in Chemistry)
Engineering Technology: Electrical Engineering Technology
Mathematics
Physics / Mathematics

ASSOCIATE OF SCIENCE DEGREE PROGRAMMES
Agribusiness
Agriculture
Architecture
Chemistry
Engineering Physics
Geography
Mechanical Engineering Technology

TECHNOLOGY PROGRAMMES
Pre-Technology Programme

PROGRAMME OUTLINE
Bachelor of Science Biology / Minor in Chemistry (126 credits)
General Education Requirements (37 credits)
Electives (18 credits)
Major Area Courses (71 credits)
BIOL 100 Principles of Biology I (3 credits)
BILB 100 Principles of Biology Laboratory I (1 credit)
BIOL 200 Animal Biology (3 credits)
BILB 200 Animal Biology Laboratory (1 credit)
BIOL 201 Plant Biology (3 credits)
BILB 201 Plant Biology Laboratory (1 credit)
BIOL 305 Research Methods (3 credits)
BIOL 310 Animal Physiology (3 credits)
BILB 310 Animal Physiology Laboratory (1 credit)
BIOL 365 Plant Physiology (3 credits)
BILB 365 Plant Physiology Laboratory (2 credits)
BIOL 480 Directed Independent Study (2 credits)
BIOL 490 Biology Seminar (1 credit)
CHEM 135 College Chemistry I (3 credits)
CHLB 135 College Chemistry I Laboratory (1 credit)
CHEM 225 College Chemistry II (4 credits)
CHEM 230 Organic Chemistry I (3 credits)
CHLB 235 Organic Chemistry I Laboratory (1 credit)
CHEM 330 Organic Chemistry II (3 credits)
CHLB 330 Organic Chemistry II Laboratory (2 credits)
CHEM 336 Principles of Biochemistry I (4 credits)
MATH 168 Precalculus II - Trigonometry (3 credits)
MATH 170 Calculus (4 credits)

Students select any ONE of the following:
BIOL 216 General Ecology (4 credits)
BIOL 220 Genetics (4 credits) and BILB 220 Principles of Genetics Laboratory (1 credit)
BIOL 223 Microbiology (4 credits)
ENSC 201 Environmental Science (3 credits) and ENSL 201 Environmental Science Laboratory (1 credit)

Students select 6 credits from the following:
BIOL 325 Plant Taxonomy (2 credits) and BILB 325 Plant Taxonomy Laboratory (3 credits)
BIOL 345 Animal Behaviour (3 credits) and BILB 345 Animal Behaviour Laboratory (1 credit)
BIOL 350 Invertebrate Zoology (3 credits) and BILB 350 Invertebrate Zoology Laboratory (2 credits)
BIOL 380 Vertebrate Zoology (3 credits) and BILB 380 Vertebrate Zoology Laboratory (1 credit)
BIOL 390 Field Biology I (3 credits) or BIOL 391 Field Studies II (6 credits) or BIOL 392 Field Biology III (9 credits)
BIOL 445 General Entomology (3 credits) and BILB 445 General Entomology Laboratory (1 credit)
BIOL 455 General Parasitology (3 credits) and BILB 455 General Parasitology Laboratory (1 credit)
BIOL 475 Bioethics (3 credits)
## Bachelor of Science in Engineering Technology: Electrical Engineering Technology (135 credits)

- **General Education Requirements (37 credits)**
- **Electives (18 credits)**
- **Major Area Courses (80 credits)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELET 110</td>
<td>Electrical Circuits I (3 credits)</td>
</tr>
<tr>
<td>ELET 111</td>
<td>Circuits Laboratory I (2 credits)</td>
</tr>
<tr>
<td>ELET 120</td>
<td>Electrical Circuits II (3 credits)</td>
</tr>
<tr>
<td>ELET 211</td>
<td>Circuits Laboratory II (2 credits)</td>
</tr>
<tr>
<td>ELET 230</td>
<td>Digital and Integrated Circuits (3 credits)</td>
</tr>
<tr>
<td>ELET 231</td>
<td>Electronic Devices (4 credits)</td>
</tr>
<tr>
<td>ELET 235</td>
<td>Electronic Circuit Design (3 credits)</td>
</tr>
<tr>
<td>ELET 243</td>
<td>Electronic Communication I (3 credits)</td>
</tr>
<tr>
<td>ELET 300</td>
<td>Computer Aided Design (2 credits)</td>
</tr>
<tr>
<td>ELET 301</td>
<td>Electrical Devices I (3 credits)</td>
</tr>
<tr>
<td>ELET 302</td>
<td>Microprocessor Technologies (3 credits)</td>
</tr>
<tr>
<td>ELET 320</td>
<td>Advanced Linear Circuits (4 credits)</td>
</tr>
<tr>
<td>ELET 330</td>
<td>Electrical Installation (3 credits)</td>
</tr>
<tr>
<td>ELET 340</td>
<td>Technical C++ Programming (3 credits)</td>
</tr>
<tr>
<td>ELET 350</td>
<td>Electronic Devices II (3 credits)</td>
</tr>
<tr>
<td>ELET 400</td>
<td>Electronic Communications II (3 credits)</td>
</tr>
<tr>
<td>ELET 410</td>
<td>Linear Electronics (4 credits)</td>
</tr>
<tr>
<td>ELET 420</td>
<td>Automatic Control Theory (3 credits)</td>
</tr>
<tr>
<td>ELET 430</td>
<td>Power Electronics (3 credits)</td>
</tr>
<tr>
<td>ELET 440</td>
<td>Senior Design Project (3 credits)</td>
</tr>
<tr>
<td>ELET 450</td>
<td>Electromagnetic Waves and Transmission Lines (3 credits)</td>
</tr>
<tr>
<td>MATH 168</td>
<td>Trigonometry (3 credits)</td>
</tr>
<tr>
<td>MATH 170</td>
<td>Calculus I (4 credits)</td>
</tr>
<tr>
<td>MATH 270</td>
<td>Calculus with Analytic Geometry II (4 credits)</td>
</tr>
<tr>
<td>TECH 400</td>
<td>Engineering Economics (3 credits)</td>
</tr>
</tbody>
</table>

## Bachelor of Science in Mathematics (125 credits)

- **General Education Requirements (36 credits)**
- **Electives (18 credits)**
- **Major Area Courses (71 credits)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>MATH 159</td>
<td>Introduction to Probability and Statistics I (3 credits)</td>
</tr>
<tr>
<td>MATH 168</td>
<td>Precalculus II - Trigonometry (3 credits)</td>
</tr>
<tr>
<td>MATH 170</td>
<td>Calculus I (4 credits)</td>
</tr>
<tr>
<td>MATH 210</td>
<td>Computer Programme Concepts (3 credits)</td>
</tr>
<tr>
<td>MATH 251</td>
<td>Linear Algebra (3 credits)</td>
</tr>
<tr>
<td>MATH 259</td>
<td>Statistical Inference with Application (3 credits)</td>
</tr>
<tr>
<td>MATH 270</td>
<td>Calculus with Analytic Geometry I (4 credits)</td>
</tr>
<tr>
<td>MATH 274</td>
<td>Differential Equations (3 credits)</td>
</tr>
<tr>
<td>MATH 280</td>
<td>Multivariable Calculus (3 credits)</td>
</tr>
<tr>
<td>MATH 300</td>
<td>Introduction to Abstract Math (3 credits)</td>
</tr>
<tr>
<td>MATH 320</td>
<td>Numerical Methods (3 credits)</td>
</tr>
<tr>
<td>MATH 340</td>
<td>Geometry (3 credits)</td>
</tr>
<tr>
<td>MATH 350</td>
<td>Introduction to Number Theory (3 credits) or MATH 430 Introduction to Topology (3 credits) or MATH 411 Real Analysis II (3 credits)</td>
</tr>
<tr>
<td>MATH 360</td>
<td>Probability Theory and Statistics (3 credits)</td>
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<tr>
<td>MATH 370</td>
<td>Abstract Algebra I (3 credits)</td>
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<tr>
<td>MATH 380</td>
<td>Advanced Calculus (3 credits)</td>
</tr>
<tr>
<td>MATH 390</td>
<td>Discrete Mathematics/Combinatorics (3 credits)</td>
</tr>
<tr>
<td>MATH 400</td>
<td>History and Development of Mathematics (3 credits)</td>
</tr>
<tr>
<td>MATH 410</td>
<td>Real Analysis I (3 credits)</td>
</tr>
<tr>
<td>MATH 420</td>
<td>Theory of Complex Variables (3 credits)</td>
</tr>
<tr>
<td>MATH 450</td>
<td>Advanced Differential Equations (3 credits)</td>
</tr>
<tr>
<td>MATH 470</td>
<td>Abstract Algebra II (3 credits)</td>
</tr>
<tr>
<td>MATH 490</td>
<td>Topics in Advanced Mathematics (3 credits)</td>
</tr>
</tbody>
</table>

## Bachelor of Science in Physics / Mathematics (136 credits)

- **General Education Requirements (33 credits)**
- **Electives (18 credits)**
- **Major Area Courses (85 credits)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>MATH 170</td>
<td>Calculus I (4 credits)</td>
</tr>
<tr>
<td>MATH 270</td>
<td>Calculus with Analytic Geometry II (4 credits)</td>
</tr>
<tr>
<td>MATH 274</td>
<td>Differential Equations (3 credits)</td>
</tr>
<tr>
<td>MATH 280</td>
<td>Multivariable Calculus (3 credits)</td>
</tr>
<tr>
<td>MATH 300</td>
<td>Introduction to Abstract Mathematics (3 credits)</td>
</tr>
<tr>
<td>MATH 320</td>
<td>Numerical Methods (3 credits)</td>
</tr>
<tr>
<td>MATH 370</td>
<td>Abstract Algebra I (3 credits)</td>
</tr>
<tr>
<td>MATH 380</td>
<td>Advanced Calculus (3 credits)</td>
</tr>
<tr>
<td>MATH 450</td>
<td>Advanced Differential Equations (3 credits)</td>
</tr>
<tr>
<td>MATH 470</td>
<td>Abstract Algebra (3 credits)</td>
</tr>
<tr>
<td>PHYS 176</td>
<td>College Physics I (4 credits)</td>
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<tr>
<td>PHYS 270</td>
<td>College Physics II (4 credits)</td>
</tr>
<tr>
<td>PHYS 276</td>
<td>College Physics III (5 credits)</td>
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<tr>
<td>PHYS 277</td>
<td>College Physics IV (5 credits)</td>
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<tr>
<td>PHYS 375</td>
<td>Medical Physics (4 credits) or PHYS 378 Energy Physics (4 credits)</td>
</tr>
<tr>
<td>PHYS 376</td>
<td>Thermodynamics (4 credits)</td>
</tr>
<tr>
<td>PHYS 377</td>
<td>Atomic and Nuclear Physics and Relativity (3 credits)</td>
</tr>
<tr>
<td>PHYS 387</td>
<td>Electricity and Magnetism (4 credits)</td>
</tr>
<tr>
<td>PHYS 388</td>
<td>Electromagnetic Theory (4 credits)</td>
</tr>
<tr>
<td>PHYS 476</td>
<td>Quantum Mechanics and Physics (4 credits)</td>
</tr>
<tr>
<td>PHYS 477</td>
<td>Atmospheric Physics (4 credits)</td>
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<tr>
<td>PHYS 478</td>
<td>Fluid Dynamics and Environmental Physics (4 credits)</td>
</tr>
<tr>
<td>PHYS 486</td>
<td>Solid State Physics (4 credits)</td>
</tr>
</tbody>
</table>

## Associate of Science in Agribusiness (65 or 66 credits)

- **General Education Requirements (27 credits)**
- **Electives (9 credits)**
- **Major Area Courses (29 or 30 credits)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCA 105</td>
<td>Financial Accounting I (3 credits)</td>
</tr>
<tr>
<td>ACCA 205</td>
<td>Financial Accounting II (3 credits)</td>
</tr>
<tr>
<td>AGRI 101</td>
<td>Agricultural Geography (3 credits)</td>
</tr>
<tr>
<td>AGRI 127</td>
<td>Livestock Science (4 credits)</td>
</tr>
<tr>
<td>AGRI 228</td>
<td>Crop Protection (4 credits)</td>
</tr>
<tr>
<td>AGRI 229</td>
<td>Agricultural Economics (3 credits)</td>
</tr>
<tr>
<td>AGRI 237</td>
<td>Agricultural Botany (4 credits) or MGMT 203 Business Organisation and Management (3 credits)</td>
</tr>
<tr>
<td>MATH 132</td>
<td>Business Mathematics (3 credits)</td>
</tr>
<tr>
<td>MGMT 101</td>
<td>Business Fundamentals (3 credits)</td>
</tr>
</tbody>
</table>
Associate of Science in Agriculture (66 credits)

General Education Requirements (27 credits)
Electives (9 credits)
Major Area Courses (30 credits)
AGRI 101 Agricultural Geography (3 credits)
AGRI 126 Soil Science I (4 credits)
AGRI 127 Livestock Science (4 credits)
AGRI 228 Crop Protection (4 credits)
AGRI 229 Agricultural Economics (3 credits)
AGRI 237 Agricultural Botany (4 credits)
BIOL 100 Principles of Biology (3 credits)
BILB 100 Principles of Biology Laboratory (1 credit)
BIOL 220 Principles of Genetics (3 credits)
BILB 220 Principles of Genetics Laboratory (1 credit)

Associate of Science in Architecture (65 credits)

General Education Requirements (28 credits)
Electives (9 credits)
Major Area Courses (28 credits)
ARCH 110 Architectural Graphics I (3 credits)
ARCH 120 Architectural Graphics II (3 credits)
ARCH 210 History of Architecture I (3 credits)
ARCH 211 Architecture Studio I (5 credits)
ARCH 221 Architecture Studio II (5 credits)
ARCH 222 Introduction to Planning (3 credits)
CET 213 Construction Materials (3 credits)
CET 224 Construction Methods and Equipment (3 credits)

Associate of Science in Chemistry (63 credits)

General Education Requirements (27 credits)
Electives (9 credits)
Major Area Courses (27 credits)
CHEM 135 College Chemistry I (3 credits)
CHLB 135 College Chemistry I Laboratory (1 credit)
CHEM 225 College Chemistry II (3 credits)
CHLB 225 College Chemistry II Laboratory (1 credit)
CHEM 230 Organic Chemistry (3 credits)
CHLB 230 Organic Chemistry Laboratory (1 credit)
CHEM 235 Inorganic Chemistry (3 credits)
CHLB 235 Inorganic Chemistry Laboratory (1 credit)
CHEM 240 Physical Chemistry (3 credits)
CHLB 240 Physical Chemistry Laboratory (1 credit)
MATH 168 Precalculus II-Trigonometry (3 credits)
MATH 170 Calculus with Analytic Geometry I (4 credits)

Associate of Science in Engineering Physics (64 - 66 credits)

General Education Requirements (27 credits)
Electives (9 credits)
Major Area Courses (24 credits)
PHYS 176 College Physics I (3 credits)
PHYL 176 College Physics I Laboratory (1 credit)

Associate of Science in Geography (60 credits)

General Education Requirements (27 credits)
Electives (9 credits)
Major Area Courses (24 credits)
GEOG 100 Introduction to Bahamian Geography (3 credits)
GEOG 113 Human and Cultural Geography (3 credits)
GEOG 114 Climatology and Biogeography (3 credits)
GEOG 220 Economic Geography (3 credits)
GEOG 222 Landscapes and Soils (3 credits)
GEOG 223 Geography of Underdevelopment (3 credits)

Associate of Science in Mechanical Engineering Technology (65 credits)

General Education Requirements (28 credits)
Electives (9 credits)
Major Area Courses (28 credits)
TCDP 125 Technology Data Processing (3 credits)
TECH 122 Engineering Drawing Fundamentals (3 credits)
TECH 123 Statics (3 credits)
TECH 210 Dynamics (3 credits)
MATH 168 Trigonometry (3 credits)
MET 213 Materials Science (3 credits)
MET 224 Thermodynamics (3 credits)
MET 234 Mechanical Fabrication Technology (3 credits)
PHYS 165 General Physics II (4 credits)

Pre-Technology Programme
COUN 001 Student Development Seminar (0 credits)
CHEM 071 College Preparatory Chemistry (0 credits)
ENG 016 Intermediate English I (0 credits)
ENG 017 Intermediate English II (0 credits)
MATH 047 College Preparatory Math II (0 credits)
MATH 048 College Preparatory Math III (0 credits)
TECH 019 Pre-Technology Seminar (0 credits)
TECH 025 Engineering Science I (0 credits)
TECH 028 Technical Drawing (0 credits)
TECH 035 Engineering Science II (0 credits)

COURSE DESCRIPTIONS

Agriculture

AGRI 016 Principles of Plant Science
(0 credits / 3 lecture / 2 lab)
This course provides fundamental information in plant science. It covers morphology, classification, reproduction, utilisation and cultivation of plants.
Prerequisite: None

AGRI 017 Introduction to Soil Science
(0 credits / 3 lecture / 2 lab)
This course introduces students to basic concepts in soil science. It deals with soil composition, its formation, physical, chemical and biological properties and its management. Emphasis is on the study of Bahamian soils.
Prerequisite: None

AGRI 101 Agricultural Geography
(3 credits / 2 lecture / 2 lab)
An examination of the environmental, social and economic factors affecting Bahamian agriculture and the response both historically and present, to these factors. This includes the role of structure, infrastructure and crops in agricultural production as well as the study of agricultural production itself.
Prerequisite: Admission to AA programme

AGRI 126 Soil Science (4 credits / 3 lecture / 2 lab)
The formation and classification of Bahamian soils, their physical and chemical properties, management and preparation, etc.
Prerequisite: Admission to AA programme

AGRI 127 Livestock Science (4 credits / 3 lecture / 2 lab)
Anatomy, physiology and management of the five major livestock: cow, sheep, pig, goat and poultry. The course includes field trips.
Prerequisite: Admission to AA programme

AGRI 228 Crop Protection (4 credits / 3 lecture / 2 lab)
A study of the pests and their prevention in crops, with particular attention to relevant crops in The Bahamas.
Pre-requisite: Admission to AA programme

AGRI 229 Agricultural Economics
(3 credits / 2 lecture / 2 tutorial)
A brief look at the economics of farming, record keeping, marketing structure and costs involved.
Pre-requisite: Admission to AA programme

AGRI 237 Agricultural Botany (4 credits / 3 lecture / 2 lab)
This course consists of a full description of the major families of plants in agriculture, including morphology of roots, stems, leaves, flowers and fruits; important aspects of ecology, physiology and a study of methods of cultivation of each crop.
Prerequisite: BIOL 071 or GCE/BGCSE Biology grade ‘C’

Architecture

ARCH 110 Architectural Graphics I
(3 credits / 1 lecture / 4 lab)
This is the first course in a two-course sequence which is designed to provide the architectural student with exposure to the various tools, conventions and techniques that will form the basis of work in Architectural Design.
Prerequisite: TECH 028 or BGCSE Technical Drawing grade ‘C’

ARCH 120 Architectural Graphics II
(3 credits / 1 lecture / 4 lab)
This is the second course of a two course sequence which will provide the students with an exposure to the appreciation of simple structural and design conventions, tools and techniques that form the basis for work in Architectural Design.
Prerequisite: ARCH 110

ARCH 210 History of Architecture I
(3 credits / 3 lecture / 1 lab)
This course deals with the chronological development of Architecture. This covers primitive through Gothic Architecture stressing the influences that led to those cultures. Factors such as geographical location, climate, materials, limitations, inventions and discoveries are examined in relation to man's approach to problems of shelter.
Prerequisite: ARCH 120

ARCH 211 Architecture Studio I (5 credits / 2 lecture / 6 lab)
The course provides an introduction to environmental design analysis, decision-making and evaluation methodologies for use in the solution to problems of human scale.
Prerequisite: ARCH 120 and TECH 123

ARCH 220 History of Architecture II
(3 credits / 1 lecture / 1 tutorial)
This course is a follow-up to ARCH 210. The Renaissance period to the present day, is considered in the same context as in History of Architecture I.
Prerequisite: ARCH 210

ARCH 221 Architecture Studio II (5 credits / 2 lecture / 6 lab)
The course consists of a series of studio exercises designed to develop skills in the determination and communication of architectural forms, fundamental activities and site analysis, spatial organisation, structural clarity and formal composition.
Prerequisite: ARCH 210, ARCH 211 and CET 213
ARCH 222 Introduction to Planning
(3 credits / 3 lecture / 1 tutorial)
A course in planning which introduces the students to various factors that influenced the urban and regional planning process as well as provides them with the means to deal with the impact of these factors.
Prerequisite: ARCH 120

CON 242 Structural Detailing (3 credits / 2 lecture / 2 lab)
A course designed to equip the sub-professional designer with all the basic skills and techniques necessary for detailing simple building structures.
Prerequisite: ADT 131

Biology Laboratory

BILB 100 Principles of Biology Laboratory (1 credit / 2 lab)
This course is the laboratory component of BIOL 100 (Principles of Biology). The subject matter focuses on standard laboratory protocols and fundamental concepts in biology. The laboratory work emphasises the proper use of laboratory techniques and the interpretation and presentation of data.
Prerequisite: BGCSE Biology grade "C" or BIOL 017 or BIOL 109 or SCI 070
Corequisite: BIOL 100

BILB 200 Animal Biology Laboratory (1 credit / 2 lab)
This course is the laboratory component of BIOL 200 (Animal Biology). Laboratory sessions introduce students to the structure, function and diversity of animals, providing reinforcement of materials covered by the lectures.
Prerequisite: BIOL 100 and BILB 100
Corequisite: BIOL 200

BILB 201 Plant Biology Laboratory (1 credit / 2 lab)
This is the practical component of BIOL 201 and involves closer examination of local flora and prepared slides. Field trips are also made to study plants in their natural environment.
Prerequisite: BIOL 100 and BILB 100
Corequisite: BIOL 201

BILB 220 Principles of Genetics Laboratory (1 credit / 2 lab)
This course, the laboratory component of BIOL 220 (Principles of Genetics), is designed to provide the student with the practical experiences to reinforce the concepts of transmission genetics, molecular genetics and studies on variations.
Prerequisite: BIOL 200, BILB 200, BIOL 201, BILB 201
Corequisite: BIOL 220

BILB 310 Animal Physiology Laboratory (1 credit / 2 lab)
This course is the laboratory component of BIOL 310 (Animal Physiology).
Prerequisite: BIBL 100 or permission of Chair/Instructor
Corequisite: BIOL 310

BILB 325 Plant Taxonomy Laboratory (3 credits / 6 lab)
This course gives students practical experience in the methods used in plant taxonomy and floristic in a field setting. It exposes the student to common local plants and plant communities and to the application of statistics to experimental data.
Prerequisite: BIOL 201 and BILB 201 or permission of Chair/Instructor
Corequisite: BIOL 325

BILB 345 Animal Behaviour Laboratory (1 credit / 4 lab)
This course gives students practical experience in the methods used to study animal behaviour in both laboratory and field settings. It exposes the student to specific experiments on selected behaviour topics and to the application of statistics to experimental data.
Prerequisite: Third-year standing or permission of Chair/Instructor
Corequisite: BIOL 345

BILB 350 Invertebrate Zoology Laboratory (2 credits / 4 lab)
This course is the laboratory component of BIOL 350. The subject matter focuses on the phylogeny, ecology, morphology and physiology of invertebrates.
Prerequisite: BIOL 100 or permission of Chair/Instructor
Corequisite: BIOL 350

BILB 365 Plant Physiology Laboratory (2 credits / 4 lab)
This is the practical component of BIOL 365. Experiments are conducted on the physiological processes of plants to help in understanding the course work.
Prerequisite: Permission of Chair/Instructor
Corequisite: BIOL 365

BILB 380 Vertebrate Zoology Laboratory (1 credit / 2 lab)
This course is the laboratory component of BIOL 380 (Vertebrate Zoology). The subject matter focuses on the systematics, histology, anatomy and physiology of vertebrates. The work is designed to reinforce material covered in BIOL 380
Prerequisite: BIOL 100 or permission of Chair/Instructor
Corequisite: BIOL 380

BILB 445 General Entomology Lab (2 credits / 4 lab)
This course is the laboratory component of BIOL 445 - General Entomology. The students examine external structural components of the insect body, and identify the major insect groups. Insect collection and museum curation skills are practised.
Prerequisite: BILB 350, third-year standing or permission of Chair/Instructor
Corequisite: BIOL 445

BILB 455 General Parasitology Laboratory (1 credit / 2 lab)
This course, the laboratory component of BIOL 455 (General Parasitology), surveys the basic techniques in the field of parasitology. It investigates simple diagnosis, identification and techniques in exploring parasites and vectors and other arthropods of medical and veterinary importance.
Prerequisite: Third-year standing or permission of Chair/Instructor
Corequisite: BIOL 455
Biology

BIOL 071 College Preparatory Biology (0 credits / 3 lecture / 2 lab)
This course was designed so that students deficient in biology might be equipped for entry into BIOL 140 (Intermediate Biology), a college level course. It deals (at the introductory level) with many of the topics covered in BIOL 140 related to the basic anatomy and physiological processes in plants and animals.
Prerequisite: None

BIOL 100 Principles of Biology (3 credits / 3 lecture)
This course deals with basic biological concepts. Discussed are principles of biochemistry and inheritance, theories of origin and classification of organisms, community interactions and ecosystems.
Prerequisite: BGCSE Biology grade “C” or BIOL 017 or BIOL 109 or SCI 070
Corequisite: BILB 100

BIOL 109 General Biology (3 credits / 3 lecture)
This course is a general course, which surveys selected topics in biology, and is intended for non-science majors.
Prerequisite: None

BIOL 116 Ecology (3 credits / 2 lecture / 2 lab)
A study of the ecology of The Bahamas from a theoretical and practical prospective. The study includes primitive organisms, soil, marine, atmospheric, plant and animal life as well as problems of conservation and pollution.
Prerequisite: Admission to AA programme.

