
Career Occupational Degree Programs

GRADUATION REQUIREMENTS

Associate of Applied Science Degree

1. **60-68 semester credit hours.** All courses submitted for graduation must be college level and numbered 101 or higher. The following courses, though numbered 101 or higher, are not college level and may not be submitted for graduation: Math 110, 112; English 115, 116, 127; Reading 115, 116, 125; Speech 115, 116, 140.
2. **A 2.0 or higher grade point average.** Olive-Harvey College grades are on a four-point scale. A=4, B=3, C=2, D= 1, F=0.
3. **Grades of “C” or better in all general education and required core courses.** (This requirement applies to all students entering after May 1, 1998).
4. **Completion of examination on the Constitution of the United States and the State of Illinois, the Code of the American Flag, and the Declaration of Independence.** This requirement may be met by completion of the test for Illinois high school graduation or an Illinois GED Certificate, by credit in History 111 or Political Science 201, or by passing the Constitution exam (see Department of Social Sciences, Room 2307).
5. **Human diversity requirement.** Each student must satisfy a three credit-hour human diversity requirement by taking one course that explores human diversity within the United States or from a or non-western perspective. This course may satisfy a general education requirement, a concentration or an elective. Please see page 101 for a sample list of Olive-Harvey College courses that satisfy the human diversity requirement.
6. **Completion of career program.**
7. **Fulfillment of residency requirement.** To be eligible for any degree or certificate, transfer students must have earned the last 15 credit hours of required course work at Olive-Harvey College.
8. **All financial obligations to the College and to the District must be settled.**

Career Occupational Degree Programs

Associate of Applied Science (AAS)

Accounting (0001)

60 Credit hours

Study of basic business and accounting skills; can lead to employment as junior member of accounting staff, estimator, credit analyst, budget accountant, bank teller in public or private firms and organizations

Human Diversity Requirement

You can satisfy the Human Diversity requirement by taking one course that studies human diversity within the United States or from a non-western perspective. This course can help satisfy one of the general education requirements, concentration or elective. Please see page 101 for a list of courses that satisfy the human diversity requirement.

General Education	Required Courses	15 Credit hours
Communications	English 101	3
Mathematics	Any one college level math course	3
Humanities & Fine Arts	Choose one from among African-American Studies 101; Humanities 201, 202, 205; Philosophy 105, 106, 107; Spanish 104; Art 103; Music 121	3
Social & Behavioral Sciences	Choose one course from among Anthropology 202; Economics 133, 201, 202; History 111, 112, 215, 247, 248; Psychology 201, 207; Social Science 101, 102; Sociology 201, 203, 241	3
Physical & Life Sciences	Choose one course from among Chemistry 121, 201; Geology 201; Physical Science 107, 111, 112; Physics 222; Biology 114, 12, 226	3
Area of Concentration/Program Core:		15
Business 181	Financial Accounting I	4
Business 182	Managerial Accounting	4
Business 204*	Computer Applications in Intermediate Accounting	1
Business 205	Intermediate Accounting	3
Business 208	Federal Income Tax	3

* Concurrent enrollment with Business 205

Other Accounting	(Substitutes Accepted):	6 Credit hours
Courses Required		
Business 250	Computerized Accounting Systems or approved substitute	3
Business Courses Required:		12
Business 111	Introduction to Business	3
Business 211	Business Law or	3
Business 214	Legal and Social Environment	3
Business 241	Introduction to Finance	3
CIS 120	Introduction to Microcomputers	3

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Other Business Courses Required	3	
(Substitute Accepted):		
Business 141	Business Mathematics	3
	(or appropriate math course)	
Electives	9 Credit hours	
Total Credit hours	60 Credit hours	

Satisfaction of Program Requirements:

1. ** To satisfy your IAI **Human Diversity Requirement**, you must take at least one course that explores human diversity within the United States or from a non-western perspective. This course may satisfy A general education, concentration, or an elective requirement. Please see page 100 for a sample list of Olive-Harvey College courses that satisfy the human diversity requirement.
2. To see full AAS Degree **Graduation Requirements**, please refer to page 77.

