



**Nashville  
State  
Community  
College**

**Business and  
Applied Arts**

**English and  
Humanities**

**Information  
and  
Engineering  
Technologies**

**Math and  
Sciences**

**Social and  
Life Sciences**

*www.nsc.edu*

615-353-3333

800-272-7363



## Welcome to Nashville State Community College

Whether you are a first-time college student or returning to college after years in the work force, Nashville State Community College gives you the best opportunities. Nashville State offers you a high quality, high-tech education as you prepare to enter the work force, or gives you a strong foundation as you plan to move on to a four-year school. We're affordable, we give you the personal touch with small classes, and best of all, we're right here in Nashville at 120 White Bridge Road.



We're here to help you.

As you explore this information, keep in mind that there is someone here to answer your questions and help you on your way toward being successful. Call 615-353-3215 for the Admissions office or 615-353-3057 to set up a tour of our campus. You can also visit our Web site at [www.nsccl.edu](http://www.nsccl.edu) where you will find information for prospective, new, and current students. You can also apply for admission and register for classes online.

Web site **[www.nsccl.edu](http://www.nsccl.edu)**

Admissions **615-353-3215**

Campus tour **615-353-3057**



## Our Mission

The mission of Nashville State Technical Community College is to provide comprehensive educational programs and partnerships, exemplary services, an accessible, progressive learning environment, and responsible leadership to improve the quality of life for the communities it serves.

**AA** Associate  
of Arts  

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University Parallel Studies

**AS** Associate  
of Science  

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University Parallel Studies

**AAS** Associate of  
Applied Science  

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Technical and Career Degree Programs

## Our History

Since it first opened in 1970, Nashville State Community College has been a vital part of Nashville. Initially named Nashville State Technical Institute, the college had 398 students, and offered only five Associate's degrees. Graduation was held in the parking lot. White Bridge Road had only two lanes and very few businesses.

As the White Bridge Road area grew over the years, so did the college. In 1984, Nashville State joined the Tennessee Board of Regents (TBR) system of state universities and community colleges. In the spring of 2002, the decision to expand the mission of Nashville State Technical Institute to community college was approved by the Tennessee General Assembly and the Tennessee State Governor. On July 1, 2002, it became official.

As a community college, Nashville State continues to offer the Associate of Applied Science technical and career degrees. With the mission expansion, two new degrees have been added for students planning to transfer their credits to universities: the Associate of Arts and the Associate of Science.

In order to better serve middle Tennessee, additional sites of learning have been established. In Waverly, the Humphreys County Center of Higher Education serves students in Stewart, Houston, and Humphreys counties. In Putnam County, the Cookeville campus of Nashville State is in the heart of the upper Cumberland region. In the Fall of 2005, the Southeast Center opened in Nashville as a convenient location for all of southeast Davidson county.

In the future, Nashville State will continue to build on its solid reputation as a technical college. It will stay in step with the educational needs and work force demands of Nashville and the surrounding middle Tennessee area.



## Associate of Arts (A.A.) and Associate of Science (A.S.) Degree Programs

If you are planning to earn a Bachelor's degree at a four-year college or university, you can start your education at Nashville State Community College. The primary goal of the A.A. and A.S. degrees is to prepare students to pursue the baccalaureate degree. Students seeking A.A. and A.S. must successfully complete the general education core requirements plus 19 hours in an area of emphasis. An additional 6–8 hours of a college-level foreign language must be completed by A.A. candidates.

### General Education Core requirements

All Tennessee Board of Regents (TBR) institutions share a common lower-division general education core curriculum of 41 hours for baccalaureate degrees and Associate of Arts and Associate of Science degrees. These courses fall into the categories of Communications, Humanities and/or Fine Arts, Social Sciences, History, Natural Sciences, and Math.

### Degrees for transfer

Upon completion of an A.A. or A.S. degree at Nashville State, the requirements of the lower-division general education core will be completed. The course credits will be accepted by four-year TBR universities in the transfer process.

## Areas of Emphasis

The areas of emphasis are designed to prepare students to pursue a major at the university selected. For example, if your goal is to complete a Bachelor of Arts degree in English at a four-year university, you would follow the English area of emphasis at NSCC.