BIOL 131 Anatomy and Physiology I
(4 credits / 3 lecture / 2 lab)
A study of the normal organisation, structure and function of the human body as a whole (including the cell, tissues, meiosis, mitosis, the skeleton - landmarks, transport systems, the respiratory system, resuscitation, CPR, immunological response, the gastro-intestinal system) and the total effect that the above systems have upon the human individual.
Prerequisite: BIOL 071, BIOL 109 or O’Level GCE/BGCSE Biology.

BIOL 132 Anatomy and Physiology II
(4 credits / 3 lecture / 2 lab)
This course continues the study of the normal structure and function of the human body, the systems as a whole, (including urinary, integumentary, nervous, endocrine, muscle - skeletal and male and female reproductive systems); and the total effects that the above systems have upon the human individual.
Prerequisite: BIOL 131

BIOL 200 Animal Biology (3 credits / 3 lecture)
This course investigates the general principles of animal biology. The systematic histology and anatomy and physiology of animals are discussed. Emphasis is on diversity following a system approach.
Prerequisite: BIOL 100 and BILB 100
Corequisite: BILB 200

BIOL 201 Plant Biology (3 credits / 3 lecture)
This course examines the morphological structures of the plant, which include the stem, root, leaf and flower. It focuses on classification, plant tissues, photosynthesis and reproduction of the sepmatophytes.
Prerequisite: BIOL 100 and BILB 100
Corequisite: BILB 201

BIOL 216 General Ecology (4 credits / 3 lecture / 2 lab)
This course covers major ecological principles, which are used to address current and historical environmental issues. A major component of this course is laboratory and field studies.
Prerequisite: BIOL 100

BIOL 220 Principles of Genetics (4 credits / 4 lecture)
This course is a survey of the basic concepts and recent developments in the field of genetics. It investigates simple Mendelian genetics, molecular genetics, genetic engineering and simple statistical analysis of experimental findings. It serves as a foundation for further studies in the area of cell and molecular biology.
Prerequisite: BIOL 200, BILB 200, BIOL 201, BILB 201
Corequisite: BILB 220

BIOL 223 Microbiology for Health Care Personnel
(4 credits / 3 lecture / 2 lab)
This course introduces the students to the study of microorganisms and their relationships to man in health and disease. It also provides the students with knowledge and skills, which they will utilise to maintain a safe environment for individuals and families (within the community) throughout the health-illness continuum.
Prerequisite: CHEM 115 and BIOL 131 or BIOL 132 or BIOL 100

BIOL 231 Marine Biology (4 credits / 3 lecture / 2 lab)
This course explains the geological, physical and chemical aspects of the oceans that influence marine life. Tropical marine ecosystems and human impact on these systems, in the context of sustainable development and conservation are discussed. Field trips are included.
Prerequisite: BIOL 100

BIOL 300 Environmental Studies (3 credits)
This interdisciplinary course provides teachers with an opportunity to study island ecosystems from an interactive systems perspective within a residential field studies programme at the Bahamian Field Station on San Salvador. Classroom activities, guest lectures and field are incorporated.
Prerequisite: Permission of Chair/Instructor
BIOL 310 Animal Physiology (3 credits / 3 lecture)
Topics covered in the course are neurophysiology, endocrinology, and the physiology of major organ systems. Emphasis is on the importance of control, regulatory and integrative processes involved in maintaining homeostasis and sustaining life.
Prerequisite: BIOL 100 or permission of Chair/Instructor
Corequisite: BILB 310

BIOL 325 Plant Taxonomy (2 credits / 2 lecture)
This course exposes students to major families of common local plants and to characteristics of subtropical plant families. The students will interpret and discuss variations among plant communities within the Bahamian archipelago.
Prerequisite: BIOL 201 and BILB 201 or permission of Chair/Instructor
Corequisite: BILB 325

BIOL 345 Animal Behaviour (3 credits / 3 lecture)
This course introduces students to the science of ethology. Students examine patterns of animal behaviour and the roles that biological and environmental factors play in affecting behaviour. Emphasis is placed on current topics in animal behaviour research.
Prerequisite: Third-year standing or permission of Chair/Instructor
Corequisite: BILB 345

BIOL 350 Invertebrate Zoology (3 credits / 3 lecture)
This course will provide an overview of the diversity of invertebrates. It takes an integrative approach to learning about invertebrates that will involve phylogeny, ecology, morphology and physiology.
Prerequisite: BIOL 100 or permission of Chair/Instructor
Corequisite: BILB 350

BIOL 365 Plant Physiology II (3 credits / 3 lecture)
This course deals with various life processes in higher plants and the effect of various environmental factors on these processes.
Prerequisite: permission of Chair/Instructor
Corequisite: BILB 365

BIOL 380 Vertebrate Zoology (3 credits / 3 lecture)
This course is an investigation of the biology of vertebrates, including systematics, diversity, and structural and functional adaptations of the fishes, amphibians, reptiles, birds, and mammals.
Prerequisite: BIOL 100 or permission of Chair/Instructor
Corequisite: BILB 380

BIOL 390 Field Studies I (3 credits / 3 field hours)
This course exposes students to the planning, preparation, conduct and evaluation of field activities in specific areas including agriculture, biology, environmental studies and geography. Techniques specific to the particular discipline within the field are examined.
Prerequisite: Third-year standing or permission of Chair/Instructor

BIOL 391 Field Studies II (6 credits / 6 field hours)
This course exposes students to the planning, preparation, conduct and evaluation of field activities in specific areas including agriculture, biology, environmental studies and geography. Techniques specific to the particular discipline within the field are examined.
Prerequisite: Third-year standing or permission of Chair/Instructor

BIOL 392 Field Studies III (9 credits / 9 field hours)
This course exposes students to the planning, preparation, conduct and evaluation of field activities in specific areas including agriculture, biology, environmental studies and geography. Techniques specific to the particular discipline within the field are examined.
Prerequisite: Third-year standing or permission of Chair/Instructor

BIOL 395 General Entomology (3 credits / 3 lecture)
This is a survey course of the major groups of insects, their diversity, and niches. Emphasis is placed on morphology, anatomy, classification, identification, general physiology, general principles of insect ecology, biological adaptations to the environment, and the concept of pest management.
Prerequisite: BIOL 350, third-year standing or permission of Chair/Instructor
Corequisite: BILB 445

BIOL 455 General Parasitology (3 credits / 3 lecture)
This course examines the basic concepts and relevant developments in the field of parasitology. It investigates various aspects of the field including epidemiology and control, biology and ecology of parasites and vectors of medical and veterinary importance.
Prerequisite: Third-year standing or permission of Chair/Instructor
Corequisite: BILB 455

BIOL 475 Bioethics (3 credits / 3 lecture)
This course covers the ethical and philosophical implications of certain technologies, and biological and medical procedures. Emphasis is on models of ethical analysis, self-knowledge, religious ethics and ethics in science.
Prerequisite: Third-year standing or permission of Chair/Instructor

Computer Data Processing/Programming

TCDP 125 Technical Computer Data Processing (3 credits / 2 lecture / 2 lab)
An introduction to computer resources including computer hardware and software. The place of computers in society particularly as applied to the needs of industry is discussed. Participants will be expected to demonstrate facility in fundamental programming techniques in BASIC.
Prerequisite: MATH 048
CDP 220 Fortran for Engineers and Scientists
(3 credits / 2 lecture / 2 lab)
An introductory course in computer programming in Fortran and its
use in the solution of problems in engineering, mathematics and
science.
Prerequisite: MATH 170 and TCDP 125

Construction Technology

CET 212 Structures and Strength of Materials
(4 credits / 3 lecture / 2 tutorial)
A two-part introductory course in structures and strength of
materials. Concepts in statistics are applied in the solution of
simple beams and frames. Topics include shear force, bending
moment, stress analysis and deflection in structures. The second
part addresses stress and strain relations in elastic materials,
bending of beams, torsion, shear and buckling of columns.
Prerequisite: TECH 123 and MATH 170

CET 213 Construction Materials (3 credits / 2 lecture / 3 lab)
This course provides an introduction to the various types of
materials used in civil engineering and building construction.
Materials to be considered include concrete and its components,
wood and its derivatives, iron and steel, aluminium, glass,
plastic and asphalt. Emphasis is on the physical and mechanical
properties and how these affect the use of the material.
Prerequisite: PHYS 164 and CHEM 071

CET 221 Construction Surveying (4 credits / 3 lecture / 2 lab)
This course introduces students to the fundamental concepts of
surveying and their use in the preparation of topographic maps and
plans by linear, traverse and triangulation methods. Students will
also be exposed to the application of these concepts in surveys for
the construction of building and other civil engineering works.
Prerequisite: MATH 167, MATH 168 and PHYS 165
Corequisite: TECH 122

CET 222 Elementary Timber and Steel Design
(3 credits / 3 lecture / 1 tutorial)
An introductory course in elastic design in timber and steel. The
course covers design of beams, struts and ties, columns and
connections. Design codes relevant to timber and steel are
discussed.
Prerequisite: TECH 210 and CET 212

CET 223 Elementary Reinforced Concrete Design
(3 credits / 3 lecture / 1 tutorial)
An introduction to limit of ultimate load design of reinforced
concrete structural elements. Analysis and design will include
flexural analysis, shear and torsion. Elements to be discussed will
include beams, one-way slabs, simple foundation and columns.
Prerequisite: TECH 210 and CET 212

CET 224 Construction Methods and Equipment
(3 credits / 2 lecture / 3 lab)
This course involves a study of the various methods used in
building and civil engineering construction as well as of the
equipment that relate to these methods. Issues to be considered
include excavation, dewatering, loading and hauling, compacting,
foundations, frame construction, concreting, masonry construction.
The course is supplemented by organised field trips to construction
sites.
Prerequisite: CET 213 and CET 221

CET 225 Construction Project Management
(3 credits / 3 lecture / 1 tutorial)
This course exposes the student to the business aspects of the
construction process. Issues to be considered include the functions
of a manager, motivational theories and leadership styles, site
layout, contracts, bid preparation and analysis, planning and
scheduling including the use of CPM and PERT construction
economics, safety, industrial relations, quality and cost control,
work improvement. To be supplemented by trips to construction
sites.
Prerequisite: CET 213

CET 226 Construction Cost Estimating
(3 credits / 3 lecture / 1 tutorial)
This course is intended to provide students with the ability to cost
a complete construction project. Issues to be considered include
contract administration, types of estimates, breakdown of project,
methods of take-off for various elements, production notes, direct
and indirect charges, unit costs, preparation of estimates.
Prerequisite: CET 213, CET 224 and TECH 122

CET 227 Construction Contracts and Specifications
(3 credits / 3 lecture / 1 tutorial)
This course exposes students to the legal principles and practices
governing the construction process. Issues to be considered
include constructions, types of contracts and contract documents.
The student will be instructed in the preparation and interpretation of
civil engineering specifications.
Prerequisite: CET 213

Chemistry

CHEM 071 College Preparatory Chemistry (0 credits / 3
lecture / 2 lab)
College Preparatory Chemistry is designed for students with very
little or no background in chemistry. Upon satisfactory completion
of this course students may enter college-level Chemistry courses.
Prerequisite: None

CHEM 100 Chemistry in the World Around Us
(3 credits / 3 lecture)
This course is intended for non-science majors. It introduces the
student to a wide variety of natural phenomena, and deals with many
contemporary environmental issues.
Prerequisite: Admission into AA programme.
CHEM 115 Introductory Chemistry (4 credits / 3 lecture / 2 lab)
An introduction to chemistry designed to prepare students with some background in the subject to enter College Chemistry courses.
Prerequisite: CHEM 071 or GCE 'O' level/BGCSE Chemistry grade 'D' and MATH 048 or BGCSE MATH grade 'D'

CHEM 135 College Chemistry I (4 credits / 3 lecture / 2 lab)
This course introduces the student to some fundamental principles of Chemistry, which are necessary for further studies in physical, organic and inorganic chemistry and the Biological Sciences.
Prerequisite: CHEM 115 or O' level GCE/BGCSE Chemistry grade 'B' and MATH 140 or O' level GCE/BGCSE Math grade 'B'

CHEM 136 College Chemistry for Health Science (4 credits / 3 lecture / 2 lab)
This course provides health scientists with a basic understanding of important chemical concepts and their relationship to life processes.
Prerequisite: CHEM 115

CHEM 225 College Chemistry II (4 credits / 3 lecture / 2 lab)
A continuation of the fundamental principles of Physical Chemistry encountered in Chemistry 135. In addition students will be introduced to the main functional groups of organic compounds and to IUPAC principles of nomenclature of these compounds.
Prerequisite: CHEM 135
Corequisite: MATH 168

CHEM 230 Organic Chemistry (4 credits / 3 lecture / 2 lab)
Topics covered include the chemistry of carbon compounds, structure and structure determination, a systematic study of various functional groups, reaction mechanisms, and the role of carbon compounds in living systems.
Prerequisite CHEM 225

CHEM 235 Inorganic Chemistry (4 credits / 3 lecture / 2 lab)
A study of periodicity, chemical bonding, the main groups of the periodic table and the first transition series, emphasising the application of physical-chemical principles encountered in previous chemistry courses and relating chemical reactivity to chemical structure.
Prerequisite: CHEM 225

CHEM 240 Physical Chemistry (4 credits / 3 lecture / 2 lab)
A course intended to prepare students for the GCE 'A' level examination in Chemistry, both general and physical. It includes the following topics: the Kinetic theory of matter, an introduction to thermodynamics, phase equilibrium, chemical kinetics and the solid state.
Prerequisite: CHEM 225 and MATH 170

CHEM 325 Analytical Chemistry (3 credits / 3 lecture)
This course presents theoretical information covering gravimetric, potentiometric, spectrophotometric and chromatographic techniques. Experimental data will be subjected to critical analysis.
Prerequisite: CHEM 225 or permission of Chair/Instructor
Corequisite: CHLB 325

CHEM 330 Organic Chemistry II (3 credits / 3 lecture)
This course explores the major groups of organic chemicals. It guides students through an in-depth investigation of functional group reactions, structures and properties. Also, it seeks to encourage students to consider the role of organic chemicals in the world around us and to explore environmental and industrial effects and applications.
Prerequisite: CHEM 230
Corequisite: CHLB 330

CHEM 331 Modern Methods of Determining the Structure of Organic Compounds (3 credits / 3 lecture)
This course introduces students to the process of interpretation of spectra produced by modern analytical instruments. Forensic, medical, pharmaceutical and other industrial applications are explored.
Prerequisite: CHEM 230 or permission of Chair/Instructor

CHEM 336 Principles of Biochemistry (4 credits / 4 lecture)
This course explores the essential macromolecules and metabolic pathways encountered in BIOL 200 - Animal Biology and BIOL 201 - Plant Biology. Emphasis is placed on relating chemical structure to biological activity of molecules and on the role of various factors in energy generation and regulation.
Prerequisite: CHEM 230, BIOL 200, BIOL 201 or permission of Chair/Instructor

CHEM 340 Chemical Thermodynamics (4 credits / 4 lecture)
This course introduces students to the formalism of thermodynamics through its fundamental equations, providing insight into its logical structure. The central concept throughout is "energy and entropy".
Prerequisite: CHEM 240 and MATH 280 or permission of Chair/Instructor

CHEM 436 Principles of Biochemistry II (4 credits / 4 lecture)
This course focuses on the effects of metabolic defects arising from genetic and environmental factors. Students will analyse clinical-chemical assessments of selected health related conditions.
Prerequisite: CHEM 336 and BIOL 200 or permission of Chair/Instructor
Chemistry Labs

CHLB 325 Analytical Chemistry Laboratory (2 credits / 4 lab)
This course is the laboratory component of CHEM 325. This course presents experiments covering gravimetric, potentiometric, spectrophotometric and chromatographic techniques. Experimental data will be subjected to critical analysis.
Prerequisite: CHEM 225 or permission of Chair/Instructor
Corequisite: CHEM 325

CHLB 330 Organic Chemistry II Laboratory (2 credits / 4 lab)
This laboratory course complements the theory introduced in CHEM 330 (Organic Chemistry II). It focuses on the development of skills in extraction and purification procedures, syntheses, analysis and identification of organic compounds.
Prerequisite: CHEM 230
Corequisite: CHEM 330

Electrical Engineering Technology

ELET 110 Electrical Circuits I
(3 credits / 2 lecture / 2 problem-solving)
This is the first in a two-course sequence designed to provide students with the necessary foundation in direct current circuit analysis. Topics include network theorems, combination of circuit elements, first-order transient response and simple magnetic circuits. An introduction to PSpice computer simulation is provided.
Prerequisite: MATH 048 (or equivalent) and PHYS 071 or TECH 135 or BGCSE Physics Grade 'C' or above or permission of Chair/Instructor

ELET 111 Circuits Laboratory I (2 credits / 4 lab)
In this introductory laboratory course students are exposed to test equipment, measurement, data analysis, verification of dc circuit analysis theorems and the use of the laboratory notebook.
Prerequisite: ELET 110 or permission of Chair/Instructor

ELET 120 Electrical Circuits II
(3 credits / 2 lecture / 2 problem-solving)
This is the second in a two-course sequence designed to provide students with the necessary foundation in alternating current circuit analysis. Topics include network theorems, dependent sources, mutually coupled networks, ac power, resonance and phasor analysis.
Prerequisite: ELET 110 and MATH 140 or permission of Chair/Instructor

ELET 211 Circuits Laboratory II (2 credits / 4 lab)
In this second laboratory course students verify the behaviours of electronic devices and circuits with laboratory experiments along with PSpice simulation.
Prerequisite: ELET 120 or permission of Chair/Instructor

ELET 235 Electronic Circuit Design
(3 credits / 2 lecture / 2 problem-solving)
This course introduces students to the principles and methods related to the analysis and design of electronic circuits and systems. Topics include ac modeling of BJTs and FETs, small signal analysis, frequency response, multi-stage amplifiers, operational amplifiers, power amplifiers, feedback and oscillators. PSpice is used to simulate circuits.
Prerequisite: ELET 231, MATH 167 and MATH 168 or permission of Chair/Instructor

ELET 243 Electronic Communications I
(3 credits / 2 lecture / 2 problem-solving)
This is the first in a two-course sequence that introduces students to analog communications systems and circuits. Topics include amplitude, phase and frequency modulations, spectra, oscillators, noise and transmitter and receiver circuits.
Prerequisite: ELET 231 or ELS 225 and MATH 167 and MATH 168 or permission of Chair/Instructor

ELET 300 Computer Aided Design
(2 credits / 1 lecture / 2 lab)
This course integrates the students knowledge of electrical /electronic circuitry with computer graphic skills to facilitate the design of electrical/electronic layout and to produce working drawings in accordance with industrial standards.
Prerequisite: ELP 210, ELS 235, PCDP 125 and TECH 028 or permission of Chair/Instructor

ELET 302 Microprocessor Technologies
(3 credits / 2 lecture / 2 lab)
This course is a study of major industrial microprocessor manufacturer's products. It reviews the history of microprocessors, beginning with a brief history up to the present technology. Emphasis is on component design, interfacing, programming and specifications which aid in product identification.
Prerequisite: ELS 220 or ELP 211

ELET 320 Advanced Linear Circuit Analysis
(4 credits / 3 lecture / 3 lab)
A calculus-based circuit analysis course incorporating topics such as: waveform analysis, time-domain transient and steady-state analysis, Laplace transform analysis, transfer functions, frequency response and Bode plots, Fourier series and transform, and an introduction to discrete-time system analysis via the z-transform.
Prerequisite: MATH 170 and ELS 235 or ELP 227

ELET 340 Technical C++ Programming
(3 credits / 2 lecture / 2 lab)
In this course students are introduced to structured and object oriented programming using the C++ language. Emphasis is on C++ programming which aid in solving engineering, scientific and mathematical problems. Data types, decision-making, loops, functions, arrays, pointers, structures, classes and data abstraction will be covered.
Prerequisite: MATH 270 or permission of Chair/Instructor
ELET 400 Electronic Communications II
(3 credits / 2 lecture / 2 lab)
This is the second course in a two-course sequence that introduces students to digital, satellite, and optical communications systems. Topics include pulse and digital modulation, bandwidth considerations, coding, digital modems, error probabilities, spread spectrum, satellite access techniques, light propagation in glass fibers and optical transmitter receiver devices and circuits.
Prerequisite: ELET 243, ELET 320 and MATH 270 or permission of Chair/Instructor

ELET 410 Linear Electronics (4 credits / 3 lecture / 2 lab)
This course is an upper-level treatment of linear electronics with major emphasis on linear integrated circuits. It includes the following topics: operational amplifier characteristics and applications, timers, multipliers, regulators, active filters and A/D and D/A conversion.
Prerequisite: ELET 320

ELET 450 Electromagnetic Waves and Transmission Lines
(3 credits / 2 lecture / 2 lab)
In this course students are introduced to electromagnetic propagation in free-space, waveguides and transmission lines. Topics include transient and steady-state responses on transmission lines, utilisation of the Smith Chart to design matching networks, Maxwell's equations, waveguide transmission, antenna fundamentals and radio wave propagation.
Prerequisite: ELET 400 or permission of Chair/Instructor

Electrical Power Technology

ELP 125 Electrical Installation Lab I
(3 credits / 1 lecture / 4 lab)
A first course in the theory and practice of residential electrical installation and maintenance.
Prerequisite: MATH 048 and TECH 035

ELP 135 Electrical Installation Lab II
(3 credits / 1 lecture / 4 lab)
The theory and practice of residential electrical installation and maintenance. A second-semester course.
Prerequisite: ELP 125

ELP 210 Electrical Devices I (3 credits / 2 lecture / 2 lab)
A course dealing with the theory, construction and operational practices associated with D.C. generators and motors as well as single phase A.C. motors and transformers.
Prerequisite: ELT 120

ELP 211 Electrical Control Systems
(3 credits / 2 lecture / 2 lab)
A course dealing with the selection, design, installation and maintenance of the various types of control mechanisms available in electrical installation, electric motors and other equipment.
Prerequisite: ELT 120
Corequisite: ELP 210

ELP 223 Electrical Power Generation and Distribution
(3 credits / 2 lecture / 2 lab)
This course deals with the various sources of energy and their conversion to electrical energy, the elements of a power station, and the transmission and distribution of electrical energy to the consumer.
Prerequisite: ELP 210
Corequisite: ELP 227

ELP 225 Electrical Installation Lab III
(3 credits / 1 lecture / 4 lab)
A third course in the design, calculation, application and installation of commercial and industrial electrical equipment.
Prerequisite: ELP 135, ELP 210 and ELP 211

ELP 226 Power Systems Protection
(3 credits / 3 lecture / 1 lab)
This course deals with the various protective systems afforded transformers, generators, transmission and distribution lines, nuclear complexes, power stations and substations. The instrumentation associated with these systems is also considered.
Prerequisite: ELS 225

ELP 227 Electrical Devices II (3 credits / 2 lecture / 2 lab)
A follow up to ELP 210 this course deals with the theory, construction and operational practices associated with the three phase motors (induction and synchronous), single and three phase alternators and three-phase transformers.
Prerequisite: ELP 210

ELP 235 Electrical Installation Lab IV
(3 credits / 1 lecture / 4 lab)
The fourth course in the design, calculation, application and installation of commercial, public and industrial electrical installations.
Pre-requisite: ELP 225

Electronics Engineering Technology

ELS 220 Digital and Integrated Circuits
(3 credits / 3 lecture / 3 lab)
This course is designed to expose students in Electronics Engineering Technology to the concepts and techniques associated with modern digital systems, and to the principles and techniques related to the production and use of integrated circuits.
Prerequisite: ELT 120, MATH 102 and MATH 103

ELS 225 Electronic Devices (4 credits / 3 lecture / 2 lab)
This course introduces the principles and concepts of the active devices used in electronic circuits. Topics include: semiconductor, theory, diodes, BJT, FET and UJT transistors, four layer semiconductors and optoelectronic devices.
Prerequisite: ELT 120, MATH 102 and MATH 103
ELS 232 Consumer Electronics (3 credits / 2 lecture / 3 lab)
A course designed to expose the student to consumer audio and
video electronic equipment. Study of hi-fi equipment, television
systems and components, video cassette recorders, and satellite
television reception systems will be included.
Prerequisite: Second-year standing

