



## JUMPSTART DUAL CREDIT PROGRAM

### Are You Interested in Becoming a Dual Credit Instructor?

High school instructors who become “College Certified” to teach dual credit courses are eligible for State approved PDE credits, earn a stipend and are considered part-time faculty with CSN. If you are interested in becoming a “College Certified” high school instructor you must possess a Master Degree in the respective discipline OR closely related field and a minimum of 18 graduate level credits (500 and above). Experience *may also* be used in lieu of a Master Degree in the respective discipline with an approved Exception Policy form. Interested instructors please submit the following credentials to, Mr. Brian Myli, CCSD Guidance & Counseling, 3950 S. Pecos McLeod, Las Vegas, NV 89121, (702) 799-8441 fax 799-8518. Allow at least 3-4 weeks for processing.

- CSN Process for Coordinating Dual Credit Form ([Instructor’s Application](#))
- Updated resume
- Letter of interest
- Undergraduate/graduate transcripts
- Exception Policy on Qualifications for Faculty Instructional Faculty ([Exception Policy](#))  
*(This form is ONLY submitted when the minimum Degree qualifications are not met.)*

**Below is a List of current dual credit courses offered with the Jumpstart Program and the minimum qualifications required for instructors.**

**AC 106B Residential Gas Heating (5 credits)** Types of gas furnaces, troubleshooting, function of controls, repair of mechanical controls, combustion efficiency tests, piping techniques, proper ventilation and combustion will be covered. Prerequisites: AC 102B, AC103B.

**Required Instructor’s Qualifications:** Associate of Applied Science (AAS) in Air Conditioning Technology or Construction Management, and at least of the following: (1) Industry Competency Exams (ICE) certified in all Residential categories, (2) North American Technician Excellence (NATE) certified in one or all of the following specialties, Air Conditioning Service, Heat Pump Service or Gas Heating Service, (3) Licensed Nevada C-21 Contractor, OR (4) Documented 10 years experience in Residential Air Conditioning Service.

**AC 111B Heat Pumps (5 credits)** This course covers heat pumps and their operation. It will teach various defrost methods including time temperature, demand, air switch and other defrost controls. Charging methods will be covered which include superheat, weigh-in and dial-a-charge. The course will also include compressor change-out methods and advance wiring. C.O.P., E.E.R., SEER rating and design points of heat pumps are covered. Prerequisite: AC 110B.

**Required Instructor's Qualifications:** Associate of Applied Science (AAS) in Air Conditioning Technology or Construction Management, and at least of the following: (1) Industry Competency Exams (ICE) certified in all Residential categories, (2) North American Technician Excellence (NATE) certified in one or all of the following specialties, Air Conditioning Service, Heat Pump Service or Gas Heating Service, (3) Licensed Nevada C-21 Contractor, OR (4) Documented 10 years experience in Residential Air Conditioning Service.

**AC 198B Work Experience I (3 credits)** This course is designed to provide practical experience applying the HVAC (Heating, Ventilation and Air Conditioning) theory and techniques gained in other CSN HVAC courses through on-the-job experience while working alongside experienced HVAC technicians.

**Required Instructor's Qualifications:** Associate of Applied Science (AAS) in Air Conditioning Technology or Construction Management, and at least one of the following: (1) Industry Competency Exams (ICE) Certified in all Residential categories, (2) North American Technician Excellence (NATE) certified in one or all of the following specialties, Air conditioning Service, Heat Pump Service or Gas Heating Service, (3) Licensed Nevada C-21 contractor, OR (4) Documented 10 years experience in Residential Air Conditioning Service.

**ACC 135B Bookkeeping I (3 credits)** Introduction to the basic principles of bookkeeping and accounting, theory of debit and credit, the bookkeeping cycle, journals, ledgers, bank reconciliations and payroll.

**Required Instructor's Qualifications:** Master of Accounting or related field is preferred, and work experience. Bachelor of Accounting or related field may be submitted for consideration.

**ALS 101 Academic and Life Success (3 credits)** This course teaches students strategies for mastering academic and life success. Course topics include change, goal setting, money, time/priority management, test preparation, note-taking, memory techniques; relationships, communication, listening, wellness, diversity and personal responsibility.

**Required Instructor's Qualifications:** Master of Education, Counseling, Psychology, Reading, Social Work, Student Affairs/Development, or closely related discipline, and teaching experience in academic and life success strategies or closely related areas.

**CHEM 105 Chemistry, Man and Society (3 credits)** A survey of basic ideas in chemistry for non-science majors. Explores chemistry at work in everyday life. Investigates structure and change in the real world.

**Required Instructor's Qualifications:** Master of Chemistry or a Master of another related field, plus 18 graduate courses in Chemistry. Exception, outstanding professional experience and demonstrated contributions to the teaching discipline may be presented in lieu of academic credentials. Must be pre-approved by the Chair and Academic Dean.

**CHEM 106 Beginning Chemistry Laboratory (1 credit)** Laboratory exercises designed to illustrate material discussed in CHEM 105. May be used in partial fulfillment of the General Education Core requirement. Prerequisite: CHEM 105 (or concurrent enrollment in CHEM 105).

**Required Instructor's Qualifications:** Bachelor of Chemistry. Exception, outstanding professional experience and demonstrated contributions to the teaching discipline may be presented in lieu of academic credentials. Must be pre-approved by the Chair and Academic Dean

**CIT 095 Personal Computer Basics (3 credits)** This course provides a hands-on, activity based learning experience that covers computer terminology, working with files, and protecting against computer viruses. It explores the Internet, teaches how to email and share pictures via email, and how to do searches. Students will create a document with word processing software and a basic budget with spreadsheet software. An overview of other computer applications such as data bases and presentations will be included. Graded Pass/Fail.

**Required Instructor's Qualifications:** Bachelor/Master of Computer Science or related field and 5 years of work experience in as a computer teacher or related field.

**CIT 100B Computer Sampler (1 credit)** A hands-on learning experience for the new computer user/owner. This course will teach how a computer works, how to work in a Windows operating system, how to add new programs and components to your system and how to "surf the Internet." Graded Pass/Fail.

**Required Instructor's Qualifications:** Bachelor/Master of Computer Science or related field and 5 years of work experience in as a computer teacher or related field.

**CIT 103B Internet (1 credit)** Covers the principles of the Internet, including such topics as searching the Internet, Internet access, Usenet News groups, E-mail, and World Wide Web browser software. Graded Pass/Fail.

**Required Instructor's Qualifications:** Bachelor/Master of Computer Science or related field and 5 years of work experience in as a computer teacher or related field.

**COT 101B Computer Keyboarding I (3 credits)** Mastery of computer alpha-numeric keyboard by touch and introduction of 10-key pad. Not for students who have previously had typing.

**Required Instructor's Qualifications:** Bachelor and Teaching license in the field of Business Education.

**COT 102 Computer Keyboarding II (3 credits)** Formatting of letters, memos, and other office documents. Introduction to word processing. Students should be able to type 25 wpm.

**Required Instructor's Qualifications:** Bachelor and Teaching license in the field of Business Education.

**ENG 098 Preparatory Composition (3 credits)** This is an Intensive reading and writing course focusing on college level critical reading and essay writing strategies. This course was designed for students whose ACT or SAT scores indicate that they would benefit from an additional semester of English before beginning their college-level work. Students who successfully complete English 098 with a grade of C- or better will be eligible to enroll in English 100, 101, or 113.

Prerequisite: English 092 or Placement Test.

**Required Instructor's Qualifications:** Master of English, Creative Writing, or a Master of a related field; Master of Education, Or a Master of Teaching of English.

**ENG 100 Composition Enhanced (5 credits)** A writing intensive course designed to strengthen college level composition skills, with particular attention to audience, purpose, and context for writing. Students receive extensive background in strategies of planning, drafting, and revising. Research, primary and/or secondary, is introduced as a means by which students can extend their own understanding through the use of outside resources. Additionally, critical reading and thinking strategies are developed. Extra assistance with English writing skills (grammar, sentence structure, usage, and punctuation) is provided. Students who successfully complete ENG 100 with a grade of "C-" or higher will satisfy the ENG 101 requirement and will be eligible to enroll in ENG 102.

Prerequisite: English Placement Test or ENG 098 or ESL 139 with a grade of "C-" or higher.

**Required Instructor's Qualifications:** Master of English, Creative Writing or a Master of a related field; Master of Education or a Master of Teaching of English.

**ENG 101 Composition I (3 credits)** A writing intensive course designed to strengthen college level composition skills, with particular attention to audience, purpose and context for writing. Students receive extensive background in strategies of planning, drafting and revising. Research, primary and/or secondary, is introduced as a means by which students can extend their own understanding through the use of outside resources. Additionally, critical reading and thinking strategies are developed. Students who successfully complete ENG 101 with a grade of "C-" or higher will be eligible to enroll in ENG 102.

Prerequisite: English Placement Test or completion of ENG 098 or ESL 139 with a grade of "C-" or higher.

**Required Instructor's Qualifications:** Master of English, Fine Arts, Creative Writing. Exception would be a Master of another discipline and 5 years minimum teaching experience in English.

**ENG 102 Composition II (3 credits)** Continuation and extension of ENG 101 and equivalents with attention to analytical reading and writing, critical thinking, and research methodologies, while emphasizing interpretation, analysis, synthesis and argument.

Prerequisite: ENG 100, or 113 or 101 or 101G.

**Required Instructor's Qualifications:** Master of English, Fine Arts, Creative Writing. Exception would be a Master of another discipline and 5 years minimum teaching experience in English.

**HIST 101 U.S. History I (3 credits)** A survey of United States political, social, economic, diplomatic and cultural development from colonial times to 1877. Satisfies the United States Constitution requirement. History 101 and 102 need not be taken in sequence; either semester may be taken alone.

Prerequisite: ENG 100, 101, 101G, or 113

**Required Qualifications:** Master of History or related field and a minimum of 18 History graduate level credits (500 and above).

**HIST 102 U.S. History II (3 credits)** A survey of United States political, social, economic, diplomatic and cultural development from 1877 to present. Satisfies the Nevada Constitution requirement. History 101 and 102 need not be taken in sequence; either semester may be taken alone.

Prerequisite: ENG 100, 101, 101G, or 113

**Required Instructor's Qualifications:** Master of History or related field and a minimum of 18 History graduate level credits (500 and above).

**MATH 095 Elementary Algebra (3 credits)** A course in the fundamental operations of real numbers, solving linear equations in one variable, polynomials, quadratic equations in one variable, and introduction to graphing. Intended to provide a basic foundation for future mathematics needed in fields of business, economics, engineering and related fields. Strong background in fractions and positive and negative numbers is highly recommended.

Prerequisite: MATH 093 with a grade of C or better; or a satisfactory ACT/SAT/Placement Test score.

**Required Instructor's Qualifications:** Master of Mathematics or Statistics. Or a Bachelor in Mathematics and a Master of another discipline, plus **18** graduate level credits in Mathematics.

**MATH 096 Intermediate Algebra (3 credits)** Topics include rational expressions and equations, linear equations and inequalities, radicals, quadratic equations, graphs, and applications.

Prerequisite: MATH 095 with a grade of C or better; or a satisfactory ACT/SAT/Placement Test score.

**Required Instructor's Qualifications:** Master of Mathematics or Statistics. Or Bachelor of Mathematics and a Master of another discipline, plus **18** graduate level credits in Mathematics.

### **MATH 116 Technical Mathematics (3 credits)**

Concepts that will allow students to become proficient in the mathematics used in technical fields are the focal point of this course. Topics include manipulations of whole numbers, integers, fractions and decimals; measurement systems; an introduction to simple geometric figures; algebraic expressions; linear and quadratic equations; and fundamentals of trigonometry.

**Required Instructor's Qualifications:** Preferred: Master of Mathematics. Minimum requirements: Bachelor of Mathematics, teaching experience, and a Master of another discipline.

**MATH 126 Precalculus I (3 credits)** A rigorous discussion of algebra concepts necessary for calculus is the focal point of this course. Topics include an in-depth investigation of algebraic functions and their graphs and solutions of systems of equations.

Prerequisite: MATH 096 or MATH 097 both with a grade of C or better; or a satisfactory ACT/SAT/Placement Test Score. Note: This course serves as a prerequisite course for MATH 127 and is essential for students planning to take calculus.

**Required Instructor's Qualifications:** Master of Mathematics or Statistics; Or a Bachelor of Mathematics and a Master of another discipline, plus **18** graduate level credits in Mathematics.

**MUS 125 History of Rock Music (3 credits)** The esthetics and sociology of rock from its origins in rhythm and blues to the rise of Elvis Presley and Rock-a-Billy, Chuck Berry and teenage-rock, Bob Dylan and protest rock, the Beatles and the Rolling Stones, Psychedelic Rock, and Soul.

**Required Instructor's Qualifications:** Master of Music, and teaching experience in higher education is helpful- but not required.

### **MUS 133 History of The Beatles (3 credits)**

Students will study the history of The Beatles from their beginnings in Liverpool, England, to their unequalled world popularity. The course will feature a mixture of videos, music, and discussion that will cover every important phase of the world's most successful and beloved rock band.

**Required Instructor's Qualifications:** Master of Music, and teaching experience in higher education is helpful- but not required.

**PSC 101 Introduction to American Politics (4 credits)** A survey of United States, national, state and local governments with emphasis on the cultural aspects of the governing process. (Satisfies the legislative requirement for the United States and Nevada Constitutions.)

Prerequisite: ENG 101

**Required Instructor's Qualifications:** Master of Political Science; Or a Master of Education, and a Bachelor of Political Science, and a couple of graduate courses in Political Science.

**PSY 101 General Psychology (3 credits)** A study of the principles of human behavior, including discussions of motivation, perception, learning and personality development.

**Required Instructor's Qualifications:** Master of Psychology, Counseling, or closely related field.

**SOC 101 Principles of Sociology (3 credits)** Sociological principles underlying the development, structure and function of culture, society, human groups, personality formation and social change.

**Required Instructor's Qualifications:** Master of Sociology or a closely related field.

**SOC 102 Contemporary Social Issues (3 credits)** An examination of selected social issues and problems, their causes and proposed solutions.

**Required Instructor's Qualifications:** Master of Sociology or a closely related field.

For further information please contact us at,  
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