Registration, Advising and Financial Aid Services

Located in the Workforce Development Institute (WDI), on the east side of campus, until further notice

Registration Procedure

New students, and those who have not been enrolled for more than two semesters, must complete the Admission Process at www.richland.edu/admission before being eligible to register for courses.

- **Step 1**: Review your academic progress, contact your academic advisor with questions
- **Step 2**: Register for classes
  - online (https://my.richland.edu)
  - in person (at the Workforce Development Institute)
  - phone (217.875.7200)
- **Step 3**: Pay your tuition and fees or discuss a payment plan.

*You may be dropped from courses due to lack of payment if you have not made financial arrangements at least two weeks prior to the start of term.*

How to Read the Course Schedule

To search this document for a specific course, location or keyword, hold down CTRL and F and type in the search box.

<table>
<thead>
<tr>
<th>COURSE NUMBER</th>
<th>COURSE TITLE</th>
<th>CREDIT HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 100</td>
<td>Accounting Fundamentals</td>
<td>[3 Credits]</td>
</tr>
</tbody>
</table>

- **SECTION**: 02
- **INSTRUCTOR**: Reynolds
- **BEGIN/END DATES**: 9/15/2014 - 12/12/2014
- **COURSE DAYS**: M, T, W, Th, F
- **START TIME/END TIME**: 5:30 p.m. - 7:20 p.m.
- **LOCATION**: South Wing

Important Dates

- 4/6/2015 - Current Student Registration
- 4/13/2015 - New/Returning Student Registration
- 6/1/2015 - Classes Begin
- 6/8/2015 - Last Day to Drop
- 7/21/2015 - Last Day to Withdraw with a "W"

Tuition & Fees

www.richland.edu/tuition

Financial Aid & Scholarships

Information on financial aid can be found at www.richland.edu/finaid. Scholarship info is at www.richland.edu/foundation/scholarships.

Canvas Online Orientation

Students enrolled in courses using Canvas are required to complete a one-time online orientation.

Registration Questions

For questions related to admissions, course prerequisites, how to drop and a wide range of other topics go to www.richland.edu/enroll or call 217.875.7200.
### African American Studies

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Instructor</th>
<th>Dates</th>
<th>Delivery</th>
</tr>
</thead>
<tbody>
<tr>
<td>AFAM 100</td>
<td>Intro to African American Studies</td>
<td>3</td>
<td>Hawkins</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
<tr>
<td>AFAM 120</td>
<td>African-American Experience</td>
<td>3</td>
<td>Hawkins</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
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### Art

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Instructor</th>
<th>Dates</th>
<th>Delivery</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 100</td>
<td>Art Appreciation</td>
<td>3</td>
<td>Rocha Gil</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
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### Biology

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Instructor</th>
<th>Dates</th>
<th>Delivery</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 106</td>
<td>Issues in Human Biology</td>
<td>3</td>
<td>Feinstein</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
<tr>
<td>BIOL 220</td>
<td>Microbiology</td>
<td>4</td>
<td>Feinstein</td>
<td>6/1/2015 - 7/23/2015</td>
<td>East Wing</td>
</tr>
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</table>

### Business

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Instructor</th>
<th>Dates</th>
<th>Delivery</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 100</td>
<td>Business Fundamentals</td>
<td>3</td>
<td>Ruski</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
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### Chemistry

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Instructor</th>
<th>Dates</th>
<th>Delivery</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 100</td>
<td>Concepts of Chemistry</td>
<td>4</td>
<td>Merli</td>
<td>6/1/2015 - 7/23/2015</td>
<td>West Wing</td>
</tr>
</tbody>
</table>

### Communication

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Instructor</th>
<th>Dates</th>
<th>Delivery</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM 101</td>
<td>Public Speaking</td>
<td>3</td>
<td>Stephens</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
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</table>

### Computer Information Sys

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Instructor</th>
<th>Dates</th>
<th>Delivery</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 110</td>
<td>Computer Business Applications</td>
<td>3</td>
<td>Holmes</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
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</table>

### Computer Science

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Instructor</th>
<th>Dates</th>
<th>Delivery</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 105</td>
<td>Foundations of Info Technology</td>
<td>3</td>
<td>Brenner</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
</tbody>
</table>

### Early Childhood
### Early Childhood

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 290</td>
<td>Work Experience Pract &amp; Seminar</td>
<td>[1-3 Credits]</td>
<td>eligibility for ENGL 101, completion of a sufficient portion of the Early Childhood program to justify a learning experience in the employment setting, and permission from the Early Childhood Education full-time faculty and/or Dean</td>
</tr>
</tbody>
</table>

