

Raymond Walters College



Bulletin 2007-2008

Academic Calendar* (Tentative)

*These dates are subject to change pending approval of the Board of Trustees.
Consult the *OneStop* Web site for the registration time period for each quarter.

Note: Saturday and Sunday examination dates are used for courses which meet on Saturday and Sunday.

2006-07

Fall Quarter 2006

Classes begin	Wednesday, September 20
Holiday, Veterans Day	Friday, November 10
Holiday, Thanksgiving	Thursday-Sunday, November 23-26
Classes end	Sunday, December 3
Examinations	Monday-Sunday, December 4-10
Fall Quarter ends	Sunday, December 10

Winter Quarter 2007

Classes begin	Wednesday, January 3
Holiday, Dr. Martin L. King's Birthday	Monday, January 15
Classes end	Sunday, March 11
Examinations	Monday-Sunday, March 12-18
Winter Quarter ends	Sunday, March 18

2007-08

Fall Quarter 2007

Classes begin	Wednesday, September 19
Holiday, Veteran's Day	Monday, November 12
Thanksgiving Holiday	Thursday-Sunday, November 22-25
Classes end	Sunday, December 2
Examinations	Monday-Sunday, December 3-9
Fall Quarter ends	Sunday, December 9

Winter Quarter 2008

Classes begin	Monday, January 7
Holiday, Dr. Martin L. King's Birthday	Monday, January 21
Classes end	Sunday, March 16
Examinations	Monday-Sunday, March 17-23
Winter Quarter ends	Sunday, March 23

Spring Quarter 2007

Classes begin	Monday, March 26
Holiday, Memorial Day	Monday, May 28
Classes end	Friday, June 1
Examinations	Saturday-Thursday, June 2-7
Spring Quarter ends	Friday, June 8
Commencement	Friday, June 8

Summer Quarter 2007

Classes begin	Monday, June 18
Holiday, Independence Day	Wednesday, July 4
Classes end	Friday, August 24
Examinations	Saturday-Thursday, August 25-30
Summer Quarter ends	Thursday, August 30

Spring Quarter 2008

Classes begin	Monday, March 31
Holiday, Memorial Day	Monday, May 26
Classes end	Friday, June 6
Examinations	Saturday-Thursday, June 7-12
Spring Quarter Ends	Friday, June 13
Commencement	Friday, June 13

Summer Quarter 2008


Classes begin	Monday, June 23
Holiday, Independence Day	Friday, July 4
Classes end	Tuesday, August 26
Examinations	Wednesday-Saturday, August 27-30
Summer Quarter ends	Saturday, August 30

Design and Production: Creative Services, University Relations

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Raymond Walters College

About the College

Raymond Walters College is a regional campus of the University of Cincinnati. Located on 135 wooded acres in the City of Blue Ash, in the northeastern corner of Hamilton County, the college serves residents of Hamilton, Butler, Warren, and Clermont counties.

Opened in 1967, the college offers more than 60 associate degree and certificate programs in a wide range of subjects. Raymond Walters College is an open admission institution, providing access to higher education to anyone with a high school diploma or the equivalent. RWC's rolling admissions policy allows students to enter during any academic quarter: autumn, winter, spring or summer.

The college is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools, 30 North LaSalle St., Suite 2400, Chicago, Illinois 60602-2504, (312)263-0456, 800-621-7440.

College Administration

Dolores Y. Straker, PhD, Dean of the College
 Cheryl Brueggeman, MEd, Assistant Dean,
 Workforce Development
 Ginny Hizer, MSJ, Director, College Relations
 Robert Howell, PhD, Interim Associate Dean,
 Outreach and Continuing Education
 Gene Kramer, MBA, Assistant Dean of
 Administrative Services, Director of Facilities
 Pamela Lineback, EdS, Assistant Dean, Student Affairs
 Don O'Meara, PhD, Associate Dean, Academic Affairs
 John Weller, BSEE, BSEP, Director, Network Resources
 Mabel Gilliam, BA, Associate to the Dean, Dean's Office

COLLEGE PHILOSOPHY

The philosophy of Raymond Walters College is based upon the core values that guide the college in its decision making. Most important are those core values pertaining to high quality instruction and academic excellence, which are the primary focus of the college and the foundation for all the efforts of faculty, administration and staff. The college believes that students learn best in small, student-focused settings, where

they are respected as individuals and have an opportunity to contribute to the learning environment. The college strives to provide a general education which promotes tolerance, life-long learning and a devotion to free inquiry and free expression, producing graduates who are individuals of character, sensitive to the needs of community, competent to contribute to society, and civil in speech and action. Simply put, the college works toward the creation of an informed citizenry with the ability to think critically, communicate effectively and solve problems.

The college also participates in the advancement of knowledge for the common good through academic scholarship which supports good teaching. As a result, the college functions as a cultural and intellectual repository, making the knowledge and experience of faculty and staff available to all its constituencies. In addition, the college provides lifelong learning opportunities for the purposes of job preparation and mobility, the pursuit of higher education degrees and personal enrichment. The college aims to facilitate a total learning environment that fosters both personal and intellectual growth. To maintain quality, the college engages in a regular, comprehensive assessment of its programs, courses and services and their outcomes.

The college believes in openness and accessibility, including shared ownership, responsibility and active participation in decision making among all of its various constituencies -- students, alumni, community, faculty, staff and administration -- in order to foster mutual respect, academic freedom, loyalty and commitment. Integrity and ethics provide the foundation of shared ownership and guide the college's daily interactions with students, the community and internal constituencies. The college also incorporates diversity in its policies and practices and supports efforts that cultivate and foster respect for all people as unique human beings. The college believes in increasing access to higher education and providing support services to assist in each student's attainment of individual educational objectives.

Finally, the college recognizes that it is a part of an extended community. First, it benefits from its identity as a substantially autonomous college of the University of Cincinnati in providing access for its constituencies to all the resources and educational opportunities of a major university. Second, because education is a continuous process, the college believes in developing interactive relationships with its community, including schools and businesses, and in responding to changing needs by providing quality programs and courses, cultural enrichment, lifelong learning opportunities, and contributions to the economic growth of the community. Ultimately, the college prepares its graduates to be effective, productive members of an increasingly global environment.

COLLEGE MISSION

1. To offer quality career programs at the associate and technical baccalaureate levels.

2. To offer quality transfer programs articulated with appropriate baccalaureate programs.
3. To provide an appropriate general education component in all degree programs as an essential part of students' learning experiences.
4. To offer professional certificates.
5. To offer credit and non-credit courses that meet the needs of non-matriculated students.
6. To provide student services that address the needs of all students.
7. To offer necessary classes and provide learning support services and technologies for students at all levels of academic preparation.
8. To maintain an excellent teaching faculty who are actively engaged in furthering knowledge through scholarship, research and assessment of student learning.
9. To engage in active partnership with community groups and to involve them in appropriate areas of decision making.
10. To serve the community through faculty and staff expertise and college resources.
11. To engage in and support assessment throughout the college.

CULTURAL DIVERSITY

Members of the Raymond Walters College community are committed to providing an environment that fosters respect for the differences among all people; maximizes an appreciation for ethnic, cultural and gender differences while minimizing discrimination; encourages open communication and interaction among various racial, cultural and ethnic groups; and prepares students to function effectively in this increasingly multicultural society

COLLEGE PROFILE

Raymond Walters College is a two-year, open admission college of the University of Cincinnati. Located in suburban Blue Ash, the college draws students from Hamilton, Butler, Warren, and Clermont counties.

The college offers both transfer-oriented and career-oriented programs, most leading to an associate degree, in more than 60 academic majors. In addition, the college offers a technical baccalaureate program in radiation science technology; professional certificate programs for students who have already earned bachelor's degrees; and a variety of one-year certificates.

Through the college's Residence Credit Center, students may take upper-level and graduate classes on the Raymond Walters campus.

The college's facilities are growing to meet student needs. In 1999, the Science and Allied Health Building opened and a new outdoor commons area for student activities was created. In 2002, new computer labs and an expanded library opened, and 2005 saw the opening of the college's Veterinary Technology Building. Additional improvement and expansion is planned for the coming years.

In 2006 the college enrolled more than 4,400 students. The average age of students at Raymond Walters is 28; almost 65 percent of the students are female. Minorities represented approximately 19 percent of the total enrollment in 2006. More than half of RWC students attend classes full time, and most work while in school.

Raymond Walters opened in 1967 with a freshman class of 632 students. While today Raymond Walters is one of the largest university branch campuses in Ohio, it retains the qualities of a small campus. The average class size at Raymond Walters is fewer than 20 students.

Raymond Walters College is named for Dr. Raymond Walters, president of the University of Cincinnati from 1932 to 1955.

COMMUNITY INVOLVEMENT

In 1997 Raymond Walters College established a Community Advisory Council to increase community involvement in decision making at the college. The council, chaired by the college dean, includes representatives from local businesses, not-for-profit organizations, schools, health care and government.

The objectives for the council are:

1. To provide information to the college on employment, education and social trends in the community, and to identify the types of educational programs that will meet the continuing needs of the local area.
2. To develop a network of contacts for the college to better connect its programs and academic departments to their counterparts in the community, and
3. To establish a forum for public discussion of the college's strategic planning, including its budgetary practices, fees and services, and educational offerings. Through communication and advice, the college hopes to better identify and serve the needs of its constituents in the community.

2007 COMMUNITY ADVISORY COUNCIL MEMBERS

Pam Bauer, RWC Staff Council

Howard C. Becker, Ohio National Financial Services

Barry Bortz, CareSpring Health Care Management
 Mary Anne Christie, RWC Distinguished Alumnus
 Judy Clark, City of Blue Ash
 Mabel Gilliam, Raymond Walters College
 Kimberlee Gray, Deer Park Schools
 Ginny Hizer, RWC College Relations
 Adrienne James, Sycamore School District
 Dan Johnson, City of Blue Ash
 Ray Kingsbury, Consultant
 Gregg Litchfield, Ethicon Endo-Surgery
 Kerry Loeffler, Loeffler & Associates
 Jack Malott, University Hospital, RWC Distinguished Alumnus
 Sharon Redmond, Ursuline Academy
 Lynn Ritchey, RWC Faculty Executive Committee
 Bill Spies, Time Warner Cable
 Dolores Y. Straker, Dean, Raymond Walters College
 David Waltz, City of Blue Ash
 Sherri Warshaw, RDH, RWC Alumna
 Jessica Williams, Procter & Gamble

Admission to the College

Prospective students are invited to visit RWC's Web site at www.rwc.uc.edu or call Raymond Walters College Enrollment Services at (513) 745-5700 for application materials and admissions information.

On-campus conferences often prove helpful to the prospective student and may be arranged by contacting RWC Enrollment Services.

Students who plan to enter Raymond Walters College in the fall quarter may apply after October of the preceding year. Applicants to all programs are encouraged to apply before September of the year they wish to enter, although enrollment limits for some programs may be reached prior to this date. New and transfer students may enter RWC in any quarter of the academic year.

Admission Requirements

1. An applicant for admission to Raymond Walters College must be a graduate of an accredited high school or preparatory school, or have satisfactorily completed the General Educational Development Test with a minimum composite score of 45.
2. A graduate from a high school which is not accredited by one of the six regional accrediting agencies or a graduate from a home school must submit the following:

* Official transcript and a notarized copy of the curriculum and content of the high school or home-school experience as well as the duration of your schooling.

* ACT composite score of 17 or higher or a SAT composite of 870 (430 verbal; 440 math)

* Non-traditional students (20 years old or older) without ACT or SAT scores must participate in a screening process which requires a transcript, a detailed curriculum, a narrative of experience and an interview.

