

Service Programs

Child Development

| | |
|-------------------------------------------------------------------|-----|
| Child Development Careers AS Degree (60 Credits) | 142 |
| Child Development Careers ASL AS Degree (60 Credits) | 144 |
| Child Development Careers AAS Degree (60 Credits) . . . | 146 |
| Child Development Careers Diploma (32 Credits) | 148 |
| Child Development Careers Certificate (16 Credits) | 149 |

Cosmetology

| | |
|---------------------------------------------------------|-----|
| Cosmetology AAS Degree (70 Credits) | 150 |
| Cosmetology Diploma (57 Credits) | 152 |
| Nail Care Technician Certificate (16 Credits) | 154 |

Culinary Arts

| | |
|-----------------------------------------------------------|-----|
| Culinary Arts AAS Degree (68 Credits) | 155 |
| Culinary Arts Diploma (58 Credits) | 157 |
| Culinary Foundations Certificate (18 credits) | 159 |
| Pastry and Baking Certificate (17 credits) | 160 |
| Restaurant Management Certificate (25 Credits) | 161 |
| Wine Professional Certificate (9 Credits) | 162 |
| Wine and Artisan Foods Certificate (17 Credits) | 163 |

Sign Language Interpreter/Transliterater

| | |
|-------------------------------------------------------------------------------|-----|
| Sign Language Interpreter/Transliterater AAS Degree (67 Credits) | 164 |
|-------------------------------------------------------------------------------|-----|

Child Development Careers AS DEGREE

Program Overview

This program is intended primarily for students who plan to transfer to another college or university to complete a bachelor's degree in Early Childhood or related field. It also prepares individuals for employment as a Teacher in a variety of early childhood settings.

Students will learn about child development, guidance, health and safety, cultural sensitivity, professional relations, and curriculum planning, as well as liberal arts education. Internship opportunities are provided which allow students to apply their skills and knowledge in a practical experience. All students must meet all reading and writing program entry requirements prior to entering courses beyond the Certificate.

Students must have a high school diploma, or GED, and pass a criminal background study. Respect for cultural differences is essential. Good judgment and absolute integrity are also necessary for success in the field of child development.

Career Opportunities

Graduates of the Child Development AS program may seek further education to earn a degree in early childhood education, early childhood special education, child development and family studies, psychology, or social work, but will also qualify to work at a child care center or preschool program, a family child care home or nanny, as well as a teacher in a Head Start program, a teacher assistant or education assistant in the public schools, Early Childhood Family Education, Early Childhood Special Education, or Child Life Assistant (hospital setting). If students go on for more education, the career opportunities (and pay scale) continue to increase.

The demand for trained child development professionals is increasing as more parents seek quality care and educational programs for their children. Our job placement rate is well over 95% and the Bureau of Labor Statistics estimates that the employment outlook will grow faster than average through 2018.

Program Outcomes

1. Graduates will demonstrate knowledge of child safety, health and nutrition.
2. Graduates will demonstrate knowledge in the fundamental principles of child development and developmentally appropriate practices.
3. Graduates will demonstrate knowledge and skills in positive child guidance techniques.
4. Graduates will demonstrate the knowledge and skills in positive family, community, and staff relations.
5. Graduates will demonstrate the knowledge and skills in developing and implementing early childhood curriculum.
6. Graduates will have hands-on training in a variety of Child Development settings.
7. Graduates will possess the knowledge and skills for immediate employment in the Child Development field.
8. Graduates will have successfully mastered the general education program requirements for work and life roles.

Program Faculty

Students should consult with the Program Faculty each semester.

Janet Massa janet.massa@saintpaul.edu
 Kelly McKown kelly.mckown@saintpaul.edu

Part-time/Full-time Options

Evening, Saturday, and online courses are also available. Costs vary depending on part-time or full-time enrollment.

Transfer Opportunities

Saint Paul College has a transfer articulation agreement between the following program and post-secondary institution for the baccalaureate degree program listed below.

For more information please go to saintpaul.edu/Transfer.

Child Development Careers AS

- BS Human Development & Family Studies
University of Wisconsin-Stout
- BAS Early Childhood Studies
Metropolitan State University
- BS Healthcare and Human Service Management
Saint Mary's University-Twin Cities Campus
- BA Child Development
Concordia University, St. Paul
- BA Family Science
Concordia University, St. Paul
- BA Health Care Administration
Concordia University, St. Paul

Program Requirements

Check off when completed

| Course | Cr |
|------------------------------------------------------------------------------------------------|-----------|
| <input type="checkbox"/> CDEV 1200 Introduction to Early Childhood Education | 3 |
| <input type="checkbox"/> CDEV 1210 Child Growth and Development | 3 |
| <input type="checkbox"/> CDEV 1220 Health, Safety and Nutrition | 3 |
| <input type="checkbox"/> CDEV 1230 Guiding Children's Behavior | 3 |
| <input type="checkbox"/> CDEV 1240 Learning Environment and Curriculum. | 4 |
| <input type="checkbox"/> CDEV 1610 Observation and Assessment | 3 |
| <i>Not offered every semester, see Faculty</i> | |
| <input type="checkbox"/> CDEV 1640 Curriculum Planning | 3 |
| <i>Not offered every semester, see Faculty</i> | |
| <input type="checkbox"/> CDEV 1910 Practicum 1 | 3 |
| <input type="checkbox"/> CDEV 2320 Children with Differing Abilities (Fall) | 3 |
| <input type="checkbox"/> CDEV 2600 Organizational Leadership and Management (Spring) | 2 |
| Subtotal | 30 |

General Education/MnTC Requirements Cr

Refer to the Minnesota Transfer Curriculum Course List for each Goal Area

- Goal 1: Communication 7
ENGL 1711 Composition 1 – 4 cr
SPCH XXXX – 3 cr
- Goal 3 or Goal 4 3
Goal 3: Natural Sciences OR
Goal 4: Mathematical/Logical Reasoning
- Goal 5: History, Social Science and Behavioral Sciences 4
ANTH 1710, PSYC 1710, SOCI 1710, OR SOCI 1760 (recommended)
- Goal 6: Humanities and Fine Arts. 3
- Goals 1-10 of the Minnesota Transfer Curriculum. . . 13
Select a minimum of 13 additional credits

General Education Requirements 30

Total Program Credits 60

See back of this guide for Course Sequence

Minimum Program Entry Requirements
 Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 78+ or grade of "C" or better in READ 0722

Writing: Score of 78+ or grade of "C" or better in ENGL 0922

Arithmetic: Score of 52+ or grade of "C" or better in MATH 0745

Assessment Results and Prerequisites:
 Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

247S (7131)

*Information is subject to change.
 This Program Requirements Guide is not a contract.*

Child Development Careers AS DEGREE *(continued)*

Program Start Dates

Fall, Spring, Summer

Course Sequence

The following sequence is recommended for a full-time student; however, this sequence is not required. Not all courses are offered each semester; a selection of courses is offered summer term.

First Semester

| | |
|---------------------------------------------------------------|-----------|
| CDEV 1200 Introduction to Early Childhood Education | 3 |
| CDEV 1210 Child Growth and Development | 3 |
| CDEV 1220 Health, Safety and Nutrition | 3 |
| CDEV 1230 Guiding Children's Behavior | 3 |
| CDEV 1240 Learning Environment & Curriculum | 4 |
| Total Semester Credits. | 16 |

All students must meet all reading and writing program entry requirements prior to entering courses beyond the Certificate. CDEV 1200, 1210, 1220, 1230, and 1240 must be completed before taking second semester courses.

Second Semester

| | |
|------------------------------------------------|-----------|
| CDEV 1610 Observation and Assessment | 3 |
| <i>Not offered every semester, see Faculty</i> | |
| CDEV 1640 Curriculum Planning | 3 |
| <i>Not offered every semester, see Faculty</i> | |
| General Education Requirement | 10 |
| Total Semester Credits. | 16 |

Third Semester

| | |
|-------------------------------------------------------|-----------|
| CDEV 1910 Practicum 1 | 3 |
| CDEV 2320 Children with Differing Abilities | 3 |
| <i>Not offered every semester, see Faculty</i> | |
| General Education Requirements | 6 |
| Total Semester Credits. | 12 |

Fourth Semester

| | |
|--------------------------------------------------------------|-----------|
| CDEV 2600 Organizational Leadership and Management | 2 |
| <i>Not offered every semester, see Faculty</i> | |
| General Education Requirements | 14 |
| Total Semester Credits. | 16 |

Total Program Credits60

Child Development Careers ASL AS DEGREE

Program Overview

This program is intended primarily for students who plan to transfer to another college or university to complete a bachelor's degree in Early Childhood or related field. Students will learn about child development, guidance, health and safety, cultural sensitivity, professional relations, and curriculum planning, as well as liberal arts education. Lab and Practicum opportunities are provided which allow students to apply their skills and knowledge in a practical experience. All students must meet all reading and writing program entry requirements prior to entering courses beyond the Certificate.

Students must have a high school diploma, or GED, and pass a criminal background study. Respect for cultural differences is essential. Good judgment and absolute integrity are also necessary for success in the field of child development.

Career Opportunities

Graduates of the Child Development Careers ASL AS Degree program may seek further education to earn a degree in early childhood education, early childhood special education, child development and family studies, psychology, or social work, but will also qualify to work at a child care center or preschool program, a family child care home or nanny, as well as a teacher in a Head Start program, a teacher assistant or education assistant in the public schools, Early Childhood Family Education, Early Childhood Special Education, or Child Life Assistant (working with children in a hospital setting).

Since this degree has a focus on using ASL in an early childhood setting, it increases employability for our graduates. If students go on for more education, the career opportunities (and pay scale) also increase. The demand for trained child development professionals continues to increase as more parents seek quality care and educational programs for their children. Our job placement rate is well over 95% and the Bureau of Labor Statistics estimates that the employment outlook will grow faster than average through 2018.

Program Outcomes

1. Graduates will demonstrate knowledge of child safety, health and nutrition.
2. Graduates will demonstrate knowledge in the fundamental principles of child development and developmentally appropriate practices.
3. Graduates will demonstrate knowledge and skills in positive child guidance techniques.
4. Graduates will demonstrate the knowledge and skills in positive family, community, and staff relations.
5. Graduates will demonstrate the knowledge and skills in developing and implementing early childhood curriculum.
6. Graduates will have hands-on training in a variety of Child Development settings.
7. Graduates will possess the knowledge and skills for immediate employment in the Child Development field.
8. Graduates will have successfully mastered the general education program requirements for work and life roles.

Program Faculty

Students should consult with the Program Faculty each semester.

Janet Massa janet.massa@saintpaul.edu
 Kelly McKown kelly.mckown@saintpaul.edu

Part-Time/Full-time Options

Part-time and full-time options are available. Evening, Saturday, and online courses are also available. Costs vary depending on part-time or full-time enrollment.

Transfer Opportunities

Saint Paul College has a transfer articulation agreement between the following program and post-secondary institution for the baccalaureate degree program listed below.

For more information please go to saintpaul.edu/Transfer.

Child Development Careers ASL AS

- BA Individualized Studies
Metropolitan State University
- BS Human Development & Family Studies
University of Wisconsin-Stout
- BS Healthcare and Human Service Management
Saint Mary's University-Twin Cities Campus
- BA Health Care Administration
Concordia University, St. Paul

Program Requirements

Check off when completed

| Course | Cr |
|------------------------------------------------------------------------------------------------|-----------|
| <input type="checkbox"/> CDEV 1200 Introduction to Early Childhood Education | 3 |
| <input type="checkbox"/> CDEV 1210 Child Growth and Development | 3 |
| <input type="checkbox"/> CDEV 1220 Health, Safety and Nutrition | 3 |
| <input type="checkbox"/> CDEV 1230 Guiding Children's Behavior | 3 |
| <input type="checkbox"/> CDEV 1240 Learning Environment and Curriculum | 4 |
| <input type="checkbox"/> CDEV 2320 Children with Differing Abilities (Fall) | 3 |
| <input type="checkbox"/> CDEV 2560 Language & Literature Learning Experiences (Fall) | 3 |
| <input type="checkbox"/> CDEV 2599 Practicum 1: Special Settings/ASL | 2 |
| <input type="checkbox"/> ASLS 1411 American Sign Language 1 | 3 |
| <input type="checkbox"/> ASLS 1412 American Sign Language 2 | 3 |
| Subtotal | 30 |

General Education/MnTC Requirements

| General Education/MnTC Requirements | Cr |
|--------------------------------------------------------------------------------------------|-----------|
| Refer to the Minnesota Transfer Curriculum Course List for each Goal Area | |
| <input type="checkbox"/> Goal 1: Communication | 7 |
| ENGL 1711 Composition 1 – 4 cr | |
| SPCH XXXX – 3 cr | |
| <input type="checkbox"/> Goal 3 or Goal 4 | 3 |
| Goal 3: Natural Sciences OR | |
| Goal 4: Mathematical/Logical Reasoning | |
| <input type="checkbox"/> Goal 5: History, Social Science and Behavioral Sciences | 4 |
| ANTH 1710, PSYC 1710, SOCI 1710, or SOCI 1760 (recommended) | |
| <input type="checkbox"/> Goal 6: Humanities and Fine Arts | 3 |
| <input type="checkbox"/> Goal 8: Global Perspective | 6 |
| ASLS 1413 American Sign Language 3 | |
| ASLS 1414 American Sign Language 4 | |
| <input type="checkbox"/> Goals 1-10 of the Minnesota Transfer Curriculum | 7 |
| Select a minimum of 7 additional credits | |
| General Education Requirements | 30 |

Total Program Credits 60

See back of this guide for Course Sequence

Minimum Program Entry Requirements
 Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 78+ or grade of "C" or better in READ 0722

Writing: Score of 78+ or grade of "C" or better in ENGL 0922

Arithmetic: Score of 52+ or grade of "C" or better in MATH 0745

Assessment Results and Prerequisites:
 Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

271S (7140)

*Information is subject to change.
 This Program Requirements Guide is not a contract.*

Child Development Careers ASL AS DEGREE *(continued)*

Program Start Dates

Fall, Spring, Summer

Course Sequence

The following sequence is recommended for a full-time student; however, this sequence is not required. Not all courses are offered each semester; a selection of courses is offered summer term. Students should consult with the Program Faculty each semester.

