2022-2023 CATALOG and STUDENT HANDBOOK ADDENDUM

Prepared by the Instructional Support Services Office
April 4, 2022

phoenixcollege.edu
Success Begins Here.

In efforts to provide current information for Phoenix College’s programs, the Instructional Support Services Office has prepared this addendum to provide students, faculty, and staff with the occupational and academic programs that were not available at the time of printing for the 2022-2023 Catalog and Student Handbook.

The Phoenix College faculty and student affairs services are here to assist you. See pages 8 through 20 of the 2022-2023 Catalog and Student Handbook for available services at www.phoenixcollege.edu, or visit with your faculty members during their scheduled office hours.

Please contact the Instructional Support Services Office if you have any questions about this document.

Respectfully,

Dr. Kimberly Britt,
Vice President, Academic Affairs

For additional information on PC program competencies, visit:
https://curriculum.maricopa.edu

For additional information on MCCCD course competencies, visit:
https://curriculum.maricopa.edu
Phoenix College Programs & Awards
The following programs and awards are listed alphabetically by title within instructional/occupational areas.

**Key:** AAS [♦] CCL [*] AC [**] Transfer [●] Shared [♀♀]
Not eligible for Financial Aid [CCLxxxxN]

**Instructional/Occupational Programs:**

**FIELD OF INTEREST**

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HEALTH SCIENCES

Department Chairperson: Ms. C. Powers
Contact: (602) 532-8615 and/or constance.powers@phoenixcollege.edu

Nursing — Occupational Program Modification
Associate in Applied Science – AAS 3812

62-75 Credits
The Associate in Applied Science (AAS) in Nursing Program is available at eight of the Maricopa Community Colleges. Clinical experiences are provided in a variety of healthcare settings. Nursing Program graduates are eligible to apply for the national exam for the registered nurse license. Licensing requirements are the exclusive responsibility of the State Board of Nursing.

The Associate in Applied Science (AAS) Nursing Program is approved by the Arizona State Board of Nursing and accredited by the Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400, Atlanta, GA 30326; (404.975.5000); email: info@acennursing.org.

Program offerings:
This program is offered at the following sites:
Chandler-Gilbert Community College
Estrella Mountain Community College
GateWay Community College
Glendale Community College
Mesa Community College
Paradise Valley Community College
Phoenix College
Scottsdale Community College

Waiver of Licensure/Certification Guarantee:
Admission or graduation from the Nursing Program does not guarantee obtaining a license to practice nursing. Licensure requirements and the subsequent procedures are the exclusive right and responsibility of the Arizona State Board of Nursing. Students must satisfy the requirements of the Nurse Practice Act: Statutes, Rules and Regulations, independently of any college or school requirements for graduation.

Pursuant to A.R.S. 32-1606(B) (17), an applicant for professional or practical nurse license by examination is not eligible for licensure if the applicant has any felony convictions and has not received an absolute discharge from the sentences for all felony convictions. The absolute discharge must be received five or more years before submitting this application. If you cannot prove that the absolute discharge date is five or more years, the Board cannot process your application.
Level One Fingerprint Clearance is required for admission into the program. Applicants must present a Level One Fingerprint Clearance Card to be copied by the advisor or designee. For a Department of Public Safety Fingerprint Clearance Card application, contact MCCCD Healthcare/Nursing Advisor. If there is any question about eligibility for licensure or certification, contact the nursing education consultant at the Arizona State Board of Nursing (602.771.7800).

Health Declaration:
It is essential that nursing students be able to perform a number of physical activities in the clinical portion of the program. At a minimum, students will be required to lift patients, stand for several hours at a time and perform bending activities. Students who have a chronic illness or condition must be maintained on current treatment and be able to implement direct patient care. The clinical nursing experience also places students under considerable mental and emotional stress as they undertake responsibilities and duties impacting patients' lives. Students must be able to demonstrate rational and appropriate behavior under stressful conditions. Individuals should give careful consideration to the mental and physical demands of the program prior to making application. All must provide documentation of compliance with all health and safety requirements required to protect patient safety. Only students in compliance are permitted to enroll in nursing courses. Students will meet these requirements by providing the required documentation for the Health/Safety Requirements Documentation Checklist and the signed Health Declaration Form.

