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official document notice

EASTERN ARIZONA COLLEGE CATALOGS and class schedules are available as both printed and electronic documents published on the Internet. Printed documents are correct as of the date of preparation. The Internet versions are updated as needed and are the College’s official publications. All who use the catalogs or class schedules are advised that when taking action or making plans based on published information, the Internet versions should be relied upon as the official documents. Public access to Internet-based College publications is available at all EAC administrative sites or at www.eac.edu.

This catalog has been prepared to give you information on the programs and courses available at Eastern Arizona College and to answer questions you may have about official policies, procedures, and regulations. To arrange a visit or to ask any questions, please contact us at:

Eastern Arizona College
Thatcher, AZ 85552-0769
(928) 428-8272
1-800-678-3808
FAX: (928) 428-2578
E-mail: admissions@eac.edu

Students needing language assistance to interpret information presented in this catalog should contact EAC’s Counseling Department for assistance. The Counseling Department is located at 615 North Stadium Avenue, Thatcher, Arizona, 85552-0769 and may also be reached by telephone at (928) 428-8253.

Estudiantes que necesitan ayuda en interpretar la información contenida en este catálogo deben de ponerse en contacto con el Eastern Arizona College Counseling Department (Departamento de Consejo). El Departamento de Consejo se ubica en 615 North Stadium Avenue, Thatcher, Arizona 85552-0769 y también nos puede llamar por teléfono al (928) 428-8253.
mission and introduction

VISION
The College shall be the premier resource for higher education in eastern Arizona.

MISSION
The mission of Eastern Arizona College is to provide quality higher education. The College is accountable to its stakeholders for educational results, fiscal responsibility, and cultural development.

PURPOSES
The College shall provide:
- Associate degree programs and courses for university transfer.
- Programs that meet workforce needs of business, industry, and government.
- Opportunities for Adult Education.
- Support services to assist students in identifying and achieving personal, educational, and career goals.
- Services which meet the community’s diverse cultural and economic needs.
- Activities and programs which promote general student welfare while fostering an environment in which students can develop leadership, citizenship, and character.
- Activities and programs that foster life-long learning.

The College will help individuals acquire knowledge and skills that will enhance their abilities to think, feel, act, and enjoy.

VALUES
- Continuous Improvement
- Diversity
- Institutional Quality
- Integrity
- Learning-Centered Education
- Partnership Development
- People
- Scholarship

PRESIDENT’S WELCOME
The faculty, staff, and students of Eastern Arizona College welcome you!

Eastern is the oldest member of the Arizona Community College system and enjoys a rich tradition of educational excellence, achievement, and commitment. Even though we have a long history and are located in a rural area, our technology is cutting-edge and our faculty is qualified and caring. This is the best place to get a good start. Fully accredited by the North Central Association, Eastern offers numerous Associate degree and Certificate programs. Students are prepared for immediate entry into the job market or successful transfer to a university of their choice. Our campus is the most beautiful in the state of Arizona.

Remember, the will to succeed is nothing without the will to prepare. We are committed to helping you become a champion at life. We sincerely hope that your visit with us is joyful and rewarding.

Futures begin at Eastern Arizona College!

Mark Bryce, J.D.
President

Eastern Arizona College Founded 1888
District Governing Board
Richard W. Mattice, Chairman
Lois Ann Moody, Secretary
Marianne Rowley, Member
Tina C. McMaster, Member
Lance F. Layton, Member

College President
Mark Bryce, J.D.

Greenlee County Advisory Committee
Donald Merrell, Chair
Jack Day
David Gomez
Christin Harper
Eldon Merrell
Amy Sexton
Susan Snyder
ACCREDITATION

Eastern Arizona College is accredited by The Higher Learning Commission and is a member of the North Central Association, www.ncahec.org or (312) 263-0456.

The Higher Learning Commission
30 North LaSalle Street, Suite 2400
Chicago, Illinois 60602-2504
Phone: (800) 621-7440 / (312) 263-0456
Web: www.ncahec.org

The College is a member of the Arizona Community College System.

The names of associates, agencies, or governmental bodies which accredit, approve, or license Eastern Arizona College and the procedures by which documents describing that activity may be reviewed and can be obtained from the Provost/Chief Academic and Student Officer during regular business hours in the Student Services Building.

HISTORY

Eastern Arizona is a public community college. Founded as St. Joseph Stake Academy in 1888, it provided education for the youth of the Gila Valley from 1890 until 1933. The institution introduced junior college courses in the early 1920s.

On March 25, 1933, it became a public county institution under the authority of the Arizona State School Code and was renamed Gila Junior College. On July 1, 1950, the name of the College was changed from Gila Junior College to Eastern Arizona Junior College.

In 1962, the College became the first official state junior college in the newly formed Arizona State System of Community and Junior Colleges. In 1966, the word “Junior” was dropped from the name of the institution.

EAC ALUMNI ASSOCIATION

The Eastern Arizona College Alumni Association was organized by President Emil Maeser, fourth President (1898-1903) of the Latter-day Saint Academy during the spring term in 1900.

The EAC Alumni Association has played a significant role in the history of Eastern Arizona College. Beginning with Old Main, down through the completion of the Memorial Bell Tower, Eastern’s alumni have contributed to the growth and development of the College.

Today, the Alumni Association boasts a membership of over 30,000 individuals. The Alumni Association has a Board of Directors and three standing committees to assist in fulfilling its purposes. The Alumni Association provides scholarships, reunions, and other alumni events to support current students and alumni.

Together, we are building a bright and vibrant future for all who come and experience Eastern Arizona College.

EAC ALUMNI ASSOCIATION BOARD

George Lord, President
Larry Rapier, Treasurer
Becky Johnson, Secretary
William Bone, Director
Lois Ann Moody, Director
Cindy Olvey, Director
Molly Steffens, Director
Dudley Welker, Director
Mark Bryce, Alumni Advisor (President, EAC)
Joel Biggs, EAC Foundation President

EAC FOUNDATION

The Eastern Arizona College Foundation is a non-profit corporation that is fiscally and organizationally separate from the College. The Foundation is empowered to receive gifts, bequests and endowments, which are tax deductible to the donor.

Through the EAC Foundation, a variety of ways have been developed for individuals and businesses to support Eastern Arizona College.

These gifts come to the Foundation in the form of cash, marketable securities, real property, bequests, and gifts-in-kind. Special gift provisions can also be made through a will, by gifts of insurance policies, or the establishment of an endowment or a trust.

Gifts to the Foundation may be given for a specific purpose or given without restriction. Donations can also be arranged to obtain the maximum tax benefit to the donor while at the same time providing support for the mission of the College. The Foundation staff, with the assistance of your attorney or accountant, can provide additional information on the donor plan that is best for you.