Career Occupational Degree Programs

Associate of Applied Science (AAS)

Child Development Preschool Education (0278)

62 Credit hours

The study of children from birth through age six, by focusing on their physical, intellectual and emotional development. This degree prepares students to work in a variety of childcare settings, including, preschools, childcare centers and head starts.

Human Diversity Requirement

You can satisfy the Human Diversity requirement by taking one course that studies human diversity within the United States or from a non-western perspective. This course can help satisfy one of the general education requirements, concentration or elective. Please see page 100 for a list of courses that satisfy the human diversity requirement.

General Education	Required Courses	15 Credit hours
Communications	English 101	3
Humanities & Fine Arts	Choose one from among African-American Studies 101; Humanities 201, 202, 205; Philosophy 105, 106, 107; Spanish 104; Art 103 Music 121	3
Social & Behavioral Sciences	Choose one course from among Anthropology 202; Economics 133, 201, 202; History 111, 112, 215, 247, 248; Psychology 201, 207; Social Science 101, 102; Sociology 201, 203, 241	3
Physical & Life Sciences or Math	Choose one course from among Biology 114, 121; Chemistry 100, 121; Physical Science 111; Math 118, 122, 125	3
Areas of Concentration/ Program Core		(35 semester Credit hours)
Child Development 101	Human Growth and Development I	4
Child Development 107	Child Care, Health, and Nutrition	3
Child Development 109	Language Development	3
Child Development 120	Introduction to Child Care Profession/ Group Care of Children	3
Child Development 143	Science and Mathematics for Young Children	3
Child Development 149	Creative Activities for Children	3
Child Development 201	Observation and Management of Child Behavior	3
Child Development 258	Principles of Preschool Education	4
Child Development 259	Practicum in Preschool Education	6
Child Development 262	Child, Family and Community Relations	3

Career Occupational Degree Programs

Suggested Electives

Child Development 102	Human Growth and Development II	3
Child Development 205	Development of the Exceptional Child	3
Psychology 201	General Psychology	3
Psychology 207	Child Psychology	3
Economics 133	Consumer Economics	3
Political Science 201	The National Government	3

12 Credit hours

Total Credit hours

62 Credit hours

Satisfaction of Program Requirements:

1. ** To satisfy your IAI **Human Diversity Requirement**, you must take at least one course that explores human diversity within the United States or from a non-western perspective. This course may satisfy A general education, concentration, or an elective requirement. Please see page 100 for a sample list of Olive-Harvey College courses that satisfy the human diversity requirement.
2. To see full AAS Degree **Graduation Requirements**, please refer to page 77.

Career Occupational Degree Programs

Associate of Applied Science (AAS)

Computer Information Systems (0011)

60 Credit hours

Study of basic business principles and technical skills used in programming and operating electronic data processing equipment; can lead to entry-level jobs such as computer-programmer, programmer analyst, and systems analyst, and operations manager, unit supervisor in private and public firms or organizations.

Human Diversity Requirement

You can satisfy the Human Diversity requirement by taking one course that studies human diversity within the United States or from a non-western perspective. This course can help satisfy one of the general education requirements, concentration or elective. Please see page 101 for a list of courses that satisfy the human diversity requirement.

General Education	Required Courses	15 Credit hours
Communications	English 101	3
Mathematics	Any one college level math course	3
Humanities & Fine Arts	Choose one from among African-American Studies 101; Humanities 201, 202, 205; Philosophy 105, 106, 107; Spanish 104; Art 103; Music 121	3
Social & Behavioral Sciences	Choose one course from among Anthropology 202; Economics 133, 201, 202; History 111, 112, 215, 247, 248; Psychology 201, 207; Social Science 101, 102; Sociology 201, 203, 241	3
Physical & Life Sciences	Choose one course from among Chemistry 121, 201; Geology 201; Physical Science 107, 111, 112 ; Physics 222; Biology 114, 121, 226	3
Areas of Concentration/ Program Core		(30 semester Credit hours)
CIS 101	Introduction to Computer Information Systems	3
CIS 250	Introduction to Systems	3
Plus any eight of the following CIS courses for a total of 24 semester credit hours: *		
CIS 102	Introduction to Programming Logic	3
CIS 103	Introduction to Basic Languages	3
CIS 120	Introduction to Microcomputers	3
CIS 123	Introduction to Spreadsheets on Microcomputers	3
CIS 142	Introduction to C or "C++" Language	3
CIS 144	Introduction to Java Programming Language	3
CIS 145	Introduction to Database on Microcomputers	3
CIS 158	Beginning Internet	3
CIS 181	Web Development I/Basic Web Technologies	3
CIS 182	Web Development II/Client Side Scripting	3