ELS 234 Electronics Research Project
(3 credits / 1 lecture / 4 lab)
This course is intended to allow students to apply their knowledge
of electronics theory to the practicalities of the design and
production of useful electronic circuits and systems. The course
is developed to reflect the "hands-on" philosophy of the Applied
Science programme.
Prerequisite: ELS 220 and ELS 225

ELS 235 Electronic Circuits and Application
(4 credits / 3 lecture / 1 tutorial / 2 lab)
Principles and methods related to the analysis and design of various
types of electronic circuits and systems.
Prerequisite: ELS 220 and ELS 225
Corequisite: ELS 243

ELS 240 Television Technology (3 credits / 2 lecture / 2 lab)
A study of the principles and operation of monochrome and colour
television systems. Stage-by-stage analysis of transmitting and
receiving equipment as well as related servicing techniques will be
included.
Prerequisite: ELS 220 and ELS 225
Corequisite: ELS 243

ELS 242 Electronic Troubleshooting Techniques
(3 credits / 3 lecture / 3 lab)
This course is specifically intended to develop practical
competency with respect to malfunction analysis, diagnostic testing,
repair and maintenance of electronic equipment.
Prerequisite: ELS 220 and ELS 225
Corequisite: ELS 243

ELS 243 Electronic Communication Systems
(4 credits / 2 lecture / 2 tutorial / 2 lab)
A comprehensive introduction to an extensive coverage of all facets
of electronic communication systems. Includes topics on modern
communication principles and techniques.
Prerequisite: ELS 220 and ELS 225
Corequisite: ELS 235

Electrical Circuits

ELT 110 Electrical Circuits I (3 credits / 3 lecture / 1 tutorial)
The first course in a two-course sequence designed to provide
Electronics and Electrical Power Engineering Technology students
with the necessary foundation in D.C. electric circuit analysis.
Prerequisite: TECH 035 and MATH 048
Corequisite: MATH 101 and ELT 110

ELT 211 Circuits Laboratory (2 credits / 1 lecture / 3 lab)
This is the first laboratory course for Electronics and Electrical
Power Engineering Technology students. Topics include: test
equipment, measurements, data analysis, verification of A.C. and
D.C. circuit law and the preparation of formal laboratory reports.
Prerequisite: ELT 211

ELT 220 Electrical Technology (Non Majors)
(4 credits / 3 lecture / 1 tutorial / 2 lab)
This course provides comprehensive exposure to electricity and
electronics for students who do not intend to major in Electronics or
Electrical Power Engineering Technology.
Prerequisite: PHYS 165, MATH 167 and MATH 168

Environmental Science

ENSC 201 Environmental Science (3 credits / 3 lecture)
This course deals with the impact of human activities on the
environment. Topics include agricultural pollution, water pollution,
air pollution, solid and hazardous wastes, sewage, coastal erosion
and land use.
Prerequisite: Admission to AA or bachelor programme or permission
of Chair/Instructor
Corequisite: ENSCL 201

ENSL 201 Environmental Science Laboratory (1 credit / 2 lab)
This is the practical component of ENSC 201. A number of field
trips to various sites of environmental concern and experiments on
soil and water analysis and water treatment are conducted in this
course.
Prerequisite: Admission to AA or Bachelor programme or
permission of Chair/Instructor
Corequisite: ENSCL 201
General Science

SCI 070 Introduction to General Science
(0 credits / 2 lecture / 2 lab)
In this course students focus on the basics of life, physical and earth science and their applications in the laboratory
Prerequisite: None

SCI 171 General Science I (3 credits / 2 lecture / 2 lab)
This course exposes students to general science concepts. Emphasis is on derived units of measurement, chemical reactions, human interactions with the environment and functioning of plant and animal systems
Prerequisite: BGCSE Combined Science grade 'C' or SCI 070 or BIOL 071 and CHEM 017

SCI 371 General Science II (3 credits / 2 lecture / 2 lab)
This course exposes students to advanced general science concepts. Emphasis is on aspects of physical and earth science.
Prerequisite: MATH 163, SCI 171 and junior standing

Geography

GEOG 012 College Preparatory Geography
(0 credits / 4 lecture)
A preparatory study of the general principles of physical, economic and human geography. Attention is paid to the interrelationship of the natural environment with human activity at the world and regional levels.
Prerequisite: None

GEOG 100 Introduction to the Geography of The Bahamas
(3 credits / 3 lecture)
An introduction to the physical geography and resources of The Bahamas. Agricultural development, manufacturing and tourism in the economy. Size, growth and distribution of population city growth and settlements.
Prerequisite: None

GEOG 101/AGRI 101 Agricultural Geography
(3 credits / 2 lecture / 2 lab)
Approximately 6 half-day field trips, one Family Island trip (one day). A detailed study of local geology, climate, landscapes and soils. A historic review of agriculture. Existing systems and methods. Infrastructure and marketing for domestic use and export. Extensive use of fieldwork.
Prerequisite: None

GEOG 102 Introduction to the Geography of Tourism
(3 credits / 2 lecture / 2 tutorial)
An introduction to geographical aspects of tourism including demand and supply areas, transport links and types of tourist developments, impacts and planning. The course is designed for students of tourism, geography and for general interest.
Prerequisite: None

GEOG 113 Human and Cultural Geography
(3 credits / 3 lecture)
Introduction to the main elements of geography involving man - Primary activities: mining, fishing, farming; Secondary activities: manufacturing; Tertiary activities: service industries. Population and demography. Settlement, urbanisation, city form and structure.
Prerequisite: None

GEOG 114 Climatology and Biogeography
(3 credits / 2 lecture / 2 tutorial)
A study of the atmosphere, and its processes, world climates, urban climates, air pollution and world ecosystems. Man's impact on these will also be studied.
Prerequisite: None

GEOG 205 Geography of the West Indies
(3 credits / 2 lecture / 2 tutorial)
In sequence with GEOG 223 the course focuses on the West Indian nations. Plantation and peasant agriculture. Mineral resources and industrial development. Tourism and its impacts.
Prerequisite: GEOG 113

GEOG 206 Geography of Western Europe
(3 credits / 2 lecture / 2 tutorial)
As GEOG 204, but applies to the countries of Western Europe, especially the UK and members of the European Economic Community.
Prerequisite: GEOG 113 and GEOG 114

GEOG 207 Geography of North America
(3 credits / 2 lecture / 2 tutorial)
This course examines the complex mosaic of people and places that make up North America. It looks at both the physical and cultural attributes of this region.
Prerequisite: GEOG 113 and 114 or permission of Chair/Instructor

GEOG 220 Economic Geography
(3 credits / 2 lecture / 2 tutorial)
An in-depth study of economic principles of location exemplified by studies of agricultural land use, industrial location, environmental perception, and resource management.
Prerequisite: GEOG 113

GEOG 221 Population and Settlement
(3 credits / 2 lecture / 2 tutorial)
A detailed study of population distribution, growth and migration. Demographic characteristics and statistics. Rural and urban settlement. Urbanisation, city form and function, new towns.
Prerequisite: GEOG 113
GEOG 222 Landscapes and Soils  
(3 credits / 2 lecture / 2 tutorial)  
A detailed study of the crust of the earth, plate tectonics and geological structures. Major landforms and the processes of erosion and deposits that affect them. World soil types. Soil forming process. Factors affecting soil development.  
Prerequisite: GEOG 114

GEOG 223 Geography of Underdevelopment  
(3 credits / 2 lecture / 2 tutorial)  
The theory and nature of underdevelopment, characteristics of underdeveloped countries. The resource base, agriculture and rural settlement. Population studies.  
Prerequisite: GEOG 113

GEOG 300 The Geography of Africa  
(3 credits / 2 lecture / 2 tutorial)  
A regional geography of Africa including its basic physical features, flora and fauna, cultural diversity and economic prospects. Problems of tribalism, desertification, and rapid population growth are examined, as are recent developments in African political geography.  
Prerequisite: Third-year standing or permission of Chair/Instructor

GEOG 320 Geography and the Environment  
(4 credits / 3 lecture / 2 lab)  
This course is a theoretical and practical introduction to the basic elements of map design and cartographic drawing techniques. Both conventional and computer-assisted cartography will be examined, although the former will be emphasised at this level.  
Prerequisite: Third-year standing or permission of Chair/Instructor

GEOG 360 Introduction to Cartography  
(3 credits / 2 lecture / 2 tutorial)  
The creation of new geographic material on The Bahamas through the utilisation of knowledge and techniques gained in other courses, including computer graphics, statistical techniques, data collection, archival research and field observations. Individual students' strengths will be harnessed to produce a group publication.  
Prerequisite: Third-year standing with a background in geography or permission of Chair/Instructor

GEOG 400 Advanced Bahamian Geography  
(3 credits / 2 lecture / 2 tutorial)  
The theory and nature of underdevelopment, characteristics of underdeveloped countries. The resource base, agriculture and rural settlement. Population studies.  
Prerequisite: GEOG 113

Marine Science

MARI 100 Introduction to Oceanography  
(4 credits / 3 lecture / 2 lab)  
This course gives a broad overview of the biological, chemical, physical and geological processes that interact within the marine environment and discusses the impact of human activities upon it. The course is designed for non-science majors.  
Prerequisite: Acceptance into AA programme

Mathematics

MATH 046 College Preparatory Mathematics I  
(0 credits / 2 lecture / 2 tutorial)  
This is the first in a series of three college preparatory mathematics courses. Topics include the decimal place value system, arithmetic vocabulary and terminology, numeracy skills (operations on whole numbers, fractions, decimal, percents, directed numbers) and an introduction to algebra, geometry and mensuration.  
Prerequisite: None

MATH 047 College Preparatory Math II  
(0 credits / 2 lecture / 2 tutorial)  
This is the second in a series of three College Preparatory Mathematics courses. Topics include factors; multiples; basic exponents and sequences; approximation; averages; use of the scientific calculator; and ratio and proportion. An overview of basic algebra, geometry, mensuration and coordinate geometry is provided.  
Prerequisite: MATH 046 or placement at MATH 047

MATH 048 College Preparatory Math III  
(0 credits / 2 lecture / 2 tutorial)  
This is the third in a series of three College Preparatory Mathematics courses. Topics include elementary algebra, graphs, linear inequalities, elementary matrix operations, mensuration and basic sequences.  
Prerequisite: MATH 047 or placement at MATH 048

MATH 101 Technical Mathematics I  
(3 credits / 3 lecture / 1 tutorial)  
A fundamental mathematics course designed to equip students with sufficient mathematical skills to analyse and solve everyday problems encountered in the technical disciplines.  
Prerequisite: MATH 048

MATH 102 Technical Mathematics II  
(3 credits / 3 lecture / 1 tutorial)  
A continuation of Technical Mathematics I leading to the further development of skills in the analysis of technical problems.  
Prerequisite: MATH 101
MATH 103 Mathematics for Electronics Technicians  
(3 credits / 3 lecture / 1 tutorial)  
This course is designed for students intending to study electronics. It is a complement to Technical Mathematics I. On completion of this course, the student would be equipped to handle mathematical problems associated with electronics.  
Prerequisite: MATH 101

MATH 110 Mathematical Foundations for Primary Teachers I  
(3 credits / 2 lecture / 2 tutorial)  
A course aimed at improving problem-solving and basic mathematical skills while gaining deeper understanding of human use of numbers, numeration systems, and numerical data. Activity based learning approach. Primary Education majors only.  
Prerequisite: Math 048 or Primary Teaching Certificate or permission of Chair/Instructor

MATH 140 Basic College Mathematics  
(3 credits / 2 lecture / 2 tutorial)  
Topics covered in this course include basic set theory; real numbers and their properties; manipulating algebraic expressions; solving linear and quadratic equations; linear inequalities; function notation; sketching linear and quadratic functions; and graphical and algebraic solutions of system of equations and inequalities.  
Prerequisite: MATH 048 or placement at MATH 140 or BGCSE Math grade 'C'

MATH 159 Introduction to Probability and Statistics  
(3 credits / 2 lecture / 2 lab)  
A foundation study of the concepts and applications of probability and statistics. Topics include: descriptive statistics; basic probability, including Bayes' Theorem; continuous and discrete random variables and their distributions; sampling distributions; Central Limit Theorem. Introduction to statistical inference.  
Prerequisite: MATH I40 or permission of Chair/Instructor

MATH 163 Finite Mathematics  
(3 credits / 2 lecture / 2 tutorial)  
This survey course in mathematics is designed for non-science majors. Topics include linear models, matrices, linear programming, sets and counting, basic probability and statistics.  
Prerequisite: MATH 140 or BGCSE Math grade 'B' or higher

MATH 166 Mechanics I  
(3 credits / 2 lecture / 2 tutorial)  
An introduction to statics and dynamics. Topics include vectors, linear motion, the laws of motion and simple cases of equilibrium. A modern approach will be used whenever possible.  
Prerequisite: MATH 167 and 168

MATH 167 Precalculus I: Algebra  
(3 credits / 2 lecture / 2 tutorial)  
This course provides science and technology majors with the techniques used to manipulate algebraic expressions and equations. Topics include algebraic fractions, systems of equations and inequalities, function concepts, algebraic and graphical analysis of polynomial, rational, exponential and logarithmic functions.  
Prerequisite: MATH 140 or BGCSE MATH grade 'B' or higher or permission of Chair/Instructor

MATH 168 Precalculus: Trigonometry  
(3 credits / 2 lecture / 2 tutorial)  
Topics include right triangle trigonometry with applications, unit circle definition of the trigonometric functions, graphs of trigonometric functions and their inverses, solution of trigonometric equations, parametric representations of curves, polar co-ordinates, Euler's formula and Demoivre's Theorem, conic sections, binomial theorem.  
Prerequisite: MATH I40, placement exam or B.G.C.S.E. at 'B' or higher.

MATH 169 Calculus for Business, Social and Life Sciences  
(3 credits / 2 lecture / 2 tutorial)  
This course focuses on mathematical functions as applied to the business environment. It emphasises calculus techniques used to solve business and managerial problems.  
Prerequisite: MATH 167 or MATH 163 or permission of Chair/Instructor

MATH 170 Calculus I  
(4 credits / 3 lecture / 2 tutorial)  
This is the first in a three-course series in calculus. Topics include perpendicular distance of a point from a line; loci; limits; continuity; derivatives of functions; applications of the derivative; anti-derivatives and indefinite integrals; definite integrals and applications of the definite integral.  
Prerequisite: MATH 167 and MATH 168

MATH 251 Linear Algebra  
(3 credits / 2 lecture / 2 tutorial)  
This course includes matrices, their transformations and determinants, vectors and vector spaces, linear independence and bases, dimension, kernel, spaces, sub-spaces, inner product spaces, eigenvalues, eigenvectors, eigenspaces and diagonalisation.  
Prerequisite: MATH 167

MATH 259 Statistical Inference with Application  
(3 credits / 2 lecture / 2 lab)  
A continuation of Math I59. Topics include inference about the difference of two populations; goodness-of-fit tests; and two-way ANOVA; linear regression and correlation analysis' principles of research design. Students will use statistical software and produce and present research reports.  
Prerequisite: MATH I59 or equivalent
MATH 270 Calculus with Analytic Geometry II
(4 credits / 3 lecture / 2 tutorial)
This is the second in a three-course series in calculus. Topics include conic sections; polar coordinates; derivatives of exponential, logarithmic and inverse trigonometric functions; techniques of integration; indeterminate forms and L'Hôpital's Rule; approximating areas under curves; infinite sequences and series; Taylor and Maclaurin Series and Taylor's Theorem.
Prerequisite: MATH 170

MATH 274 Differential Equations
(3 credits / 2 lecture / 2 tutorial)
This is a course in ordinary differential equations. Topics include solution by direct integration; exact equations; integrating factors and exact differential forms; Wronskians; reduction of order; auxiliary equations; superposition; Taylor Series and approximation methods; Euler's Method and Laplace Transforms.
Prerequisite: MATH 270

MATH 280 Multivariable Calculus
(3 credits / 2 lecture / 2 tutorial)
This is the third in a three-course series in calculus. Topics include vectors; vector-valued functions, their derivatives and integrals; functions of several variables, their graphs, limits, derivatives and integrals; line and surface integrals; and Green's, Stokes' and the Divergence Theorems.
Prerequisite: MATH 270

MATH 300 Introduction to Abstract Mathematics
(3 credits / 2 lecture / 2 tutorial)
A study of the theory and practice of mathematical proof and its foundations in symbolic logic and set theory. Applications to basic number theory and algebra.
Prerequisite: MATH 270 or equivalent or permission of Chair/Instructor

MATH 310 Mathematical Foundations for Primary Teachers II
(3 credits / 2 lecture / 2 lab)
A course aimed at improving problem-solving and basic mathematical skills while exploring geometric and algebraic concepts and the fundamentals of logical thinking. Primary Education majors only.
Prerequisite: MATH 110 or MATH 140 or Primary Teaching Certificate or permission of Chair/Instructor

MATH 320 Numerical Methods (3 credits / 2 lecture / 2 lab)
This course examines various numerical approximation techniques including approximation of roots (the Bisection Method, Fixed-Point Iteration, Newton's Method, Regula Falsi, and acceleration techniques); interpolation (Lagrange polynomials, Neville's Method, Newton's Difference and Divided-difference formulas, Cubic Splines); numerical differentiation and numerical integration (Closed and Open Newton-Cotes formulas).
Prerequisite: MATH 270 or permission of Chair/Instructor

MATH 340 Geometry (3 credits / 2 lecture / 2 lab)
A survey of Euclidean geometry with an introduction to non-Euclidean geometry's. Additional topics include transformations and tessellations, constructions, and analytical geometry.
Prerequisite: MATH 300 or permission of Chair/Instructor

MATH 350 Introduction to Number Theory
(3 credits / 2 lecture / 2 tutorial)
This course provides an overview of the theory of real numbers (especially integers). Topics covered include divisibility, mathematical induction, prime numbers, numerical functions, the algebra of congruence classes, the number theory of real numbers and Diophantine equations.
Prerequisite: MATH 300

MATH 360 Probability Theory and Mathematical Statistics I
(3 credits / 3 lecture)
A foundation for advanced work in Mathematics, Statistics and Probability Theory. Topics include laws of probability, combinational probability; properties of set functions; random variables, functions of random variables; universal and multivariate distributions; random walks and Markov chains.
Prerequisite: MATH 259 and MATH 270

MATH 370 Abstract Algebra I (3 credits / 3 lecture)
This is the first of two courses in Abstract Algebra. Topics covered are: methods of proofs; congruence; groups; homomorphism; rings; fields; integral domains; quotient groups; and polynomials in F[x] and their factorization.
Prerequisite: MATH 251 and third-year standing or permission of Chair/Instructor

MATH 380 Advanced Calculus
(3 credits / 2 lecture / 2 tutorial)
This course is an intense study of the foundation of calculus. The topics include the real number system, continuity, differentiation, Riemann integration and sequences and series of real numbers. Students are exposed to the knowledge and technical expertise necessary for advanced studies in analysis and topology.
Prerequisite: MATH 280

MATH 390 Discrete Mathematics/Combinatorics
(3 credits / 3 lecture)
This course comprises a study of the fundamentals of discrete mathematics and the basic problems and techniques of combinatorics. Topics include basic counting principles, permutations and combinations, the principle of inclusion and exclusion, The Pigeonhole Principle, basic graph theory, trees and circuits, generating functions and recurrence relations, and a survey of problems that illustrate the three main concerns of combinatorics.
Prerequisite: MATH 300
MATH 400 History and Development of Mathematics (3 credits / 3 lecture)
A survey of the historical development of Mathematics over the centuries from origins in Egypt and Mesopotamia to the twentieth century. Research projects and presentations are integral components of the course.
Prerequisite: MATH 270 or permission of Chair/Instructor

MATH 410 Real Analysis I (3 credits / 2 lecture / 2 tutorial)
This is the first of two courses in Real Analysis. Topics covered are number systems; real Euclidean n-space; cardinal numbers; open, closed, compact and connected sets; sequences and series in Rn; Hausdorff spaces; metric spaces; continuity; uniform continuity; and equicontinuity.
Prerequisite: MATH 380

MATH 411 Real Analysis II (3 credits / 2 lecture / 2 tutorial)
This is the second of two courses in Real Analysis for mathematics majors. Topics covered include derivatives, mapping theorems, the Riemann-Stieltjes integral, Lebesgue measure, measurable functions, the Lebesgue integral, Lp spaces, mean convergence and applications to Fourier series.
Prerequisite: MATH 410 or permission of Chair/Instructor

MATH 420 Theory of Complex Variables (3 credits / 2 lecture / 2 tutorial)
This course begins with the algebra and geometry of the complex number system and covers three major areas of complex calculus - differentiation, integration and infinite series. It also explores the relationships among properties of each of these areas.
Prerequisite: MATH 300 and fourth-year standing

MATH 430 Introduction to Topology (3 credits / 2 lecture / 2 tutorial)
This course introduces students to Point-Set Topology. The topics covered include open and closed subsets of Rn ; topological spaces; homeomorphisms and embeddings; connectivity; closure and limit points; and compact sets.
Prerequisite: MATH 300 and fourth-year standing

MATH 470 Abstract Algebra II (3 credits / 3 lecture)
This is the second of two courses in Abstract Algebra. Topics covered are direct products; the Sylow Theorems; arithmetic in integral domains; field extensions; Galois theory; lattices and Boolean algebra.
Prerequisite: MATH 370

Mechanical Engineering Technology

MET 213 Materials Science (3 credits / 2 lecture / 2 lab)
This course is a study of the structure, manufacture, properties and applications of engineering materials including iron, steel, non-ferrous metals, alloys, plastics and ceramics. It also covers the corrosion process and material failure prevention.
Prerequisite: PHYS 165, CHEM 071, MATH 167 and MATH 168

MET 221 Fluid Mechanics (3 credits / 3 lecture / 1 tutorial)
An introductory course in fluid mechanics. Applications to flow measurement, prep flow, pumping systems, turbines, propellers and flow about airfoils are considered.
Prerequisite: TECH 210

MET 224 Thermodynamics (3 credits / 3 lecture / 1 tutorial)
A non-calculus based, introductory course in thermodynamics suitable for technologists. The course addresses, among other things, the first and second laws of thermodynamics, the properties of liquids and gases and the cycles for power and refrigeration.
Prerequisite: PHYS 165, MATH 167 and MATH 168

MET 231 Strength of Materials (3 credits / 3 lecture / 2 lab)
Materials testing methods, various stress and strain applications, the bending of beams, buckling, torsion and shear.
Prerequisite: TECH 123 and MATH 170

MET 234 Mechanical Fabrication Technology (3 credits / 1 lecture / 4 lab)
An introductory course describing fabrication and processing methods for metals and plastics for engineering technology students. The course includes a major fabrication project using machine tools and other fabrication equipment.
Prerequisite: TECH 122 and MET 213

PHYSICS LABS

PHYL 176 College Physics I Laboratory (1 credit / 2 lab)
This is the laboratory component of PHYS 176. Emphasis is on experimental techniques and development of skills in data analyses and graphical analysis.
Prerequisite: PHYS 164; corequisite: PHYS 176

PHYL 375 Medical Physics Laboratory (1 credit / 2 lab)
This is a practical course designed to complement and augment the material covered in the theoretical component of the course.
Prerequisite: Third-year standing or permission of Chair/Instructor Corequisite: PHYS 375

PHYL 376 Thermodynamics Laboratory (1 credit / 2 lab)
This is a practical course designed to complement and augment the material covered in the theoretical component of the course.
Prerequisite: Third-year standing or permission of Chair/Instructor Corequisite: PHYS 376

PHYL 377 Atomic and Nuclear Physics and Relativity Laboratory (1 credit / 2 lab)
This is a practical course designed to complement and augment the material covered in the theoretical component of the course.
Prerequisite: Third-year standing or permission of Chair/Instructor Corequisite: PHYS 376
PHYS 071 College Preparatory Physics  
(0 credits / 3 lecture / 2 lab)  
This is a basic course, which introduces the students to the ideas and concepts of classical physics. It does not attempt to duplicate the school syllabus but rather to give the student an understanding of what physics is about; to see the relationships between various experimental observations of natural phenomena and the interpretation of some exceptional or unusual circumstances. The student completing this course will be advised to take the PHYS 164, PHYS 165 sequence and not PHYS 176, PHYS 177 sequence if he/she wishes to continue in physics.  
Prerequisite: None  

PHYSICS  

PHYS 101 Physics of Everyday Things I (3 credits / 3 lecture)  
In this course, students investigate the physics of everyday things. Special focus is given to objects that operate using principles of mechanics, fluid dynamics, heat, thermodynamics and waves. Students examine objects such as bicycles, sling-shots and "rake 'n scrape" instruments.  
Prerequisite: Freshman standing or permission of Chair/Instructor  

PHYS 102 Physics of Everyday Things II  
(3 credits / 3 lecture)  
In this course, students investigate the physics of everyday things. Special focus is given to devices that operate using principles of electromagnetism, optical and nuclear physics. Students examine the physics of objects such as cellular phones, microwave ovens, compact disc players, solar cells, and computers.  
Prerequisite: Freshman standing or permission of Chair/Instructor  