For over 100 years, support for Eastern Arizona College and its educational mission has come in many forms. It is the continued generosity and commitment of alumni, businesses, and friends of the College that has been instrumental in helping Eastern produce students ready for success and achievement in the world of tomorrow. If you would like more information, please contact the executive director of the EAC Foundation at (928) 428-8295 or 1-800-445-2472.

EAC FOUNDATION BOARD

Joel Biggs, President
David Konopnicki, Vice-President
Deanna Brockmeier, Secretary
Edwin Lamoreaux, Treasurer
George Lord, Director (President, EAC Alumni Association)
Mark Bryce, Director (President, EAC)
Dudley Welker, Director
**FALL SEMESTER 2013**
Registration and drop/add for the Fall 2013 semester begins March 15, 2013

- **August 1**  
  Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)

- **August 14**  
  Greenlee County in-person registration at Morenci High School-EAC Office, 6:30-8:30 p.m.

- **August 14-16**  
  Thatcher Campus faculty advising (appointment suggested – check curriculum pages for advisor contact information)

- **August 15**  
  Thatcher Campus residence halls and food service facilities open at noon

- **August 15**  
  Financial aid and scholarship funds available

- **August 19**  
  Classes begin

- **August 25**  
  Last day to register and add classes

- **August 28**  
  Last day to withdraw without record and receive refund for semester-length courses

- **September 2**  
  Labor Day Holiday

- **October 11**  
  Fair Day Holiday (Columbus Day Observed)

- **October 15**  
  Registration and drop/add begins for Spring 2014 semester

- **November 1**  
  Last day for students to withdraw with a “W” for semester-length courses

- **November 11**  
  Veterans Day Holiday

- **November 27-29**  
  Thanksgiving Holiday

  (Thatcher Campus food service facilities close November 27 at 6 p.m. Residence halls close November 28 at 7 a.m. Food service and halls reopen December 1 at 5 p.m.)

- **December 9-12**  
  Final Exams

  (Thatcher Campus food service facilities close December 12 at 6 p.m. Residence halls close December 13 at 7 a.m. Food service and halls reopen January 5 at noon)

- **December 20-27**  
  Christmas Holiday - All offices closed

**SPRING SEMESTER 2014**
Registration and drop/add for the Spring 2014 semester begins October 15, 2013

- **December 13**  
  Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)

- **January 1**  
  New Year’s Holiday

- **January 5**  
  Thatcher Campus residence halls and food service facilities open at noon

- **January 6**  
  Financial aid and scholarship funds available

- **January 6-7**  
  Thatcher Campus faculty advising (appointment suggested – check curriculum pages for advisor contact information)

- **January 7**  
  Greenlee County in-person registration at Morenci High School-EAC Office, 6:30-8:30 p.m.

- **January 8**  
  Classes begin

- **January 14**  
  Last day to register and add classes

- **January 17**  
  Last day to withdraw without record and receive refund for semester-length courses

- **January 20**  
  Martin Luther King, Jr./Civil Rights Day Holiday

- **February 17**  
  Presidents Day Holiday

- **March 1**  
  Scholarship Applications due

- **March 1**  
  Graduation Petitions due

- **March 15**  
  Registration and drop/add begins for Summer Terms 2014 and Fall 2014 semester

- **March 17-21**  
  Spring Break

  (Thatcher Campus food service facilities close March 14 at 6 p.m. Residence halls close March 15 at 7 a.m. Food service and halls reopen March 23 at 5 p.m.)

- **March 28**  
  Last day for students to withdraw with a “W” for semester-length courses

- **May 5-8**  
  Final Exams

  (Thatcher Campus food service facilities close May 8 at 6 p.m. Residence halls close May 9 at 7 a.m.)

- **May 9**  
  Commencement Ceremony - 7:30 p.m.

**SUMMER TERMS 2014**

**First Term**
Registration and drop/add for Summer Terms begins March 15, 2014

- **May 9**  
  Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)

- **May 26**  
  Memorial Day Holiday

- **May 27**  
  Classes begin

- **May 30**  
  Last day to register, add classes, withdraw without record, or receive refund for first summer term courses

  Last day to withdraw with a grade of “W” is the last day of classes

- **June 23-27**  
  Final Exams

**Second Term**
Registration and drop/add for Summer Terms begins March 15, 2014

- **June 20**  
  Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)

- **June 30**  
  Classes begin

- **July 3**  
  Last day to register, add classes, withdraw without record, or receive refund for second summer term courses

  Last day to withdraw with a grade of “W” is the last day of classes

- **July 4**  
  Independence Day Holiday

- **July 28-August 1**  
  Final Exams
### FALL SEMESTER 2014

Registration and drop/add for the Fall 2014 semester begins March 15, 2014

- **August 1**  Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
- **August 13**  Greenlee County in-person registration at Morenci High School-EAC Office, 6:30-8:30 p.m.
- **August 13-15**  Thatcher Campus faculty advising (appointment suggested – check curriculum pages for advisor contact information)
- **August 14**  Thatcher Campus residence halls and food service facilities open at noon
- **August 14**  Financial aid and scholarship funds available
- **August 18**  Classes begin
- **August 24**  Last day to register and add classes
- **August 27**  Last day to withdraw without record and receive refund for semester-length courses
- **September 1**  Labor Day Holiday
- **October 10**  Fair Day Holiday (Graham County locations only)
- **October 15**  Registration and drop/add begins for Spring 2015 semester
- **October 31**  Last day for students to withdraw with a “W” for semester-length courses
- **November 11**  Veterans Day Holiday
- **November 26-28**  Thanksgiving Holiday
  (Thatcher Campus food service facilities close November 26 at 6 p.m. Residence halls close November 27 at 7 a.m. Food service and halls reopen November 30 at 5 p.m.)
- **December 5**  Last day for instructors to withdraw students with a “W” for semester-length courses
- **December 8-11**  Final Exams
  (Thatcher Campus food service facilities close December 11 at 6 p.m. Residence halls close December 12 at 7 a.m. Food service and halls reopen January 4 at noon)
- **December 19-26**  Christmas Holiday - All offices closed

### SPRING SEMESTER 2015

Registration and drop/add for the Spring 2015 semester begins October 15, 2014

- **December 12**  Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
- **January 1**  New Year’s Holiday
- **January 4**  Thatcher Campus residence halls and food service facilities open at noon
- **January 5**  Financial aid and scholarship funds available
- **January 5-6**  Thatcher Campus faculty advising (appointment suggested – check curriculum pages for advisor contact information)
- **January 6**  Greenlee County in-person registration at Morenci High School-EAC Office, 6:30-8:30 p.m.
- **January 7**  Classes begin
- **January 13**  Last day to register and add classes
- **January 16**  Last day to withdraw without record and receive refund for semester-length courses
- **January 19**  Martin Luther King, Jr./Civil Rights Day Holiday
- **February 16**  Presidents Day Holiday
- **March 1**  Scholarship Applications due
- **March 1**  Graduation Petitions due
- **March 15**  Registration and drop/add begins for Summer Terms 2015 and Fall 2015 semester