3. All freshmen applying to RWC directly from high school should take either the Scholastic Aptitude Test (SAT) or the American College Testing Program Examination (ACT). While not required for admission to the college, some programs use these test scores as a condition of admission or placement for students who have just graduated from high school.
4. Acceptance to the college does not necessarily mean acceptance into a particular program. Several programs, particularly in health care, have special admission requirements that must be met either in high school or at RWC before final acceptance into the program. These specific requirements are listed in the outlines describing each program. For example, those who lack some high school courses such as chemistry for nursing or mathematics for radiologic technology may be admitted to the college to take the required courses and may then be admitted to the desired program at a later date.
5. According to the Ohio Board of Regents, Raymond Walters College is designed for commuting students who are residents of Ohio. Special circumstances for residents and nonresidents of Ohio may call for an exception to the rule. In such instances, an applicant must supply all the pertinent data to Raymond Walters College Enrollment Services. Each case will be decided only on its own merits and will offer no precedent for action in future cases.

Procedures for Placement Testing

PLACEMENT TESTS

Upon application to the college, students should call the Advising Center at (513)745-5783 to schedule their placement tests. All incoming students without previous college credits are required to take English and math placement tests unless they have transferable college-level credits in math and/or English. Some students may wish to complete a placement test in a foreign language depending on their selected major.

Students who have studied two or more years of Spanish, French, or German within the past four years and plan to enroll in classes in that same language at RWC should take the Foreign Language Placement Test before registering for class. When your placement tests are scored, you should schedule an appointment with your assigned academic adviser, who will

guide you through your degree or certificate program.

Students who plan to enroll in a keyboard-related course must also take a placement test to assess their achievement level in keyboarding, document formatting or document production. Keyboarding tests are done in the Office Information Technology (OIT) lab; call (513) 745-5693 for more information.

Additional information describing the RWC placement tests can be found in RWC publications such as the Student Handbook and on the RWC web site at www.rwc.uc.edu. Questions should be referred to the Placement Testing Center, (513) 745-5783.

CLEP EXAMS

Raymond Walters College administers the College Level Examination Program (CLEP), a national standardized examination developed to enable students to earn college credit by “testing out” of certain classes. RWC offers 35 different exams. For additional information, contact the CLEP Testing Center at (513) 936-1532.

Transfer to Raymond Walters College

A student wishing to transfer to Raymond Walters College from another accredited college or university should be guided by the following statement of policy:

1. Applications are individually reviewed, and acceptance is based on receipt of application materials, as well as official transcripts from all colleges/universities attended. An official evaluation of transfer credit from other colleges will be processed after the student's file is complete.
2. Credits are accepted from any institution currently accredited by any of the six regional accrediting agencies. Enrollment Services shall have discretionary authority to accept credits from other institutions in consultation with program directors or department chairpersons.
3. Grades of D or better are accepted for transfer, but many programs may require grades of C or better to fulfill degree requirements.
4. Under normal circumstances, there is not an age limit for acceptance of transfer credits. However, certain academic programs can put an age limit on the applicability of any course. Consult your academic adviser for additional guidelines.
5. For all situations not covered by the above, the decision will be referred to the department involved when appropriate.

Transfer from Raymond Walters College

Many RWC students choose to apply their RWC credits to a four-year degree and transfer to colleges on the main campus of University of Cincinnati, other Ohio colleges, and out-of-state colleges. If transferring to another college is in your plans, remember your admission to that college will depend in large part on your academic performance at RWC. **Transfer of credits to other colleges and universities will depend upon the policies of that particular institution. All students planning to pursue a bachelor's degree upon graduation from RWC should consult their adviser as they plan their schedules for each quarter.**

RWC currently has articulation agreements with UC's main campus, Cincinnati College of Mortuary Science, the College of Mount St. Joseph, Northern Kentucky University, Wilmington College and Xavier University. The agreements allow students to begin with junior status.

Additionally, Transfer Assurance Guides (commonly called TAGS) are part of the Ohio Board of Regents' Articulation and Transfer Initiative in which students are guaranteed the transfer of applicable credits among Ohio's public colleges and universities and equitable treatment in the application of credits to admissions and degree requirements. TAGS ensure commonalities among academic programs from various institutions. Each college submits course outlines to the state for analysis to ensure the course meets general education guidelines, thus allowing transferability. For more information about TAGS or the Articulation and Transfer Initiative, visit <http://www.regents.state.oh.us/tags>

In planning your transfer, you should keep in mind the following points:

1. Many colleges will accept transfer students only at the beginning of the academic year.
2. Transfer (articulation) agreements are based on a student having completed an associate of arts (two-year transfer) program at RWC. Consult your adviser if you are planning a transfer to a four-year program after graduating from Raymond Walters College.

Advanced Placement Program

The college recognizes exceptional academic achievement as measured by the College Board's Advanced Placement program. College credit will be given for high school graduates who have received a score of three or higher on any one or more of the Advanced Placement Examinations taken while in high school. Admitted students should request that their scores be forwarded to RWC Enrollment Services.

High School Deficiencies

Individuals who graduated from Ohio high schools after 1986, and who wish to attend college, are mandated to complete the following in high school:

- 4 units of English language arts
- ½ unit of health
- 3 units of mathematics
- ½ unit of physical education
- 3 units of science (science unit must include 1 unit of biological science and 1 unit of physical science)
- 3 units of social studies (social studies unit must include ½ unit of American history and ½ unit of American government)
- 6 units of electives (electives must include 1 unit or two ½ units in business/technology, fine arts or foreign language)

Individuals who have not completed the mandated units are classified as having a deficient high school transcript and are required to take additional college courses to overcome the high school deficiencies.

At the University of Cincinnati, students are generally required to take the extra courses before transferring to a baccalaureate college on UC's main campus. However, students completing an associate degree at Raymond Walters College are exempt from this policy and will have high school deficiencies forgiven.

International/Non-Native English Speaking Students

In order to take classes and pursue a degree at Raymond Walters College, students who did not attend high school in the United States, do not have a GED, and have not successfully completed a full academic year in a U.S. accredited college must take the math and English placement test. Testing is available throughout the year.

Post-Secondary Enrollment Option

The college welcomes students enrolling under the Post-Secondary Enrollment Option for high school and/or college credit. The purpose of the program is to provide high school students who are intellectually and socially capable of doing college-level course work with an additional educational option. For more information on the Post-Secondary Option, call Enrollment Services at 745-5700.

Admission of Probationary, Suspended or Dismissed Students

The following policies are in effect for applicants to Raymond Walters College who are on academic or personal probation, suspension or dismissal from any college or university:

Dismissal: Students who have been dismissed from any institution are not eligible to attend Raymond Walters College for at least three full quarters from the date of dismissal. Students dismissed from Raymond Walters College may not return.

Suspension: Students who have been suspended from any institution are not eligible to attend Raymond Walters College as a matriculated student for at least three full quarters from the date of suspension. After this period, the student may enroll in a degree program. Prior to being admitted to a degree program, a suspended student may attend classes (totaling no more than nine credit hours per quarter) as a non-degree student, with the permission of the Assistant Dean, Student Affairs. No financial aid is available to students registered for classes under this policy.

Probation: Students on probation from another institution may enroll at Raymond Walters College without delay.

Fresh Start Policy

The purpose of the Fresh Start Policy is to permit students who performed poorly upon initial enrollment at the University of Cincinnati to have an opportunity for a "fresh" cumulative grade point average. University of Cincinnati undergraduate students who have been readmitted to the university after an absence of at least three years may petition the dean of their college to have their previous courses treated in accordance with the college's advanced standing policy.

Students' transcripts must be free of enrollment in any division of UC for three years since the end of the final previous quarter of enrollment. Students must submit their Fresh Start application within one year of readmission. The policy applies only to courses taken at UC before readmission. Fresh Start will not be reviewed or approved prior to completion of one quarter. An academic Fresh Start is not automatic and it is not guaranteed. Academic units may impose additional criteria, such as requiring a plan of study.

Upon the approval of the Fresh Start application, students' university and college grade point averages begin from the date of reentry. The Fresh Start option may be effected only once during a student's academic career.

The following definitions of policy phrases provide clarification:

- “Initial enrollment”— No more than four quarters of enrollment;
- “Performed poorly”— Students’ cumulative university GPAs were less than 2.0;
- “Absence of a least three years”— The break in enrollment consists of at least twelve consecutive quarters; and
- “Within one year of readmission”— No more than four successive quarters have occurred since readmission following the break.

Students obtain applications for Fresh Start from Student Affairs. Their applications are considered in accordance with procedures and any additional guidelines of that unit. Degree-granting units may not grant Fresh Start to students who fail to satisfy the above criteria. Academic units may establish appropriate procedures such as administrative implementation of the Fresh Start criteria or review of all applications by a faculty committee.

If requests for Fresh Start are denied by students’ colleges, students may file an appeal with the University Grading Advisory Committee (UGAC) through the Student Records Office. If requests for Fresh Start are supported by the college, but students fail to meet one or more the minimum criteria, the college may refer applications to the UGAC.

For more information and the full Fresh Start policy, contact RWC Student Affairs.

Academic Information

SUMMER CLASSES

The summer quarter consists of day and evening terms, most in an accelerated format. Students needing to fulfill program prerequisites are encouraged to take necessary courses during the summer quarter preceding entrance into a chosen program.

EVENING AND WEEKEND CLASSES

Evening and weekend classes are available to all students throughout the year. Many RWC programs can be completed entirely through evening study, and are indicated by boldface type on the list of programs provided later in this *Bulletin*. In addition, RWC offers a Weekend College program. For more information on this program, call (513) 936-1532.

SENIOR PROGRAM

Persons 60 and over may enroll for day or evening courses on a noncredit, space-available basis with no fee charged. Qualified persons should call contact Registration in the One Stop Center for an application.

SERVICE LEARNING

A number of RWC departments have developed service learning courses that allow students to earn college credits while engaging in community service related to the course of study.

The community service component of the course is structured to complement the academic component. Students must obtain permission of the instructor before enrolling in a service learning course. A maximum of three service learning credits may be earned at RWC.

REGISTRATION

All students at RWC who are enrolled in a degree program shall arrange their schedules in consultation with a designated faculty adviser. Full-time students typically register for the indicated number of credits in a particular program (as outlined in program outlines available in Enrollment Services in the One Stop Center or on the Web at www.rwc.uc.edu). In order to take more than this number, students must have a “B” average in the preceding quarter and must have special permission of an academic adviser. Visit www.rwc.uc.edu for specific registration instructions.

REQUIREMENTS FOR GRADUATION

To qualify for the degree, students must fulfill the requirements of the program from which they expect to graduate and must have at least a 2.0 college cumulative quality point average. It is the student’s responsibility to take the courses necessary for graduation. After the freshmen requirements have been completed in Raymond Walters College, no more than nine sophomore credits may be taken in another college. Any such courses must be approved by the appropriate department chair or program director and by the associate dean, Academic Affairs before they are taken.

Transfer students must earn at least one-half of the required credits in a selected program at Raymond Walters College to be eligible for graduation. Students who change programs or extend work beyond the normal two years must meet the published requirements of the program in the year of expected graduation.

REQUIREMENTS FOR GOOD STANDING

To remain in good standing, a student must not let his/her cumulative and current grade point average fall below 1.7 for freshmen and 2.0 for sophomores. A student not in good standing at the end of any quarter is subject to whatever action (probation, continued on probation, suspension, dismissal) the Scholarship and Honors Committee recommends as appropriate to the dean. A suspended or dismissed student may appeal the action taken by the dean. A student on probation may not hold office in any student organization in the college or represent the college or university in any official capacity. A third probation will result in suspension from the college. Those readmitted after a period of suspension are subject to

dismissal if they do not show appreciable progress toward graduation. A dismissed student may not return.

As a result of extensive absenteeism, a student may be withdrawn from a course at the discretion of the instructor. Anyone absent from a final examination without valid reason may receive an "F" (or other appropriate grade at the discretion of the instructor) in the course for the quarter.

For more detailed information on these policies and the UC grading system, see the university registrar's Web site at www.uc.edu/registrar.

DEAN'S LIST

Academic achievement at Raymond Walters College is recognized each quarter through the Dean's List. Students qualify for the Dean's List by completing 12 or more credit hours with a grade point average of 3.4 or by completing 6-11 credit hours with a grade point average of 3.6. These students are recognized by the college's Scholarship and Honors Committee at an annual reception.

Financial Aid

For more information and applications relating to financial aid opportunities listed here, contact Enrollment Services.