PHYS 164 General Physics I  
(4 credits / 2 lecture / 4 tutorial / 2 lab)  
This is the first of a two-semester sequence suitable for students majoring in Biology, Education or Technology and can serve as a science requirement for non-science majors. It is of college level maturity; nevertheless, it does not require a pass in school Physics or its equivalent. Topics covered include: basic concepts, vector quantities, Newton's Laws of Motion with applications, momentum, energy hydrostatics, gas laws, and heat.  
Prerequisite: PHYS 071 or an equivalent and MATH 048 or a working knowledge of algebra and simple trigonometry  

PHYS 165 General Physics II  
(4 credits / 2 lecture / 2 tutorial / 2 lab)  
This is a continuation of PHYS. 164 sequence and covers topics in electricity, electromagnetism, geometrical optics, wave characteristics of sound, and an introduction to modern physics.  
Prerequisite: PHYS 164, MATH 140 or its equivalent  

PHYS 176 College Physics I  
(3 credits / 2 lecture / 2 problem-solving)  
This is a first semester course in calculus-based physics. It covers the following topics in mechanics: units and dimensions, motion in one- and two-dimensions, Newton's Laws, impulse and momentum, mechanical energy, rotational dynamics, static equilibrium, circular motion and gravitation. It serves as a foundation for subsequent physics courses.  
Prerequisite: BGCSE Physics grade 'B' or higher or PHYS 164  
Corequisite: MATH 170 and PHYL 176  

PHYS 195 Applied Physics (Option I)  
(4 credits / 3 lecture / 2 lab)  
This is the first of two courses designed to introduce students to the basic principle of applied physics in industry, engineering and medicine. It covers aspects of energy physics, engineering materials physics and medical physics.  
Prerequisite: MATH 167 or MATH 170  

PHYS 270 College Physics II (5 credits / 4 lecture / 2 lab)  
This is the second course in the four-semester sequence. It covers topics in optics and optical instruments, sound and light as wave phenomena, electricity, and electro-magnetism.  
Prerequisite: PHYS 176, MATH 167 or MATH 170  

PHYS 274 Applied Physics (Option 2)  
(4 credits / 3 lecture / 2 lab)  
The second course designed to introduce students to applied physics in industry. It covers telecommunications physics, analogue and digital electronics and laser physics.  
Prerequisite: BGCSE Physics grade 'B' or higher or PHYS 164  
Corequisite: MATH 170 and PHYS 176  

PHYS 276 College Physics III (5 credits / 4 lecture / 2 lab)  
This is the third course in the sequence and is essentially a course in modern physics. Topics covered include: black body radiation, photoelectric effect, atomic structure, X-rays, semi-conductors, nuclear physics and mass energy conversion.  
Prerequisite: PHYS 270  

PHYS 277 College Physics IV (5 credits / 4 lecture / 2 lab)  
This final course in the sequence includes heat measurements, thermodynamics, and some advanced topics in mechanics. A considerable part of the semester is devoted to completing and reviewing the 'A' level syllabus.  
Prerequisite: PHYS 276  

PHYS 301 Energy, Society and the Environment  
(3 credits / 3 lecture)  
In this course, students survey the physics principles underlying energy production, consumption and conservation. Students examine the economic and political impact of energy-related practices locally and globally.  
Prerequisite: Junior standing or permission of Chair/Instructor
PHYS 375 Medical Physics (3 credits / 3 lecture)
This is an advanced, but mostly qualitative course. It covers topics in Medical Physics such as radio telemetry, ultrasonics, X-rays in diagnostic and therapeutic radiography, radioisotopes in nuclear medicine, dosimetry, magnetic resonance imaging and transport through membranes.
Prerequisite: Third-year standing or permission of Chair/Instructor
Corequisite: PHYL 375

PHYS 376 Thermodynamics (3 credits / 3 lecture)
This is a rigorous calculus-based course covering topics such as the first and second laws of thermodynamics, reversible engines, entropy, equations of state for gases, phase transformations, Joule-Thompson effect, free energy, and related thermodynamic functions.
Prerequisite: Third-year standing in Physics Programme or permission of Chair/Instructor
Corequisite: PHYL 376

PHYS 377 Atomic and Nuclear Physics and Relativity (3 credits / 3 lecture)
This is an introductory course in atomic and nuclear physics dealing with Relativistic Kinematics and dynamics. Additionally it deals with Compton effect treated relativistically quantum idea, Schrodinger’s equation and its application to simple one dimensional (1D) systems, atomic nucleus, radioactivity, interaction with matter and nuclear reactions.
Prerequisite: Third-year standing or permission of Chair/Instructor
Corequisite: PHYL 376

PHYS 378 Physics of Energy Resources (4 credits / 3 lecture / 2 lab)
This course is a survey of energy resources and the technologies by which they can be exploited. It presents a mainly qualitative look at renewable and non-renewable resources, energy conversation strategies, reduction in inefficiencies, and the problem of environmental pollution.
Prerequisite: Third-year standing in Physics Programme or permission of Chair/Instructor
Corequisite: PHYS 376

Pre-Engineering

ENGR 011 Introduction to the Profession (0 credits / 1 seminar)
This course will consist of a series of seminars providing an overview of the creative profession of engineering. Topics will include: the branches of engineering, career preparation, duties, ethics and responsibility of the engineer. It is compulsory for all Pre-Engineering students.
Prerequisite: Admission to Programme

ENGR 111 Engineering Graphics (3 credits / 2 lecture / 2 lab)
This course develops the student's skills in the subject emphasising the application of these in engineering situations. Topics will include: orthographic projection, auxiliary plans, developments, sections, oblique and pictorial views, vector geometry design concepts, working drawings and the introduction to computer-aided drafting.
Prerequisite: TECH 028

ENGR 231 Engineering Statistics (3 credits / 3 lecture / 1 tutorial)
A first course in engineering mechanics aimed at developing the ability of the student to analyse problems in statistics in a simple and logical manner and to solve these problems using a few basic scientific principles.
Prerequisite: PHYS 176 and MATH 170

ENGR 232 Introduction to Linear Electrical Circuits (3 credits / 3 lecture / 1 tutorial)
An introductory course to be taken by all Pre-Engineering students not aspiring to specialisation in Electrical Engineering. It exposes the student to linear circuit analysis in the time and the frequency domains. Exposure is given to the PSpice simulation package.
Prerequisite: MATH 170 and PHYS 165

ENGR 233 Engineering Network Analysis I (3 credits / 3 lecture / 1 tutorial)
This is the first course in a two-course sequence which is designed to expose Electrical Pre-Engineering students to circuit analysis in the time-domain. Exposure to the PSpice simulation package will also be given.
Prerequisite: MATH 170 and PHYS 165

ENGR 241 Engineering Dynamics (3 credits / 3 lecture / 1 tutorial)
A sequential course to Engineering Statistics, drawing on the principles acquired and adapting these to the solution of engineering problems involving motion of particles, systems of particles and rigid bodies.
Prerequisite: ENGR 231

ENGR 242 Mechanics of Materials (3 credits / 3 lecture / 1 tutorial)
A first course in the mechanics of deformable bodies designed to provide aspiring students in Civil, Structural and Mechanical Engineering with the foundation for subsequent specialised and advanced work in their particular areas of specialisation.
Prerequisite: ENGR 231

ENGR 243 Engineering Network Analysis II (3 credits / 3 lecture / 1 tutorial)
This is the second course in a two course sequence which is designed to expose Electrical Pre-Engineering students to circuit analysis in the frequency-domain. Exposure to the PSpice simulation package is also given.
Prerequisite: ENGR 233

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ENGR 244 Engineering Thermodynamics  
(3 credits / 3 lecture / 1 tutorial)  
An introductory course in thermodynamics suitable for students in Chemical, Electrical and Mechanical Engineering. Focus is on simple gas and vapour processes with illustrative applications in the production of power and in the use of refrigeration plants and equipment.  
Prerequisite: CHEM 135, PHYS 176 and MATH 170

Pre-Technology

TECH 015 Introduction to Architectural Technology  
(0 credits / 1 lecture / 1 lab)  
This course introduces students to the discipline of Architecture and its practice. Topics covered include the role of architectural personnel, the educational, training, professional requirements and employment opportunities available. The course combines lectures, electronic media presentations and field trips.  
Prerequisite: ENG 016  
Corequisite: ENG 017

TECH 016 Introduction to Civil Technology  
(0 credits / 1 lecture / 1 lab)  
An exploratory course designed to expose students to Civil Engineering and its practice. Topics covered include subdisciplines of Civil Engineering, the educational, training and professional requirements and employment opportunities. The course combines lectures, utilizing electronic media, and field trips.  
Prerequisite: ENG 016  
Corequisite: ENG 017

TECH 017 Introduction to Electrical Technology  
(0 credits / 1 lecture / 1 lab)  
An exploratory course designed to expose students to the discipline of Electrical Engineering Technology. Topics such as awards and scholarships, subfields, levels of employment, and available programmes are covered. Basic circuit laws are demonstrated in laboratory work.  
Prerequisite: ENG 016  
Corequisite: ENG 017

TECH 018 Introduction to Mechanical Technology  
(0 credits / 1 lecture / 1 lab)  
This course introduces students to the discipline of mechanical engineering. Roles of mechanical personnel, use of computers, education and training, the importance of research, professional practice and employment opportunities are discussed. Laboratory work, field trips and electronic media presentations are utilised.  
Prerequisite: ENG 016  
Corequisite: ENG 017

TECH 019 Pre-Technology Seminar (0 credits)

TECH 025 Engineering Science I  
(0 credits / 3 lecture / 1 tutorial)  
A course in mechanical science intended for students with limited background in physics and mathematics. The concepts and principles of statistics, dynamics, material behaviour, fluid statistics, heat transfer and gas behaviour are covered.  
Prerequisite: None  
Corequisite: MATH 047

TECH 028 Technical Drawing (0 credits / 2 lecture / 2 lab)  
An introductory drafting course covering the construction, electrical and mechanical fields.  
Prerequisite: None  
Corequisite: MATH 047

TECH 035 Engineering Science II  
(0 credits / 3 lecture / 1 tutorial)  
A course in electrical science intended for students with limited background in physics and mathematics. Concepts and principles of electricity, electrical circuits, magnetism, and electromagnetism and its applications are covered.  
Prerequisite: None  
Corequisite: MATH 047

TECH 122 Engineering Drawing Fundamentals  
(3 credits / 2 lecture / 2 lab)  
An introductory college level course in engineering drafting for engineering technology students. Topics include orthographic projection, pictorial sketching, intersections and developments, threads, fasteners, working drawings and an introduction to CAD. The course includes a major drawing project as an exercise in standardised design.  
Prerequisite: TECH 028

TECH 123 Statics (3 credits / 3 lecture / 1 tutorial)  
A first course in mechanics with a non-calculus, non-vector approach. It covers topics such as equilibrium of concurrent and non-concurrent forces, their applications and the techniques of solution of static problems associated with them. It also addresses the properties of area and solids.  
Prerequisite: PHYS 164, MATH 167 and MATH 168

TECH 210 Dynamics (3 credits / 3 lecture / 1 tutorial)  
A second course in mechanics following Statistics for Technologists. It covers kinematics and kinetics of particles in rectilinear and rotational motion. Dynamics of rigid bodies and oscillations are introduced.  
Prerequisite: TECH 123 and MATH 170
The School of Business offers an array of programmes in business administration which provides the student with information on the complex and dynamic field of Business in a service-oriented economy. At the Oakes Field Campus, the programmes of study lead to the Bachelor in Business Administration Degree and are designed to prepare students to assume responsible positions in business and governmental organisations, or to pursue a post graduate degree, either locally or overseas. The Northern Bahamas Campus offers the Bachelor in Business Administration in Accounting and Management as well as an Associate of Arts in Computer Information Systems. Additionally, at the Family Island Centres, an Associate of Arts in Business and a Certificate in Business Administration are offered subject to demand.

BACHELOR OF BUSINESS ADMINISTRATION DEGREE PROGRAMMES

Accounting
Administrative Office Management
Banking and Finance Option I: Commercial Banking
Banking and Finance Option II: Private Banking/Trust
Banking and Finance with a Foreign Language
Computer Information Systems Option A: Management Information Systems
Computer Information Systems Option B: Application Programming
Computer Information Systems Option C: Network Systems
Economics
Economics and Finance
Finance
Management
Marketing

ASSOCIATE OF ARTS DEGREE PROGRAMMES

Business Administration (Family Island Centres only)
Computer Information Systems (Northern Bahamas Campus only)

CERTIFICATE PROGRAMME

Business Administration (Family Island Centres only)

PROGRAMME OUTLINE

Bachelor of Business Administration in Accounting
(138 credits)

General Education Requirements (39 credits)

Electives (21 credits)

Bachelor of Business Administration in Administrative Office Management (130 credits)

General Education Requirements (36 credits)

Electives (18 credits)
KYB 212 Machine Transcription (3 credits)
KYB 311 Desktop Publishing I (3 credits)
MATH 132 Business Mathematics (3 credits)
MGMT 101 Business Fundamentals (3 credits)
MGMT 203 Business Organisation and Management (3 credits)
MGMT 303 Organisational Behaviour (3 credits)
MGMT 304 Workforce Management (3 credits)
MGMT 401 Labour-Management Relations (3 credits)
MGMT 403 Entrepreneurship (3 credits)
MIS 310 Management Information Systems (3 credits)
TRS 111 Transcription Skills (3 credits)
AOM 211 Office Procedures (3 credits)
AOM 225 Records Management I (3 credits)
AOM 325 Records Management II (3 credits)
AOM 405 Administrative Office Management I (3 credits)
AOM 407 Administrative Office Management II (3 credits)
AOM 408 Practicum (3 credits)
KYB 411 Desktop Publishing II (3 credits)

**Bachelor of Business Administration in Banking and Finance Option I: Commercial Banking (138 credits)**

General Education Requirements (39 credits)
Electives (21 credits)
Major Area Courses (78 credits)
ACCA 105 Financial Accounting I (3 credits)
ACCA 205 Financial Accounting II (3 credits)
CIS 106 Computer Applications I (3 credits)
ECON 211 Principles of Macroeconomics (3 credits)
ECON 212 Principles of Microeconomics (3 credits)
FIN 211 Business Finance (3 credits)
FIN 312 Credit Analysis (3 credits)
FIN 314 Financial Management (3 credits)
FIN 411 Investment Seminar (3 credits)
MATH 132 Business Mathematics (3 credits)
MKTG 200 Principles of Marketing (3 credits)
MKTG 431 Marketing Financial Services (3 credits)
MGMT 101 Business Fundamentals (3 credits)
MGMT 203 Business Organisation and Management (3 credits)
STAT 201 Business Statistics (3 credits)
STAT 301 Intermediate Statistics (3 credits)
BADM 300 Techniques of Research (3 credits)
BADM 450 Offshore Practice and Administration (3 credits)
BADM 461 Research Project (3 credits)
BKGI 303 Multinational Banking (3 credits)
BKGM 302 Money and Capital Markets (3 credits)
BKGP 301 Financial Institutions and Services (3 credits)
BUSL 256 Banking Law I (3 credits)
BUSL 356 Banking Law II (3 credits)
BUSL 418 Administration of Estates (3 credits)
PADM 451 Trust Administration (3 credits)

**Bachelor of Business Administration in Banking and Finance with a Foreign Language (132 credits)**

General Education Requirements (39 credits)
Electives (21 credits)
Major Area Courses (72 credits)
ACCA 105 Financial Accounting I (3 credits)
ACCA 205 Financial Accounting II (3 credits)
BADM 300 Techniques of Research (3 credits)
BADM 450 Offshore Practice and Administration (3 credits)
BADM 461 Research Project (3 credits)
BKGI 303 Multinational Banking (3 credits)
BKGM 302 Money and Capital Markets (3 credits)
BKGP 301 Financial Institutions & Services (3 credits)
BUSL 256 Banking Law I (3 credits)
BUSL 356 Banking Law II (3 credits)
BUSL 418 Administration of Estates (3 credits)
PADM 451 Trust Administration (3 credits)

**Bachelor of Business Administration in Banking and Finance Option II: Private Banking/Trust (138 credits)**

General Education Courses Requirements (39 credits)
Electives (21 credits)
Major Area Courses (78 credits)
ACCA 105 Financial Accounting I (3 credits)
ACCA 205 Financial Accounting II (3 credits)
CIS 106 Computer Applications I (3 credits)
ECON 211 Principles of Macroeconomics (3 credits)
ECON 212 Principles of Microeconomics (3 credits)
FIN 211 Business Finance (3 credits)
FIN 312 Credit Analysis (3 credits)
FIN 314 Financial Management (3 credits)
INV 411 Investment Seminar (3 credits)
MATH 132 Business Mathematics (3 credits)
MKTG 200 Principles of Marketing (3 credits)
MKTG 431 Marketing Financial Services (3 credits)
MGMT 203 Business Organisation and Management (3 credits)
STAT 201 Business Statistics (3 credits)
STAT 301 Intermediate Statistics (3 credits)
BUSL 256 Banking Law I (3 credits)
BUSL 356 Banking Law II (3 credits)
BUSL 425 Trust Law (3 credits)
PADM 451 Trust Administration (3 credits)

**Bachelor of Business Administration in Banking and Finance Option I: Private Banking/Trust (138 credits)**

General Education Courses Requirements (39 credits)
Electives (21 credits)
Major Area Courses (78 credits)
ACCA 105 Financial Accounting I (3 credits)
ACCA 205 Financial Accounting II (3 credits)
CIS 106 Computer Applications I (3 credits)
ECON 211 Principles of Macroeconomics (3 credits)
ECON 212 Principles of Microeconomics (3 credits)
FIN 211 Business Finance (3 credits)
FIN 312 Credit Analysis (3 credits)
FIN 314 Financial Management (3 credits)
INV 411 Investment Seminar (3 credits)
MATH 132 Business Mathematics (3 credits)
MGMT 101 Business Fundamentals (3 credits)
MKTG 431 Marketing Financial Services (3 credits)
PADM 451 Trust Administration (3 credits)
STAT 201 Business Statistics (3 credits)
STAT 301 Intermediate Statistics (3 credits)

Foreign Language
FRE 250/SPA 240 Advanced French or Spanish I (3 credits)
FRE 251/SPA 241 Advanced French or Spanish II (3 credits)
FRE 252/SPA 242 French or Spanish for Business (3 credits)

Bachelor of Business Administration in Computer Information Systems Option A:
Management Information Systems (135 credits)

General Education Requirements (36 credits)
Electives (21 credits)

Bachelor of Business Administration in Computer Information Systems Option B: Application Programming (126 credits)

General Education Requirements (36 credits)
Electives (18 credits)

Bachelor of Business Administration in Computer Information Systems Option C: Network Systems (129 credits)

General Education Requirements (36 credits)
Electives (18 credits)
Bachelor of Business Administration in Economics (138 credits)
General Education Requirements (39 credits)
Electives (21 credits)
Major Area Courses (78 credits)
ACCA 105 Financial Accounting I (3 credits)
ACCA 205 Financial Accounting II (3 credits)
BADM 300 Techniques of Research (3 credits)
BADM 461 Research Project (3 credits)
BKGP 301 Financial Institutions & Services (3 credits)
BUSL 256 Banking Law I (3 credits)
CIS 106 Computer Applications I (3 credits)
ECON 211 Principles of Macroeconomics (3 credits)
ECON 212 Principles of Microeconomics (3 credits)
ECON 310 Quantitative Methods For Economics (3 credits)
ECON 312 Price Theory (3 credits)
ECON 313 Macroeconomic Analysis (3 credits)
ECON 314 Monetary and Financial System (3 credits)
ECON 320 Managerial Economics (3 credits)
ECON 411 International Economics (3 credits)
ECON 415 Economic Development Seminar (3 credits)
ECON 421 Comparative Econ Systems (3 credits)
ECON 431 Labour Economics (3 credits)
FIN 211 Business Finance (3 credits)
FIN 312 Credit Analysis (3 credits)
FIN 313 Investment Analysis (3 credits)
FIN 314 Financial Management (3 credits)
FIN 411 International Finance (3 credits)
FIN 421 Security Analysis (3 credits)
INV 411 Investment Seminar (3 credits)
MATH 132 Business Mathematics (3 credits)
MGMT 200 Principles of Marketing (3 credits) or MGMT 203 Business Organisation and Management (3 credits)
MGMT 101 Business Fundamentals (3 credits)
STAT 301 Intermediate Statistics (3 credits)
STAT 201 Business Statistics (3 credits)

Bachelor of Business Administration in Finance (138 credits)
General Education Requirements (39 credits)
Electives (21 credits)
Major Area Courses (78 credits)
ACCA 105 Financial Accounting I (3 credits)
ACCA 205 Financial Accounting II (3 credits)
ACCA 330 Financial Statement Analysis (3 credits)
BADM 300 Techniques of Research (3 credits)
BADM 461 Research Project (3 credits)
BKGI 419 International Trade Finance (3 credits)
BKGM 302 Money and Capital Markets (3 credits)
BUSL 256 Banking Law I (3 credits)
BUSL 356 Banking Law II (3 credits)
CIS 106 Computer Applications I (3 credits)
ECON 211 Principles of Macroeconomics (3 credits)
ECON 212 Principles of Microeconomics (3 credits)
ECON 310 Quantitative Methods For Economics (3 credits)
ECON 312 Price Theory (3 credits)
ECON 313 Macroeconomic Analysis (3 credits)
ECON 314 Monetary and Financial System (3 credits)
ECON 320 Managerial Economics (3 credits)
FIN 211 Business Finance (3 credits)
FIN 312 Credit Analysis (3 credits)
FIN 313 Investment Analysis (3 credits)
FIN 314 Financial Management (3 credits)
FIN 411 International Finance (3 credits)
FIN 421 Security Analysis (3 credits)
INV 411 Investment Seminar (3 credits)
MATH 132 Business Mathematics (3 credits)
MGMT 101 Business Fundamentals (3 credits)
MGMT 203 Business Organisation and Management (3 credits)
MGMT 200 Principles of Marketing (3 credits)
STAT 301 Intermediate Statistics (3 credits)
STAT 201 Business Statistics (3 credits)

Bachelor of Business Administration in Economics and Finance (138 credits)
General Education Requirements (39 credits)
Electives (21 credits)
Major Area Courses (78 credits)
ACCA 105 Financial Accounting I (3 credits)
ACCA 205 Financial Accounting II (3 credits)
BADM 300 Techniques of Research (3 credits)
BADM 461 Research Project (3 credits)
BUSL 256 Banking Law I (3 credits)
CIS 106 Computer Applications I (3 credits)
ECON 211 Principles of Macroeconomics (3 credits)
ECON 212 Principles of Microeconomics (3 credits)
ECON 310 Quantitative Methods For Economics (3 credits)
ECON 312 Price Theory (3 credits)
ECON 313 Macroeconomic Analysis (3 credits)
ECON 314 Monetary and Financial System (3 credits)
ECON 320 Managerial Economics (3 credits)
FIN 211 Business Finance (3 credits)
FIN 312 Credit Analysis (3 credits)
FIN 313 Investment Analysis (3 credits)
FIN 314 Financial Management (3 credits)
FIN 411 International Finance (3 credits)
FIN 421 Security Analysis (3 credits)
INV 411 Investment Seminar (3 credits)
MATH 132 Business Mathematics (3 credits)
MGMT 101 Business Fundamentals (3 credits)
MGMT 203 Business Organisation and Management (3 credits)
MGMT 200 Principles of Marketing (3 credits)
STAT 301 Intermediate Statistics (3 credits)
STAT 201 Business Statistics (3 credits)

Bachelor of Business Administration in Management (135 credits)
General Education Requirements (39 credits)
Electives (18 credits)
Major Area Courses (78 credits)
ACCA 105 Financial Accounting I (3 credits)
ACCA 205 Financial Accounting II (3 credits)
BADM 300 Techniques of Research (3 credits)
BADM 461 Research Project (3 credits)
BUSL 255 Business Law I (3 credits)
BUSL 355 Business Law II (3 credits)
CIS 106 Computer Applications I (3 credits)
ECON 211 Principles of Macroeconomics (3 credits)
ECON 212 Principles of Microeconomics (3 credits)
ECON 320 Managerial Economics (3 credits)
FIN 314 Financial Management (3 credits)
MATH 132 Business Mathematics (3 credits)
MGMT 101 Business Fundamentals (3 credits)
MGMT 203 Business Organisation and Management (3 credits)
MGMT 303 Organisational Behaviour (3 credits)
MGMT 304 Human Relations in Organisation (3 credits)
MGMT 310 Operations and Production Management (3 credits)
MGMT 401 Labour Management Relations (3 credits)
MGMT 403 Entrepreneurship (3 credits)
MGMT 404 Strategic Management (3 credits)
MGMT 420 International Management (3 credits)
MGMT 430 Business and Society (3 credits)
MKTG 200 Principles of Marketing (3 credits)
MKTG 301 Marketing Management (3 credits)
STAT 201 Business Statistics (3 credits)
STAT 301 Intermediate Statistics (3 credits)