### SUMMER TERMS 2015

**First Term**
Registration and drop/add for Summer Terms begins March 15, 2015

- **May 8**  Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
- **May 25**  Memorial Day Holiday
- **May 26**  Classes begin
- **May 29**  Last day to register, add classes, withdraw without record, or receive refund for first summer term courses
  Last day to withdraw with a grade of “W” is the last day of classes

- **June 22-26**  Final Exams

**Second Term**
Registration and drop/add for Summer Terms begins March 15, 2015

- **June 19**  Tuition and fee payments due (classes will be cancelled for students with unpaid tuition and fees)
- **June 29**  Classes begin
- **July 2**  Last day to register, add classes, withdraw without record, or receive refund for second summer term courses
  Last day to withdraw with a grade of “W” is the last day of classes

- **July 3**  Independence Day Holiday (Observed)
- **July 27-31**  Final Exams

### SPRING BREAK

- **March 16-20**  Spring Break
  (Thatcher Campus food service facilities close March 13 at 6 p.m. Residence halls close March 14 at 7 a.m. Food service and halls reopen March 22 at 5 p.m.)

- **March 27**  Last day for students to withdraw with a “W” for semester-length courses

- **May 4-7**  Final Exams
  (Thatcher Campus food service facilities close May 7 at 6 p.m. Residence halls close May 8 at 7 a.m.)

- **May 8**  Commencement Ceremony - 7:30 p.m.
## DEPARTMENTS AND PROGRAMS

### Thatcher Campus Departments (Area Code 928)

<table>
<thead>
<tr>
<th>Department</th>
<th>Phone</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>Directory Assistance</td>
<td>428-8472</td>
<td>Student Services Building–Lobby</td>
</tr>
<tr>
<td>Absences</td>
<td>428-8253</td>
<td>Student Services Building–Room 137</td>
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<tr>
<td>Academic Areas</td>
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<tr>
<td>Allied Health</td>
<td>428-8390</td>
<td>Math/Science Building–Room 205</td>
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<tr>
<td>Business</td>
<td>428-8216</td>
<td>Wayne M. McGrath High Tech Center–Room 126</td>
</tr>
<tr>
<td>Communicative Arts</td>
<td>428-8461</td>
<td>Academic Programs Building–Room 264</td>
</tr>
<tr>
<td>Computers</td>
<td>428-8216</td>
<td>Wayne M. McGrath High Tech Center–Room 126</td>
</tr>
<tr>
<td>Fine Arts–Art</td>
<td>428-8469</td>
<td>South Campus Classrooms–Room 16</td>
</tr>
<tr>
<td>Fine Arts–Drama</td>
<td>428-8460</td>
<td>Fine Arts Auditorium–Room 114</td>
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<tr>
<td>Fine Arts–Music</td>
<td>428-8467</td>
<td>Fine Arts Auditorium–Room 106</td>
</tr>
<tr>
<td>Industrial Technology</td>
<td>428-8433</td>
<td>Industrial Technology Building–Room 2</td>
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<tr>
<td>Math</td>
<td>428-8378</td>
<td>Math/Science Building–Room 114</td>
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<tr>
<td>Nursing</td>
<td>428-8324</td>
<td>Nursing Education Center–Room 107</td>
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<tr>
<td>Physical Education</td>
<td>428-8414</td>
<td>Guitteau Gymnasium</td>
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<tr>
<td>Science</td>
<td>428-8318</td>
<td>Math/Science Building–Room 319</td>
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<tr>
<td>Social Sciences</td>
<td>428-8351</td>
<td>Academic Programs Building–Room 207</td>
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<tr>
<td>Accounting/Fiscal Control</td>
<td>428-8221</td>
<td>Student Services Building–Room 120</td>
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<tr>
<td>Adds/Drops</td>
<td>428-8270</td>
<td>Student Services Building–Room 163</td>
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<td>Admissions</td>
<td>428-8272</td>
<td>Student Services Building–Room 131</td>
</tr>
<tr>
<td>Alumni Association</td>
<td>428-8295</td>
<td>Gherald L. Hoopes Jr. Activities Center, Alumni–Visitor Center</td>
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<tr>
<td>Athletics</td>
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<tr>
<td>Athletic Director</td>
<td>428-8414</td>
<td>Guitteau Gymnasium</td>
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<td>Baseball</td>
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<td>Guitteau Gymnasium</td>
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<td>Basketball, Men’s</td>
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<td>Guitteau Gymnasium</td>
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<td>Basketball, Women’s</td>
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<td>Guitteau Gymnasium</td>
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<td>Football</td>
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<td>Golf</td>
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<td>South Campus Classrooms–Room 23E</td>
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<td>Softball</td>
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<td>Guitteau Gymnasium</td>
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<td>Tennis</td>
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<td>Trainer</td>
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<td>Guitteau Gymnasium</td>
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<td>Volleyball</td>
<td>428-8410</td>
<td>Guitteau Gymnasium</td>
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<tr>
<td>Bookstore</td>
<td>428-8381</td>
<td>Gherald L. Hoopes Jr. Activities Center</td>
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<tr>
<td>Cafeteria</td>
<td>428-1481</td>
<td>Gherald L. Hoopes Jr. Activities Center</td>
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<tr>
<td>Campus Police</td>
<td>428-8240</td>
<td>Campus Police Building (Campus Police pager number 1-800-337-7407*)</td>
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<tr>
<td>Career Planning</td>
<td>428-8341</td>
<td>Student Services Building–Room 143</td>
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<tr>
<td>Cashier</td>
<td>428-8221</td>
<td>Student Services Building–Room 120</td>
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<td>Class Registration</td>
<td>428-8270</td>
<td>Student Services Building–Room 163</td>
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<td>Computer Services</td>
<td>428-8371</td>
<td>Wayne M. McGrath High Tech Center–Room 115</td>
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<td>Continuing Education–Graham County</td>
<td>428-8261</td>
<td>Student Services Building–Room 218</td>
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<td>Continuing Education–Greenlee County</td>
<td>428-8291</td>
<td>Student Services Building–Room 205</td>
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<td>Counseling</td>
<td>428-8253</td>
<td>Student Services Building–Room 137</td>
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<tr>
<td>District Offices</td>
<td>428-8201</td>
<td>Student Services Building–Room 234</td>
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<tr>
<td>Employment, part-time, on campus</td>
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<td>see Work Study Employment</td>
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<tr>
<td>Evaluation/Testing Center</td>
<td>428-8491</td>
<td>Student Services Building–Room 142</td>
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<tr>
<td>Facilities Reservations</td>
<td>428-8354</td>
<td>Gherald L. Hoopes Jr. Activities Center–Student Life Office</td>
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<td>Financial Aid</td>
<td>428-8287</td>
<td>Student Services Building–Room 103</td>
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<td>First Aid/Emergencies</td>
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<td>911</td>
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<tr>
<td>Food Service</td>
<td>428-1481</td>
<td>Gherald L. Hoopes Jr. Activities Center</td>
</tr>
</tbody>
</table>
Foundation/Alumni 428-8295 Gherald L. Hoopes Jr. Activities Center, Alumni–Visitor Center
Housing (both on and off campus) 428-8605 Residence Towers
Intramurals 428-8384 Gherald L. Hoopes Jr. Activities Center–Student Life Office
Job Placement 428-8341 Student Services Building–Room 143
Library 428-8304 Alumni Library
Maintenance 428-8300 Maintenance
Major Field of Study 428-8270 Student Services Building–Room 163
Marketing and Public Relations 428-8321 Student Services Building–Room 207
Meal Tickets-Payments 428-8221 Student Services Building–Room 120
Monday Monster 428-8384 Gherald L. Hoopes Jr. Activities Center–Student Life Office
NAU Representative 428-8344 Academic Programs Building–Room 113
Occupational Education 428-8215 Student Services Building–Room 216
Orientation 428-8253 Student Services Building–Room 137
Payments 428-8221 Student Services Building–Room 120
Records & Registration 428-8270 Student Services Building–Room 163
Residence Halls
Mark Allen North 428-8235 Mark Allen Hall North
Mark Allen South 428-8236 Mark Allen Hall South
Nellie Lee 428-8415 Nellie Lee Hall
Residence Towers 428-8606 Residence Towers
Wesley Taylor 428-8221 Wesley Taylor Hall
Scholarships 428-8272 Student Services Building–Room 131
Small Business Development Center 428-8650 Student Services Building–Room 113
Student Activities 428-8384 Gherald L. Hoopes Jr. Activities Center–Student Life Office
Student Government 428-8384 Gherald L. Hoopes Jr. Activities Center–Student Life Office
Student Learning Center 428-8446 Student Learning Center
Swimming Pool 428-8419 Swimming Pool
Tickets/Reservations 428-8228 Gherald L. Hoopes Jr. Activities Center–Ticket Office
Transcript of Grades 428-8271 Student Services Building–Room 163
Tutoring 428-8253 Student Services Building–Room 137
Veterans Services 428-8273 Student Services Building–Room 163
Wellness Center 428-8416 Guitteau Gymnasium Balcony
Work Study Employment 428-8287 Student Services Building–Room 103
Yearbook 428-8218 Academic Programs Building–Room 254