Please note: These areas are suggested and do not represent requirements for any specific university. Please consult the catalog of your selected university.

### American Sign Language Interpreting

This area of emphasis includes studies in Fingerspelling, Foundations in Deafness, and American Sign Language.

### Art (Studio)

This area of emphasis includes studies in Drawing, Design, Painting, and Art History Survey.

### Biology

This area of emphasis includes studies in Biology, Microbiology, General Chemistry, Math, and Science.

### Biotechnology

This area of emphasis includes studies in Microbiology, Biotechnology Applications, and Biochemistry.

### Business and Information Systems

This area of emphasis includes studies in Accounting, Business Statistics, and Concepts of Calculus.

### Chemistry

This area of emphasis includes studies in Calculus-Based Physics, Organic Chemistry, and Math.

### Child Development & Family Relations

This area of emphasis includes studies in Infant, Toddler, & Child Development, and Family Dynamics & Community Involvement.

### Computer Science

This area of emphasis includes studies in Computer Science, Calculus & Analytical Geometry, and Programming.

### Construction Management

This area of emphasis includes studies in Materials & Methods of Construction, Management, and Engineering Technology.

### Criminal Justice

This area of emphasis includes studies in Criminal Justice, Criminal Law & Procedure, and Criminal Investigation.

### Early Childhood Education

This area of emphasis includes studies in Early Childhood Curriculum, Child Development, and Administration of Child Care Centers.

### Elementary Education

This area of emphasis includes studies in Child Development, Psychology of Human Growth & Development, and Elementary Children's Literature.

### English

This area of emphasis includes studies in American Literature, British Literature, and World Literature.

### Family and Consumer Sciences

This area of emphasis includes studies in Principles of Nutrition, Macroeconomics, and Psychology of Human Growth & Development.



### **General Studies (RODP)**

This area of emphasis articulates with the Bachelor's of Interdisciplinary Studies at the University offered by the Regents Online Degree Program.

### **Geography**

This area of emphasis includes studies in World Geography, World Civilization, Political Science, and Sociology.

### **History**

This area of emphasis includes studies in World Civilization, Tenn. History, Political Science, and World Geography.

### **Horticulture**

This area of emphasis includes studies in Horticulture Science, Landscape Plant Materials, and Landscape Design.

### **Industrial Management**

This area of emphasis includes studies in Computer-Aided Drafting, Electronic Data Processing, Electronics, and Work Measurements & Methods.

### **Mathematics**

This area of emphasis includes studies in Calculus & Analytic Geometry, Differential Equations, and Calculus-Based Probability & Statistics.

### **Medical Technology**

This area of emphasis includes studies in Biology, Anatomy & Physiology, General and Organic Chemistry.

### **Music**

This area of emphasis includes studies in Materials of Music, Class Voice, Music Theory, and Aural Skills.

### **Occupational Therapy**

This area of emphasis includes studies in Psychology, Anatomy & Physiology, and Medical Terminology.

### **Philosophy**

This area of emphasis includes studies in Philosophy, Critical Thinking, Ethics, and Philosophy in Movies.

### **Physical Education**

This area of emphasis includes studies in Community Health, Principles of Nutrition, and Activity courses.

### **Physics**

This area of emphasis includes studies in Physics, Calculus, Differential Equations, and Computer Science.

### **Political Science**

This area of emphasis includes studies in Political Science, American National Government, and American History.

### **Pre-Engineering**

This area of emphasis includes studies in Engineering Graphics, Dynamics, and Computer-Aided Drafting.

### **Pre-Law**

This area of emphasis includes studies in Critical Thinking & Problem Solving, Macroeconomics, Microeconomics, Political Science, and Psychology.

### **Pre-Nursing**

This area of emphasis includes studies in Psychology, Human Anatomy & Physiology I & II, and Microbiology.

### **Psychology**

This area of emphasis includes studies in Psychology of Adjustment, Social Psychology, and Child Psychology.

### **Secondary Education**

This area of emphasis includes studies in Education, Psychology of Human Growth & Development, Health & Wellness, Psychology, and Sociology.

### **Social Work**

This area of emphasis includes studies in Human Behavior in Social Environment, Alcohol & Drug Abuse, Family Systems, and Social Problems.