Bachelor of Business Administration in Marketing
(135 credits)
General Education Requirements (39 credits)
Electives (18 credits)
Major Area Courses (78 credits)
ACCA 105 Financial Accounting I (3 credits)
ACCA 205 Financial Accounting II (3 credits)
BADM 300 Techniques of Research (3 credits)
BUSL 255 Business Law I (3 credits)
BUSL 355 Business Law II (3 credits)
CIS 106 Computer Applications I (3 credits)
ECON 200 Principles of Economics (3 credits)
MATH 132 Business Mathematics (3 credits)
MGMT 101 Business Fundamentals (3 credits)
MGMT 203 Business Organisation and Management (3 credits)
MGMT 303 Organisational Behaviour (3 credits)
MGMT 310 Operations and Production Management (3 credits)
MKTG 200 Principles of Marketing (3 credits)
MKTG 301 Marketing Management (3 credits)
MKTG 304 Marketing Research Applications (3 credits)
MKTG 310 Consumer Behaviour (3 credits)
MKTG 311 Personal Selling and Sales Management (3 credits)
MKTG 409 Services Marketing (3 credits)
MKTG 410 Hospitality Marketing (3 credits)
MKTG 412 International Marketing (3 credits)
MKTG 421 Strategic Marketing (3 credits)
MKTG 431 Marketing Financial Services (3 credits)
STAT 201 Business Statistics (3 credits)
STAT 301 Intermediate Statistics (3 credits)

Associate of Arts in Business Administration (Family Island Centres only) (60 credits)
General Education Requirements (27 credits)
Electives (9 credits)
Major Area Courses (24 credits)
ACCA 105 Financial Accounting I (3 credits)
ACCA 205 Financial Accounting II (3 credits)
ECON 211 Principles of Macroeconomics (3 credits)
ECON 212 Principles of Microeconomics (3 credits)
MATH 132 Business Mathematics (3 credits)
MGMT 101 Business Fundamentals (3 credits)
MGMT 203 Business Organisation and Management (3 credits)
STAT 201 Business Statistics (3 credits)

Associate of Arts in Computer Information Systems
(Northern Bahamas Campus only) (66 credits)
General Education Requirements (27 credits)
Electives (9 credits)
Major Area Courses (30 credits)
ACCA 105 Financial Accounting I (3 credits)
CIS 108 Computer Applications I (3 credits)
CIS 206 Computer Applications II (3 credits)
CISE 240 Fundamentals of E-Commerce (3 credits)
CISP 110 Introduction to Programming (3 credits)
ECON 211 Principles of Macroeconomics (3 credits)
MATH 132 Business Mathematics (3 credits)
MGMT 101 Business Fundamentals (3 credits)
MGMT 203 Business Organisation and Management (3 credits)
STAT 201 Business Statistics (3 credits)

Certificate in Business Administration (Family Island Centres only) (30 credits)
General Education Requirements (12 credits)
COUN 001 Student Development Seminar (0 credits / 6 courses)
CIS 100 Computer Literacy (1 credit)
PE/Health/Nutrition (2 credits)
ENG 119 College English Skills I (3 credits)
ENG 120 College English Skills II (3 credits)
MATH 140 Basic College Mathematics (3 credits)
Major Area Courses (18 credits)
ACCA 105 Financial Accounting I (3 credits)
ECON 200 Principles of Economics (3 credits)
MATH 132 Business Mathematics (3 credits)
MGMT 101 Business Fundamentals (3 credits)
MKTG 200 Principles of Marketing (3 credits)
MKTG 203 Business Organisation and Management (3 credits)
COURSE DESCRIPTIONS

Accounting

ACCA 105 Financial Accounting I
(3 credits / 2 lecture / 2 tutorial)
This course covers the application of generally accepted accounting principles relating to the accounting cycle of a sole trader involved in a service or merchandising enterprise. Concentration will be on preparation and understanding of three financial statements. Prerequisite: MATH 132

ACCA 201 Hospitality Accounting (3 credits / 3 lecture)
This course covers the presentation of financial statements, source documents and internal reports unique to the Hospitality Industry, using the Uniform System of Accounts for Hotels. Accounting for partnerships and corporations will also be presented. Prerequisite: ACCA 105

ACCA 205 Financial Accounting II
(3 credits / 2 lecture / 2 tutorial)
This course covers accounting for partnerships, corporations, the treatment of long-term liabilities and investments, the cash flow statement, financial statement analysis, cost-volume-profit relationships, budgeting and standard costing, responsibility accounting and introductory managerial accounting. Prerequisite: ACCA 105

ACCA 210 Computerised Accounting
(3 credits / 2 lecture / 2 lab)
In this course students are introduced to computerised accounting through the use of accounting software. Focus is on the procedures of the accounting cycle for service and merchandise entities of a sole proprietorship, partnership or corporation. Prerequisite: ACCA 205/ ACCA 201 and CIS 106

ACCA 300 Intermediate Financial Accounting I
(3 credits / 2 lecture / 2 tutorial)
This course is a comprehensive study of accounting theory and procedures regarding financial statements. Accounting for various income statements and balance sheet items are covered. Prerequisite: ACCA 205

ACCA 301 Hospitality Management Accounting
(3 credits / 3 lecture)
As a further exploration of accounting in the Hospitality Industry, this course follows on from the principles and procedures presented in Hospitality Accounting (ACCA 201). Managerial and planning aspects of hospitality accounting are discussed. Prerequisite: ACCA 201

ACCA 305 Intermediate Financial Accounting II
(3 credits / 2 lecture / 2 tutorial)
This course is a continuation of Intermediate Financial Accounting I with emphasis on share capital, financial statement analysis and relevant reports, accounting for taxes, post retirement benefits, leases, changes and corrections. Prerequisite: ACCA 300

ACCA 310 Management Accounting
(3 credits / 2 lecture / 2 tutorial)
This course introduces the students to Management Accounting and its definition, purpose and role in the decision-making process. Various techniques to evaluate products and capital projects will be covered. Cost behaviour will be studied and students will generate and implement various budget models. Prerequisite: ACCA 205

ACCA 313 Cost Accounting (3 credits / 2 lecture / 2 tutorial)
This course covers accounting procedures and techniques with a focus on determining and analysing relevant costs in business decision-making processes and operating efficiency. Topics include cost-volume-profit analysis, job and process costing, budgeting, inventory costing methods, activity-based costing and cost allocation. Prerequisite: ACCA 310

ACCA 315 Accounting Theory
(3 credits / 2 lecture / 2 tutorial)
This course exposes the student to the broader views of accounting theory by examining generally accepted accounting principles and concepts. It further provides a descriptive interpretation of opinions and standards issued by the Accounting Principles Board (APB) and the Financial Accounting Standards Board (FASB). Prerequisite: ACCA 305

ACCA 330 Financial Statement Analysis
(3 credits / 2 lecture / 2 tutorial)
This course teaches the techniques used to analyse the four types of financial statements. The accounting tools used to evaluate business enterprises are also reviewed. The focus is on the analyses and evaluation from the viewpoints of lenders and investors. Prerequisite: ACCA 205

ACCA 411 Auditing (3 credits / 2 lecture / 2 tutorial)
The course is designed to expose the student to the conceptual, theoretical and practical procedure applicable to auditing, both internally and externally. In addition, to enable the student to plan and execute audit programmes to conform with Generally Accepted Auditing Standards (GAAS). Prerequisite: ACCA 305
ACCA 412 Advanced Accounting (3 credits / 2 lecture / 2 tutorial)
This course links theory and practice in dealing with accounting topics at an advanced level. Topics covered are partnerships, business combinations, consolidated statements, multinational accounting, interim and segmental reporting, the Securities and Exchange Commission (SEC) and insolvency. Prerequisite: ACCA 305

ACCA 413 Fund Accounting (3 credits / 2 lecture / 2 lab)
In this course students focus on accounting procedures and financial reporting for government units and non-profit organisations. Focus is on budgeting, various funds and financial statements. Prerequisite: ACCA 305

ACCA 414 Auditing I (3 credits / 2 lecture / 2 tutorial)
This course is the first of a two-course sequence which covers auditing a company's financial reports, internal control and control risk, professional ethics, legal liability, audit planning and documentation, materiality and risk, the overall audit plan and programme. Generally Accepted Auditing Standards (GAAS) and International Standards on Auditing (ISA) are examined. Prerequisite: ACCA 305

ACCA 415 Auditing II (3 credits / 2 lecture / 2 tutorial)
This course is the second in a two-course sequence which covers auditing a company's financial statements, gathering audit evidence, application of tests of controls, analytical procedures and substantive testing. Audits are conducted in accordance with Generally Accepted Auditing Standards (GAAS), Statement on Auditing Standards (SAS) and International Standards on Auditing (IAS). Prerequisite: ACCA 414

ACCA 420 Tax Accounting I (3 credits / 2 lecture / 2 tutorial)
This course is designed to introduce the student to the principles, definitions and history of the political economy of the United States tax system. It will serve as a nucleus for more advanced studies in taxation. Prerequisite: ACCA 305

ACCA 421 Tax Accounting II (3 credits / 2 lecture / 2 tutorial)
This course is designed to cover tax accounting for corporations, partnerships and trusts. Taxation liability is the prime focus concentrating on types of business organisation, depreciation, capital gains and tax practices. Prerequisite: ACCA 420

Administrative Office Management

AOM 211 Office Procedures (3 credits / 3 lecture)
This course covers topics such as teamwork, problem-solving, human/public relations, communication, time management, reprographics, telephone technique, electronic messaging, data/word processing, minute/report/letter writing considerations, dictation/transcription efficiencies, travel and meeting preparation and legal, financial and materials inventories. Prerequisite: ENG 119 and TRS 111

AOM 225 Records Management I (3 credits / 3 lecture)
This course covers the history of records and information management. Traditional and current, standardised alphabetical, numeric, geographical, chronological and subject rules and methods for filing are examined and practised. Prerequisite: GMT 101 and AOM 211

AOM 325 Records Management II (3 credits / 2 lecture / 2 tutorial)
This course covers the use, types and concepts of electronic records management and control, including file management, database use and concepts. Prerequisite: CIS105 and AOM 225

AOM 405 Administrative Office Management I (3 credits / 3 lecture)
This course covers the principles of administrative office management, management of the environment and supervision of employees. Prerequisite: AOM 211

AOM 407 Administrative Office Management II (3 credits / 3 lecture)
This course covers the supervision of office employees in relation to evaluation of jobs, administering salaries, measuring output and improving productivity. It also covers the management of office systems and functions. Prerequisite: AOM 405

AOM 408 Practicum (3 credits)
This course provides an opportunity for students to be placed in an organisation to practice their office administrative skills. Emphasis is on production, supervision, critical thinking and decision-making. Prerequisite: AOM 407

BADM 300 Techniques of Research (3 credits / 2 lecture / 2 tutorial)
A course in research methods, making full use of reference material, group and individual work formats. The course emphasises the nature and purpose of research variables, sampling procedures and methodology to be used in the various types of research. Prerequisite: ENG 301 and STAT 201
BADM 450 Offshore Practice and Administration  
(3 credits / 2 lecture / 2 tutorial)  
A study of the practice and administration of offshore banking business, with particular reference to taxation, company registration, trust accounting, administration and management techniques.  
Prerequisite: BUSL 425

BADM 461 Research Project (3 credits / 2 lecture / 2 tutorial)  
This course uses the techniques of research developed in BADM 300 to present a completed research project on a topic selected by the student in collaboration with the Instructor, Chair or Department Head.  
Prerequisite: BADM 300

Banking

BKGI 303 Multinational Banking  
(3 credits / 2 lecture / 2 tutorial)  
This course covers the major practices of international banking and finance, including the importance of global banking. It reviews the structure and operations of multinational banks and regional financial institutions, the influence of leading central banks and the impact of the eurocurrency markets, offshore and international financial centres.  
Prerequisite: BKGP 301 or FIN 211

BKGI 419 International Trade Finance  
(3 credits / 2 lecture / 2 tutorial)  
This course covers the many methods of financing international trade. It focuses on the international economy and financial system, the importance of international trade, the payments systems/mechanism, international financial institutions and markets. Emphasis is also placed on trade agreements and blocs such as the European Community, NAFTA and the FTAA.  
Prerequisite: ECON 314

BKGL 430 Retail Lending (3 credits / 2 lecture / 2 tutorial)  
A study of the various techniques of credit analysis and assessment required of a lending officer working in a commercial bank's credit/loan department in a Bahamian retail financial institution.  
Prerequisite: ACCA 330 and BUSL 356

BKGP 301 Financial Institutions and Services  
(3 credits / 2 lecture / 2 tutorial)  
This course is a study of the principles of banking operations, including the services offered by banks, the practice of banking in major economic systems, with special reference to banking in The Bahamas and the evolution of banking in relation to the economy.  
Prerequisite: ECON 211

BKGP 416 Law and Practice of Banking I  
(3 credits / 2 lecture / 2 tutorial)  
A study of the relationship between the banker and customer, banking operations and the financial services industry. Law and practice of bank account management and bank/customer relationships.  
Prerequisite: ACCA 330 and BUSL 356

BKGP 417 Law and Practice of Banking II  
(3 credits / 2 lecture / 2 tutorial)  
A continuation of BKGP 416, focusing on the types of securities used for collateral in the lending process. Evaluation of securities, analysis of lending techniques with respect to bank/customer relationships. Group work and case studies employed, using local and international examples.  
Prerequisite: BKGP 416

Business

BUSI 301 Business of Real Estate (3 credits / 3 lecture)  
This course covers the principles and practices of real estate as a means of enhancing wealth. It emphasises decision-making processes, implementation strategies and the legal aspects of business.  
Prerequisite: Third-year standing

BUSI 401 International Business (3 credits / 3 lecture)  
An examination of multinational enterprises (MNEs), their influence on the competitive international financial, economic, legal, socio-political and ethical environments and the implications of trade policies to global strategy.  
Prerequisite: Fourth-year standing

Banking/Business Law

BUSL 255 Business Law I (3 credits / 3 lecture)  
A course designed to expose students to laws that provide for the smooth flow of business transactions. The major topics to be covered include contracts, agency, mercantile agreement, negotiable instruments, securities, bankruptcy, company law, torts and the Bahamas Business Licence Act.  
Prerequisite: ENG 119
BUSL 256 Banking Law I (3 credits / 2 lecture / 2 tutorial)
This course covers the legal relationships of banks, officers and customers, focusing on the Bahamian legal system. Negotiable instruments, accounts, securities, financing and related services are covered.
Prerequisite: ECON 211

BUSL 355 Business Law II (3 credits / 3 lecture)
This course is a continuation of Business Law I. It is designed to explain the legal environment of and expose the students to concepts and principles of contract law, third party liability, negotiable instruments, sales contact and agency.
Prerequisite: BUSL 255

BUSL 356 Banking Law II (3 credits / 2 lecture / 2 tutorial)
An in-depth review and analysis of legislation relevant to the financial services industry in The Bahamas, covering law related to commercial banks, trust companies and mutual funds, including the Banks and Trust Companies Regulations Act, 1965, Trustee Act, Pension Act and Securities Industry Act, 1999.
Prerequisite: BUSL 256

BUSL 418 Administration of Estates (3 credits / 3 lecture)
This course covers common problems in the law of succession and the administration of estates, wills, executors, guardians and trustees, devolution of property, grants of administration and use of agents. Revision in the law and practice of estate administration is emphasised.
Prerequisite: BUSL 356

BUSL 425 Trust Law (3 credits / 2 lecture / 2 tutorial)
A study of the categories of trusts, powers, duties and liabilities of trusts and the rights of beneficiaries under trusts. Variations in trusts and their effect on trust administration in an offshore financial centre such as The Bahamas are also covered.
Prerequisite: BUSL 356

Computer Information Systems

CIS 100 Computer Literacy (1 credit / module)
This self-paced course introduces students to computer software, hardware, input and output processing, storage and basic applications. Concepts and terminology related to computer information processing are emphasised.
Prerequisite: First-year standing

CIS 105 Introduction to Business Applications (3 credits / 2 lecture / 2 lab)
This course gives an overview of computer hardware, software, data processing techniques and terminology. The course should equip the student to participate in the effective use of existing computer systems and selection and development of new systems for particular job situations.
Prerequisite: MATH 048

CIS 106 Computer Applications I (3 credits / 2 lecture / 2 lab)
This course introduces students to computer software, data processing techniques and terminologies. Students use computer applications for various projects.
Prerequisite: First-year standing

CIS 120 Object-Oriented Programming Visual Basic (3 credits / 2 lecture / 2 lab)
This programming course provides the student with an opportunity to understand object-oriented programming using the Visual Basic event-driven programming language. Programming applications will be undertaken and applied to the business environment.
Prerequisite: CIS 105

CIS 205 Advanced Business Applications (3 credits / 2 lecture / 2 lab)
An advanced microcomputer application course intended to provide the students with skills necessary to enter the competitive business world.
Prerequisite: CIS 105/CDP 202 and CIS 120/CDP 111

CIS 206 Computer Applications II (3 credits / 2 lecture / 2 lab)
Students further develop their skills in the use of computer applications for various projects. Emphasis is on advanced concepts in wordprocessing, spreadsheets, databases, presentations and webpage creation.
Prerequisite: CIS 106

CIS 230 Object-Oriented Programming Using C++ (3 credits / 2 lecture / 2 lab)
This programming course provides the student with an opportunity to understand the concepts and state-of-the-art techniques of object-oriented programming using C++ event-driven programming environment. Programming applications will be undertaken and applied to the business environment.
Prerequisite: CIS 120 (formerly CDP 111)

CIS 240 Computer Programming - RPG (3 credits / 2 lecture / 2 lab)
This course introduces students to the RPG programming language and environment. Students become familiar with information processing and systems’ concepts which facilitate interaction with both users and analysts. Students learn to design, modify, debug and maintain elementary and intermediate level programmes in their entirety.
Prerequisite: CIS 120

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CIS 250 Computer Programming - COBOL  
(3 credits / 2 lecture / 2 lab)  
This course introduces students to the COBOL programming language and environment. Students become familiar with information processing and systems' concepts which facilitate interaction with both users and analysts. Students learn to design, modify, debug and maintain elementary and intermediate level programmes in their entirety.  
Prerequisite: CIS 120

CIS 305 Fundamentals of Operating Systems  
(3 credits / 2 lecture / 2 lab)  
A study of the principal operating systems at the introductory programming level. The course investigates the features and applications of several operating systems such as DOS, Windows NT, UNIX and OS/2, including multi-user and multi-tasking environments.  
Prerequisite: CIS 205

CIS 308 Advanced Visual Object Programming  
(3 credits / 2 lecture / 2 lab)  
This course examines the use of classes, objects and menus for the design of a business application system using Visual Basic, an object-oriented programming language in a graphical user-interface environment such as Windows.  
Prerequisite: CIS 120

CIS 315 Business Data Communications  
(3 credits / 3 lecture)  
This course is designed to develop the student's general perspectives on data communication technology and concepts for solving organisational problems. Emphasis is placed on data communication topology and protocols, network architecture and issues relating to installing and managing inter-organisational systems.  
Prerequisite: CDP 205

CIS 329 Local Area Network I (3 credits / 6 hours)  
This is the first in a two-sequence on Local Area Network (LAN) systems. Students design and explore various network applications. Focus is on standards, hardware, wide-area networking and internet working.  
Prerequisite: CIS 305

CIS 330 Systems Analysis (3 credits / 2 lecture / 2 lab)  
This course gives a basic understanding of information systems and an overview of the system development life cycle. Emphasis is placed on general systems solutions and the discipline of systems analysis in relation to the system life cycle.  
Prerequisite: CIS 205, CIS 230

CIS 335 Systems Analysis and Design  
(3 credits / 2 lecture / 2 lab)  
This course covers the analysis of various systems within an organisation. Students develop skills in designing and implementing computerised information systems.  
Prerequisite: CIS 205

CIS 340 Web Publishing (3 credits / 2 lecture / 2 lab)  
This course focuses on planning, building and maintaining web sites. Internet technologies to design and construct web pages are explored.  
Prerequisite: CIS 206

CIS 350 Advanced COBOL Programming  
(3 credits / 2 lecture / 2 lab)  
The modern treatment of COBOL as a business data processing language. This course provides the student with the opportunity to become familiar with advanced programming concepts, direct-file processing techniques and contemporary on-line processing methodologies.  
Prerequisite: CIS 250

CIS 375 JAVA (3 credits / 2 lecture / 2 lab)  
This course introduces the students to programming using the JAVA language. Web applications are developed utilising the various JAVA tools.  
Prerequisite: Third-year standing

CIS 407 Database Design And Programming  
(3 credits / 2 lecture / 2 lab)  
A study of the technical, managerial and ethical issues associated with computer-based data management. The course emphasises the design and programming considerations for constructing the database. This course focuses on the use of Structured Query Language for personal and main-frame systems such as the AS/400.  
Prerequisite: CIS 308

CIS 415 Local Area Networking (3 credits / 2 lecture / 2 lab)  
A study of local area networking in terms of their design, operations and application to organisational needs. Subjects include Local Area Network (LAN) standards, LAN hardware, network operating systems, wide area networking and the interconnection of LAN'S to other LAN'S and hosts.  
Prerequisite: CIS 329 or permission of Chair/Instructor

CIS 420 Computer Information Security  
(3 credits / 2 lecture / 2 lab)  
This course expands on the principles and techniques of information security on all categories of computer information systems. It explores business, conceptual and technological aspects of information security for voice and data networks. Key concepts include risk assessment and analysis, physical security, virus analysis, wireless security, security protocols, network security architecture and policy development.  
Prerequisite: CIS 305
CIS 423 Client/Server Applications Development  
(3 credits / 2 lecture / 2 lab)  
This course provides a practical introduction to client/server systems with emphasis on an event-driven graphical user environment. Students are exposed to the use of client/server systems tools to design and implement a business application using project techniques and object-oriented analysis and design.  
Prerequisite: CIS 308 and CIS 315

CIS 425 Local Area Networking  
(3 credits / 2 lecture / 2 lab)  
A study of local area networking in terms of their design, operations and application to organisational needs. Subjects include Local Area Network standards, network hardware, network operating systems, wide-area networks and the interconnection of networks.  
Prerequisite: CIS 315

CIS 430 Systems Design  
(3 credits / 2 lecture / 2 lab)  
An in-depth study of structured systems design and understanding of the following design techniques: prototyping, designing on-line dialogues, forms and report design, functional activity, systems planning and project management.  
Prerequisite: CIS 308/CIS 320/CIS 330/CIS 340/CIS 250 and CIS 332

Computer Network Systems

CISN 309 Network Systems  
(3 credits / 2 lecture / 2 lab)  
This course builds on fundamental networking concepts and provides an in-depth study of various networking systems and architecture. Focus is on the physical infrastructure, topology, various operating systems and network security.  
Prerequisite: Third-year standing

CISN 329 Local Area Network I  
(3 credits / 2 lecture / 2 lab)  
This is the first in a two-course sequence on Local Area Network (LAN) systems. Students design and explore various network applications. Focus is on standards, hardware, wide area networking and inter-networking.  
Prerequisite: CIS 305

CISN 419 Inter and Intra Networks  
(3 credits / 2 lecture / 2 lab)  
In this course students are exposed to inter and intra network systems, including Local Area Networks (LAN) and Wide Area Networks (WAN). Emphasis is on network communication via routing, switching and encryption technologies.  
Prerequisite: CISN 329

CISN 425 Web Server Management  
(3 credits / 2 lecture / 2 lab)  
In this course students are exposed to web server management technologies. Web server platforms, their installation, implementation and administration are emphasised. Best practices and tools are discussed.  
Prerequisite: CISN 329 or junior standing

CISN 429 Local Area Network II  
(3 credits / 3 lecture / 3 lab)  
This is the second in a two-course sequence in Local Area Network (LAN) systems. Students examine the administration and services fundamental to a network operating system.  
Prerequisite: CISN 329

CISN 472 Networking Seminar  
(3 credits / 2 seminar / 4 field)  
In this course students explore and discuss current issues in computer network systems utilising research data, networking techniques and innovations.  
Prerequisite: MIS 435

Computer Programming

CISP 110 Introduction to Computer Programming  
(3 credits / 2 lecture / 2 lab)  
This course introduces fundamental computer programming concepts. Students focus on problem solving, algorithm development and programming standards.  
Prerequisite: First year standing

CISP 225 Object Oriented Programming C  
(3 credits / 2 lecture / 2 lab)  
In this course students are introduced to fundamental computer programming concepts using the latest version of the C language. Emphasis is on business applications and game programming standards.  
Prerequisite: CISP 110

CISP 320 Visual C++  
(3 credits / 2 lecture / 2 lab)  
This course focuses on the design and implementation of Windows programmes using C++, object-orientated techniques and Windows programming, employing Document/View architecture and creating and manipulating the standard graphical interface components.  
Prerequisite: CIS 230/CDP 208

CISP 375 JAVA  
(3 credits / 2 lecture / 2 lab)  
This course introduces students to programming using the JAVA language. Web applications are developed utilising the various JAVA tools.  
Prerequisite: Third-year standing

CISP 400 Web Programming  
(3 credits / 2 lecture / 2 lab)  
In this course, focus is on the programming of interactive web pages. Students examine the use of Active Server Pages (ASP) technology in database access on the Web.  
Prerequisite: Fourth-year standing