**Y2** Helm 6/1/2015 - 7/23/2015 West Wing

**Y3** Helm 6/1/2015 - 7/23/2015 West Wing

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### Economics

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 231</td>
<td>Macroeconomics</td>
<td>[3 Credits]</td>
<td>eligibility for ENGL 101</td>
</tr>
<tr>
<td>ECON 232</td>
<td>Microeconomics</td>
<td>[3 Credits]</td>
<td>ECON 231</td>
</tr>
</tbody>
</table>

**VI** Hemenway 6/1/2015 - 7/23/2015 Online

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### Emergency Medical Serv

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMT 120</td>
<td>Emergency Medical Technology</td>
<td>[6 Credits]</td>
<td>pass reading test, HLTH 110- CPR, or current BLS Health Care Provider CPR certification, 18 years of age, and high school diploma or GED</td>
</tr>
</tbody>
</table>

**Y1** Blassi 6/1/2015 - 7/23/2015 South Wing

- M----: 4:30p - 9:00p
- R----: 4:30p - 9:30p
- T----: 4:30p - 7:30p
- ----T: 7:30p - 9:00p

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### English

### English Communication

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 101</td>
<td>Composition 1</td>
<td>[3 Credits]</td>
<td>one of the following: 1) &quot;C&quot; or better in English 090 and/or 097; 2) score of 40th percentile or above on ACT (English and Reading) or SAT (Verbal); 3) satisfactory scores on Richland's English and Reading Comprehension placement tests; or 4) evidence of equivalent competencies</td>
</tr>
</tbody>
</table>

**VI** Gallagher 6/1/2015 - 7/23/2015 Online

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### Health Info Technology

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 102</td>
<td>Composition 2</td>
<td>[3 Credits]</td>
<td>ENGL 101 with &quot;C&quot; or better</td>
</tr>
</tbody>
</table>

**VI** King-Grind 6/1/2015 - 7/23/2015 Online

- M----: 12:00p - 1:50p

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<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 110</td>
<td>Professional &amp; Technical Writing</td>
<td>[3 Credits]</td>
<td>eligibility for ENGL 101</td>
</tr>
</tbody>
</table>

**VI** Gallagher 6/1/2015 - 7/23/2015 Online

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Date of Extraction: 7/31/2015 11:15:05 PM
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Prerequisites</th>
<th>Instructor</th>
<th>Start Date - End Date</th>
<th>Delivery Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIT 118</td>
<td>Intro to Healthcare Documentation</td>
<td>3</td>
<td></td>
<td>Kitchens</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
<tr>
<td>HIT 140</td>
<td>Medical Terminology</td>
<td>3</td>
<td></td>
<td>Kitchens</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
<tr>
<td>HIT 244</td>
<td>Interpreting Healthcare Records</td>
<td>3</td>
<td>prerequisite: HIT 140</td>
<td>Perkins</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
<tr>
<td>HIT 245</td>
<td>Health Info Law &amp; Ethics</td>
<td>3</td>
<td></td>
<td>Hubner</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
<tr>
<td>HIST 101</td>
<td>United States to 1877</td>
<td>4</td>
<td>prerequisite: eligibility for ENGL 101</td>
<td>Austin</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
<tr>
<td>HIST 102</td>
<td>United States since 1877</td>
<td>4</td>
<td>prerequisite: eligibility for ENGL 101</td>
<td>Kocher</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
<tr>
<td>HIST 111</td>
<td>European Civ to Reformation</td>
<td>4</td>
<td>prerequisite: eligibility for ENGL 101</td>
<td>Kocher</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
<tr>
<td>HIST 270</td>
<td>History of Non-Western Civilization: China</td>
<td>4</td>
<td>prerequisite: eligibility for ENGL 101</td>
<td>Austin</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
<tr>
<td>HUMAN100</td>
<td>Introduction to the Arts</td>
<td>3</td>
<td>prerequisite: eligibility for ENGL 101</td>
<td>Tomlinson</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
<tr>
<td>IT 131</td>
<td>Programming Logic</td>
<td>3</td>
<td></td>
<td>Brenner</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
<tr>
<td>IT 153</td>
<td>Web Development</td>
<td>4</td>
<td></td>
<td>Brenner</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
<tr>
<td>MATH 160</td>
<td>Finite Mathematics for Business and Social Sciences</td>
<td>4</td>
<td>prerequisite: MATH 116 with a &quot;C&quot; or better grade or equivalent competencies</td>
<td>Jones</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
<tr>
<td>MATH 170</td>
<td>Introduction to Statistics</td>
<td>4</td>
<td>prerequisite: MATH 160 with a &quot;C&quot; or better grade</td>
<td>Jones, K</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
<tr>
<td>MATH 171</td>
<td>Concepts of Statistics</td>
<td>4</td>
<td>prerequisite: MATH 116 with a &quot;C&quot; or better grade</td>
<td>Jones, K</td>
<td>6/1/2015 - 7/23/2015</td>
<td>Online</td>
</tr>
</tbody>
</table>
### Mathematics