### **Sociology**

This area of emphasis includes studies in Social Problems, Marriage & Family, Cultural Anthropology, and Psychology of Human Growth & Development.

### **Spanish**

This area of emphasis includes studies in Spanish I, II, III, IV, and Conversational Spanish.

### **Special Education**

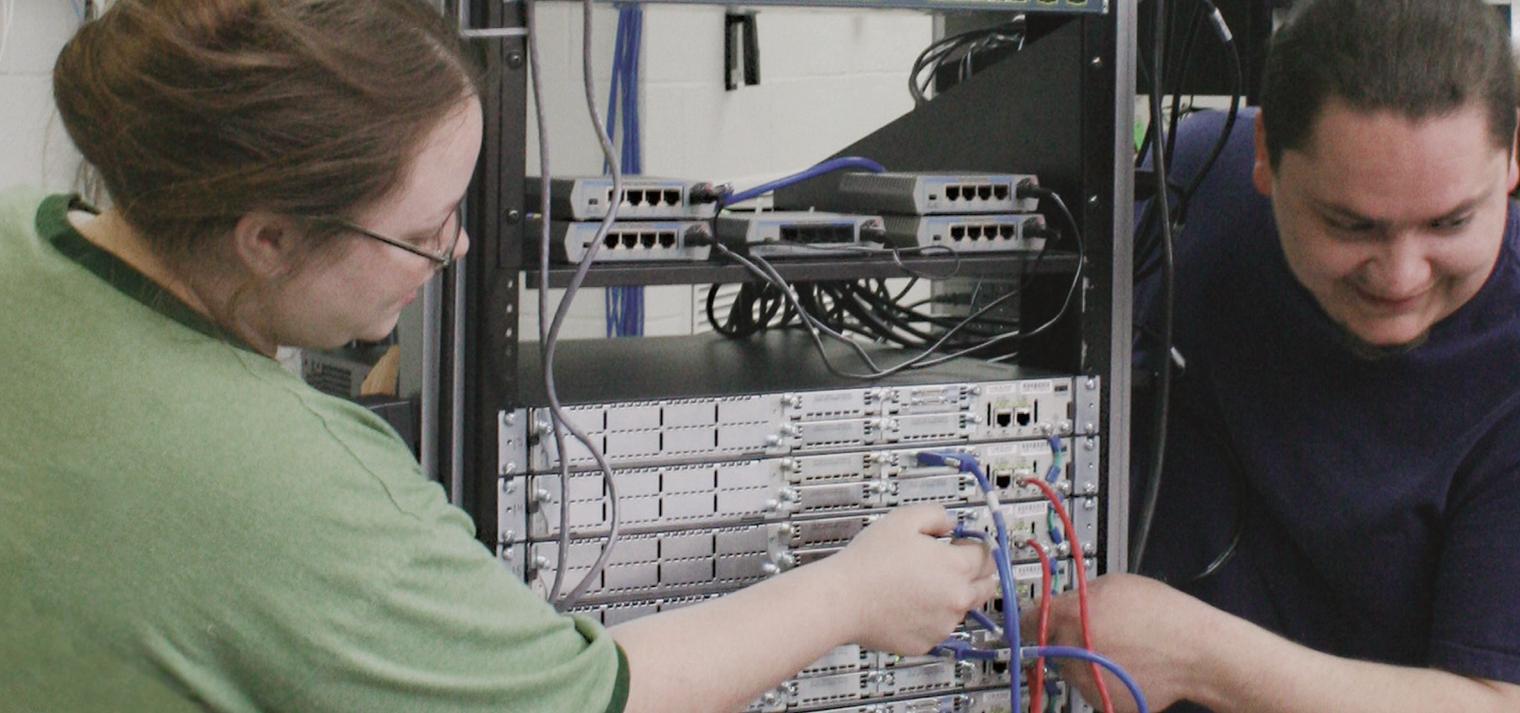
This area of emphasis includes studies in Education, Infant, Toddler, & Child Development, and Health & Wellness.

### **Speech and Communications**

This area of emphasis includes studies in Fundamentals of Speech, Theater, Interpersonal Communication, and Voice & Diction.