CISP 405 Wireless Applications  
(3 credits / 2 lecture / 2 lab)  
In this course students are introduced to wireless programming languages. Emphasis is on using Wireless Application Protocol (WAP).  
Prerequisite: CISP 400
CISP 471 Application Programming Seminar
(3 credits / 2 seminar / 4 field)
In this course students explore and discuss current issues in application programming utilising research data, programming techniques and innovations.
Prerequisite: CISP 400

E-Commerce

CISE 240 Fundamentals of E-Commerce
(3 credits / 2 lecture / 2 lab)
This course introduces the student to the concept of Electronic Commerce (e-commerce) and how it is used to conduct business. The positive and negative impacts of e-commerce on global and local society are explored. Various e-commerce business models, identification of revenue streams and associated payments methods are discussed.
Prerequisite: CIS 106

CISE 460 E-Commerce Management
(3 credits / 2 lecture / 2 lab)
This course examines E-Commerce from a management perspective. Management strategies are analysed and discussed. Approaches necessary for the long-term survival of any company in the E-commerce arena area covered.
Prerequisite: Senior standing or permission of Chair/Instructor

Economics

ECON 200 Principles of Economics (3 credits / 3 lecture)
In this course students focus on fundamental principles of economics and acquire the basic tools to apply these principles to the many domestic and global economic problems. This course is not intended for economic or finance majors.
Prerequisite: ENG 119 and MGMT 101

ECON 211 Principles of Macroeconomics
(3 credits / 2 lecture / 2 tutorial)
This course examines basic economic concepts, theories and policies in relation to the overall performance of an economy. GNP, employment, aggregate demand and supply, interest rates, savings and investment are covered. The Bahamian economy and economies of Caribbean countries are reviewed in the relevant topic areas.
Prerequisite: ENG 119 and MGMT 101

ECON 212 Principles of Microeconomics
(3 credits / 2 lecture / 2 tutorial)
Analysis of the economic behaviour of the individual decision-making units in the economy such as consumers, resource owners and business firms. Types of economies such as free enterprise, socialist, focusing on the major areas of production, costs, theory of consumer behaviour and demand, theory of the firm, market structures and distribution.
Prerequisite: ECON 211

ECON 310 Quantitative Methods for Economics
(3 credits / 2 lecture / 2 tutorial)
This course provides the skills needed in economic and financial analysis, including mathematical tools, models, programming and decision theory. Game theory and econometrics are introduced as well as advanced statistical models and their use in economic analysis.
Prerequisite: ECON 212 and STAT 201

ECON 312 Price Theory (3 credits / 2 lecture / 2 tutorial)
Price theory or Intermediate Microeconomics covers the concepts and tools used to evaluate the individual units of the economy. It focuses on the analysis of firms, industries and the microeconomy. Special emphasis is placed on the importance of efficiency, cost, productivity, demand analysis and microeconomic policy.
Prerequisite: ECON 212 and STAT 201

ECON 313 Macroeconomic Analysis
(3 credits / 2 lecture / 2 tutorial)
A study of the macroeconomy, emphasising national income and gross national product, economic theory and models, economic policy, with special examples of the Bahamian economy. In-depth analysis of savings, investment, Keynesian theory (IS-LM models) and concludes with a review of macroeconomic theory and policy relating to international trade and the effect of globalisation.
Prerequisite: ECON 212 and STAT 201

ECON 314 Monetary and Financial System
(3 credits / 2 lecture / 2 tutorial)
This course focuses on monetary and fiscal policy issues in the international economy. Balance of payments, interest rates, exchange rate dynamics, economic cooperation and financial regulations are covered. Interpretation of contemporary economic trends and policies as they relate to the global financial markets and use of modern economic theories are also covered.
Prerequisite: ECON 212

ECON 320 Managerial Economics
(3 credits / 2 lecture / 2 tutorial)
The study and application of economic tools and techniques used in the decision-making process of business. Traditional economics and decision sciences are applied with the objective of maximising economic efficiency and output.
Prerequisite: ECON 212 and STAT 201

ECON 411 International Economics
(3 credits / 2 lecture / 2 tutorial)
This course focuses on the relevance of international trade to the global economy, placing emphasis on multinational institutions such as the IMF, World Bank, BIS. Regional institutions such as the IDB, CDB are also examined in addition to economic integration, groups such as G1, G3, G10, G20 and comparisons between small and large economies.
Prerequisite: ECON 313
ECON 415 Economic Development Seminar
(3 credits / 2 lecture / 2 tutorial)
Reviews the tools of economic analysis and uses them to formulate policy for sustainable economic growth and development programmes. Foreign investment, regional and international integration are covered as well as case studies of developed, developing and underdeveloped economies.
Prerequisite: ECON 313

ECON 421 Comparative Economic Systems
(3 credits / 2 lecture / 2 tutorial)
This course compares various economic systems and organisational arrangements for the allocation of scarce resources. The focus is on the comparison of economic performance of various countries with similar and different economic systems.
Prerequisite: ECON 212

ECON 431 Labour Economics
(3 credits / 2 lecture / 2 tutorial)
This course uses economic tools to analyse the impact of labour on the economy. It examines demand and supply of labour, labour markets, wage structures and policies and investment in human capital. Alternative compensation policies, labour unions, collective bargaining, wage discrimination and unemployment in the economy are also covered.
Prerequisite: ECON 212

Finance

FIN 211 Business Finance (3 credits / 2 lecture / 2 tutorial)
An overview of the financial system and its operations, with special emphasis on financial markets, institutions, management and their role in the economy. Methods of financing the corporate, government and personal sectors are covered as well as the regulation and supervision of the financial system and careers in the financial services sector.
Prerequisite: ACCA 205 and ECON 211

FIN 312 Credit Analysis (3 credits / 2 lecture / 2 tutorial)
A survey of credit management and collection procedures for both commercial and consumer credit. Emphasis is placed on the role of the credit. These concepts are adapted to the Bahamian financial system to cover consumer finance, credit analysis, policies and special problems of credit management in The Bahamas.
Prerequisite: ACCA 205 and ECON 211

FIN 313 Investment Analysis (3 credits / 2 lecture / 2 tutorial)
A survey of investment theory and the practice of investment analysis and portfolio management, emphasising the role of equity and debt market securities, investment information, analysis and policy. Institutional investment, personal investment and investment management in The Bahamas and the global financial system are covered.
Prerequisite: Fourth-year standing

FIN 314 Financial Management
(3 credits / 2 lecture / 2 tutorial)
This course covers the role of financial management in the operation of business, utilising tools of financial analysis, planning and evaluation. The role of financial markets, institutions and professionals are covered as well as use of selected computer programmes that simulate financial scenarios.
Prerequisite: ACCA 205 and ECON 211

FIN 411 International Finance
(3 credits / 2 lecture / 2 tutorial)
The international financial system and its operations, regulations and impact on the global economy. Global markets and their use in management of assets of multinational corporations, governments, etc. Euro and Asian currency markets, international financial centres and offshore banking are covered.
Prerequisite: Fourth-year standing

FIN 421 Security Analysis (3 credits / 2 lecture / 2 tutorial)
This course covers the theory and analytical tools of security analysis, focusing on methods applied to the study of government debt securities, corporate debt and equity securities and derivative securities. Analytical techniques employed to evaluate company, industry, market and the economy are included, as are security pricing, investment techniques and the application of portfolio management theory.
Prerequisite: Fourth-year standing

INV 411 Investment Seminar
(3 credits / 2 lecture / 2 tutorial)
This course covers advanced concepts in investment theory, focusing on risk and return analysis. It emphasises the analysis of companies, industries, economies and markets. Portfolio management theory and techniques are used, performance measurement standards for portfolios are reviewed, placing emphasis on investing in a global market.
Prerequisite: BKGM 302

Management

MGMT 101 Business Fundamentals (3 credits / 3 lecture)
This is a foundation course introducing a broad area of business topics such as business systems, international business, forms of business ownership, management and organisation, labour-management relations, marketing, money, securities market and insurance.
Prerequisite: ENG 017

MGMT 203 Business Organisation and Management
(3 credits / 3 lecture)
This course explores both traditional and contemporary applications of management ideas, and focuses on emerging management paradigms in leadership that serve as guiding principles, to help managers and employees understand the difficult and complex business environment.
Prerequisite: MGMT 101 and ENG 119
MGMT 204 Human Resource Management  
(3 credits / 3 lecture)  
A study of those activities and functions in a business as they relate to the individual and the group in the work situation. Emphasis given to the concepts of motivation, communication, leadership and manpower development.  
Prerequisite: MGMT 101 and ENG 119

MGMT 205 Small Business Management  
(3 credits / 3 lecture)  
A study of the theoretical and conceptual processes in the development and maintenance of small business entities. An analytical approach will be taken through the integration of the tools of accounting, finance, management, marketing and production into the course.  
Prerequisite: ACCA 205 and MGMT 203

MGMT 208 Supervisory Management and Practice  
(3 credits / 3 lecture)  
A study of the methods and techniques supervisors can use to ensure the proper utilisation of the human resources within the organisation. Emphasis will be placed on the managerial functions of planning, organising, staffing, directing and controlling and their relationship to the daily job of the supervisor.  
Prerequisite: MGMT 203

MGMT 303 Organisational Behaviour (3 credits / 3 lecture)  
This course analyses the human behaviour and applies selected theories to people working in organisations. Factors which contribute to individual personalities and group behaviour, motivation, learning theories, job design, organisational dynamics, perception and decision-making power and politics and job stress are examined.  
Prerequisite: MGMT 203

MGMT 304 Workforce Management (3 credits / 3 lecture)  
In this course students focus on the philosophy, principles and strategic relevance of the workforce management function to organisations. Emphasis is on the employer's obligations and the employee's rights as they relate to representation, laws, policy making, recruitment, selection, training, evaluation, wage and salary administration, benefit programmes and safety.  
Prerequisite: MGMT 203

MGMT 310 Operations and Production Management  
(3 credits / 3 lecture)  
This course is designed to expose students to the basic concepts of factory operations and management. They are also exposed to the techniques used in determining manufacturing costs, productivity and product quality. Case studies will test students' understanding of concepts.  
Prerequisite: MGMT 203, STAT 201

MGMT 315 Bank Management  
(3 credits / 2 lecture / 2 tutorial)  
A study of the purpose and nature of management theory, concepts and tools applied to the financial services sector, with special emphasis on The Bahamas. Management of commercial and savings banks, trust companies and mutual funds, insurance companies and securities brokerage firms are covered using case studies.  
Prerequisite: MGMT 203

MGMT 401 Labour-Management Relations  
(3 credits / 3 lecture)  
This course will examine the origin and developments of the labour movement, the role of the labour law, collective bargaining processes and case histories of labour movements, with particular references to The Bahamas.  
Prerequisite: GMT 303

MGMT 403 Entrepreneurship (3 credits / 3 lecture)  
Entrepreneurship is a course providing information regarding the initiation, creation and development of new growth ventures. Focus will be on the dynamics of being an employer through an examination of the tools of accounting, finance, management, marketing and production.  
Prerequisite: MGMT 303

MGMT 404 Strategic Management (3 credits / 3 lecture)  
The course is structured to develop the student's general perspective on management and on the role of the general manager-strategist in a variety of domestic and international situations. The student is taught to make decisions, to identify major issues in complex situations and to propose alternative solutions.  
Prerequisite: MGMT 303

MGMT 420 International Management (3 credits / 3 lecture)  
An exploration and research of modern trends in global hiring, training and human resource development; the varying immigration policies when borders are crossed; strategic decision-making and practices of ethical behaviour in foreign markets.  
Prerequisite: MGMT 303

MGMT 430 Business and Society (3 credits / 3 lecture)  
This course explores the ethical and moral perspective of company management and its responsiveness to the legitimate expectations of their stockholders. Focus will be on the role of business organisations as responsible corporate citizens in their interactions with the environment.  
Prerequisite: MGMT 303
Management Information Systems

**MIS 310 Management Information Systems**  
(3 credits / 3 lecture)  
This course analyses the principles of management information systems and how they can lead to distinct competitive advantages in ways that support appropriate corporate strategies. Emphasis is also placed on the interrelation among components of information technology and their use in an organisational setting.  
Prerequisite: CIS 105

**MIS 403 Information Systems Development**  
(3 credits / 3 lecture / 1 lab)  
This course integrates computer technology, systems analysis, design and organisational behaviour to assist the student in developing management information and decision support systems. It also explores state-of-art structured systems analysis and design methodologies for developing information systems.  
Prerequisite: CDP 203.

**MIS 410 EDP Auditing, Control and Security**  
(3 credits / 2 lecture / 1 lab)  
An introduction to Electronic Data Processing (EDP) auditing. Emphasis is placed on EDP controls, types of EDP audits and concepts and techniques used in EDP audits. It also addresses security issues, exposure to risk assessment and professional standards in the field of EDP auditing.  
Prerequisite: MIS 403

**MIS 433 Information Systems Resource Management**  
(3 credits / 2 lecture / 2 lab)  
This course provides a broad overview of the information systems management function, with particular attention to information resource impact on strategic planning, organising and controlling user services, managing the computer information systems development process and strategies for implementing information systems.  
Prerequisite: MIS 403

**MIS 435 Network Management**  
(3 credits / 2 lecture / 2 lab)  
An examination of local area network and wide-area network management systems and protocols. Relationship between telecommunication facilities and the strategic and operational objectives of the organisation is explored from an economic and network management perspective.  
Prerequisite: CIS 425

**MIS 470 Information Technology Systems Seminar**  
(3 credits / 1 lecture / 2 seminar / 4 field)  
In this course students focus on current issues in management information systems. Software and hardware innovations are explored and discussed.  
Prerequisite: MIS 433

Marketing

**MKTG 200 Principles of Marketing**  
(3 credits / 3 lecture)  
This course introduces the fundamental concepts, issues and strategies in modern marketing. Participants analyse the major external forces that confront organisations and suggest the most appropriate marketing strategies – product, price, place and promotion – that organisations operating in The Bahamas may utilise in order to achieve their objectives.  
Prerequisite: ENG 119

**MKTG 202 Advertising**  
(3 credits / 3 lecture)  
Broad survey of basic advertising in marketing contexts. Includes advertising management, social and buyer issues, creative and media strategy, agency and domestic and global aspects.  
Prerequisite: MKTG 200

**MKTG 203 Merchandising**  
(3 credits / 3 lecture)  
Involves the introduction and development of issues relating to store location and layout decisions; merchandising and promotional practices, buying and control procedures; pricing decisions; and retail strategy foundation.  
Prerequisite: MKTG 200

**MKTG 204 Applied Marketing Research**  
(3 credits / 3 lecture)  
The role of marketing research, the techniques for obtaining marketing information, determinations of research strategy; analysis, interpretation and application of the data. Students will be required to complete a research project relevant to a Bahamian marketing situation.  
Prerequisite: MKTG 203

**MKTG 301 Marketing Management**  
(3 credits / 3 lecture)  
A broad survey of the field of marketing will be pursued. The course emphasises marketing planning, control and data based decision-making.  
Prerequisite: MKTG 200

**MKTG 302 Integrated Marketing Communications**  
(3 credits / 3 lecture)  
In this course students explore strategies of integrating marketing communication elements within an organisation's marketing plan. Focus is on developing and executing integrated marketing communications programmes using tools of advertising, direct marketing, sales promotion, public relations, special events marketing, online advertising and personal selling.  
Prerequisite: MKTG 200

**MKTG 304 Marketing Research Applications**  
(3 credits / 3 lecture)  
In this course students explore the theory and practice of marketing research. Focus is on research methodology as applied to marketing problems and opportunities.  
Prerequisite: MKTG 200 and STAT 201
MKTG 310 Consumer Behaviour (3 credits / 3 lecture)
This course focuses attention on the mental, emotional and physical activities people engage in when purchasing goods and services. It takes an interdisciplinary approach to the consumption-related activities for individuals as it investigates consumer motivation, perception, attitudes, learning, culture and other influences on consumer behaviour. Prerequisite: MKTG 204

MKTG 311 Personal Selling and Sales Management (3 credits / 3 lecture)
In this course students explore the planning and implementation of personal selling and sales management activities. Focus is on developing the sales presentation, customer relationships and managing the sales force. Prerequisite: MKTG 200

MKTG 409 Services Marketing (3 credits / 3 lecture)
This course integrates traditional and modern marketing management concepts as they relate to services. Students develop an appreciation for the uniqueness of the services industry and are exposed to the different strategies and challenges of applying the marketing mix to the services sector. Prerequisite: MKTG 301

MKTG 410 Hospitality Marketing (3 credits / 3 lecture)
Hospitality Marketing is a course designed to provide an understanding of the marketing principles, practices and techniques necessary to the successful marketing of hospitality properties. There will be discussion of cost effective marketing programmes through the design, promotion, pricing and delivery of want-fulfilling goods and services. Prerequisite: MKTG 301

MKTG 412 International Marketing (3 credits / 3 lecture)
This course examines the global perspective to marketing. It analyses the impact of different international market conditions and how corporations may react in various markets. The interactions between governments and businesses are also explored. Prerequisite: MKTG 301

MKTG 421 Strategic Marketing (3 credits / 3 lecture)
This course focuses on schools of thought and concepts in strategy formulation in marketing. It makes use of the constructs in the field with respect to companies' analyses of their competitors', customers', environments', strengths, weakness, goals and objectives. Prerequisite: MKTG 301

MKTG 425 Marketing of Investment Properties (3 credits / 3 lecture)
This course focuses on real estate as a field of study, a form of business activity and a financial asset. It contains an integrated continuing form of reference for decision-making and implementation process as a driving force to maximising wealth. Prerequisite: MKTG 301

MKTG 431 Marketing Financial Services (3 credits / 3 lecture / 1 tutorial)
A study of the theory and practice of marketing financial services offered by financial institutions. A Bahamian component makes use of case studies. Prerequisite: Fourth-year standing

Mathematics

MATH 132 Business Mathematics (3 credits / 2 lecture / 2 tutorial)
A review of basic computational skills, simple algebraic equations and the application of percentages, decimals and fractions to business problems. Introduction of concepts terminology and principles of bank reconciliation, instalment buying, interest, insurance, corporate ownership and basic statistical summaries. Prerequisite: MATH 048

Statistics

STAT 201 Business Statistics (3 credits / 2 lecture / 2 lab)
An introductory course in statistics with particular applications to business and economics. Designed to provide a systematic study of descriptive and inferential statistics, emphasis is placed on the solution of applied problems using the computer. Prerequisite: MATH 163

STAT 301 Intermediate Statistics (3 credits / 2 lecture / 2 lab)
A thorough review of statistical methods for data analysis and model-building required in business and government. Topics include hypothesis testing, analysis of variance, regression and correlation, time series, forecasting and analysis of frequencies. Computer applications are a part of this course. Prerequisite: STAT 201

Transcription Skills

TRS 111 Transcription Skills (3 credits / 3 lecture)
Students review rules of grammar and punctuation and apply these as editing/transcribing skills to proffered and correct realistic office correspondence (letters, memos, reports), initiate relevant sentences, and make verbal presentations. Prerequisite: ENG 017, KYB 111

Trust Administration

PADM 451 Trust Administration (3 credits / 3 lecture / 1 tutorial)
A course covering the various types of trust, how they are created, the administration of trust accounts, dealing with taxation of trusts and variation of trusts. The role of trust companies in the financial services industry, especially offshore financial centres such as The Bahamas, is emphasised. Prerequisite: BUSL 425
Word Processing/Desktop Publishing

KYB 111 Fundamentals of Keyboarding
(2 credits / 1 lecture / 2 lab)
This course is designed to teach the alphabet and numeric keys using proper techniques. Proof-reading skills, editing techniques and basic formatting are applied to short letters, memos, reports and tables. Minimum, straight-copy completion speed is 30 net words per minute with a maximum of five errors.
Prerequisite: Admission to programme

KYB 112 Intermediate Keyboarding
(2 credits / 1 lecture / 2 lab)
This course is designed to reinforce and improve efficient and effective preparation of mailable business documents. Microsoft Word software is used. Language arts skills are reinforced. Minimum, straight-copy completion speed is 35 net words per minute for five minutes with four errors maximum.
Prerequisite: KYB 111, TRS 111 and ENG 119

KYB 211 Information Processing
(2 credits / 1 lecture / 2 lab)
An advanced office automation simulation to integrate all business document formats is used. Decision-making and language arts skills are applied. Students work in various industry settings assuming total responsibility for quality documents. Minimum straight-copy speed is 45 wpm with a maximum of three errors.
Prerequisite: KYB 112

KYB 212 Machine Transcription (2 credits / 1 lecture / 2 lab)
Students are prepared to function effectively and efficiently in a word processing environment. Emphasis is on skills required to increase productivity. Computers and transcribing machines are used. International standards error chart prepared by businesspersons is used for evaluating completed work.
Prerequisite: KYB 211

KYB 311 Desktop Publishing (3 credits / 2 lecture / 2 lab)
This course introduces the students to desktop publishing vocabulary and concepts. A sequential building and production of projects ranging from simple, personal situations to complex, business applications will be done. Students create and import compositions such as graphs and charts.
Prerequisite: KYB 212

KYB 411 Desktop Publishing II (3 credits / 2 lecture /2 lab)
In this advanced desktop publishing course students enhance their creativity, critical thinking and decision-making skills. Emphasis is on collaborative learning in planning, designing, creating and evaluating business and personal documents in simulated situations.
Prerequisite: KYB 311
Introduction
The College of The Bahamas (COB) offers a variety of master degree programmes in collaboration with several offshore, accredited institutions of higher learning. As The College of The Bahamas transitions to university status, it is envisioned that these collaborations will be expanded to joint degree options with the view that once full university status is attained, The University of The Bahamas (UOB) will offer its own graduate degrees.

COB graduate programmes are designed to
• Expand the number of local opportunities for higher education and further training to facilitate participation in and contribution to an increasingly complex and technological society;
• Meet national needs as specified by public and private sectors in order to build national capacity; and
• Add to the body of knowledge through research and scholarship.

1.0 Admission to Graduate Programmes
Applicants to graduate programmes must meet the general requirements of the COB Graduate Programmes Office and the specific requirements of the partnering institution.

1.1 To be considered for admission to a graduate programme, applicants must
1.1.1 Possess an undergraduate (bachelor’s) degree or equivalent, as applicable, from an accredited institution.
1.1.2 Must meet any other requirements as stipulated by the programme.
1.1.3 Possess a grade point average of 2.75 and above, depending on the programme, on a 4.00 grade-point scale.
1.1.4 Complete and return applications in duplicate to the Graduate Programmes Office at COB.
1.1.5 Pay a non-refundable application fee to the Business Office and submit a copy of the receipt with the completed application form.
1.1.6 Complete an interview with a panel consisting of persons from COB and, where applicable, the contracted institution.

1.2 Additionally, applicants must provide the following documents (in duplicate) with the completed application form
1.2.1 Three letters of recommendation.
1.2.2 An official transcript, issued within the last six months, from all accredited degree-granting institutions at which at least 30 credits were earned.
1.2.3 A written statement of personal goals and professional objectives.
1.2.4 A copy of the academic degree from all accredited degree-granting institutions.
1.2.5 A colour passport-size photograph.
1.2.6 A completed COB medical form.
1.2.7 A copy of the first three pages of a valid passport, including the page to which the applicant's photo is attached or a Certificate of Identity.
1.2.8 A copy of the applicant's marriage certificate if the married surname is different from that indicated on the passport.
1.2.9 A copy of the affidavit verifying the applicant's name if the name is different from that indicated on the passport.
1.3 If the applicant is not a Bahamian citizen, the applicant must also provide a copy of a valid work permit or evidence of permanent residency or permission to reside in The Bahamas from the Bahamas Department of Immigration and proof that the applicant is a person to whom this section applies.
1.4 To fulfill entry requirements for some master's degree programmes, applicants may be required to submit scores from the Graduate Records Examination (GRE) or Graduate or the Graduate Management Admissions Test (GMAT), or other standardised test required by the programme, taken within twelve months of the date of application. Usually, a combined minimum verbal, quantitative and analytical score of 1500 is required.

1.5 Transfer of credits from another master's programme may be assessed on an individual basis.

1.6 Once application forms have been processed, successful applicants will be notified in writing by COB and the contracted institution. Unsuccessful applicants will be notified in writing by the contracted institution.

1.7 Successful applicants will be issued student identification numbers from COB and the contracted institution and must obtain a COB student identification card from the Office of Admissions.

2.0 Tuition and Fees
Tuition and fees for each graduate programme are based on the requirements of the contracted institution. A fee schedule is included in each programme's application packet. All fee amounts are subject to change; however, tuition amounts remain constant for the duration of the programme unless otherwise indicated.

2.1 Students are responsible for the following

2.1.1. a one-time application, student identification card and orientation fee;

2.1.2. an annual accident insurance fee;

2.1.3. a per-semester administrative, technology and student activity fee;

2.1.4. a security deposit which is refunded upon successful completion of the programme and submission of the appropriate application form to the Records Department; and

2.1.5. late registration and drop/add fees.

2.1.6. a graduation fee.

3.0 Academic Regulations

3.1 Registration

3.1.1. Students will be allowed to register for graduate work upon presentation of acceptance letters from COB and the contracted institution and providing they are in good financial standing.