Health and Safety Requirements for the Maricopa Nursing Program:
1. Students must submit a Health and Safety Documentation Checklist verifying completion of all requirements and maintain current status throughout the program.
2. Students must submit the Health Declaration Form signed by a licensed health care provider.
3. Students must test negative on a timed urine drug screen.
4. Admission to an Allied Health program requires that students be in compliance with the Maricopa County Community College District Supplemental Background Check policy. Program applications will not be accepted without a copy of an Arizona Department of Public Safety Level One Fingerprint Clearance Card. Upon conditional program admission, the student must comply with all requirements of the current MCCCD background check policy.

University Transfer Students:
Students who are planning to earn the Bachelor of Science in Nursing may obtain their prerequisite courses at the Maricopa Community Colleges. For information on courses that meet requirements for admission into a baccalaureate program, please contact a program advisor.
REGISTERED NURSE PATHWAY
Associate in Applied Science Degree in Nursing Program
The Associate in Applied Science (AAS) degree in Nursing graduate is eligible to apply for licensure as a Registered Nurse (RN). The RN is educated as a generalist who delivers health care to clients and family groups and has competencies related to the art and science of nursing. The RN may be employed in a variety of acute, long term, and community-based healthcare settings. The AAS degree in Nursing provides the graduate with an educational foundation for articulation into the university setting.

Program Notes: Students must earn a grade of C or better in all courses required within the program.

Course Fee Information:
Please see class schedule for information regarding course fees.

Maricopa Nursing is aligned with Nurse of the Future Competencies: Patient-Centered Care, Professionalism, Leadership, Systems-Based Practice, Informatics and Technology, Communication, Teamwork and Collaboration, Safety, Quality Improvement, and Evidence-Based Practice. These competencies focus on key stakeholders of healthcare clients, colleagues and communities. Demonstration of the competencies will signify preparation for successful transition into nursing practice and further professional development.

Admission Criteria: High school diploma or GED is required for the Associate in Applied Science degree in Nursing. Applicants must signify that they meet this requirement by providing high school diploma/transcripts or GED completion OR by signing the nursing application page containing the 'Declaration of High School Graduation or GED completion.' In some instances, high school diploma/transcripts or proof of GED completion may be required.

Formal application and admission to the program is required; all program prerequisites must be completed prior to submission of application. A passing score on a nursing program admission test is required to complete an application. Successful completion of a nurse assistant course (NCE150 or NUR158 or equivalent as determined by the Nursing Director or designee) or current active AZ certification or licensure as a Nurse Assistant in good standing is required to complete an application.

Applicants for Advanced Placement must receive a passing score on a practical nursing content exam for placement into Block 3. The final placement decision rests with the Nursing Program Chair at the college to which the student is accepted.

The Nursing Program Chair reserves the right to deny acceptance of an admission application if the applicant was previously dismissed for issues relating to academic integrity, unsafe patient care, and/or two (2) or more failures from any nursing program.

All applicants holding or receiving a certificate or license as a Nursing Assistant and/or license as a Practical Nurse must remain in good standing with the Regulatory Board. Once enrolled, students
receiving any disciplinary actions against their certificate or license must notify the Nursing Program Chair within five (5) school days. The Nursing Program Chair reserves the right to restrict the student's participation in clinical experiences and involvement in patient care until the certificate and/or license is valid and unrestricted.

**Program Prerequisites:** 10-20 Credits
The credit-hour range is subject to change depending on the student's educational experience.