### **Teaching Certification**

This area of emphasis includes studies in Foundations of Education, Educational Psychology, Psychology, Early Childhood, and Health and Wellness. This area of emphasis leads to the Associate of Science in Teaching (AST) degree.



## Associate of Applied Science (A.A.S.) Degree Programs

### American Sign Language Interpreting

This program prepares students to be proficient in interpreting American Sign Language and Signed English. Students learn to interpret voice-to-sign and sign-to-voice, and understand the ethical implications for interpreters in legal, medical, and business situations.

### Architectural, Civil & Construction Engineering Technologies

These programs teach students the basics of engineering and technology by integrating theoretical concepts with extensive hands-on experience. These programs prepare students for careers as technicians in diverse fields. These fields include transportation, heavy construction, surveying, manufacturing, computer numerical control, electrical maintenance, programmable logic controllers, architecture, and building construction.

Program Concentrations:

- Architectural
- Civil & Construction Concentration

### Automotive Service Technology

This program trains students to work in area automotive dealerships or repair shops. This program administers the Automotive Service Education Program (ASEP) for General Motors and the Automotive Technology Educational Program (ATEP) in cooperation with other local dealerships.

### Biotechnology

This program gives students intensive hands-on experience with many techniques that are critical to biotechnology. Potential career paths include laboratory technicians working in industry, government, or university laboratories engaged in basic research and development, or production technicians in pharmaceutical manufacturing.

### Business Management

This program prepares students to enter the business field possessing the managerial and technical skills necessary to perform in entry-level management positions in large and small companies.

Program Concentrations:

- Financial Service Banking
- Marketing
- Small Business Administration

### Computer Accounting

This program prepares students for various entry level positions within the accounting system of a company. The program includes courses that provide the student with a broad core of accounting skills as well as a significant working knowledge of business application software.

### Computer Information Systems

This program prepares students for employment in the Information Technology field. The four concentrations in the CIS program have been developed to map the curriculum to the skill standards that are being used in industry today.

The skill standards for the four concentrations are based on a nationally-accredited study on the skill standards for Information Technology.

Program Concentrations:

- Database Developer
- Programmer
- Systems Analyst
- Web Developer

### Computer Networking Technology

This program prepares students for employment in the Information Technology field in the area of network infrastructure. Students learn to design and implement infrastructures consisting of various networking devices and components such as clients, servers, routers, switches, hubs, and cabling systems.

### Computer Technology

This program enables students to function as entry-level computer and help desk technicians. Students become proficient in the operating systems, installation and maintenance of a variety of computers, and various hardware and networking components.

### Culinary Arts

This program prepares students for careers as chefs and culinary professionals in a variety of hospitality businesses. Students develop food production cooking skills and learn purchasing, cost control, sanitation, nutrition, and supervision. Students study in an on-campus kitchen.



### **Early Childhood Education**

This program trains students in the field of child care and early education. Students are taught to promote child development and learning in young children along with methods of working effectively with infants, toddlers, preschoolers, and primary age children birth to age nine.

### **Electrical Engineering Technology**

This program prepares students in both theory and practical hands-on applications in applied electrical engineering technology. Students analyze industrial, commercial, and utility electrical power systems, and study electrical and modern control systems with application to processing and manufacturing industries.

Program Concentrations:

- Electrical
- Electronic
- Automated Control Systems  
*offered primarily at Cookeville campus*

### **General Technology**

This program allows students flexibility in the technical specialization of their choice. Through this curriculum, students may tailor their educational programs to meet the needs of employers.

Program Concentrations:

- Business
- Technical
- Health Services
- Horticulture
- Industrial Process Control Technology  
*offered primarily at Humphreys Co. Center*

### **Occupational Therapy Assistant**

This program trains students to work with persons of varied ages, cultures, and abilities to enable participation in life activities. Students learn the basics of therapy and human movement and development. Fieldwork in a clinical setting is required giving students valuable hands-on experience.

### **Office Administration**

This program prepares students for careers as administrative assistants in an office environment. Two distinct tracks allow future professionals to focus career preparation toward the business or medical office environment. Students learn to utilize leading office software packages and develop traditional skills used by office professionals or clerical and coding skills useful in hospitals and other health care arenas.