3.1.2. Students must register in the Graduate Programmes Office on the dates specified by COB. Registration for courses in all graduate programmes follow the procedures outlined in the COB student handbook.

3.1.3. Students will also be registered at the contracted institution by the designated graduate programmes coordinator.

3.2 Period of Candidacy
Normally, the Period of Candidacy (POC) is as stipulated by the policy of the respective programme.

3.3 Class Attendance
Absences should be reported to the course instructor and the Graduate Programmes Officer before the absence occurs if possible. Absence from an entire weekend of classes or equivalent period could result in failure of the course.

3.4 Student Conduct
The contracted institution and COB Codes of Conduct, as outlined in the respective student handbooks, apply to all students. Graduate students are subject to dismissal or suspension for violations of the codes.

Violations that may result in academic dismissal include furnishing false or incomplete information to COB or the contracted institution with intent to forge, alter or misuse the institution's documents or other official documents which serve as a basis for admission and graduation. Forgery or alteration of these documents may result in the revocation of a graduate degree.

It is the policy of COB and the contracted institutions that

3.4.1. students are to perform their own academic work according to the standards set by faculty members, departments and Schools of the institutions; and

3.4.2. cheating and plagiarism constitute a fraudulent misrepresentation for which no credit can be given or for which appropriate sanctions are warranted and will be applied.

3.5 Grade Reporting

All COB courses require the assessment of all students. Assessment is determined by any combination of assignments, tests, papers, laboratory exercises, class participation, projects, portfolios or examinations.
3.5.2 Within the first week of class, students will be provided with a copy of the course outline specifying the assessment criteria and assignment weighting that will count towards the final course grade.

3.5.3 The final grade awarded and the semester hour credits earned for each course will be recorded for each student on a permanent student record (transcript) at COB and the contracted institution.

3.5.4 All COB grade sheets will be signed by the Graduate Programmes Officer and the Chair of the School (or other designated official) in which the programme is offered and forwarded to the Records Department.

3.5.5 The grading policy will be guided by the respective policy of the contracted institution.

3.6 Transcripts
Transcripts may be collected each semester from COB as well as from the contracted institution. COB transcripts must be requested from the Business Office and collected from the Records Department. Procedures for requesting transcripts can be found in the student handbooks and/or websites of both institutions.

3.7 Semester of Study Abroad
Some graduate programmes require a semester of study abroad, usually in the summer. When this occurs, students must

3.7.1 Submit student visa applications to the appropriate officials.

3.7.2 Submit all required documentation to the appropriate embassy according to the specifications of the immigration office at the contracted institution.

3.7.3 Make all travel and housing arrangements.

3.7.4 Make all arrangements for accompanying family members. Family members are not allowed to attend classes in the programme or organised class field trips and site visits. Family members are, however, welcome to attend official functions upon invitation.

3.7.5 Provide proof of medical coverage during semester of study abroad. The student must make all arrangements for medical services outside of those provided on campus.

3.8 Programme Cycle
Normally programmes are offered to cohorts. Failure to complete the sequence of courses as offered may require attendance at the home institution if other than COB.

4.0 Graduation
Upon successful completion of a programme students are eligible to participate in the annual graduation ceremony at The College/University of The Bahamas, usually held at the end of Spring Semester, as well as the graduation ceremony of the contracted institution.

Continuing Education, Personal and Professional Development
Centre for Continuing Education and Extension Services (CEES)
Administered through the Centre for Continuing Education and Extension Services, the Continuing Education programme has been established to develop innovative educational opportunities that meet the needs of the community. Professional opportunities of special interest to business and industry, such as industry-specific professional certifications, are provided, as well as academic upgrading for traditional age students and personal development courses.

CEES offers a wide variety of courses throughout The Bahamas. The courses fall into four major categories:

- Personal Development
- (Non-credit courses and programmes)
- Professional and paraprofessional development (Certification programmes)
- Academic Upgrading (Preparation for college-level degrees)
- Family Island and Distance Education
- CEES has centres on Abaco, Andros, Eleuthera, Exuma and Grand Bahama.
Establishment
The College of The Bahamas is a publicly supported tertiary level educational institution which was created to be a source of academic and intellectual leadership in the Commonwealth of The Bahamas for the purposes of self-fulfillment, productive work and national building. Established by an Act of Parliament in 1974, The College of The Bahamas was created through the amalgamation of four institutions: Bahamas Teachers’ College, San Salvador Teachers’ College, C.R. Walker Technical College and the Sixth Form Programme of The Government High School. With 2000 students on its register, the institution opened its doors for the first time in September 1975.

The College is funded by an annual Government subsidy and by revenues the institution generates from tuition and special service fees, rental of facilities, entrepreneurial ventures and other initiatives. The Government also provides national bursaries, grants and awards to assist qualified students. Additionally, deserving students of The College have access to scholarships from many long-standing private donors, including individual sponsors, corporate groups in financial services and other sectors, civic and charitable groups and others. The Lyford Cay Foundation deserves special recognition for significantly strengthening The College’s financial aid programme over the years.

Increasing Access
From the beginning The College has had an ongoing commitment to increasing access to higher and continuing education for Bahamians in New Providence and throughout the archipelago. As early as 1976, at the request of Bahamas Institute of Bankers, The College established a presence in Grand Bahama, offering a programme leading to the Diploma in Banking. In 1986, after a decade of programme expansion, a centre was established in Freeport, Grand Bahama, second largest population centre of The Bahamas. This facility evolved over time to become the Northern Bahamas Campus.

Subsequently, The College began a gradual move into other islands with Exuma being the next beneficiary of the expansion. COB launched the Associate Degree Programme in Office Administration in Georgetown, Exuma in the fall of 1995, having made its incursion into that island the year before with an upgrading initiative. The paraprofessional course, Pre-School Teaching, was introduced at Staniard Creek, Andros during the same period. By the fall of 1998, The College had so progressed in its outreach as to be able to offer the Bachelor of Education Programme in Primary Education to a group of serving teachers in Eleuthera and to teachers in Abaco by Fall of 2000.

The College's Centre for Continuing Education and Extension Services has long been a leader in personal and professional development programmes in New Providence. The Centre now administers a variety of academic, technical and vocational courses and programmes to learners residing in Grand Bahama and non-campus islands. Today, beneficiaries of these arrangements are found in Abaco, Andros, Eleuthera and most recently in Inagua. Lately, the Centre has intensified its efforts in providing continuing educational opportunities by offering several international certification programmes.

Through the generosity of Bank America Trust Corporation, The College acquired its first computers and established a computer centre equipped with an eight-terminal IBM S/34 computer and six Radio Shack microcomputers. By 1999, COB was providing access to computers in eight locations, seven in New Providence and one in Freeport.

Rapid Development
The College accelerated programme development in the decade of the 1990s, compelled by its determination to evolve into a full-fledged university offering programmes at the undergraduate and graduate levels. Also exercising a powerful influence over COB’s pattern of development were the reports resulting from three studies commissioned by Government between 1991 and 1994: A Master Plan for Post Secondary Education, the Task Force on Education and the Una Paul study. All three reports stressed the need to address the prevailing fragmentation in tertiary education in The Bahamas, and suggested that a national university was essential to progress.

In 1991, programmes in Nursing and Health Sciences administered by the Ministry of Health at Grosvenor Close in New Providence were incorporated into the COB’s nursing programme, which began in 1983. In 1995, the combined programmes formed the foundation of the School of Nursing.

COB established a Research Unit in September 1992 with a mandate to encourage and facilitate the research interests of faculty, staff, students and the wider public. Additionally, The College operates the Bahamas Environmental Research Centre in Andros and the Gerace Research Centre in San Salvador, both of which
have welcomed and facilitated the investigations of international researchers and student field programmes. These field stations permit faculty and students of The College to undertake ecological and marine research in pristine settings, and foster international partnerships in research initiatives.

The Centre for Entrepreneurship (CFE) was established in 1997 to facilitate, support and encourage entrepreneurship and new enterprise throughout The Bahamas, providing advice, counsel and training and other programmes for persons wishing to start businesses.

On January 28, 1998, the Right Honorable Hubert A. Ingraham, Prime Minister of The Bahamas, communicated to the House of Assembly, the lower house of Parliament, a three-year plan for the development of The College of The Bahamas. He noted the following purposes:

“...This plan represents the first stage in the realisation of our long-range vision for The College: that of the institution’s attaining the status of a national university, capable of responding to important local needs while occupying a respected place in the international academic community.”

“...An important element in the realisation of this vision will be the institution’s emergence as a centre of excellence in disciplines of study and research that are critical to the development of The Bahamas and which also have importance in the wider world. Environmental studies, international banking and finance and tourism studies stand out in this regard. Specifically, it reflects a continuation of my Government’s commitment to provide citizens with the quality education and training necessary to meet the challenges of the new millennium.”

Out of this enlarged mandate came a number of new developments. Coinciding with the restructuring of the academic sector of COB was the amalgamation of The Bahamas Hotel Training College with The College of The Bahamas which was effected in August 2000. The linking produced the School of Hospitality and Tourism Studies (now the Culinary and Hospitality Management Institute). In the same year, The College established an LL.B degree programme in conjunction with the University of the West Indies.

**Introduction of Bachelor Degree Programmes**

In the final decade of the 20th century, The College of The Bahamas developed its first Bachelor degrees. The Business Division (now the School of Business) was the pioneer in this regard, introducing its first four-year degree, a Bachelor of Business Administration (BBA) degree programme with a concentration in Banking and Finance. This was followed, in 1995, with BBA degrees in Accounting and Management and, in 1996 the BBA programme in Computer Information Services was added. Bachelor of Education programmes in Primary Education and Physical Education became available in the fall of 1996, supplementing the University of the West Indies Bachelor of Education degree programme offered by The College since 1976. In 1997, The College awarded degrees to the first group of graduates from the BBA programme in Banking and Finance.

**The College of The Bahamas Act (1995) - A New Mandate**

The College would mark another milestone of great importance in the 1990s. With the passage in Parliament of The College of The Bahamas Act (1995), the institution became a corporate entity under the governance of an 11-member College of The Bahamas Council. The new Act extended the mandate of The College to include the awarding of full degrees. The expanded mandate and responsibilities required, in turn, a strategic plan, a new organisational structure and management team and a new salary and career structure. Among the new units created was the Office of President.

Moreover, COB was granted greater autonomy to manage its operations and finances, including “taking, purchasing or otherwise acquiring, holding, charging and disposing of property, movable or immovable”. The Act also empowered The College to seek and receive private funding, and changed The College’s financial system from public to private accounting. The Business Office took charge of responsibilities previously held by the Public Treasury, and internal and external auditing by private firms was introduced.

A reconstituted Council made provision for representation for senior management, faculty, students and alumni, as well as the public and private sectors of the wider community. Four sub-committees of Council were created. Academic Affairs, Finance, Staffing and Development. In each instance, the President was included as an ex-officio member, and the relevant Vice President was appointed to serve as a member to provide detailed, technical information. The 1995 Act also created the post of Council Secretary, as a position in its own right, to manage the much larger volume of work that would be generated by the increased responsibilities of the Council. Formerly, the duties of Secretary were an integral part of the statutory duties of the Registrar, a post that was made redundant under the new scheme.

The College’s increased latitude in financial matters permitted the almost immediate formation of a College foundation. The generosity of the Lyford Cay and Canadian Lyford Cay Foundation, at the urging of Harry Moore, a member of the latter and a member of Council, led to the establishment of Lyford Cay College of The Bahamas Scholarship Endowment Fund, which reached its goal of $5 million in 2001. The fund has already provided considerable assistance to needy students who would otherwise find it difficult to pay for a college education.

**Local and International Affiliations**

The College has signed a number of articulation agreements and memoranda of understanding/association with institutions in The Bahamas, in the Caribbean and in the United States, and an ongoing...
Need for More Space
Increasing enrolment, programme offerings and services have made expanded facilities and equipment an imperative. Despite capital funding challenges, The College embarked on a development programme at the end of the 1990s. The new construction included a student services administration building, two new classroom room block, an extension to the facility occupied by the Law faculty. In the same period, Council gave approval for the construction of two new classroom/office blocks and a new library. Funding for the latter is to be supported by a tripartite partnership including the Government of The Bahamas, the Lyford Cay Foundation and The College of The Bahamas. Also on the drawing board was a Science building and a Teacher Education building in New Providence and instructional and residential facilities, including a Science and Agriculture building, in Grand Bahama.

Looking to the Future
In 2003 The College of The Bahamas began its formal drive towards attaining university status. In the fall of that year the Council approved a new administrative structure, which was formulated to take advantage of the opportunities “to align the structure of The College's management more closely with the major goals which were ratified by this Council as follows:

i. To make autonomy more real and

ii. To deepen and broaden the overall experience at The College especially for students and faculty.”

The new structure reflected important philosophical departures. The Council considered it vital that the President of The College be provided the time and support to function as “a visionary Chief Executive Officer of The College with a primary day to day focus on the growth, advancement and adaptive capacity of The College.” In keeping with this view, the office of the Executive Vice President was revised to reflect the duties and responsibilities of a chief operating officer.

In the same exercise, the post of General Counsel was established. It was decided also that the position of Vice President for Student Services should be strengthened and charged specifically with advancing the goal of broadening and deepening the overall College experience for students. To this end, a position of Director of Recreation and Athletic Affairs was created to support national human development objectives, such as promoting good health and well-being.

Earlier (in August of the same year), the post of Assistant Vice President, Northern Bahamas Campus had been created to reflect the growth of that branch of The College, its potential for growth and the Council’s expressed intention to realize that potential.

July of 2006 brought major changes to the organizational structure of The College, as an essential support for the evolution to a university. A new President, Janyne M Hodder was brought on board. Several new vice presidencies were added to the senior administrative team and mandates of existing offices revamped. The Senior Team is currently composed of

President
Executive Vice President and Chief Academic Officer
Chief Information Officer
General Counsel
Registrar
Vice President Finance and Administration
Vice Human Resources and Communication
Vice President Student Affairs
Associate Vice President Northern Bahamas Campus
Success through Dedication
Through the dedication of its team and the generosity of many supporters, The College has attained a high level of academic excellence and enjoys an enviable reputation at home and abroad. Credits awarded by The College are readily accepted in Canada, the United Kingdom, the United States and the West Indies. Moreover, graduates of The College occupy influential positions in the professions, business, industry, the public service, and in the institution itself. Increasingly, COB alumni are making their mark in other countries as well.
College Administration and Mandates

The President
Administration Building, Oakes Field Campus
Janyne M Hodder, President and Chief Executive Officer
Antoinette Seymour, Executive Assistant, Tel. 302-4324
William Fielding, Director Planning, Tel. 302-4311
Nikalaos Karagiannis, Planning Office
Italya Head, Director, Alumni Affairs
Felicity Humblestone, Development Officer, Tel. 302-4356
Mrs Jacqueline Rolle, Executive Secretary, Tel. 302-4318

The President shall be the head of the College as per The College of The Bahamas Act, 1995, (’the Act’) and shall generally supervise and direct the academic work of the College, the academic and administrative staff and other staff of the College, and shall also perform such other functions as may from time to time be assigned to her by the Council.

Reporting to the College Council, the President serves as the Chief Executive Officer of the College and is accountable to the College Council for the proper administration of the College’s affairs. The President also leads the College's transformation to University status. In addition, the President assumes specific oversight of the College's strategic planning and its fundraising, donor relations, and Alumni Affairs.

The President works in a collegial fashion with all members of the College community.

The Secretary-General
Administration Building, Oakes Field Campus
Rubie Nottage, Secretary General
Reynold Cartwright, Legal Assistant
Wendy Poitier Albury, Director Employee and Industrial Relations
Vernelle Edwards, Executive Secretary
Sharon Knowles, Senior
Telephone: 302-4335, 302-4336

The Secretary-General oversees the governance secretariat supporting the work of the College Council, its committees and any other body the College Council might create. The Secretary-General is responsible for matters ceremonial, such as oversight of ceremonial procedures and protocol, special events, the College coat of arms, College insignia, the College seal, and authentication of documents, permission to use the College coat of arms and insignia. The Secretary-General is also responsible for overseeing the administration of College Archives.

The Secretary-General also provides an impartial office within the administrative structure, responsible for College-wide elections, for Ombudsperson services, and for the orderly administration of search and advisory committees recruiting members of the Senior Management Team.

The Secretary General also acts as Chief Legal Counsel for the College.

The Secretary General works in a collegial fashion with all members of the College community.

The Executive Vice-President, Academic Affairs
Administration Building, Oakes Field Campus
Dr. Rhonda Chipman-Johnson,
Executive Vice President Academic Affairs
Camille Smith, Assistant to the Executive Vice President Academic Affairs, Tel. 302-4309
Sandra Gibson, Tel. 302-4310

Reporting to the President, the Executive Vice-President, Academic Affairs, serves as the Chief Academic Officer of The College of The Bahamas. The primary mandate of the Executive Vice-President & Vice-President, Academic is to ensure that students receive an excellent education and that faculty are supported to meet the highest standards of research and teaching. The Executive Vice-President, Academic Affairs nurtures innovation, fosters academic talent and demonstrates responsiveness to the needs of students and faculty. The Executive Vice-President, Academic Affairs builds effective partnerships with key stakeholders in the broader community with respect to academic programmes and their delivery.
The College of The Bahamas

The Executive Vice-President, Academic Affairs is responsible for planning, implementing, monitoring and evaluating academic policies and programs, including the review of faculty appointments and the development of new undergraduate programmes. The Executive Vice-President, Academic Affairs also provides oversight to academic units and to the College’s various campuses. The Executive Vice-President, Academic Affairs is directly responsible for ensuring the quality of academic programmes and services.

Pursuant to The College of The Bahamas Act, 1995, (‘the Act’), whenever the President is absent from The Bahamas or is for any reason unable to perform the functions of her office, or whenever there is a vacancy in the office of President, the Executive Vice President shall exercise and perform the functions of the President.

The Executive Vice-President, Academic Affairs works in a collegial fashion with all members of the College community.

The Vice-President, Research, Graduate Programmes and International Relations
Administration Building, Oakes Field Campus
Dr. Linda Davis, Vice President
Tanya Gibson
Shan Higgs
Denise Samuels

The Vice-President, Research, Graduate Programmes and International Relations offers support, guidance and expertise to faculty who are active in research and to those seeking opportunities to become more active. The Vice-President, Research, Graduate Programmes and International Relations also acts as a broker, seeking out potential research sponsors and funding opportunities. The Vice-President, Research, Graduate Programmes and International Relations is expected to develop innovative graduate and research programmes that support the College’s goals and also meet national needs. To this end, the Vice-President, Research, Graduate Programmes and International Relations works closely with government agencies, civil society and the private sector.

The Vice-President, Research, Graduate Programmes and International Relations also builds strategic alliances and partnerships with universities around the world in order to create student and faculty exchanges that will enrich the academic life of the College and enhance its reputation abroad.

The Vice-President, Research, Graduate Programmes and International Relations works in a collegial fashion with all members of the College community.

The Vice-President, Outreach
Administration Block
Pandora Johnson, Ph.D, Vice President
Denece Mackey, Secretary
Telephone: 302-4307, 302-4308

Reporting to the President, the Vice-President, Outreach provides leadership and oversight to the College’s community teaching and learning services and partnerships. The primary mandate of the Vice-President, Outreach is to expand the academic programming of the College, both credit and non-credit, to reach populations not easily served by the mainstream activities of the College. As such, the Vice-President, Outreach assumes oversight of lifelong learning services, family island programming and distance education.

The Vice-President, Outreach also seeks to contribute to meeting national education challenges, to expand community partnerships using a variety of models, including new institutes and to create service delivery models which can meet some of the human resources training needs of government agencies, employer and employee groups, civil society and others.

The Vice-President, Outreach, works in a collegial fashion with all members of the College community.

The Vice-President, Student Affairs
2nd Floor Portia M. Smith Student Services Building, Oakes Field Campus
Colyn Major, Vice President
Linda Johnson, Senior Private Secretary, Tel. 302-4342
The Vice-President, Student Affairs

Reporting to the President, the Vice-President, Student Affairs serves as an advocate for student concerns and for the quality of the student experience both inside and outside the classroom. The primary mandate of the Vice-President, Student Affairs is to build a student experience that nurtures the development of each student’s full potential. As such, the Vice-President, Student Affairs provides oversight to student government and a broad range of student services and activities including athletics, health, counseling, special needs, student clubs, student discipline, student financial aid, housing and residence life and is the College’s closest advisor to student leaders and student government. The Vice-President, Student Affairs is expected to develop student services to cover the broad range of student needs and interests and to meet the special needs of students with disabilities. He is also expected to foster innovation and build opportunities for students to develop their full potential as individuals and as citizens in a global world.
The Vice-President, Student Affairs works with students and student leaders to develop and propose policies, programmes and services which will increase the quality of student life. The Vice-President, Student Affairs works with student representatives to ensure that appropriate processes are in place to deal with matters of student conduct. The Vice-President, Student Affairs advises other departments within the College community on ways in which services can be delivered in a more student-centered manner and supports student groups that wish to present proposals for improvement.

The Vice-President, Student Affairs works in a collegial fashion with all members of the College community.

The Registrar

Reporting to the President, the Registrar is accountable for the management of the academic life of students. As such the Registrar provides recruitment, admission, registration and records services to prospective and current students, promoting high-quality, consistent and prompt responses to prospective students, applicants, current students and graduates.

The Registrar supports the academic planning of faculties, schools and departments and works to ensure that students are offered the courses required by their programme of study in a timely and effective manner. The Registrar is accountable for developing and implementing best practices in recruitment, admissions, registration and records management.

The Registrar also provides regular and timely reports on student retention and graduation rates, benchmarking against other colleges and universities.

The Registrar works in a collegial fashion with all members of the College community.

The Vice-President, Communication

Administration Block, Oakes Field Campus
Patricia Glinton-Meicholas, Vice President
Paulette McPhee, Private Secretary, Tel. 302-4304
Natasha Gibson, Administrative Assistant, 302-4366

Reporting to the President, the Vice-President, Communications provides direction and oversight to the College's Communications team and marketing team.

The Vice-President, Communications' primary mandate is to support the work of the College community by providing information to the media, alumni and friends, general public and internal audiences about the College's teaching and research activities and about the achievements of College faculty, students and staff. The communications team also directs the marketing of the College and produces a variety of publications and other communications that seek to enhance a broad understanding of the College's mission, its challenges and successes and its contributions to nation building.

The communications team provides services to units within the College and supports the development and alumni relations work of the President.

The Vice-President, Communications works in a collegial fashion with all members of the College community.

The Vice-President, Finance and Administration

2nd Flr, Portia M. Smith Student Services Building, Oakes Field Campus
Denton Brown, Vice President
Paulette Longley, Secretary
Telephone: 302-4416

Reporting to the President, the Vice-President, Finance and Administration develops and protects the College's human, physical and financial assets and provides services to faculty, staff and students. The primary mandate of the Vice-President, Human Resources, Finance & Administration is to provide leadership in the management of human resources, to provide oversight to the College's financial affairs and to plan for the maintenance and development of its physical assets.

With respect to Human Resources, The Vice-President, Human Resources, Finance and Administration's mandate is to lead and support the Human Resources team in its efforts to provide innovative and human resources services. In particular, the Vice-President, Human Resources, Finance and Administration will ensure that the College adopts a client-centered approach to dealing with the needs of individual employees and those of the College's various departments.

With respect to Finance and Administration, the Vice-President provides financial expertise and high-level guidance to the University on financial issues and management, prepares and oversees the annual budget process, reports on the College's financial position, plans and oversees the maintenance and development of the physical plant, oversees construction and renovation projects, and develops and implements administrative and financial policies and procedures.

The Vice-President, Human Resources, Finance and Administration works in a collegial fashion with all members of the College community.

Chief Information Officer

Administration Building, Oakes Field Campus

Reporting to the President, the Chief Information Officer is responsible for the information and communications technology deployed in the College. The primary mandate of the Chief Information Officer is to provide reliable and responsive information and communications services to students, faculty and staff. The Chief Information Officer provides leadership based on best practices from all sectors, a keen understanding of strategic
priorities and the ability to anticipate the College's information and communications technology requirements.

The Chief Information Officer ensures an integrated approach to information and communications technology, develops information and communications technology policies and procedures and oversees the College's information and communications technology budgeting process. The Chief Information Officer also works with external agencies and partners to build the College's capacity to adopt and implement best practices in the use of information and communications technology in a university setting.

The Chief Information Officer works in a collegial fashion with all members of the College community.

Directors
College Librarian, Director, Libraries and Instructional Media Services, Willamae Johnson
Campus Administrator, Grosvenor Close Campus, Ernestine Douglas
Bahamas Network Information Centre and Help Desk Administrator, Carla Glinton
Estates Administrator, Anthony Burrows
Director, Admissions, Veronica Collie
Director, Alumni Affairs, Italya Head
Director, Centre for Continuing Education and Extension Services, Christina Nwosa
Director, Counselling and Health Services, Stanley Smith
Director, Employee and Industrial Relations, Wendyi Poitier-Albury
Director, Financial Aid and Housing, Cheryl Carey
Director, Planning, William Fielding
Director (Actg), President's Scholars Programme
Director (Asst), Public Relations, Kimberly Rolle
Director, Records, Claire Charlow
Director, Security Services, Wellington Francis
Director, Student Activities, Arlene Albury

School of Business
Business Block, Oakes Field Campus
Dr. Yassin Sankar, Dean

The Office of the Dean of Business coordinates the development, implementation and review of programmes offered in the School of Business.