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CIS 250	Introduction to Systems	3
CIS 251	Introduction to Database Management Systems	3
CIS 255	Operating Systems	3
CIS 258	Advanced Internet and JavaScript	3
CIS 265	Computer Information Systems Internship	3

Other required business courses: (11 semester credit hours)

Business 111	Introduction to Business	3
Business 181	Financial Accounting	4
Business 182	Managerial Accounting	4

Electives: 4 Credit hours

Total Credit hours 60 Credit hours

Networking Systems and Technologies courses (up to 12 hours) can substitute for required Computer Information Systems courses.

Satisfaction of Program Requirements:

1. ** To satisfy your IAI **Human Diversity Requirement**, you must take at least one course that explores human diversity within the United States or from a non-western perspective. This course may satisfy A general education, concentration, or an elective requirement. Please see page 100 for a sample list of Olive-Harvey College courses that satisfy the human diversity requirement.
2. To see full AAS Degree **Graduation Requirements**, please refer to page 77.

Career Occupational Degree Programs

Associate of Applied Science(AAS)

Management/Marketing (0021)

61 Credit hours

Development of core business skills along with more in-depth study in a chosen field such as management, marketing, or entrepreneurship which can lead to employment as assistant, trainee, supervisor or manager in manufacturing, merchandising or service firms, or government service. Also prepares one to start a business or improve the operation of a currently existing business.

Human Diversity Requirement

You can satisfy the Human Diversity requirement by taking one course that studies human diversity within the United States or from a non-western perspective. This course can help satisfy one of the general education requirements, concentration or elective. Please see page 100 for a list of courses that satisfy the human diversity requirement.

General Education	Required Courses	15 Credit hours
Communications	English 101	3
Mathematics	Any one college level math course	3
Humanities & Fine Arts	Choose one from among African-American Studies 101; Humanities 141, 201, 202, 205; Philosophy 105, 106, 107; Spanish 104; Art 103; Music 121	3
Social & Behavioral Sciences	Choose one course from among Anthropology 201, 202; Economics 133, 201, 202; History 111, 112, 215, 247, 248; Psychology 201, 207; Social Science 101, 102; Sociology 201, 203, 241	3
Physical & Life Sciences	Choose one course from among Chemistry 121, 201; Geology 201; Physical Science 107, 111, 112; Physics 221, 222; Biology 114, 121, 226	3
Area of Concentration/ Program Core		(29 Semester Credit hours)
Business 111	Business Mathematics	3
Business 141	Introduction to Business (Math 118 or higher. Any business course can substitute)	3
Business 181	Financial Accounting	3-4
Business 182	Managerial Accounting	4
Business 211	Business Law I or	3
Business 212	Business Law II or	3
Business 214	Legal and Social Environment of Business	3
Business 231	Marketing	3
Business 241	Introduction to Finance	3
Business 269	Principles of Management	3
CIS 120	Introduction to Microcomputers	3

Career Occupational Degree Programs

Electives: (17 Semester Credit hours. Below are possibilities for elective courses).

		Credit hours
Business 271	Human Resource Management	3
Business 208	Federal Income Taxes	3
Business 211	Business Law I or	3
Business 212	Business Law II or	3
Business 214	Legal and Social Environment of Business	3
Psychology 201	General Psychology	3
CIS 123	Introduction to Spreadsheets	3
CIS 145	Introduction to Database on Microcomputers	3
Total Credit hours		61 Credit hours

Satisfaction of Program Requirements:

1. ** To satisfy your IAI **Human Diversity Requirement**, you must take at least one course that explores human diversity within the United States or from a non-western perspective. This course may satisfy A general education, concentration, or an elective requirement. Please see page 100 for a sample list of Olive-Harvey College courses that satisfy the human diversity requirement.
2. To see full AAS Degree **Graduation Requirements**, please refer to page 77.