Program Concentrations:

- Administrative
- Medical

### **Police Science**

This program prepares students to seek employment in the criminal justice field including law enforcement, private security, and crime scene investigation. Students learn to apply critical thinking skills in solving community problems. The Police Science Academy, a 10-week certificate program, is also housed in the area.

Program Concentrations:

- Crime Scene Investigation
- Police Administration

### **Social Services**

This program trains students interested in working with human service agencies that serve children and youth, the elderly and disabled, the homeless, families in need, and individuals in crisis situations. Students learn to identify the knowledge, values, and skills of a generalist social work practice and are equipped to work in many areas of public and private social welfare agencies.

### **Visual Communications**

This program trains students for careers in the graphic arts industry whether their interest is in design for print media, Web, multimedia or the photographic industry. Students use industry standard equipment and software while learning fundamental design skills. Graduates are uniquely qualified for the exciting field of visual communications.

Program Concentrations:

- Graphic Design
- Multimedia Design
- Photography
- Web Design

For the most current information about Nashville State, visit [www.nsc.edu](http://www.nsc.edu).



## Technical Certificate Programs

### Computer-Aided Drafting

This program equips students for high-demand careers in Computer-Aided Drafting using AutoCAD Software. Students choose an emphasis in Architectural, Civil & Construction Engineering Technology, Electrical & Electronic Engineering Technology, or Horticulture and Landscaping.

### Culinary Arts

This program prepares students for careers as chefs and culinary professionals in a variety of hospitality businesses. The program includes courses which develop cooking skills and provide instruction in purchasing, cost control, sanitation, nutrition, and supervision.

### Early Childhood Education

This program prepares students for employment in the field of child care and early education. Students who received their Child Development Associate Credential through TECTA are given an opportunity to strengthen their skills and receive necessary credits for CDA renewal.

### Entrepreneurship

This Web-based certificate educates students in the entrepreneurial aspects of business. Instructions in planning, managing, marketing, accounting, and supervising are emphasized. The certificate provides students with a basis to enter the small business environment.

### Horticulture

This program gives students technical knowledge and hands-on skills related to plants and their care and use in landscaping. Students learn to work without supervision to implement a variety of horticultural tasks and to provide the high quality service that meets the standard of the industry.

### Industrial Automation

*offered primarily at Cookeville campus*

This program enables students to gain knowledge in the application of the microcomputer in the field of automatic control systems.

### Industrial Electrical Maintenance

This program equips students for a career in the maintenance of large electrical and manufacturing systems. The program covers electrical, as well as associated electronic, hydraulic, and pneumatic equipment and applications.

### Music Technology

This program prepares students for entry-level employment in the music and recording industries. The program includes courses in music-related technical, creative, and business studies.

### Photography

This program exposes students to the traditional and electronic imaging methods used by commercial and freelance photographers. Students learn basic knowledge of traditional camera and darkroom skills and are prepared to work in studio and digital settings.

### Surgical Assisting

This advanced-level program is designed for experienced operating room professionals who wish to become surgical assistants. Applicants must have a minimum of two years of proficient O.R. experience in the scrub role within the last three years.

### Surgical Technology

This program provides students the knowledge, skills, and familiarization with the instruments and procedures of an operating room. Students are prepared for all major specialties in a variety of surgical settings.

### Web Development Certificate

This program introduces students to the variety of skills necessary to create dynamic Web content and transaction-based Web systems. Courses range from HTML and basic Web site development through more advanced courses covering Web scripting on the Client and on the Server, and developing Web systems that interact with databases.

### Web Page Authoring Certificate

This online program provides students with the skills to design, build, and maintain Web sites including writing HTML code, creating and incorporating graphics into sites, and uploading Web site pages to a server. This program articulates with Pellissippi State for the A.A.S. degree and with the UT system for a Bachelor's degree.



## Distance Learning

If you can't make it to the main campus, don't worry. Nashville State offers Web-based and video checkout courses that you take from the convenience of your home or office. While maintaining the quality of our on-campus offerings, distance education courses allow students convenience and flexibility as they pursue their academic goals.