*After, “Please enter your area code and number or a numeric message” and three beeps, enter the telephone number you would like Campus Police to call. If no response within 5 minutes, call the Graham County Sheriff’s Office at 428-3141 and an officer will be dispatched to your location.

GREENLEE COUNTY PROGRAMS

Morenci
Jennifer Morales, Morenci Coordinator
P.O. Box 1060
Morenci, AZ 85540
(928) 865-3501
EAC Extension Office on the Thatcher Campus:
(800) 678-3808, Ext. 8291

Duncan
Donald Merrell, Duncan Coordinator
1217 Foster Lane
Duncan, AZ 85534
(928) 359-2116
EAC Extension Office on the Thatcher Campus:
(800) 678-3808, Ext. 8291

PRISON PROGRAMS

Arizona State Prison–Safford Complex
EAC Program
896 S. Cook Rd.
Safford, AZ 85546
EAC Office: (928) 428-4698, Ext. 272

Federal Correctional Institution–Safford
EAC Program
PO. Box 820
Safford, AZ 85546
EAC Office: (928) 428-6600, Ext. 1155
thatcher campus map

NORTH CAMPUS
1. Mark Allen Residence Hall
2. Gherald L. Hoopes Jr. Activities Center (Alumni-Visitors Center, Bookstore, Dining Hall, Game Room, Lee Little Theater, Ticket Office, Student Life Offices)
3. North Campus Recreation Area (Outdoor Basketball, Sand Volleyball Courts)
4. Nellie Lee Residence Hall
5. Residence Towers
6. Maintenance
7. North Campus Classrooms (NC)
8. Math/Science Building (MS)
9. Alumni Library (LU)
10. Wayne M. McGrath High Tech Center (HTC) (Computer Commons, Computer Services)
11. Wesley Taylor Residence Hall
12. Allied Health Lab (AHL)

MIDDLE CAMPUS
13. Art Building B (Bldg B)
14. Layton House
15. Art Building C (Bldg C)
16. Academic Programs Building (AP) (Communicative Arts and Social Sciences, NAU Extension)
18. Memorial Bell Tower
19. Amphitheatre
20. Student Learning Center (SLC)
21. Family Consumer Resources Building (FCRB)
22. Campus Police
23. Costume Shop (CstmSh)
24. Gila Institute for Technology
25. Nursing Education Center (NEC)

SOUTH CAMPUS
26. Industrial Technology Building (ITB) (CAD Drafting Facilities and Automotive, Machine, and Welding Shop)
27. Fine Arts Auditorium (FA)
28. Choir Room
29. Stage
30. Scene Shop (SCENE)
31. Band Room
32. South Campus Classrooms (SC)
33. Guitteau Gymnasium (Athletic Director's Office, Wellness Center)
34. Tennis Courts
35. Swimming Pool
36. Racquetball Courts
37. Track/Football Field
38. Lower Practice Field
39. Softball Field
40. Baseball Field
41. Upper Practice Field
Parking Lot
<table>
<thead>
<tr>
<th>Name</th>
<th>Title and Department</th>
<th>Education</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andrea Bagnall (2010)</td>
<td>B.S., University of Tennessee, Old Dominion University&lt;br&gt;Professor of Communications&lt;br&gt;Business Faculty</td>
<td>M.A., Marshall University, University of Idaho&lt;br&gt;B.A., Brigham Young University&lt;br&gt;A.A., Eastern Arizona College</td>
<td>(928) 255-2757&lt;br&gt;<a href="mailto:dave.arond@eac.edu">dave.arond@eac.edu</a></td>
</tr>
<tr>
<td>Linda Blan (2002)</td>
<td>B.A., University of California at Santa Cruz&lt;br&gt;Faculty of Early Childhood Education</td>
<td>M.S., Northern Arizona University&lt;br&gt;B.S., University of California at Santa Cruz</td>
<td>(928) 428-8310&lt;br&gt;<a href="mailto:linda.blan@eac.edu">linda.blan@eac.edu</a></td>
</tr>
<tr>
<td>Jeanne Bryce (1991)</td>
<td>A.A., Eastern Arizona College, Business Administration&lt;br&gt;Director, Student Life</td>
<td>B.A., University of California at Santa Cruz&lt;br&gt;B.S., Eastern Arizona College</td>
<td>(928) 428-8310&lt;br&gt;<a href="mailto:jeanne.bryce@eac.edu">jeanne.bryce@eac.edu</a></td>
</tr>
<tr>
<td>Peter Chidester (2006)</td>
<td>Assistant to the President, Student Services</td>
<td>B.A., Eastern Arizona College, Business Administration&lt;br&gt;Director, Student Life</td>
<td>(928) 428-8201&lt;br&gt;<a href="mailto:mark.bryce@eac.edu">mark.bryce@eac.edu</a></td>
</tr>
<tr>
<td>Tammy Campbell (2008)</td>
<td>A.A., Mt. San Jacinto College, Business Administration&lt;br&gt;Director, Student Life</td>
<td>B.S., Eastern Arizona College&lt;br&gt;B.S., California State University</td>
<td>(928) 428-8201&lt;br&gt;<a href="mailto:tammy.campbell@eac.edu">tammy.campbell@eac.edu</a></td>
</tr>
<tr>
<td>Linda Blan-Williams (2007)</td>
<td>M.S.N., University of Phoenix, Nursing Administration&lt;br&gt;Director, Nursing Education Center&lt;br&gt;Director, Nursing Administration</td>
<td>B.A., Arizona State University&lt;br&gt;B.S., Eastern Arizona College</td>
<td>(928) 428-8201&lt;br&gt;<a href="mailto:lindablanc@eac.edu">lindablanc@eac.edu</a></td>
</tr>
<tr>
<td>Mary Birdsall (2012)</td>
<td>B.A., Brigham Young University, English and Writing Center&lt;br&gt;Faculty of Early Childhood Education</td>
<td>M.A., University of Northern Colorado&lt;br&gt;B.S., University of California, Berkeley</td>
<td>(928) 428-8207&lt;br&gt;<a href="mailto:mary.birdsall@eac.edu">mary.birdsall@eac.edu</a></td>
</tr>
</tbody>
</table>