**MATH 171 Concepts of Statistics**  
[4 Credits]  
prerequisite: MATH 116 with a "C" or better grade  
VI  
Jones, K  
6/1/2015 - 7/23/2015  
Online

### Music

**MUSIC100 Music Appreciation**  
[3 Credits]  
VI  
Anderson  
6/1/2015 - 7/23/2015  
Online

### Nursing

**HLTH 290 Health Internship**  
[1-2 Credits]  
prerequisites: sophomore classification in a Richland health professions’ AAS program. Submission of application and acceptance by program director/faculty  
Y1  
Baldwin  
6/1/2015 - 7/23/2015  
10:00a - 11:00a  
South Wing

### PASSport Classes

**PASS 141 Being a Successful HealthProfessions Student**  
[0 Credits]  
VI  
Baldwin  
6/1/2015 - 6/19/2015  
Online  
Y2  
Baldwin  
6/1/2015 - 6/19/2015  
Online

### Personnel Relations

**P REL100 Human Relations**  
[3 Credits]  
prerequisite: successful completion of OT 119 or eligibility for ENGL 101  
VI  
Ruski  
6/1/2015 - 7/23/2015  
Online

**P REL110 Supervision**  
[3 Credits]  
Y1  
Clark  
6/1/2015 - 7/23/2015  
---T---  
11:15a - -2:00p  
South Wing  
Y2  
Clark  
6/1/2015 - 7/23/2015  
-M---  
8:30a - 11:00a  
South Wing

### Political Science

**POL S110 American National Government**  
[3 Credits]  
prerequisite: eligibility for ENGL 101  
VI  
Lusvardi  
6/1/2015 - 7/23/2015  
Online

### Psychology

**PSYCH100 Introduction to Psychology**  
[3 Credits]  
prerequisite: eligibility for ENGL 101  
VI  
Wade  
6/1/2015 - 7/23/2015  
Online  
V2  
Wade  
6/1/2015 - 7/23/2015  
Online

**PSYCH145 Human Growth & Development**  
[3 Credits]  
prerequisite: PSYCH 110  
VI  
Wade  
6/1/2015 - 7/23/2015  
Online

### Radiography

**RADT 102 Radiologic Patient Care**  
[3 Credits]  
prerequisite: admission to the Radiography Program and concurrent enrollment in RADT 108  
Y1  
Grimm  
6/1/2015 - 7/23/2015  
-----R--  
8:00a - 10:15a  
South Wing  
Y2  
Grimm  
6/1/2015 - 7/23/2015  
-----R--  
10:15a - 12:30p  
South Wing

**RADT 108 Radiographic Procedures I**  
[3 Credits]  
prerequisite: admission to the Radiography Program and concurrent enrollment in RADT 102  
Y1  
Clark  
6/1/2015 - 7/23/2015  
---T---  
11:15a - -2:00p  
South Wing  
Y2  
Clark  
6/1/2015 - 7/23/2015  
-M---  
8:30a - 11:00a  
South Wing
Radiography

RADT 108  Radiographic Procedures I  [3 Credits]
prerequisite: admission to the Radiography Program and concurrent enrollment in RADT 102
Y2  Clark  6/1/2015 - 7/23/2015
--T----  11:15am -12:00p  South Wing
-MT----  12:30p - 3:00p  South Wing

Sociology

SOCIO 110  Introduction to Sociology  [3 Credits]
prerequisite: eligibility for ENGL 101
V1  Palmer  6/1/2015 - 7/23/2015  Online

SOCIO 200  Marriage and the Family  [3 Credits]
prerequisite: SOCIO 110 or PSYCH 110
V1  Palmer  6/1/2015 - 7/23/2015  Online

Theatre

THTRE 150  Theatre Appreciation  [3 Credits]
V1  Stephens  6/1/2015 - 7/23/2015  Online