### Web and Video courses

Nashville State offers a variety of online and video/DVD courses. These courses are listed on the Web site, [www.nsc.edu](http://www.nsc.edu), or can be found in the latest class schedule. Online and video students receive the support services they need to be successful. Students enrolled in Web-based or video checkout classes are provided with the Online Web or Video Orientation that explains the process.

### TBR Campus Collaborative

Tennessee Board of Regents' (TBR) colleges and universities have joined together to offer the Regents Online Degree Program (RODP). Nashville State awards five RODP degrees: an A.A.S. in Professional Studies—Information Technology, an A.A. and an A.S. in General Studies, an A.A.S. in Early Childhood Education, and an A.S. in General Studies—for Teacher Aides and Paraprofessionals.

The Regents Online Continuing Education (ROCE) courses are geared toward workforce development.

## High School Programs

Are you interested in taking college courses while still in high school? You can by first taking the ACT residual test and receiving a minimum score of 19.

### Dual Enrollment Program

Students in grades 11 or 12 may earn both high school credit and college credit while attending high school classes.

### Joint Enrollment Program

Students in grades 11 or 12 may earn college credit while in high school. Classes are held on the Nashville State campus with occasional courses offered at the high school.

### Academically Talented Program

Students in grades 9, 10, 11, or 12 who has been classified as "academically gifted" may earn college credit while in high school. Classes are held on the Nashville State campus.

## Off-Campus Locations

We bring college to you with permanent educational sites located throughout Davidson County and the surrounding areas. Each location offers many of the same courses and services as the main campus.

- Southeast Center in Nashville, TN
- Cookeville campus in Cookeville, TN
- Humphreys County Center for Higher Education in Waverly, TN
- various educational and business sites

## Student Services

At Nashville State Community College, we want you to succeed. Academic and student services provide assistance at every stage of your college journey.

- Advising
- Career Employment Center
- English as a Second Language (ESL) Testing and Advising
- Financial Aid/Scholarships
- Honors Program
- Learning Center
- Library
- Student Disability Services
- Testing Center
- Tutoring Services
- Veterans
- Student Organizations
- Student Activities

For the most current information about Nashville State, visit [www.nsc.edu](http://www.nsc.edu).



## FAQ about NSCC

### **As a community college, does Nashville State offer technical degrees?**

Yes. Nashville State Community College has degree and certificate programs in many career and technical fields. The college's solid reputation as Nashville's leader in high quality, technical education continues. Programs provide hands-on learning in such areas as Information and Engineering Technologies, Business, Applied Arts, and Health, Social, and Life Sciences.

### **May I transfer my college credits to a four-year college or university?**

Yes. Nashville State Community College offers two degrees, the Associate of Arts and the Associate of Science, that are designed specifically for students wishing to transfer and pursue Bachelor's degrees at four-year colleges or universities. Strong general education courses in English, Humanities, Arts, Math, and Science provide the foundation for transfer and the many Areas of Emphasis direct students toward their goals.

### **What are the steps for admissions?**

Nashville State Community College is a great place to start your college experience. To become a student, you must follow the simple steps listed on the Apply for Admission card in the middle of this book. When all of the requirements for admission to the College are met, the Office of Admissions will give you clearance to register for classes.

### **Is placement testing required upon admission?**

Yes. In the following situations, Nashville State students must take placement tests.

- Degree-seeking students under 21 years of age are required to submit ACT or SAT scores.
- Students 21 and over without previous college are required to take the Compass placement test.
- Students under 21 years of age, who have ACT/SAT test scores that are more than three years old, will be required to take the ACT Residual.
- Students with a GED are required to take the Compass placement test.

### **Am I required to submit my transcripts and other required documents when I turn in my application?**

No. Official transcripts from your high school or an official copy of your GED and official transcripts from any college you have attended must be mailed to the Office of Admissions from each previous institution.

### **How do I register for classes?**

Once you have been cleared to register, you can do so by using POWER, the preferred online registration process. Access to POWER is located on the Web site, [www.nsc.edu](http://www.nsc.edu). You may also register in person at the main campus and at certain off-campus locations. It is important to register early in order to get the best selection of courses. It is your responsibility to be aware of important dates and deadlines associated with registration.