**THATCHER ADMINISTRATION AND FACULTY**

Sharon Allen (1994)<br>B.S., M.A.Ed., University of Arizona<br>Assistant Dean of Counseling and Student Services - Room 145<br>(928) 428-8342<br>sharon.allen@eac.edu

Franklin Alvarez (2004)<br>B.M., Tolima Music Conservatory<br>M.M., A.D., University of Hartford<br>Director of Orchestral Activities and Fine Arts Administrator - Room 1<br>(928) 428-8206<br>franklin.alvarez@eac.edu

Paul Anger (2010)<br>B.S., Northern Arizona University<br>Director, Discovery Park Campus Housing Office<br>(928) 428-8260<br>paul.anger@eac.edu

David Arond (2010)<br>B.A., Antioch College<br>M.Ed., University of California, Los Angeles<br>Media Communications Faculty<br>Industrial Technology Building - Room 1<br>(928) 428-8248<br>david.arond@eac.edu

Lauri Avila (1999)<br>B.S., San Diego State University<br>M.B.A., Marshall University<br>Associate Director, Administrative Support<br>EEO Coordinator<br>Student Services - Room 221<br>(928) 248-8915<br>lauri.avila@eac.edu

Andrea Bagnall (2010)<br>B.S., University of Tennessee<br>M.S., Old Dominion University<br>Professor of Communications<br>Business Faculty<br>Student Services - Room 10<br>(928) 248-8248<br>andrea.bagnall@eac.edu

Jim Bagnall (1996)<br>B.S., University of Arizona<br>M.Ed., Old Dominion University<br>Athletic Director<br>Division Chair, Health/Physical Education<br>Head Baseball Coach<br>Guittaux Gymnasium<br>(928) 428-8144<br>jim.bagnall@eac.edu

Madhuri Bapat (1999)<br>M.S., Wright State University<br>B.S., M.S., University of Poona<br>Physics Faculty<br>Math/Science - Room 116<br>(928) 428-8361<br>madhuri.bapat@eac.edu

Dana Barnett (1999)<br>B.A., M.A., New Mexico State University<br>Administrative Information Services/Admissions and Records<br>South Campus Classrooms - Room 10<br>(928) 428-8422<br>dana.barnett@eac.edu

Danny Battraw (1992)<br>A.A., Eastern Arizona College<br>B.S., M.Ed., Northern Arizona University<br>Director, Student Life<br>Housing Office, Residence Towers Lobby, 2nd Floor<br>(928) 428-8605<br>danny.battraw@eac.edu

Chris Bieman (2010)<br>Computer Applications Analyst<br>Wayne M. McGrath High Tech Center - Room 146<br>(928) 428-8436<br>chris.bieme@eac.edu

Jamie Biggers (2008)<br>A.A.S., Eastern Arizona College<br>B.S.N., Arizona State University<br>Nursing Faculty<br>Nursing Education Center - Room 222<br>(928) 428-8348<br>jami.biggers@eac.edu

Mary Birdsall (2012)<br>B.A., Brigham Young University<br>M.A., University of Northern Colorado<br>English and Writing Center<br>Faculty of Early Childhood Education<br>Academic Programs - Room 126<br>(928) 428-8219<br>mary.birdsall@eac.edu

Bruce Bishop (2001)<br>B.M., Brigham Young University<br>B.A., University of Arizona<br>Director of Choral Activities<br>Music Faculty<br>Fine Arts Auditorium - Room 110<br>(928) 428-8464<br>bruce.bishop@eac.edu

Thelma Brandon-Williams (2007)<br>M.S.N., University of Phoenix<br>Nursing Faculty<br>Nursing Education Center - Room 219<br>(928) 428-8212<br>thelma.brandon@eac.edu

Jeanne Bryce (1991)<br>A.A., Eastern Arizona College<br>B.A., Arizona State University<br>Provost<br>Chief Academic and Student Officer<br>Student Services - Room 218<br>(928) 428-8261<br>jeanne.bryce@eac.edu

Mark Bryce (2002)<br>B.S., J.D., Brigham Young University<br>President<br>Student Services - Room 240<br>(928) 428-8231<br>mark.bryce@eac.edu

Edward Butler (2005)<br>B.S., University of California, Berkeley<br>M.S., California State University, Hayward<br>Ph.D., University of Missouri, Columbia<br>Director of Institutional Research<br>(928) 428-8207<br>ed.butler@eac.edu

Connie Callaway (2012)<br>B.S., University of Phoenix<br>M.B.A., Western International University<br>Site Coordinator/Counselor-GEAR UP<br>(928) 402-6127<br>connie.callaway@eac.edu

Donald Campbell (2010)<br>B.A., University of Northern Colorado<br>Nursing Education Center<br>Student Services - Room 10<br>(928) 428-8260<br>david.arond@eac.edu
Karen Jaggers (2010)
B.A., University of Texas
M.L.S., North Texas State University
Director, Library Services
(928) 428-8308
karen.jaggers@eac.edu

Rebecca Jarvis (1999)
B.A., M.A., Brigham Young University
Ph.D., Arizona State University
English Faculty
Academic Programs - Room 260
(928) 428-4098
rebecca.jarvis@eac.edu

Steve Jarvis (1997)
B.S., Arizona State University
World Wide Web Coordinator
Wayne M. McGrath High Tech Center - Room 146
(928) 428-8438
steve.jarvis@eac.edu

Chenelle Jones (2009)
B.S., M.A., Western New Mexico University
Head Resident, Mark Allen Hall North
Assistant Football Coach
Mark Allen Hall North
(928) 428-8235
chenelle.jones@eac.edu

Terry Jones (1998)
B.S., M.B.A., Arizona State University
M.A., Northern Arizona University
English Faculty
Academic Programs - Room 242
(928) 428-8488
terry.jones@eac.edu

Patricia Jordahl (1993)
B.A., Luther College
M.A., Western New Mexico University
Division Chair, Fine Arts
Director of Musical Theatre
Music Faculty
Fine Arts Auditorium - Room 106
(928) 428-8467
trish.jordahl@eac.edu

Shari Kay (2001)
A.A., Eastern Arizona College
B.A., Ottawa University
Head Volleyball Coach
Physical Education Faculty
Guitteau Gymnasium
(928) 428-8410
shari.kay@eac.edu

Mark Kempton (2006)
B.S., University of Arizona
EMS Program Coordinator/Instructor
North Campus Classrooms - Room 8
(928) 428-8398
mark.kempton@eac.edu

Dee Lauritzen (1996)
B.S., Weber State University
M.S., Brigham Young University
Division Chair, Industrial Technology Education
Drafting Faculty
Industrial Technology Building - Room 2
(928) 428-8433
dee.lauritzen@eac.edu

Janice Lawhorn (2000)
B.A., M.Ed., Northern Arizona University
M.S., University of Phoenix
Ph.D., Northcentral University
Dean, Curriculum and Instruction
Student Services - Room 217
(928) 428-8509
janice.lawhorn@eac.edu

Erik Lehmann (2007)
B.S., M.S.E., Wayne State College
Admissions Counselor
Student Services - Room 133
(928) 428-8274
erik.lehmann@eac.edu

Maurice Leitzke (2008)
B.S., Evangel University
M.S., Southwest Baptist University
Head Coach - Men's Basketball
Physical Education Faculty
Guitteau Gymnasium
(928) 428-8400
maurice.leitzke@eac.edu

Sara Lemley (2005)
B.S., University of Arizona
M.S.N., University of Phoenix
Nursing Faculty
Nursing Education Center - Room 217
(928) 428-8909
sara.lemley@eac.edu

Brad Lines (2008)
B.A.S., Northern Arizona University
Computer Applications Analyst
Wayne M. McGrath High Tech Center - Room 140
(928) 428-8370
brad.lines@eac.edu

Marc Lopeman (2009)
A.G.S., Eastern Arizona College
B.A., M.Ed., Northern Arizona University
Head Resident, Residence Towers
Residence Towers
(928) 428-8606
marc.lopeman@eac.edu

Marcie Lopeman (2008)
M.A., Northern Arizona University
University of Arizona
Head Resident, Mark Allen Hall South
Mark Allen Hall South
(928) 428-8236
marcie.lopeman@eac.edu

Linda Lopez (2008)
B.S.N., M.S.N., University of Phoenix
Nursing Faculty
Nursing Education Center - Room 218
(928) 428-8340
linda.lopez@eac.edu

Sandy Ludwig (2003)
B.S.N., M.S.N., University of Phoenix
Nursing Faculty
Nursing Education Center - Room 216
(928) 428-8402
sandy.ludwig@eac.edu

Patrick Lukens (2000)
B.A., M.A., New Mexico State University
Ph.D., Arizona State University
History/Political Science Faculty
Academic Programs - Room 215
(928) 428-8249
patrick.lukens@eac.edu
www.eacfaculty.org/lukens/

Mark Madsen (2006)
B.S., M.S., University of Phoenix
Mathematics Faculty
Academic Programs - Room 21D
(928) 428-8230
mark.madsen@eac.edu

Lydia Mata (2008)
B.S., M.S., University of Phoenix
Computers Faculty
(928) 428-8383
lydia.mata@eac.edu
www.eacfaculty.org/mata/

Kris Matthews (2013)
B.S., Northern Arizona University
Administration of Justice Faculty
Academic Programs - Room 225
(928) 428-8385
kris.matthews@eac.edu

Ryan McAdams (2009)
B.S., M.A., California Polytechnic State University,
San Luis Obispo
Head Coach - Women's Basketball
Physical Education Faculty
Guitteau Gymnasium
(928) 428-8418
ryan.mcadams@eac.edu

A.A., Eastern Arizona College
B.A., Northern Arizona University
M.A., Brigham Young University
Languages Faculty
Academic Programs - Room 240
(928) 428-8468
bryan.mcbride@eac.edu

James McBride (2005)
B.S., M.S., Northern Arizona University
Computers Faculty
Wayne M. McGrath High Tech Center - Room 136
(928) 428-8357
james.mcbride@eac.edu
www.eacfaculty.org/mcbride/

Phil McBride (1991)
B.S., University of Arizona
M.A., Northern Arizona University
Ph.D., Miami University
Dean of Instruction
Student Services - Room 219
(928) 428-8404
phil.mcbride@eac.edu

Mike McCarthy (1994)
B.S., M.S., Arizona State University
Biology Faculty
Math/Science - Room 413
(928) 428-8257
mike.mccarthy@eac.edu

Kate McCluskey (1990)
A.A., Eastern Arizona College
B.A.S., M.A., Western New Mexico University
Supervisor, Wellness Center
Head Coach - Softball
Guitteau Gymnasium
(928) 428-8411
kate.mccluskey@eac.edu
Randall Skinner (2000)
B.S., University of Arizona
M.Ed., Northern Arizona University
Ph.D., University of Nebraska-Lincoln
Associate Dean and Registrar
Student Services - Room 165
(928) 428-8252
randall.skinner@eac.edu

Charles Smith (2006)
A.A., Eastern Arizona College
Electrical and Instrumentation Technology Faculty
Industrial Technology Building - Room 1
(928) 428-8209
charles.smith@eac.edu

Kenny Smith (2009)
A.A., Eastern Arizona College
B.A., Arizona State University
M.A., Northern Arizona University
Counselor
Student Services - Room 139
(928) 428-8346
kenny.smith@eac.edu

Tobe Smith (2005)
B.S., Idaho State University
Assistant Supervisor, Wellness Center
Assistant Football Coach
South Campus Classrooms - Room 23F
(928) 428-4028
tobe.smith@eac.edu

Glen Snider (2003)
B.T.H., Ontario Bible College/Tyndale Seminary
B.A., Renison College
M.S.W., Wilfrid Laurier University
Director, Institutional Research
Student Services - Room 209
(928) 428-8245
glen.snider@eac.edu

Gary Sorensen (1996)
A.A., Eastern Arizona College
B.M.Ed., Northern Arizona University
M.M.Ed., Ph.D., Brigham Young University
Dean of Students
Gerald L. Hoopes Jr. Activities Center, Student Life Office
(928) 428-8354
gary.sorensen@eac.edu

Adam Stinchcombe (2001)
B.A., M.S., University of Arizona
Mathematics Faculty
Math/Science - Room 201
(928) 428-8388
adam.stinchcombe@eac.edu

Cliff Thompson (2006)
B.S., M.Ed., M.A., Northern Arizona University
Mathematics Faculty
Math/Science - Room 112
(928) 428-8205
cliff.thompson@eac.edu

Thomas Thompson (1997)
B.S., Southeast Missouri State University
Director, Information Resources
Wayne M. McGrath High Tech Center - Room 146
(928) 428-8376
thomas.thompson@eac.edu

David Udall (1998)
B.S., Arizona State University
M.B.A., University of Phoenix
Executive Director, EAC Foundation and Alumni Association
Gerald L. Hoopes Jr. Activities Center, Alumni-Visitor Center
(928) 428-8296
david.udall@eac.edu

Shelley Vaughn (2008)
A.A.S., Eastern Arizona College
B.S.N., M.S.N., Northern Arizona University
Nursing Faculty
Nursing Education Center - Room 221
(928) 428-8293
shelley.vaughn@eac.edu

Shawn Wakefield (2013)
B.S., National American University
M.Ed., Northern Arizona University
Computer Applications Analyst
Wayne M. McGrath High Tech Center - Room 146
(928) 428-8377
shawn.wakefield@eac.edu

Greg Watson (2011)
B.A., William Penn University
M.B.A., University of Illinois at Urbana-Champaign
Director, Center for Teaching and Learning
Business/Computer Faculty
Academic Programs - Room 237 or Wayne M. McGrath High Tech Center - Room 114
(928) 428-8397 or 428-8375
greg.watson@eac.edu

A.A., Eastern Arizona College
B.S., Brigham Young University
C.P.A., C.G.F.M.
Director, Fiscal Control/Controller
Student Services - Room 115
(928) 428-8473
darwin.weech@eac.edu

Dan Welker (2005)
A.A., Eastern Arizona College
B.S., University of Arizona
Director, Physical Resources Maintenance
(928) 428-8300
dan.welker@eac.edu

Marilyn Wilton (2002)
B.A., Western Michigan University
M.A., Western New Mexico University
Ph.D., The University of New Mexico
English Faculty
Academic Programs - Room 250
(928) 428-8484
marilyn.wilton@eac.edu

Eldon Woodall (2007)
B.S., Brigham Young University
Director, Grants
Academic Programs - Room 214
(928) 428-8409
eldon.woodall@eac.edu

A.A., Eastern Arizona College
Geraldo L. Hoopes Jr. Activities Center Manager/Technical Coordinator
Geraldo L. Hoopes Jr. Activities Center - Lee Little Theater
(928) 428-8227
rick.woods@eac.edu
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Department</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Karen Coppola (2008)</td>
<td>Capital/Chief Accountant, Fiscal Control</td>
<td>Maintenance</td>
<td>(928) 428-8243 <a href="mailto:karen.coppola@eac.edu">karen.coppola@eac.edu</a></td>
</tr>
<tr>
<td>Carol Coughlin (2006)</td>
<td>Secretary, Athletics Guiteau Gymnasium</td>
<td>Maintenance</td>
<td>(928) 428-8414 <a href="mailto:carol.coughlin@eac.edu">carol.coughlin@eac.edu</a></td>
</tr>
<tr>
<td>Mike DeLaO (1993)</td>
<td>Equipment/Home Event Manager</td>
<td>Maintenance</td>
<td>(928) 428-8429 <a href="mailto:mike.delao@eac.edu">mike.delao@eac.edu</a></td>
</tr>
<tr>
<td>Angie Dixon (2002)</td>
<td>Administrative Assistant to Dean of Instruction</td>
<td>Student Services</td>
<td>(928) 428-8291 <a href="mailto:angie.dixon@eac.edu">angie.dixon@eac.edu</a></td>
</tr>
<tr>
<td>Harriet Dodge (2007)</td>
<td>Chemical Hygiene Officer Math/Science</td>
<td>Maintenance</td>
<td>(928) 428-8403 <a href="mailto:harriet.dodge@eac.edu">harriet.dodge@eac.edu</a></td>
</tr>
<tr>
<td>Kimberly Draper (2008)</td>
<td>Accountant, Fiscal Control</td>
<td>Student Services</td>
<td>(928) 428-8917 <a href="mailto:kimberly.draper@eac.edu">kimberly.draper@eac.edu</a></td>
</tr>
<tr>
<td>Michele Driver (2008)</td>
<td>Administrative Assistant to Dean of Curriculum</td>
<td>Student Services</td>
<td>(928) 428-8509 <a href="mailto:michele.driver@eac.edu">michele.driver@eac.edu</a></td>
</tr>
<tr>
<td>Patrice Duffy (1997)</td>
<td>Assistant, Media Center Alumni Library Media Center</td>
<td>(928) 428-8302 <a href="mailto:patrice.duffy@eac.edu">patrice.duffy@eac.edu</a></td>
<td></td>
</tr>
<tr>
<td>Lori Dugan (1995)</td>
<td>Assistant, Marketing and Public Relations</td>
<td>Student Services</td>
<td>(928) 428-8321 <a href="mailto:lori.dugan@eac.edu">lori.dugan@eac.edu</a></td>
</tr>
<tr>
<td>Barbara Gojkovich (2006)</td>
<td>Secretary, Counseling</td>
<td>Student Services</td>
<td>(928) 428-8253 <a href="mailto:barbara.gojkovich@eac.edu">barbara.gojkovich@eac.edu</a></td>
</tr>
<tr>
<td>Bethany Cavanaugh (2011)</td>
<td>Assistant, Financial Aid Student Services - Room 103</td>
<td>(928) 428-8285 <a href="mailto:bethany.cavanaugh@eac.edu">bethany.cavanaugh@eac.edu</a></td>
<td></td>
</tr>
<tr>
<td>Billy Gonzales (2001)</td>
<td>Maintenance Mechanic Painter</td>
<td>Maintenance</td>
<td>(928) 428-8300 <a href="mailto:billy.gonzales@eac.edu">billy.gonzales@eac.edu</a></td>
</tr>
<tr>
<td>David Gunnett (2005)</td>
<td>Custodian Maintenance</td>
<td>Maintenance</td>
<td>(928) 428-8300</td>
</tr>
<tr>
<td>Valerie Hale (2007)</td>
<td>Administrative Assistant to Dean of Instruction</td>
<td>Student Services</td>
<td>(928) 428-8404 <a href="mailto:valerie.hale@eac.edu">valerie.hale@eac.edu</a></td>
</tr>
<tr>
<td>Luke Hatch (2001)</td>
<td>Software Support Specialist Wayne M. McGrath High Tech Center</td>
<td>(928) 428-8307 <a href="mailto:luke.hatch@eac.edu">luke.hatch@eac.edu</a></td>
<td></td>
</tr>
<tr>
<td>Diane Herbert (1994)</td>
<td>Assistant, Library Alumni Library</td>
<td>Maintenance</td>
<td>(928) 428-8303 <a href="mailto:diane.herbert@eac.edu">diane.herbert@eac.edu</a></td>
</tr>
<tr>
<td>Anthony Hernandez (2003)</td>
<td>Custodian Maintenance</td>
<td>Student Services</td>
<td>(928) 428-8300 <a href="mailto:anthony.hernandez@eac.edu">anthony.hernandez@eac.edu</a></td>
</tr>
<tr>
<td>Cliff Hernandez (2006)</td>
<td>Accountant, Fiscal Control</td>
<td>Student Services</td>
<td>(928) 428-8204 <a href="mailto:cliff.hernandez@eac.edu">cliff.hernandez@eac.edu</a></td>
</tr>
<tr>
<td>Jodi Keim (2010)</td>
<td>Assistant, Records and Registration</td>
<td>Student Services</td>
<td>(928) 428-8625 <a href="mailto:jodi.keim@eac.edu">jodi.keim@eac.edu</a></td>
</tr>
<tr>
<td>Tonya Larson</td>
<td>Clerk, Records and Registration</td>
<td>Student Services</td>
<td>(928) 428-8250 <a href="mailto:tonya.larson@eac.edu">tonya.larson@eac.edu</a></td>
</tr>
</tbody>
</table>
Max Nicholas (1985)  
Maintenance Mechanic  
(928) 428-8300