GRANTS

The **Pell Grant** is a Federal government grant which is based on financial need. Students must fill out the Free Application for Federal Student Aid (FAFSA) annually, which is available after January 1.

The **Academic Competitiveness Grant** is awarded during a student's first or second year of college based on accumulated credit hours. In addition to being a Pell Grant-eligible U.S. citizen, students must satisfy one of the following three categories to demonstrate that they have completed a rigorous secondary school program of study: state designated program, set of courses defined by the U.S. Department of Education, or Advanced Placement or International Baccalaureate course work.

The **Ohio Instructional Grant** (OIG) is based on financial need and is available to full-time Ohio residents only. The Ohio College Opportunity Grant (OCOG) is based on financial need and is available to full- and part-time students. The Supplemental Educational Opportunity Grants (SEOG) are for students with exceptional financial need. Pell recipients are given priority. The university offers and awards the grants. Students must file a FAFSA to be considered for this grant. Grant funds are limited, so students are encouraged to file their FAFSAs early.

The **Cincinnati Pride Grant**, in combination with federal,

state and institutional aid, equals the full cost of tuition and a book allowance for those graduates of Cincinnati Public Schools who might not otherwise be able to afford a college education. The grant recognizes UC's longstanding partnership with the Cincinnati Public School system and reaffirms its commitment to CPS's students.

Federal Work Study (FWS) provides jobs for students with financial need who need to earn money to help pay educational expenses. Students must file the FAFSA to be considered for Federal Work Study.

LOANS

The Higher Education Amendments of 1992 created two Federal Stafford Loans, subsidized and unsubsidized. The traditional, need-based federally subsidized loan continues, with the government paying interest on the loan while the student remains in school. The student assumes responsibility for the interest six months after graduation or six months after the student ceases to be enrolled at least half time. To be eligible for approval for a subsidized Stafford Loan, a student must complete the Free Application for Federal Student Aid (FAFSA).

Federal unsubsidized Stafford Loans differ from subsidized loans in that the government does not pay the interest during the time the student is enrolled. The interest accrues and may be paid while the student is enrolled, or the student may have the bank capitalize the interest until he or she graduates, leaves school, or drops below half-time enrollment. Technically, the unsubsidized loan is not need-based. However, Federal law requires that a student file the FAFSA to determine eligibility for the subsidized loan prior to being considered for the unsubsidized loan.

The interest rate for Stafford Loans is variable, and is adjusted on July 1 of each year. Maximum amounts available through both subsidized and unsubsidized loans vary depending upon the class level (freshman, sophomore, etc.) of the student. Minimum payments are \$50.

To begin the loan process, consult Enrollment Services. Students must complete all appropriate paperwork.

The **Federal Perkins Loan** is a low-interest loan. The student must be attending at least half time and must submit the FAFSA before being considered for this loan. Perkins Loan funds are limited. The Federal PLUS Loan is for parents of undergraduate students. Parents can apply for the amount equal to the cost of attendance less other aid. The loan is processed in the same manner as the Stafford Loan, with the addition of a credit check. The interest rate is variable and is adjusted on July 1 of each year. No grace period or deferment option exists for the PLUS Loan. The **Nursing Loan** has the same parameters as the Perkins loan, but is earmarked for nursing students only.

The **Federal Parent PLUS Loan** is a loan that the parent or stepparent of a dependent student can borrow to assist in meeting educational costs. Like student loans, the parent loan has a 10-year repayment cycle. However, repayment is not delayed until after the student leaves school. Overall, the parent loan is a helpful way for families to address educational expenses through a low-interest loan that spreads costs over a longer period and allows for manageable, monthly payments.

The **Charles E. Schell Foundation Loan Fund** is an honor loan program which assists qualified students with educational costs not covered by other resources. The loans are interest free, and the repayment schedule is determined individually. Prompt repayment of the loan ensures that funds will be available to assist other students. For more information, contact Enrollment Services.

SCHOLARSHIPS

Applications for scholarships are available online on the Enrollment Services Web page on www.rwc.uc.edu or in the One Stop Center in Muntz Hall. Scholarships include (but are not limited to):

Alumni Scholarship Fund: This scholarship was created by RWC's alumni association to encourage a current student. It is awarded to a second-year RWC student who is matriculated in any academic program on a full-time or part-time basis. The student is selected based on academic merit; financial need may be considered.

William Baughin Liberal Arts Scholarship: This scholarship is awarded annually to a sophomore student in RWC's liberal arts program in honor of William Baughin, a RWC professor. The award is funded by his family and friends through ongoing contributions in recognition of Bill's work as an academic advisor. Recipients must have a minimum GPA of 3.4 and submit a written statement that describes the student's experience at RWC and what they have learned from that experience.

William Baughin Transition Scholarship: Established in 2007, this scholarship is awarded annually to a sophomore RWC student who is continuing his or her studies on the main UC campus. It was created to honor William Baughin, a RWC professor, and is funded by his family and friends through ongoing contributions in recognition of Bill's commitment to a seamless transition from RWC to the University of Cincinnati. It also reflects his enjoyment of the UC Bearcats sports teams.

Evening College Scholarship: This \$1,000 scholarship is awarded to a matriculated student in good academic standing in a RWC degree program who is currently enrolled in at least one 3-credit hour evening course, defined as a course meeting at 6 p.m. or later, Monday through Friday, on the RWC campus.

Dean's Full-time Scholarships: These scholarships are given to recent high school graduates who are first-year, full-time students enrolled in any RWC degree program. Awarded by a faculty committee on the basis of academic record; financial need may be considered. Award amount varies.

Dean's Part-time Scholarships: These scholarships are given to students with sophomore status who are enrolled in any RWC degree program and carrying 6-11 credit hours. Recipients are selected by a faculty committee; financial need may be considered. Award amount varies.

Dean's Summer Scholarships: These awards are given to second-year students attending summer school at least half time. Recipients are recommended by a professor and selected by a faculty committee.

Dean's High School Scholarships: These awards are given to Raymond Walters College students attending summer school at least half time (6 credit hours minimum). The awards are funded by alumni gifts and the Ohio Board of Regents.

Lester and Velma Freytag Scholarship: The Lester and Velma Freytag Scholarship is given to a sophomore student in a science or allied health program. Recipients are recommended by a professor and selected by a committee.

Dr. Peter Garvin, of Cincinnati Dental Services, Scholarship: Awarded to a dental hygiene major, this scholarship was created in memory of Dr. Peter Garvin, one of the founding members of RWC's dental hygiene program. It is funded by his daughter, Missie Garvin. Criteria include matriculation in RWC's dental hygiene program as a second-year student; at least a 2.9 GPA; an essay written by the applicant that explains why strong "people skills" (such as patient interaction and an outgoing personality) are important to the dental hygiene profession; and a typed recommendation from a RWC dental hygiene faculty member

ILE/Gloria Giannestras Scholarship: This scholarship is designed to assist students in RWC's Weekend College and up to ten \$500 scholarships can be awarded annually. Financial need and academic standing are considered in the selection process.

Theresa E. Goldfarb Scholarship: The Theresa E. Goldfarb Scholarship is given to a first-year student in an office administration program. Recipients are recommended by a professor and selected by a faculty committee.

Robert Lewis Herrmann Scholarship: The Robert Lewis Herrmann Scholarship is awarded to a student in the communication design program.

Robert McCants Scholarship: The Robert McCants Scholarship is given to a minority business student, with preference to those majoring in real estate. Recipients are recommended by

a professor and selected by a faculty committee.

Clara and Stephen E. Olenick Scholarship: The Clara and Stephen E. Olenick Scholarship is given to a matriculated student in good academic standing in a RWC degree program.

Radiologic Technology Program (Capstone Class of 2006): This scholarship was established as a gift from the spring capstone class of 2006 as a way to encourage future students in the academic program to succeed and to fulfill the requirements for their capstone experience. Recipients must be enrolled in RWC's radiation science technology baccalaureate degree program as a junior or senior and have a cumulative GPA of 2.5 or above. In addition, applicants submit a recommendation from a faculty member and short essay that focuses on the value of continuing education in the field of radiation science technology. The student must be a non-traditional student, defined as someone who works at least part-time while in school and/or has decided to return to college after a break in his or her education.

John D. and Marjorie E. Sipple Study Abroad Scholarship: Begun in 2007, the scholarship was established in honor of John D. and Marjorie E. Sipple by their daughter and RWC English professor, Sue Sipple. The award is presented to a RWC student participating in the British Study Abroad program; funds are to be applied only to the student's Study Abroad program fees. The scholarship is awarded in one installment at the end of the spring academic term

The Agnes and William Sovak Scholarship: The Agnes and William Sovak Scholarship is given to a matriculated student in good academic standing in RWC's electronic media technology program.

Nancy A. Stolzenberger Scholarship: The Nancy A. Stolzenberger Scholarship is awarded annually to a sophomore student in the nursing program.

The Daniel L. Storer M.D./Emergency Medical Services Scholarship: The Daniel L. Storer M.D./Emergency Medical Services scholarship is awarded to a matriculated student in good academic standing in the RWC paramedic education program.

Elinor L. Willet, RN/CareSpring Health Care Management Scholarship: The Elinor L. Willet RN/Care Spring Health Center Management Scholarship is given to a sophomore clinical nursing student. Recipients are recommended by a professor and selected by a faculty committee.

In addition, there are numerous scholarships that are awarded by specific academic departments, such as the Dr. Edward Ball, Sr., Memorial Scholarship and the Herbert & Josephine Frankel Family Scholarship. For details about these scholarship opportunities, contact the appropriate department chair or Enrollment Services in the One Stop Center.

OTHER TUITION OPTIONS

The University of Cincinnati offers students an extended payment plan for tuition. Information is available at www.onestop.uc.edu under "my bill — sign up for payment plan" which links to the Tuition Management System (TMS) Web site. Or contact TMS by phone at 1-800-722-4867 or the One Stop Office at (513) 556-1000.

Student Affairs/Resources

In addition to providing educational instruction, Raymond Walters College has a number of programs designed to reach the diverse needs of students. Student Affairs has the responsibility for developing support programs and campus activities that enhance learning and contribute to the intellectual, social and personal development of students.

Among these are the offices of Career Services, Disability Services, Student Life, Enrollment Services, Registration, and Multicultural Student Affairs. Programs provided by these offices are intended to help students reach their academic goals. Employment opportunities, involvement in student activities, tutoring, testing and counseling are just a sampling of the services provided to RWC students.

DISABILITY SERVICES

Disability Services provides assistance to students with all types of disabilities. Students may be eligible for note-takers, tutors, interpreters, extended testing time, scribes, readers, tape recorders, communication aids and other services as needed. The Disability Services Office is also an information and resource center for all students, faculty and staff who have disability concerns or questions. Information can be obtained on a number of issues including accessing benefits and community resources, securing adaptive equipment, accessible housing and more.

CHILD CARE CENTER

Operated for RWC by the YMCA of Greater Cincinnati, the Child Care Center offers developmental child care for children 18 months to five years old. Children attending the center gain experience in language arts, math, science, art, music, creative movement, dramatic play and nutrition.

The center is available to children of RWC students and is open five days a week during fall, winter and spring quarters. Pre-registration is required. Registration information is available at the YMCA Child Care Center or call 513-745-5640.

LIBRARY

The RWC library offers a variety of educational resources, research assistance and study space to support students' academic studies. The online library catalog provides convenient access to information on books, journals and multimedia materials available in the RWC library and other UC libraries.

The library catalog also offers an online request service for ordering materials from off-campus libraries. Library users also have access to the OhioLINK library catalog which allows students to search and order library materials from colleges and universities throughout the state of Ohio. Selected course materials are available 24/7 through the library's electronic reserves service. Additionally, library professionals can answer questions ranging from general library procedures to research-related inquiries. Through the library's Web site, library users may search over 100 databases containing full-text journal articles. Virtual research assistance is also available and staffed with helpful reference librarians from UC and other OhioLINK libraries. Visit the library web site at www.libraries.uc.edu/rwc to access these resources.

The RWC library also houses Internet-accessible computers for library research, class reserve materials, photocopiers, in-house VCR/DVD players, CD/audiocassette players, microfilm readers/printers and group study rooms.