Faculty of Liberal and Fine Arts
Administrative Block (A-86), Oakes Field Campus
Dr. Earla Carey-Baines, Dean
Latoya Johnson Foster, Secretary

The Office of the Dean of Liberal and Fine Arts coordinates the development, implementation and review of academic programmes in the Schools of Communication and Creative Arts and English Studies.

Faculty of Pure and Applied Sciences
Technology Block, Oakes Field Campus
Dr. Kathleen Sullivan-Sealey, Dean
Francis Armbrister, Secretary

The Office of the Dean of Pure and Applied Sciences coordinates the development, implementation and review of the instructional programmes in the Schools of Nursing and Allied Health Professions and Sciences and Technology.

Faculty of Social and Educational Studies
Michael Eldon Complex
Dr. Thaddeus McDonald, Dean
Sybilene Knowles, Senior Private Secretary, Tel. 397-2609

The Office of the Dean of Social and Educational Studies coordinates the development, implementation and review of programmes in the Schools of Education and Social Sciences and the LLB programme.

Administration Academic Divisions

Graduate Programmes Office
Michael H. Eldon Complex, Room 306
Sonya L. Wisdom, Graduate Programmes Officer
Juliet Collie, Secretary

This office coordinates Master Degree programmes at The College that are offered in collaboration with institutions abroad. The Office is also committed to building research capacity. Thus, most graduate programmes end with a culminating research project or major research paper that will inform and add to the body of educational research in The Bahamas. The Graduate Programmes Officer reports to the Vice President, Research, Graduate Programmes and International Relations.
FACULTY DIRECTORY

Campus Addresses and Telephone Numbers (Area Code 242)

Campus Location Codes:
Oakes Field Campus (OFC); Grosvenor Close Campus (GCC);
Northern Bahamas Campus (NBC); Marsh Harbour, Abaco (MHA);
Georgetown, Exuma (GE)

Portia M Smith Student Services Centre, OFC

ADEMOLA, Matthew, Assistant Professor, Management and Marketing; D.B.A.
ADDERLEY, Mario, Lecturer, Apprentice Coordinator/Purchasing Officer, Culinary Arts; CDT, B.Sc., M.B.A.
ADDERLEY, Theresa, Lecturer/Coordinator, BSN Programme, Nursing; RN, BSN, MHA, MSN
ALBURY-LAWLOR, F. Ann, Associate Professor; English; B.A., M.A., P.G.C.E.
ALFRED, Earl, Counsellor III; B.Sc., M.Ed.
ALLEN, Victoria, Assistant Professor, Coordinator, Writing Programme English; B.A., M.A., M.Sc., Ph.D.
AMBRISTER, Barbara, Assistant Professor/Head of Department, Computer Information Systems; B.A., M.B.A.
ANDERSON, Michael, Lecturer, Geography; B.A., M.A.
ANDERSON-GIBSON, Tonya, Research I, Research Unit; M.Sc.
ANTONIO, Kathiann, Assistant Professor/Head of Department, Primary Education; B.A., M.A.
ARANHA, Stephen, Lecturer, History; B.A., M.A.
ARCHER, Christine, Library Associate I; B.A.
ARCHER, Tammy, Lecturer, Computer Information Systems; B.Sc.
ARMBRISTER, Felecia, Library Assistant; B.A.
ARMBRISTER, Philip, Assistant Professor, Technology; B.Sc., M.Sc., Dip.Ed.
BAIN, Elsie, Librarian; B.A., M.L.S.
BAIN, Michelle, Assistant Professor, English; BA, M.A., T.C.
BALLANCE, Virginia, Librarian; B.A. (Hons.), M.A., M.L.S.
BANKS, Francis, Assistant Professor, Chemistry; B.Sc., T.C., Ph.D.
BARNETT, Camille, Associate Professor, Sociology; B.A., M.S.W., M.Ed.
BARR-CUNNINGHAM, Michelle, Assistant Professor, Computer Information Systems; B.A., M.A.
BARTON, Barbara, Assistant Librarian, Northern Bahamas Campus; B.A., M.L.S.
BEHAGG, Joann, Assistant Professor, Visual and Performing Arts, Art; B.A., M.A., P.G.C.E.
BENNETT-WILLIAMS, Susanne, Assistant Professor, Visual and Performing Arts; B.F.A., M.Sc., T.C.
BETHEL, Felix, Associate Professor, Law, Government Politics; B.A., M.S.Sc.
BLACKWELL, Margo Ann, Assistant Professor, Education; B.A., B.Ed., M.Ed.
BLAIR, JUDITH, Assistant Professor, Chemistry; B.Sc., M.A. T.C.
BONDURANT, Kathleen, Assistant Professor, Visual and Performing Arts; B.A., M.A., Ph.D.
BOWES, Jean, Assistant Professor, Accounting; B.Sc., M.A.
BOWLEG, Etienne, Associate Professor/Senior Lecturer, Head of Department, Religious Studies; B.A., M.A., Ph.D.
BRAHENY, Andre, Lecturer, Technology; A.A., B.Sc.
BRENNEN Shayan, Associate Professor/Coordinator, Social Work, B.A., Advanced Certificate SWK, M.S.W., Ph.D.
BROOKE-JONES, Marjorie, Assistant Professor, Coordinator BA in English; M.A.C.C.T., M.A., Dip Ed., Ph.D.
BROWN, Patricia, Lecturer/Head of Department, Nursing; RN, RM, BSN, MSN
BUTLER, Doreen, Lecturer/Coordinator, Internship Programme, Nursing; R.N., CPN, CAN.Ed
BUTLER, Faith, Assistant Professor/Head of Department, Secondary Education; B.Sc., M.Ed., Ph.D.
CABRA, Mauricio, Assistant Professor, Spanish; B.A., M.A., Ph.D.
CARRY-BAINES, Earl, Associate Professor/Dean Liberal and Fine Arts; B.A., M.A., Ph.D.
CARTWRIGHT, Kenneth, Associate Professor, Technology; B.E.Sc., M.Sc., Ph.D.
CARTWRIGHT-JOHNSON, Shawn Michelle, Lecturer, LLB Programme;
CHASE, Haldane, Associate Professor, French/Spanish; B.A., M.A., Diploma d'Etudes Françaises
CHASE, Renee, Assistant Professor, Education; B.Sc., M.Sc.
CHEETHAM, Marjorie, Associate Professor/Faculty Advisor, The Spectrum, Journalism; B.A., M.Sc., Dip. Ed.
CHISHOLM, Jacqueline, Lecturer, Biology; B.Sc.
CLEARE, Brenda, Associate Professor, Mathematics; B.Sc., M.A., Ph.D.
COHEN, Michael, Associate Professor, LLB Programme; B.A., G.D., M.B.A., M.F.A.
CURLING, Llewelyn, Associate Professor, Technology; B.Eng., M.Eng., M.S., Ph.D.
CURLING, Llewelyn, Associate Professor, Technology; B.Eng., M.Eng., M.S., Ph.D.
CURRY, Christopher, Lecturer, History; B.A., M.A.
CURRY, Zorene, Associate Professor, Nursing; RN, RM, BSN, MSN, Ph.D.
CURTIS, Shirley, Lecturer/Coordinator, Midwifery Programme, Nursing; RN, RM, BSN, MSN
DANIELS, Peter, Associate Professor, Management and Marketing; M.B.A.
DAVIES, Stephen, Assistant Professor, Management and Marketing, B.A., M.A.
DAVIE, Danny, Assistant Professor/Head of Department, Chemistry, B.A., M.A., Ph.D.
DEAN-WRIGHT, Audrey, Associate Professor, Visual and Performing Arts, B.A., M.A.,
DEAN, Coral, Clinical Preceptor, Nursing; RN, RM
DEVEAUX-STUART, Lindel, Lecturer, Nursing; RN, CCRN, BSN, M.Ed.
DIAZ-GERVASSINI, Javier, Lecturer, Foreign Languages; B.A., M.A.
DONKHO, Daniel, Associate Professor, Technology; B.Sc., M.Sc., Ph.D.
DONNELLY, Janet, Associate Professor, Linguistics; B.A., M.A.
<table>
<thead>
<tr>
<th>Name</th>
<th>Title, Programme/Department</th>
<th>Degree(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>HOLDEN, Dianne</td>
<td>Lecturer/Coordinator, ASN Programme, Nursing</td>
<td></td>
</tr>
<tr>
<td>HIGGS, Shaniqua</td>
<td>Lecturer, English</td>
<td>B.A., M.A.</td>
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<tr>
<td>HIGGS, Miriosh</td>
<td>Lecturer, Mathematics</td>
<td>B.Sc., M.Sc.</td>
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<tr>
<td>HICKEN, Wesley</td>
<td>Assistant Professor, Accounting</td>
<td>B.Sc., M.Sc., T.C.</td>
</tr>
<tr>
<td>HOLDEN, Glen</td>
<td>Assistant Professor, Chemistry</td>
<td>B.Sc., B.Ed., M.Sc.</td>
</tr>
<tr>
<td>HOWELLS, Stuart</td>
<td>Assistant Professor, English</td>
<td>B.Ed., M.Sc., Cert. Ed.</td>
</tr>
<tr>
<td>HUMES, Mark</td>
<td>Lecturer, English</td>
<td>B.A., M.A.</td>
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<tr>
<td>HUTCHESON, Stephanie</td>
<td>Assistant Professor, Psychology</td>
<td>B.Sc., M.A., Ph.D.</td>
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<tr>
<td>HUTCHINSON, Arturo</td>
<td>Assistant Professor, Technology</td>
<td>B.Sc., M.Sc.</td>
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<tr>
<td>JACKSON, Marlene</td>
<td>Assistant Professor, Geography</td>
<td>B.A., B.Ed., M.A., Ph.D.</td>
</tr>
<tr>
<td>JEANDOT, Annie-Laure</td>
<td>Lecturer, Foreign Languages</td>
<td>Licence d'espagnol mention FLE, Maître de FLE</td>
</tr>
<tr>
<td>JOHNSON, Dexter</td>
<td>Assistant Professor, Law, LLB Programme</td>
<td>M.B.B.S., F.R.C.S., LLB. Hons., L.L.M., L.E.C., Ph.D.</td>
</tr>
<tr>
<td>JOHNSON, Earle</td>
<td>Associate Professor, Biology</td>
<td>B.Sc., M.Sc., Ph.D., T.C., Ph.D.</td>
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<tr>
<td>JOHNSON, Faye</td>
<td>Ministry of Health, TCN Programme</td>
<td></td>
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<tr>
<td>JOHNSON, Kendal</td>
<td>Assistant Professor/Acting Executive Director/Head of Department, Food and Beverage</td>
<td>Dip. B.Sc.</td>
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<tr>
<td>JOHNSON, Lionel</td>
<td>Assistant Professor/Head of Department, Biology, Food and Beverage</td>
<td>B.Sc., Dip.Ed.</td>
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<tr>
<td>JUSTILIEN, Chris</td>
<td>Lecturer, Music</td>
<td>B.A., M.Ed.</td>
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<tr>
<td>KATSIVELA, Marel</td>
<td>Assistant Professor, LLB Programme</td>
<td>LL.M., LL.D.</td>
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<tr>
<td>KELLY, Freeman</td>
<td>Assistant Professor/Head of Department, Technology</td>
<td>B.Sc., M.Sc., T.C.</td>
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<tr>
<td>KEMP, Greta</td>
<td>Lecturer, Mathematics</td>
<td>A.A., B.Sc.</td>
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<tr>
<td>KETTEL, Jennifer</td>
<td>Assistant Professor/Coordinator, Exuma Campus</td>
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<tr>
<td>LAUDERMILK, Robert</td>
<td>Chef Instructor, Culinary Arts</td>
<td>AOS, B.A., M.S.M.</td>
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<tr>
<td>LAWLOR, F. Anne</td>
<td>Alburyate Professor, English</td>
<td>B.A., PGSCE, M.A.</td>
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<tr>
<td>LÉGER, Frenand</td>
<td>Lecturer, French and Haitian Creole</td>
<td>Licence en Languages, M.A., Ph.D. (in progress)</td>
</tr>
<tr>
<td>LEGRAND, Cathleen</td>
<td>Reference Librarian</td>
<td>B.A., M.L.S.</td>
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<tr>
<td>LLOYD, Tanya</td>
<td>Lecturer, Mathematics</td>
<td>M.S.</td>
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<tr>
<td>LOCKHART, Karen</td>
<td>Assistant Professor/Head of Department, Accounting</td>
<td>B.Sc., M.B.A.</td>
</tr>
<tr>
<td>LOTMORE, Maryann</td>
<td>Assistant Professor, Education/Special Education</td>
<td>B.Sc., M.Sc., T.C.</td>
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<tr>
<td>MACFARLANE–BAIN, Monique</td>
<td>Coordinator, Language Resource Centre</td>
<td>B.A., M.A.</td>
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<tr>
<td>MACK, Karol</td>
<td>Lecturer, Nursing</td>
<td>RN, RM, BSN, MSN</td>
</tr>
<tr>
<td>MAJOR-DONALDSON, Brigitte</td>
<td>Assistant Professor/Head of Department, Department of Hospitality Management, A.A., B.Sc., M.S./HRM</td>
<td></td>
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<tr>
<td>MAPLES, Donald</td>
<td>Assistant Professor, Education</td>
<td>B.A., Post Graduate Certificate, M.Ed.</td>
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<tr>
<td>MAYCOCK, Devain</td>
<td>Instructor, CHMI</td>
<td>CH.E.</td>
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<tr>
<td>McCANN, Paul</td>
<td>Assistant Professor, Physical Education</td>
<td>B.Sc., M.Sc., M.A.</td>
</tr>
<tr>
<td>McCOLLIN, Evelyn</td>
<td>Assistant Professor/Coordinator, History</td>
<td>B.A., M.Ed., Ph.D.</td>
</tr>
<tr>
<td>MCDONALD, Sashane</td>
<td>Lecturer, LLB Programme</td>
<td>Legal Education Certificate, LL.B. (Hons), M.Sc.</td>
</tr>
</tbody>
</table>

The College of The Bahamas
McDONALD, Thaddeus, Associate Professor/Dean Social and Educational Studies; Ph.D.
McKENZIE, Yvonne, Lecturer, Nursing; RN, AS, BSN, MSN
McPHEE, Helean, Assistant Professor, English; A.A., B.A., Ph.D.
McWILLIAM, David, Lecturer, Mathematics; M.S.
McWILLIAM, Peter, Lecturer, Education; M.A.
MILLER, Janice, Associate Professor, Social Work; B.A., M.S.W.
MINNIS, Jessica, Associate Professor/Senior Lecturer, Sociology; B.A., M.A.
MOSELEY, Christina, Instructor, Culinary Arts; A.A.S., A.S., B.Sc.
MOSS, Carol, Lecturer, Northern Bahamas Campus, English; B.A.
MOSS, Irene Poll, Assistant Professor, Foreign Languages, Project Coordinator, International Languages and Cultures Institute, B.A.
MURRAY, James, Associate Professor, Mathematics/Education; B.Sc., M.Ed., Ph.D.
MCKEWHITE, Thalia, Assistant Professor, Education; B.A., M.Ed.
NEELY, Andre, Assistant Professor, Education; Diploma in Education, B.A., M.A., MBA, Ph.D.
NEWBOLD, Suzanne, Counsellor II, Ph.D., E.D.S., N.C.C., M.S.
NEZAMUDEEN, Neromanie, Associate Professor, Chemistry; B.A., M.S.
NOTTAGE, Rubie, B.A. (Oxon), LL.B., LL.M., MBA
NOTTAGE, Vernell, Acting Administrator, Industry Training; License, B.Sc.
OYIAKHI, Marie, Assistant Professor, Mathematics; B.Sc.
PATTERSON, Janet, Assistant Professor/Head of Department, Mathematics; B.A., M.Sc., T.C., Ph.D.
PHILLIPS-BURROWS, Sandra, Assistant Professor, Geography; Teacher's Diploma, B.Sc., M.A., M.B.A.
PINDER, Randall, Assistant Professor, English; B.A., M.A.
PINTARD-NEWRY, Yvette, Assistant Professor, Psychology, B.A., M.A.
PLUMRIDGE, Susan, Assistant Professor, Psychology; B.A., H.B.A., B.Ed., M.A.
POITIER, Eve, Associate Professor/Head of Department, Banking; B.A., M.B.A., C.F.A.
PURVIS-SMITH, Virginia, Assistant Professor, English, B.A., M.D., Ph.D.
REDDY, Karra, Associate Professor, Biology; B.S., M.S., Ph.D.
RILEY, Wendy, Lecturer, Computer Studies, School of Education, B.Sc., Diploma in Education
ROBERTS-HANNA, Raveenia, Associate Professor, Biology; Ph.D.
ROBERTS, Renate, Lecturer, Mathematics; M.S.
ROBERTS, Vicente, Counsellor II; B.A., M.A.
ROBINS, Bernadette, Lecturer, Administrative Office Management; M.A.
ROLLE, Carolyn, Associate Professor, Public Administration/Social Work; B.A., M.S.W., Ph.D.
ROLLE-CARGILL, Darlene, Assistant Professor, Social Work; B.A., M.A.
ROLLE, Leah, Lecturer, Nursing; RN, RM, BSN
ROLLE, Michael, Assistant Professor, Management and Marketing; M.B.A.
ROLLE, Sophia, Assistant Professor, Tourism Studies, CHMI; A.A., B.Sc., M.S., Ph.D.
ROLLE, Warren, Assistant Professor, Religious Education; B. Divinity, Education, M.Sc., M.A.
ROLLE, Yolanda, Lecturer, SST; B.Sc., B.Sc., M.Sc. (study leave)
RUSSELL, Linda, Assistant Professor/Coordinator, Mentoring Programme, Education; B.Sc., M.Sc., T.C.
SAHAFI, Lili, Assistant Professor, Computer Information Systems; B.Sc., M.Sc., Graduate Diploma
SAIRISINGH-MILLS, Marie, Assistant Professor, English; B.A., M.A.
SAMUELS, Denise, Research II, Research Unit; M.A.
SANDS, Fredrica, Senior Nurse Counsellor; R.N., R.M., PH.N.
SANDS, Wendall, Lecturer, Technology; B.Sc.
SANKAR, Yassin, Dean, Business, and Hospitality and Tourism Studies; Ph.D.
SAUNDERS, Eldred, Lecturer, Culinary Arts; National Apprentice Chef, B.Sc.
SAUNDERS, Kriemild, Assistant Professor, Sociology; B.A., M.A., Ph.D.
SAUNDERS, Olivia, Associate Professor, Banking, Economics and Finance; D.B.A.
SCRIVEN, Carol, Assistant Lecturer; Accounting; BBA, CPA
SEYMOUR, Kendra, Lecturer, Linguistics, English; B.A., M.A.
SEYMOUR, Sheila, Assistant Professor, Education; M.Ed., T.C.
SEYMOUR-MILES, Marcia, Assistant Professor, Management and Marketing; CDP; B.A., M.A.
SEYMOUR-RAHMIN, Leslie Assistant Professor, Foreign Languages; M.A., M.A.
SHEARD, Lottie, Assistant Professor, Journalism and B.A.; M.A.
SHERMAN-JOLLY, Esther, Lecturer, Nursing; RN, BSN, MSN
SMITH Camille, Counsellor II/Assistant to the Executive Vice President, Academic Affairs, BSW, MSW
SMITH, Woodrow, Assistant Professor, Biology; B.Sc., M.Sc.
SPENCE, Juliet, Assistant Professor, Northern Bahamas Campus, English; B.A., T.C.
STEVENSON, Michael, Associate Professor/Senior Lecturer, Law; B.A., M.A., LLB
STUART, Christopher, Assistant Professor, Accounting; BA, MA
STUBBS, Kayla Assistant Professor, Biology; A.Sc., B.Sc., Ph.D.
STUBBS-COLLINS, Pamela, Assistant Professor/Head of Department, Foreign Languages; B.A., M.A.
SULLIVAN-SEALEY, Kathleen, Dean, Pure and Applied Sciences/Acting Executive Director, Marine and Environmental Studies Institute; B.S., Ph.D.
SUMNER, Ruth, Associate Professor/Coordinator, Secondary Education; B.Sc., M.Ed., T.C., Ph.D.
SWANN, Christine, Librarian; B.A.
SYMONETTE, Ethegra, Assistant Professor, Law and Criminal Justice; B.A., M.A.
TAYLOR, Jacinth, Lecturer, Foreign Languages; B.A., M.A.
THOMPSON, Ava, Assistant Professor/Head of Department, Psychology; B.A., M.A., Ph.D.
THOMPSON, Calvin, Associate Professor, Mathematics; B.Sc., M.Sc.
THOMPSON, Daniel, Assistant Professor, Marketing and Management; M.Sc.
THOMPSON, Ericka, Clinical Preceptor, Nursing; RN, BSN
THOMPSON, Joyanne, Lecturer, Biology; B.Sc., M.Sc.
THOMPSON, Sterling, Lecturer, Culinary Arts; A.A.S., B.Sc.
TOPPIN, Monique, Assistant Professor, Journalism/Communications; B.A., M.A.
TREMAINE, Tracey, Assistant Professor, History; B.A., M.A.
TURNER, Maggie, Academic Affairs Officer, Northern Bahamas Campus; R.N., R.M., B.Sc., M.PH.
TURNQUEST, Norma, Counsellor II; M.Ed., M.Sc.
VELASQUEZ, Jose, Assistant Professor, Banking, Economics and Finance; M.Sc., Ph.D.
WALKES, Krista, Lecturer, English; A.A., B.A., M.A., Ph.D.
WALKER, Berthamae, Deputy Librarian; B.A., M.L.S., Dip. Ed., Ph.D.
WARD, Cephas, Assistant Professor, Mathematics; B.Sc., M.Sc.
WARD, ERNESTINE, Associate Professor/Programme Coordinator, Administrative Office Management; B.Sc., M.A., T.C.
WATSON, Carlton, Assistant Professor, Physics; B.Sc., Ph.D.
WEEKS, Esmond, Assistant Professor, Management and Marketing; B.A., M.A.
WILLIAMS, Donna, Lecturer, Culinary Arts; Diploma, Certificate, B.Sc.
WILLIAMS, Delores, Assistant Professor/Head of Department, Management and Marketing; B.A., M.B.A.
WILLIAMS, Elizabeth, Lecturer, Nursing; RN, BSN, MSN
WILSON, June, Assistant Professor/Coordinator, Computer Information Systems; B.Sc., M.Sc., Ph.D., T.C.
WILSON, Silvius, Assistant Professor/Head of Department, Public Administration; B.A., T.C., M.A., Ph.D.
WISDOM, Sonya, Assistant Professor, Graduate Programmes Officer; B.A., M.Ed. (doctorate pending)
WRIGHT, Deborah, Assistant Professor/Coordinator Primary Education; B.Sc., M.Sc.
ZÁRATE, Hugo, Lecturer, Journalism and Communication; B.Sc., M.A.
CAMPUS ADDRESSES AND TELEPHONE NUMBERS

Area code 242

Portia Smith Student Services Centre:

Admissions
Second Floor, Rm. 201
302-4498/4499

Business Office (Billing & Payment)
First and Second Floor
302-4519/4535/4530

Financial Aid
Second Floor, Rm. 202
302-4371/4368

Health Services
First Floor, West Wing
302-4556

Housing
Second Floor, West Wing, Rm. 202
302-4370

Security
First Floor
302-4566, 4493

Student Records
First Floor
302-4312/4522

Student Union Building (SUB)
OFC (top floor):
The College of The Bahamas Union of Students (COBUS)
302-4562

Student Activities Department
302-4525/4591/4592

Academic Divisions

Centres

Abaco Centre
Marsh Harbour, Abaco
Coordinator, Bertram Mills
367-3751

Centre for Continuing Education & Extension services
Coltage 8, Moss Road
328-0093

Exuma Centre
George Town
336-2791

Institutes

Culinary & Hospitality Management Institute
Bahamas Tourism Training Centre
323-6804 or
323-5804

International Languages and Cultures Institute
Munnings Building Rm 16
302-4587/4584

Marine & Environmental Studies Institute
T Block (OFC)
302-4400

Schools

School of Business
B Block(OFC)
302-4421/4434

School of Communication and Creative Arts
F Block (OFC) Rm. F7
302-4484/5

School of Education
Michael Eldon Bldg, Rm. 307
302-2603

School of English Studies
A Block (OFC), Rm A97
302-4381

School of Nursing & Allied Health Professions
Grosvenor Close(GCC)
325-5551

School of Sciences & Technology
G Block (OFC), Rm. G1
302-4438/6

School of Social Sciences
Michael Eldon Bldg, Rm. 308
302-2606

Emergency Numbers
Ambulance 322-2221
Police 322-4444