First Semester

| | |
|---------------------------------------------------------------|-----------|
| CDEV 1200 Introduction to Early Childhood Education | 3 |
| CDEV 1210 Child Growth and Development | 3 |
| CDEV 1220 Health, Safety and Nutrition | 3 |
| CDEV 1230 Guiding Children's Behavior | 3 |
| ASLS 1411 American Sign Language 1 | 3 |
| Total Semester Credits | 15 |

All students must meet all reading and writing program entry requirements prior to entering courses beyond the Certificate. CDEV 1200, 1210, 1220, and 1230 must be completed before taking second semester courses.

Second Semester

| | |
|---------------------------------------------------------|-----------|
| CDEV 1240 Learning Environment and Curriculum | 4 |
| ASLS 1412 American Sign Language 2 | 3 |
| General Education Requirements | 9 |
| Total Semester Credits | 16 |

Third Semester

| | |
|-----------------------------------------------------------------------|-----------|
| CDEV 2320 Children with Differing Abilities (Fall) | 3 |
| CDEV 2560 Language & Literature Learning Experiences (Fall) | 3 |
| ASLS 1413 American Sign Language 3 | 3 |
| General Education Requirements | 6 |
| Total Semester Credits | 15 |

Fourth Semester

| | |
|-------------------------------------------------------|-----------|
| CDEV 2599 Practicum 1: Special Settings/ASL | 2 |
| ASLS 1414 American Sign Language 4 | 3 |
| General Education Requirements | 9 |
| Total Semester Credits | 14 |

NOTE: ASLS 1413 & ASLS 1414 are counted towards fulfilling MnTC Electives

| | |
|----------------------------------------|-----------|
| Total Program Credits | 60 |
|----------------------------------------|-----------|

Child Development Careers AAS DEGREE

Program Overview

This program is designed to prepare individuals for employment as a teacher in a variety of early childhood settings. Students will learn how to promote and communicate knowledge of child development; create healthy, respectful and challenging learning environments; create and maintain respectful and supportive relationships with children, families, staff, and community members; use observation skills to enhance teaching; and design and implement developmentally and culturally appropriate activities and curriculum. Lab and Practicum opportunities are provided which allow students to apply their skills and knowledge in a practical experience. All students must meet all reading and writing program entry requirements prior to entering courses beyond the Certificate.

Students must have a high school diploma, or GED, and pass a criminal background study. Respect for cultural differences is essential. Good judgment and absolute integrity are also necessary for success in the field of child development.

Career Opportunities

Graduates of the Child Development AAS program will qualify to teach at a child care center, preschool program, before/after-school program, a family child care home or nanny, as well as a Lead Teacher in a Head Start program, a teacher assistant or education assistant (paraprofessional) in the public schools, Early Childhood Family Education, Early Childhood Special Education, or Child Life Assistant (in a hospital setting). The AAS degree meets Minnesota Department of Human Services educational requirements for child care providers. The demand for trained child development professionals continues to increase as more parents seek quality care and educational programs for their children. Our job placement rate is well over 95% and the Bureau of Labor Statistics estimates that the employment outlook will grow faster than average through 2018.

Program Outcomes

1. Graduates will demonstrate knowledge of child safety, health, and nutrition.
2. Graduates will demonstrate knowledge on the principles of child development and developmentally appropriate practices.
3. Graduates will demonstrate knowledge and skills in positive child guidance techniques.
4. Graduates will demonstrate the knowledge and skills in positive family, community, and staff relations.
5. Graduates will demonstrate the knowledge and skills in developing and implementing early childhood curriculum.
6. Graduates will have hands-on training in a variety of Child Development settings.
7. Graduates will possess the knowledge and skills for immediate employment in the Child Development field.

Program Requirements

Check off when completed

| Course | Cr |
|-------------------------------------------------------------------------------------------------------------------|-----------|
| <input type="checkbox"/> CDEV 1200 Introduction to Early Childhood Education | 3 |
| <input type="checkbox"/> CDEV 1210 Child Growth and Development | 3 |
| <input type="checkbox"/> CDEV 1220 Health, Safety and Nutrition | 3 |
| <input type="checkbox"/> CDEV 1230 Guiding Children's Behavior | 3 |
| <input type="checkbox"/> CDEV 1240 Learning Environment and Curriculum | 4 |
| <input type="checkbox"/> CDEV 1610 Observation and Assessment | 3 |
| <i>Not offered every semester, see Faculty</i> | |
| <input type="checkbox"/> CDEV 1640 Curriculum Planning | 3 |
| <i>Not offered every semester, see Faculty</i> | |
| <input type="checkbox"/> CDEV 1910 Practicum 1 | 3 |
| <input type="checkbox"/> CDEV 2320 Children with Differing Abilities (Fall) | 3 |
| <input type="checkbox"/> CDEV 2600 Organizational Leadership and Management (Spring) | 2 |
| <input type="checkbox"/> CDEV 2560 Language & Literature Learning Experiences OR CDEV 2550 STEM for ECE | 3 |
| <input type="checkbox"/> CDEV 2620 Practicum 2 | 4 |
| Subtotal | 37 |

Electives: Choose a minimum of 3 credits from the following Technical Electives: 3

| | |
|----------------------------------------------------------------------------------------------------|-----|
| <input type="checkbox"/> CDEV 2520 The Peaceful Classroom | 3 |
| <input type="checkbox"/> CDEV 2530 Children with Challenging Behaviors | 3 |
| <input type="checkbox"/> CDEV 2550 STEM for ECE | 3 |
| <input type="checkbox"/> CDEV 2560 Language & Literature Learning Experiences | 3 |
| <input type="checkbox"/> CDEV 2570 Working with Diverse Children and Families | 3 |
| <input type="checkbox"/> CDEV 2580 Creative Development & Learning Experiences | 3 |
| <input type="checkbox"/> CDEV 2590 Social-Emotional Development and Learning Experiences | 3 |
| <input type="checkbox"/> CDEV 2597 Special Topics | 1-4 |

| General Education/MnTC Requirements | Cr |
|--------------------------------------------------------------------------------------------|-----------|
| Refer to the Minnesota Transfer Curriculum Course List for each Goal Area | |
| <input type="checkbox"/> Goal 1: Communication | 7 |
| ENGL 1711 Composition 1 – 4 cr | |
| SPCH XXXX – 3 cr | |
| <input type="checkbox"/> Goal 3 or Goal 4 | 3 |
| Goal 3: Natural Sciences OR | |
| Goal 4: Mathematical/Logical Reasoning | |
| <input type="checkbox"/> Goal 5: History, Social Science and Behavioral Sciences | 3 |
| SOC1 1720 Social Problems OR SOC1 1730 Sociology of Families & Relationships (recommended) | |
| <input type="checkbox"/> Goal 6: Humanities and Fine Arts | 3 |
| <input type="checkbox"/> Goals 1-10 of the Minnesota Transfer Curriculum | 4 |
| Select a minimum of 4 additional credits | |
| General Education Requirements | 20 |

Total Program Credits 60

*Information is subject to change.
This Program Requirements Guide is not a contract.*

Program Faculty

Students should consult with the Program Faculty each semester.

Janet Massa janet.massa@saintpaul.edu
Kelly McKown kelly.mckown@saintpaul.edu

Part-time/Full-time Options

Part-time and full-time options are available. Evening, Saturday, and online courses are also available. Costs vary depending on part-time or full-time enrollment.

Course Sequence

The course sequence on the back of this guide is recommended for a full-time student; however, this sequence is not required. Not all courses are offered each semester; a selection of courses is offered summer term.

Transfer Opportunities

Saint Paul College has a transfer articulation agreement between the following program and post-secondary institution for the baccalaureate degree program listed below.

For more information please go to saintpaul.edu/Transfer.

Child Development Careers AAS

- | | |
|-----|---------------------------------------------------------------------------------------|
| BS | Human Development & Family Studies University of Wisconsin-Stout |
| BAS | Early Childhood Studies Metropolitan State University |
| BS | Healthcare and Human Service Management Saint Mary's University-Twin Cities Campus |
| BA | Child Development Concordia University, St. Paul |
| BA | Family Science Concordia University, St. Paul |
| BA | Health Care Administration Concordia University, St. Paul |

See back of this guide for Course Sequence

Minimum Program Entry Requirements

Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 78+ or grade of "C" or better in READ 0722

Writing: Score of 78+ or grade of "C" or better in ENGL 0922

Arithmetic: Score of 20+

Assessment Results and Prerequisites:

Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

053A (7009)

Child Development Careers AAS DEGREE *(continued)*

Program Start Dates

Fall, Spring, Summer

Course Sequence

The course sequence is recommended for a full-time student; however, this sequence is not required.

Not all courses are offered each semester; a selection of courses is offered summer term.

Students should consult with the Program Faculty each semester.

First Semester

| | |
|---------------------------------------------------------------|-----------|
| CDEV 1200 Introduction to Early Childhood Education | 3 |
| CDEV 1210 Child Growth and Development | 3 |
| CDEV 1220 Health, Safety and Nutrition | 3 |
| CDEV 1230 Guiding Children's Behavior | 3 |
| CDEV 1240 Learning Environment and Curriculum | 4 |
| Total Semester Credits | 16 |

All students must meet all reading and writing program entry requirements prior to entering courses beyond the Certificate. CDEV 1200, 1210, 1220, 1230, and 1240 must be completed before taking second semester courses.

Second Semester

| | |
|--------------------------------------------------------------|-----------|
| CDEV 1610 Observation and Assessment | 3 |
| <i>Not offered every semester, see Faculty</i> | |
| CDEV 1640 Curriculum Planning | 3 |
| <i>Not offered every semester, see Faculty</i> | |
| CDEV 2600 Organizational Leadership and Management | 2 |
| General Education Requirements | 7 |
| Total Semester Credits | 15 |

Third Semester

| | |
|-------------------------------------------------------|-----------|
| CDEV 2320 Children with Differing Abilities | 3 |
| <i>Not offered every semester, see Faculty</i> | |
| General Education Requirements | 12 |
| Total Semester Credits | 15 |

Fourth Semester

| | |
|------------------------------------------------|-----------|
| CDEV 1910 Practicum 1 | 3 |
| <i>Not offered every semester, see Faculty</i> | |
| General Education Requirements | 11 |
| Total Semester Credits | 14 |

| | |
|----------------------------------------|-----------|
| Total Program Credits | 60 |
|----------------------------------------|-----------|

Child Development Careers DIPLOMA

Program Overview

This program is designed to prepare individuals for employment in entry-level early childhood education positions. Students will learn about child development, guidance, health and safety, professional relations, and strategies for promoting learning in young children. Lab and Practicum opportunities are provided which allow students to apply their skills and knowledge in a practical experience. All students must meet all reading and writing program entry requirements prior to entering courses beyond the Certificate.

Students must have a high school diploma or GED and pass a criminal background study. Respect for cultural differences is essential. Good judgment and absolute integrity are also necessary for success in the field of child development.

Career Opportunities

Graduates of the Child Development Diploma program will qualify to work at a child care center, preschool program, before/after-school program, a family child care home or nanny. This diploma meets Minnesota Department of Human Services educational requirements for child care providers. The demand for trained child development professionals continues to increase as more and more parents seek quality care and educational programs for their children. Our job placement rate is well over 95% and the Bureau of Labor Statistics estimates that the employment outlook will grow faster than average through 2018.

Program Outcomes

1. Graduates will demonstrate knowledge of child safety, health and nutrition.
2. Graduates will demonstrate knowledge in the fundamental principles of child development and developmentally appropriate practices.
3. Graduates will demonstrate knowledge and skills in positive child guidance techniques.
4. Graduates will demonstrate the knowledge and skills in positive family, community, and staff relations.
5. Graduates will demonstrate the knowledge and skills in developing and implementing early childhood curriculum.

Program Faculty

Students should consult with the Program Faculty each semester.