COMPUTER ACCESS

The computer labs provide RWC students access to computers and the software applications currently being taught. Each computer is networked to a central file server, which provides access to laser printers. The open access computer lab in suite 112 has 75 computers, two printers, two scanners and lab assistants to aid students with basic computer problems. Office information technology personnel in room 112C offer software assistance. The college has several additional Windows and Macintosh computer labs that are available for class sessions.

ACADEMIC SUPPORT (LABS AND TUTORS)

Raymond Walters College has many resources to ensure student success. Among them are academic support labs and tutors that assist students with specific subjects or skills. See the RWC Student Handbook for more information on the accounting/economics, study skills/reading, writing, foreign language, math, and science learning labs.

Program information

The program information listed below is subject to change. Please visit http://www.rwc.uc.edu/future/ps_academicdepts.htm for a current listing of academic programs, requirements for graduation and program curricula.

All programs listed below are collegiate, and all except one-year certificate programs lead to an Associate in Arts, Applied Science, Applied Business or Technical Studies degrees. The career-oriented programs are designed to prepare students for entrance into specific careers after two years of study. The transfer programs are designed to provide the first two years of a baccalaureate program. Although both types of academic

programs may be used for transfer purposes, some courses offered as part of the career-oriented programs may not apply to a baccalaureate program. Students must meet the entrance requirements of the college to which they intend to transfer.

Raymond Walters College has transfer agreements with several other colleges, making it easier for a student to transfer to a four-year program upon completion of a two-year transfer-oriented program. Acceptance and evaluation of credits are determined by the colleges to which students plan to transfer. Any student who plans to transfer to another college or university should consult with his or her academic adviser.

Technical Baccalaureate Program Radiation Science Technology — 28 BRST-RDSC

The radiation science technology program has been designed to respond to changing health care needs. It focuses on work force development and the preparation of competent health care workers for a high tech environment. Program courses can be taken to meet continuing education requirements needed to maintain registered status while working toward completion of the baccalaureate degree. The program allows students the opportunity to pursue competency in areas of specialty that may not presently be available to them. It expands upon both the radiologic technology and radiation therapy technology programs to provide advanced skills in these areas. The program advantages students by providing a multi-disciplinary education and experience that will expand employment opportunities. The curriculum is designed to prepare interested students for the advanced registry exam in computed tomography or the exam in medical dosimetry.

The possible concentrations include sectional imaging, professional practice and medical dosimetry. In addition, students may choose radiography or radiation therapy. The medical dosimetry and radiography options are available only for radiation therapists. The radiation therapy option is available only for radiographers. All concentrations include specialized courses and internship opportunities. In addition, approved electives are included to allow the student to tailor the program to meet their professional goals. All graduates complete a core of general education and radiation science courses. The program provides opportunities in multi-modality or specialized areas of employment and leadership roles in supervisory or educational positions to meet the needs of the healthcare community.

The baccalaureate level course work in the program incorporates all of the University of Cincinnati general education breadth of knowledge requirements. Students will also be required to complete concentration electives to enhance their academic experience. A methodology course titled Ethics in the Radiation Sciences and a Radiation Science capstone course provide the culminating baccalaureate experiences for the students in the program including a research project and formal presentation.

IMPORTANT NOTE Education and credentialing in radiologic technology or radiation therapy are required for admission to this program. Students without radiologic technology or radiation therapy experience are advised to pursue entrance to one of these associate degree programs at Raymond Walters College.

Career Oriented Programs

Accounting Technology – 28AAB-ACTN

Accounting is an information system that measures, processes and communicates financial information to help investors, managers and creditors make business decisions. Accounting technology is an associate degree program designed to provide you with a substantial background in accounting and a foundation in business management. If you're planning a career in accounting you should have an aptitude for problem solving, be able to communicate clearly and enjoy decision making and working with technology. Graduates of this program receive an associate of applied business degree. Those interested in qualifying for the CPA examination should refer to www.ohio.gov/acc/ for current information.

Administrative Information Technology: Executive – 28AAB-AITE

To meet the rapidly changing needs of contemporary offices, the office information technology program offers you two areas of study: administrative information technology-executive and administrative information technology-legal. Continuing changes in the office environment, most of which are the result of computer technology, have increased the demand for adaptable and versatile administrative assistants. To keep pace with these changing needs, the information technology programs offered at RWC include word processing and microcomputer application courses. The executive and legal options provide students with the background and terminology necessary to work in those diverse environments.

Administrative Information Technology: Legal – 28 AAB-AITL

To meet the rapidly changing needs of contemporary offices, the office information technology program offers you two areas of study: administrative information technology-executive; administrative information technology-legal. Continuing changes in the office environment, most of which are the result of computer technology, have increased the demand for adaptable and versatile administrative assistants. To keep pace with these changing needs, the information technology programs offered at RWC include word processing and microcomputer application courses. The executive and legal options provide students with the background and terminology necessary to work in those diverse environments.

Administrative Management Technology – 28AAB-AMTN

The RWC administrative management technology program provides the student who aspires to a managerial position

within an office setting with the necessary skills and coursework in the areas of computer applications, word processing, management and communications. Graduates receive an associate of applied business degree.

Administrative Management Technology: Meeting/Events Planner Option – 28AAB-AMTM

The meeting/events planner program is designed to prepare students to plan, organize and manage all aspects of corporate and organizational meetings and events. Required courses are designed to provide students with essential skills in computer applications, management and communications. Graduates receive an associate of applied business degree. This program includes an optional paid-internship component to give students on-the-job training related to coursework. Students in the program will attend classes on a full-time basis and work in a meeting/events planning-related position for 20 hours a week for one year. Through this program students learn the fundamentals in class, while gaining necessary real-world work experience.

Administrative Management Technology: Software Specialist Option – 28AAB-AMTS

This program is designed to prepare students for the fast-growing software specialist, office support and customer service career areas. Graduates receive an associate of applied business degree. This program includes an optional paid-internship component to give students on-the-job training related to coursework. Students in the program will attend classes on a full-time basis and work in a software specialist-related position for 20 hours a week for one year. Through this program students learn the fundamentals in class, while gaining necessary real-world work experience.

Administrative Management Technology: Virtual Assistant Option – 28AAB-AMTV

This program is designed to prepare students for the fast-growing virtual assistant career area. The International Virtual Assistants Association states that "A Virtual Assistant (VA) is an independent entrepreneur providing administrative, creative, and/or technical services. Utilizing advanced technological modes of communication and data delivery, a professional VA assists clients in his/her area of expertise from his/her own office on a contractual basis." Graduates receive an associate of applied business degree.

Administrative Management Technology: Webpage Management Technology – 28AAB-AMTW

Webpage management technology is a two-year associate of applied business degree program designed to prepare students to create, maintain and enhance web pages. Graduates perform some or all of the following job duties: design a webpage; manage a webpage on a daily basis; produce the content for a webpage; edit the content of a webpage; enhance a webpage with graphics and animation; connect web pages to databases; increase the interactivity on a webpage; manage content

requests and assist with publishing of content; coach employees in how to prepare documents for publishing; and manage contractors and/or in-house programmers in performing advanced programming as needed. The program includes a paid internship component to give students on-the-job training related to coursework. Students in the program will attend classes on a full-time basis and work in a webpage-related position for 20 hours a week for one year. Through this program, students learn the fundamentals in class while gaining necessary real-world work experience.

Automotive Technology: Ford ASSET – 28ATS-TCAS

The automotive technology, or Ford Automotive Student Services Education Training (Ford ASSET), program is sponsored by Ford Motor Company and offered as a joint effort through Raymond Walters College and Great Oaks Institute of Technology and Career Development (Scarlet Oaks campus). Its purpose is to supply a trained workforce to deal with the sophisticated automotive equipment of today and prepare graduates to move into responsible positions as managers of tomorrow. Graduates of the program earn an associate of technical study degree in automotive technology and are certified automotive technicians.

Business Management Technology: Decision Science – 28AAB-BMTD

The decision science option of the business management technology program provides students with a foundation in business and economics, a substantial background in statistics and an intensive training in the use of current computer hardware and software. It is designed according to current demands of employers in the business and economic fields. They expect new graduates to have sufficient mathematical and statistical background to analyze economic data, investigate business trend over the time and model economic phenomena. The program is offered in cooperation with the math, physics & computer science department.

Business Management Technology: Financial Services – 28AAB-BMFS

Business management technology is an associate degree program designed for men and women who wish to qualify for positions in business, government and not-for-profit organizations. In addition, the program offers courses conducive to the development of cultural and social consciousness. Graduates of the business management technology program receive an associate of applied business degree in general business, real estate, sales/marketing or financial services.

Business Management Technology: General Business – 28AAB-GBTN

Business management technology is an associate's degree program designed for men and women who wish to qualify for positions in business, government and not-for-profit organizations. In addition, the program offers some of the basic courses conducive to the development of cultural and

social consciousness. Graduates of the business management technology program receive an associate of applied business degree in general business, real estate, sales/marketing or financial services.

Business Management Technology: Information Systems – 28AAB-BMTI

The information systems (IS) option of the business management technology program provides students with a solid foundation in computing techniques and principles as they relate to a broad variety of business applications. In keeping pace with the ever-changing business demands for the future, students must be able to effectively utilize information and information technologies. The goal of the information systems option is to provide students with a sound understanding of computer technologies that support the management of information systems. A strong focus will be placed on both the business and technical issues essential to managing the information resources in today's, as well as tomorrow's workplace. The program is offered in cooperation with the math, physics and computer science department.

Business Management Technology: Real Estate – 28AAB-RETN

Business management technology is an associate's degree program designed for men and women who wish to qualify for positions in business, government, and not-for-profit organizations. In addition, the program offers courses conducive to the development of cultural and social consciousness. Graduates of the business management technology program receive an associate of applied business degree in general business, real estate, sales/marketing or financial services.

Business Management Technology: Sales/Marketing - 28AAB-SLMK

Business management technology is an associate's degree program designed for men and women who wish to qualify for positions in business, government, and not-for-profit organizations. In addition, the program offers courses conducive to the development of cultural and social consciousness. Graduates of the business management technology program receive an associate of applied business degree in general business, real estate, sales/marketing or financial services.

Communication Design – 28AAB-CMDS

The field of communication design is very broad. Designers illustrate and design magazine, newspaper, and television advertisements as well as catalogs, brochures, web pages, instruction manuals, newsletters, technical literature, book and record jackets, and many other items requiring visual appeal. Communication Design is a two-year, Associate of Applied Business degree program designed to help you develop professional-level skills and artistic style in order to prepare for a career in advertising art with a focus in print media. Successful completion of the program requires the acceptance of a professionally critiqued portfolio. Students who graduate from RWC

and wish to pursue their education are eligible for acceptance with junior-year status into the bachelor's degree program in graphic design at the College of Mount St. Joseph.

Communication Design: Web Option – 28AAB-CDWO

The field of communication design is very broad. Designers illustrate and design magazine, newspaper and television advertisements, as well as catalogs, brochures, Web pages, instruction manuals, newsletters, technical literature, book and record jackets and many other items requiring visual appeal. Communication design's Web option is a two-year, associate of applied business degree program designed to help you develop professional-level skills and artistic style in order to prepare for a design career in Web-based media. Students receive a minor focus in designing for print-based media. Successful completion of the program requires the acceptance of a professionally critiqued portfolio.

Computer Support Technology – 28AAB-CSPT

Computer Support Technology is a two-year associate of applied business degree program designed to prepare you to fill the niche between the data processing professional and the office end user of computers. Graduates perform some or all of the following job duties: managing a mini/microcomputer lab; supervising network operations; setting up a microcomputer system (installing boards, cables, etc.); installing micro-computer application software (spreadsheet, database, word processing, desktop publishing); customizing software packages; training in-house employees; writing documentation for computer users; troubleshooting hardware and software malfunctions; evaluating and making recommendations for hardware and software; and marketing or selling hardware and software. The program combines aspects of the college's computer science and office information technology programs, and includes an internship component designed to give you on-the-job training related to your coursework. Students attend classes on a full-time basis and work in a computer-related position for 20 hours a week for one year while they earn a salary while learning and gain necessary work experience.

Computer Support Technology: Web Programming – 28AAB-CSPW

Computer Support Technology: Web programming is a two-year associate of applied business degree program designed to prepare students to create, maintain, and program web pages and manage web sites. Graduates perform some or all of the following job duties: design a web page; enhance a web page with graphics and animation; connect web pages to databases; increase the interactivity on a web page; program Web pages for advanced functions; and manage a Web site and Web server. The program includes a paid internship component to give students on-the-job training related to coursework. Students in the program will attend classes on a full-time basis and work in a Web programming-related position for 20 hours a week for one year. Through this program, students learn the fundamentals in class, while gaining necessary real-world work experience.

Dental Hygiene – 28AAS-DHTN

Dental hygiene is an associate of applied science degree program that is designed to prepare you to work as an integral part of a dental team. As licensed professionals, dental hygienists provide a variety of educational and health care services to the public, including cleaning and polishing teeth; applying preventive agents such as fluorides and sealants; exposing and processing X-rays; educating patients in the prevention of oral diseases; instructing patients in home care procedures; removing hard and soft deposits from teeth; providing nutritional counseling; and performing other preventive patient services. Educational preparation combines laboratory, clinical and classroom instruction. Students have direct patient contact both in the RWC Dental Hygiene Clinic and in area clinics and hospitals.

Raymond Walters College's dental hygiene program is structured in accordance with requirements stipulated by the Commission on Dental Accreditation. Upon successful completion of the two academic years, graduates are eligible to take national, regional and state written and clinical licensure examinations.*

**When applying for state licensure, the candidate will be required to indicate whether or not he or she has ever been convicted of a felony or other crimes or has a history of mental illness or substance abuse. Positive responses may disqualify him or her as a candidate for licensure.*

Electronic Media Technology – 28AAS-EMDT

Electronic media technology is a professional degree program of the electronic media communications department that prepares students to function equally well in traditional and contemporary media production disciplines. The electronic media production environment is constantly changing and converging. Our instruction practices are adapted accordingly to enable students to bridge the gap between these traditional media forms and digital technology. Our courses are based on a philosophy that students can better understand contemporary media production software applications by building on the foundation of traditional manual and analog production techniques. The purpose of the program is to prepare a new generation of entry-level communications design and production technicians with skills and knowledge that will enable them to synthesize the once distinct media technologies of audio, graphic design, photography, multimedia and Web design and video within the contemporary interactive digital production environment. Our curriculum seeks to balance studio work with critical, cultural, and historical studies. Central to the curriculum are opportunities for students to work on a variety of projects for real clients under faculty supervision. These apprenticeship-style experiences compliment regular academic and studio coursework in the program. The electronic media technology program prepares students for a broad array of career opportunities as producers and technicians capable of applying appropriate design, communications and critical evaluation strategies to solve client problems. The

program provides a hands-on instructional setting that molds students into versatile media professionals.

Emergency Medical Services – 28ATS-EMS

Emergency medical technicians (EMTs) and paramedics work primarily on advanced life support units and ambulance services under medical supervision and direction. The EMT-paramedic is the leader of the emergency medical services team that provides medical care to patients, interacts with families, bystanders, and other rescue personnel in a professional and efficient manner. The overall responsibility is to prevent and reduce mortality and morbidity due to illness and injury. The emerging roles and responsibilities of paramedics include public education, health promotion and participation in injury and illness prevention programs. As the scope of service continues to expand, the paramedic will function as an initial treatment provider and as a link among community health resources. Graduates are prepared to function as EMT-paramedics and to sit for the National Registry EMT-paramedic licensure examination. The paramedic portion of the program prepares you to manage emergencies of acutely ill or injured patients in out-of-hospital settings and hospital acute care areas. The associate degree component builds upon the clinical foundation and provides background for individuals interested in pursuing supervisory or administrative career positions in EMS systems.

Laboratory Technology: Biochemical – 28AAS-LTBI

Laboratory technologists work under the supervision of scientists within a laboratory setting. Technologists are responsible for converting written procedures into actual laboratory experience, working with various scientific techniques and instruments. Laboratory techs are also trained in skills required for data collection and quality assurance programs. The two-year associate of applied science degree program in laboratory technology at RWC provides students with varied laboratory experience and trains them in techniques that are essential for laboratory personnel. Students have the option of pursuing the chemical program or this broader biochemical option. Students have access to state-of-the-art analytical instrumentation such as an atomic absorption spectrophotometer, gas chromatograph, high performance liquid chromatograph, nuclear magnetic resonance spectrometer and laboratory robots. The program is designed to be completed in two years. If the student selects the optional internship in the program, the time should be extended to three years and an additional three credit hours of courses will be required. With the internship option (starting in 2002) students can work part time at a selected area laboratory as a paid intern while they finish their coursework. Students with an internship will gain real world experience, giving them a head start in the job market.

Laboratory Technology: Biotech – 28AAS-LTBO

Biotechnology is one of the hottest industries today. Raymond Walter's two-year associate of applied science degree program in laboratory technology: biotech offers students who are in-

terested in biology an opportunity to gain the skills needed to become an active member of a laboratory research team. The program is designed to prepare students for the day-to-day tasks of working in a biological research laboratory. Students will gain both a theoretical understanding of chemical and biological principles as well as an intensive hands-on experience in basic chemistry and biological laboratory skills. Students will learn essential laboratory techniques in molecular biology, cell biology, protein chemistry, microbiology and cell culture. In addition, students will learn to maintain and manage data and follow safe laboratory practice.

Laboratory Technology: Chemical – 28AAS-LTC

Laboratory technologists work under the supervision of scientists within a laboratory setting. Technologists are responsible for converting written procedures into actual laboratory experience, working with various scientific techniques and instruments. Laboratory techs are also trained in skills required for data collection and quality assurance programs. The two-year associate of applied science degree program in laboratory technology at RWC provides students with varied laboratory experience and trains them in techniques that are essential for laboratory personnel. Students have the option of pursuing the biochemical program or more specialized study in this chemical option. Students have access to state-of-the-art analytical instrumentation such as an atomic absorption spectrophotometer, gas chromatograph, high performance liquid chromatograph, nuclear magnetic resonance spectrometer and laboratory robots. The program is designed to be completed in two years. If the student selects the optional internship as part of the program, the time should be extended to three years and an additional three credit hours of courses will be required. With the internship option (starting in 2002) students can work part time at a selected area laboratory as a paid intern while they finish their coursework. Students with an internship will gain real world experience, giving them a head start in the job market.

Medical Assisting Services – 28AAS-MAS

The medical assisting services program is designed to prepare students for a career as a health professional. In order to meet the program objectives, the curriculum provides a rigorous foundation in office administration and medical courses. Administrative courses include study in office procedures, microcomputers, machine transcription and oral and written communication. Medical study includes anatomy and physiology, medical terminology, clinical techniques, laboratory procedures and assisting procedures for various types of medical settings and practices. The program curriculum stresses professionalism, dependability, flexibility, medical ethics, communication and human relations skills

Medical Assisting Services: Medical Billing Technology – 28AAS-MASMB

The Medical Billing Technology associate degree is designed to advance student knowledge in the processing of insurance

claim forms, assigning medical codes, and operating databases and medical billing computer software. Emphasis is placed on advanced coding skills and insurance claims filing, HIPAA regulations, and the proper use of ICD-9, CPT and HCPCS codes.

Medical Transcription Technology – 28AAS-MTTN

Medical transcriptionists listen to audio recordings from physicians and other health care professionals that note diagnoses of patient ailments and courses of treatment. They transcribe notes into the appropriate format to become part of the patients' medical records and edit the notes for format, proper terminology, and grammar. Often, medical professionals use abbreviations or technical jargon, which transcriptionists must be able to expand upon to ensure the accuracy of patient and health care facility records. Transcriptionists must be medical language specialists, and be familiar with patient assessment, therapeutic procedures, diagnoses, and prognoses. In addition to transcribing letters, reports, and the like, they may have other clerical duties. Students study microcomputer applications, business communication, English composition, grammar, keyboarding, anatomical medical terminology, comprehensive medical topics, and medical transcription. At the completion of the program and three years of medical transcription experience, individuals are eligible to earn the designation of Certified Medical Transcriptionist awarded by the American Association for Medical Transcription.

Nursing, RN Technology – 28AAS-NSTN

The two-year, associate of applied science nursing degree program at RWC is approved by the Ohio Board of Nursing and is accredited by the National League for Nursing Accrediting Commission.* The program is designed to provide students with both the knowledge and the technical skills required to provide quality nursing care. Graduates are eligible to take the National Council Licensure Examination for Registered Nursing.** The curriculum combines nursing courses with general education courses in the humanities and sciences. The nursing courses entail nine hours or more per week each quarter in hospitals, long term care facilities, community agencies, the home, or the college laboratories as well as five classroom hours.

**National League for Nursing Accrediting Commission, 61 Broadway, New York, NY 10006.*

***When applying for state licensure examination, the candidate will be required to indicate whether or not he or she has ever been convicted of a felony or other crimes. A positive response to this question may disqualify him or her as a candidate for licensure.*

Radiologic Technology – 28AAS-RDTN

Radiography is the use of radiation to provide images of various body parts (bones, vessels, organs) and various body functions (digestion, circulation) to facilitate diagnosis and treat-

ment of certain injuries and illnesses. Radiologic technologists (radiographers) are health professionals who are qualified to perform radiographic examinations ordered by physicians. They are primarily responsible for the operation of X-ray and other radiologic equipment, care of the patient and the administration of any required pharmaceutical preparations. They must also be prepared to recognize emergency patient conditions and initiate lifesaving first aid. The education for radiologic technologists is rigorous, entailing two full years of classroom, laboratory and clinical experience. The program and the profession are physically and mentally demanding. Graduates of this, associate of applied science degree program are eligible to take the American Registry of Radiologic Technologists' (ARRT) examination. The registry is a requirement for employment in most institutions.

This program is accredited by the Joint Review Committee on Education in Radiologic Technology and the Ohio Department of Health.

Radiation Therapy Technology – 28AAS-RDTH

Radiation therapy is the use of high-energy x-rays, electron beams, and other forms of radiation in the treatment of patients with cancer. Radiation therapy is the careful and controlled application of radiation to cancerous cells while minimizing the radiation exposure to surrounding normal tissue. As a radiation therapist, you carry out various phases of actual patient treatment, using sophisticated therapeutic equipment such as high-energy linear accelerators. The therapist is an integral part of the team responsible for calibrating, preparing, and maintaining the equipment. As a radiation therapist, you observe the clinical progress of the patient undergoing radiotherapy, watch for any signs of complications, and keep detailed records of the specifics of the treatment administered and the patient's reactions to that treatment. You routinely deal with patients who are experiencing pain, anxiety, and fear, and you must be able to provide the necessary psychological support. The work is important, exacting, and involves much responsibility. The requirements of the education program to become a radiation therapist are very demanding, involving clinical requirements in addition to classroom and laboratory requirements from the first quarter of the program. The program is accredited by the Joint Review Committee on Education in Radiologic Technologists.

Technical Studies – 28ATS-TCST

The Technical Studies program is an individualized program intended to meet new and sometimes unique needs of students, but is not intended for transfer purposes. Any student whose educational needs cannot be met by an existing program may design a program to meet those needs. Graduates receive an Associate of Technical Studies degree.

Veterinary Technology – 28AAS-VETN

The associate's degree program in veterinary technology is designed to train technicians to assist veterinarians in industry, medical centers and animal hospitals. Careers such as these require trained professionals who have knowledge and skills

in all aspects of veterinary medicine. This RWC program provides training in animal husbandry, nursing, surgical preparation and techniques, anesthesia, anatomy, laboratory techniques and radiography. If you want academic training with an emphasis in science and have an interest in caring for animals, you may be attracted to this program as a career.

Transfer Oriented Programs

Liberal Arts – 28AA-LART

The RWC associate of arts degree program in liberal arts provides the first two years of the broad educational foundation which is needed for entry into many fields. The program is designed so that students planning to transfer to McMicken College of Arts and Sciences at the University of Cincinnati can complete a typical bachelor's degree with an additional two years of full-time study. Among the areas of concentration offered at the College of Arts and Sciences for which transfer with a liberal arts associate's degree is appropriate are: Afro-American studies, anthropology, Asian studies, classical civilization, communication, economics, English, French, geography, German/German studies, history, interdisciplinary studies, international affairs, Judaic studies, Latin American studies, mathematical sciences, music, personnel and industrial relations, philosophy, physical geography, political science, psychology, sociology and Spanish.

Multidisciplinary Studies --28AA-MLTI

The Multidisciplinary Studies program is designed for students whose educational needs cannot be met by any of the programs offered at RWC, but who would benefit from courses offered. Multidisciplinary Studies enables students to design a curriculum to meet their particular interests. It is not intended to be a means of circumventing requirements of the college or of a department. *In order to be admitted to the program, you must submit a written proposal to the Multidisciplinary Studies adviser and be formally accepted into the program.* Students completing the program receive an Associate of Arts degree.

Pre-Advanced Medical Imaging Technology — 28AA-PAMIT

The pre-advanced medical imaging technology associate degree program at Raymond Walters College is designed to prepare students for a bachelor's degree in advanced medical imaging technology, which is offered by University of Cincinnati's College of Allied Health Sciences. Currently, the healthcare industry is undergoing major changes in an effort to control costs and increase efficiencies without compromising professional patient care. In the past, this care was delivered through the utilization of healthcare specialists. Today, many employers are now seeking to deliver these services by utilizing the talents of multi-skilled healthcare professionals. To meet the changing marketplace and to provide flexibility to today's healthcare student, the University of Cincinnati offers a bachelor of science degree in advanced medical imaging technology (AMIT). After completing the pre-advanced medical

imaging technology degree, students will be prepared to apply for the bachelor's degree program which includes clinical internships in two of the following imaging modalities, nuclear medicine technology, diagnostic medical sonography and/or magnetic resonance imaging.

Pre-Biology – 28AA-PBI

Biological scientists study all aspects of living organisms and the relationships of animals and plants to their environment. The broad category of "biologist" is further classified by the type of organism studied or by the specific activities performed (e.g., anatomy, botany, embryology, microbiology, pharmacology, physiology, or zoology). A bachelor's degree with a major in biology is the minimum educational requirement for many beginning jobs in this field, and the RWC Pre-Biology program provides the first two years toward completion of bachelor's degree requirements. The program is designed so that students can earn an associate of arts degree and transfer into the third year of the bachelor of science program at the University of Cincinnati McMicken College of Arts and Sciences, provided that all other admission requirements of that college are met.

Pre-Business Administration - UC College of Business Administration – 28AA-PBA

Pre-business administration is an associate's degree program that provides the basic curriculum needed for the first two years of a bachelor's degree in business. The program is transfer-oriented and is ideal for the student who is considering an upper-level business management career, but who wishes to pursue the first two years within a small campus atmosphere. The program is designed so students can earn an associate of arts degree and transfer to the College of Business at the University of Cincinnati. RWC also has programs for students planning transfers to Northern Kentucky University, Wilmington College, the College of Mount St. Joseph or Xavier University. The various baccalaureate programs offered at the University of Cincinnati are designed to give students a diverse academic background with a concentration in the following focused concentrations: accounting, finance, marketing, operations management and information systems. Within the focused concentration students select from integral concentrations such as aviation, digital business, family business, international business and real estate. RWC faculty advisers assist students in selecting majors and planning courses of study and in following transfer procedures to other colleges. Industrial management and information systems have different requirements. Students planning to elect those majors should consult the College of Business bulletin or Web site in consultation with an academic adviser.

Pre-Business Administration - College of Mount Saint Joseph –28AA-PBAM

Pre-business administration is an associate degree program that provides the basic curriculum needed for the first two years of a bachelor's degree in business administration. The

program is transfer-oriented and is ideal for the student who is considering an upper-level business management career, but who wishes to pursue the first two years within a small campus atmosphere. Students completing a bachelor's degree at the College of Mount St. Joseph may major in a variety of programs including accounting, information systems, marketing, and industrial management. RWC faculty advisers assist students in planning courses of study and in following transfer procedures to other colleges, including Mount St. Joseph.

Pre-Business Administration - Northern Kentucky University – 28AA-PBAN

Pre-business administration is an associate degree program that provides the basic curriculum needed for the first two years of a bachelor's degree in business administration. The program is transfer-oriented and is ideal for the student who is considering an upper-level business management career, but who wishes to pursue the first two years within a small campus atmosphere. The program is designed so students can earn an associate of arts degree and transfer to UC's College of Business, UC's McMicken College of Arts and Sciences, Xavier University, Northern Kentucky University, Wilmington College or the College of Mount St. Joseph. Students completing a bachelor's degree at Northern Kentucky University may major in a variety of programs including accounting and management. RWC faculty advisers assist students in planning courses of study and in following transfer procedures to other colleges, including Northern Kentucky University.

Pre-Business Administration - Weekend Degree – 28AA-PBAR

The weekend degree in pre-business administration is tailored to meet the needs of working adults who are highly motivated and self-disciplined. Students in the program can complete an associate degree by taking classes on Saturday only.

Pre-Business Administration - Wilmington College – 28AA-PBAW

Pre-business administration is an associate degree program which provides the basic curriculum needed for the first two years of a bachelor's degree in business administration. The program is transfer-oriented and is ideal for the student who is considering an upper-level business management career, but who wishes to pursue the first two years within a small campus atmosphere. The program is designed so students can earn an associate of arts degree and transfer to the College of Business at the University of Cincinnati, Xavier University, Northern Kentucky University, Wilmington College, or the College of Mount St. Joseph. RWC faculty advisers assist students in planning courses of study and in following transfer procedures to other colleges.

Pre-Business Administration – Xavier – 28AA-PBAX

Pre-business administration is an associate degree program that provides the basic curriculum needed for the first two years of a bachelor's degree in business administration. The

program is transfer-oriented and is ideal for the student who is considering an upper-level business management career, but who wishes to pursue the first two years within a small campus atmosphere. The program is designed so students can earn an associate of arts degree and transfer to the College of Business at the University of Cincinnati, Xavier University, Northern Kentucky University, Wilmington College, or the College of Mount St. Joseph. RWC faculty advisers assist students in planning courses of study and in following transfer procedures to other colleges.

Pre-Chemistry – 28AA-PCHE

Chemists search and put to practical use new knowledge about substances. In basic research, they investigate the properties, composition, and structure of matter and the laws that govern the combination of elements and reactions of substances. In applied research and development, they create new products or improve existing ones, often using knowledge gained from basic research. A bachelor's degree with a major in chemistry is the minimum educational requirement for many beginning jobs as a chemist, and the RWC Pre-Chemistry program provides the first two years toward completion of a bachelor's degree requirements. The program is designed so that students may earn an associate of arts degree and transfer into the third year of the bachelor of science program at the University of Cincinnati McMicken College of Arts and Sciences, provided that all other admission requirements of that college are met.

Pre-Chiropractic – 28AA-PCHI

Chiropractors are concerned with disease and health from a structural point of view, so they deal with the relationships of the nervous, muscular and skeletal systems of the body. The doctor of chiropractic uses standard procedures such as physical examinations and x-rays to make diagnosis, concentrating on the spine, which is the key structure for the support, protection, and coordination of both structural and organic functions of the body. Doctors of chiropractic were the first to develop the use of spinal manipulation and adjustment as a therapeutic skill. In addition, they recommend a natural lifestyle and often counsel patients on nutrition and exercise. The Pre-Chiropractic program at Raymond Walters College is a two-year Associate of Arts program designed for students who wish to apply to a college of chiropractic. In addition to the two years of professional study completed at RWC, students must complete four years of resident study at a college of chiropractic. In the United States, chiropractic colleges are accredited by the Council on Chiropractic Education, which is recognized by the U.S. Office of Education as the official accrediting agency for the profession. National examinations for degree candidates are held by the National Board of Chiropractic Examiners, and are required for licensure.

Pre-Clinical Lab Science – 28AA-PCLS

Clinical laboratory technologists perform the laboratory tests which play a crucial role in the detection, diagnosis, and treatment of diseases. Using microscopes, chemicals, complex

precision instruments, and computers, they conduct tests (e.g. serology, parasitology, toxicology, urinalysis, hematology, bacteriology) that inform patients and physicians about the nature and progress of health conditions. They also evaluate the effects which various physiological conditions may have on test results and monitor quality control within the laboratory. The two-year Pre-Clinical Laboratory Science program offered at RWC is designed for students who wish to earn an associate of arts degree and transfer to the baccalaureate program in clinical laboratory science at UC's College of Allied Health Sciences. Successful completion of this program will also allow you to transfer to many other four-year colleges and universities and to enter directly into the junior year.

Pre-Communication – 28AA-PCA

The pre-communication program includes two years of coursework and prepares you to transfer as a junior into the Communication bachelor's degree program offered in UC's McMicken College of Arts and Sciences (A&S). The program includes study in interpersonal and group communication, public relations, organizational communication, mass communication and public communication.

Pre-Communication Sciences & Disorders – 28AS-PCSD

Communication sciences & disorders majors prepare for professions to help people who have difficulty speaking and hearing due to a variety of causes. The study of communication disorders involves understanding the normal development of speech, language and hearing, as well as learning how to diagnose and treat communication disorders in adults and children. This associate of science degree program at Raymond Walters College is designed to prepare students for transfer to the bachelor of science degree in communication sciences and disorders offered by the University of Cincinnati's College of Allied Health Sciences. The first two years (97 credits) of the pre-communication sciences & disorders program can be completed at Raymond Walters College. The final two years can be completed at the UC's Clifton campus or a combination of RWC and Clifton. Students can transfer directly into the communication sciences and disorders program if they have a minimum GPA of 2.5 or above. Students in the College of Allied Health Sciences and CSD program must maintain a minimum GPA of 2.5 to be considered in good academic standing. It is advisable that students in the communication sciences and disorders program maintain a minimum GPA of 3.0 to remain competitive for a graduate program in either speech language pathology or audiology upon completion of their four-year degree.

Pre-Criminal Justice – 28AA-PCJ

This program prepares students for continued studies in criminal justice, and stresses the interdisciplinary nature of criminal justice in America. A bachelor's degree is the minimum requirement for most professional positions in this field; the program at RWC comprises the first two years of this degree. Credits earned for the associate of arts degree are

transferable to the baccalaureate program in criminal justice at the University of Cincinnati.

Pre-Dentistry – 28AA-PDNT

Dentists diagnose and treat diseases, injuries and malformations of the teeth, gums, and related oral structures. Pre-dentistry is a two-year associate of arts degree program comprised of basic science courses. These courses can be transferred to a bachelor's degree program designed to prepare students for admission to dental school. To become a dentist, a student must complete three or four years of additional schooling beyond the bachelor's degree. He or she must pass a state board examination and is then awarded a doctor of dental surgery (DDS) or a doctor of dental medicine (DDM).

Pre-Design and Art (1 year transfer program) – 28NONE-PDA

The pre-design & art program is designed to offer the first year of coursework that can lead toward a bachelor's degree. Students who complete this program may apply to baccalaureate programs at four-year colleges and universities, including the University of Cincinnati College of Design, Architecture, Art, and Planning (DAAP). Credits earned will meet many of the first-year requirements toward baccalaureate degrees in art education, art history, fashion design, graphic design, industrial design and fine arts, architecture and interior design. Pre-design & art students should identify early in their collegiate studies an institution and major to which they desire to transfer. Academic advisors at the chosen institution should be consulted regarding application deadlines and admission requirements, as well as any specific course requirements that can be completed before transfer.

Pre-Dietetics – 28AA-PDTT

Dietitians are nutrition experts who counsel patients, community groups and the food industry on the principles of sound nutrition. They establish and supervise food service systems in hospitals, nursing homes, schools and other facilities, and carry out educational and research programs that promote good health through proper diet. The basic educational requirement for a career in dietetics is a bachelor's degree in dietetics, nutrition, food science or food service management. The two-year pre-dietetics program at RWC is designed for students who wish to transfer to baccalaureate programs in dietetics at UC's Clifton campus or other four-year colleges. Since course requirements vary from college to college, students are encouraged to contact the college to which they wish to transfer in order to determine the most appropriate courses to take at RWC.

Pre-Early Childhood Education – 28AA-PECE

Pre-early childhood education is an associate degree program designed to provide the first two years of coursework leading toward a baccalaureate degree in early childhood education. Students may then transfer to a baccalaureate program at the University of Cincinnati College of Education to complete their bachelor's degree. The pre-early childhood education

program is specifically for students who wish to become certified as schoolteachers for children in primary grades (K-3). In the pre-early childhood education transfer program, Raymond Walters College provides a sound general academic background along with foundation courses in education.

Pre-Economics – 28AA-PECN

The Pre-Economics Associate of Arts degree program at Raymond Walters College is designed for students who wish to transfer into the junior year at the McMicken College of Arts and Sciences on UC's Clifton campus. A bachelor's degree in economics prepares students for entry-level management positions and is also excellent preparation for entry into a master's of business administration (MBA) program. Economics is also a popular pre-law major and is recommended by many law schools.

Pre-Engineering (1 year transfer program) – 28NONE-PENG

The Pre-Engineering program at Raymond Walters College is designed to offer the first year of coursework that can lead toward a bachelor's degree in Engineering from a four-year college or university such as the University of Cincinnati. UC offers bachelor's degrees in engineering through the College of Engineering and the College of Applied Science. Since requirements differ from program to program, students should work closely with their advisers in planning transfer procedures and career goals.

Pre-Food and Nutrition – 28AS-PFN

Pre-food and nutrition is designed to give students a strong background in science. Depending on the interests of the individual, students can supplement the basic curriculum with additional courses. For example, students interested in consumer-related employment might take additional courses in behavioral sciences and business. Others may choose to take additional courses in natural sciences to qualify for graduate programs in nutrition, physical therapy or medicine. The two-year pre-food and nutrition program at Raymond Walters College is designed for students who wish to transfer to the baccalaureate program in nutrition science at University of Cincinnati's College of Allied Health Sciences.

Pre-Health Promotion & Education – 28AA-PHP

Health promotion and education seeks to help individuals or communities prevent disease and increase the overall quality of life. The first two years of the program can be completed at Raymond Walters College. The final two years can be completed at the University of Cincinnati's Uptown campus or a combination of RWC and Uptown. The bachelor's degree is granted by UC's College of Education, Criminal Justice, and Human Services. Students select an emphasis in community health, exercise & fitness, or athletic training. If pursuing the athletic training option, students should initially consult with the College of Education Criminal Justice, and Human Services for specific admission requirements.

Pre-Human Resources – 28AA-PHR

The associate degree program in pre-human resources prepares students to transfer to UC's McMicken College of Arts and Sciences where they can complete the baccalaureate degree program in human resources management. Students who graduate with an associate of arts from the program can transfer as a junior into the bachelor's degree program.

NOTE: This program is no longer admitting new students. Current students must complete requirements for UC's McMicken College of Arts and Sciences baccalaureate degree program in human resources management by 2008, or transfer to a new program, such as the personnel/industrial relations option in the pre-psychology program, that will require completion of all Arts and Sciences distribution requirements.

Pre-Law – 28AA-PLAW

Lawyers link the legal system and society. As our laws grow more complex, the work of lawyers takes on broader significance. Laws affect our lives in new ways as the legal system takes on regulatory tasks in areas such as transportation, energy conservation, consumer protection, and social welfare. Lawyers interpret these laws, rulings, and regulations for individuals and businesses. The required education to become a lawyer usually takes seven years of full-time study after high school (four years of undergraduate study followed by three years in law school). The Pre-Law program at Raymond Walters is designed to provide the first two years of coursework leading toward a baccalaureate degree; upon completion of this program, you may transfer to the McMicken College of Arts and Sciences at the University of Cincinnati or to another four-year college to complete baccalaureate studies.

Pre-Medicine – 28AA-PMED

Physicians perform medical examinations, diagnose illnesses, and treat people who are suffering from injury or disease. Entry into medical school therefore requires a strong background in mathematics, sciences, and communication arts. The Pre-Medicine program at RWC is a two-year Associate of Arts program designed for students who wish to transfer into scientifically-oriented baccalaureate programs which are appropriate preparation for medical school. Post-baccalaureate requirements then entail four years of medical school, completion of a licensing examination, and one or two years of supervised practice in an accredited graduate medical education program (internship/residency).

Pre-Middle Childhood Education – 28AA-PMCE

Pre-middle childhood education is an associate degree program designed to provide the first two years of coursework leading toward a baccalaureate degree in middle childhood education. After completing the associate degree, students can transfer to the University of Cincinnati College of Education to complete courses for the bachelor's degree. The middle childhood education program is designed to prepare students to become effective middle childhood teachers who are capa-

ble of delivering quality instruction in a variety of settings and to diverse student populations for grades four through nine.

Pre-Mortuary Science – 28AA-PMRT

The Raymond Walters pre-mortuary science program is an associate of applied science degree program designed for students who want to transfer to the Cincinnati College of Mortuary Science (CCMS). There, students will complete a bachelor of mortuary science degree. All courses from Raymond Walters will transfer to CCMS. Mortuary science seeks to enroll persons who believe in the dignity of funeral service, who are committed to competent, professional service, and who desire more than minimal technical training. Aside from embalming and other preparatory services, graduates also need experience in arrangements counseling, merchandising and funeral directing. An education in mortuary science is vigorous. Students are required to have two years of general education – including liberal arts, business and behavioral science – before studying mortuary science. Upon graduation from a four-year program, students must take state and national board examinations.

Pre-Organizational Leadership – 28AA-PORL

Pre-organizational leadership is an associate's degree program that provides the basic curriculum needed for the first two years of a bachelor's degree in organizational leadership. The program is transfer-oriented and is ideal for the student who is considering an upper-level management career, but who wishes to pursue the first two years within a small campus atmosphere. The program provides students with skills and knowledge to perform as effective leaders within organizations and society, combining a liberal arts education and selective business subjects. RWC faculty advisers assist students in planning courses of study and in following transfer procedures to other colleges

Pre-Pharmacy – 28AA-PPHR

Pharmacists are specialists in the science of drugs who compound and dispense medications ordered by physicians, dentists, and other authorized prescribers. They are educated in the composition and interaction of drugs, and understand how medications change biological functions. They advise people on the use of prescription and non-prescription drugs and work as consultants to medical teams in matters related to daily patient care in hospitals, nursing homes, and other health-care facilities. A Bachelor of Pharmacy (BPharm) degree, which typically entails five years of study, is the minimum educational requirement for most positions in this field. To become licensed pharmacists, graduates must then pass state board examinations and serve as interns under the supervision of a licensed pharmacist for a specific period of time. The RWC Pre-Pharmacy program is designed to provide an Associate of Arts degree and the first two years of the five-year program. Student who wish to transfer to UC's College of Pharmacy are advised to apply for admission early in their sophomore year at RWC.

Pre-Physical Therapy (Health Sciences) – 28AA-PPT

Physical therapy is the medical specialty concerned with treating people who have been disabled by pain or ailments because of accidents or disease. Through physical modes of treatment such as exercise, the physical therapist tries to help the patient restore normal motor function, or learn to live a comfortable and productive life despite a disability. The physical therapist's objectives are to relieve pain, improve or maintain functions such as strength and mobility, train in the most effective methods of performing essential activities and test functions such as muscle strength, joint mobility, breathing capacity and muscular coordination. Physical therapy can be an extremely satisfying career, yet patient recovery is often slow and tedious, so physical therapists require a great deal of patience. A graduate degree is required for employment in this field. This associate degree transfer program prepares students for entry into the bachelor's degree program in health sciences at UC's College of Allied Health Sciences. Following completion of their bachelor's degree, students can apply to the graduate degree program in physical therapy also offered in UC's College of Allied Health Sciences. The Web site for the College of Allied Health Science is www.cahs.uc.edu.

Pre-Psychology – 28AA-PPSY

The associate of arts degree in pre-psychology is designed to provide the first two years of general education requirements for a future bachelor of arts degree in psychology. This program will allow a student to transfer to McMicken College of Arts & Sciences at the University of Cincinnati to complete the typical bachelor's degree with an additional two years of study. Several of the upper-level courses may be offered at Raymond Walters College. Students in this program focus their electives on psychology courses. These courses can include life-span development, social psychology, abnormal psychology, etc. Thus, students can study how behavior changes through childhood, adolescence and adulthood; how an individual's behavior is influenced by the social groups in which he lives; how behavior outside of the "norm" develops and is treated; and how psychology is used in the workplace. For those interested in the personnel/industrial relations option, elective courses will include sociology and management to better assist the student when he/she joins the workforce.

Pre-Secondary School Education – 28AA-PSSE

Pre-secondary school education is an associate degree program designed to provide the first two years of coursework leading toward a baccalaureate degree in secondary school education. Graduates of the secondary (adolescence to young adult) program must transfer into a baccalaureate program in order to complete the requirements to teach in grades seven through 12 (ages 12 through 21 years) in Ohio or across the country. The pre-secondary school education transfer program provides a strong basis in liberal arts courses preparing students to complete coursework in two concentration areas, as required for the bachelor's degree. In addition, it is recommended that students take at least one education course with

practicum to provide observations in the classroom. Students completing a bachelor's degree in secondary school education (AYA) are prepared to teach children in grades seven through 12.

Pre-Social Work – 28AA-PSW

Social workers are community troubleshooters. Through counseling, referral services or policy-making and advocacy, they help individuals, families and groups cope with problems. Those in the area of planning and policy help people understand how social systems operate and prepare ways of bringing about needed change in institutions such as health services, housing or education. A bachelor's degree is the minimum requirement for most professional positions in this field, and the program at RWC comprises the first two years of this degree. Credits earned for this associate of arts degree are transferrable to baccalaureate programs in social work, criminal justice and urban affairs at the University of Cincinnati, or to the Department of Sociology at the College of Mount St. Joseph.

Pre-Urban Professions – 28AA-PURP

Urban planners (often called community or city planners) develop programs to provide for future growth and revitalization of urban, suburban, and rural communities. They help local officials make decisions on social, economic, and environmental problems. The two-year Associate of Arts program in Pre-Urban Professions at RWC is designed to prepare students for entry into the third year of baccalaureate programs in urban studies and urban planning at the University of Cincinnati. The goal of the program at RWC is to provide students with a balanced education in preparation for continuing professional studies in these fields at the University of Cincinnati or other academic institutions.

Pre-Veterinary Medicine – 28AA-PVET

Veterinarians diagnose, treat, and prevent animal diseases. Veterinarians also guard public health, conserve livestock and wildlife resources, and promote the bond between humans and animals. Veterinarians serve to advance medical knowledge through research, serve as a resource for the biomedical community, and provide both general and specialized care to animals and their owners. The Pre-Veterinary Medicine program at RWC is a two-year Associate of Arts program designed for students who wish to transfer into programs that prepare students to become a veterinarian.

Pre-Vocational Rehabilitative Services – 28AA-PVRS

The associate of arts degree in Pre-Vocational Rehabilitative Services prepares students to assist people with disabilities in how to learn jobs and improve their retention as employed workers. Students in the program are taught the psychological, social-emotional, physical and vocational aspects of basic types of disabilities. They also learn about the role of psychological, medical, and vocational professionals in assessment of individuals and development of vocational profiles. Knowledge of helping skills and organizational behavior enables stu-

dents to serve as effective liaisons between the employer and employee. Extensive practicum and internship experiences, coupled with a strong general education program with courses in liberal arts, sciences, and humanities, provide a theoretical and application-based education requested by employers of rehabilitation services graduates.

One-Year Certificates

Administrative Management Technology: Virtual Assistant Option – 28CERT1-AMTV

This program is designed to prepare students for the fast-growing virtual assistant career area. The International Virtual Assistants Association states that "A Virtual Assistant (VA) is an independent entrepreneur providing administrative, creative and/or technical services. Utilizing advanced technological modes of communication and data delivery, a professional VA assists clients in his/her area of expertise from his/her own office on a contractual basis."

Animation - 28CERT1-ANIM

The one-year certificate program in animation provides comprehensive training at the basic level for computer-based animation techniques and motion graphics for film and video applications. The certificate program may be pursued on its own to train students in the traditional principles of animation and provides training in the new technologies and methods of digital animation. It may also be undertaken in conjunction with the media production curriculum of the electronic media technology associate degree or professional certificate program, or any number of other majors at Raymond Walters College. The program includes an overview of the history of animation, surveys of the technical fundamentals of animation, and the principles of drawing techniques including character animation. Both 2-D and 3-D animation using digital hardware and software are examined in detail for both motion pictures and the web. The use of animated motion for film and video titles, special effects, and other graphics application are also explored, along with the basic work methodologies for producing such works. All program students have the opportunity to design and manage a significant animation project as a capstone experience.

Broadcast Media – 28CERT2-BCST

The broadcast media certificate program focuses on new technologies in broadcast and cable television, and distance learning industries. It provides students real-world experiences producing programming and operating the two channels of our campus broadcast television station (UCTV). Experience and skill is developed in the areas of media design, video production and editing, news and documentary production, audio for video and motion graphics. Students also become familiar with satellite downlinking, video conferencing and other distance learning technologies. The program offers opportunities for students to become proficient in multicamera studio production and single camera field production techniques, as well as the latest non-linear editing and advanced

post-production technologies. Optional opportunities are also available for students to gain exposure to techniques for alternative modes of program distribution such as DVD and streaming technologies. The certificate may be pursued on its own for training in these specialized media production skills, or may be studied in conjunction with the associate of applied science degree program or professional certificate program in electronic media technology, or other majors at Raymond Walters College.

Clinical Research – 28CERT1-CLRS

This program in clinical research is a one-year certificate program designed to provide individuals who are already employed in a clinical research area with formalized training in human subject research. This program combines the medical science background necessary to understand the basis of clinical trials with courses detailing global regulations and mechanism of clinical trials. Subject areas emphasized in the program include the approval processes for new drugs and medical and diagnostic devices, careers in clinical research, and legal issues faced by clinical research sites and sponsors. A clinical research professional assists investigators and clinical researchers in testing and evaluating new drugs, medical devices, and treatment procedures. A clinical research associate (CRA) is a health professional who monitors the progress of a clinical trial on behalf of a sponsor or company. CRAs act as a liaison between the sponsor and the investigator/site, linking the biomedical industry to physicians in testing new drugs, devices, and other treatment regimens. A clinical research coordinator is usually a nurse or other health professional who runs the day-to-day conduct of the study at a site. This individual assists the investigator, maintains documentation of the study, and functions as a study site's organizer.

Criminal Justice: Juvenile Corrections – 28CERT2-CJJC

The Juvenile Corrections program provides opportunities for students to develop sensitivity, awareness, knowledge and skills to prepare students interested in focusing on a career to work with children and adolescents who have been brought into the juvenile justice system. This program will explore the development and onset of deviant and delinquent behavior in children, different modes of treatment for their disorders, crisis intervention techniques, legal issues and a general overview of how the juvenile justice system functions.

Criminal Justice: Administration – 28CERT2-CJAD

The Criminal Justice Administration program provides opportunities to develop sensitivity awareness, knowledge and skills involved in the administration of justice in the United States. This program will focus on areas related to administrative responsibilities within police departments, the courts system and correctional institutions and agencies for both adults and juveniles.

Crisis Intervention – 28CERT2-CRIS

Intervention in crisis situations requires special skills and

a knowledge base that immediately relates to the client's psychological state, moving her/him away from the crisis state and toward constructive resolution, and for stabilization of functioning. University of Cincinnati's crisis intervention certificate will teach students the techniques needed to enable the most effective approach in a crisis situation to be quickly selected. Knowledge, practice and objective feedback are the most effective tools for the enhancement of intervention skills under such situations. RWC's program consists of lectures and readings about the helping process and crisis intervention techniques, as well as a survey of crisis-related services in the Cincinnati community, presentations by practicing professionals in crisis services in the community, videotaped role plays, critiques and discussions of intervention techniques, a field practicum involving the provision of crisis services under supervised conditions, and discussion of practicum experiences in the classroom. Students learn to assess, intervene and refer individuals who are experiencing a variety of crises. Some of the crisis situations explored include victimization due to disaster situations, victims of domestic violence, sexual assault and other criminal acts, grief, loss, suicide and substance abuse.

Cultural Diversity – 28CERT1-CDC

The cultural diversity certificate program provides opportunities to develop interdisciplinary perspectives on how cultural diversity relates to ourselves, our society and the world community. This program should help you develop sensitivity, awareness, knowledge and skills with which to determine the similarities and differences of various cultures. This program will also guide you in exploring ways and means for cross-racial, cross-ethnic and cross-cultural interaction in the local, national and global communities. The program is open to anyone interested in studying cultural diversity.

Desktop Publishing & Design Technology – 28CERT2-DPDT

The program emphasizes a variety of writing, editing, design, multi-media, and document production tasks. The program is offered jointly by the Office Information Technology and the Art and Visual Communication Departments.

Emergency Medical Services – 28CERT2-EMS

The emergency medical services (EMS) certificate program is designed to prepare men and women to manage emergencies of acutely ill or injured patients in out-of-hospital settings and hospital acute care areas.

Interactive Web Media – 28CERT1-IWM

The interactive Web multimedia certificate program focuses on providing the conceptual, technical and visual design skills required to create multimedia applications and environments whether designing media for output to the Web, DVD, CD-ROM, kiosk or other method of distribution. The fundamentals of multimedia design, linear and nonlinear storytelling, graphic design for multimedia and the role of interactivity

from aesthetic and technical viewpoints are explored. Students will build a strong foundation based upon multimedia design principles, narrative structure, storyboarding, digital imaging, digital video and sound editing, motion graphics and interactive flowcharting. All students completing this certificate will have developed a professional portfolio highlighting their technical ability, conceptual prowess and creative achievements including critique, storyboarding, retouching, compositing, 2D animation, Web site design, streaming video and audio for the Web, scripting for interactivity, video and sound editing principles, motion graphics production, and interface design. The certificate may be pursued on its own to train students in these specialized media production skills, or may be studied in conjunction with the electronic media technology degree program or other majors at Raymond Walters College.

Media Criticism and Journalism – 28CERT2-MCJ

Media criticism & journalism is a one-year certificate program designed to provide practical study in media research, criticism and professional writing on media-related topics. The certificate program may be pursued on its own to train students in effective communications and research skills for professional media reviewing and feature writing. It may also be undertaken in conjunction with the media production curriculum of the electronic media technology associate degree or professional certificate programs, or any number of other majors at Raymond Walters College. Subject areas emphasized in the program include media history, computer-based research skills, media business and law, media aesthetics and criticism, film and television studies, scriptwriting and freelance writing. The writing skills gained during the completion of this certificate program will also enhance the abilities of any transfer major, particularly those interested in art, design, communications, education or broadcasting.

Medical Billing Technology - 28CET2-MBTN

The Medical Billing Technology program is designed to teach students how to process insurance forms, assign medical codes, and operate databases and medical billing computer software. Emphasis is placed on medical terminology and anatomy, and the proper use of ICD-9, CPT codes, HCPCS, Medicare, and other government, private, self-insurance, and managed care plans.

Medical Transcription Technology – 28CERT2-MTTN

Medical transcriptionists listen to audio recordings from physicians and other health care professionals that note diagnoses of patient ailments and courses of treatment. They transcribe notes into the requested printed or computer-based format to become part of the patients' medical records and edit the notes for format, proper medical terminology, and grammar. Often, medical professionals use abbreviations or technical jargon, which transcriptionists must be able to expand upon to ensure the accuracy of patient and health care facility records. Transcriptionists must be medical language specialists, and be familiar with patient assessment, therapeutic procedures,

diagnoses, and prognoses. In addition to transcribing letters, reports, and the like, they may have other clerical duties. Students study computer applications, English composition, grammar, keyboarding, anatomical medical terminology, comprehensive medical topics, and medical transcription. At the completion of the program and three years of medical transcription experience, individuals are eligible to earn the designation of Certified Medical Transcriptionist awarded by the American Association for Medical Transcription.

Software Application Specialist Technology - 28CERT2-SAST

Software Application Specialist is a one-year certificate program designed to train individuals and office professionals to become proficient in computer software skills. Emphasis is placed on word processing, spreadsheets, database, desktop publishing, presentation graphics, world wide web, software troubleshooting, and office networks.

Vocational Rehabilitation Support – 28CERT1-VRS

The Vocational Rehabilitation Support certificate program is designed to assist students in developing skills and experiences needed to prepare for entry-level positions in the vocational rehabilitation field. This program acquaints students with vocational rehabilitation and includes discussions of disability and vocational rehabilitative concepts; identification learning styles; techniques for training employees; job, task, and client assessments, and the practical impact of implementing job accommodation. Students also have the opportunity to apply this knowledge through practicum and internship experiences. The courses will transfer to bachelor's degree programs in vocational rehabilitation at other colleges and give you a sound basis for continuing your studies as well as practical experience via practicum and internship involvement.

Women's Studies – 28CERT1-WMST

Women's studies is not simply the study of women. It is an interdisciplinary course of study, which examines the world and the human beings who inhabit it through questions, analyses, and theories built directly on women's experiences. Women's studies courses change the way we look at the world. Raymond Walters College offers women's studies courses in many different disciplines. You may want to take a women's studies course out of a personal interest or you may want to take several courses as part of a program, fulfilling requirements or electives. You may also work toward a certificate in women's studies, indicating that you have completed a concentration of courses in this area. Women's studies courses are open to any individual, male or female, who is interested in the subject matter.

Professional Certificates

Raymond Walters College offers the following professional certificates for students who have already earned bachelor's degrees (or are certified radiologists for the Radiation Therapy certificate) and who wish to acquire skills and knowledge in

one of the areas represented. Professional certificate programs generally consist of the technical portion of our college's two-year, career-oriented programs:

Accountancy
 Administrative Management Technology:
 Meeting/Events Planner Option
 Administrative Management Technology:
 Webpage Management
 Automotive Technology
 Biotechnology
 Business Management Technology: General Business
 Business Management Technology: Financial Services
 Business Management Technology: Information Systems
 Clinical Research
 Communication
 Communication Design
 Communication Design: Web Option
 Computer Support Technology
 Computer Support Technology: Web Programming
 Electronic Media Technology
 International Business
 Laboratory Technology: Biochemical
 Laboratory Technology: Bio Tech
 Laboratory Technology: Chemical
 Professional Practice in Radiation Technology
 Radiation Therapy
 Real Estate
 Sales/Marketing
 Sectional Imaging in Radiation Science

Performance Packages

Packages from Raymond Walters College can help working adults upgrade skills and knowledge and become more valuable to their employers. Each package includes three to four courses intended to increase the student's knowledge and skills in a particular area. Upon completion of the required courses, students will receive a certificate of completion. Most packages can be completed in one year by taking one course a quarter. At least one course in each Performance Package will be offered Autumn, Winter and Spring quarters. Courses are also offered Summer Quarter. Classes offered evenings usually end in 901 and weekend classes end in 950. Check the class listings at www.onestop.uc.edu or visit our website at www.rwc.uc.edu. The following performance packages are currently offered:

3-D Gaming
 Accounting Basics
 Advanced Communication Skills
 Animation Fundamentals
 Audio Production Communication Fundamentals
 Computer Software Basics
 Desktop Publishing Fundamentals
 E-Commerce
 Electronic Design
 Emerging Technology Fundamentals
 Film Studies
 Global Business

Human Resource Specialist
 Interactive Design
 Marketing Specialist
 Media History
 Meeting/Event Planning Fundamentals
 Photo Imaging
 Professional Presentations
 Real Estate
 Sales Basics
 Video Production
 Virtual Assistant Fundamentals
 Web Fundamentals
 Web Technologies

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Technology

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