+ BIO156 Introductory Biology for Allied Health (4) OR
+ BIO181 General Biology (Majors) I (4) OR
One year of high school biology 0-4

+ BIO201 Human Anatomy and Physiology I 4

+ CHM130 Fundamental Chemistry (3) AND
+ CHM130LL Fundamental Chemistry Laboratory (1) OR
+ CHM130AA Fundamental Chemistry with Lab (4) OR
One year of high school chemistry 0-4

+ ENG101 First-Year Composition (3) OR
+ ENG107 First-Year Composition for ESL (3) 3

+ MAT140 College Mathematics (5) OR
+ MAT141 College Mathematics (4) OR
+ MAT142 College Mathematics (3) OR
Satisfactory completion of higher level math course 3-5

**Required Courses:** 36 Credits
+ NUR152 Nursing Theory and Science I 9
+ NUR172 Nursing Theory and Science II 9
+ NUR252 Nursing Theory and Science III 9
+ NUR283 Nursing Theory and Science IV 9

**Restricted Electives:** None.

**General Electives:** None.
**General Education:** 16-19 Credits  
**CORE:** 3-6 Credits  

**First-Year Composition:**  
Three (3) credits of First Year Composition are met by ENG101 or ENG107 in Program Prerequisites area.  
+ ENG102  First-Year Composition (3) OR  
+ ENG108  First-Year Composition for ESL (3)  

**Oral Communication:**  
Waived  

**Critical Reading:**  
+ CRE101  College Critical Reading and Critical Thinking (3) OR  
Equivalent as indicated by assessment  

**Mathematics:**  
Met by MAT140 OR MAT141 OR MAT142 OR Satisfactory completion of higher level mathematics course in Program Prerequisites area  

**DISTRIBUTION:** 13 Credits  

**Humanities, Arts and Design:**  
Any approved general education course in the Humanities, Arts and Design area.  

**Social-Behavioral Sciences:**  
+ PSY101  Introduction to Psychology  

**Natural Sciences:**  
+ BIO202  Human Anatomy and Physiology II (4) AND  
+ BIO205  Microbiology (4)
MATHEMATICS FLOWCHART
Please consult an advisor. This chart is for reference only.

For many AAS and CERTIFICATE programs

**MAT112**
by permission only.

Many AAS & certificate programs do not transfer. Please consult with an advisor to determine if this class is right for you.

**MAT103**
Basic Math for HS GPA<2.6 who are not ready for MAT14+.

**MAT227**
Discrete Mathematical Structures is a required class for many computer science degrees. Ask your advisor about this class.

For many Liberal Arts/non-STEM AA degree programs*

<table>
<thead>
<tr>
<th>HS GPA&lt;2.6</th>
<th>MAT145</th>
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<td>HS GPA≥2.6</td>
<td>MAT141</td>
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*Refer to your pathway or contact your advisor to determine the appropriate class for your major and/or transfer university.

For Business (ABUS-GR, ABUS-SR)

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<th>HS GPA&lt;2.6</th>
<th>MAT114</th>
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<tr>
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<td>MAT212 or MAT213</td>
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<tr>
<td>HS GPA≥3.0</td>
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**MAT141**
College Math may be required for an AAS in Business but may not meet transfer degree requirements. Check with an advisor.

**MAT206**
Elements of Statistics: Required for many degrees or professions.
ADMINISTRATIVE REGULATION (AR) UPDATES:
The following information replaces AR 2.2.5 and 2.3.9 presented on pages 113-115 in the 2022/2023 Catalog and Student Handbook.

Catalog Under Which A Student Graduates (Administrative Regulation 2.2.5)

Students maintaining continuous enrollment at any public Arizona community college or university may graduate according to the requirements of the catalog in effect at the time of initial enrollment or according to the requirements of any catalog in effect during subsequent terms of continuous enrollment. Students may maintain continuous enrollment whether attending a public community college and/or public university in the state of Arizona.

The rules for maintaining continuous enrollment are:
- A semester in which a student earns course credit will be counted toward continuous enrollment.
- Noncredit courses, audited courses, or courses from which the student withdraws do not count toward continuous enrollment.
- Failure to enroll in three consecutive regular (fall or spring) semesters breaks continuous enrollment; however, enrollment in the intervening summer terms may be used to maintain continuous enrollment status.
- If continuous enrollment is not maintained, the student must fulfill the requirements for graduation specified in the catalog in effect for the academic year in which they re-enroll or any subsequent catalog of their continuous enrollment.
- Students who initially enrolled or re-enrolled during a summer term must follow the annual catalog of the subsequent academic year or any subsequent catalog of their continuous enrollment.