Janet Massa janet.massa@saintpaul.edu
 Kelly McKown kelly.mckown@saintpaul.edu

Part-time/Full-time Options

Part-time and full-time options are available. Evening, Saturday, and online courses are also available. Costs vary depending on part-time or full-time enrollment.

Program Requirements

Check off when completed

| Course | Cr |
|--------------------------------------------------------------------------------------------|-----------|
| <input type="checkbox"/> CDEV 1200 Introduction to Early Childhood Education | 3 |
| <input type="checkbox"/> CDEV 1210 Child Growth and Development | 3 |
| <input type="checkbox"/> CDEV 1220 Health, Safety and Nutrition | 3 |
| <input type="checkbox"/> CDEV 1230 Guiding Children's Behavior | 3 |
| <input type="checkbox"/> CDEV 1240 Learning Environment and Curriculum | 4 |
| <input type="checkbox"/> CDEV 1610 Observation and Assessment | 3 |
| <input type="checkbox"/> CDEV 1640 Curriculum Planning | 3 |
| <input type="checkbox"/> CDEV 1910 Practicum 1 | 3 |
| Subtotal | 25 |
| General Education Requirements | |
| <input type="checkbox"/> Goal 1: Communication | 4 |
| ENGL 1711 Composition 1 | |
| <input type="checkbox"/> Goal 5: History, Social Science and Behavioral Sciences | 3 |
| SOC1 1720 Social Problems OR | |
| SOC1 1730 Sociology of Families and Relationships (recommended) | |
| General Education Requirements | 7 |

Total Program Credits 32

Program Start Dates

Fall, Spring, Summer

Course Sequence

The following sequence is recommended for a full-time student; however, this sequence is not required. Not all courses are offered each semester; a selection of courses is offered summer term.

First Semester

| | |
|---------------------------------------------------------------|-----------|
| CDEV 1200 Introduction to Early Childhood Education | 3 |
| CDEV 1210 Child Growth and Development | 3 |
| CDEV 1230 Guiding Children's Behavior | 3 |
| CDEV 1240 Learning Environment & Curriculum | 4 |
| Total Semester Credits | 13 |

All students must meet all reading and writing program entry requirements prior to entering courses beyond the Certificate. CDEV 1200, 1210, 1230, and 1240 must be completed before taking second semester courses.

Second Semester

| | |
|--------------------------------------------------|-----------|
| CDEV 1220 Health, Safety and Nutrition | 3 |
| CDEV 1610 Observation and Assessment | 3 |
| CDEV 1640 Curriculum Planning | 3 |
| <i>Not offered every semester, see Faculty</i> | |
| Goal 5: SOCI 1720 Social Problems OR | |
| SOC1 1730 (recommended) | 3 |
| Total Semester Credits | 12 |

Third Semester

| | |
|-------------------------------------------|----------|
| CDEV 1910 Practicum 1 | 3 |
| Goal 1: ENGL 1711 Composition 1 | 4 |
| Total Semester Credits | 7 |

Total Program Credits 32

Minimum Program Entry Requirements

Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 78+ or grade of "C" or better in READ 0722

Writing: Score of 60+ on Reading Comprehension or grade of "C" or better in ENGL 0921

Arithmetic: Score of 20+

Assessment Results and Prerequisites:

Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

052D (7007)

*Information is subject to change.
 This Program Requirements Guide is not a contract.*

Child Development Careers CERTIFICATE

Program Overview

This program is designed to give students an introduction to the field of Early Childhood Education and the variety of career opportunities. Each of our other programs begin with the Certificate-level courses. Students will learn about child development, guidance, health and safety, professional relations, and strategies for promoting learning in young children.

Students must have a high school diploma, or GED, and pass a criminal background study. Respect for cultural differences is essential. Good judgment and absolute integrity are also necessary for success in the field of child development.

Career Opportunities

Graduates of the Child Development Certificate program will qualify to work at a child care center, preschool program, before/after-school program, a family child care home or nanny. This certificate meets Minnesota Department of Human Services educational requirements for child care provider. The demand for trained child development professionals continues to increase as more and more parents seek quality care and educational programs for their children. Our job placement rate is well over 95% and the Bureau of Labor Statistics estimates that the employment outlook will grow faster than average through 2018.

Program Outcomes

1. Graduates will demonstrate knowledge of child safety, health and nutrition.
2. Graduates will demonstrate knowledge in the fundamental principles of child development and developmentally appropriate practices.
3. Graduates will demonstrate knowledge and skills in positive child guidance techniques.
4. Graduates will demonstrate the knowledge and skills in positive family, community, and staff relations.

Program Faculty

Students should consult with the Program Faculty each semester.

Janet Massa janet.massa@saintpaul.edu
 Kelly McKown kelly.mckown@saintpaul.edu

Part-time/Full-time Options

Part-time and full-time options are available. Evening, Saturday, and online courses are also available. Costs vary depending on part-time or full-time enrollment.

Program Requirements

Check off when completed

| Course | Cr |
|----------------------------------------------------------------------------------------|-----------|
| <input type="checkbox"/> CDEV 1200 Introduction to Early Childhood Education | 3 |
| <input type="checkbox"/> CDEV 1210 Child Growth and Development | 3 |
| <input type="checkbox"/> CDEV 1220 Health, Safety and Nutrition | 3 |
| <input type="checkbox"/> CDEV 1230 Guiding Children's Behavior | 3 |
| <input type="checkbox"/> CDEV 1240 Learning Environment and Curriculum | 4 |
| Total Program Credits | 16 |

Program Start Dates

Fall, Spring

Course Sequence

This certificate can be completed in one semester as shown in the following sequence; however, this sequence is not required. Not all courses are offered each semester; a selection of courses is offered summer term.

First Semester

| | |
|---------------------------------------------------------------|-----------|
| CDEV 1200 Introduction to Early Childhood Education | 3 |
| CDEV 1210 Child Growth and Development | 3 |
| CDEV 1220 Health, Safety and Nutrition | 3 |
| CDEV 1230 Guiding Children's Behavior | 3 |
| CDEV 1240 Learning Environment and Curriculum | 4 |
| Total Semester Credits | 16 |

Total Program Credits 16

Minimum Program Entry Requirements

Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 60+ on Reading Comprehension or grade of "C" or better in READ 0721

Arithmetic: Score of 20+

Assessment Results and Prerequisites:

Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

051C (7006)

*Information is subject to change.
 This Program Requirements Guide is not a contract.*

Cosmetology AAS DEGREE

Program Overview

The Cosmetology AAS degree meets the requirements for licensure by the Minnesota Board of Cosmetologist Examiners and provides transferrable credits towards a two- or four-year degree in liberal arts and sciences.

Cosmetology services include the cleaning, conditioning, shaping, reinforcing, coloring and enhancing of the body surface in the areas of head, scalp, face, arms, hands, legs and feet.

Science courses provide a good background for the skills taught in hair analysis and treatment. Physical requirements include finger dexterity, negative allergic reaction to cosmetic preparations and artistic flair for creative design. The professional cosmetologist should enjoy working with the public and in a team atmosphere. People skills and time management skills are essential.

Licensing or certification exams are independent of graduation requirements.

Career Opportunities

The job outlook is good for cosmetologists, estheticians and nail technicians. Increasing population, incomes, and demand for cosmetology services will stimulate job growth. In addition, numerous job openings will stem from rapid turnover in salons and the large size of the occupation. The rapid growth of nail salons and full-service spas will generate numerous job openings for cosmetologists skilled in hair, skin, and nails.

After cosmetology students complete 1550 hours of skills and theory training and pass the written exam given through the State designated testing service and skills certification, they are eligible for licensure through the Minnesota Board of Cosmetologist Examiners. Cosmetologists work in a variety of settings including beauty salons and full service spas.

Program Outcomes

1. Graduates will be prepared to take the skills certification.
2. Graduates will be prepared to take the Minnesota State Cosmetology written exam and state law test administered through the State designated testing service (access through www.bceboard.state.mn.us).
3. Graduates will have knowledge and skills in cosmetology services (hair, nails and skin).
4. Graduates will have knowledge and skills in salon operations.
5. Graduates will be prepared for employment as Cosmetologists.
6. Graduates will have successfully mastered the general education program requirements for work and life roles.

Program Faculty

Marcie Smith-Fields
marcie.smith-fields@saintpaul.edu

Full-time

Students attend full-time and can complete the program in four semesters.

Licensure

This program meets Minnesota Board of Cosmetologist Examiners requirements.

Textbook and Supply Costs

Students should expect to spend approximately \$3,700.00 for cosmetology kits, supplies, and books. This cost is in addition to tuition and fees.



Pivot Point is a registered service mark and trademark owned by Pivot Point International, Inc.

Saint Paul College's Cosmetology Program is a Pivot Point Member School

Pivot Point International Inc.
1560 Sherman Avenue Suite 700
Evanston, IL 60201
1.800.886.4247
www.pivot-point.com

Transfer Opportunities

Saint Paul College has a transfer articulation agreement between the following program and post-secondary institution for the baccalaureate degree program listed below.

For more information please go to saintpaul.edu/Transfer.

Cosmetology AAS

- BA Individualized Studies
Metropolitan State University
- BA Health Care Administration
Concordia University, St. Paul

*Information is subject to change.
This Program Requirements Guide is not a contract.*

Additional Requirements

Be prepared to purchase student cosmetology kits the first day of class from the book store. Financial aid must have been completed.

All books MUST be purchased before classes begin.

Cosmetology Student Handbook/ Agreement Form

All new and returning students will need to access D2L Brightspace PRIOR to the first day of classes to read the Cosmetology student handbook. After you have read the handbook, you must print and sign Student Agreement Form, Hepatitis B Vaccination/Declination Form and Rollabout Form and return them to your instructor on the first day of class before you will be admitted to class. You will need to perform this task prior to the first day of each semester.

Please direct questions to the assigned instructor of your first class.

Course Sequence

See back of guide for Program Requirements and Course Sequence. Required course sequence is dependent upon which Semester/Term the student starts the Cosmetology AAS Degree Program. The General Education Courses (16 credits) may be taken during the Semester/Term of student's choice or after completion of Technical Requirement courses.

*See back of this guide for
Program Requirements and Course Sequence*

Minimum Program Entry Requirements

Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 78+ or grade of "C" or better in READ 0722

Writing: Score of 78+ or grade of "C" or better in ENGL 0922

Arithmetic: Score of 31+

Assessment Results and Prerequisites: Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

135A (7123)

Cosmetology AAS DEGREE *(continued)*

Program Start Dates

Fall, Spring,
Summer – online only CHSN 1598 & CHSN 1599

Program Requirements

Check off when completed

Required Program Orientation

All Cosmetology, Esthetics and Nail Technician applicants must attend a program orientation prior to enrollment as a full-time student. Please call the Clinic receptionist at 651.846.1329 to reserve your space at a orientation.

| Courses | Cr |
|--------------------------------------------------------------------|-----------|
| <input type="checkbox"/> CHSN 1598 Body Systems & Diseases | 4 |
| <input type="checkbox"/> CHSN 1599 Preclinic Introduction | 4 |
| <input type="checkbox"/> COSM 1601 Preclinic Hair Care 1 | 3 |
| <input type="checkbox"/> COSM 1602 Preclinic Hair Care 2 | 3 |
| <input type="checkbox"/> COSM 1603 Preclinic Nail Care | 3 |
| <input type="checkbox"/> COSM 1604 Preclinic Skin Care | 3 |
| <input type="checkbox"/> COSM 1605 Preclinic Hair Color | 3 |
| <input type="checkbox"/> COSM 1606 Preclinic Chemical Control | 3 |
| <input type="checkbox"/> COSM 1620 Advanced Hair Care | 4 |
| <input type="checkbox"/> COSM 1901 Clinic 1 for Cosmetology Majors | 3 |
| <input type="checkbox"/> COSM 1902 Clinic 2 for Cosmetology Majors | 3 |
| <input type="checkbox"/> COSM 1903 Clinic 3 for Cosmetology Majors | 3 |
| <input type="checkbox"/> COSM 1904 Clinic 4 for Cosmetology Majors | 3 |
| <input type="checkbox"/> COSM 1905 Clinic 5 for Cosmetology Majors | 3 |
| <input type="checkbox"/> COSM 1906 Clinic 6 for Cosmetology Majors | 3 |
| <input type="checkbox"/> COSM 1907 Clinic 7 for Cosmetology Majors | 3 |
| General Education Requirements | 51 |

Required Technical Electives 3

Select 3 credits from the following Technical Electives to complete the required 1550 hours needed for licensure:

| | |
|---------------------------------------------------------------------|---|
| COSM 1951 Salon Operations 1 for Cosmetology/Nail Technician Majors | 1 |
| COSM 1952 Salon Operations 2 for Cosmetology/Nail Technician Majors | 2 |
| COSM 1953 Salon Operations 3 for Cosmetology/Nail Technician Majors | 3 |
| COSM 1954 Salon Operations 4 for Cosmetology/Nail Technician Majors | 4 |
| COSM 1955 Salon Operations 5 for Cosmetology/Nail Technician Majors | 5 |
| COSM 1956 Salon Operations 6 for Cosmetology/Nail Technician Majors | 6 |

General Education/MnTC Requirements Cr

Refer to the Minnesota Transfer Curriculum Course List for each Goal Area

| | |
|----------------------------------------------------------------------------------|-----------|
| <input type="checkbox"/> Goal 1: Communication | 7 |
| ENGL 1711 Composition 1 – 4 cr | |
| SPCH XXXX (SPCH 1720 -Interpersonal Communication recommended) – 3 cr | |
| <input type="checkbox"/> Goal 3 or Goal 4 | 3 |
| Goal 3: Natural Sciences OR | |
| Goal 4: Mathematical/Logical Reasoning | |
| <input type="checkbox"/> Goal 5: History, Social Science and Behavioral Sciences | 3 |
| <input type="checkbox"/> Goal 6: Humanities and Fine Arts | 3 |
| General Education Requirements | 16 |

Total Program Credits70

Course Sequence

Required course sequence is dependent upon which Semester/Term the student starts the Cosmetology AAS Degree Program. The General Education courses (16 credits) may be taken during the Semester/Term of student's choice or after completion of Technical Requirement courses.

If you start the program Fall or Spring Semester:

| Course | Cr | Hrs |
|---------------------------------------------------------------------------|-----------|-------------|
| First Semester | | |
| CHSN 1598 Body Systems & Disease | 4 | 80 |
| CHSN 1599 Preclinic Introduction | 4 | 80 |
| COSM 1601 Preclinic Hair Care | 3 | 96 |
| COSM 1602 Preclinic Hair Care | 3 | 80 |
| COSM 1603 Preclinic Nail Care | 3 | 80 |
| COSM 1604 Preclinic Skin Care | 3 | 96 |
| COSM 1901 Clinic 1 for Cosmetology Major | 3 | 96 |
| COSM 1902 Clinic 2 for Cosmetology Majors | 3 | 96 |
| COSM 1903 Clinic 3 for Cosmetology Majors | 3 | 96 |
| Total Semester Credits/Hours | 29 | 784 |
| Second Semester | | |
| COSM 1605 Preclinic Hair Color | 3 | 80 |
| COSM 1606 Preclinic Chemical Control | 3 | 80 |
| COSM 1620 Advanced Hair Care | 4 | 112 |
| COSM 1904 Clinic 4 for Cosmetology Majors | 3 | 96 |
| COSM 1905 Clinic 5 for Cosmetology Majors | 3 | 96 |
| COSM 1906 Clinic 6 for Cosmetology Majors | 3 | 96 |
| COSM 1951 Salon Operations 1 for Cosmetology/Nail | 1 | 32 |
| Total Semester Credits/Hours | 20 | 608 |
| Third Semester | | |
| COSM 1907 Clinic 7 for Cosmetology Majors | 3 | 96 |
| COSM 1952 Salon Operations 2 for Cosmetology/Nail Tech Majors | 2 | 64 |
| Total Semester Credits/Hours | 5 | 160 |
| Subtotal Program Credits Hours | 54 | 1552 |
| Any Semester | | |
| Goal 1: ENGL 1711 Composition 1 | 4 | |
| Goal 1: SPCH XXXX (SPCH 1720 -Interpersonal Communication recommended) | 3 | |
| Goal 3 or 4: Natural Sciences OR Mathematical/Logical Reasoning | 3 | |
| Goal 5: History, Social Science and Behavioral Sciences | 3 | |
| Goal 6: Humanities and Fine Arts | 3 | |
| General Education Requirements | 16 | |
| Total Program Credits: | 70 | 1552 |

Cosmetology DIPLOMA

Program Overview

The Cosmetology Diploma program meets the requirements for licensure by the Minnesota Board of Cosmetologist Examiners.

Cosmetology services include the cleaning, conditioning, shaping, reinforcing, coloring and enhancing of the body surface in the areas of head, scalp, face, arms, hands, legs and feet.

Science courses provide a good background for the skills taught in hair analysis and treatment. Physical requirements include finger dexterity, negative allergic reaction to cosmetic preparations and artistic flair for creative design. The professional cosmetologist should enjoy working with the public and in a team atmosphere. People skills and time management skills are essential.

Licensing or certification exams are independent of graduation requirements.

Career Opportunities

The job outlook is good for cosmetologists. Increasing population, incomes, and demand for cosmetology services will stimulate job growth. In addition, numerous job openings will stem from rapid turnover in salons and the large size of the occupation. The rapid growth of nail salons and full-service spas will generate numerous job openings for cosmetologists skilled in hair, skin, and nails.

After cosmetology students complete 1550 hours of skills and theory training and pass the written exam given through the State designated testing service and skills certification, they are eligible for licensure through the Minnesota Board of Cosmetologist Examiners. Cosmetologists work in a variety of settings including beauty salons and full service spas.

Program Outcomes

1. Graduates will be prepared to take the skills certification.
2. Graduates will be prepared to take the Minnesota State Cosmetology written exam and state law test administered through the State designated testing service (access through www.bceboard.state.mn.us).
3. Graduates will have knowledge and skills in cosmetology services (hair, nails and skin).
4. Graduates will have knowledge and skills in salon operations.
5. Graduates will be prepared for employment as Cosmetologists.
6. Graduates will have successfully mastered the general education program requirements for work and life roles.

Program Faculty

Elizabeth Hamp
beth.hamp@saintpaul.edu

Marcie Smith-Fields
marcie.smith-fields@saintpaul.edu

Kunthea Thoeut-Nhim
kunthea.thoeut@saintpaul.edu

Full-time

Students attend full-time and can complete the program in three semesters.

Licensure

This program meets Minnesota Board of Cosmetologist Examiners requirements.

Textbook and Supply Costs

Students should expect to spend approximately \$3,700.00 for cosmetology kits, supplies, and books. This cost is in addition to tuition and fees.

Additional Requirements

Purchase Kits

Be prepared to purchase student cosmetology kits the first day of class from the book store. Financial aid must have been completed.

All books MUST be purchased before classes begin.

Cosmetology Student Handbook/ Agreement Form

All new and returning students will need to access D2L Brightspace PRIOR to the first day of classes to read the Cosmetology student handbook. After you have read the handbook, you must print and sign Student Agreement Form, Hepatitis B Vaccination/Declination Form and Rollabout Form and return them to your instructor on the first day of class before you will be admitted to class. You will need to perform this task prior to the first day of each semester. Please direct questions to the assigned instructor of your first class.

Course Sequence

See back of guide for Program Requirements and Course Sequence. Required course sequence is dependent upon which Semester/Term the student starts the Cosmetology Diploma program. The General Education Requirement (3 credits) may be taken during the Semester/Term of student's choice.

See back of this guide for Program Requirements and Course Sequence

pivot point.
MEMBER SCHOOL

Pivot Point is a registered service mark and trademark owned by Pivot Point International, Inc.

Saint Paul College's Cosmetology Program is a Pivot Point Member School

Pivot Point International Inc.
1560 Sherman Avenue Suite 700
Evanston, IL 60201
1.800.886.4247
www.pivot-point.com

Minimum Program Entry Requirements

Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 60+ on Reading Comprehension or grade of "C" or better in READ 0721

Writing: Any

Arithmetic: Score of 31+

Assessment Results and Prerequisites:

Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

054D (7012)

*Information is subject to change.
This Program Requirements Guide is not a contract.*

Cosmetology DIPLOMA *(continued)*

Program Start Dates

Fall, Spring,
Summer – online only CHSN 1598 & CHSN 1599

Program Requirements

Check off when completed

Required Program Orientation

All Cosmetology, Esthetics and Nail Technician applicants must attend a program orientation prior to enrollment as a full-time student. Please call the Clinic receptionist at 651.846.1329 to reserve your space at a orientation.

| Courses | Cr |
|-------------------------------------------------------------------------------------------------------------------|-----------|
| <input type="checkbox"/> CHSN 1598 Preclinic Introduction | 4 |
| <input type="checkbox"/> CHSN 1599 Body Systems and Disease | 4 |
| <input type="checkbox"/> COSM 1601 Preclinic Hair Care 1 | 3 |
| <input type="checkbox"/> COSM 1602 Preclinic Hair Care 2 | 3 |
| <input type="checkbox"/> COSM 1603 Preclinic Nail Care | 3 |
| <input type="checkbox"/> COSM 1604 Preclinic Skin Care | 3 |
| <input type="checkbox"/> COSM 1605 Preclinic Hair Color | 3 |
| <input type="checkbox"/> COSM 1606 Preclinic Chemical Control. | 3 |
| <input type="checkbox"/> COSM 1620 Advanced Hair Care | 4 |
| <input type="checkbox"/> COSM 1901 Clinic 1 for Cosmetology Majors | 3 |
| <input type="checkbox"/> COSM 1902 Clinic 2 for Cosmetology Majors | 3 |
| <input type="checkbox"/> COSM 1903 Clinic 3 for Cosmetology Majors | 3 |
| <input type="checkbox"/> COSM 1904 Clinic 4 for Cosmetology Majors | 3 |
| <input type="checkbox"/> COSM 1905 Clinic 5 for Cosmetology Majors | 3 |
| <input type="checkbox"/> COSM 1906 Clinic 6 for Cosmetology Majors | 3 |
| <input type="checkbox"/> COSM 1907 Clinic 7 for Cosmetology Majors. | 3 |
| Subtotal. | 51 |
| <input type="checkbox"/> Required Technical Electives | 3 |
| Select 3 credits from the following technical electives to complete the required 1550 hours needed for licensure: | |
| COSM 1951 Salon Operations 1 for Cosmetology/Nail Technician Majors . . 1 | |
| COSM 1952 Salon Operations 2 for Cosmetology/Nail Technician Majors . . 2 | |
| COSM 1953 Salon Operations 3 for Cosmetology/Nail Technician Majors . . 3 | |
| COSM 1954 Salon Operations 4 for Cosmetology/Nail Technician Majors . . 4 | |
| COSM 1955 Salon Operations 5 for Cosmetology/Nail Technician Majors . . 5 | |
| COSM 1956 Salon Operations 6 for Cosmetology/Nail Technician Majors . . 6 | |
| <input type="checkbox"/> General Education Requirement | 3 |
| Goals 1-10: Minnesota Transfer Curriculum | |
| SPCH 1720 -Interpersonal Communication (recommended) | |
| Total Program Credits | 57 |

Course Sequence

Required course sequence is dependent upon which Semester/Term the student starts the Cosmetology Diploma Program. The General Education Requirement (3 credits) may be taken during the Semester/Term of student's choice.

If you start the program Fall or Spring Semester:

| Course | Cr | Hrs | |
|----------------------------------------------------------------------------|-----------|-------------|---|
| First Semester | | | |
| CHSN 1598 Body Systems & Diseases | 4 | 80 | |
| CHSN 1599 Preclinic Introduction | 4 | 80 | |
| COSM 1601 Preclinic Hair Care 1 | 3 | 96 | |
| COSM 1602 Preclinic Hair Care 2 | 3 | 80 | |
| COSM 1603 Preclinic Nail Care | 3 | 80 | |
| COSM 1604 Preclinic Skin Care | 3 | 80 | |
| COSM 1901 Clinic 1 for Cosmetology Majors | 3 | 96 | |
| COSM 1902 Clinic 2 for Cosmetology Majors | 3 | 96 | |
| COSM 1903 Clinic 3 for Cosmetology Majors | 3 | 96 | |
| Total Semester Credits/Hours | 29 | 784 | |
| Second Semester | | | |
| COSM 1605 Preclinic Hair Color. | 3 | 80 | |
| COSM 1606 Preclinic Chemical Control | 3 | 80 | |
| COSM 1620 Advanced Hair Care | 4 | 128 | |
| COSM 1904 Clinic 4 for Cosmetology Majors | 3 | 96 | |
| COSM 1905 Clinic 5 for Cosmetology Majors | 3 | 96 | |
| COSM 1906 Clinic 6 for Cosmetology Majors | 3 | 96 | |
| COSM 1951 Salon Operations 1 for Cosmetology/ Nail Tech Majors. | 1 | 32 | |
| Total Semester Credits/Hours | 20 | 608 | |
| Third Semester | | | |
| COSM 1907 Clinic 7 for Cosmetology Majors | 3 | 96 | |
| COSM 1952 Salon Operations 2 for Cosmetology/ Nail Tech Majors. | 2 | 64 | |
| Total Semester Credits/Hours. | 5 | 160 | |
| Subtotal Program Credits/Hours | 54 | 1552 | |
| Any Semester | | | |
| General Education Requirements (Semester of Choice) | | | |
| Goals 1-10: Minnesota Transfer Curriculum | | | |
| SPCH 1720 -Interpersonal Communication (recommended) | | | 3 |
| General Education Requirement | 3 | | |
| Total Program Credits: | 57 | 1552 | |

Nail Care Technician CERTIFICATE

Program Overview

Nail Technician services include the cleaning, shaping, conditioning and care for the fingers, hands, toes and feet as well as the preparation and application of artificial nails.

Physical requirements include finger dexterity, negative allergic reaction to cosmetic preparations, and artistic flair for creative design. The nail technician should enjoy working with the public and in a team atmosphere. People skills and time management skills are essential.

Licensing or certification exams are independent of graduation requirements.

Career Opportunities

The job outlook is very good for nail technicians. Increasing population, incomes, and demand for cosmetology services will stimulate job growth. In addition, numerous job openings will stem from rapid turnover in salons and the large size of the occupation. The rapid growth of nail salons and full service spas will generate numerous job openings for nail technicians.

After Nail Care Technician students complete 350 hours of skills and theory training and pass the written exam given through the State designated testing service, and skills certification they are eligible for licensure from the Minnesota Board of Cosmetologist Examiners. Nail technicians work in beauty salons, nail salons and spas.

Program Outcomes

1. Graduates will be prepared to take the skills certification.
2. Graduates will be prepared to take the Minnesota State written exam and state law test administered through the State designated testing service (access through www.lcbeboard.state.mn.us).
3. Graduates will possess knowledge and skills for manicures, pedicures and application of artificial nails.

Program Faculty

Marcie Smith-Fields
marcie.smith-fields@saintpaul.edu

Full-time

Students may complete the program in one semester. Consult with Cosmetology Instructor to develop a plan.

Additional Costs

Students should expect to spend approximately \$700.00 for nail care kits, supplies and books. This cost is in addition to tuition and fees. There is an additional fee to take the licensure exam.

Program Requirements

Check off when completed

Required Program Orientation

All Cosmetology, Esthetics and Nail Technician applicants must attend a program orientation prior to enrollment as a full-time student. Please call the Clinic receptionist at 651.846.1329 to reserve your space at a orientation.

| Course | Cr |
|---------------------------------------------------------------------------------------------------------|----|
| <input type="checkbox"/> CHSN 1598 Body Systems & Diseases on-line | 4 |
| <input type="checkbox"/> CHSN 1599 Preclinic Introduction on-line COSM | 4 |
| <input type="checkbox"/> COSM 1603 Preclinic Nail Care | 3 |
| <input type="checkbox"/> COSM 1908 Clinic 1 for Nail Technicians | 3 |
| <input type="checkbox"/> COSM 1952 Salon Operations 2 for Cosmetology/ Nail Technician Majors | 2 |

Total Program Credits 16

Select from the following electives as needed:

| | |
|--------------------------------------------------------------------------------|---|
| CHSN 1951 Salon Operations 1 for Cosmetology/ Nail Technician Majors | 1 |
| CHSN 1953 Salon Operations 3 for Cosmetology/ Nail Technician Majors | 3 |

Additional Requirements

Be prepared to purchase kits the first day of class from the book store with the instructor. Financial aid must have been completed.

All books **MUST** be purchased before classes begin.

Cosmetology Student Handbook/ Agreement Form

All new and returning students will need to access D2L Brightspace PRIOR to the first day of classes to read the Cosmetology student handbook.

After you have read the handbook, you must print and sign: Student Agreement Form, Hepatitis B Vaccination/Declination Form and Rollabout Form and return them to your instructor on the first day of class before you will be admitted to class. You will need to perform this task prior to the first day of each semester. Please direct questions to the assigned instructor of your first class.

Program Start Dates

Summer, Fall, Spring

Course Sequence

This certificate can be completed in one semester as shown in the following sequence.

First Semester

| | |
|--------------------------------------------------------------------------------|-----------|
| CHSN 1598 Body Systems & Diseases | 4 |
| CHSN 1599 Preclinic Introduction | 4 |
| COSM 1603 Preclinic Nail Care | 3 |
| COSM 1908 Clinic 1 for Nail Technicians | 3 |
| COSM 1952 Salon Operations 2 for Cosmetology/ Nail Technician Majors | 2 |
| Total Semester Credits | 16 |

Total Program Credits 16

Information is subject to change.
This Program Requirements Guide is not a contract.

Minimum Program Entry Requirements
Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 38+

Arithmetic: Score of 20+

Assessment Results and Prerequisites:
Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

057C (7078)

Culinary Arts AAS DEGREE

Program Overview

The Culinary Arts AAS degree prepares individuals for career opportunities in hotels, restaurants, clubs and institutional food service facilities. Responsibilities may include menu planning, purchasing food, equipment, and supplies, selecting, and developing recipes, selecting and using various food preparation methods and techniques. Management duties may include, but are not limited to financial planning, hiring, training and supervising employees. Graduates will be eligible for Certified Culinarian award from the American Culinary Federation as well as more advanced certificates with requisite culinary industry work experience.

Career Opportunities

According to the U.S. Bureau of Labor Statistics and the National Restaurant Association, meal preparation continues to shift out of the home, providing plentiful opportunities for chefs, cooks, and other food service workers. Americans spend more than \$300 billion each year on meals eaten outside the home. The service industry currently employs 9,631,900 individuals and is projected to swell by 7.7% by 2018.

Opportunities are available in hotels, restaurants, resorts, clubs, catering and corporate dining, government and school kitchens. Institutional opportunities include health care, schools, corporations, and government facilities. Culinary Arts careers can lead in many different directions such as hospitality management, sales, product development, or owning your own business.

Program Outcomes

1. Graduates will have knowledge and skills in culinary arts.
2. Graduates will demonstrate knowledge and skills in restaurant operations.
3. Graduates will be experienced in food preparation and presentation for business and industry.
4. Graduates will be prepared for immediate employment in the food service industry.
5. Graduates will have mastered the general education program requirements for work and life roles.
6. Graduates will be eligible for Minnesota Food Manager Certification.
7. Graduates will be eligible for certification by ACF as a "Certified Culinarian."
8. Graduates will create a professional career plan.
9. Graduates will apply analysis and problem solving to food production.

Information is subject to change.
This Program Requirements Guide is not a contract.

Program Faculty

Sean Jones sean.jones@saintpaul.edu
Manfred Krug manfred.krug@saintpaul.edu
Nathan Sartain nathan.sartain@saintpaul.edu

Textbook and Supply Costs

Students should expect to spend approximately \$1,300.00 for books, uniform and culinary supplies. This cost is in addition to the cost of tuition and fees.

Program Requirements

Check off when completed

| Course | Cr |
|----------------------------------------------------------------------------------|-----------|
| <input type="checkbox"/> CULA 1405 Culinary Arts Foundations 1 | 2* |
| <input type="checkbox"/> CULA 1415 Culinary Arts Foundations 2 | 4* |
| <input type="checkbox"/> CULA 1425 Fundamentals of Pastry | 1* |
| <input type="checkbox"/> CULA 1435 Butchery and Charcuterie | 2* |
| <input type="checkbox"/> CULA 1445 Food Service Practicum | 2 |
| <input type="checkbox"/> CULA 1455 Food Safety and Sanitation | 2 |
| <input type="checkbox"/> CULA 1465 Culinary Nutrition Theory | 2 |
| <input type="checkbox"/> CULA 1505 Contemporary Bake Shop Production | 2* |
| <input type="checkbox"/> CULA 1515 Contemporary Pantry Production | 2* |
| <input type="checkbox"/> CULA 1525 Contemporary Range Production | 2* |
| <input type="checkbox"/> CULA 1545 Contemporary Quick Fare Production | 2* |
| <input type="checkbox"/> CULA 1555 Culinary Career Portfolio | 1 |
| <input type="checkbox"/> CULA 1565 Principles of Culinary Leadership | 2 |
| <input type="checkbox"/> CULA 1575 Artisan Baking and Pastry | 2* |
| <input type="checkbox"/> CULA 1585 Introduction to Dining Room Service | 1 |
| <input type="checkbox"/> CULA 1590 Café Dining Practicum | 2 |
| <input type="checkbox"/> CULA 1700 Culinary Externship | 3 |
| <input type="checkbox"/> CULA 1705 Sustainable Foods Practicum | 1 |
| <input type="checkbox"/> CULA 2100 Menu Composition and Analysis | 2 |
| <input type="checkbox"/> CULA 2105 Applied Restaurant Operations 1 | 3* |
| <input type="checkbox"/> CULA 2110 Applied Restaurant Operations 2 | 3* |
| <input type="checkbox"/> CULA 2115 Contemporary Dining Room Service | 1 |
| <input type="checkbox"/> CULA 2220 Sensory Evaluation & Wine Pairing | 2* |
| <input type="checkbox"/> CULA 2225 Garde Manger | 1* |
| <input type="checkbox"/> CULA 2230 Food, Beverage, Labor Cost Control | 3 |
| <input type="checkbox"/> CULA 2235 Event Based Dining Capstone | 2 |
| Subtotal | 52 |

General Education/MnTC Requirements

| General Education/MnTC Requirements | Cr |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| Refer to the Minnesota Transfer Curriculum Course List for each Goal Area | |
| <input type="checkbox"/> Goal 1: Communication | 7 |
| ENGL 1711 Composition 1 – 4 cr SPCH XXXX SPCH 1720 Interpersonal Communication – 3 cr (recommended) Must be completed prior to starting 3rd Semester. | |
| <input type="checkbox"/> Goal 3 or Goal 4 | 3 |
| Goal 3: Natural Sciences OR Goal 4: Mathematical/Logical Reasoning | |
| <input type="checkbox"/> Goal 5: History, Social Science and Behavioral Sciences | 3 |
| <input type="checkbox"/> Goal 6: Humanities and Fine Arts | 3 |
| General Education Requirements | 16 |

Total Program Credits 68

*Course has a differential tuition rate. Check the Course Schedule at saintpaul.edu/CourseSchedule for current course costs.

Program Start Dates

Fall, Spring

Course Sequence

The course sequence listed on the back is required for a full-time student.

Accreditation

This program is accredited by the American Culinary Federation Education Foundation's Accrediting Commission. (ACFEF)



Programmatic Accreditation by ACFEF Accrediting Commission

Exemplary Status

Saint Paul College's Culinary Arts AAS degree program is the only exemplary culinary program in public education in Minnesota. Exemplary Programs symbolize the highest educational standards recognized by the American Culinary Federation Education Foundation Accrediting Commission (ACFEFAC). The award is presented to programs that have proven full compliance with all ACFEFAC accreditation requirements in the last visiting team report along with excellent management of the program.



See back of this guide for Course Sequence and Transfer Opportunities

Minimum Program Entry Requirements

Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 78+ or grade of "C" or better in READ 0722

Writing: Score of 78+ or grade of "C" or better in ENGL 0922

Arithmetic: Score of 52+

Assessment Results and Prerequisites:

Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

183A 58PA (7114)

Culinary Arts AAS DEGREE *(continued)*

Course Sequence

The following sequence is required for a full-time student starting in Fall semester.

First Semester

| | |
|------------------------------------------------------------------|-----------|
| CULA 1405 Culinary Arts Foundations 1 | 2 |
| CULA 1415 Culinary Arts Foundations 2 | 4 |
| CULA 1425 Fundamentals of Pastry | 1 |
| CULA 1435 Butchery and Charcuterie | 2 |
| CULA 1445 Food Service Practicum | 2 |
| CULA 1455 Food Safety and Sanitation | 2 |
| CULA 1465 Culinary Nutrition Theory | 2 |
| Goal 1: SPCH XXXX | 3 |
| SPCH 1720 Interpersonal Communication (recommended) | |
| Must be completed prior to starting third semester coursework | |
| Total Semester Credits | 18 |

Second Semester

| | |
|-----------------------------------------------|-----------|
| CULA 1505 Contemporary Bake Shop Production | 2 |
| CULA 1515 Contemporary Pantry Production | 2 |
| CULA 1525 Contemporary Range Production | 2 |
| CULA 1545 Contemporary Quick Fare Production | 2 |
| CULA 1555 Culinary Career Portfolio | 1 |
| CULA 1565 Principles of Culinary Leadership | 2 |
| CULA 1575 Artisan Baking and Pastry | 2 |
| CULA 1585 Introduction to Dining Room Service | 1 |
| CULA 1590 Café Dining Practicum | 2 |
| Goal 6: Humanities and Fine Arts | 3 |
| Total Semester Credits | 19 |

Third Semester (Summer)

| | |
|--------------------------------------------------------------------|-----------|
| CULA 1700 Culinary Externship | 3 |
| CULA 1705 Sustainable Foods Practicum | 1 |
| Goal 1: ENGL 1711 Composition 1 | 4 |
| Goal 3 or 4: Natural Sciences or Mathematical/Logical Reasoning | 3 |
| Total Semester Credits | 11 |

Fourth Semester

| | |
|-------------------------------------------------------------|-----------|
| CULA 2100 Menu Composition and Analysis | 2 |
| CULA 2105 Applied Restaurant Operations 1 | 3 |
| CULA 2110 Applied Restaurant Operations 2 | 3 |
| CULA 2115 Contemporary Dining Room Service | 1 |
| CULA 2220 Sensory Evaluation & Wine Pairing | 2 |
| CULA 2225 Garde Manger | 1 |
| CULA 2230 Food, Beverage, Labor Cost Control | 3 |
| CULA 2235 Event Based dining Capstone | 2 |
| Goal 5: History, Social Sciences and Behavioral Sciences | 3 |
| Total Semester Credits | 20 |

Total Program Credits68

Transfer Opportunities

Saint Paul College has a transfer articulation agreement between the following program and post-secondary institution for the baccalaureate degree program listed below.

For more information please go to saintpaul.edu/Transfer.

Culinary Arts AAS

BA Individualized Studies
Metropolitan State University

Culinary Arts DIPLOMA

Program Overview

The Culinary Arts Diploma prepares individuals for career opportunities in hotels, restaurants, clubs and institutional food service facilities. Responsibilities may include menu planning, purchasing food, equipment, and supplies, selecting, and developing recipes, selecting and using various food preparation methods and techniques. Management duties may include, but are not limited to financial planning, hiring, training and supervising employees.

Career Opportunities

According to the U.S. Bureau of Labor Statistics and the National Restaurant Association, meal preparation continues to shift out of the home, providing plentiful opportunities for chefs, cooks, and other food service workers. Americans spend more than \$300 billion each year on meals eaten outside the home. The service industry currently employs 9,631,900 individuals and is projected to swell by 7.7% by 2018.

Opportunities are available in hotels, restaurants, resorts, clubs, catering and corporate dining, government and school kitchens. Institutional opportunities include health care, schools, corporations, and government facilities. Culinary Arts careers can lead in many different directions such as hospitality management, sales, product development, or owning your own business.

Program Outcomes

1. Graduates will have knowledge and skills in culinary arts.
2. Graduates will demonstrate knowledge and skills in restaurant operations.
3. Graduates will be experienced in food preparation and presentation for business and industry.
4. Graduates will be prepared for immediate employment in the food service industry.
5. Graduates may be eligible for Minnesota Food Manager Certification.
6. Graduates will create a professional career plan.
7. Graduates will apply analysis and problem solving to food production.

Program Faculty

Sean Jones sean.jones@saintpaul.edu
 Manfred Krug manfred.krug@saintpaul.edu
 Nathan Sartain nathan.sartain@saintpaul.edu

Textbook and Supply Costs

Students should expect to spend approximately \$1,300.00 for books, uniform, and culinary supplies. This cost is in addition to the cost of tuition and fees.

Program Requirements

Check off when completed

| Course | Cr |
|----------------------------------------------------------------------------------|-----------|
| <input type="checkbox"/> CULA 1405 Culinary Arts Foundations 1 | 2* |
| <input type="checkbox"/> CULA 1415 Culinary Arts Foundations 2 | 4* |
| <input type="checkbox"/> CULA 1425 Fundamentals of Pastry | 1* |
| <input type="checkbox"/> CULA 1435 Butchery and Charcuterie | 2* |
| <input type="checkbox"/> CULA 1445 Food Service Practicum | 2 |
| <input type="checkbox"/> CULA 1455 Food Safety and Sanitation | 2 |
| <input type="checkbox"/> CULA 1465 Culinary Nutrition Theory | 2 |
| <input type="checkbox"/> CULA 1505 Contemporary Bake Shop Production | 2* |
| <input type="checkbox"/> CULA 1515 Contemporary Pantry Production | 2* |
| <input type="checkbox"/> CULA 1525 Contemporary Range Production | 2* |
| <input type="checkbox"/> CULA 1545 Contemporary Quick Fare Production | 2* |
| <input type="checkbox"/> CULA 1555 Culinary Career Portfolio | 1 |
| <input type="checkbox"/> CULA 1565 Principles of Culinary Leadership | 2 |
| <input type="checkbox"/> CULA 1575 Artisan Baking and Pastry | 2* |
| <input type="checkbox"/> CULA 1585 Introduction to Dining Room Service | 1 |
| <input type="checkbox"/> CULA 1590 Café Dining Practicum | 2 |
| <input type="checkbox"/> CULA 1700 Culinary Externship | 3 |
| <input type="checkbox"/> CULA 1705 Sustainable Foods Practicum | 1 |
| <input type="checkbox"/> CULA 2100 Menu Composition and Analysis | 2 |
| <input type="checkbox"/> CULA 2105 Applied Restaurant Operations 1 | 3* |
| <input type="checkbox"/> CULA 2110 Applied Restaurant Operations 2 | 3* |
| <input type="checkbox"/> CULA 2115 Contemporary Dining Room Service | 1 |
| <input type="checkbox"/> CULA 2220 Sensory Evaluation & Wine Pairing | 2* |
| <input type="checkbox"/> CULA 2225 Garde Manger | 1* |
| <input type="checkbox"/> CULA 2230 Food, Beverage, Labor Cost Control | 3 |
| <input type="checkbox"/> CULA 2235 Event Based Dining Capstone | 2 |
| Subtotal | 52 |

General Education/MnTC Requirements Cr

Refer to the Minnesota Transfer Curriculum Course List for each Goal Area

| | |
|----------------------------------------------------------------------|----------|
| <input type="checkbox"/> Goal 1: Communication | 3 |
| SPCH XXXX SPCH 1720 Interpersonal Communication – 3 cr (recommended) | |
| <input type="checkbox"/> Goal 3 or Goal 4 | 3 |
| Goal 3: Natural Sciences OR | |
| Goal 4: Mathematical /Logical Reasoning | |
| General Education Requirements | 6 |

Total Program Credits58

*Course has a differential tuition rate. For current course costs go to saintpaul.edu/CourseSchedule

Program Start Dates

Fall, Spring

Course Sequence

The course sequence listed on the back is required for a full-time student.

Accreditation

This program is accredited by the American Culinary Federation Education Foundation's Accrediting Commission. (ACFEF)



See back of this guide for Course Sequence

Minimum Program Entry Requirements

Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 60+ on Reading Comprehension or grade of "C" or better in READ 0721

Writing: Any

Arithmetic: Score of 52+

Assessment Results and Prerequisites:

Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

058D 58PD (7013)

Information is subject to change.
 This Program Requirements Guide is not a contract.

Culinary Arts DIPLOMA *(continued)***Course Sequence**

The following sequence is required for a full-time student.

First Semester

| | |
|----------------------------------------------------------------------------------------------------------------------------|---|
| CULA 1405 Culinary Arts Foundations 1 | 2 |
| CULA 1415 Culinary Arts Foundations 2 | 4 |
| CULA 1425 Fundamentals of Pastry | 1 |
| CULA 1435 Butchery and Charcuterie | 2 |
| CULA 1445 Food Service Practicum | 2 |
| CULA 1455 Food Safety and Sanitation | 2 |
| CULA 1465 Culinary Nutrition Theory | 2 |
| SPCH XXXX (Goal 1 only) | 3 |
| Goal 1: SPCH XXXX | 3 |
| SPCH 1720 Interpersonal Communication (recommended) Must be completed prior to starting third semester coursework | |

Total Semester Credits 18

Second Semester

| | |
|-----------------------------------------------|---|
| CULA 1505 Contemporary Bake Shop Production | 2 |
| CULA 1515 Contemporary Pantry Production | 2 |
| CULA 1525 Contemporary Range Production | 2 |
| CULA 1545 Contemporary Quick Fare Production | 2 |
| CULA 1555 Culinary Career Portfolio | 1 |
| CULA 1565 Principles of Culinary Leadership | 2 |
| CULA 1575 Artisan Baking and Pastry | 2 |
| CULA 1585 Introduction to Dining Room Service | 1 |
| CULA 1590 Café Dining Practicum | 2 |

Total Semester Credits 16

Third Semester (Summer)

| | |
|----------------------------------------|---|
| CULA 1700 Culinary Externship | 3 |
| CULA 1705 Sustainable Foods Practicum | 1 |
| Goal 3: Natural Sciences OR | |
| Goal 4: Mathematical/Logical Reasoning | 3 |

Total Semester Credits 7

Fourth Semester

| | |
|----------------------------------------------|---|
| CULA 2100 Menu Composition and Analysis | 2 |
| CULA 2105 Applied Restaurant Operations 1 | 3 |
| CULA 2110 Applied Restaurant Operations 2 | 3 |
| CULA 2115 Contemporary Dining Room Service | 1 |
| CULA 2220 Sensory Evaluation & Wine Pairing | 2 |
| CULA 2225 Garde Manger | 1 |
| CULA 2230 Food, Beverage, Labor Cost Control | 3 |
| CULA 2235 Event Based Dining Capstone | 2 |

Total Semester Credits 17

Total Program Credits 58

Culinary Foundations CERTIFICATE

Program Overview

Graduates will have completed training in cooking, baking, and pastry fundamentals, learning techniques in the production of various hot and cold foods as well as butchery.

Graduates will be prepared for positions in casual dining, quick service, cafeteria, healthcare institutional/commercial foods, butchery, and as pastry assistants. Course work will also provide the nutrition, sanitation, and food safety training necessary for entry level and managerial food service positions.

Career Opportunities

According to the U.S. Bureau of Labor Statistics and the National Restaurant Association, meal preparation continues to shift out of the home, providing plentiful opportunities for chefs, cooks, and other food service workers. Americans spend more than \$300 billion each year on meals eaten outside the home. The service industry currently employs 9,631,900 individuals and is projected to swell by 7.7% by 2018.

Opportunities are available in restaurants, catering/corporate dining, government and school kitchens. Institutional opportunities include health care, schools, corporations, and government facilities. Pastry assistant positions are available in hotels, casinos, private clubs, and resorts.

Program Outcomes

1. Graduates will have knowledge and skills in restaurant production line service and commercial food operations.
2. Graduates will demonstrate knowledge of pastry, hot and cold food preparations.
3. Graduates will be prepared for immediate employment in the food service industry.
4. Graduates will demonstrate knowledge of culinary nutrition as applied to all facets of the food service and hospitality industry.
5. Graduates will have demonstrated and applied proper sanitation, food and kitchen safety.
6. Graduates will be eligible for ServSafe Certification and Minnesota Food Manager Certification.

Program Faculty

Sean Jones sean.jones@saintpaul.edu
 Manfred Krug manfred.krug@saintpaul.edu
 Nathan Sartain nathan.sartain@saintpaul.edu

Textbook and Supply Costs

Students should expect to spend approximately \$1,000.00 for books, uniform, and culinary supplies. This cost is in addition to the cost of tuition and fees.

Program Requirements

Check off when completed

| Course | Cr |
|----------------------------------------------------------------|-----------|
| <input type="checkbox"/> CULA 1405 Culinary Arts Foundations 1 | 2* |
| <input type="checkbox"/> CULA 1415 Culinary Arts Foundations 2 | 4* |
| <input type="checkbox"/> CULA 1425 Fundamentals of Pastry | 1* |
| <input type="checkbox"/> CULA 1435 Butchery and Charcuterie | 2* |
| <input type="checkbox"/> CULA 1445 Food Service Practicum | 2 |
| <input type="checkbox"/> CULA 1455 Food Safety and Sanitation | 2 |
| <input type="checkbox"/> CULA 1465 Culinary Nutrition Theory | 2 |
| Subtotal | 15 |

General Education/MnTC Requirements

Refer to the Minnesota Transfer Curriculum Course List for each Goal Area

| | |
|------------------------------------------------|----------|
| <input type="checkbox"/> Goal 3 or Goal 4 | 3 |
| Goal 3: Natural Sciences – 3 cr OR | |
| Goal 4: Mathematical /Logical Reasoning – 3 cr | |
| General Education Requirements | 3 |

Total Program Credits 18

*Course has a differential tuition rate. Check the Course Schedule at saintpaul.edu/CourseSchedule for current course costs.

Program Start Dates

Fall, Spring

Course Sequence

The following sequence is recommended; however, this sequence is not required.

First Semester

| | |
|-----------------------------------------------------------------|-----------|
| CULA 1405 Culinary Arts Foundations 1 | 2 |
| CULA 1415 Culinary Arts Foundations 2 | 4 |
| CULA 1425 Fundamentals of Pastry | 1 |
| CULA 1435 Butchery and Charcuterie | 2 |
| CULA 1445 Food Service Practicum | 2 |
| CULA 1455 Food Safety and Sanitation | 2 |
| CULA 1465 Culinary Nutrition Theory | 2 |
| Goal 3 or 4: Natural Sciences or Mathematical/Logical Reasoning | 3 |
| Total Semester Credits | 18 |

Total Program Credits 18

Minimum Program Entry Requirements

Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 60+ on Reading Comprehension or grade of "C" or better in READ 0721

Writing: Any

Arithmetic: Score of 52+

Assessment Results and Prerequisites:

Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

371C (7208)

*Information is subject to change.
 This Program Requirements Guide is not a contract.*

Pastry and Baking CERTIFICATE

Program Overview

Chefs and cooks prepare a variety of foods in many different environments, from preparation of a la carte (prepared to order) to banquets for hundreds of people. Responsibilities include sanitation, maintaining an accounting and inventory control system, estimating the amount of food needed, purchasing food supplies, and planning menus. Nutritional aspects of healthy cooking are increasingly incorporated into the chefs menu.

This certificate will allow the student to gain sufficient knowledge and skill to become employable in a commercial baking and cake decorating environment. Bakeries, pastry shops and candy shops are potential employers. Many large department stores, grocery stores, hotels and private clubs also hire our graduates. Entrepreneurs that are interested in having these skills to support their own plan are also welcome.