Career Occupational Degree Programs

Associate of Applied Science (AAS)

Nursing (0239)

70 Credit hours

Nursing Program Description: The nursing program prepares students through the study of nursing theory and patient care techniques for a career as a registered nurse (RN). Classroom and clinical instruction address the health needs of all age groups, and provide students with a sound foundation for practicing as a registered nurse, in a variety of health care settings, serving a global community. The program also prepares students to take the National Council on Licensure Examination (NCLEX.).

Admission Requirements for the Nursing Program:

Admission is competitive. The District has one admission policy for all the City Colleges of Chicago RN Programs. Admission to the Program requires admission to the college, approval by the Nursing Admissions' Committee and the Completion of the following:

Prerequisite Requirements for Nursing Program:

- Biology 121;
- Earn a "B" or higher in Chemistry 100/121 or (121 WWC) or take a higher level chemistry course passing with a "C" or higher (One year of high school chemistry with lab and a grade of "B" or better);
- MATH 118; Math 125; or college level math with a "C" or higher;
- Cumulative college GPA of 2.5 or higher;
- Documented reading score of 90 or above on COMPASS Placement Exam;
- High school transcripts, GED, and other applicable transcripts;
- Chemistry and Biological Science courses must be completed within five years of admission to the nursing program. These courses can be audited after five years. If audited, the student must meet the requirements of the course.

		Credit hours
Prerequisites:		
Biology 121		5
Chemistry 100/121; or 121(WWC) or higher level chemistry		5
Math 118; 125 or college level Math		4
	Total Hours for Prerequisite Courses	14
Nursing Core Courses:		
Semester I	Nursing 101 Fundamentals of Nursing I	7
Semester 2	Nursing 102 Fundamentals of Nursing II	7
Semester 3	Nursing 210 Nursing Process and Alterations in Homeostasis I	6
Nursing 211	Nursing Process and Alterations in Homeostasis II	6
Semester 4	Nursing 212 Nursing Process and Alterations in Homeostasis III	6
	Nursing 213 Nursing Process and Alterations in Homeostasis IV	6
	Nursing 203 Nursing in Perspective	3
	Total Hours for Core Courses	41

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Other General Education/Degree Requirements:

English 101	3
Biology 226 (must be taken before enrolling in third semester of nursing)	4
Biology 227 (must be taken before enrolling in third semester of nursing)	4
Microbiology 233 (must be taken before enrolling in third semester of nursing)	4
Total General Education Courses	15
Total Program Credit hours	70

Other Requirements

- Meet health requirements upon admission to the program;
- Subject to a criminal background check and random drug screening;
- Successful completion of degree requirements
- Passing score on the City Colleges of Chicago Nursing Comprehensive Exit Test (current passing score is documented in Nursing Exit Policy);
- Meet all degree requirements for A.A.S. in Nursing.

Graduation from the Nursing Program does not guarantee R.N. licensure. The graduate must apply for R.N. licensure and successfully pass the National Council for Licensing Examination (NCLEX-RN). Students applying for licensure will be asked to provide information regarding any prior felony convictions, denial of any professional license and dishonorable discharge from the armed forces.

Licensed Practical Nurses (LPNs) may advance place into Nursing 210 or Nursing 211 (third semester courses) after meeting all prerequisites and passing Nursing 140 (RN Transition/Bridge course).

POLICIES ARE SUBJECT TO CHANGE.

The nursing program is approved by the Higher Learning Commission of the North Central Association of Colleges and Schools; The Illinois Department of Financial and Professional Regulation, The Illinois Community College Board, and the Illinois State Board of Education.

The Olive-Harvey College Nursing Program is located on the main campus, 10001 S. Woodlawn Ave., on the third floor in Rm. 3114. The telephone number is (773)291-6482

Satisfaction of Program Requirements:

1. ** To satisfy your IAI **Human Diversity Requirement**, you must take at least one course that explores human diversity within the United States or from a non-western perspective. This course may satisfy A general education, concentration, or an elective requirement. Please see page 100 for a sample list of Olive-Harvey College courses that satisfy the human diversity requirement.
2. To see full AAS Degree **Graduation Requirements**, please refer to page 77.