### **I am new to Nashville State and not sure what courses to take. Who will be my advisor?**

All new students should attend a New Student Orientation session. You will be advised, registered, and assigned a permanent faculty advisor at this orientation session. Check the Web site, [www.nsc.edu](http://www.nsc.edu), or class schedule for dates.

For general advising and orientation information for prospective, new, and current students, select "Advising and Orientation" from the "Students" menus on the home page. You can also request an interactive CD-ROM from Admissions.

### **How do I apply for financial aid?**

To begin the process, you must complete the current year's Free Application for Federal Student Aid (FAFSA). Completing the application on the Web, [www.fafsa.ed.gov](http://www.fafsa.ed.gov), will decrease processing time. Nashville State's code number for the FAFSA is 007534. The FAFSA and all additional requested information should be submitted to the Financial Aid Office as early as possible once you make the decision to attend Nashville State. You may initially need to be prepared to pay your registration fees in full or otherwise through a deferred payment plan. You can locate a copy of the Deferred Payment Plan Contract in the class schedule.



**Nashville State**  
**Community College**  
**SOUTHEAST CENTER**

**Southeast Center**

1162 Foster Avenue  
Nashville, TN 37210  
615-353-3030  
[www.nsc.edu/sec](http://www.nsc.edu/sec)



**COOKEVILLE CAMPUS**  
**Nashville State**  
**Community College**

**Cookeville Campus**

1000 Neal Street  
Cookeville, TN 38501  
931-520-0551  
[www.nsc.edu/cookeville](http://www.nsc.edu/cookeville)



**Nashville State**  
**Community College**  
**HUMPHREYS COUNTY**  
**CENTER FOR HIGHER EDUCATION**

**The Humphreys County**  
**Center for Higher Education**

695 Holly Lane  
Waverly, TN 37185  
931-296-1739  
[www.nsc.edu/waverly](http://www.nsc.edu/waverly)



## Associate of Applied Science Degree Programs

- American Sign Language Interpreting
- Architectural, Civil & Construction Engineering Technology
- Automotive Service Technology
- Biotechnology
- Business Management
- Computer Accounting
- Computer Information Systems
- Computer Networking Technology
- Computer Technology
- Culinary Arts
- Early Childhood Education
- Electrical Engineering Technology
- General Technology
- Occupational Therapy Assistant
- Office Administration
- Police Science
- Social Services
- Visual Communications

## Technical Certificates

- Computer-Aided Drafting
- Culinary Arts
- Early Childhood Education
- Entrepreneurship
- Horticulture
- Industrial Automation
- Industrial Electrical Maintenance
- Music Technology
- Photography
- Surgical Assisting
- Surgical Technology
- Web Development
- Web Page Authoring

## Associate of Arts and Associate of Science Areas of Emphasis

- American Sign Language
- Art (Studio)
- Biology
- Biotechnology
- Business and Information Systems
- Chemistry
- Child Development and Family Relations
- Computer Science
- Construction Management
- Criminal Justice
- Early Childhood Education
- Elementary Education
- English
- Family and Consumer Sciences
- Geography
- History
- Horticulture
- Industrial Management
- Mathematics
- Medical Technology
- Music
- Occupational Therapy
- Philosophy
- Physical Education
- Physics
- Political Science
- Pre-Engineering
- Pre-Law
- Pre-Nursing
- Psychology
- Secondary Education
- Social Work
- Sociology
- Spanish
- Special Education
- Speech Communications
- Teaching Certification

## Career Advancement Certificates

- Accounting Clerk
- Basics of Supervision
- Customer Service
- Financial Services Management
- Instrumentation (Waverly campus)
- Legal Issues in the Workplace
- Management Basics
- Medical Coding
- Medical Office Assistant
- Medical Transcription
- Office Applications
- Payroll Clerk
- Process Quality (Waverly campus)
- Processing Technology (Waverly campus)

## Nashville State

is technology and transfer courses, critical thinking and comprehensive learning, opportunities and outcomes, Nashville State is for me, Nashville State is for you.



Questions? Call **615-353-3215**  
 For campus tour, **615-353-3057**  
 Visit our Web site: **[www.nsc.edu](http://www.nsc.edu)**

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