A good general education, good reading ability, and a working knowledge of mathematics is important so that students can interpret weights and measures, calculate recipes, and understand cost control, inventory control and forecasting.

Career Opportunities

According to the U.S. Bureau of Labor Statistics and the National Restaurant Association, meal preparation continues to shift out of the home, providing plentiful opportunities for chefs, cooks, and other food service workers. Americans spend more than \$300 billion each year on meals eaten outside the home. The service industry currently employs 9,631,900 individuals and is projected to swell by 7.7% by 2018.

Opportunities are available in hotels, restaurants, resorts, clubs, catering and corporate dining, government and school kitchens. Institutional opportunities include health care, schools, corporations, and government facilities. Culinary Arts careers can lead in many different directions such as hospitality management, sales, product development, or owning your own business.

Program Outcomes

1. Graduates will be proficient in the preparation of various cakes, pastries and icings.
2. Graduates will demonstrate skilled use of piping bag and decorating technique.
3. Graduates will be eligible for Minnesota Food Manager Certification.
4. Graduates will be prepared for immediate employment in bakery.

Program Faculty

Sean Jones sean.jones@saintpaul.edu
 Manfred Krug manfred.krug@saintpaul.edu
 Nathan Sartain nathan.sartain@saintpaul.edu

Professional Focus

This program offers a focused, hands-on, professional approach to baking breads, cakes and pastries, including development of marketable cake decorating skills.

Transferable Credits

Credits completed in the Pastry and Baking Certificate program apply to the Culinary Arts Diploma and AAS Degree programs.

Textbook and Supply Costs

Students should expect to spend approximately \$400.00 for books, uniform, and culinary supplies. This cost is in addition to the cost of tuition and fees.

Program Requirements

Check off when completed

| Course | Cr |
|---------------------------------------------------------------------------------|-----------|
| <input type="checkbox"/> CULA 1405 Culinary Arts Foundations 1 | 2* |
| <input type="checkbox"/> CULA 1425 Fundamentals of Pastry | 1* |
| <input type="checkbox"/> CULA 1455 Food Safety and Sanitation | 2 |
| <input type="checkbox"/> CULA 1465 Culinary Nutrition Theory | 2 |
| <input type="checkbox"/> CULA 1565 Principles of Culinary Leadership | 2 |
| <input type="checkbox"/> CULA 1575 Artisan Baking and Pastry | 2* |
| <input type="checkbox"/> CULA 2230 Food, Beverage, Labor Cost Control | 3 |
| Subtotal | 14 |

General Education/MnTC Requirements

Refer to the Minnesota Transfer Curriculum Course List for each Goal Area

| | |
|-----------------------------------------------------|----------|
| <input type="checkbox"/> Goal 3 or Goal 4 | 3 |
| Goal 3: Natural Sciences – 3 cr OR | |
| Goal 4: Mathematical /Logical Reasoning – 3 cr | |
| General Education Requirements | 3 |

Total Program Credits 17

*Course has a differential tuition rate. Check the Course Schedule at saintpaul.edu/CourseSchedule for current course costs.

Program Start Dates

Fall, Spring

Course Sequence

This certificate can be completed in a variety of ways. Courses may be offered in the day or evening.

First Semester

| | |
|---------------------------------------------------------------------------|-----------|
| CULA 1405 Culinary Arts Foundations 1 | 2* |
| CULA 1425 Fundamentals of Pastry | 1* |
| CULA 1455 Food Safety and Sanitation | 2 |
| CULA 1465 Culinary Nutrition Theory | 2 |
| CULA 1565 Principles of Culinary Leadership | 2 |
| CULA 1575 Artisan Baking and Pastry | 2* |
| CULA 2230 Food, Beverage, Labor Cost Control | 3 |
| Goal 3 or 4: Natural Sciences or Mathematical/Logical Reasoning | 3 |
| Total Semester Credits | 17 |

Total Program Credits 17

*Information is subject to change.
 This Program Requirements Guide is not a contract.*

Minimum Program Entry Requirements
 Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 60+ on Reading Comprehension or grade of "C" or better in READ 0721

Writing: Any

Arithmetic: Score of 52+

Assessment Results and Prerequisites:
 Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

376C

Restaurant Management CERTIFICATE

Program Overview

The Restaurant Management curriculum introduces students to the management of today's exciting hospitality and entertainment industries with a focus on restaurant management. Students will receive a solid foundation in business practice related to the growing food and beverage industry. Courses will examine areas of food service operations including supervision, management and labor, and cost control.

Career Opportunities

According to the Minnesota Department of Revenue and the Minnesota Department of Employment and Economic Development, there are 245,000 full and part-time jobs and 4.3 billion dollars in wages in the Leisure and Hospitality sector. There are a wide variety of employment opportunities in restaurant and catering management. Restaurants are listed by MN DEED as one of the industries adding the most jobs in 2012-2022.

Program Outcomes

1. Graduates will demonstrate safe food preparation and sanitation training.
2. Graduates will demonstrate effective communication skills in interactions with staff and guests.
3. Graduates will have knowledge of wine terminology and describe various wine classifications.
4. Graduates will describe how food and beverages contribute to the success of special events.

Program Faculty

Craig Maus craig.maus@saintpaul.edu
651.846.1531

Part-time/Full-time Options

These programs can be completed by using a combination of day, evening, and Web-enhanced courses. Part-time and full-time options are available; costs will vary depending on part-time or full-time enrollment.

Program Requirements

Check off when completed

| Course | Cr |
|--------------------------------------------------------------------------------|----|
| <input type="checkbox"/> ACCT 2410 Financial Accounting | 4 |
| <input type="checkbox"/> BUSN 2450 Management Fundamentals | 3 |
| <input type="checkbox"/> CULA 1455 Food Safety and Sanitation | 2 |
| <input type="checkbox"/> CULA 1565 Principles of Culinary Leadership | 2 |
| <input type="checkbox"/> CULA 1600 Professional Introduction to Wine | 2 |
| <input type="checkbox"/> CULA 2230 Food/Beverage/Labor Cost Control | 3 |
| <input type="checkbox"/> HMRS 1490 Talent Management | 3 |
| <input type="checkbox"/> HSPM 1440 Event Management and Planning | 3 |
| <input type="checkbox"/> HSPM 2440 Hospitality Marketing and Sales | 3 |

Total Program Credits 25

Program Start Dates

Fall, Spring

Course Sequence

The following sequence is recommended for a full-time student; however, this sequence is not required. Contact Program Faculty with questions.

Fall Semester

| | |
|-------------------------------------------------------|-----------|
| BUSN 2450 Management Fundamentals | 3 |
| CULA 1455 Food Safety and Sanitation | 2 |
| CULA 1565 Principles of Culinary Leadership | 2 |
| CULA 1600 Professional Introduction to Wine | 2 |
| HSPM 2440 Hospitality Marketing and Sales | 3 |
| Total Semester Credits | 12 |

Spring Semester

| | |
|------------------------------------------------------|-----------|
| ACCT 2410 Financial Accounting | 4 |
| CULA 2230 Food/Beverage/Labor Cost Control | 3 |
| HMRS 1490 Talent Management | 3 |
| HSPM 1440 Event Management and Planning | 3 |
| Total Semester Credits | 13 |

Total Program Credits 25

*Information is subject to change.
This Program Requirements Guide is not a contract.*

Minimum Program Entry Requirements

Students entering this program must meet the following minimum program entry requirements in addition to having acquired previous technical computer skills:

Reading: Score of 78+ or grade of "C" or better in READ 0722

Arithmetic: Score of 20+

Degree option may have a greater requirement than this certificate.

286C (7148)

Wine Professional CERTIFICATE

Program Overview

The Wine Professional Certificate provides the graduate with a strong knowledge of wine, wine service skills, and wine marketing strategies.

Career Opportunities

The wine industry is rapidly expanding within the United States, where wine sales represent the largest wine consumer market in the world. A new report published by Allied Market Research, titled, "Luxury Wines and Spirits Market by Product Type, Distribution Channel and Geography: Global Opportunity Analysis and Industry Forecast, 2014 - 2022," projects that the global luxury wines and spirits market was valued at \$812,108 million in 2015, and is expected to reach \$1,122,578 million by 2022, growing at a CAGR of 4.8 percent from 2016 to 2022. Wine sales have now surpassed beer sales, with millennials rapidly adapting to wine over beer. Wine sales are an important profit center for the restaurant/ hospitality industry, and thus a comprehensive knowledge of wine is critical for maximizing outcomes.

Opportunities are available in hotels, restaurants, resorts, clubs, catering and corporate dining.

Graduates of the Wine Professional Certificate will be prepared for careers in the restaurant/ hospitality industry, wine distribution, and wholesale/retail wine trade.

Source: Modern Restaurant Management, Top 5 Consumer Trends of 2017, 2017 Edition-
www.modernrestaurantmanagement.com/according-to-a-recent-studysurvey-end-of-january-2017-edition

Program Outcomes

1. Graduates will have knowledge and skills in professional tasting techniques for assessment and evaluation of wine.
2. Graduates will have knowledge and skills in wine service techniques.
3. Graduates will have knowledge and skills in wine business considerations.
4. Graduates will have knowledge and skills in wine merchandising, marketing and public relations.

*Information is subject to change.
This Program Requirements Guide is not a contract.*

Program Faculty

Nikki Erpelding nikki.erpelding@saintpaul.edu

Program Requirements

- Check off when completed
- All credits must be completed in one semester.
- Must be 21 years of age**

| Course | Cr |
|--------------------------------------------------------------------------------------|-----|
| <input type="checkbox"/> CULA 1600 Professional Introduction to Wine . . . | 2 |
| <input type="checkbox"/> CULA 1610 Flavor Dynamics of Wine. | 2* |
| <input type="checkbox"/> CULA 1620 Professional Wine Service** | 1** |
| <input type="checkbox"/> CULA 1630 Strategies for Pairing Food and Wine | 2 |
| <input type="checkbox"/> CULA 1640 Wine Marketing | 2 |

Total Program Credits 9

*Course has a differential tuition rate. Check the Course Schedule at saintpaul.edu/CourseSchedule for current course costs.

**Alcohol awareness/server training is part of CULA 1620

Program Start Dates

Fall

Course Sequence

The following sequence is required.

- All courses must be completed within the same semester.
- Program is not eligible for financial aid.

One Semester

| | |
|-------------------------------------------------------|----------|
| CULA 1600 Professional Introduction to Wine | 2 |
| CULA 1610 Flavor Dynamics of Wine | 2 |
| CULA 1620 Professional Wine Service | 1 |
| CULA 1630 Strategies for Pairing Food and Wine . . . | 2 |
| CULA 1640 Wine Marketing | 2 |
| Total Semester Credits. | 9 |

Total Program Credits 9

Minimum Program Entry Requirements
Students entering this program must meet the following minimum program entry requirements:
Must be 21 years of age.

236C

Wine and Artisan Foods CERTIFICATE

Program Overview

The Wine and Artisan Foods certificate provides the graduate with a strong knowledge of wine, wine service skills and wine marketing strategies in addition to current trends in food and wine pairing and preparing Artisan Foods.

Career Opportunities

The wine industry is rapidly expanding within the United States, where wine sales represent the largest wine consumer market in the world. A new report published by Allied Market Research, titled, "Luxury Wines and Spirits Market by Product Type, Distribution Channel and Geography: Global Opportunity Analysis and Industry Forecast, 2014 - 2022," projects that the global luxury wines and spirits market was valued at \$812,108 million in 2015, and is expected to reach \$1,122,578 million by 2022, growing at a CAGR of 4.8 percent from 2016 to 2022. Wine sales have now surpassed beer sales, with millennials rapidly adapting to wine over beer. Wine sales are an important profit center for the restaurant/ hospitality industry, and thus a comprehensive knowledge of wine is critical for maximizing outcomes.

Opportunities are available in hotels, restaurants, wine bars, resorts, clubs, catering and corporate dining.

Source: Modern Restaurant Management, Top 5 Consumer Trends of 2017, 2017 Edition-
www.modernrestaurantmanagement.com/according-to-a-recent-studysurvey-end-of-january-2017-edition

Program Outcomes

1. Graduates will have knowledge and skills in professional tasting techniques for assessment and evaluation of wine.
2. Graduates will have knowledge and skills in wine service techniques.
3. Graduates will have knowledge and skills in wine business considerations.
4. Graduates will have knowledge and skills in wine merchandising, marketing and public relations.
5. Graduates will have the knowledge and skills of artisan foods preparation and wine pairing skills necessary for a full service restaurant.

Program Faculty

Nikki Erpelding nikki.erpelding@saintpaul.edu
Program Faculty

Sean Jones sean.jones@saintpaul.edu
Artisan Courses

Program Requirements

- Check off when completed
Must be 21 years of age**

| Course | Cr |
|-------------------------------------------------------------------------|-----|
| <input type="checkbox"/> CULA 1600 Professional Introduction to Wine | 2 |
| <input type="checkbox"/> CULA 1610 Flavor Dynamics of Wine | 2* |
| <input type="checkbox"/> CULA 1620 Professional Wine Service | 1** |
| <input type="checkbox"/> CULA 1630 Strategies for Pairing Food and Wine | 2 |
| <input type="checkbox"/> CULA 1640 Wine Marketing | 2 |
| <input type="checkbox"/> CULA 3630 Artisan Baking | 3 |
| <input type="checkbox"/> CULA 3635 Artisan Cheese | 3 |
| <input type="checkbox"/> CULA 3641 Charcuterie | 2 |

Total Program Credits 17

* Course has a differential tuition rate. Check the Course Schedule at saintpaul.edu/CourseSchedule for current course costs.