Career Occupational Degree Programs

Associate of Applied Science (AAS)

Respiratory Care (0234)

68 Credit hours

Study of the theory and techniques instrumental in diagnosis, treatment, management, and preventive care of patients with cardiopulmonary problems. The Associate in Applied Science degree program will prepare the students to become a well rounded professional and competent advanced respiratory therapist. The graduate will be eligible to take the National Board for Respiratory Care entry-level respiratory care practitioner examination to become a "Certified Respiratory Therapist" and the advanced level respiratory care practitioner examination to become a "Registered Respiratory Therapist".

Successful completion of the program can lead to employment as a respiratory therapist in hospitals, clinics or home settings or branch off into research, sales, education or a multitude of other career opportunities.

Admission is competitive. In order to be considered for Admission to the Associate Degree Respiratory Program, a student must complete all of the following:

- Cumulative college GPA of 2.50.
- Earn a "C" or higher in Chemistry 100/121.
- Earn a "C" or higher in Math 118 or higher.
- Earn a "C" or higher in English 101 or higher.
- Earn a "C" or higher in Biology 226 & 227 Anatomy and Physiology.
- Complete Application Process

Human Diversity Requirement

You can satisfy the Human Diversity requirement by taking one course that studies human diversity within the United States or from a non-western perspective. This course can help satisfy one of the general education requirements, concentration or elective. Please see page 101 for a list of courses that satisfy the human diversity requirement.

General Education /Degree Requirements		Credit hours
Communication	English 101	3
Mathematics	Math 118 or Higher	4
	Physics 131	3
Humanities: 1 course required	African-American Studies 101; Literature 121, 150	3

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Term	Required Course	Credit hours
Fall I	Respiratory Care 114 Basic Respiratory Care	4
	Respiratory Care 116 Patient Assessment	2
	Respiratory Care 117 Respiratory Pharmacology	1
	Respiratory Care 118 Respiratory Microbiology	2
	Respiratory Care 119 Respiratory Care Laboratory I	3
Spring I	Respiratory Care 115 Cardiopulmonary/Renal Anatomy and Physiology	3
	Respiratory Care 127 Clinical Practice I	3
	Respiratory Care 137 Advanced Pathology and Clinical Application	3
	Respiratory Care 139 Respiratory Laboratory Care II	2
	Respiratory Care 141 Ventilatory Mechanics I	3
Summer	Respiratory Care 129 Clinical Practice II	3
	Respiratory Care 146 Ventilatory Mechanics II	3
Fall II	Respiratory Care 200 Respiratory Care Laboratory III	2
	Respiratory Care 222 Clinical Practice III	3
	Respiratory Care 225 Age Specific Care	3
	Respiratory Care 227 Critical Care Services	4
Spring II	Respiratory Care 224 Clinical IV	4
	Respiratory Care 230 Advanced Cardiopulmonary Monitoring	3
	Respiratory Care 250 Cardiopulmonary Rehabilitation Home Care	1
	Respiratory Care 260 Advanced Specialty Topics	3
Total Credit hours		68 Credit hours

Satisfaction of Program Requirements:

1. ** To satisfy your IAI **Human Diversity Requirement**, you must take at least one course that explores human diversity within the United States or from a non-western perspective. This course may satisfy A general education, concentration, or an elective requirement. Please see page 100 for a sample list of Olive-Harvey College courses that satisfy the human diversity requirement.
2. To see full AAS Degree **Graduation Requirements**, please refer to page 77.

Similar to the associate of applied science, certificates are also designed with the purpose of preparing you for employment as soon as you complete the course work. Certificates, however, are shorter in duration than associate degrees. They prepare you for entry level jobs in a variety of fields. Olive-Harvey College offers two types of certificates: the Advanced Certificate and the Basic Certificate. The Advanced Certificate usually takes between one and two years to complete. The Basic Certificate can be completed in less than a year. Below are the certificates offered by Olive-Harvey's credit division: