

# INDIVIDUALIZED STUDIES

## ASSOCIATE OF APPLIED SCIENCE (AAS) - 60 CREDITS

### About this program

The Individualized Studies Associate in Applied Science (AAS) degree is designed for students who intend to update their skills and expand employment opportunities with a customized degree field. This 60-credit degree allows learners to develop a specific education plan to update their skills and gives them the opportunity and flexibility to focus on specialized career interests not offered in the college's structured degree programs. It integrates a number of subjects into a degree program and builds on a current area of study or expertise. Students work collaboratively with faculty and staff to create a degree plan that meets individualized educational needs. Students who enroll in the Individualized Studies program will complete 45 specialized career technical credits and 15 general education credits (in at least three Minnesota transfer goal areas).

### Program outcomes

1. Demonstrate proficiency in applying critical reading, writing and thinking skills required to be effective and successful in the chosen career field.
2. Demonstrate foundational knowledge of the content and methods relative to the six goal areas chosen by the student.
3. Demonstrate sufficient preparation for career development within the chosen field.
4. Demonstrate knowledge of the theories and applied practices requisite for effectively functioning in a chosen career field.
5. Demonstrate an ability to apply acquired knowledge of self to personal, professional and social situations with integrity and ethical responsibility.
6. Demonstrate proficiency in the use of technology and mathematical computations necessary for success as an employee and consumer.
7. Synthesize and reflect upon prior learning in the field with current scholarship in the program to reach a new, higher understanding of the chosen field.

### Curriculum overview

Crds	Requirement type
6	Required courses
3	Restricted electives in courses
51	Restricted electives in course types
60	<b>Total</b>

**Developmental courses note:** A student may be required to enroll in developmental courses in reading, writing and math. A student's scores on the Accuplacer assessment will determine enrollment in developmental courses. The purpose of developmental courses is to prepare students for the demands of a college-level curriculum. *Credits may vary.*

# Curriculum requirement details

## Required courses

Course	Crds
CPTR1104 - Introduction to Computer Technology .....	3
ENGL1101 - College Writing .....	3

## Other requirements or restricted electives

### 3 credits from one or more of these Courses:

Course title	Credits
COMM1100 - Communication and Effective Human Relations .....	3
COMM1120 - Introduction to Public Speaking...	3
COMM1140 - Interpersonal Communication ....	3

### 9 credits from these Course Types:

- General Education w/MnTC Goals

### 42 credits from these Course Types:

- Career

## Course summaries

### **CPTR1104 - Introduction to Computer Technology** ..... (3 credits)

This course covers the operation of personal computer hardware and software. It provides an overview of a personal computer operating system and word processing, spreadsheet, presentation, email, scheduling, Internet and database management software.

### **ENGL1101 - College Writing** ..... (3 credits)

Meets MnTC Goal Area 1. This is an introductory writing course designed to prepare students for later college and career writing. The course focuses on developing fluency through a process approach, with particular emphasis on revision. Students will consider purpose and audience, read and discuss writing and further develop their own writing processes through successive revisions to produce polished drafts. Course work will include an introduction to argumentative writing, writing from academic sources and a short research project.

#### **Prerequisites:**

- Completion of ELL1080, ENGL0096, or ENGL0097 with a grade of C or higher OR placement into college-level English.

### **COMM1100 - Communication and Effective Human Relations** ..... (3 credits)

Meets MnTC Goal Areas 1 and 2. This course is designed to provide individuals with basic communication principles for positive relationships in career settings. This is accomplished through oral, written and intra/interpersonal communication skills which are valued for life and work experiences. Changes in the life/work environment are characterized by greater cultural diversity, the performance of more work by teams and the need for greater ability to cope effectively with life/work issues and problems that require extensive knowledge of human relationships.

### **COMM1120 - Introduction to Public Speaking** ..... (3 credits)

Meets MnTC Goal Area 1. This course clarifies the process of oral communication, clarifies the basic principles of public speaking and allows the student to increase the application of these principles while both speaking and listening.

### **COMM1140 - Interpersonal Communication** ..... (3 credits)

Meets MnTC Goal Area 1. This course will focus on improving students' abilities to communicate effectively in one-to-one dyadic encounters by providing experience-based instruction. Extensive in-class and out-of-class analyses allow the student to examine his/her own and others' informal social interactions. The long-term goal is for the student to apply interpersonal communication theories to daily interactions and draw his/her own conclusions about the effectiveness of interpersonal communication.

# INDIVIDUALIZED STUDIES

## ASSOCIATE OF APPLIED SCIENCE (AAS) - 60 CREDITS

### Program Plan — "Primary"

Locations: Fergus Falls, Detroit Lakes, Moorhead, Wadena, Online

#### 1st Fall Term (15 credits)

##### Courses

Course	Crds
CPTR1104 - Introduction to Computer Technology .....	3
ENGL1101 - College Writing .....	3

##### 3 credits in one or more of the following:

General Education w/MnTC Goals

##### 6 credits in one or more of the following:

Career

#### 1st Spring Term (15 credits)

##### Courses

No specific courses set for this term.

##### 3 credits in one or more of the following:

COMM1100 - Communication and Effective Human Relations ..... 3  
COMM1120 - Introduction to Public Speaking ..... 3  
COMM1140 - Interpersonal Communication ..... 3

##### 6 credits in one or more of the following:

General Education w/MnTC Goals

##### 6 credits in one or more of the following:

Career

#### 2nd Fall Term (15 credits)

##### Courses

No specific courses set for this term.

##### 15 credits in one or more of the following:

Career

#### 2nd Spring Term (15 credits)

##### Courses

No specific courses set for this term.

##### 15 credits in one or more of the following:

Career