** Alcohol awareness/server training is part of CULA 1620

Program Start Dates

Fall – Wine Courses
Summer – Artisan Courses

Course Sequence

Not all courses are offered each semester. Students should consult with the Program Faculty each semester.

First Semester (Fall only)

| | |
|------------------------------------------------|----------|
| CULA 1600 Professional Introduction to Wine | 2 |
| CULA 1610 Flavor Dynamics of Wine | 2 |
| CULA 1620 Professional Wine Service** | 1 |
| CULA 1630 Strategies for Pairing Food and Wine | 2 |
| CULA 1640 Wine Marketing | 2 |
| Total Semester Credits | 9 |

Second Semester (Summer only)

| | |
|-------------------------------|----------|
| CULA 3630 Artisan Baking | 3 |
| CULA 3635 Artisan Cheese | 3 |
| CULA 3641 Charcuterie | 2 |
| Total Semester Credits | 8 |

Total Program Credits 17

Minimum Program Entry Requirements

Students entering this program must meet the following minimum program entry requirements:

Reading: Score of 78+ or grade of "C" or better in READ 0722

Writing: Score of 60+ on Reading Comprehension or grade of "C" or better in ENGL 0921

Arithmetic: Score of 52+

Must be 21 years of age.

Assessment Results and Prerequisites:

Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

318C

*Information is subject to change.
This Program Requirements Guide is not a contract.*

Sign Language Interpreter/Transliterater AAS DEGREE

Program Overview

The Sign Language Interpreter/Transliterater AAS Degree program prepares individuals to work as interpreter transliterators facilitating and mediating communication between Deaf/Hard of Hearing/Deaf-Blind and hearing people. Interpreters must convey accurate messages, feelings and attitudes of participants, whether those messages are spoken or signed. To accomplish this, competency in English and in American Sign Language are necessary. A strong academic background, traits that demonstrate maturity, responsibility, flexibility, and the ability to work well under pressure, are assets.

The curriculum requires both general education courses as well as courses specifically related to the Deaf Community and interpreting. The program covers a variety of subject areas which include: ASL linguistics and language development, interpreting process theory and application, interpreter roles/responsibilities, interpreter's Code of Professional Conduct, history of deaf people and their culture, and the historical evolution of the interpreting profession. Interpreting and Transliterating skills courses provide guided practice in developing the skills necessary to effectively interpret/transliterate.

Students will experience a variety of learning environments including classroom work, laboratory practice and field placement. Students will be required to have both in-class and out-of-class experiences with members of the Deaf Community to further develop ASL fluency and cultural awareness.

Career Opportunities

Graduates will be qualified for careers as entry-level sign language interpreters with social service agencies, educational programs, community-based settings, or recreational situations. The employment outlook, due to accessibility legislation, has increased the need for interpreters.

Graduates will have opportunities to further their education and to specialize in their work through professional affiliations or by obtaining national certification. Graduates who plan to work in K-12 educational settings must hold a Provisional Certificate which allows them to become a practitioner for a maximum of two years or until they obtain national certification.

Program Faculty

Linda Gill linda.gill@saintpaul.edu

Special Features

The Sign Language Interpreter/Transliterater Program is one of the original six interpreter programs in the United States. It was established in 1972.

*Information is subject to change.
This Program Requirements Guide is not a contract.*

Program Outcomes

1. Graduates will have an understanding and knowledge about the theoretical, ethical, and practical foundations of the interpreting field needed to pass the NAD-RID National Interpreter Certification (NIC) written test
2. Graduates will have the knowledge and skills to interpret between American Sign Language and English.
3. Graduates will have the knowledge and skills to transliterate between spoken English and a signed form of English.
4. Graduates will have the knowledge and skills to function as cross-cultural mediators in order to transmit and transfer culturally-based linguistic and non-linguistic information.
5. Graduates will be informed of the necessary employment knowledge, and professional behaviors that are requisite for employment as Sign Language Interpreters/Transliteraters.
6. Graduates will sit for national certification within two years of graduation.

Transfer Opportunities

Saint Paul College has a transfer articulation agreement between the following program and post-secondary institution for the baccalaureate degree program listed below.

For more information please go to saintpaul.edu/Transfer.

Sign Language Interpreter/Transliterater AAS

- BA Individualized Studies
Metropolitan State University
- BS Applied Organizational Studies
Minnesota State University, Mankato
- BS Healthcare and Human Service Management
Saint Mary's University-Twin Cities Campus
- BA Health Care Administration
Concordia University, St. Paul

Minimum Program Entry Requirements

Complete prerequisite ASL 1 and ASL 2 with grade of "C" or better, ASL 3 and ASL 4 with a combined GPA of 3.0. Complete prerequisite of Composition 1 (ENGL 1711) and Psychology Throughout the Lifespan (PSYC 1720) preferred; General Psychology (PSYC 1710) accepted. Course must be completed with "C" grade or better.

It is necessary for students in the Sign Language Interpreter/Transliterater Program to be able to process auditory and visual information.

Reading: Score of 78+ or grade of "C" or better in READ 0722

Writing: Score of 78+ on Reading Comprehension or grade of "C" or better in ENGL 0922

Arithmetic: Score of 52+

Program Start Dates

Fall

Program-Specific Admission Process

The Sign Language Interpreter/Transliterater program has a program-specific admission process.

Admission requirements include completing the following course work before submitting the Program Major Application:

- American Sign Language 1 with a "C" or better
- American Sign Language 2 with a "C" or better
- American Sign Language 3 with a combined GPA of 3.0 in ASL 3 & ASL 4
- American Sign Language 4 with a combined GPA of 3.0 in ASL 3 & ASL 4
- ENGL 1711 Composition 1 (or equivalent) with a "C" or better
- PSYC 1720 Psychology Throughout the Lifespan preferred; PSYC 1710 General Psychology accepted. Course must be completed with a "C" or better

Program Major Application Form Submission

The Program Major Application form is called the "Application to Sign Language Interpreter/Transliterater AAS Degree Major" and is available on the program Web page. On the Program Major Application form, students verify satisfactory completion or courses in progress of the above requirements.

Above average skills on college assessment tests for reading and writing English are used to determine entry into the program.

ASL Courses must have been taken within the past 18 months:

Applicants must ensure that all technical credits submitted for review have been received within five years of application date. Technical credits are valid for for five years. This includes transfer technical credits, which are used for specific technical program requirements.

Students who have not had recent ASL courses (within the past 18 months) at date of application will need to refresh their skills by repeating their last ASL course or by taking ASL 5 during the summer term prior to beginning the Sign Language Interpreter/Transliterater Program.

The Credit by Examination/Test-Out is available for ASL 1 and ASL 2 only. Credit by Examination/Test-Out are not transferable from another educational institution.

*See back of this guide for
Program Requirements and Course Sequence*

Assessment Results and Prerequisites:

Students admitted into Saint Paul College programs may need to complete additional courses based on assessment results and course prerequisite requirements. Certain MATH, READ, and ENGL courses have additional prerequisites.

049A 624A (7056)

Sign Language Interpreter/Transliterator AAS DEGREE *(continued)*

Program Requirements

Check off when completed

Program Prerequisites

- ASLS 1411 American Sign Language 1 (3 cr) with a grade of "C" or better
- ASLS 1412 American Sign Language 2 (3 cr) with a grade of "C" or better
- ASLS 1413 American Sign Language 3 (3 cr) with a combined GPA of 3.0 in ASL 3 & ASL 4
- ASLS 1414 American Sign Language 4 (3 cr) with a combined GPA of 3.0 in ASL 3 & ASL 4

Pre-Core Program General Education Courses

Prior to Official Acceptance into Program: Cr

- In addition to completing the Program Prerequisites above, the following two General Education courses must be completed, or in progress with, a "C" or better grade prior to submitting your Program Major Application called the Application to Sign Language Interpreter/Transliterator AAS Degree Major form.
- Goal 1: ENGL 1711 Composition 1 4
 - Goal 5: PSYC 1720 Psychology Throughout the Lifespan preferred 3
(PSYC 1710 General Psychology accepted)
- Pre-Core General Education Requirements 7**

Core Courses Cr

The following Core courses can only be taken after official acceptance into the Sign Language Interpreter/Transliterator program.

- ASLS 1420 ASL Linguistics 4
- ASLS 1430 Classifiers 3
- ASLS 1435 Deaf Studies/Culture 3
- INTP 1440 Orientation to Interpreting 3
- INTP 1442 English Grammar for Sign Language Interpreters 2
- INTP 1500 Interpreting Process 2
- INTP 1512 Consecutive Interpreting 1 4
- INTP 1513 Consecutive Interpreting 2 2
- INTP 2411 Sign to Voice Interpreting 1 4
- INTP 2412 Sign to Voice Interpreting 2 2
- INTP 2421 Voice to Sign Interpreting 1 4
- INTP 2422 Voice to Sign Interpreting 2 2
- INTP 2431 Transliterating 1 4
- INTP 2432 Transliterating 2 2
- INTP 2585 Internship Orientation 1
- INTP 2592 Interpreter Internship 5
- Technical Electives 4

2 credits may be taken from the following electives:

- ASLS 1415 American Sign Language 5 3
- ASLS 1443 ASL Fingerspelling and Numbers 3
- ASLS 1446 ASL Non-Manual Markers 2
- ASLS 1448 American Sign Language Semantics 2
- INTP 1465 Special Topics: Interpreting 1-5

2 credits must be taken from the following electives:

- INTP 2410 Video Relay/Video Remote Interpreting OR 2
- INTP 2450 Deaf/Blind Interpreting 2

Core Credits 51

Remaining General Education/MnTC Requirements Cr

Must complete at least 9 remaining credits from the Minnesota Transfer Curriculum (MnTC)

- Goal 1: Communication 3
SPCH XXXX – 3 cr
- Goal 3 or Goal 4 3
Goal 3: Natural Sciences OR
Goal 4: Mathematical/Logical Reasoning
- Goal 6: Humanities and Fine Arts 3

Remaining General Education Requirements 9

Core Credits 51

Pre-Core General Education Requirements 7

Total Program Credits 67

Course Sequence

The following sequence is recommended for a full-time student. Students are encouraged to take a portion of their general education requirements in the summer term during their program in order to lessen their academic load during the school year.

Part-time day and evening courses are available during the fall and spring of the first year of the 2-year program. The summer course between first and second year begins day programming. The second year of the program must be taken full-time, days. Not all courses are offered each semester; a selection of courses is offered summer term.

Required General Education Courses to be taken prior, or in progress, to submitting Program Major Application:

- Goal 1: ENGL 1711 Composition 1 4
- Goal 5: PSYC 1720 Psychology Throughout the Lifespan preferred 3
(PSYC 1710 General Psychology accepted)

Any Semester prior to Program Acceptance 7

With Official Acceptance into the Program, students begin taking INTP/ASLS Core Courses as follows:

Fall Semester (First Term)

- ASLS 1420 ASL Linguistics 4
must be taken concurrently with or previous to INTP 1500 and INTP 1442
 - ASLS 1435 Deaf Studies/Culture 3
can be taken concurrently with ASL 1-4
 - INTP 1442 English Grammar for Sign Language Interpreters 2
must be taken concurrently with or previous to ASLS 1420 and INTP 1500
 - INTP 1500 Interpreting Process 2
must be taken concurrently with ASLS 1420 and INTP 1442
 - Goal 1: SPCH XXXX 3
- Total Semester Credits 14**

Spring Semester (Second Term)

- ASLS 1430 Classifiers 3
 - INTP 1440 Orientation to Interpreting 3
 - INTP 1512 Consecutive Interpreting 1 4
 - Goal 3: Natural Sciences OR Goal 4: Mathematical/Logical Reasoning 3
- Total Semester Credits 13**

Summer Term (Third Term)

- INTP 1513 Consecutive Interpreting 2 2
 - Technical Electives 2
 - Goal 6: Humanities and Fine Arts 3
- Total Semester Credits 7**

Fall Semester (Fourth Term)

- INTP 2411 Sign to Voice Interpreting 1 4
 - INTP 2421 Voice to Sign Interpreting 1 4
 - INTP 2431 Transliterating 1 4
 - INTP 2585 Internship Orientation 1
- Total Semester Credits 13**

Spring Semester (Fifth Term)

- INTP 2412 Sign to Voice Interpreting 2 2
 - INTP 2422 Voice to Sign Interpreting 2 2
 - INTP 2432 Transliterating 2 2
 - INTP 2592 Interpreter Internship 5
 - Technical Electives 2
- Total Semester Credits 13**

Total Program Credits 67

All INTP core courses as well as ASLS courses require a grade of "C" or better.