Age of Credit
In areas of study in which the subject matter changes rapidly, material in courses taken long before graduation may become obsolete or irrelevant. Coursework that is more than ten years old is applicable to completion of certificate and degree requirements at the discretion of the designated individuals at the college. The college may accept such coursework, reject it, or request that the student revalidate its substance. The ten-year limit on coursework applies except when program accreditation agencies limit the life of coursework to less than eight years. Departments may also require students to satisfy current major requirements rather than major requirements in earlier catalogs, when completing earlier requirements is no longer possible or educationally sound.

*Please note that the above language is guided by statewide practices.

AMENDED through the Administrative Regulation Process, June 24, 2021
General Graduation Requirements (Administrative Regulation 2.3.9)

Earning a Certificate or Degree

The Maricopa Community Colleges offers certificates and degrees in a variety of areas. Each certificate and degree has specified program requirements for graduation. See certificate and degree information for specific program requirements. It is the student’s responsibility to be aware of these requirements.

Candidates for graduation must satisfy the following requirements:

- Complete the minimum number of credits required for the certificate or degree. For degrees, at least 15 credits must be completed at the awarding college. For certificates that are 15 or more credits, at least 6 credits must be completed at the awarding college. For certificates that are 14 or fewer credits, at least half of the credits must be completed at the awarding college. Exceptions to this institutional residency policy must have prior written approval of the program director, department/division chair, or designee and documentation of rationale and approval included as part of application to graduate.
- Meet the general education, program requirements, and electives for the certificate or degree required. Requirements can be satisfied by MCCCD coursework, prior learning assessment, and transfer credit. No more than 45 credit hours can be accepted and applied to a degree using transfer credit and/or prior learning assessment. Transfer credit and prior learning assessment does not count as hours in residence for graduation requirements. Exceptions to this institutional policy must have prior written approval of the program director, department/division chair, or designee and documentation of rationale and approval included as part of application to graduate.
- Earn a minimum cumulative grade point average (GPA) of 2.0 on a four-point grading scale in all letter-graded courses (100-level and above) (completed in residence and accepted in transfer) used to fulfill requirements at the college granting the degree or certificate. Some awards may specify additional GPA requirements.
- Remove all deficiencies (e.g. incomplete grades, missing transcripts, national test results, etc.) on the record to use those courses toward program completion.
- Fulfill any financial obligations with the college.
- File a Petition for Graduation with the Admissions & Records/Enrollment Services Office.
- The same degree or certificate can only be awarded once within the Maricopa Community College District.

AutoAward Policy: MCCCD has an auto-award program that identifies some students who have completed a degree or certificate and never submitted a Petition for Graduation (e.g. Reverse Transfer). However, this program is limited and students should not depend on it for graduation. The Petition for Graduation should always be submitted when a student is intending to graduate.

Maricopa Nursing Program

For the Maricopa Nursing program, the cumulative GPA for awarding purposes is calculated based on courses required for the degree or certificate taken at any Maricopa campus and includes pre-requisites, co-requisites, and nursing blocks. Students must apply for graduation from the college where they have successfully completed Block 4 of the Associate in Applied Science in Nursing.
Graduation with Honors
All courses used to fulfill graduation and degree requirements, including courses from other institutions are used in the grade point average calculation (GPA) at graduation. Degree-seeking students who have distinguished themselves with GPAs 3.50 and higher are recognized with the following graduation honors:

- 3.50 to 3.69 graduation “with distinction”
- 3.70 to 3.89 graduation “with high distinction”
- 3.90 to 4.0 graduation “with highest distinction”

Certificate programs are not eligible for institutional honors.

Technical change made on September 30, 2021
Pages 113 – 115 replaced with Administrative Regulations 2.2.5 and 2.3.9:
NOTES