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Academic Calendar

	2009-10	2010-11
Fall Term		
Classes begin (Mon.)	Aug. 24	Aug. 23
Midterm (Thurs.)	Oct. 15	Oct. 14
Fall break (Fri.-Tues.)	Oct. 16-20	Oct. 15-19
Classes resume (Wed.)	Oct. 21	Oct. 20
Thanksgiving (no classes)	Nov. 26, 27	Nov. 25, 26
Reading Day (Mon.)	Dec. 14	Dec. 13
Final Exams (Tues.-Thur.)	Dec. 15-17	Dec. 14-16
Term ends (Thur.)	Dec. 17	Dec. 16
Spring Term		
Classes begin (Tues.)	Jan. 12	Jan. 11
Midterm (Fri.)	March 5	March 4
Spring break (Mon.-Fri.)	March 8-12	March 7-11
Classes resume (Mon.)	March 15	March 14
Good Friday (no classes)	April 2	April 22
Reading Day (Mon.)	May 3	May 2
Final Exams (Tues.-Fri.)	May 4-7	May 3-6
Term ends (Fri.)	May 7	May 6
Commencement (Sun.)	May 9	May 8
Summer Term	May 10-July 30	May 9-July 29

The contents of this catalog apply to the 2009-11 academic years. Hesston College reserves the right to make changes herein as necessary and without prior notice in order to accomplish its mission or to adjust to circumstances beyond its control.

For more information:

Phone toll-free 800-99-LARKS (800-995-2757)

Fax 620-327-8300

Outside the United States, call collect 620-327-8222 (Admissions).

Write to Hesston College Admissions, Box 3000, Hesston, KS 67062.

Send e-mail to admissions@hesston.edu.

Access the Hesston College homepage at www.hesston.edu.

General Information



About Hesston College

Hesston College, a two-year college founded in 1909, is located in Hesston, Kansas, 35 miles north of Wichita. The college has an enrollment of approximately 425 students who come from about 26 states and 15 countries including Canada. It has a faculty-student ratio of 1:12. Owned by Mennonite Church USA, Hesston College is governed by the Hesston College Board of Overseers. Board members are appointed by the Mennonite Education Agency and the board of overseers.

Mission Statement

Hesston College, the two-year college of Mennonite Church USA, educates and nurtures each student within Christ-centered community, integrating thought, life, and faith for service to others in the church and the world.

Vision

Hesston College graduates change the world as they serve through their vocations, churches, families, and individual commitments to follow Christ.

Hesston College is a transforming community where students, faculty, and staff dedicate their intellect, passion, and skill to a future where:

Hope replaces despair
 The poor are clothed and fed
 The sick are made whole
 Peace replaces war and conflict
 Justice replaces oppression
 Creation is renewed
 The gospel is proclaimed.

To make this vision a reality:

- We will strive for excellence in all we do. We will measure our results and aspire to greatness in all areas of college life.
- Our graduates will be fully prepared to take the next steps in their education, professions, and relationships.
- All academic and student life programs will be infused with the values of Christian community, stewardship of gifts, and service to the world.

Values

Excellence

Aspire to high performance in all courses, programs, and activities, measuring our results with accepted standards of achievement.

Learning

Give and expect each other's best efforts in teaching and learning. Encourage creativity, curiosity, and critical thinking.

Christian Community

Invite students to follow Christ and to create Christ-centered community on campus.

Culture

Celebrate differences in backgrounds and cultures and make every effort to learn from each other.

Relationships

Create space and time to develop relationships so that faculty, students, and staff learn together.

Creativity

Strive to break through to new ways of learning and service.

Stewardship

Care for the financial, physical, spiritual, and emotional resources entrusted to us. Serve as stewards of the environment and work to develop sustainable facilities and practices.

Joy

Model lives of joy, eagerly working hard to achieve, and welcoming humor and fun along the way.

Transparency

Share information regarding our performance, finances, and future plans within the organization, with our supporters, and with those we serve.

Caring

Act with compassion and honesty, extending dignity and respect to all.

Statement of Purposes

The purposes of Hesston College are to:

Promote student learning and development through

- A general education core and other courses that culminate in the Associate of Arts or Associate of Science degree and satisfy lower division requirements for transfer to selected baccalaureate programs.
- Academic courses and enrichment programs that emphasize the scholarship of integration and student learning in the areas of biblical understanding, global perspective, critical thinking, self-awareness, communication, and social responsibility.
- Student life programs, academic services, and enrichment activities that promote development of the whole student (academic, personal, physical, social, and spiritual).

Facilitate vocational and career development through

- A general education core and other courses that culminate in the Associate of Applied Arts and Sciences degree and prepare students with knowledge and performance competencies required for immediate employment in selected careers.
- Academic advising and career services that assist students to adequately plan and prepare for their selected careers and guide those who are uncertain about future career choices.

Prepare future leaders who actively participate in the life and work of the church and display a commitment of service to others through

- A Christ-centered community where students are guided toward the model of Jesus Christ, encouraged to grow in their faith, and empowered to view themselves as agents of change.
- Student leadership opportunities throughout the first two years of the college experience in academics, athletic activities, dramatic productions, worship planning, student recruitment, residential life, etc.
- Service-learning opportunities in a variety of curricular and extra-curricular activities.
- Experiences that expand students' vision of the Mennonite Church, its values and tenets, its people, and its programs.

Statement of Philosophy**Liberal Arts at Hesston College**

Hesston College's liberal arts curriculum is based on the belief that there are two equally important questions about an education: "What can I do with it?" and "What will it do to me?" Hesston College prepares graduates for successful careers, but more importantly, it prepares persons of character to think deeply, communicate clearly, and serve meaningfully. Both the church and the world need well-rounded persons who, regardless of profession, make sound personal and public decisions.

Hesston College seeks to produce graduates who dedicate their intellects, passions, and skills to being agents of peace in the world. In the original language of the Bible, the word for peace means *universal flourishing, completeness, the way things are meant to be*. Of course, the world is far from the way it is meant to be, but we believe Hesston College graduates can make a positive difference.

Why a Liberal Arts Education?

Liberal arts education at Hesston aims to free people to understand themselves, to evaluate ideas, to think clearly, and to serve as disciples of the servant Christ. Hesston College's motto is "The truth shall make you free." Jesus said, "If you continue in my word, you are truly my disciples; and you will know the truth, and the truth will set you free" (John 8:32). As a person lives out the teachings of Jesus, the ability to understand truth grows along with a person's character. A person who is liberally, as in generously, educated is free to live confidently in the world. A liberal arts education cultivates the human capacities of mind,

character, and soul. It educates students to be creative, literate, and responsible citizens and leaders.

A liberal arts education leads learners to an integrated view of knowledge. Such an education draws from one discipline to inform another, connects learning to contemporary life, and places knowledge from individual disciplines into a broad perspective. Students affirm their relationships to one another and to the Creation. In a fragmented world whose citizens long for a coherent view of life, Hesston College challenges its graduates to make a positive difference. Students study across disciplines to develop a holistic view of life and prepare to participate in fulfilling God's purpose for humans in this world. Our board, faculty, and staff share a Christian faith as expressed in the *Confession of Faith in a Mennonite Perspective* (Scottsdale, PA: Herald Press, 1995). We believe that a Christian is a follower of Jesus and a participant in Christ's church and mission.

General Education at Hesston College

Hesston College offers students a well-integrated, comprehensive general education in the liberal arts. General education is the portion of the liberal arts curriculum in which all students engage. General education at Hesston College is at the center of a curriculum designed to examine the totality of what it means to be human. Different disciplines offer diverse perspectives on how humans construct meaning. The task of general education is to prepare students for purposeful participation within a rapidly changing world and church. The following areas of emphasis characterize general education at Hesston College:

- **Developing *skills* that mark an educated person**
General education courses teach students skills in close reading, creative and critical thinking, logical reasoning, effective written and spoken communication, and mathematical and technological competence.
- **Engaging *big questions* of life**
General education courses offer opportunities for students to engage questions such as the following: Who is God? What is the basis for ethics and values? What does it mean to be human and to live in community? Who have we been, and where are we going? What is the nature and value of the physical world? How can we deal positively with paradoxical and diverse ideas?
- ***Integrating knowledge, faith, service, and community***
Required general education courses teach students the importance of life-long learning and prepare them to practice choices for healthy living. The "Hesston experience" involves a faith-based education within a community where worship, study, service, and participation in the arts, athletics, and recreation are all essential elements in students' growth.

Outcomes

The general education curriculum, academic divisions, and student life programs offer opportunities for students to develop as competent communicators, critical thinkers, socially responsible persons, persons of biblical understanding

and faith, persons of wholeness and self awareness, and persons of global perspective.

Competent communicators:

- Write clear, well-organized texts using appropriate documentation
- Deliver clear, well-organized speeches in a variety of contexts
- Communicate well in interpersonal as well as public settings
- Use technology appropriately as a tool for communication
- Listen to, hear, and understand messages communicated by others

Critical thinkers:

- Analyze data and events in a thoughtful and logical manner
- Draw conclusions and solve problems based on evidence and reason
- Demonstrate understanding of the information used
- Recognize competing theories and ideas within a discipline
- Integrate the common principles and themes of various disciplines
- Modify behavior based upon learning and clear thinking

Socially responsible persons:

- Resolve conflicts non-violently
- Solve problems cooperatively
- Understand and value diverse viewpoints
- Make informed, responsible, and ethical decisions
- Confront prejudice and injustice
- Take positive, meaningful action

Persons of biblical understanding and faith:

- Tell the biblical story and its primary themes
- Articulate the Anabaptist biblical hermeneutic
- Apply the biblical message to contemporary themes
- State their faith relative to the Bible
- Act in accordance with their faith

Persons of wholeness and self-awareness:

- Identify gifts, strengths, and areas where growth is needed
- Understand, own, and tell their own story appropriately and effectively
- Practice commitment to something significant beyond themselves
- Believe that they have power and can exercise it appropriately
- Establish healthy relationships at a variety of levels
- Practice healthy lifestyle choices, conscientiously caring for their bodies

Persons of global perspective:

- Comprehend the connectedness of global affairs
- Discuss current world events and issues
- Articulate how their life experiences compare to a broader world context
- Participate effectively in intercultural settings
- Articulate changes in their worldview
- Act as good stewards of the environment

Plan of Courses in General Education

Hesston College aims for coherence in the general education curriculum through two simultaneous approaches:

- A group of common courses which introduce students to the experience of academic community, while reflecting on subjects central to Hesston's vision and values
- A distribution of courses from the broad stream of the liberal arts, such as history, literature, the biological and physical sciences, humanities, and the social sciences

Academic Degrees Offered at Hesston

Hesston College's educational program is designed to meet a variety of student needs. Hesston offers Associate of Arts (A.A.) and Associate of Science (A.S.) degrees for students interested in the first two years of a liberal arts program, various pre-professional programs, and other fields of study requiring four-year degrees.

Students with specific career interests who plan to spend two years in college may choose to pursue an Associate of Applied Arts and Sciences (A.A.A.S.) degree to prepare for employment or further educational experiences in the following areas: aviation, Bible and youth ministry, business, computer information technology, early childhood education, nursing, and pastoral ministries.

Transferring Hesston College Courses

Hesston College prepares students for engagement in life-long learning opportunities. Most graduates of Hesston College transfer to four-year accredited institutions, although other programs or levels of education may be their educational destination. Hesston College is committed to continual assessment and improvement of academic programs and to maintaining and developing articulation agreements with four-year institutions to which our students typically transfer.

Assessment of Student Learning

Hesston College is committed to improving both the process and outcomes of teaching and student learning/growth through the systematic assessment of students' academic achievement and personal development. Assessment of student learning and development is guided by the Hesston College mission, purposes, and philosophy. Assessment results are used to improve the academic curriculum, teaching, and student life programs. Hesston College believes that true excellence lies in the college's ability to enhance students' intellectual, personal, and spiritual development and to make a positive difference in their lives. To establish reliable results for transfer, general education courses are assessed on a regular basis for their capacity to meet the typical requirements in future programs of study.

Accreditation

Hesston College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools (30 North LaSalle Street, Suite 2400, Chicago, IL 60602-2504; 800-621-7440; www.ncahigherlearning-commission.org). The Higher Learning Commission is an institutional accrediting agency recognized by the U.S. Department of Education and the Council for Higher Education Accreditation.

The Division of Nursing is approved by the Kansas State Board of Nursing (900 SW Jackson, Suite 1051, Topeka, KS 66612-1230; 785-296-4929; www.ksbn.org) and accredited by the National League for Nursing Accrediting Commission (3343 Peachtree Road NE, Suite 500, Atlanta, GA 30326; 800-669-1656; www.nlnac.org).

Memberships

Hesston College is a member of the Kansas Independent College Association, the Kansas Independent College Fund, and the Council of Independent Colleges. Hesston College is a member of the National Junior College Athletic Association.

Educational Facilities

Campus

The college is located on a 50-acre campus in the town of Hesston, Kansas. Major campus facilities include the following:

Alliman Administration Center—administrative offices.

Bontrager Student Center—dining hall, meeting rooms, student post office, Food Service offices.

Erb Hall—housing for 280 students; offices for vice president of student life, campus pastor, campus activities; and Larks Nest snack shop.

Friesen Center for the Visual Arts—Art Department studios, faculty offices, computer lab, classroom, and student art gallery.

J.D. Charles Hall of Science and Arts—faculty offices and classrooms and laboratories for instruction in chemistry, biology, and physics; **Lemons Center** (part of Charles Hall)—Nursing Department.

Kauffman Court—housing for 140 students.

Kroff Center—Bible and Ministry Center, Business Department, faculty offices, computer classroom, Computer Information Technology laboratory, classrooms.

Laban Peachey Center—Early Childhood Education laboratory/preschool and Campus Facilities Department offices.

Northlawn—Music and Theater departments, additional classrooms, and faculty offices; **Studio Theater** (part of Northlawn)—rehearsal and performance space for music groups and Theatre Department productions.

Smith Center and Mary Miller Library—more than 25,000 volumes, subscriptions to 225 periodicals and newspapers, and access to multiple online databases. Academic Center for College Excellence and Student Success (ACCESS). Classrooms and archives on the lower level.

Yost Center, Campus Activities Center, Oswald Field, and Soccer

Stadium—physical education facilities (walking track and equipment and playing space for baseball, basketball, soccer, volleyball, tennis, and racquetball).

Hesston Mennonite Church—space for chapel and other large campus gatherings.

Nursing Facilities

Nursing students use the following clinical affiliations in their education: Hutchinson Clinic and Promise Regional Medical Center, Hutchinson; Memorial Hospital, McPherson; Hospice Care of Kansas, Harvey County Health Department, DaVita Inc., Fresenius Medical Care, Newton Medical Center, and Prairie View Mental Health Center, Newton; Schowalter Villa, Hesston; Progressive Home Health and Hospice, Via Christi Regional Medical Center, and Wesley Medical Center, Wichita.

Aviation Facilities

Home base for Hesston's Aviation program is the Newton City-County Airport, a low-density traffic area. Training aircraft include Cessna 172s, a Cessna 172RG, and a Piper Twin Comanche. Training equipment includes the Aviation Simulation Technology 201-Hawk Single-Multi engine FTD and two PC Aircraft Training Devices.

Students fly to a variety of nearby airports for practice. Fifteen airports lie within 35 miles of Newton, ranging from 1,500-foot sod strips to controlled airports such as Wichita Mid-Continent for advanced training, instrument approach, radar, and VORTAC services.

Stutzman Retreat Center

Stutzman Retreat Center is located about six miles from Hesston. The park-like 17-acre setting includes a small lake, a rustic-style log cabin, several picnic areas, and walking paths around the lake.

Dyck Arboretum of the Plains

Dyck Arboretum of the Plains is a setting for educational opportunities for the community and a place where visitors may come to enjoy nature or sit in quiet reflection. It consists of 25 acres and is located one block south of campus. Dyck Arboretum's Visitor and Education Center houses arboretum offices and an education hall for arboretum and community programs. The arboretum is designed to create an awareness of the natural beauty of Kansas with emphasis on trees, shrubs, flowers, and grasses native to Kansas and/or characteristic of the prairie. In addition to dense plantings, open areas are part of the design, reminding the visitor of the vastness of the plains.

Admissions



Admissions Policy

Hesston College admits those students who will benefit from the educational environment of the college and who will contribute to the shared life of the campus community. Applicants seeking a degree from Hesston College must be graduates of an accredited high school or its equivalent to be eligible to attend. Admission is granted after careful review of the candidate's academic promise, social character, and potential for success, but without regard to sex, age, race, color, national origin, or physical handicap. Gifted applicants with exceptional records who have not completed their senior year of high school may be admitted to the college by special action of the Academic Dean's Office. Applicants who have not completed high school but have taken the General Educational Development tests (G.E.D.) are considered for admission on the basis of official test scores. A student may be admitted on academic probation if the record of previous academic success suggests that extra support will be needed.

Applying for Admission

North American applicants, including transfer students, who intend to earn a degree at Hesston College are asked to complete the following steps:

1. Application. Submit a completed application form along with a non-refundable \$15 application fee to Hesston College Admissions. Application forms are available from the Admissions Office or online in the Admissions section of the college Web site (www.hesston.edu). Upon receipt of the application for admission to the college, the Admissions Office will send additional application forms to applicants for the nursing and pastoral ministries programs.
2. Academic records. Arrange for official copies of the following records to be sent to Hesston College Admissions:
 - a. High school transcript and/or General Education Development (G.E.D.) test results. Admission will be granted on the basis of a six or seven semester transcript. But a final transcript showing graduation date and grade point average must be on file before the student can attend classes. For academic records, **home-schooled applicants** are required to submit 1) an outline or transcript of coursework covered or a GED test score and 2) certificate of high school completion from the home state.
 - b. Transcripts of all previous college course work taken (if applicable).
 - c. Results of all exams taken through Advanced Placement (AP), College Level Examination Program (CLEP), or other testing agencies (if applicable).

3. SAT or ACT test scores. Arrange for scores from SAT I (Scholastic Aptitude Tests) or ACT (American College Test) tests to be sent to Hesston College. The Hesston College codes are 6274 for SAT and 1416 for ACT. Students who have not completed one of these tests will be required to take a placement test before they begin classes.
4. Deposit. Upon acceptance, submit a deposit of \$150. The fee is refundable upon request until May 1. For dormitory residents, \$50 of the fee will serve as a room deposit, refunded upon termination provided the student's dorm room is in good condition. The other \$100 serves as a tuition deposit and is applied toward first term tuition expenses.
5. References. Ask two teachers or mentors to complete a Hesston College Reference Form. The college will not accept references from the prospective student's peers or relatives.

Non-degree seeking applicants are asked to complete a part-time application. No application fee is charged. If at a later date the student chooses to earn a degree at Hesston College, he or she is asked to complete the regular admissions process.

High school students may be admitted as special students to take courses while completing their high school requirements. Students will need to submit a completed part-time application form. A part-time student who has not completed high school or furnished the results of the GED will be considered a degree-seeking student once he or she has completed 24 hours of Hesston College credit. At that point, for any hours enrolled subsequently, the student shall be required to complete the regular admissions process.

International applicants are asked to complete the following steps:

1. Application. Submit a completed application to International Student Admissions, Hesston College, Box 3000, Hesston, KS 67062 USA. No application fee is required. Application forms are available from the International Student Office or online in the Admissions section of the college Web site (www.hesston.edu).
2. Academic records. Send a copy of the secondary school transcript (courses taken and grades earned) to Hesston College. If a national exam has been taken, send a copy of the results to the college as soon as available. If any university study has been completed, send a copy of that transcript as well. ACT and SAT I scores are not required.
3. TOEFL (Test of English as a Foreign Language). A TOEFL score is required in some cases. Minimum required score is 440 on the Paper-Based TOEFL (PBT), 123 on the Computer-Based TOEFL (CBT), or 41 on the Internet-Based TOEFL (IBT). Students who achieve scores above the following scores are not required to enroll in any English as a Second Language (ESL) courses at Hesston College: 500 on the PBT, 173 on the CBT, or 61 on the IBT. The college also recognizes STEP EIKEN test results. Grade 2 is required for admission with ESL requirement. Grade Pre-1 or higher is required for admission with no ESL requirement.

4. **Financial statement.** Submit documentation of financial resources for each year of study. Funds for a minimum of the first year of study must be assured before the student leaves his or her country. A bank statement or bank letter showing sufficient funds is usually acceptable for this requirement.

Additional Documents Required

All applicants must provide the following documents, in addition to the academic records mentioned above, before they are permitted to attend classes. Failure to provide any one of them by the end of the second week of classes may result in dismissal.

1. A payment plan must be in place for any outstanding balances. A financial aid file must be completed before any aid due the student can be applied to his or her account.
2. Proof of coverage under a parent's (or own) health insurance plan must be provided or the applicant must enroll in the Hesston College insurance program.
3. All health records requested by the Student Life Office must be on file.

Admission on Academic Probation

An applicant is admitted on academic probation if the record of previous academic success suggests that extra support will be necessary. Indicators of this need include the following:

Standard Tests Scores. ACT Reading score of 16 or less, SAT Verbal score of 340 or less, or ASSET combined writing/reading score of 39 or less, or COMPASS combined writing/reading score of 115 or less.

School Performance. High school grade point average is less than 2.50, applicant did not complete a traditional high school program, or previous college work is below the standard for Satisfactory Academic Progress (see policy under Academic Life).

If both of the indicators above are present, the applicant is admitted on academic probation. If one of the two is present, additional factors identified by the admissions counselor will be used to make a decision that will be in the best interests of the student.

An applicant admitted on probation is required to:

1. Enroll in College Learning Strategies (substitutes for College Orientation/Success).
2. Enroll in developmental writing and math courses according to placement guidelines.
3. Limit enrollment in the first semester to 14 hours or less.
4. Attend an informational meeting early in the semester.
5. Meet regularly with an advisor or mentor.

The college will provide the following support:

1. Advising that focuses on the needs of the probation student.
2. Regular grade checks with professors.
3. Walk-in assistance at the ACCESS office.

4. Help in arranging individual tutoring.
5. Other services to accommodate learning needs.

Credit for Previous Education and Training

Transfer Credit. Courses taken at nationally or regionally accredited institutions may be applied toward a degree at Hesston College if they are comparable to courses offered at Hesston. Only courses with grades of C or better are considered. Transcripts are reviewed by the Registrar and by academic departments as appropriate. Course work taken at non-accredited institutions will be reviewed after the student has completed one term of study at Hesston. Transfer students seeking a degree must meet all Hesston College graduation requirements including those for residency and grade point average. Transfer credits are not included in Hesston College grade point average calculations or in determination of satisfactory academic progress at Hesston. Students presenting 24 or more hours of acceptable credit at the beginning of a term are classified as sophomores. Students who hold a bachelor's degree or a previous associate degree from Hesston College are generally considered to have met all general education requirements and are classified as undergraduate specials. Individual career programs reserve the right to require certain general education courses if appropriate to the needs of their graduates or if missing from the student's previous experiences.

Credit for Examinations. Hesston College may grant credit for Advanced Placement (AP) exams given by the College Entrance Examination Board and taken during high school, exams administered by the College Level Examination Program (CLEP), as well as comprehensive exams given by Hesston College instructors. Scores must be equivalent to a grade of B or better in the course. A maximum of 12 credits by exam may be applied toward a degree.

Credit for Training. Hesston College may grant credit or course waivers for certain licenses held in practical nursing and in aviation. Contact the specific department for details. Up to 12 hours of credit may be granted for vocational training in other fields if the description is comparable to courses offered at Hesston College.

Re-Admission

Students who have previously attended Hesston College may apply for re-admission by notifying the Admissions Office. The student's original file will be reviewed and updated records may be requested.

A student who is dismissed for academic reasons may apply for re-admission to Hesston College after a minimum absence of one semester. The application for re-admission must be approved by the Student Success Team. The student must provide evidence of success in a job or in college course work at another institution during the time away from Hesston. If re-admitted, the student will return on academic probation.

A student returning to Hesston College after an absence of five years or more may be required to meet degree requirements stated in the catalog that is current at the time of re-admission.

Financial Aid



Purpose/Philosophy

Hesston College assists its students by offering a variety of merit-based scholarships. Federal financial aid and some Hesston College grants are awarded on the basis of need as determined by the Free Application for Federal Student Aid (FAFSA). Financial aid is used to supplement, not replace, family resources for college.

Procedures for Applying for Financial Aid

Students who wish to receive the best financial aid package possible should complete the application process as soon as possible. The financial aid priority deadline is April 1. All forms must be completed by this date for the student to be assured of receiving financial aid.

All applicants who seek financial assistance from Hesston College must:

1. Complete the application for admission to Hesston College.
2. Submit a copy of high school transcript and test scores (ACT or SAT).
3. File the Free Application for Federal Student Aid (FAFSA) on the web at www.fafsa.ed.gov. If you prefer a paper FAFSA, you may obtain forms from the Hesston College Financial Aid Office or high school counselors. To be sure to receive the greatest consideration in financial assistance, students should file the FAFSA as soon as possible after January 1.
4. Financial Aid and Scholarship priority deadline is April 1.

Eligibility for Financial Aid

Requirements

A student must be admitted as a regular student pursuing an associate degree to be eligible for financial aid at Hesston College. The student must also satisfy one of the following requirements:

1. Be a high school graduate.
2. Pass the G.E.D. exams.
3. Provide acceptable scores from at least one of eight ability-to-benefit (ATB) exams approved by the U.S. Department of Education.

Financial aid is based on the number of credit hours for which students enroll each term, and then adjusted after the second week of the term, which is the end of the drop/add period. In order to receive maximum financial aid, students must be enrolled in 12 hours each semester.

Some aid sources are pro-rated to the following scale:

12 hours or more per term	100 percent of aid awarded
9-11 hours per term	75 percent of aid awarded
6-8 hours per term	50 percent of aid awarded
less than six hours	Not eligible for financial aid

For students taking less than six hours, there are limited federal funds available. All state grants require enrollment in at least 12 hours per term.

Maintaining Eligibility for Financial Aid

To remain eligible for financial aid a student must make satisfactory academic progress. See details under “Satisfactory Academic Progress” in the Academic Life section of this catalog. A student on academic probation is eligible for financial aid. But satisfactory progress during that probationary term is required in order to receive aid for the subsequent term. Kansas residents who receive a Kansas Comprehensive Grant must maintain a cumulative GPA of 2.00 or higher.

Scholarships

Hesston College offers a number of merit based scholarships. Students receive notification of their eligibility during their senior year in high school. Students must maintain at least a 2.0 GPA to renew their Hesston College grants or scholarships.

Hesston College Endowment Scholarships

Hesston has an increasing number of endowed scholarships available to students who have particular interests, qualifications, and/or financial need. The scholarships are awarded on an annual basis. Following is a list of the endowed scholarships currently available:

Hesston College Art/Aviation Fund	Harry and Amanda Diener Memorial Scholarship
Bachman/Springer Scholarship	
Philip Bedsworth Memorial Pastoral Ministries Fund	Jacob R. and Grace D. Diller Memorial Scholarship
Ryan Bender Scholarship Fund	Karl and Margaret Dorsing Scholarship
Alvin Blough Memorial Pastoral Ministries Fund	Doug and Connie Dorsing Scholarship
Buetta Wyse Bontrager Education Scholarship Fund	D.D. Driver Memorial Scholarship
Emery and Bernice Bontrager Scholarship	Emery Eigsti Scholarship
Arnold and Phyllis Burkey Family Scholarship	Kathrine Eicher Frey Endowed Scholarship Fund for Minority Women
Amanda Chupp Scholarship	Dustin Galyon Scholarship
Susan Claassen Nursing Scholarship	Jerry and Letha Gingerich Scholarship
Lloyd Coblenz Scholarship	David J. and Edith Graber Scholarship
Henry and Clara Coopriider Memorial Scholarship	Meryl and Gladys Grasse Scholarship
DewEze Pastoral Ministries Scholarship	John and Elsie Griffin Scholarship
	Harper Industries Scholarship
	J.D. and Ada Hartzler Music Scholarship

John and Grace (Bontrager) Hershberger Memorial Music Scholarship
 Miriam Hershberger Endowed Fund
 Hesston College Memorial Scholarship
 Hesston College Pastoral Ministries Scholarship
 Nelson and Eunice Hinstead Family Memorial Scholarship
 John and Esther Hodel Minority Student Aid Fund
 Dale and Margaret Jantze Memorial Scholarship Fund
 Melva Kauffman Scholarship
 Milo and Clara Kauffman Student Aid Fund
 Will and Pat Kaufman Scholarship
 Armeda Kidder—Alta George Student Aid Scholarship
 Anna Smith King Scholarship
 Henry and Sarah Kroeker Scholarship
 Ivan S. and Pearl Kropf Scholarship
 H.N. Kulp Scholarship
 Eugene and Vira Lemons Scholarship
 J.A. Miller Memorial Scholarship
 Jason Miller Memorial Endowment
 Mary Miller Memorial Fund
 Peggy J. and Orvin L. Miller Nursing Scholarship
 Richard L. Miller Pastoral Ministries Scholarship Fund
 Roberta B. Miller Nursing Scholarship
 S. Enos Miller Memorial Fund
 Ruth Gisel Nafziger Education Scholarship
 Scott R. Nafziger Memorial Aviation Scholarship
 C. Evan Oswald Baseball Scholarship
 Ted and Marge Pankratz Family Endowed Nursing Scholarship
 Lewis and Rachel Powell Nursing Scholarship
 John and Alice Reschly Scholarship
 Glen and Jeanne Riegsecker Scholarship
 Lloyd and Pearl Rodgers Family Scholarship
 Stan Roth Memorial Aviation Scholarship
 John Schwanebeck Memorial Scholarship
 Roy and Esther Selzer Scholarship
 Menno Shellenberger Memorial Fund
 Lois Buckwalter Snyder Memorial Scholarship
 So Family Asian Student Scholarship
 South Central Conference Pastoral Ministries Scholarship
 Southeast Iowa Scholarship
 Clarence and Viola Stauffer Scholarship
 Samuel E. and Barbara Stutzman Memorial Scholarship
 Loren and Pat Swartzendruber Endowed Scholarship Fund
 Mary Jane Swartzendruber Nursing Scholarship
 Clifford and Louise Troyer Scholarship
 Everett and Naomi Ulrich Scholarship
 Albert and Ruth Weaver Memorial Scholarship
 Reuben M. Weaver Memorial Scholarship
 Raymond and Mary Wenger Scholarship
 Peter and Rheta Mae Wiebe Scholarship Fund
 Lester D. and Pauline Yoder Scholarship
 Levi and Esther Yoder Scholarship
 Maurice A. and Elizabeth G. Yoder Scholarship
 Phebe Yoder Scholarship
 Quinton and Edith Yoder Scholarship
 Ernie and Marilyn Yutzy Family Scholarship
 Nora E. and Joe N. Yutzy Scholarship Fund
 Orpha Zimmerly Scholarship Fund
 Ernest and Susan Coopridge Zimmerman Memorial Scholarship

Other trusts and scholarships

Adys and Mary Gingerich Memorial Nursing Scholarship
 South Central WMSC Scholarship
 Nebraska Mennonite Mission and Benevolent Board Scholarship Fund
 William and Edith Zehr Trust
 La Junta Mennonite School of Nursing Memorial Scholarship

Grants

Federal Grants

The Federal Pell Grant is designed to provide financial aid to students so they may attend a college or university of their choice. Awards are determined by the Federal Government. Final determination of the amount depends upon the funds appropriated by the Federal Government.

Federal Supplemental Educational Opportunity Grants are awarded to Pell Grant recipients. The amount of the award varies.

Federal Academic Competitiveness Grants are awarded to Federal Pell Grant recipients. Students must be full time in their first or second academic year of study, a U.S. citizen, and have completed a rigorous secondary school program of study.

State Grants and Scholarships

Grants are available for residents of Kansas, Pennsylvania, Vermont, Connecticut, and Rhode Island to attend Hesston College. Full-time enrollment is required for eligibility. To apply, complete the Free Application for Federal Student Aid (FAFSA). Some states require an additional application. Kansas residents who receive a Kansas Comprehensive Grant must maintain a cumulative GPA of 2.0 or higher to renew the grant.

Hesston College Church Matching Grants

Hesston College will match up to \$500 per semester (\$1,000 per academic year) per student any monies given as direct aid by a congregation to its student(s). If church grants exceed \$1,000 per year, Hesston matches the first \$1,000 at 1:1 and all remaining dollars at 1:4 up to tuition less Hesston College scholarships and/or grants.

To receive the match, the student and/or the congregation must notify Hesston College of the scholarship by the first day of the term for which the student will receive the scholarship.

Loans

Federal Perkins Loan

The Federal Perkins Loan (formerly National Direct Student Loan) is a federal loan awarded and administered by Hesston College. Eligibility is based upon the Free Application for Federal Student Aid. An annual interest rate of five percent begins to accrue nine months after the borrower ceases to be a student on at least a half-time basis (six credit hours per term).

Federal Stafford Student Loan

The Federal Stafford Student Loan is a federal interest-delayed loan for college students. Eligibility is based upon the Free Application for Federal Student Aid. As long as students are enrolled in at least six credit hours each semester, no interest accrues and no payments are due. After graduation there is a six month period of grace before interest and repayment begin. Students may apply for Stafford

Student Loans online through the Financial Aid pages at www.hesston.edu. Students who do not qualify for the interest subsidy may still borrow in the Stafford Student Loan program. Students who do not demonstrate financial need will be responsible for the interest while they are in school.

Hesston College Institutional Loan

The Hesston College Loan is awarded and administered by Hesston College. An annual interest rate of 10 percent begins to accrue when the loan is disbursed. A minimum monthly payment of \$30 is due during the repayment period which begins six months following the borrower's termination as a student. Following is a list of available loan funds:

Clayton V. Beyler Memorial Loan Fund
Brenneman Loan Fund
Class of 1915 Loan Fund
Class of 1927 Loan Fund
Detweiler Memorial Loan Fund
Rebecca Dubbs Memorial Fund
Harold L. Ely Memorial Fund
Clara Burkhart Haner Student Loan Fund
Hesston College Loan Fund
Michael E. Horst Memorial Fund
Magnuson Loan Fund
Adrian Miller Student Loan Fund
Jasper and Dolorez Roth Nursing Loan Fund
F.G. Roupp Memorial Loan Fund
Ron Shetler Memorial Fund
Joseph E. Slatter Fund
Yoder Feeds, Inc., Loan Fund
Jon Yutzy Memorial Fund

Federal Work-Study Program

The Federal Work-Study Program is an employment program funded by the Federal Government. It provides funds for employment during the school year. As much as possible, job assignments are made to fit the student's past experience and career goals.

Aid Plan Revision

The Financial Aid Office reserves the right to revise Financial Aid Awards if necessary. Financial Aid Awards are made in good faith; however, they are contingent upon continued availability of funds.

Tuition and Fees



2009-10 Student Fees—Full-Time Students

Tuition (per semester for 12 to 17 credit hours)	\$9,805
Room and Board (60% Board and 40% Room, double occupancy, includes Wellness Center membership) - per semester	3,295
Technology Fee - per semester	148

2009-10 Student Fees—Part-Time Students

Tuition Per Hour For Credit for all hours if taking	
6 to 11 credit hours per semester	\$817
1 to 5 credit hours per semester	408
Tuition Per Hour For Audit for all hours if taking	
6 to 11 hours per semester	408
1 to 5 audit hours	204
Technology Fee (6 to 11 hours per semester)	74
(1 to 5 hours)	0

Part-Time Rate for High School Students

Per hour, credit or audit, if taking 1 to 5 hours	\$102
Per hour for all hours, credit or audit, if taking 6 to 11 hours	204

High School students are those younger than 20 without a high school diploma or G.E.D. High school rates apply for the first 15 cumulative hours of study taken by an individual student. Beginning with the 16th cumulative hour of credit, normal part-time student rates will apply.

Part-Time Rate for Senior Citizens

Senior Citizen Attender Fee	\$45
Per hour for all hours, credit or audit, if taking 1 to 5 hours	102
Per hour for all hours, credit or audit, if taking 6 to 11 hours	204

Senior citizen includes those 60 and older.

Other Charges

Per Hour Overload Charge (hours in excess of 17 per semester)	\$408
Nursing Clinical Fee	
Freshman (Fall \$450, Spring \$450)	900
Sophomore (Fall \$625, Spring \$625)	1,250
LPN Background Check (Fall Sophomore - only for new students)	50
Private Music	275
Computer Laboratory Fee (Per hour of credit in computer class)	25
Science Laboratory Fee	45-75

Additional fees assessed for some classes, off-campus trips
and special situations by class

Student Health Insurance (Aug. 18, 2009 to Aug. 17, 2010)(estimate)	651
Student Health Insurance with Intercollegiate Sports Insurance (estimate) ..	1,001
Credit by Exam	
Exam Fee.....	50
Per Hour	50
Early Exam Fee.....	50
Transcript Fee (first copy free)	5
Room Deposit.....	50
Erb Hall East Suites - per semester, per student (in addition to base room rate)	
three persons in a suite.....	210
two persons in a suite.....	620
Single room per semester (in addition to base room rate)	620

Summer Fees

Tuition (per hour)	\$408
Room and Board (per week).....	206
Audit (per hour).....	204

Aviation Fees

Knowledge Test Fee for Ground School (estimate per test)	\$100
Avia 102 Private Pilot.....	7,200
Avia 220 Instrument Flight I.....	2,050
Avia 221 Instrument Flight II	4,650
Avia 225 Mountain Flying	1,500
Avia 230 Commercial Flight I.....	9,250
Avia 231 Commercial Flight II.....	7,225
Avia 232 Multi-Engine.....	3,650
Avia 240 Certified Flight Instructor	4,075
Avia 241 Certified Flight Instructor - Instrument.....	2,475
Avia 260 Airline Training Orientation Program.....	900
Avia 270 Advanced Multiengine.....	5,700

Hours flown in excess of curriculum plan are charged at current rates.
Aviation rates are subject to changes in fuel cost or program revisions.

Payment Plan Options

A payment plan must be approved by the Business Office and payment made on the account each semester according to this plan before registration is finalized. If the student needs financial aid, financial aid applications should be completed at least one month before the semester begins to allow time for processing. Financial aid applications must be completed before the semester begins.

Fees for tuition, room, and board and student health insurance less financial aid may be paid according to any of the following payment plans:

A. Prepayment Plan

Credit equal to 4% interest (per annum) is given on prepaid amounts. All charges are based on pre-registration fees less financial aid awarded. Any additional charges accrued are payable at the time they are incurred.

Full Year: For the entire bill paid on or before July 10, a 1.33% discount credit is applied to the AMOUNT PAID.

Fall Semester: For the Fall Semester bill paid on or before July 10, a .67% discount credit is applied to the AMOUNT PAID.

Spring Semester: For Spring Semester fees paid with the Fall Semester payment, a 1.33% credit is applied on the AMOUNT PAID FOR SPRING SEMESTER.

B. Regular Payment Plan

Fall Semester: Due and payable August 1.

Spring Semester: Due and payable Jan. 11, 2010 (the first day of classes).

Students not selecting or failing to meet terms of other payment options will be placed on this plan, which is subject to **FINANCE CHARGES** as shown below (see Past Due Accounts).

C. Monthly Installment Plan

1. The amount due will be divided into equal monthly payments with the **first payment due no later than July 10, 2009** and the **final payment due April 1, 2010**.
2. Any additional charges accrued are due and payable at the time they are incurred.

Past Due Accounts

When payments are not made according to the agreed upon payment plan, a **FINANCE CHARGE of 1.0% per month (12% A.P.R.)** will be added to any account 30 days past due. Failure to make payment in full on the current semester account will affect continuing enrollment at Hesston College as well as the availability of transcripts.

Student Financial Policies**Payment Plan and Financial Aid Documents**

Failure to complete a payment plan or financial aid documents by the end of the second week will result in the student not being able to attend any more classes as outlined in the college class attendance policy.

Class Changes

Tuition and fees are based upon registration at the beginning of the semester. Tuition and fees adjustments are made based on registration at the end of the first two weeks in a semester.

Withdrawal Policy

A withdrawal occurs when a student officially withdraws, drops out, or otherwise fails to complete the program of study on or after the first day of classes. The withdrawal date is that specified on the official form acknowledged by the college registrar.

Refund Policy

The tuition, fees, room, and board charges (institutional charges) for students who withdraw on or after the first day of regularly scheduled classes will be prorated on a daily basis over the first 60 percent of the enrollment period. Hesston College institutional aid will be reduced in the same percentage as institutional charges. No refund is made after 60 percent of the enrollment period is completed.

Laboratory fees and clinical fees will be prorated based on percentage of curriculum plan completed prior to withdrawal. Bookstore charges, student health insurance, and other personal costs are not prorated at withdrawal.

Hesston College follows federal aid guidelines in determining the amount of unearned aid to be refunded to Federal Student Financial Aid programs. A summary of when the return of Title IV federal student aid funds applies and a listing of which Title IV funds are included in these provisions is available from the Financial Aid office. Any refund will be applied in this order: Stafford Loan, PLUS, Perkins Loan, PELL Grant, FSEOG. Examples of calculations of earned and unearned institutional charges, financial aid, and refunds upon withdrawal are available upon request. Other government or private aid will be refunded as required by the terms of the particular program.

Bookstore

Students may purchase textbooks and supplies online at www.hesstonbooks.com or in the Bookstore. The college encourages those who prefer to purchase used books to order online. The Bookstore accepts payment by credit card, cash, or check. Students with accounts in good standing with the Business Office may charge textbook and supplies purchases to their student accounts.

Health Insurance

Hesston College requires all students to have health insurance. For students not enrolled in a health insurance plan, the college offers a plan that provides basic medical coverage from time of enrollment in the plan (but no earlier than Aug. 18, 2009) through Aug. 17, 2010. This policy remains in effect and no refund is provided even if the student withdraws or graduates from Hesston College prior to Aug. 17, 2010.

Hesston College requires that intercollegiate athletes submit evidence of health insurance coverage. If an athlete is not covered under an individual or family health plan, the college requires that the athlete purchase the student health plan and additional sport health coverage.

Aviation Students

Students enrolled in aviation courses who have past due accounts will be suspended from flying until the account is brought current. Aviation instruction and aircraft hours in excess of curriculum plan will be charged at current rates.

Student Life



Mission

The Student Life Department exists to promote the development of students' individual well being and to build community in a Christ-centered environment. Student Life's specific areas of responsibility include residence halls, campus activities, campus ministries, campus counseling, and international student services.

Residence Life Program

The Student Life staff seeks to serve students and to provide a living situation where students' basic needs are met and where they are challenged to live responsibly with others. The living units within each residence hall are called mods. Nine to 15 people live in a mod. These students share a common bathroom and lounge area. The group is led by a Christian student leader called a resident assistant (RA).

The Hesston College campus community welcomes all students regardless of race, gender, religion, ethnicity, nationality, and social or economic class. Hesston College is, by design, a diverse campus with persons from across the United States and around the world. The community celebrates this diversity and realizes that differences require each individual to seek understanding and integrity in relationships.

Administration

The Student Life staff is responsible for managing residence hall life and activities. The vice president of student life coordinates all residential living policies and provides supervision and training to the resident directors (RDs) and RAs.

The RDs are adult staff who live in separate apartments in the dorms. Each RD supervises a group of RAs. The RD responds to student needs, provides leadership in the residence hall, is available for counseling and conflict resolution, and is involved in campus life as a mentor and role model for students. The RD responds to emergencies and assists the vice president of student life with campus security.

The RA is a second- or third-year student. Each RA is chosen to provide leadership for a mod. The RA is available to help students move in and get acquainted with other students and the college. RAs serve as a communication link between students and RD; help organize educational, social, and recreational events and programs; and assist in enforcement of college policies. More complete information describing Student Life is available in the Student Handbook on the Hesston College web site.

Campus Community Programs

Activities provide a change of pace from the daily routine of academic work, broaden students' interests, and promote creativity and growth.

Campus Activities

Campus Activities are planned, coordinated, and carried out by the student activities directors with the assistance of Campus Activities Board (CAB)—several selected students. The goal is to offer activities that provide opportunities for fellowship and recreation to all members of the campus community.

A wide variety of events are available throughout the year including movie nights, concerts, bowling nights, roller skating parties, Feast of Carols, powder-puff football, and dances. In addition, CAB plans many non-traditional events with input from the larger student population and supervision from the directors.

The college views these activities as an integral part of each student's mental, social, and physical development. Spouses and immediate family members of students living off campus are also invited to participate in many of these activities.

Other Campus Activities

- Music - A wide variety of musical opportunities are available to students through Bel Canto Singers, Hesston College Chorale, Wind Ensemble, pep band, and student-organized singing groups.
- Intercollegiate sports - A member of the National Junior College Athletic Association (NJCAA), Hesston College competes with a variety of college and university programs, but mainly other junior colleges in Kansas and surrounding states. Hesston offers the following sports: women's soccer, volleyball, basketball, tennis, and softball; men's soccer, basketball, baseball, and tennis.
- Student publications - The *Lark* (yearbook), the *Hesston College Horizon* (online newspaper), and the *Journal of Writing and Art* (literary magazine).
- Drama - The Theatre department stages several productions during the year including a musical in alternate years. Participation is open to all students.
- Intramural athletic events - Everyone can get involved in intramural volleyball, basketball, indoor soccer, floor hockey, racquetball, softball, and tennis.

Other Campus Events and Resources

- Hesston-Bethel Performing Arts - The Hesston-Bethel Performing Arts series is sponsored by Hesston College and Bethel College in cooperation with the cities of Hesston and North Newton. Five events during the year present world-renowned performers. All full-time students are given a free season pass to HBPA events.
- Art - The Hesston College Gallery exhibits a rich variety of art in displays that change regularly. Exhibits often deal with social and religious issues. The Annual Student Art Exhibit is held at the end of the spring term. The gallery is located in Smith Center and is meant for the enrichment and enjoyment of everyone. The Hesston College Art Collection, including the Paul A. Friesen Collection, provides a rich visual resource for the campus.

Campus Ministries

Hesston College creates an atmosphere where choices can be made that are consistent with the life and teaching of Jesus Christ.

Recognizing that Hesston students are at different places in their faith journeys, the college offers a variety of activities and leadership opportunities to all

students, encouraging them to participate where they feel most comfortable.

Campus Pastor

The Campus Pastor is a vital resource to students, faculty, and staff. The pastor is available for counseling and help in spiritual development and is responsible for religious life programs and ministry, Christian growth, leadership, and worship. The following Campus Ministries activities fall under the leadership of the campus pastor.

Chapel

The college community gathers each Monday and Wednesday from 11 to 11:30 a.m. for chapel. Chapel is a time for worship and celebration of faith as well as the sharing of announcements and concerns of importance to the college community. The format of chapel will vary to reflect both the heritage and tradition of the Mennonite Church and the diversity of the student population. Chapels include speakers and dramatic, musical, or multi-media presentations. Leadership in chapel is given by students, faculty, and staff of the college as well as other resource persons. Responsibility for chapel services rests with a planning committee chaired by the campus pastor.

Periodically the community gathers during the same time period on Fridays to consider current issues of local, national, or international importance. Attendance at these gatherings may count toward the chapel attendance requirement.

All full-time students are required to attend chapel services each semester. Full-time on-campus students are required to attend at least 24 chapel services. For full-time off-campus students the minimum is 12 chapel services. Third-year students, students holding previous college degrees, and part-time students are encouraged, but not required to attend. Attendance is recorded by using the bar codes on student IDs. It is the student's responsibility to keep record of how many chapels he or she has attended. Students will be contacted only if they are in violation of the requirement. The registrar will not release grades or transcripts for students who fail to meet chapel requirements. Students will not be allowed to return for another semester until they meet their chapel requirements.

Appropriate dress and conduct are expected. Caps and hats need to be removed. Direct questions of a spiritual nature to the campus pastor. Other disciplinary functions are handled by the vice president of student life.

Other Campus Ministries Activities:

- **Campus Worship**—the Campus Worship Team leads a weekly Wednesday evening gathering.
- **Bible Studies and Small Groups**—student ministry assistants lead groups for fellowship, sharing, Bible study, and prayer.
- **International Christian Fellowship**—U.S. and international students are invited to share in this experience of global Christian fellowship, which includes singing, praying in many languages, and teaching from the Bible. A team of students representing various countries plans and leads these gatherings.
- **Missions/Service Emphasis Days**—twice each year, representatives from various mission and service agencies provide information about their programs.

- **Camp Recruitment Days**—each year during the spring semester, representatives from various summer camps come to campus to provide information about the needs and opportunities within the camps they represent.
- **Retreats**—Stutzman Retreat Center is available for group use.
- **Counseling/Discipleship Training**—the campus pastor provides spiritual counseling and discipleship training, both on an individual basis and in small groups.
- **Service Opportunities**—voluntary service options are available in the area. The Peace and Service Club plans activities related to mission, service, and peace. Other volunteer options include prison and hospital ministries, Big Brother/Big Sister program, Mennonite Disaster Service, and Mennonite Housing.
- **Pastor-in-Residence**—each year the college invites a pastor to spend three days sharing in chapel, campus worship, and in a variety of campus settings.
- **Spiritual Renewal Weekend**—this student-planned weekend offers renewal meetings for the college and surrounding community. The campus pastor serves as an advisor for the planning committee.
- **Sunday Worship**—students are invited to take part in the worship services of area churches.

Personal Counseling

Counseling services are available to all students, faculty, and staff. Frequently raised questions or concerns include relationships, dating, anxiety, depression, family, eating disorders, or low self esteem. The Campus Counselors' offices are located in Smith Center. Contact the Student Life Office to make an appointment.

The counselor makes referrals to area mental health services if requested by the student or if longer intervention is needed. The counselor also refers persons who need evaluation for self-destructive or potentially life-threatening behaviors.

Campus Lifestyle Standards

To foster community, enhance the campus experience, assist in students' maturation, and provide a safe learning and living environment, Hesston College has adopted a set of campus lifestyle standards to which all members of the college community are required to abide. These standards reflect Christian faith and commitment and promote wellness. A student's signature on the application for admission or the affirmation of college lifestyle standards form indicates that he or she understands and agrees to keep these standards, whether or not the standards represent the individual's conviction or preference. Consult the Hesston College Student Handbook in the Student Life section of the Hesston College website for the list of standards and the enforcement procedures that the college employs when individuals break the standards.

Appeals

Appeals must be submitted in writing to the Vice President of Student Life within twenty-four (24) hours of notification of any decision and should include

the offense committed; the disciplines assigned, and complete reasons for the basis of the appeal. The Vice President of Academics will review the appeal request to determine if the appeal should be granted. If the appeal is granted, the student and the Student Appeals Committee will be notified. The Administrative Council appoints the Student Appeals Committee, which consists of a faculty member, staff member, student, and member of Administrative Council. This committee will review all documents, interview persons involved, and either overturn or uphold the decision of the Dean of Students or SDC. All appeal decisions are final.

Grounds for appeals

1. The decision is unreasonably disproportionate to the infraction (including consideration of the student's prior offenses or willingness to cooperate in the disciplinary process).
2. Policies and procedures relating to student or academic issues were not followed that affected the student's right to receive a fair decision.
3. The disciplinary or academic decision was not supported by evidence.
4. New evidence has become available since the initial hearing that would have significantly altered its results.

International Student Services

Through the office of the international student advisor, Hesston College provides a wide variety of support services to international students.

The international student advisor is also available for counseling and advising in matters related to cultural adjustment, dormitory and roommate concerns, transfer to other colleges, and other concerns or problems that may occur.

North American students are also welcomed to utilize the international student advisor's services for counseling and advising related to issues or concerns that affect the college's unique mix of many cultures and backgrounds.

Academic Life



Academic Credits and Calendar

The unit of credit at Hesston College is the semester hour. A student enrolled in 12 or more hours per semester is considered full time. A student may take up to 17 hours under the regular tuition plan.

The academic year consists of a 16-week fall semester, a 16-week spring semester, and a series of short summer sessions. The final week of fall and spring terms is set aside for final examinations. The first day is a reading day on which no classes are held. During the next three or four days, classes are assigned a two-hour period for exams. Students who have more than three exams on one day may appeal to the Registrar to reschedule the extra exams with no additional fee. The exam schedule is published with the course offerings at the beginning of the year.

Midterm and final exams are not administered early except under unusual circumstances. The consent of the instructor is required and a fee is charged.

Academic Advising

Each student is assigned to a faculty member for academic advising. Assignments are based primarily on the student's area of study. Special attention is given to students on academic probation. The college also offers a special program of advising for students who have not decided upon a major field of study. Advisors assist students with course selection, schedule changes, questions related to transferring to other institutions upon graduation, and other areas of concern. Students can initiate a change in advisor assignment by contacting the Registrar.

Registration

New and continuing students register in the spring and summer for both semesters of the coming year. Students may then add or drop courses with approval of their advisors. After the first week of classes, a student must have consent of the instructor to add a course. For a condensed summer course, a student must have consent of the instructor to add the course after the second day of classes.

Courses dropped within the first two weeks of a fall or spring term or within the first two days of a summer term do not appear on the student's permanent record. After that time period and until the course is 60 percent complete, a course from which a student withdraws remains on the record with a grade of W (not calculated into the GPA). Formal withdrawal from a course after it is 60 percent complete is permitted only if the student is passing the course.

See "Student Financial Policies" in the Tuition and Fees chapter of this catalog to learn the implications of registration changes on tuition and fees.

Withdrawal Procedures

A student choosing to withdraw from Hesston College should contact the Registrar's office. The withdrawal procedure involves checking with the Business Office, the Financial Aid Office, the Retention Office, and the Student Life Office. (See also the policies on registration changes and fee refunds.)

Administrative Course Withdrawal

Students are expected to attend all classes, complete assignments on time, and behave in a manner appropriate for a college classroom. A student who fails to complete assignments, repeatedly disrupts class and/or misses class sessions for a course may be administratively withdrawn from the course. If opportunity remains for a student to pass the course, an instructor may initiate a request to the Student Success Team (SST) for a plan of improvement. Should the conditions of the plan not be met, the registrar may withdraw the student from the course in consultation with the instructor, academic advisor and the financial aid office. This action may occur at any point during the term. The student will be contacted prior to such action.

Repeat Courses

When a student repeats a course, both grades appear on the transcript. The hours are counted only once and only the latter grade is computed in the grade point average.

Auditing Courses

A student may elect to audit certain courses. No grade is given, no credit is earned, and special audit fees apply. Courses NOT available for audit include physical education skill classes, Class Voice, Class Piano, and other classes requiring group performance and/or considerable individualized or private instruction. The decision to audit rather than earn credit must be made within the first two weeks of fall or spring term and within the first two days of a summer term.

Senior citizens (age 60 and older) may choose to attend a class by making arrangements with the instructor. If no academic record is desired, only the attendee fee is charged.

Student Classification

Students are classified at the beginning of each term. Students with less than 24 hours completed are classified as freshmen. Students with at least 24 hours completed are classified as sophomores. Students entering Hesston College with a prior college degree and certain part-time students not pursuing a degree are classified as undergraduate specials.

Evaluation of Student Performance

Academic achievement in each course is evaluated at midterm for advising purposes. A final grade is assigned by the instructor at the end of each term. The final grade becomes a part of the student's permanent academic record. Reports

of both midterm and final grades are distributed to the student, his or her advisor, and, with the student's permission, to his or her parents.

The student evaluation system at Hesston College is based on letter grades. Quality points are assigned as follows:

A	(excellent)	4 quality points
B	(good, high average)	3 quality points
C	(low average)	2 quality points
D	(poor, but passing)	1 quality point
NC	(no credit; failed to meet course requirements)	0 quality points
W	(withdrew)	0 (not figured in GPA)
U	(audit)	0 (not figured in GPA)
CR	(credit; passing)	0 (not figured in GPA)
I	(incomplete)	

A grade of I (incomplete) is used if a student is unable to complete all requirements for a course due to circumstances beyond his or her control. At the end of the term, the instructor submits both an I and the grade the student has earned to date. The student has until the end of the next term to complete the missing work. If the student is successful, the instructor submits a new final grade. If the student is unsuccessful, the alternate grade originally submitted automatically becomes the final grade. While the I is on the record, the incompleting hours are not included in cumulative hours and GPA calculations and cannot be used to satisfy any requirements regarding eligibility for varsity athletics or financial aid.

Satisfactory Academic Progress

All students are expected to make satisfactory academic progress as defined below. All courses taken at Hesston College are considered, including developmental courses, the most recent attempt of repeated courses, and courses from which a student withdraws. Courses transferred in or taken concurrently at another institution are not included.

Quantitative Progress

A student must earn (pass) the following minimum number of credit hours each semester:

- 11 hours if enrolled in 12 or more hours
- 9 hours if enrolled in 9 to 11 hours
- 6 hours if enrolled in 6 to 8 hours

A student may use no more than three years of full-time study or the equivalent to complete the two-year degree.

Qualitative Progress

A student must achieve a minimum cumulative grade point average (GPA) as follows:

- 1.50 when earned hours equal 1 to 21
- 1.75 when earned hours equal 22 to 43
- 2.00 when earned hours equal 44 or more

Academic Probation

A student who does not meet both the quantitative and qualitative standards above will be placed on academic probation for the next semester. A student on probation is required to meet regularly with an advisor or mentor. Additional expectations may be established that seek to address the factors that led to inadequate performance during the previous term.

Reinstatement and Dismissal

A student who meets both criteria for satisfactory academic progress at the end of the probationary term will be reinstated to full academic eligibility. A student not meeting both criteria at the end of the probationary term will be dismissed. A dismissed student may request in writing that the dismissal be waived, allowing the student to return the following semester. Procedures for requesting waivers are available through the registrar's office.

Academic Eligibility for Extracurricular Activities

Hesston College is a member of the National Junior College Athletic Association and follows NJCAA requirements for eligibility to participate in intercollegiate athletics. Eligibility questions should be directed to the Hesston College Athletic Director.

Students who enter Hesston College on academic probation will be eligible to participate in extracurricular activities, but remaining eligible is contingent on meeting the requirements of the probationary term.

Academic Integrity

Hesston College students are expected to adhere to the ideal of academic integrity in all academic work. Academic honesty, respect for the work of others, and respect for the learning environment are considered unbreakable standards in this college setting.

Lack of academic integrity includes, but is not limited to, plagiarism, cheating, misuse of computers, misuse of library privileges, and inappropriate conduct within the learning environment.

Plagiarism is defined as presenting someone else's work as one's own. Cheating is defined as giving or receiving unauthorized assistance with assignments or examinations. Misuse of computers involves harm caused to the learning environment through inappropriate or destructive use of software or hardware. Misuse of library privileges includes damaging materials, taking materials from the library without checking them out, keeping materials past the date for their return, or in other ways disregarding the rights of other students to use the library. Inappropriate conduct within the learning environment refers to behavior in the classroom or laboratory which is disrespectful of the opinions, creations, and safety of other students.

Students who fail to maintain the standard of academic integrity are subject to disciplinary action that may include loss of credit in the course involved or dismissal from the college. Each incident will be reported to the Student Success Team (SST). The disciplinary action is determined by the instructor(s) involved

and the SST. Students may appeal to the Student Appeals Committee for review of the decision. Procedures for the appeal process are available through the Registrar's office.

Special Courses – Applicable to all departments

Topics Courses

Any academic department may offer special topics courses on a one-time basis. Credits may vary from one to three hours. Course numbers used are 195 (fall), 197 (spring), and 198 (summer) for first year participants and 295 (fall), 297 (spring), and 298 (summer) for second year participants.

Directed Study

A student may arrange to take a course in the catalog during a term in which it is not offered. The student and instructor must write a study contract to be approved by the Academic Dean before the drop/add period ends for the term in which credit is to be granted. The student is registered for the course when the approved contract is submitted to the Registrar. Directed Study guideline forms may be obtained from the Registrar's office

Independent Study

A student may wish to pursue topics not covered by existing courses. To qualify for an independent study, the student must have completed at least one semester at Hesston College and demonstrated the ability to work independently. The student and sponsoring instructor must write a study contract, to be approved by the Academic Dean before the drop/add period ends at the beginning of the term in which credit is to be granted. The student may earn from one to three hours of credit. The student is registered for the course when the approved contract is submitted to the Registrar. Independent Study guideline forms may be obtained from the Registrar's office.

Cooperative Education

A student may choose to earn credit for a planned and supervised work experience related to his or her field of study. To qualify, the student must have completed one semester at Hesston College and earned a cumulative GPA of 2.00 or better. Specific assignments to be completed as a part of the experience are designed by the student, the employer, and a faculty member and written into a contract. The study may carry from one to three hours of credit. The ratio of work hours to credit hours is 60:1 or greater. A student is registered for the course when the contract is submitted to the Registrar. Course numbers used are 187 (spring) and 188 (summer) for first year participants and 285 (fall), 287 (spring), and 288 (summer) for second year participants.

Academic Records and Transcript Requests

The Registrar's Office is custodian of all academic records and transcripts are available upon written request. The request should include the name used while attending Hesston, signature, dates of attendance, present mailing address, and

complete instructions for processing and mailing the transcript. Corroborating information such as student number, birth date, or Social Security number may be requested to help identify the record. Transcripts are issued only after all financial obligations to the college have been fulfilled and all chapel attendance requirements have been met.

Appeal Procedure

A student is guaranteed the right to appeal decisions regarding his or her academic record or status if

- The decision was unreasonably disproportionate to the infraction,
- Policies and procedures that affect the student's right to receive a fair decision were not followed,
- The decision was not supported by evidence,
- New evidence has become available.

A formal appeal should be submitted in writing to the Academic Dean. Concerns about grades or other course related issues should be discussed first with the instructor or department involved.

Academic Support Services

ACCESS

The ACCESS Program (Academic Center for College Excellence and Student Success), located on the main floor of Smith Center, provides the following services to help all students achieve academic success:

- Group study sessions for selected challenging courses.
- Accommodations for students with special needs. Professional documentation may be required to receive these services.
- Courses designed to improve study skills and to develop tools that are an integral part of lifelong learning—College Learning Strategies, Basic Writing, Basic Math, College Reading Strategies, College Spelling, and Beginning Keyboarding.
- The ACCESS study area, including computers for word processing and Internet research, carrels for individual study, and staff to assist students with course work.
- Individual consultation with ACCESS staff for problem-solving, brainstorming, and discussing strategies that will enhance academic success.
- Free tutoring services available for any student.

Mary Miller Library

As the information and learning center for Hesston College, Mary Miller Library supports the educational mission and serves students, faculty, and staff by acquiring, organizing, and preserving a variety of resources as well as educating users in the use of locally and remotely available information resources. The library provides:

- Print, non-print, and online resources.
- Reference services by a professional librarian and other staff.

- A variety of study spaces open 87 hours each week.
- Interlibrary loan.
- Desktop and wireless laptop computers and video and audio equipment.
- An exhibit of a variety of art pieces.

Media and Instructional Technology Services

Hesston College Media and Instructional Technology Services (MITS) aids faculty in effectively using instructional technologies to support learning in an out of the classroom. The director of MITS manages course management software and provides audio visual equipment not currently installed in classrooms to assist students. These services and support are provided for both academic and non-academic areas of the campus community. MITS provides DVD copies of recorded Hesston College events for \$5 each.

LEAD

Lifelong Education and Development (LEAD) blends the campuses of Hesston College, Schowalter Villa retirement community, Hesston Wellness Center, and Dyck Arboretum of the Plains. The Journey of Life Walkway connects these campuses. This allows for interdisciplinary education and provides a synergy of the resources of these organizations. Hesston College students are involved in a number of ways at the villa both with young children and elders. A speaker's bureau is being developed featuring older adults from Schowalter Villa and the Hesston College faculty. The goal is to have an exchange of expertise between the villa and the college. LEAD events include a storytelling course each fall, a festival of creativity, co-sponsorship of the Fine Arts and Community course at the college, and fall and spring Journey of Life parades that involve people of all ages.

Off-Campus Relationships

Transfer articulation agreements

Hesston College has transfer articulation agreements with Bethel College (North Newton, Kan.), Bluffton (Ohio) University, Eastern Mennonite University (Harrisonburg, Va.), Goshen (Ind.) College, Messiah College (Grantham, Pa.) and Tabor College (Hillsboro, Kan.).

Beginning with the Hesston College graduating class of 2001, **Bethel College** accepts the Associate of Arts degree as meeting the Bethel College lower-level (100- and 200-level) general education requirements. All competencies and upper-level (300- and 400-level) general education requirements must be met on the same basis as any other Bethel College student. The Bethel College Cross-Cultural Learning (CCL); Peace, Justice, and Conflict Studies (PJCS); and Basic Issues of Faith and Life (BIFL) requirements must be met during the junior or senior year. Some Bethel College degree programs have specific general education and grade point average requirements. Hesston College graduates entering these programs must meet these requirements to be part of these degree programs. Hesston College students who anticipate transferring to Bethel College should plan their general education programs accordingly. The Hesston College Associate of Applied Arts and Sciences graduates are not included in this agreement.

Bethel College will assess the records of these graduates on an individual basis. An additional agreement outlines the transfer of students into the Athletic Training program.

Beginning with the Hesston College graduating class of 2005, **Bluffton University** assures the acceptance of any Hesston College A.A. or A.S. graduate and assures junior standing. All lower-level general education requirements at Bluffton are satisfied by either of these Hesston degrees. Some upper-level requirements may be satisfied as well. All other competencies, prerequisites, and upper-level general education requirements must be met on the same basis as any other Bluffton student.

Beginning with the Hesston College graduating class of 2004, **Eastern Mennonite University (EMU)** accepts the Associate of Arts and Associate of Science degrees as meeting the Eastern Mennonite University lower-level general education requirements. These degrees may meet some upper-level requirements and cross-cultural requirements. All other competencies, prerequisites, and upper-level general education requirements must be met on the same basis as any other Eastern Mennonite University student. In all cases, the student must successfully complete at least one course from each of the following areas: natural science/mathematics, social/behavioral sciences, and fine art/humanities either at Hesston College or at EMU. Some EMU degree programs require a minimum grade point average for admission. Hesston College graduates must meet any admission standards specified by departmental policies. The Hesston College Associate of Applied Arts and Sciences degree is not included in this agreement. Graduates holding this degree will be considered on an individual basis and courses will be assessed on a course-by-course basis.

Beginning with the Hesston College graduating class of 2003, **Goshen College** assures the acceptance of any Hesston College A.A. or A.S. graduate with junior standing. All lower-level general education requirements at Goshen are satisfied by either of these Hesston degrees. These degrees may meet some upper-level and international education requirements. All other competencies, prerequisites, upper level general education requirements, and any grade point average admission requirements in specific degree programs must be met on the same basis as any other Goshen College student. Spaces will be reserved for Hesston transfers in the Study Service Term units following their first year at Goshen. Hesston credits and grades will be included in the Goshen College grade point average calculation.

Messiah College assures the acceptance of any Hesston College Associate of Arts graduate into its degree programs with junior standing providing that students follow the prescribed Messiah College baccalaureate degree requirement, earn an associate degree in the transfer program at Hesston College with a cumulative GPA of 2.5 or higher, submit the Christian Life Recommendation form, and sign the Community Covenant. These students are assured admission to Messiah College with a junior level standing. The determination of specific program requirements for a baccalaureate degree shall be the responsibility of Messiah College. Hesston College students will be treated the same as other students transferring to Messiah College of equal class standing when applying

for financial aid and in the award and distribution of funds; will receive consideration for campus housing on the same basis as native Messiah College students of equal class standing; and will receive equal opportunity to pre-register for classes and have access to other student services on the same basis as native Messiah College students of equal class standing.

Beginning with the Hesston College graduating class of 2001, **Tabor College** assures the acceptance of any Hesston College A.A. or A.S. graduate into its degree programs with junior standing. All lower-level general education requirements at Tabor are satisfied by the Hesston degree. Tabor's Intercultural Awareness Requirement can be met at either Hesston or Tabor. A maximum of nine hours of credit earned with a grade of D will be accepted. Some Tabor degree programs may have special general education requirements that the Hesston transfer must meet. An additional agreement with Tabor College outlines a smooth transfer curriculum for students studying youth ministry. A separate agreement assures the acceptance of any Hesston College associate of applied arts and sciences in nursing graduate into its bachelor of science in nursing program.

Mennonite Secondary Education Counsel

Through an agreement with Mennonite Education Agency (MEA), Hesston College awards credit for certain advanced courses taught at member schools of the Mennonite Secondary Education Council (MSEC). The courses must be reviewed and approved by one of the participating Mennonite colleges. Criteria include course content and instructor credentials. A Hesston College student desiring credit should contact the Registrar.

Hesston College Credit for Service Policy

Participants in voluntary service assignments with Mennonite service agencies may earn academic credit through Hesston College. The participant must be admitted as a part-time student, enroll in Soc 150 Service Learning, and design the learning contract prior to the beginning of the service term. One hour of credit may be earned for each month of full-time service up to a maximum of six hours. The learning contract is drawn up between the participant and the Academic Dean or an instructor appointed by the Academic Dean. The participant may use the full length of the service term or 12 months, whichever is shorter, to complete the requirements of the contract. A special tuition rate applies, with full payment due at the time of enrollment. Participants are eligible to enroll in additional online Hesston College courses at the same discounted rate.

Mennonite Disaster Service

Hesston College and Mennonite Disaster Service (MDS) cooperate to provide a program of study that prepares students for leadership in MDS projects. See the plan of study under "Disaster Management."

Center for Anabaptist Leadership

The Center for Anabaptist Leadership (CAL) offers four Hesston College courses to urban pastors through its School for Urban Ministry at 1539 East Howard Street, Pasadena, California. When all four courses have been success-

fully completed, Hesston College will offer the student a Certificate of Pastoral Studies. Course descriptions are listed under “Bible and Ministry.”

Chicago Center for Urban Life and Culture

Chicago Center for Urban Life and Culture provides multicultural and urban education programs for national and international colleges and universities. Programs include internships, volunteer placements, and seminars designed to increase awareness of critical issues and provide avenues for involvement in constructive change. Hesston College students can enroll in Soc 123 Chicago Center for Urban Life and Culture, a three-hour course offered during May or a nine-hour summer session.

Central American Study and Service Program

The Central American Study and Service program (CASAS) of Guatemala City, Guatemala, welcomes Hesston College students interested in learning Spanish in an integrated, inter-cultural, faith-based context. Students may earn up to three hours of credit for Spanish in May and up to 12 hours of credit during a 12-week program. Typically six of these hours are for Spanish, three for Introduction to Central America, and three for a class of the student's choice. Students may also participate without receiving college credit. Contact the Hesston College Registrar for details.

Degrees & Programs of Study



Degrees Granted

Hesston College awards the following degrees.

Associate of Arts (A.A.)

The Associate of Arts is awarded to students who complete a broad distribution of courses in the humanities, social sciences, and natural sciences. It serves the needs of those transferring into a four-year program after two years of study at Hesston. It includes the general education courses typically required in the first two years of a four-year program of study. See page 42 for details.

Associate of Science (A.S.)

The Associate of Science is awarded to students who complete a broad distribution of courses like those of the A.A., but with the emphasis on math and the natural sciences. It serves the needs of students transferring into a four-year program in the sciences, medicine, computer science, mathematics, and engineering. See page 43 for details.

Associate of Applied Arts and Sciences (A.A.A.S.)

The Associate of Applied Arts and Sciences is awarded to students who complete a combination of general education and technical courses in aviation, Bible, business, computer information technology, early childhood education, nursing, or pastoral ministries. It serves those who intend to seek entry-level employment in one of these fields after two years of study at Hesston. See page 53 for details.

Graduation and Commencement Ceremonies

Commencement exercises are held once a year on the first Sunday morning after the close of spring semester. Students who will have completed at least 57 hours are invited to participate with the degree awarded when all graduation requirements are met.

Requirements for a degree may be completed during any term, with the official graduation date being the date that the last requirement is met. For students who complete degree requirements by transferring work back to Hesston College from another institution, the graduation date is the date the Registrar receives the transcript.

Second Degree

Students with one Hesston College degree may receive a second degree upon completion of a minimum of twelve Hesston College hours and all departmental graduation requirements. These hours are in addition to those required for the first degree.

The Associate of Arts Degree

General Requirements

Total credits: 60 hours (up to six hours of advanced level ESL may apply).

Grade point average: 2.00 or better in Hesston College courses. Transfer hours must have grades of C or better.

Residency: one semester of full-time study or a minimum of 30 Hesston College hours. Twenty of final 30 hours must be earned at Hesston College.

Orientation: SCS 101 College Orientation/Success or SCS 103 College Learning Strategies.

Wellness: PhEd 210 Fitness Concepts.

Skill Proficiency (9 hours minimum)

Written Communication (3 hours) - Engl 125 College Writing I (or a higher level writing course if qualified).

Oral Communication (3) - Comm 206 Speech Communication.

Computer Competence (0-3) - Pass the Hesston College computer placement examination or BuCS 112 Introduction to Computers or a higher level computer course.

Mathematics (3) - MaSc 105 College Algebra or a higher level mathematics course.

Hesston College Distinctives (6 hours)

Relg 100 Biblical Literature and one of the following: Relg 214 Peacemaking and Justice, Hist 213 Anabaptist History and Thought, Engl 216 Modern Literature, Soc 122 Religions of World, Hum 209 Human Thought and Belief.

Liberal Arts Distribution (26 hours)

Social Sciences - 6 hours (one course from two of the following areas):

Psy 200 General Psychology, Psy 206 Developmental Psychology
Soc 202 Cultural Anthropology, Soc 203 Introduction to Sociology
Econ 221 Macroeconomics, Econ 222 Microeconomics.

Humanities - 6 hours (including at least one history):

Hist 221/222 U.S. History I/II, Hist 251/252 World Civilization I/II,
Hum 120 Exploring the Arts, Hum 200 Art Appreciation, Hum 203
Theatre Appreciation, Hum 206 Music Appreciation, Hum 215 Intro-
duction to Film, Engl 112 Introduction to Literature, Engl 216 Modern
Literature.

Natural Science - 7 hours (one lab science course from two of the following): biology, chemistry, physical science, physics.

Additional hours as necessary to satisfy the 26-hour distribution requirement. Select from social science, humanities, natural science, art, communication, computer programming, language, music, religion, and theatre.

The Associate of Science Degree

General Requirements

Total credits: 60 hours (up to six hours of advanced level ESL may apply).

Grade point average: 2.00 or better in Hesston College courses. Transfer hours must have grades of C or better.

Residency: one semester of full-time study or a minimum of 30 Hesston College hours. Twenty of final 30 hours must be earned at Hesston College.

Orientation: SCS 101 College Orientation/Success or SCS 103 College Learning Strategies.

Wellness: PhEd 210 Fitness Concepts.

Skill Proficiency (9 hours minimum)

Written Communication (3 hours) - Engl 125 College Writing I (or a higher level writing course if qualified).

Oral Communication (3) - Comm 206 Speech Communication.

Computer Competence (0-3) - Pass the Hesston College computer placement examination or BuCS 112 Introduction to Computers or a higher level computer course.

Mathematics (3 hours) - MaSc 210 Elementary Statistics, MaSc 115 Pre-calculus, MaSc 141 Calculus I, or a higher level mathematics course.

Hesston College Distinctives (6 hours)

Relg 100 Biblical Literature and one of the following: Relg 214 Peacemaking and Justice, Hist 213 Anabaptist History and Thought, Engl 216 Modern Literature, Soc 122 Religions of World, Hum 209 Human Thought and Belief.

Liberal Arts Distribution

Math/Science - Six courses representing at least two of the following four areas: biology, chemistry, physics, and mathematics. Mathematics courses acceptable include MaSc 210 Elementary Statistics, MaSc 141 Calculus I or higher. Programming courses from business/computer science may also count as mathematics courses. Except for the computer programming courses, a math course that fits this category will also satisfy the math requirement in the Skill Proficiency section.

Social Science/History/Humanities - (6 hours/two courses, must come from different departments): Psy 200 General Psychology, Psy 206 Developmental Psychology, Econ 221 Macroeconomics, Econ 222 Microeconomics, Soc 202 Cultural Anthropology, Soc 203 Introduction to Sociology, Hist 221/222 U.S. History I/II, Hist 251/252 World Civilization I/II, Engl 112 Introduction to Literature, Engl 216 Modern Literature, Hum 120 Exploring the Arts, Hum 200 Art Appreciation, Hum 203 Theatre Appreciation, Hum 206 Music Appreciation, Hum 215 Introduction to Film.

Transfer Plans of Study

Agricultural Sciences

(A.S. degree)

1st year - General Chemistry I and II, Botany or Zoology, Environmental Biology, College Orientation/Success, writing course, computer exam or course, math course, Biblical Literature, humanities or social science course, Fitness Concepts, electives.

2nd year - Organic Chemistry I and II, Botany or Zoology, Microbiology, Speech Communication, second HC distinctive course, humanities or social science course, second writing course, electives.

Recommendations: Include economics as one of the social science options. Check transfer catalogs for suggestions for agribusiness and production and other agriculture-related programs.

Art (also advertising, pre architecture, graphic design)

(A.A. degree)

1st year - Introduction to Drawing, Introduction to Painting or Watercolor Painting, Introduction to Design, College Orientation/Success, Speech Communication, writing course, computer exam or course, math course, Biblical Literature, humanities and social science courses, Fitness Concepts.

2nd year - Introduction to Photography, Introduction to Painting or Watercolor Painting, Ceramics, Color Theory and Practice, biology course, physical science course, second HC distinctive course, humanities and social science courses, elective or second writing course.

Recommendations: Include Art Appreciation as humanities course. Check transfer catalogs for additional guidance in selecting courses for related fields such as advertising, pre architecture, and graphic design.

Athletic Training

(A.A. degree)

1st year - Prevention and Care of Athletic Injuries, chemistry or physical science course, General Psychology, Fitness Concepts, College Orientation/Success, writing course, Speech Communication, computer exam or course, math course, Biblical Literature, history course, transfer-specific electives.

2nd year - Anatomy and Physiology, Nutrition, second HC distinctive course, social science course, humanities course, transfer specific electives.

Requirements for a bachelor's degree in athletic training vary from school to school. The student should consult transfer programs for guidance in selecting courses at Hesston. Those wishing to pursue a degree in athletic training from the CAATE accredited program at Bethel College should begin taking Bethel athletic training courses during their sophomore year at Hesston, provided they are granted provisional admittance into the Bethel program. Upon graduation from Hesston College and enrollment at Bethel College, students will have completed the first year of a three-year program.

Bible and Ministry (also religion, youth ministry) **(A.A. degree)**

1st year - Faith and Discipleship, Biblical Literature, Bible book study course, General Psychology, Speech Communication, U.S. History I or II, writing course, math course, College Orientation/Success, Fitness Concepts, biology course, computer exam or course.

2nd year - Anabaptist History and Thought, Peacemaking and Justice, Bible book study course, Interpersonal Communication, History of World Civilization I or II, physical science course, second writing course, sociology or economics course, literature or other humanities course, electives.

Biology (also medicine) **(A.S. degree)**

1st year - General Chemistry I and II, Botany or Zoology, Cell Biology or Microbiology, College Orientation/Success, Fitness Concepts, Speech Communication, writing course, computer exam or course, Biblical Literature, humanities course.

2nd year - Organic Chemistry I and II, Botany or Zoology, Cell Biology or Microbiology, Calculus I and II or Physics I and II, second HC distinctive course, social science course.

Business (also accounting, administration, economics, finance, management, marketing) **See also Computer Information Systems** **(A.A. degree)**

1st year - Exploring Business, Marketing and Sales, Financial Accounting I, Managerial Accounting I, College Orientation/Success, Speech Communication, computer exam or course, math course, writing course, Biblical Literature, history course, General Psychology, biology course, Fitness Concepts.

2nd year - Management, Macroeconomics, Microeconomics, second HC distinctive course, History of World Civilization I or II, additional computer courses, second writing course, Introduction to Sociology or Cultural Anthropology, physical science course, literature or other humanities course, additional business course.

Chemistry **(A.S. degree)**

1st year - Calculus I and II or Botany/Zoology and Cell Biology/Microbiology, General Chemistry I and II, College Orientation/Success, Speech Communication, Biblical Literature, writing course, computer exam or course, humanities course, Fitness Concepts.

2nd year - Organic Chemistry I and II, College Physics I and II, Calculus I and II or Botany/Zoology, Cell Biology/Microbiology, second HC distinctive course, social science course.

Add courses each year in biology, physics, mathematics, or computer science, depending on the student's needs or interests.

Child and Family Studies with emphasis on either early childhood education or social science (A.A. degree)

1st year - Early childhood education and social science courses (15-16 hours—*see recommendations below*), writing course, physical or biological science, College Orientation/Success, Biblical Literature, Fitness Concepts, history or humanities course, computer exam or course.

2nd year – Early childhood education and social science courses (12-16 hours—*see recommendations below*), Speech Communication, biological or physical science, Religions of the World, history or humanities course, College Algebra or Elementary Statistics.

Recommendations for early childhood education emphasis: 1st year - Intro to ECE, Child Health Care or Infants and Toddlers, ECE Teaching/Learning Strategies, General or Developmental Psychology, Marriage and Family. 2nd year - ECE Environments, Field Experience in ECE, Infants and Toddlers or Child Health Care, Introduction to Sociology, Introduction to Social Welfare.

Recommendations for social science emphasis: 1st year - Intro to ECE, Child Health Care or Infants and Toddlers, General Psychology, Introduction to Sociology, and Marriage and Family. 2nd year - Cultural Anthropology, Developmental Psychology, Introduction to Social Welfare, Infants and Toddlers or Child Health Care, and Social Diversity.

Communication Arts (also advertising, journalism, mass communication, public relations, radio/TV/video, speech, theatre) (A.A. degree)

1st year - Speech Communication; Interpersonal Communication or Group Communication; Introduction to Journalism; College Orientation/Success; writing course; math course; computer exam or course; Biblical Literature; Introduction to Literature or other literature course; General Psychology; Fitness Concepts; art, music, drama, or language course.

2nd year - Interpersonal Communication or Group Communication; literature or humanities course; second writing course; sociology or economics course; history course; biology course; physical science course; second HC distinctive course; art, music, drama or language course; elective course.

Recommendations: Desktop Publications, Web Authoring and Publishing.

Computer Information Systems (A.A. degree)

1st year - Web Authoring and Publishing, Web Site Design, Computer Programming I, Exploring Business, Microeconomics, College Orientation/Success, College Writing I, Speech Communication, Biblical Literature, Fitness Concepts, history or humanities course, elective course.

2nd year - Management, Networking Technologies, Macroeconomics, accounting courses, science courses, history or humanities course, math course, second HC distinctive course.

Computer Science

(A.S degree)

1st year - Web Authoring and Publishing, Networking Technologies, Computer Programming I, College Orientation/Success, College Writing I, Speech Communication, math course, Biblical Literature, elective courses.

2nd year - Computer Programming II, College Physics I, second science course, second math course, humanities course, social science course, Fitness Concepts, second HC distinctive course, elective courses.

Disaster Management

(A.A. degree)

1st year - Introduction to Disaster Response, MDS Culture I and II, College Orientation/Success, writing course, Speech Communication, Biblical Literature, social science course, sociology course, history or humanities course, biology or physical science course, computer exam or course, Fitness Concepts.

Summer - Field Experience

2nd year - Disaster Management Leadership Development, MDS Culture III and IV, social science course, history or humanities course, biology or physical science course, math course, communication course, sociology course, business course, second HC distinctive course.

Summer - Internship

Other plans of study lead to the A.A.A.S. degree or a one-year certificate.

Education - Elementary and Early Childhood (also appropriate for special education)

See also Child and Family Studies

(A.A. degree)

1st year - Introduction to Education, Education Field Experience, General Psychology, College Orientation/Success, Speech Communication, U.S. History I or II, Biblical Literature, math course, biology course, writing course, computer exam or course, elective course.

2nd year - The Exceptional Student, Developmental Psychology, sociology or economics course, literature or humanities course, second writing course, second HC distinctive course, History of World Civ I or II, physical science course, Fitness Concepts, elective courses.

Recommendations for electives: Spanish. For the student interested in early childhood education: Introduction to ECE, Teaching/Learning Strategies, Early Childhood Environments, and ECE Field Experience.

Education - Secondary (also appropriate for special education) **(A.A. degree)**

1st year - Introduction to Education, Education Field Experience, General Psychology, College Orientation/Success, Speech Communication, Biblical Literature, math course, U.S. History I or II, biology course, writing course, computer exam or course, courses in major field of study.

2nd year - The Exceptional Student, Developmental Psychology, second HC distinctive course, History of World Civilization I or II, physical science course, second writing course, sociology or economics course, literature or humanities course, Fitness Concepts, courses in major field of study.

Recommendations for electives: Spanish.

Engineering **(A.S. degree)**

1st year - Calculus I and II, General Chemistry I and II, computer programming course, College Orientation/Success, Speech Communication, writing course, Biblical Literature, humanities or social science, Fitness Concepts.

2nd year - Calculus III, Differential Equations, College Physics I and II, second HC distinctive course, humanities or social science, electives.

Recommendations: Include Economics as a social science. Check transfer catalog for additional guidance in selecting courses for specific fields of engineering.

English and Literature **(A.A. degree)**

1st year - Introduction to Literature, College Writing I, College Writing II, Speech Communication, College Orientation/Success, Fitness Concepts, Biblical Literature, history course, social science course, math course, computer exam or course, electives.

2nd year - Modern Literature, Creative Writing, Introduction to Film or Theatre Appreciation, biology course, physical science course, second HC distinctive course, humanities course, social science course, elective.

Health and Medical Occupations (also cytotechnology, medical technology, physical therapy, respiratory therapy, x-ray technology) **(A.A. or A.S. degree)**

1st year - General Chemistry I and II, Zoology or Botany, Microbiology, College Orientation/Success, writing course, Biblical Literature, humanities course, math course, Fitness Concepts, computer exam or course.

2nd year - Cell Biology or Introduction to Biochemistry, Anatomy and Physiology, Elementary Statistics, second HC distinctive course, Speech Communication, social science course, second writing course, electives or other program courses.

Recommendations: Include College Physics I for physical therapy.

Horticulture-Public Gardening (A.A. degree)

1st year - Introduction to Chemistry or General Chemistry I, Botany, Introduction to Biochemistry, Introduction to Biology and/or Environmental Biology, Horticulture Practicum, College Orientation/Success, Speech Communication, writing course, social science course, Biblical Literature, Fitness Concepts.

2nd year - Botany, Introduction to Biochemistry, Introduction to Biology and/or Environmental Biology, Horticulture Practicum, Microeconomics, Financial Accounting I, second HC distinctive course, College Algebra or higher-level math.

Horticulture Science (A.S. degree)

1st year - General Chemistry I and II, Intro to Biology, Environmental Biology or Botany, Introduction to Biochemistry, Horticulture Practicum, College Orientation/Success, College Writing I, Speech Communication, Biblical Literature, history or humanities course, Fitness Concepts, computer exam or course.

2nd year - Precalculus or Calculus I, Elementary Statistics, Intro to Biology, Environmental Biology or Botany, Organic Chemistry I, Horticulture Practicum, Financial Accounting I, Microeconomics, second HC distinctive course.

Liberal Arts and Sciences, General Studies

(A.A. degree)(serves the needs of many general and pre-professional programs as well as the deciding student.)

1st year - College Orientation/Success; writing course; Speech Communication; computer exam or course; math course; Biblical Literature; history, literature, or fine arts course; psychology course or Introduction to Sociology or Cultural Anthropology; natural science course; art, music, drama, language, or elective courses.

2nd year - physical science course; second HC distinctive course; economics course; second writing course; sociology course; history, literature, and humanities courses; Interpersonal Communication or Group Communication; Fitness Concepts; art, music, drama, language, or elective courses.

Recommendation: Career Development.

Mathematics (A.A. or A.S. degree)

1st year - Calculus I and II, computer programming course, College Orientation/Success,

Speech Communication, writing course, Biblical Literature, humanities and social science courses, Fitness Concepts, elective courses.

2nd year - Calculus III and Differential Equations, College Physics I and II, second HC distinctive course, humanities and social science courses, elective courses.

Medicine (first two years of pre-professional programs in dentistry, medicine, pharmacy, and veterinary) (A.S. degree)

1st year - General Chemistry I and II, Botany or Zoology, Cell Biology or Microbiology, College Orientation/Success, Speech Communication, writing course, Biblical Literature, humanities course, Fitness Concepts, computer exam or course.

2nd year - Organic Chemistry I and II, Botany or Zoology, Cell Biology or Microbiology, Calculus I and II or Physics I and II, second HC distinctive course, social science course.

NOTE: Calculus may be delayed until the student's junior year. College Physics may be needed but also can be taken during the student's junior year.

Music (A.A. degree)

1st year - Introduction to Music Theory, Conducting or elective music course, College Orientation/Success, Speech Communication, writing course, math course, Biblical Literature, computer exam or course, ensemble participation and applied study.

2nd year - Music Theory I, Music Theory II, Conducting or elective music course, biology course, physical science course, second HC distinctive course, social science course, humanities course, ensemble participation and applied study, sophomore recital.

Nursing (serves as the first two years of a bachelor of science in nursing program) (A.A. degree)

1st year - Introduction to Chemistry or General Chemistry I, Microbiology, Introduction to Sociology, College Orientation/Success, Fitness Concepts, Biblical Literature, writing course, Speech Communication, computer exam or course, transfer-specific elective courses.

2nd year - Anatomy and Physiology, Introduction to Biochemistry, Nutrition, General Psychology, Developmental Psychology, Elementary Statistics, history course, second HC distinctive course, humanities course, transfer-specific elective courses.

Physical Education (also coaching, health, health instruction, and recreation) (A.A. degree)

1st year - Introduction to Education, Recreation Leadership, Prevention and Care of Athletic Injuries, College Orientation/Success, Fitness Concepts, writing course, Speech

Communication, Biblical Literature, math course, humanities course, social science course, computer exam or course, elective course, physical activity courses and varsity sports as desired.

2nd year - Anatomy and Physiology, Nutrition, History and Philosophy of Physical Education and Sport, The Exceptional Student, physical science course, social science course, second HC distinctive course, humanities course, elective courses, physical activity courses and varsity sports as desired.

Physics

(A.S. degree)

1st year - Calculus I and II, General Chemistry I and II, computer programming course, College Orientation/Success, Speech Communication, writing course, Biblical Literature, Fitness Concepts.

2nd year - Calculus III, Differential Equations, College Physics I and II, social science course, humanities course, second HC distinctive course.

Psychology (also counseling)

(A.A. degree)

1st year - General Psychology, Speech Communication, College Orientation/Success, writing course, Biblical Literature, math course, history course, biology course, social science course, Fitness Concepts, computer exam or course, elective course.

2nd year - Developmental Psychology, Interpersonal Communication or Group Communication, social science course, physical science course, second writing course, Elementary Statistics, second HC distinctive course, humanities course, electives.

Social Work and Sociology

see also Child and Family Studies

(A.A. degree)

1st year - Introduction to Sociology, General Psychology, The Helping Relationship, Introduction to Social Welfare, College Orientation/Success, Speech Communication, writing course, math course, Biblical Literature, history course, Fitness Concepts, computer exam or course.

2nd year - Developmental Psychology, Cultural Anthropology, Marriage and Family, Interpersonal Communication or Group Communication, biology course, second writing course, physical science course, second HC distinctive course, literature or humanities course, elective course.

Recommendation: Spanish.

Theatre Arts

see also Communication Arts

(A.A. degree)

1st year - Theatre Appreciation, Acting, Drama Participation, Drama in the Church, Speech Communication, General Psychology, College Orientation/Success, writing course,

math course, Biblical Literature, Fitness Concepts, computer exam or course.

2nd year - Directing, Interpersonal Communication, second HC Distinctive course, biology course, History of World Civilization I or II, second writing course, Cultural Anthropology, physical science course, literature or humanities course, elective course.

Recommendation: Spanish.

Youth Ministry

(A.A. degree)

1st year - Introduction to Youth Ministry, Faith and Discipleship, Biblical Literature, Youth Ministry Seminar I, College Orientation/Success, biology course, Speech Communication, writing course, sociology course, psychology course, humanities or history course, computer exam or course, Fitness Concepts.

2nd year - Jesus and the Gospels; Anabaptist History and Thought; Programming for Youth Ministry; The Helping Relationship; Peacemaking and Justice; Youth Ministry Seminar II; biblical studies course; social science course; math course; history or humanities course; one of the following: Christian Education, Worship and Celebration, Preaching, or Drama in the Church.

Associate of Applied Arts and Sciences

The Associate of Applied Arts and Sciences (A.A.A.S.) is awarded to students in General Studies and to those who complete majors in Aviation, Bible, Business, Computer Information Technology, Early Childhood Education, Nursing, or Pastoral Ministries. The following standards apply to all A.A.A.S. degrees.

General Requirements

Total credits: 60 hours (up to six hours of advanced level ESL may apply).

Grade point average: 2.00 or better in Hesston College courses. Transfer hours must have grades of C or better.

Residency: one semester of full-time study or a minimum of 30 Hesston College hours. Twenty of final 30 hours must be earned at Hesston College.

Orientation: SCS 101 College Orientation/Success or SCS 103 College Learning Strategies.

Wellness: PhEd 210 Fitness Concepts.

Skill Proficiency (6 hours minimum)

Written Communication (3 hours) - Engl 125 College Writing I (or higher level writing course if qualified).

Oral Communication (3) - one of the following: Comm 125 Interpersonal Communication, Comm 260 Group Communication, or Comm 206 Speech Communication.

Computer Competence (0-3) - Pass the Hesston College computer placement examination or BuCS 112 Introduction to Computers or a higher level computer course.

Mathematics (0-3) - Pass the Hesston College mathematics proficiency exam or MaSc 105 College Algebra or a higher level math course or present an ACT Math score of 20 or higher, an SAT Math score of 500 or higher, or an ASSET numerical raw score of 23 or higher.

Hesston College Distinctives (6 hours)

Biblical Literature and one of the following: Relg 214 Peacemaking and Justice, Hist 213 Anabaptist History and Thought, Engl 216 Modern Literature, Soc 122 Religions of the World, Hum 209 Human Thought and Belief, Nurs 290 Integration Seminar (for nursing).

Liberal Arts Distribution

(NOTE: Some programs specify the courses to be completed)

Social Sciences - one course from the following: Psy 200 General Psychology, Psy 206 Developmental Psychology, Soc 202 Cultural Anthropology, Soc 203 Introduction to Sociology, Econ 221 Macroeconomics, Econ 222 Microeconomics

Humanities - one course from the following: Hist 221/222 U.S. History I/II, Hist 251/252 World Civilization I/II, Hum 120 Exploring the Arts,

Hum 200 Art Appreciation, Hum 203 Theatre Appreciation, Hum 206 Music Appreciation, Hum 215 Introduction to Film, Engl 112 Introduction to Literature, Engl 216 Modern Literature.

Natural Science - one lab course from the following: biology, chemistry, physical science, physics.

Specific Requirements for each Major Field of Study (21-46 hours)

See individual program details on the following pages. At least half of the Required Program Courses must be completed at Hesston College.

Programs of Study Leading to the Associate of Applied Arts and Sciences

The programs leading to the A.A.A.S. degree are designed to prepare the student for entry-level employment at the end of the two years of study. While many of the courses in these programs apply to the four-year degree as well, the A.A.A.S. is not covered under general transfer agreements. A student pursuing this degree who plans to pursue further studies after Hesston may wish to check with the intended transfer school to see which courses will satisfy the requirements of the higher-level degree.

General Studies Option

Degree: Associate of Applied Arts and Sciences

The General Studies option is designed for students who wish to combine courses from several of the career programs, or who want to build a program of study to fit particular transfer situations that are not compatible with the Associate of Arts (A.A.) or Associate of Science (A.S.) degree requirements, or who otherwise wish to design their own programs of study beyond the basic requirements of the A.A.A.S. degree.

Required Program Courses: None

Plan of Study

1st year - College Orientation/Success, writing course, oral communication option, Biblical Literature, humanities course, social science course, Fitness Concepts, elective courses. Also meet computer and math competency requirements.

2nd year - natural science course, second HC distinctive course, elective courses.

Aviation Major

Degree: Associate of Applied Arts and Sciences

The Aviation curriculum prepares students for flight instructing and, with experience, for careers in charter, business, and airline flying. Flight training coupled with training in airplane maintenance provides background for Christian mission flying. Students may also pursue aviation for personal enrichment.

The Private Pilot, Commercial Pilot, and Instrument Rating flight courses are approved under Federal Aviation Administration Part 141. All Aviation ground schools and all other flight courses are conducted under Federal Aviation Administration Part 61.

Participation in the flight program requires a minimum ACT Composite score of 18 or a minimum SAT combined Verbal and Mathematical score of 620 (or a minimum ASSET Reading Skills score of 22 if neither the ACT nor SAT was taken). Students not meeting this requirement may enroll in the Introduction to Aviation class. If they successfully complete the class and pass the FAA test on the first attempt, they may enroll in the flight program the following semester. Any student beginning a term on academic probation will not be permitted to enroll in any flight courses during that term.

Required Program Courses: 27-28 hours (grade of C or better required)

Introduction to Aviation, Private Pilot, Commercial Ground School, Instrument Ground School, Instrument Flight I/II, Mountain Flying, Commercial Flight I/II, Flight Instructor Ground School, and Multiengine or Flight Instructor Airplane.

Plan of Study

1st year - Introduction to Aviation, Private Pilot, Instrument Ground School, Instrument Flight I and II, College Orientation/Success, Biblical Literature, writing course, oral communication option, humanities course, Fitness Concepts, elective courses. Also meet computer and math competency requirements.

2nd year - Commercial Ground School, Mountain Flying, Commercial Flight I and II, Flight Instructor Ground School, Multiengine or Certificated Flight Instructor, natural science course, social science course, second HC distinctive course, elective courses.

Recommended electives: Flight Instructor Airplane-Instrument (1), Airline Training Orientation Program (1).

Bible Major

Degree: Associate of Applied Arts and Sciences

The Bible curriculum prepares students for transfer to a baccalaureate degree course of study, for an enhanced life of faith and service in the church, and for holding ministry responsibilities in the church. The program includes courses in Bible study, theology, formation, and ministry in the church. For older students with more life experience, the program may lead to entry-level employment in a ministry setting.

The student may choose one of two tracks of study: Bible and Religion or Youth Ministry.

I. Bible and Religion Track Required Courses: 21 hours (grade of C or better required)

Biblical Studies: Jesus and the Gospels, Psalms and Epistles, Prophets and Revelation.

History and Theology: Choose one from Anabaptist History and Thought,

Peacemaking and Justice, Introduction to Theology, Religions of the World. (Course cannot double count for second HC distinctive.)
 Ministries of the Church: Choose one from Evangelism and Church Growth, Worship and Celebration, Christian Education.
 Religion Electives (6 hours).

Plan of Study

1st year - Faith and Discipleship, Biblical Literature, biblical studies, additional religion courses or electives, College Orientation/Success, writing course, oral communication option, humanities course, social science course, Fitness Concepts. Also meet computer and math competency requirements.

2nd year - Jesus and the Gospels, natural science course, second HC distinctive course, remaining program requirements and elective courses.

II. Youth Ministry Track Required Courses: 29 hours (grade of C or better required)

Biblical Studies: Jesus and the Gospels.

History and Theology: Anabaptist History and Thought and Peacemaking and Justice. (Course cannot double count for second HC distinctive.)

Ministries of the Church: Introduction to Youth Ministry and Programming for Youth Ministry. In addition, choose one from Worship and Celebration, Preaching, Christian Education, Drama in the Church.

Spiritual Growth and Integration: Faith and Discipleship, Youth Ministry Seminar I/II.

Related Courses: Recreation Leadership and The Helping Relationship.

Plan of Study

1st year - Faith and Discipleship, Biblical Literature, Introduction to Youth Ministry, Youth Ministry Seminar I, Recreation Leadership, The Helping Relationship, College Orientation/Success, writing course, oral communication option, humanities course, social science course, Fitness Concepts, additional religion course or elective. Also meet computer and math competency requirements.

2nd year - Programming for Youth Ministry, Youth Ministry Seminar II, natural science, second HC distinctive course, remaining program requirements and electives.

Business Major

Degree: Associate of Applied Arts and Sciences

The Business major curriculum prepares students for employment in management, marketing and sales, administration, accounting, computer information systems, administrative or medical office assistant, international business, or office management. The student gets a broad business background in the core business courses, then has opportunity to specialize as desired with courses from business accounting, business administration, marketing, entrepreneurship, and business systems.

Required Program Courses: 27 hours (grade of C or better required)

Core Business Courses: Financial Accounting I, Business Communication, Management, Microeconomics, and a minimum of 3 hours from Introduction to ACCESS, Introduction to Accounting Software, Advanced WORD, Advanced EXCEL, Web Authoring and Publishing, Desktop Publications.

Support Business Courses: Choose a minimum of 12 additional hours from Business Accounting, Business Administration, Business Computer Systems (except 101 and 112), and Economics. Other courses may be substituted with departmental approval.

Plan of Study

1st year - Management, Marketing and Sales or Managerial Accounting I, Financial Accounting I, computer courses, College Orientation/Success, writing course, oral communication option, Biblical Literature, humanities course, Fitness Concepts, elective course. Also meet computer and math competency requirements.

2nd year - Business Communication, Microeconomics, Entrepreneurship, second HC distinctive course, natural science course, additional business program courses, elective courses.

General Education Note: Take Microeconomics to meet the social science requirement.

Computer Information Technology Major

Degree: Associate of Applied Arts and Sciences

The Computer Information Technology curriculum prepares the student to manage a computer network, connect and represent that network to the Internet community, and service and support network hardware and software. The student will also learn business skills needed to relate to the business community a CIT professional frequently serves. Hesston College is a Novell Authorized Training Partner (NATP) and a member of the Microsoft Developer Network Academic Alliance.

Courses in the CIT program prepare the student for internationally recognized professional certifications including Certified Novell Administrator (CNA), Microsoft Certified Professional (MCP), CompTIA Network+, CompTIA A+, and Certified Internet Webmaster (CIW). An emphasis on hands-on training in the well-equipped Computer Information Technology lab integrates theory, practice, and professional techniques.

Specific courses and certification requirements are subject to industry changes. The college reserves the right to make substitutions in the program requirements as necessary to offer the most current opportunities for students.

Required Program Courses: 33 hours (grade of C or better required):

Computer Core (required): Web Authoring and Publishing, Web Site Design, Microsoft Windows Workstation Administration, Microsoft Windows Server Administration, Computer Network Administration, Networking Technologies, Service and Support, Computer Programming I.

Business electives (Choose three): Microeconomics, Financial Accounting I, Business Communication, Management, Marketing and Sales, Entrepreneurship, Exploring Business.

Plan of Study

1st year - business and computer information technology courses, College Orientation/Success, writing course, oral communication option, Biblical Literature, social science course, Fitness Concepts, elective courses. Also meet math competency requirements.

2nd year - natural science course, humanities course, second HC distinctive course, remaining program courses, elective courses.

Early Childhood Education Major
Degree: Associate of Applied Arts and Sciences

The Early Childhood Education curriculum prepares students to teach in preschools, child care centers, or child care homes; to serve as nannies in private homes; or to relate with parents and young children in other settings. Emphasis on special education also prepares the student for employment as a paraprofessional in special education preschool classrooms. Selection of sociology or psychology coursework for the elective courses can further prepare students for employment in other family- and child-related professions.

Required Program Courses: 22 hours (grade of C or better required):

Introduction to Early Childhood Education, Teaching/Learning Strategies in ECE, Infants and Toddlers, Early Childhood Environments, Child Health Care, Field Experience, sociology course.

General Education Note: Take General Psychology or Developmental Psychology to meet the psychology requirement.

Sociology Course Note: Options include Social Diversity, Cultural Anthropology, and Marriage and Family.

Plan of Study

1st year - Introduction to Early Childhood Education, Teaching/Learning Strategies in ECE, Infants and Toddlers or Child Health Care, General Psychology or Developmental Psychology, Marriage and Family, College Orientation/Success, Biblical Literature, writing course, oral communication option, humanities course, Fitness Concepts, elective courses. Also meet computer and math competency requirements.

2nd year - Early Childhood Environments, Infants and Toddlers or Child Health Care, Marriage and Family, Field Experience, natural science course, second HC distinctive course, elective courses.

Recommendations for pursuing teacher licensure: Introduction to Education, The Exceptional Student.

Recommendations for Early Childhood Education and Family Studies: Introduction to Sociology, Introduction to Social Welfare, Cultural Anthropology, Religions of the World (for second Hesston College distinctive)

Nursing Major

Degree: Associate of Applied Arts and Sciences

The Nursing curriculum prepares entry-level nurses to provide direct client care in acute and extended care facilities. The graduate is eligible to apply for the NCLEX (licensing examination) to become licensed as a Registered Nurse (RN).

The length of the nursing program may vary from one to three years. LPNs may receive advanced placement and typically complete the nursing course work in two semesters. Students with no previous nursing course work usually complete the program in two years (four semesters). Prerequisite course work is required for admission into the two-year nursing program (contact the Admissions Office or the Nursing Department for more information on the nursing admission policy). A student may also opt to take the program over two-and-one-half or three years, allowing one or two semesters for prenursing and elective courses and time for extracurricular activities, employment, or family responsibilities. Total hours required in the nursing program range from 65 to 75 depending on the student's academic preparation and competencies.

The Hesston College nursing program is accredited by the National League for Nursing Accrediting Commission and approved by the Kansas State Board of Nursing (see page 10).

Required Program Courses: 35 hours (grade of C or better required):

Nursing I (7 hours), Nursing II (7), Nursing III (9), Nursing IV (9), Nursing Pharmacology I/II/III/IV (1+1+1+1), Integration Seminar (3).

General Education Notes: For nursing students, Developmental Psychology meets the social science requirement, Anatomy and Physiology and Microbiology meet the natural science requirement, Principles of Nutrition meets the Fitness Concepts requirement and Integration Seminar meets the second Hesston College distinctive requirement. Grades of C or better are required in these courses. Introduction to Chemistry is required of students who have not completed one year of high school chemistry with a grade of C or better in the last five years.

Plan of Study

Prior to first term of the two-year program, student must complete Anatomy and Physiology.

1st year - Nursing I, Introduction to Chemistry, Microbiology, Developmental Psychology, Nursing II, Nursing Pharmacology I/II, Principles of Nutrition, College Orientation/Success, writing course. Also meet computer and math competency requirements.

2nd year - Nursing III, Nursing IV, Nursing Pharmacology III/IV, Integration Seminar, Biblical Literature, oral communication option, humanities option.

Notes: Students choosing a three-year plan of study focus on general education courses during the first year. They begin nursing courses during the second year.

Pastoral Ministries Major

Degree: Associate of Applied Arts and Sciences

The Pastoral Ministries curriculum prepares students for pastoral ministry. The program is designed for the mature student with a strong sense of call to ministry. Admission to the program requires a personal statement of call, detailed references, and affirmation from the applicant's home congregation. The program integrates general education with courses in Bible, theology, church ministry, personal formation, and supervised ministry experience. The program may be completed in either a two-year or three-year plan.

Required Program Courses: 40-43 hours (grade of C or better required)

Biblical Studies (in addition to Biblical Literature): Jesus and the Gospels, Psalms and Epistles, and Prophets and Revelation.

History and Theology: Anabaptist History and Thought, Peacemaking and Justice, and Introduction to Theology.

Ministries of the Church: Evangelism and Church Growth, Worship and Celebration, Preaching, Pastoral Care and Leadership, and Christian Education.

Spiritual Growth and Integration: Faith and Discipleship, Formation Seminars I/II/III/IV, Supervised Ministry Experience, and Clinical Pastoral Education (credit optional).

Plan of Study

1st year - Biblical Literature, Faith and Discipleship, Introduction to Theology, Christian Education, Evangelism and Church Growth or Worship and Celebration, Psalms and Epistles or Prophets and Revelation, Preaching, Formation Seminars I and II, Supervised Ministry Experience, College Orientation/Success, writing course, oral communication, Fitness Concepts. Also meet computer and math competency requirements.

Summer after first year - Clinical Pastoral Education.

2nd year - Anabaptist History and Thought, Peacemaking and Justice, Evangelism and Church Growth or Worship and Celebration, Jesus and the Gospels, Psalms and Epistles or Prophets and Revelation, Pastoral Care and Leadership, Formation Seminars III/IV, Supervised Ministry Experience, natural science course, social science and humanities courses.

General Education Note: Second HC distinctive requirement met with Anabaptist History and Thought and Peacemaking and Justice.

Course Descriptions



Art

Art 100 Introduction to Design **3 hours**

Examines the ideas needed to arrange materials into organized visual composition, the interrelationship of two dimensional visual elements, and principles of organization. Applies design understanding to practical problems. Includes visits to professional designers. Makes use of computer and design software. Recommended for the general student and for art, graphic design, and architecture majors.

Art 101 Introduction to Drawing **3 hours**

Develops fundamental drawing skills leading to mastery of graphic expression. Explores various media throughout the course and investigates creative compositional approaches toward the course's end. Drawing as distinctive art form and basis for other art forms and enrichment for the beginner. Recommended for general as well as art students.

Art 102 Introduction to Ceramics **3 hours**

Introduces creative clay work, focusing on hand-building methods, wheel and glazing techniques, and development of aesthetic sensitivity. For the general student, child care, and art students.

Art 103 Introduction to Photography **3 hours**

Emphasizes photography as a means of expression and reflection. Covers technical theory, camera use, basic elements of composition, and the processing, printing, and presentation of black and white photography as well as use of Photoshop software in digital photography. Recommended for art and graphic design students.

Art 104 Introduction to Painting **3 hours**

Investigates alkyd and acrylic painting techniques, encourages personal expression through structured formats, introduces color theory and poetic imagery, includes study excursions and field trips to local painting shows. Experience in drawing is desirable, but not required. Recommended for general as well as art students. Offered alternate years.

Art 105 Introduction to Watercolor Painting **3 hours**

Develops fundamental watercolor painting skills through many studies on a variety of paper surfaces. Color theory, drawing skill, and inventive composition will be developed as skills progress. Course includes painting excursions and field

trips to painting shows. Experience in drawing is desirable, but not required. Recommended for general as well as art students. Offered alternate years.

Art 115 Web Technologies for the Designer **1 hour**

Provides an introduction to web authoring and image-editing software and to pixel- and vector-based animation.

Art 200 Introduction to Graphic Design **3 hours**

Traces the history of classic typeface design, design of graphic images, and composition. Relies heavily on computer software including Illustrator, Photoshop, InDesign, and QuarkXPress. Prerequisite: Art 100 or consent of instructor.

Art 201 Drawing II **4 hours**

More fully investigates the fundamental graphic skills developed in Introduction to Drawing. Emphasis is placed on drawing from the human form, experimenting with images and new media, and developing strong visual compositions. Prerequisite: Art 101.

Art 202 Ceramics II **3 hours**

Continues study of the process of ceramic construction, particularly the use of the potter's wheel. Also covers mass production, glaze formation, kiln construction, and firing techniques. Prerequisite: Art 102.

Art 204 Painting II **3 hours**

A more systematic exploration of color relationships, paint application, and accompanying oil media are combined with a greater regard for development of inventive imagery in this course. Prerequisite: consent of instructor. Offered alternate years.

Art 205 Introduction to Printmaking **3 hours**

Investigates various types of printmaking techniques including relief print, intaglio, screen, and monotype. Traces the printmaking processes and teaches the proper care of fine art prints. Offered alternate years. Recommended background: Art 101.

Art 215 Color Theory and Practice **3 hours**

Concentrates on color as two-dimensional design. Students create two-dimensional designs to help them understand design/composition and the nature of color, the most complex, relative, and difficult component of the visual arts. Both theory and practical application will be studied.

Aviation

Avia 101 Introduction to Aviation **3 hours**

Private pilot ground school covering required subject areas in preparation for the Private Pilot - Airplane written exam. This course may be taken separately or concurrently with Avia 102. See Aviation Fees.

Avia 102 Private Pilot **4 hours**

Includes a minimum of 40 hours of actual flight training. Introduces the student to the solo and cross-country phases of private pilot training. This course, in conjunction with Avia 101, qualifies the student for the FAA Private Pilot flight test. Prerequisite: Avia 101 or enrollment in the same term. See Aviation Fees.

Avia 151 Commercial Ground School **3 hours**

Prepares the student for the FAA Commercial Pilot written examination. Covers aerodynamics, flight instruments, weather, advanced flight operation techniques, and Federal Aviation regulations. Prerequisite: Avia 101 or equivalent. See Aviation Fees.

Avia 211 Instrument Ground School **3 hours**

Prepares the student for the FAA Instrument Rating Written Examination. Covers meteorology, aircraft systems, navigation, and air traffic control. Prerequisite: Private Pilot License. See Aviation Fees.

Avia 220 Instrument Flight I **1 hour**

The student will learn precise airplane attitude control by instrument reference and radio navigation. Prerequisite: Private Pilot License. See Aviation Fees.

Avia 221 Instrument Flight II **2 hours**

The student will learn to perform accurate instrument approach procedures, missed approaches, and holding patterns. The student will be introduced to IFR cross-country procedures and will increase his/her proficiency to the level required of a competent instrument pilot. Prerequisite: Avia 211, 220. See Aviation Fees.

Avia 225 Mountain Flying **1 hour**

The student receives advanced training associated with the complexities of flying in the mountains. This training includes an extended cross-country flight into the Colorado Rockies. The student will become familiar with high altitude airports, high altitude operations, and limited survival techniques. Prerequisite: Avia 221 and concurrent enrollment in Avia 230. See Aviation Fees.

Avia 230 Commercial Flight I **3 hours**

The student is introduced to and practices maneuvers required for the commercial pilot flight test. The student also receives instruction and practice in a complex aircraft. Prerequisite: Avia 221. See Aviation Fees.

Avia 231 Commercial Flight II **2 hours**

The student continues working toward proficiency in maneuvers required for the commercial pilot as well as proficient operation of a complex aircraft. Prerequisite: Avia 151, 230. See Aviation Fees.

Avia 232 Multiengine **1 hour**

The student receives instruction in aircraft systems and the piloting skills required to operate a multiengine aircraft safely. Prerequisite: Avia 231 or permission of instructor. See Aviation Fees.

Avia 235 Flight Instructor Ground School 4 hours

Prepares the commercial pilot to become a teacher. Covers information included in FAA Flight Instructor-Airplane and Flight Instructor-Instrument tests as well as Advanced and Instrument Ground Instructor tests. Prerequisites: Avia 151 and 211 or equivalent. See Aviation Fees.

Avia 240 Flight Instructor Airplane 2 hours

Instruction in teaching techniques, maneuver analysis and performance, and other subjects required to be a competent FAA Certificated Flight Instructor. Prerequisite: Avia 231, 235. See Aviation Fees.

Avia 241 Flight Instructor Airplane - Instrument 1 hour

Instruction in teaching techniques and analysis and performance of maneuvers required for the FAA Certificated Instrument Flight Instructor. Prerequisite: Avia 240. See Aviation Fees.

Avia 260 Airline Training Orientation Program (ATOP) 1 hour

Introduction to the Boeing 737/300. During this program conducted by ATOP, Inc., the student will receive:

10 hours of Systems and Flight Procedures Ground School

2 hours of Cockpit Procedures Training

1 hour of Simulator Flight Observation

1 hour of Simulator Flight

“High Altitude” Operations Training and Endorsement

Prerequisite: Private Pilot’s License and U.S. citizenship. See Aviation Fees.

Avia 270 Multiengine Instructor - Advanced 2 hours

Introduces the student to the multiple crew environment, Crew Resource Management (CRM), and Airline Transport Pilot (ATP) requirements. The student is further prepared for instructing in a multiengine airplane and upon completion will take the Multiengine Instructor Practical Test. See Aviation Fees.

Bible and Ministry

BIBLICAL STUDIES

Relg 100 Biblical Literature 3 hours

Studies the story and basic themes of the literature of the Old and New Testaments in their historical contexts. Gives attention to the unique characteristics and principles for interpreting the various biblical literary genre. Builds skill in the inductive method of Bible study and interpretation by completing major inductive studies. Examines various approaches to interpretation. Surveys the development of the biblical canon. A reading and writing intensive course. Required for graduation.

Relg 202 Biblical Studies: Psalms and Epistles 3 hours

Studies Psalms and a specific Epistle. The class practices sound exegetical skills, learning how to read psalm and epistle genre. In the first half, students study

the overall structure of psalms and their contribution to Israelite theology and worship. In the second half of the semester, the class surveys the Pauline epistles, then practices exegetical skills with a selected New Testament epistle. Attention is given to the teaching, preaching, and worship resources in each book. Students may enroll for a half semester with appropriate adjustment for one hour credit. Offered alternate years.

Relg 208 Biblical Studies: Prophets and Revelation 3 hours

Studies a prophetic book and Revelation. The class practices sound exegetical skills, learning how to read prophetic and apocalyptic genre. Students study how prophecy functions in Israel's history and theology and read a text in its historical-cultural setting. Revelation is studied in its historical-cultural context in the second half. Attention is given to the teaching, preaching, and worship resources in each book. Students may enroll for a half semester with appropriate adjustment for one hour credit. Offered alternate years.

Relg 260 Jesus and the Gospels 3 hours

Study of Jesus in the historical, salvation history, and literary contexts, focusing on birth, life and teachings, death, and resurrection as recorded in the gospels. Special attention is given to the Sermon on the Mount. Includes inductive essays and applications of Jesus' teaching and modeling for the church and Christian life.

HISTORY AND THEOLOGY

Hist 213 Anabaptist History and Thought 3 hours

See course description listed for History 213.

Relg 214 Peacemaking and Justice 3 hours

Studies the biblical and theological foundations for nonviolence, peacemaking, and justice. Examines historic and current positions and ethical method regarding participation in violence and war. Seeks to assist students to define their ethical method and commitment and equip them to dialog with others who differ. Prerequisite: Biblical Literature and sophomore standing or permission of instructor.

Relg 215 Introduction to Theology 3 hours

Explores the recurring questions and basic convictions of the Christian faith from a biblical and Anabaptist perspective. By examining the notions of revelation, God, creation, Jesus Christ, salvation, the Church, and the Last Things, students will learn to think biblically, creatively, and critically about their own theology and that of others. Offered alternative years.

MINISTRIES OF THE CHURCH

Relg 121 Introduction to Youth Ministry 3 hours

An introduction to the theology, theory, and practice of youth ministry in the congregation within the Anabaptist tradition. Special attention is given to

worldview of youth culture and adolescent development. Includes person- and program-centered approaches and the theology they represent. Explores skills and resources for ministry.

Relg 122 Evangelism and Church Growth **2 or 3 hours**

Examines the theology and models of evangelism, outreach, and church growth helping students become competent in communicating the Gospel personally and together as a community of believers. Offered alternate years.

Relg 123 Programming for Youth Ministry **3 hours**

Focuses on program content, methods, and resources for youth ministry. Emphases include discipleship training, outreach, service, worship, life planning, preparation for baptism, and church membership.

Relg 221 Worship and Celebration **2 or 3 hours**

Studies and compares different forms of Christian worship and their biblical and historical foundations. Concentrates on the significance of worship and the process and resources for planning and leading worship. Students will observe, plan, and lead a variety of worship experiences. Offered alternate years.

Relg 222 Preaching **3 hours**

A course in the foundations and practical skills of preaching. Through lectures, discussions, videos of outstanding preachers, and preaching several kinds of sermons in class, students gain confidence and basic competence as preachers.

Relg 223 Pastoral Care and Leadership **4 hours**

Focuses on the person, role, and work of the pastor in relationship to the leadership and pastoral care of a congregation. Includes study of church polity, systems thinking, conflict resolution, crisis intervention, office management, and equipping members for ministry.

Relg 224 Christian Education **2 or 3 hours**

Affirms the purpose and importance of Christian education in the church. Explores the teaching ministry as spiritual formation. Students will examine methods, curriculum, and program resources appropriate for the needs of various age groups. Equips students with understanding, skills, and experience in teaching and providing leadership for the church's Christian education ministry. Offered alternate years.

Relg 225 Clinical Pastoral Education **3 hours**

The program is directed by chaplains who are certified to provide instruction and supervision in an approved clinical setting. Credits accumulate in CPE units and are translated into semester hours. Students must be recommended by the director of the Pastoral Ministries Program and must meet specific requirements of the CPE clinical director. Credit optional.

SPIRITUAL GROWTH AND INTEGRATION**Relg 131 Faith and Discipleship 3 hours**

Explores the question, “What does it mean to be a Christian?” Studies selected elements of Christian faith and life and their expression in various Christian traditions. Gives major attention to types of Christian spirituality and to spiritual disciplines including prayer, meditation, journaling, devotional Bible study, confession, and forgiveness.

Relg 132, 133 Formation Seminars I and II (F) 1+1 hours**Relg 232, 233 Formation Seminars III and IV (S) 1+1 hours**

The formation seminars are at the heart of the Pastoral Ministries Program. Through small group experience and individual spiritual direction, students develop in-depth knowledge of themselves, their gifts and relationships. Seminars seek to assist students to grow spiritually and personally, integrating the spiritual, personal, and academic in preparation for pastoral ministry. Spouses are expected to participate.

Relg 188, 288 Supervised Ministry Experience 1+1 hours

Provides an opportunity for students to experience ministry identity and practice skills in a local congregation as a means to further test and affirm their call and review their readiness for ministry. Supervising pastors mentor the students as they plan, practice, and evaluate their efforts to lead in administration, worship, preach, offer pastoral care, teach, and evangelize.

Relg 228, 229 Youth Ministry Seminar I and II 1+1 hours

An integrative seminar that explores gifts and calling and personal and spiritual identity for ministry through group and individual meetings with the instructor. Includes observation, reflection, and participation in youth ministries in various settings.

CENTER FOR ANABAPTIST LEADERSHIP

(Courses offered in Pasadena, Calif., only)

Cal 110 Anabaptist Witness 3 hours

Introduces new leaders and believers to the Mennonite Church by focusing on Anabaptist history and thought, the Mennonite Confession of Faith, and Mennonite church polity.

Cal 120 Strategies for Urban Missions 3 hours

Explores the dynamics of the missional church in the city with particular attention to the relationship between the church and the city, the importance of the local narrative, community-based approaches to ministry, and issues of charity and the poor, race, ethnicity, and globalization.

Cal 130 Biblical Theology of the City 3 hours

Examines the message of the Bible from the point of view of an urban dweller,

giving attention to God's love for the city and how God's people are called to live in the city.

Cal 140 Spirituality for Urban Leaders **3 hours**

Looks at ways of helping busy, bi-vocational pastors and leaders maintain spiritual vitality and passion and keep ministry focused on walking with Jesus daily.

Biology

BiSc 100 Introduction to Biology **4 hours**

An introductory study of living organisms, with emphasis on human systems; homeostatic, genetic, and developmental processes; human interaction with the environment; and the scientific method of inquiry. Designed for general education. Three lectures and one two-hour lab per week.

BiSc 102 Introduction to Biochemistry **4 hours**

Surveys the structure, chemical properties, and functions of the common classes of organic compounds with a special emphasis on those which are important to living organisms. Begins with basic organic compounds followed by discussion of enzymes, energy production, and the structure and functions of proteins, lipids, carbohydrates, and nucleic acids. One two-hour lab per week. Prerequisite: Chem 101 or equivalent. Offered alternate years.

BiSc 103 Cell Biology **4 hours**

Basic concepts of cellular and molecular biology including the study of chemical components of cells, cell ultrastructure, metabolism, steady state regulations, nuclear control of the cell, cellular reproduction, and development. Lectures include methods in genetic engineering and the application of these procedures in the laboratory. One three-hour lab per week. Prerequisite: high school chemistry or college chemistry or consent of instructor. Offered alternate years.

BiSc 110 Environmental Biology **4 hours**

Explores fundamental ecological principles which provide the foundation for understanding environmental issues. Outdoor laboratory field exercises and lectures emphasize the process of science as it relates to a biological description of the natural world. Requires basic math skills. Designed for science and non-science majors. Pre-requisite: high school biology.

BiSc 203 Botany **4 hours**

Introduces structure and function of organisms with special emphasis on the plant kingdom. Compares internal structure and habitats of various organisms. Prerequisites: high school advanced biology or consent of instructor. Offered alternate years.

BiSc 204 Zoology **4 hours**

Introduces structure and function of organisms with special emphasis on the animal kingdom. Compares various systems as they developed in the living

world. Prerequisites: high school chemistry or consent of instructor. Offered alternate years.

BiSc 205 Anatomy and Physiology **4 or 5 hours**

Begins with a survey of four topics essential for the understanding of physiology: terminology, cell function, basic chemical principles, and tissues. Follows with an in-depth anatomical/physiological study of the ten systems of the human body. Prerequisite: high school or college chemistry is strongly recommended.

BiSc 206 Microbiology **3 or 4 hours**

Emphasizes structural, physiological, chemical, and environmental aspects of micro-organisms. Concentrates on bacteria that cause disease. Lab work includes identifying unknown bacterial cultures. Prerequisites: high school chemistry or college chemistry.

Business Accounting

BuAc 205 Financial Accounting I **3 hours**

Provides a foundational understanding of accounting as a tool for communicating financial information about the activities of a business. Emphasizes the concepts and principles used to analyze accounting transactions. The course includes the accounting cycles for service/merchandising firms, corporate accounting methods, and preparing and interpreting related financial statements. Specific aspects of accounting also addressed include control over cash, current and plant/fixed assets, current and long-term liabilities, and the time-value of money. Financial Accounting I is designed for both accounting majors and non majors.

BuAc 206 Managerial Accounting I **3 hours**

The study of accounting in terms of management's information requirements. Emphasis is given to the use of accounting information for decision making, planning, and controlling the business activities of manufacturing and other environments. Prerequisite: BuAc 205.

Business Administration

BuAd 109 Exploring Business **3 hours**

Provides a broad introduction to the various fields of business and explores the nature of the free enterprise system and its business organizations. Content includes many aspects of business: economics, management, production/distribution systems, finance, accounting, human resources, marketing, and business ethics. For business students and those exploring the field of business.

BuAd 112 Personal Finance **3 hours**

Provides a comprehensive coverage of personal financial planning in the areas of money management, career planning, stewardship, taxes, consumer credit, housing and other consumer decisions, legal protection, insurance, investments, retirement planning, and estate planning. Teaches the fundamentals of financial

planning so the student can make informed choices related to spending, saving, borrowing, and investing that lead to long-term financial security. For business and non-business students.

BuAd 205 Business Communication **3 hours**

Builds skill in the use of business vocabulary and verbal and non-verbal interpersonal communications. Develops ability and provides practice in writing a variety of business letters such as sales, collection, adjustments and claims, requests and refusals, and answers to customer complaints. Incorporates resume writing, letters of application and inquiry, interviewing techniques, and follow-up letters for the job application process. Includes team and individual preparation of written business reports which also may be presented orally using visual aids. Prerequisite: Engl 125 and keyboarding/typewriting skills or SCS 090 Beginning Keyboarding.

BuAd 210 Marketing and Sales **3 hours**

Explores the marketing concept and the five P's of marketing mix functions: product, place (distribution), price, promotion, people, and the complementary function of sales. Other topics include brand, segmentation, competition, ethics, direct marketing, Internet positioning, strategy, and value proposition. Students are encouraged to explore sales and marketing skills and styles and to apply classroom concepts to real situations. Prerequisite: BuAd 109 Exploring Business or consent of instructor.

BuAd 211 Office and Information Management **3 hours**

Explores administrative office principles and functions of managing an office and the integration of basic skills, knowledge, technology, software, human relations, and administrative elements of the office environment. Prerequisite: BuCS 112.

BuAd 218 Entrepreneurship **3 hours**

Explores the innovative ideas, personality, and steps required to start a business or buy an existing business and the implications of owning/operating a small business. Emphasis is on creating a business plan which addresses the areas of financing, planning, organizing, staffing, marketing, and selling for the sole proprietorship, partnership, or corporation. Recommendation: complete other business courses such as Financial Accounting I and Management before Entrepreneurship.

BuAd 220 Management **3 hours**

Explores the basic management functions of planning, organizing, leading, and controlling. Emphasizes communications, decision-making, diversity, ethics, hiring, problem solving, and teamwork. Other topics include self-assessment and career planning. Students are encouraged to explore their own management skills and styles. Course assignments apply classroom concepts to real situations. Prerequisite: BuAd 109 Exploring Business or consent of instructor.

BuAd 221 Medical Office Management **2 hours**

An overview of the office functions in a medical environment. Focuses on information management which includes record keeping, billing, insurance claim procedures, scheduling, terminology, and transcription. Incorporates aspects of professionalism and ethics in the medical environment.

Business/Computer Information Technology

BuCS 112 Introduction to Computers **2 hours**

An overview for entry-level computer users covering selected computer terminology, file management, and software applications. This hands-on course includes introductions to word processing, electronic spreadsheets, presentation software, and other software. Prerequisites: keyboarding/typewriting skills or SCS 090 Beginning Keyboarding.

BuCS 113 Introduction to ACCESS **2 hour**

Introduces the use of a popular relational database management system for Microsoft Windows. Topics include creating, editing, sorting, linking, querying, labels, forms, switchboards, macros, and custom reports. Prerequisite: BuCS 112 or consent of instructor.

BuCS 114 Introduction to Accounting Software **1 hour**

Introduces common computerized general ledger and checkbook accounting software applications for personal and business use. Prerequisite: BuAc 205 or taken concurrently.

BuCS 115 Desktop Publications **3 hours**

Introduces the desktop publishing approach to preparing brochures, pamphlets, newsletters, and other printed items. Incorporates the use of scanners, color printers, and software including InDesign, Photoshop, and Illustrator. Topics include learning the basic features of InDesign, graphics (creating, importing, manipulating), and basic application of design principles and typography. (Same as Comm 115).

BuCS 118 Advanced WORD **1 hour**

Uses advanced word processing functions to provide solutions to common business document requirements. It includes proper letter and manuscript style, incorporating graphics and images. Students create merges, macros, styles, tables, custom toolbars, custom forms, and various editing tools. Prerequisite: BuCS 112 or consent of instructor.

BuCS 119 Advanced EXCEL **1 hour**

Uses advanced spreadsheet features and functions to solve common business and accounting problems. Includes spreadsheet design, use of macros, data forms and filters, creating links, pivot tables, charts, and forecasting. Prerequisite: BuCS 112 or consent of instructor.

BuCS 123 Web Authoring and Publishing 3 hours

Designed to teach Web page creation and other aspects of Web authoring. Introduces Hypertext Markup Language (HTML), cascading style sheets, text and graphical editors, and server- and client-side technologies. Upon completion, students will be able to create Web pages that contain text, graphics, hyperlinks, tables, forms, frames, and scripts.

BuCS 126 Networking Technologies 3 hours

Covers basic data communications and networking concepts including network models, protocols, operating systems, cabling and hardware; IP addressing and subnetting; switching and routing; wireless technologies; networking services; and troubleshooting procedures.

BuCS 138 Computer Programming I 3 hours

Focuses on structured programming techniques and introduces object-oriented programming. Topics include data types, calculations, control structures, arrays, classes, inheritance, input/output, and files. This introductory programming course is taught using Alice and Java. Prerequisite: BuCS 112 or consent of instructor.

BuCS 141 Computer Network Administration 3 hours

Provides the knowledge and skills necessary to perform installation, implementation, administration, and troubleshooting tasks in Novell NetWare and Linux environments. After course completion, students have the option of testing for Certified Novell Administrator (CNA) and Linux+ certification. Prerequisite: BuCS 126 or BuCS 164.

BuCS 163 Microsoft Windows Workstation Administration 3 hours

Provides the knowledge and skills necessary to perform installation, implementation, administration, and troubleshooting tasks in a current Microsoft Windows workstation environment. After course completion, students have the option of testing for Microsoft Certified Professional (MCP) certification. Prerequisite: BuCS 112 or consent of instructor.

BuCS 164 Microsoft Windows Server Administration 3 hours

Provides the knowledge and skills necessary to perform installation, implementation, administration, and troubleshooting tasks in a current Microsoft Windows Server environment. After course completion, students have the option of testing for Microsoft Certified Professional (MCP) certification. Prerequisites: BuCS 126 or BuCS 163 or consent of instructor.

BuCS 225 Web Site Design 3 hours

Focuses on Web design principles, graphic design, Web preparation, planning, site construction, usability testing, and evaluation. Students use Web authoring and multimedia tools in site production. Students also evaluate design tools and examine future accessibility and technology standards. Prerequisite: BuCS 123 or consent of instructor.

BuCS 226 eCommerce Technologies **3 hours**

Introduces students to the principles involved in conducting business online. Topics include the technological issues associated with constructing an e-commerce Web site, strategies and tools available for building e-commerce sites, and site management techniques. Students will also explore the complementary relationship between e-commerce and an existing business infrastructure. Prerequisites: BuCS 123 or consent of instructor.

BuCS 230 Service and Support **3 hours**

Covers the installation, configuration, upgrade, diagnosis, and troubleshooting of computer software and hardware in a hands-on lab environment. After course completion, students have the option of testing for CompTIA A+ certification. Prerequisite: BuCS 126 or consent of instructor.

BuCS 238 Computer Programming II **3 hours**

Focuses on structured programming techniques and object-oriented programming. Topics for this second course in computer programming include software engineering principles, sorting and searching algorithms, dynamic variables, and data structures. Prerequisite: BuCS 138 or consent of instructor.

Chemistry

Chem 101 Introductory Chemistry **4 hours**

Covers atomic structure, chemical bonding, reactions, states of matter, acids, and bases. Introduces organic chemistry and nuclear chemistry. Basic algebra needed. Three hours lecture and one two-hour lab per week. Designed for students with no chemistry background. Students with high school chemistry should take Chem 121 General Chemistry.

Chem 102 Introduction to Biochemistry **4 hours**

Surveys the structure, chemical properties, and functions of the common classes of organic compounds, with a special emphasis on those which are important to living organisms. Discusses stereochemistry, enzymes, energy production, and the structure and functions of proteins, lipids, carbohydrates, and nucleic acids. Prerequisite: Chem 101 or equivalent. Offered alternate years.

Chem 121 General Chemistry I **4 or 5 hours**

Reviews basic concepts including atomic structure, chemical bonding reactions, states of matter, and thermochemistry. Three hours lecture and one three-hour lab per week. Prerequisite: Chem 101 or high school chemistry (with grade of C or better). Algebra background required. Additional lab work, problem assignments, and a case study paper required for 5 hours credit.

Chem 122 General Chemistry II **4 or 5 hours**

Treats thermodynamics, electrochemistry, chemical kinetics, and equilibrium including acids and bases, as well as some representative elements and nuclear chemistry. Introduces organic chemistry and qualitative analysis. Three hours

lecture and one three-hour lab per week. Prerequisite: Chem 121. Additional lab work required for 5 hours credit.

Chem 203 Organic Chemistry I **4 hours**

Studies the structure, properties, and reaction mechanisms of carbon compounds. Three hours lecture and one three-hour lab per week. Prerequisite: Chem 122.

Chem 204 Organic Chemistry II **4 hours**

Continues Chem 203, emphasizing synthesis and mechanisms of reactions. Introduces spectroscopy. Three hours lecture and one three-hour lab per week. Prerequisite: Chem 203.

Communication Arts

Comm 109 Storytelling **1 hour**

Explores why stories have been around since the dawn of human history and why stories are found in all cultures. Participants hear from a variety of storytellers, see stories being told on video, and “listen” to stories on the Internet.

Comm 111/112 Publication Seminar - Newspaper **1+1 hours**

Covers the fundamentals of newspaper journalism and production. Students write news and feature stories for *The Hesston College Horizon* newspaper and *The Journal of Writing and Art* literary magazine. Positions include writing, editing, photography, business management, and advertising design and lay-out.

Comm 115 Desktop Publications **3 hours**

Same as BuCS 115. See course description listed under Business/Computer Information Technology.

Comm 117 Publication Seminar - Yearbook **1+1 hours**

Focuses on production of college yearbook. Ideal for student skilled in writing/editing, design, photography, or computer. Preferred prerequisite: Comm 115.

Comm 125 Interpersonal Communication **3 hours**

Introduces the theory and practice of interpersonal (dyadic) communication. Course content includes the influence of self concept, perception, culture, nonverbal behavior, emotions, and conflict on interpersonal communication. Through journaling, group discussion, collaborative class projects, and class presentations, students will develop greater understanding of, and expertise in their interpersonal communication.

Comm 128 Introduction to Digital Media **3 hours**

Introduces the basics of production with a variety of digital media. Students will work briefly creating web pages that will display their projects and then more in-depth with projects with still images, digital audio, and digital video done via programs on the Mac. Provides a foundation in the basics of desktop media production.

Comm 141 Introduction to Journalism 3 hours

Covers basic news and feature writing techniques for print media. Includes a focus on journalism issues and ethics. Taught in a workshop format. Students will write news and feature stories for *The Hesston College Horizon* and *The Journal of Writing and Art* literary magazine. Prerequisite: grade of B or better in high school senior English, College Writing I, or Honors College Writing. Offered alternate years.

Comm 151 Mass Communication and Society 3 hours

Examines different sources of mass communication in today's society and the ways in which those media intentionally or unintentionally influence opinion and perceptions. Emphasis is given to equipping students with the critical tools necessary to enable them to become informed consumers of mass media. Students will complete written and oral presentations, which will critically analyze different media messages.

Comm 205 Business Communication 3 hours

Same as BuAd 205. See course description listed under Business Administration.

Comm 206 Speech Communication 3 hours

Teaches the fundamentals of inventing, planning, organizing, researching, and delivering public presentations. Emphasis is placed on helping the student become a more competent, audience-centered, extemporaneous public speaker.

Comm 260 Group Communication 3 hours

Teaches the fundamentals and dynamics of communication within small groups. Course content focuses on understanding group communication theories as they relate to the interpersonal dynamics, group decision-making, leadership, goal attainment, conflict, and other functions/dysfunctions of small groups. Students complete at least part of their assigned work as a small group.

Computer Information Systems Computer Science

see Business/Computer Information Technology

Disaster Management

DMgt 105 Introduction to Disaster Response 3 Hours

Introduces and explores the field of disaster management. Provides background for dealing with disasters, victimization, and economic losses from disasters in organized ways. Examines how organizations serve communities and individuals from a service perspective.

DMgt 110/120/210/220 MDS Culture I/II/III/IV**1+1+1+1 hours**

Covers the history of Mennonite Disaster Service (MDS) and disaster response and recovery from the MDS perspective. Students develop an understanding of the many roles and aspects of planning and working on an MDS project site, including essential construction skills and the spiritual nature of MDS work. Students learn how to relate to other disaster relief agencies and to disaster survivors.

DMgt 175 Field Experience**3 hours**

Students spend eight weeks on a Mennonite Disaster Service project site during the summer following the first year of study and are introduced to all phases of project leadership including construction, cooking, office management, and working with short-term and long-term volunteers, project directors, local community members, and disaster survivors. Students gain an understanding of how an MDS site operates and how MDS works with the community in recovering from a disaster.

DMgt 205 Disaster Management Leadership Development**3 hours**

Introduces leadership principles and styles, especially as they apply to disaster management positions. Examines the need for effective leadership in many areas and the roles and demands of leaders. Covers leadership styles and traits of leaders past and present. Helps students examine their own leadership styles and traits and how they can be developed.

Economics**Econ 221 Principles of Macroeconomics****3 hours**

Studies the economy as a whole. It seeks to understand the big picture rather than detailed individual choices. Macroeconomics studies the state of the economy, considering how unemployment, aggregate income, average prices, interest rates, and inflation determine the overall level of economic activity.

Econ 222 Principles of Microeconomics**3 hours**

Deals with consumer behavior and economic choices as they relate to people, individual firms, and industries. Topics include consumer choice, supply and demand, resource and financial markets, competition, the market system, and public policy choices.

Education**Educ 103 Introduction to Education****3 hours**

Explores history, philosophy, and trends in education through research, collaborative learning, and discussion. Introduces important educational issues such as diversity and accountability. By the end of the course students will be able to examine schools from the perspective of a teacher rather than of a student.

The learning experiences in this course are designed to assist students in making an informed decision about whether or not teaching is a good career for them. Students must also enroll in Educ 104 for this course to transfer as an education credit.

Educ 104 Field Experience**1 hour**

Builds upon Educ 103 and provides opportunity for students to experience K-12 education first hand. The instructor places students in local schools for 30 hours of observation and interaction. In class and small-group discussions during weekly class sessions students reflect upon school experiences and discuss such topics as classroom climate, lesson design, and behavior management.

Educ 200 Introduction to Early Childhood Education 3 hours

Provides an overview of early childhood education history and philosophy, variations in child development, and developmentally appropriate teaching practices for young children. Includes study of specific curriculum areas and assessment techniques. Students observe and participate in the college laboratory preschool one session a week.

Educ 201 Teaching/Learning Strategies in ECE**3 hours**

Includes theory, practice, and development of Early Childhood Education curriculum as well as in-depth study of literacy development and curriculum development. Focuses on managing a group, planning curriculum, anti-bias settings, ethics for teachers, inclusion, computers in the classroom, literature, art, music and movement, and various curriculum models. Deals with understanding parent and community interactions. Students participate with children in the laboratory preschool under the supervision of an instructor and have responsibilities for curriculum planning, implementation, and evaluation. Prerequisite: Grade of C or better in Educ 200 or permission of instructor.

Educ 202 Infants and Toddlers**3 hours**

Emphasizes normal and exceptional development from conception to three years of age. Studies infants and toddlers as developing individuals within diverse family and social contexts. Provides an in-depth look at quality group care and communication with families.

Educ 207 Early Childhood Environments**3 hours**

Explores major aspects of ECE: historical foundations, theories, current types of programs and practices, recent trends and issues, and cultural diversity. Students develop and write their own beginning personal philosophy of education. They observe in a variety of schools and educare programs serving children birth to age eight, with the selection of specific programs based on the student's interests and plans.

Educ 210 The Exceptional Student**3 hours**

Presents an overview of the characteristics of individuals with diverse and special learning needs: learning disabilities, behavior disorders, mental retardation,

and cultural/linguistic diversity among others. Educ 210 is designed to prepare future preK-12 educators by deepening their sensitivity and understanding of diverse learners and their families. A focus of this course is to view children with learning needs through a classroom teacher's perspective with the goals of understanding and planning for inclusion as priorities.

Educ 211 Child Health Care **3 hours**

Provides a survey of information and skills necessary to provide for and teach about health, physical fitness, safety, and nutrition in educare settings and elementary schools. Students earn Red Cross CPR and First Aid certificates. Offered alternate years.

Educ 275 Field Experience in Early Childhood Education **2-4 hours**

Provides the opportunity to participate as an assistant teacher in the preschool program at Hesston College Preschool. Students apply principles and techniques to plan, implement, and evaluate a curriculum that facilitates children's learning. Students develop skills in child observation, classroom management, teamwork, relating with families, meeting specific needs of children, and leadership. The ratio of work hours to credit hours is at least 60:1. Prerequisites: Educ 200 and 201. Four hour Field Experience required for A.A.A.S. in Early Childhood Education.

Cooperative Education **1-3 hours**

English

Engl 100 Basic Writing **3 hours**

Reviews basic grammar, with emphasis on composing focused paragraphs and essays, creating thesis statements, and developing ideas with supporting details. Does not satisfy Hesston College writing requirement and may not transfer to a four-year school.

Engl 102 ESL: Intermediate Listening/Speaking **3 hours**

Emphasis is placed on teaching the intermediate student how to develop listening comprehension through a variety of listening skills including predicting, drawing inferences, summarizing, and identifying phonological clues that signal important information. Emphasis is also placed on note-taking and conversation skills. Does not apply to hours for graduation.

Engl 103 ESL: Intermediate Grammar **3 hours**

Develops students' understanding and usage of English grammar skills in the formal, written form. Theme-based assignments encompass many grammar components including compound and complex sentences, active and passive tense, verb tenses, comparative and superlative forms, modals, and more. Does not apply to hours for graduation. Should be taken concurrently with Engl 104.

Engl 104 ESL: Intermediate Writing **3 hours**

Provides theme-based instruction for students to become competent communicators in written English. Students will develop thinking and organizational skills, write using correct conventions and structures, evaluate writing to self-edit and revise, and understand and demonstrate voice and fluency in writing. Does not apply to hours for graduation. Should be taken concurrently with Engl 103.

Engl 105 ESL: Advanced Listening/Speaking **3 hours**

Focuses on learning strategies and language functions while maintaining a strong focus on both listening and speaking. Interactive listening activities based on short, but realistic academic lectures and sample conversations provide comprehensive practice while a variety of “realistic world” speaking activities reinforce use in context of language function.

Engl 106 ESL: Advanced Reading/Vocabulary **3 hours**

Enables the student to deal effectively with sophisticated reading materials of both a scientific and humanistic nature. Brings the student from a basic level of comprehension of the English language to the higher competence necessary for tackling work in the college classroom.

Engl 112 Introduction to Literature **3 hours**

Introduces students to the art of reading a variety of literary forms and styles from a wide range of historical and cultural contexts. Emphasizes close reading and critical engagement with literary texts as ways to achieve an aesthetic appreciation as well as an analytical understanding of literature.

Engl 115 Literature in Contemporary Society **3 hours**

Explores contemporary literary forms and genres such as the detective or mystery novel, the romance novel, horror fiction, science fiction and fantasy, and comic books. Selections will typically include authors such as Mary Higgins Clark, John Grisham, and Stephen King. Assignments are designed to foster an appreciation of and a critical engagement with the forms and functions of popular literature. Offered alternate years.

Engl 125 College Writing I **3 hours**

Focuses through theory and practice on the basic principles of the writing process such as exploring ideas, developing a thesis, drafting and organizing, editing, revising essays, and documenting sources. Assignments explore the various modes of writing required in college with particular emphasis on critical thinking and analysis.

Engl 130 Honors College Writing **3 hours**

A composition course for students whose placement scores suggest that they would benefit from a more accelerated introductory writing program than that provided in College Writing I. Assignments encompass the various modes of writing most frequently encountered in the college setting including research writing. Particular emphasis is placed on critical engagement with challenging texts and issues and their analysis in and through writing.

Engl 135 College Writing II**3 hours**

Focuses on academic research writing, with instruction in finding, using, and documenting sources and in argumentation. A review of literature and a proposal/prospectus function as interlocking building blocks leading toward the major research paper assignment. Prerequisite: Engl 125 or consent of instructor.

Engl 210 Science Fiction and Fantasy**3 hours**

Explores through literature and film two of the most fervently celebrated and most hotly debated genres of contemporary literature. Built on the premise that science fiction and fantasy are neither about predicting the future nor about escaping reality, this course invites students to examine these genres as branches of serious literature. Class discussion will emphasize critical analysis of issues of genre, theme, form, and narrative technique. Selections will typically include literary classics such as Mary Shelley's *Frankenstein* and Tolkien's *The Lord of the Rings* as well as pop culture "classics" such as *Blade Runner* and *The Matrix*. Offered alternate years.

Engl 211 English Literature I**3 hours**

Studies English literature to 1900, focusing on major writers and works from Beowulf to Chaucer to Shakespeare to Donne to the Brontes. English Literature I places special emphasis on making sense of these writers in terms of their contemporary influence and relevance.

Engl 216 Modern Literature**3 hours**

Examines what it means to be "Modern" relative to earlier periods (Romantic and Victorian) as well as in relation to Contemporary literary and cultural contexts. Explores the various genres and sub-genres representative of the Modern period, emphasizing the critical analysis and understanding of texts in the context of historical events and philosophies of the day that shaped the texts and their authors. Prerequisite: sophomore standing or consent of the instructor.

Engl 220 Creative Writing**3 hours**

Uses the creation of poetry, short fiction, creative non-fiction, and/or drama as a way to gain a greater understanding of these forms and to further master the language. Students will draw from their learning and experiences in other classes, their own lives, and unique research to inform their work, integrating thought, feeling, and belief on the page. Prerequisites: College Writing I or concurrent enrollment with instructor approval. Offered alternate years.

Engl 225 Advanced College Writing**3 hours**

Provides opportunities to refine writing skills at an advanced level. Builds skills through critical analysis of texts and issues, while encouraging creative expression. Assignments explore forms of academic writing (i.e. critical analysis essays, research writing), professional writing (i.e. film or book reviews, journalistic writing), and creative writing (both poetry and fiction). Prerequisite: Honors College Writing, a B or better in College Writing I, or consent of the instructor.

History

Hist 204 African-American History **3 hours**

Traces the historical, cultural, political, and economic forces that have shaped the African-American experience in the Americas, with special focus on the United States.

Hist 213 Anabaptist History and Thought **3 hours**

Studies the Anabaptist Mennonite story and theology since the Reformation. Investigates the Reformation and the origins of Anabaptism. Explores the relationship of Anabaptist thought to Roman Catholic, Lutheran, and Reformed theology. Attention is given to Anabaptist hermeneutics, nature of the church, discipleship, church and state, peace and nonviolence. Prerequisite: Biblical Literature and sophomore standing or instructor permission.

Hist 221 U.S. History I **3 hours**

Builds a frame of reference for understanding the United States in its North American context, from the pre-Columbian era to Reconstruction. Regular readings, written reflections, films, class discussions, and weekly discussion group interaction help students develop the skills of a competent historian and a balanced worldview that characterizes productive citizens of the global community.

Hist 222 U.S. History II **3 hours**

Continues Hist 221. Covers the time period from 1865 to the present.

Hist 251 History of World Civilization I **3 hours**

Explores seven eras of global history. Students are invited to encounter the cultures, traditions, politics, ideas, values, and beliefs of various people groups from pre-history to 1500. A comparison of different societies and their cross-cultural interactions offers students an opportunity to consider their own place in the global human family.

Hist 252 History of World Civilization II **3 hours**

Continues Hist 251. Covers the time periods since 1500.

Humanities

Hum 107 Fine Arts and Community **1 hour**

Explores a variety of arts including music, literature, and poetry in terms of how these artistic expressions relate to the idea of community.

Hum 120 Exploring the Arts **3 hours**

Designed as a holistic and multidimensional approach to understanding the fine arts. Encompasses music and visual arts, with additional components related to drama, dance, and literature as they relate to the classical western world and related global influences.

Hum 200 Art Appreciation**3 hours**

Looks to art and architecture of various periods and cultures as an expression of human life, understandings, beliefs, and values. A vocabulary to describe visual art will be developed throughout the course and will be complemented with occasional “hands on” projects. Art as it reflects the human condition will be used to gain an appreciation of a wide variety of art.

Hum 203 Theatre Appreciation**3 hours**

Emphasizes the personnel involved and the process of theatre production as well as an overview of theatre history. Designed to give students a working knowledge of theater, engage them in critical thought about the themes of productions, and develop an appreciation of theater as an art form. Students will attend four or five professional or collegiate-level productions as a class. Additional fee to cover tickets will be charged to student accounts.

Hum 206 Music Appreciation**3 hours**

Introduces all musical styles of Western music through listening, analysis, and a study of the various periods and styles of music history including Medieval, Renaissance, Baroque, Classical, Romantic, Impressionistic, and Contemporary. Designed to give students a working knowledge of the constituent elements of music so that they can actively and carefully listen to a wide variety of music.

Hum 209 Human Thought and Belief**3 hours**

Integrates spiritual, emotional, physical, and intellectual understanding as they relate to the search for meaning. Draws upon the disciplines of history, religion, philosophy, and ethics. Prerequisite: sophomore standing.

Hum 215 Introduction to Film**3 hours**

Introduces film as an art form, as a medium or means of communication, and as a commodity produced for mass consumption. Aims to enhance students' appreciation of and their critical engagement with film. Students will learn to analyze and understand how a given film's meaning is cinematically constructed. Topics covered include basic film concepts and terminology, film history, and film criticism. Sessions include evening meetings for screening of films.

Hum 240 International Tour**3 hours**

Studies architecture, music, and visual arts in addition to examining the roots of Anabaptists/Mennonites. Emphasis will be on Romanesque, Gothic, and Baroque church architecture; composers and painters native to areas visited in Europe; and Anabaptist thought and practice in relation to Protestantism and Catholicism. Course includes class sessions and research prior to departure as well as written evaluations upon return. Offered alternate summers. Open only to members of Chorale and Bel Canto Singers.

Mathematical Sciences

MaSc 50 Basic Mathematics **2 hours**

A review of operations on negative and positive whole numbers, decimals, and fractions; measurement and geometry; rates, ratios, proportions, and percents; basic descriptive statistics; and beginning algebra. Activities emphasize solving application problems and using the scientific calculator. Provides a review for the math competency exam.

MaSc 105 College Algebra **3 hours**

A study of mathematical functions and models. Reviews linear, exponential, power, polynomial, rational, and periodic functions. Focuses on understanding and communicating the relationship between verbal descriptions, formulas, tables, and graphs. Emphasizes problem solving and application rather than the symbol manipulation that may be required in higher level math courses. A calculator is required. Prerequisite: one year of high school algebra.

MaSc 115 Precalculus Mathematics **4 hours**

Reviews polynomial, exponential, logarithmic, and trigonometric functions. Fulfills the mathematics requirements of many four-year liberal arts transfer programs. Designed to raise mathematical proficiency to the calculus entry level. A graphing calculator is required. A TI-82 or 83 is recommended. Prerequisite: MaSc 105 or high school Algebra II with a grade of A or B.

MaSc 116 Introduction to Mathematics **3 hours**

Acquaints the student with the philosophy, nature, significance, and uses of mathematics from early times to present. Emphasizes the concept of mathematical systems. Topics include sets, logic, numeration systems, the nature of numbers, probability, and statistics. Emphasizes problem solving. Required by four-year elementary education transfer programs and satisfies most four-year liberal arts transfer requirements. Prerequisites: basic algebra and geometry skills.

MaSc 141 Calculus I **4 hours**

Introduces the analysis of real valued functions. Topics include limits, continuity, differentiation, and integration of the various elementary functions. A graphing calculator is required. A TI-82 or 83 is recommended. Prerequisite: MaSc 115 or high school trigonometry.

MaSc 142 Calculus II **4 hours**

Continues MaSc 141. Topics include analytic geometry of the plane, techniques of integration, applications of the definite integral, parametric equations, the polar coordinate system, improper integrals, indeterminate forms, sequences, and infinite series. A graphing calculator is required. Prerequisite: MaSc 141 or consent of instructor.

MaSc 210 Elementary Statistics **3 hours**

Introduces students to probability and descriptive and inferential statistics using an applications approach. The course assists students in understanding the

relationship between methods of inquiry and the scientific method. It enables students to read and understand statistical information presented in professional literature and to calculate and communicate statistical information for others. Algebra background required.

MaSc 241 Calculus III

4 hours

Generalizes single variable calculus to several variables. Topics include vector calculus, partial differentiation, multiple integration, line and surface integrals, and polar, cylindrical, and spherical coordinate systems. Prerequisite: MaSc 142 or equivalent.

MaSc 242 Differential Equations

4 hours

A study of first-order equations; higher-order equations including constant coefficients, undetermined coefficients, variation of parameters; systems of linear first-order equations; numerical methods; and Laplace transform methods. Prerequisite: MaSc 142 or equivalent.

Music

Private string instruction and opportunities to play in chamber orchestra and jazz ensembles are available for credit through arrangements with Bethel College. Contact the Hesston College Music Department for more information.

Mus 105 Introduction to Music Theory

3 hours

Covers sight-singing, dictation, beginning composition, and basic harmonic practice. Incorporates computerized practice and review. Essential for the music major.

Mus 108 Introduction to Conducting

3 hours

Provides the beginning conductor with practical procedures and materials to conduct in all meters. Provides conducting experiences in class and with college choral groups. Emphasizes proper conducting and rehearsal techniques. Offered alternate years.

Mus 111-112 Bel Canto Singers (F)

1+1 hour

Mus 211-212 Bel Canto Singers (S)

1+1 hour

A select choir of 20 to 22 voices performs music appropriate for a chamber ensemble. Members are required to take two semesters of private voice. Bel Canto Singers perform off campus at least two extended weekends per year. On alternate years, a two-week tour is taken following spring semester. Singers are required to purchase performance attire. Credit optional.

Mus 116 Class Voice

1 hour

Develops basic vocal technique, performance abilities, musicianship, and sight singing. Emphasizes solo-singing, part-singing, and stage conduct. Music is chosen in consultation with the instructor.

Mus 117 Class Piano **1 hour**

Introduces music reading skills and finger coordination, reading and playing simple compositions, understanding musical elements. (For those having less than one year previous study.)

Mus 121-122 Chorale (F) **1+1 hour****Mus 221-222 Chorale (S)** **1+1 hour**

An auditioned choir of about 40 voices performs music composed for larger choral ensembles. Members are encouraged to take class or private voice or piano. Chorale tours extensively during spring break. Singers are required to purchase performance attire. Credit optional.

Mus 135-136 Wind Ensemble (F) **1+1 hour****Mus 235-236 Wind Ensemble (S)** **1+1 hour**

An auditioned group of woodwind, brass, and percussion players. The ensemble performs contemporary and traditional literature for the wind band as well as sacred works. Ensemble members also make up the "Screaming Larks" pep band which performs during the college basketball season. Participation in the pep band is encouraged but not required. Credit optional.

Mus 137 Class Guitar **1 hour**

Introduces folk guitar. Develops knowledge and skill of basic guitar chording, strumming patterns, finger picking, music reading, and playing while singing. Music is chosen in consultation with the instructor. Students provide their own guitars.

Mus 141 Music Theatre Workshop **1 hour**

Same as ThAr 141. See course description listed under Theatre.

Mus 161-162 Private Voice (F) **1+1 hour****Mus 261-262 Private Voice (S)** **1+1 hour**

One-to-one vocal instruction that includes technical exercises to develop musical skills and physical coordination for singing and vocal literature chosen according to the personal, vocal, and musical needs of the student. Extra fee.

Mus 151-152 Private Wind/Brass/Percussion (F) **1+1 hour****Mus 251-252 Private Wind/Brass/Percussion (S)** **1+1 hour****Mus 171-172 Private Piano (F)** **1+1 hour****Mus 271-272 Private Piano (S)** **1+1 hour****Mus 181-182 Private Organ (F)** **1+1 hour****Mus 281-282 Private Organ (S)** **1+1 hour****Mus 191-192 Private Guitar (F)** **1+1 hour****Mus 291-292 Private Guitar (S)** **1+1 hour**

Private lessons in wind/brass/percussion, piano, organ, and guitar by individual appointment with the instructor. Prerequisite: previous experience or consent of instructor. Extra fee.

Mus 200-201 Music Theory I, II**4+4 hours**

Studies music reading, dictation, composition, counterpoint, form, traditional and twentieth-century harmony, and keyboard harmony. Prerequisite: Mus 105 or consent of instructor.

Mus 240 Chorale: International Tour**1 hour**

Preparation for concert tour and performance of 15 concerts in International Mennonite or related churches. Informal singing where appropriate (cathedrals, town squares, etc.). Each student is required to present a project on location about a subject of his/her choosing dealing with fine arts or Anabaptist history. The group may also attend concerts in various cities. Approximately half of the evenings will be spent in homes. Offered alternate summers. Open only to members of Chorale and Bel Canto Singers.

Nursing**Nurs 100 Nursing I****7 hours**

Introduces concepts, processes, and skills which are foundational in the delivery of holistic nursing care. Provides an introduction to the nursing process, beginning physical assessment skills, teaching/learning, and the concepts of communication and caring. Emphasizes the importance of critical thinking in each nursing practice setting. Explores the impact of illness on the various adult body systems with an emphasis on the older adult. Examines legal and ethical issues which influence contemporary health care and asks students to identify their philosophy of nursing and career goals. Includes clinical participation in medical and gerontological care settings. Classroom: 5 credit hours (75 clock hours). Practicum: 2 credit hours (90 clock hours). Prerequisite: BiSc 205 or equivalent.

Nurs 102 Nursing II**7 hours**

Builds upon the concepts, processes, and competencies developed in Nursing I. Focuses upon knowledge and skills which are directly applicable to perioperative and maternal-child nursing. The nursing process, teaching/learning, critical thinking, and concepts of communication and caring are applied to perioperative and maternal-child care situations. Students are asked to examine legal and ethical issues which directly apply to nursing and to assess the relationship between personal values/faith perspective and the effective delivery of holistic client care. Students learn to apply physical assessment skills to perioperative, maternal/newborn, and pediatric care settings. Basic adult head-to-toe assessment is reviewed. Includes clinical participation in maternity, pediatric nursing, medical, and perioperative care settings. Classroom: 5 credit hours (75 clock hours). Practicum: 2 credit hours (90 clock hours). Prerequisite: Nurs 100.

Nurs 105 Dosage Calculation**1 hour**

Introduces dosage calculations for administering medications, using dimensional analysis as the method for performing calculations. Includes reading, interpreting, and solving calculation problems encountered in the preparation of

medications and converting between apothecary, household, and metric systems of measurement.

Nurs 107 Nursing Pharmacology I **1 hour**

Introduces the student to core concepts in pharmacology and the terms, principles, and pharmacological concepts related to providing nursing care. Provides a beginning foundation for understanding the pharmacokinetics and pharmacodynamics of medications on clients through the adult lifespan. Explores use of herbal medications, vitamins, and minerals and actions of medications used for nutritional support, inflammation, and pain relief. Contemporary issues, research roles for nurses, and the process for drug approval are encountered. Current trends and issues in pharmacology are introduced and are built upon in Nurs 108, 207 and 208. Classroom: 15 hours.

Nurs 108 Nursing Pharmacology II **1 hour**

Builds upon the concepts presented in Nursing Pharmacology 107. Focuses on specific therapeutic regimens that relate to the perioperative, maternal/newborn, and pediatric care experiences. Also addresses principles of anti-infective pharmacology. Classroom 15 hours. Prerequisite: Nurs 107.

Nurs 109 Test-taking Skills for Nurses **1 hour**

A self-directed study that assists beginning students to maximize testing success. Focuses on development of study techniques, test-taking skills, time management, and critical thinking and reasoning as applied to decision making and problem solving. Includes opportunities to practice test-taking skills.

Nurs 110 Medical Terminology **2 hours**

A comprehensive, self-paced course designed for persons in the fields of allied health, nursing, and business office technology. Provides a systematic learning experience with basic word structure, suffixes, prefixes, and an overview of anatomy and physiology. Includes learning exercises/review questions regarding terminology related to surgical procedures and pathology, medical specialties, abbreviations, diagnostic and laboratory tests, and vocabulary words.

Nurs 200 Nursing III **9 hours**

Builds upon the concepts, processes, and competencies developed in Nursing I and II. Focuses upon nursing care for clients in acute care settings who are experiencing alterations in respiratory, cardiac, hematologic, endocrine, and musculoskeletal function. Includes nursing care of clients with mental and emotional health disorders. Physical assessment skills are expanded in nursing areas of focus. The nursing process, teaching/learning, critical thinking, and concepts of communication and caring are applied in the clinical experience. Students are asked to examine legal and ethical issues which directly relate to clients and to take positive steps to strengthen the relationship between personal values/faith perspective and effective holistic client care. Clinical practicum occurs in acute medical-surgical, critical care, and mental health settings. Classroom: 5 credit hours (75 clock hours). Practicum: 4 credit hours (180 clock hours). Prerequisite: Nurs 102 or equivalent (LPN/LVN).

Nurs 202 Nursing IV**9 hours**

Builds upon the concepts, processes, and competencies developed in Nursing I through III. Focuses upon nursing care for clients in acute care settings who are experiencing alterations in nutrition; bowel and urinary elimination; immune and integumentary systems; neurologic, visual, and auditory function; and sexuality/reproductive patterns. Includes nursing care of clients with gastrointestinal disorders, cancer, and burns. Physical assessment skills are expanded in nursing areas of focus. Nursing process, teaching/learning, critical thinking, and concepts of communication and caring are applied in client care situations and in the management of client care. Students are asked to integrate knowledge of legal and ethical issues and personal values/faith perspectives to promote effective holistic care. Clinical practicum occurs in acute medical-surgical, critical care, and home health/hospice settings. Management of client care is a major clinical focus. Classroom: 5 credit hours (75 clock hours). Practicum: 4 credit hours (180 clock hours). Prerequisite: Nurs 200.

Nurs 207 Nursing Pharmacology III**1 hour**

Builds upon the concepts presented in Nursing Pharmacology I and II. Focuses on specific therapeutic regimens related to clients experiencing alterations in cardiovascular, respiratory, and endocrine function, and mental and emotional health. Classroom: 15 hours. Prerequisite: Nurs 108.

Nurs 208 Nursing Pharmacology IV**1 hour**

Builds upon the concepts presented in Nursing Pharmacology I, II, and III. Focuses on specific therapeutic regimens related to clients experiencing alterations in gastrointestinal, hepatic, immunologic, reproductive, and neurologic function, ears/nose/throat/skin health, and clients with cancer. Includes medications administered in community settings. Classroom: 15 hours. Prerequisite: Nurs 207.

Nurs 212 Fluids and Electrolytes**2 hours**

A self-directed study that explores signs and symptoms of fluid/electrolyte and acid-base balance and imbalance, including contributing processes of illness. Focuses on nursing care of clients experiencing imbalance in these areas. Prerequisites: BiSc 205 and Chem 101 or equivalent, Nurs 100, or consent of instructor.

Nurs 290 Integration Seminar**3 hours**

Provides an opportunity for students to integrate their nursing educational experiences, applying concepts, principles, and critical thinking to solve problems and make decisions in client case studies. Designed to assist students in development of effective workplace behaviors, prepare for licensure testing, and facilitate successful entry into nursing practice. Classroom: 45 hours. Prerequisite: Nurs 202.

Nurs ___ Nursing Cooperative Education**1-3 hours**

Investigates the role of the nursing assistant within the structured health care setting. Educational objectives are formulated by the student and fulfilled through the cooperative education experience. The ratio of work hours to credit

hours is at least 60:1. Prerequisite: one semester of enrollment at Hesston College.

Nutrition

Nutr 210 Principles of Nutrition **3 hours**

A study of nutrients, their functions, and factors affecting their utilization in individuals during the life-span. Emphasizes the importance of nutrition in the support of optimal growth and development and in maintenance of high-level wellness. The application of nutrition principles is emphasized throughout the course.

Physical Education

PhEd 104 In-Line Skating **1 hour**

Teaches proper skating technique, equipment selection, minor repair, safety, and how to incorporate in-line skating as a lifetime fitness activity. Students provide in-line skates and a helmet. Protective padding is optional.

PhEd 105 Aerobics **1 hour**

Puts aerobic exercises to music. Students learn increasingly active routines with participation geared to individual fitness levels.

PhEd 110 History and Philosophy of Physical Education **3 hours**

Provides a historical framework to the field of physical education and to the broader fields of health and recreation. Includes the origins and history of physical education and sport, discipline objectives and philosophy, professional preparation, and career opportunities.

PhEd 114 Jogging/Walking **1 hour**

Instructs students on the proper mechanics of walking and running. Students learn how to construct and implement an exercise prescription utilizing target heart rates to work toward a walking/running goal.

PhEd 115 First Aid/CPR **1 hour**

A basic level first aid/CPR course. Utilizes Red Cross materials and standards for providing emergency aid to persons in need.

PhEd 119 Prayer Walking **1 hour**

An intentional integration and strengthening of the spiritual and physical dimensions of wellness through the action of prayer walking (fitness walking, prayer, and journaling).

PhEd 120 Weight Training **1 hour**

Explores basic weight training routines and the technique of lifts and resistive activities available for muscle toning, conditioning, and strengthening. Students create a personal program to follow for the term.

PhEd 131 Yoga **1 hour**

Teaches various yoga techniques designed to enhance strength, flexibility, endurance, balance, and coordination.

PhEd 141 Folk Dance **1 hour**

Provides students with an appropriate level of knowledge and skills to teach international folk dance. Students learn principles, techniques, safe practices, and various types of folk dances that can be taught in a variety of settings. The student will improve his/her general physical fitness and skill performance and will gain the ability to systematically teach a variety of international folk dances.

PhEd 202 Tennis **1 hour**

Introduces rules, techniques, and strategies of the sport. Intended for the beginning tennis player. Students provide a racquet.

PhEd 204 Golf **1 hour**

Provides instruction for beginning or intermediate level golfers. Extra fee.

PhEd 205 Recreation Leadership **3 hours**

Prepares students to lead individuals or groups in recreational and leisure time activities. Includes a theoretical study of leisure, recreation, and play, and a practical experience in planning, promoting, and supervising recreational activities.

PhEd 210 Fitness Concepts **1 hour**

Introduces the foundations of wellness and physical fitness. Primary focus is on the role of exercise and nutrition. Required for graduation. Offered every term.

PhEd 211 Racquetball **1 hour**

Introduces techniques of play, rules, and strategy of the game. Intended for beginning players. Students provide a racquet and safety glasses.

PhEd 233 Canoe Camping **1 hour**

For novice or beginning canoeists. Teaches correct techniques as well as complementary camping skills. Includes an extended weekend trip to the Missouri-Arkansas region. Extra fee.

PhEd 234 Backpack Camping **1 hour**

A partially self-contained backpacking and outdoor camping experience. Includes an extended weekend trip to the Rocky Mountains. Extra fee.

PhEd 236-246 Skiing I/II **1+1 hour**

Introduces snow skiing during an extended weekend in the Colorado Rockies. Students may take the course twice, enrolling in 236 the first time and 246 the second time. Extra fee.

PhEd 262 Prevention and Care of Athletic Injuries **3 hours**

Covers techniques in prevention, recognition, and management of injuries most common to high school and college sports. Includes classroom and lab ac-

tivities as students learn taping, wrapping, and other methods of treating injuries. Extra fee.

VARSITY SPORTS

Students who make varsity teams may receive one hour of credit for each season they participate. These are inter-collegiate varsity teams, and students who intend to participate should leave a block of time free from 4 to 6 p.m. for practice.

PhEd 122 and 222 Tennis	1+1 hour
PhEd 123 and 223 Baseball	1+1 hour
PhEd 128 and 228 Soccer	1+1 hour
PhEd 129 and 229 Basketball	1+1 hour
PhEd 137 and 237 Volleyball	1+1 hour
PhEd 147 and 247 Softball	1+1 hour

Physical Science

PhSc 200 Principles of Physical Science **4 hours**

A foundational course in the physical sciences, beginning with an introduction to the scientific method. The “great ideas” of the physical sciences are studied—including matter and energy, measurement and classification, the laws of motion, thermodynamics, atomic theory, plate tectonics, the solar system, and cosmology. Weekly laboratory experiments are designed to illustrate and complement the content of the course as are regularly scheduled assignments. Three hours lecture, one two-hour lab. Closed to students with credit for PhSc 201.

PhSc 201 General Astronomy **4 hours**

A laboratory course introducing the science of astronomy. Investigates current theories concerning the nature, history, and state of the universe from the human perspective. Includes numerous laboratory exercises and experiments, utilizing the college’s reflecting telescope where appropriate. Mathematical proficiency is helpful. (Should transfer to other colleges and universities as a laboratory science.) Closed to students with credit for PhSc 200.

Physics

Phys 203 College Physics I **4 or 5 hours**

Includes the areas of mechanics, heat, waves, and sound. Uses calculus to develop the concepts of physics. Science and engineering majors should enroll for five hours. Additional problems and a research project are required of students enrolled for five hours. Prerequisites: for four hours—trigonometry; for five hours—calculus or concurrent enrollment in Calculus I.

Phys 204 College Physics II**4 or 5 hours**

Continues College Physics I, including the areas of electricity and magnetism, light, optics, and modern physics. The four hour course is non calculus based for students interested in general physics for science-related fields. The five hour course is calculus based and designed to meet the requirements for pre-engineering and majors in physics and other fields of science. Prerequisite: Phys 203 and math through pre-calculus level for four hours; Calculus I and II are required for students enrolled for five hours.

Psychology**Psy 200 General Psychology****3 hours**

Covers the major theories and traditional topics of psychology including perception, learning, emotions and stress, adjustment, personality, and therapy. Recommended for psychology majors and many four-year transfer programs.

Psy 201 Leadership Training—RAs**1 hour**

Required for all Resident Assistants to equip them as leaders in the residence halls. Meets one hour per week for the first eight weeks of fall semester.

Psy 206 Developmental Psychology**3 hours**

Helps persons observe and interact with others at various stages in the human life cycle. Begins with conception and follows development through infancy, childhood, adolescence, young adulthood, middle adulthood, and late adulthood. Covers physical, mental, social, emotional, moral, and religious development. Required for nursing, education, and early childhood education students, but an enrichment course for any student. A background in general psychology is recommended.

Skills for College Success**SCS 050 College Spelling Skills****1 hour**

Students review patterns, generalizations, and exceptions to improve accuracy and confidence in spelling. Individualized lists of words commonly misspelled by college students are practiced and assessed weekly.

SCS 080 College Reading Strategies**1 hour**

By learning and practicing a variety of reading strategies, students enrich their understanding and increase their comprehension of college level texts. Genre include narrative and expository text in the forms of textbook reading, articles, essays, Internet sources, and databases.

SCS 090 Beginning Keyboarding**1 hour**

Teaches correct finger positions with emphasis on building speed and accuracy. Appropriate for any student who has not had a previous keyboarding course.

SCS 101 College Orientation/Success 1 hour

Orients new students to the fundamental concepts and methods for academic success in the college setting. Covers goal setting, time management, study skills, classroom citizenship, college writing standards and documentation, library and Internet research, and critical thinking.

SCS 103 College Learning Strategies 2 hours

Designed to help the student build skills necessary for academic success. Topics discussed and practiced include time management, test-taking tips, study techniques, memory-strengthening exercises, textbook reading, and more. May substitute for SCS 101 College Orientation/Success.

SCS 165 Career Development 1 hour

Designed for students who are in the “deciding” phase regarding their majors and career choices. Interactive and discussion oriented, the course includes components of self discovery, occupational research and current trends, informational interviews, and reflection. Exploring individual strengths, skills, values, and spirituality will guide students to the next phase of the career decision-making journey.

SCS 203 Speed Reading 1 hour

An individualized study designed to improve reading efficiency while maintaining comprehension. Students work through a series of interactive CD-ROM lessons that demonstrate and practice various hand motions, discuss blocks to reading speed, and introduce comprehension and memory strategies. Skills are practiced and applied using speed reading software.

see also

Math 050 Basic Math 2 hours**Engl 100 Basic Writing 3 hours****Sociology****Soc 111 The Helping Relationship 3 hours**

Looks at various types of help from informal settings to professional counseling. Emphasizes self-exploration as related to personal values, feelings, and needs. Examines various psychological theories and introduces students to basic helping skills. Explores spiritual aspects of helping such as prayer and spiritual direction.

Soc 112 Introduction to Social Welfare 3 hours

Studies how the United States social welfare system responds to various social problems. Covers the history of social welfare, the influences of values on social welfare, and social welfare professions such as social work and child care.

Soc 122 Religions of the World 3 hours

Surveys major world religions—their origins, beliefs, and contemporary practices. Includes study of Judaism, Christianity, Islam, Hinduism, Buddhism,

Confucianism, and Taoism. Studies the relationships and interactions between religions and the cultures in which they are practiced. Prerequisite: sophomore standing.

Soc 123 Chicago Center for Urban Life and Culture

May Term

3 hours

A three-week urban experience sponsored by the Chicago Center for Urban Life and Culture exploring and learning about Chicago while engaging in a three-day-a-week placement practicum pertinent to the student's major (any and all majors).

Summer Session

9 hours

The Chicago Center for Urban Life and Culture's summer session includes a seminar, internship, and city living. Spend four days a week in a professional internship and study the issues of race, class, culture, and art in the "Chicago Communities and Cultures Seminar."

Soc 150 Service Learning

1-6 hours

Provides guided study and reflection of the social context for participants with Mennonite service agencies. The course will help the student integrate the service experience with basic sociological concepts and theories. Details are worked out in a learning contract with the Academic Dean or other appointed instructor prior to the beginning of the experience.

Soc 202 Introduction to Cultural Anthropology

3 hours

Involves study of various past and present cultures throughout the world. Presents basic anthropological concepts such as kinship, economics, art, religion, and government. Related subjects of physical anthropology, archaeology, and linguistics are introduced.

Soc 203 Introduction to Sociology

3 hours

Examines group structure and the influences of group life on human behavior. Introduces such concepts as culture, socialization, deviance, and the social institutions of religion, politics, and education. Sophomores are given enrollment priority.

Soc 207 Marriage and Family

3 hours

Students learn to recognize and describe interaction patterns that commonly occur within families and to understand better the factors which contribute to intimacy and which sustain the marriage relationship. Other topics include social change, especially in regard to definitions of marital success and the roles of male and female; attitudes, information, and decision-making in regard to sexuality; and changes in the marriage relationship across the life-span. Emphasizes family systems theory.

Soc 211 Conflict Resolution

3 hours

Explores the nature of conflict in settings such as the legal system, churches, businesses, schools, families, and disaster/crisis scenarios. Students will identify

their own conflict style and complete extensive training in mediation. Open to all students. Required for Disaster Management students.

Soc 215 Social Diversity **3 hours**

Explores social diversity from macro and micro perspectives. Types of diversity analyzed include race, ethnicity, gender, sexuality, social class, religion, age groups/generations, and ableism. Examines the influences of social reality, social structure, and social construction as related to social diversity. Make inquiry in terms of how individuals carry various degrees of privilege or penalty depending on their place in society. Examines diversity in terms of the beauty it provides and the institutional and personal problems that accompany it.

Spanish

Span 101 Elementary Spanish I **4 hours**

Conversational and cultural approach to learning Spanish. Includes the fundamentals of listening, speaking, reading, and writing. Surveys contemporary Latin American and Spanish cultures and societies.

Span 102 Elementary Spanish II **4 hours**

Continued study and practice of conversational skills, reading, and writing of Spanish. Further study of Spanish and Latin American cultures and societies. Elementary reading. Prerequisite: Span 101 or consent of instructor.

Span 201 Intermediate Spanish I **3 hours**

Thorough review of basic grammar and syntax with major emphasis on conversation. Includes practice in composition and selected readings in literature and culture. Prerequisite: Span 101 and 102 or consent of instructor.

Span 202 Intermediate Spanish II **3 hours**

Continued review of grammar and conversation with emphasis on conversation. Further vocabulary building, composition, and readings in literature and culture. Prerequisite: Span 201 or consent of instructor.

Theatre

ThAr 115 American College Theatre Festival **1 hour**

Students attend the Region 5 Kennedy Center American College Theatre Festival in January. Location varies. Students participate in workshops taught by experts in the field and attend the main stage shows together. Students write a brief description of workshops attended and submit a project highlighting one of the plays viewed, workshops attended, or one of the professional personalities at the festival. Instructor consent required. Additional fee.

ThAr 125-126 Drama Participation (F) **1 or 2 hours**

ThAr 225-226 Drama Participation (S) **1 or 2 hours**

Involves students in acting and producing various dramatic pieces, especially the major productions each year. Credit can be earned working on stage or

behind the scenes in costuming, set building, light design, makeup, properties, publicity, or student directing.

ThAr 127 Acting

3 hours

Introduces students to the fundamentals of theatre performance. Instruction is given in basic acting technique including speech, movement, and expression. Also introduces students to basic theatre components utilized by actors including scene and character analysis, audition techniques, and basic stage make-up.

ThAr 128 Directing

3 hours

Students experience how a director's vision shapes a theatre production as well as the various components that go into a full production. Students select a one act play and then work with student and faculty designers to bring their vision to life. The shows are then offered for campus-wide viewing. An independent study at the first- and second-year level. Prerequisites: ThAr 127 and instructor's consent.

ThAr 141 Music Theatre Workshop

1 hour

Introduces the fundamentals of performance for the singing actor, with instruction in movement, relaxation, acting technique, and singing technique. Offered in the first half of spring semesters in which a full musical production is not mounted. Culminates with a public scenes program of works from the musical theatre and opera repertoire. Requires concurrent enrollment in Private Voice or consent of instructors. Those not in Private Voice must demonstrate ability to prepare assigned music without the assistance of the music instructor.

ThAr 211 Drama in the Church

3 hours

Prepares students to add to the dynamic life of the church through hands-on experience with dramatic readings, readers theater, short dramatic pieces, and full-length plays. Involves creative prayer and introduction to resources for creative additions to worship or outreach. Useful for church leaders, pastors, and teachers as well as actors and performers.

Enrollment Fall 2007, 2008



	2007			2008		
	Male	Female	Total	Male	Female	Total
Freshmen	83	112	195	115	90	205
Sophomores	74	113	187	65	103	168
Unclassified	14	38	52	12	40	52
	171	263	434	192	233	425
Full-time	158	225	383	181	193	374
Part-time	13	38	51	11	40	51
	171	263	434	192	233	425

States and Countries represented

	2007	2008		2007	2008		2007	2008
Arkansas	-	1	Minnesota	1	2	Brazil	1	3
Arizona	2	2	Missouri	2	1	Canada	-	1
California	1	2	Montana	1	-	China	2	1
Colorado	18	14	Nebraska	20	13	Colombia	1	-
Delaware	2	2	New Mexico	1	-	D.R. Congo	1	2
Florida	3	2	New York	4	3	Ecuador	1	-
Hawaii	1	1	Ohio	31	21	Ethiopia	7	11
Idaho	3	-	Oklahoma	7	10	India	1	-
Illinois	8	5	Oregon	15	10	Indonesia	12	7
Indiana	22	29	Pennsylvania	17	17	Japan	7	8
Iowa	25	9	South Dakota	2	1	Kenya	-	1
Kansas	192	224	Texas	2	3	Nepal	1	2
Louisiana	1	-	Virginia	9	4	Netherlands	-	1
Maine	-	1	Washington	2	1	Poland	-	1
Michigan	7	6	Wyoming	-	2	South Korea	-	2
						Zimbabwe	1	-

Legal Notices



Notice of Nondiscrimination

Applicants for admission and employment, students, parents, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with Hesston College are hereby notified that this institution does not discriminate on the basis of race, color, national origin, sex, age, or handicap in admission or access to, or treatment or employment in, its programs and activities. Any person having inquiries concerning Hesston College's compliance with the regulations implementing Title VI, Title IX, or Section 504 is directed to contact Don E. Weaver, Vice President of Finance and Auxiliary Services at Hesston College, 620-327-8217, who has been designated by Hesston College to coordinate the college's efforts to comply with the regulations implementing Title VI, Title IX, and Section 504. Any person may also contact the Assistant Secretary for Civil Rights, U.S. Department of Education, regarding the college's compliance with the regulations implementing Title VI, Title IX, or Section 504.

Access to Student Records

Hesston College treats student educational records confidentially and in accordance with the 1974 Family Educational Rights and Privacy Act (FERPA). Personally identifiable information from educational records is not disclosed to third parties without written consent of the student, except where required by law, where needed by college personnel to perform their duties, or where needed to ensure the health and safety of the student and others. Students have the right to inspect their educational records (with certain limitations) and to seek to amend records that they believe are inaccurate, misleading, or in violation of their rights to privacy. Full details of the institution's FERPA policy are published in the Student Handbook. In addition, students are provided a written notification of rights during the registration process at the beginning of each year. More information is available from the Registrar's Office.

Concerns about compliance with these guidelines may be addressed to Family Policy Compliance Office, U.S. Department of Education, 600 Independence Avenue S.W., Washington, D.C. 20202-4605.

Hesston College Graduation Rates

The Student Right-to-Know Act, PL 101-542, requires that institutions publish graduation rates. The rates are based on new freshman entering an institution as first-time, full-time, degree-seeking students and graduating within 1.5 times the normal time for their program. The graduation rate for those entering Hesston College in the fall of 2005 and graduating within three years was 56 percent. The average rate over the last four years is 63 percent.

Accessibility Notice

Although certain facilities are not fully physically accessible to handicapped persons, Hesston College will take such means as are necessary to ensure that no qualified handicapped person is denied the benefits of, excluded from participation in, or otherwise subject to discrimination because Hesston College facilities are physically inaccessible to or unusable by handicapped persons. The accessibility standard required by Federal law for “existing facilities” is that Hesston College’s programs or activities, when viewed in their entirety, must be readily accessible to handicapped persons. Hesston College may meet this standard through such means as a reassignment of classes or other services to accessible locations, redesign of equipment, assignment of aids, alteration of existing facilities, and construction of new accessible facilities. Hesston College is not required to make structural changes in existing facilities where other methods are sufficient to comply with the accessibility standard described above.

Because scheduling of classes and arranging housing in accessible facilities may require reasonable advance planning, handicapped students accepted for admission should identify themselves within 90 days of the start of the semester of admission and indicate the nature of accommodation that they need.

Grievance Procedures

Policies and procedures are established in order to assist in the fair resolution of student and employee grievances. Student procedures are outlined in the Hesston College Student Handbook and employee procedures in the Hesston College Human Resources Manual.

Faculty and Staff



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Mark Yoder, Alumni Association Vice President, Wichita, Kan.

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Brenda Eitzen and Andrea Unruh, Hesston College, Administrative Assistants to the Vice President of Alumni and Church Relations

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