Nadine Nieto (1997)  
Custodian  
Maintenance  
(928) 428-8300

Becky Norton (1994)  
Secretary, EAC Foundation and Alumni Association  
Gherald L. Hoopes Jr. Activities Center, Alumni-Visitor Center  
(928) 428-8295  
becky.norton@eac.edu

Dale Norton (1991)  
Groundskeeper  
Maintenance  
(928) 428-8300

Erline Norton (2002)  
Assistant, Records and Registration  
Student Services - Room 163  
(928) 428-8250  
erline.norton@eac.edu

Linda Ochoa (1999)  
Custodian  
Maintenance  
(928) 428-8300  
linda.ochoa@eac.edu

Sandy Parrish (2010)  
Assistant, Information Resources  
Wayne M. McGrath High Tech Center - Room 115  
(928) 428-8282  
sandy.parrish@eac.edu

Debbie Patton (2003)  
Custodian  
Maintenance  
(928) 428-8300

Angela Polley (2005)  
Custodian  
Maintenance  
(928) 428-8300

Elena Quintanilla (2007)  
Software Technician, Information Resources  
Wayne M. McGrath High Tech Center - Room 140  
(928) 428-8393  
elena.quintanilla@eac.edu

Courtney Raley (2006)  
Software Support Specialist  
Wayne M. McGrath High Tech Center - Room 140  
(928) 428-8914  
courtney.raley@eac.edu

Tami Reynolds (2006)  
Accountant, Fiscal Control  
Student Services - Room 117  
(928) 428-8224  
tami.reynolds@eac.edu

Keith Richards (1986)  
General Maintenance Foreman  
Maintenance  
(928) 428-8300  
keith.richards@eac.edu

Natalie Seek (1996)  
Computer Operations Specialist  
Wayne M. McGrath High Tech Center - Room 140  
(928) 428-8214  
natalie.seek@eac.edu

James Smith (1980)  
Grounds Foreman  
Maintenance  
(928) 428-8300  
james.smith@eac.edu

Kim Tyler (1999)  
Assistant, Records and Registration  
Student Services - Room 163  
(928) 428-8333  
kim.tyler@eac.edu

Suzette Udall (2007)  
Assistant, Records and Registration  
Student Services - Room 163  
(928) 428-8904  
suzette.udall@eac.edu

Chalene Whitmire (2003)  
Manager, Enrollment Management and Retention  
Student Services - Room 132  
(928) 428-8272

Chalene.whitmire@eac.edu  
Lauri Windsor (2012)  
Assistant, Financial Aid  
Student Services - Room 103  
(928) 428-8443  
lauri.windsor@eac.edu

Pam Woods (1994)  
Administrative Assistant to Provost  
Student Services - Room 205  
(928) 428-8261  
pam.woods@eac.edu

Patti Wren (1997)  
Assistant, Student Life Office  
Gherald L. Hoopes Jr. Activities Center - Student Life Office  
(928) 428-8384  
patti.wren@eac.edu

Elaine Wright (1995)  
Custodian  
Maintenance  
(928) 428-8300  
elaine.wright@eac.edu

Laura Wright (2013)  
Assistant, Student Life Office  
Gherald L. Hoopes Jr. Activities Center, Student Life Office  
(928) 428-8354  
laura.wright@eac.edu

GREENLEE COUNTY STAFF

Jennifer Morales (2011)  
Montezuma Coordinator  
P.O. Box 1060  
Morenci, AZ 85540  
(928) 865-3501  
jennifer.morales@eac.edu

Donald Merrell (1988)  
Duncan Coordinator  
1217 Foster Lane  
Duncan, AZ 85534  
(928) 359-2116  
(928) 428-8291

PRISON STAFF

Lloyd Adams (2008)  
Automotive Faculty  
AZ State Prison Complex Safford - Graham Unit  
(928) 428-6600, 2172  
lloyd.adams@eac.edu

George Rocha (2010)  
HVAC Faculty  
AZ State Prison Complex Safford – Ft. Grant Unit  
(928) 828-3393, 4310  
george.rocha@eac.edu

Jeff Roebuck (2007)  
B.S., M.A., Western New Mexico University  
Business/Computer Faculty  
Federal Correctional Institution - Safford  
(928) 428-8600, 1150  
jeff.roebuck@eac.edu

Andrew Shaver (2002)  
B.S., M.Ed., Northern Arizona University  
Director, Prison Programs  
AZ State Prison Complex Safford - Graham Unit  
(928) 428-6600, 1150  
andy.shaver@eac.edu

David VanScoyk (2012)  
B.S., B.S.B.A., University of Arizona  
M.Ed., Northern Arizona University  
AZ State Prison Complex Safford - Graham Unit  
(928) 428-6600, 1150  
david.vanscoyk@eac.edu

Mervin Wilhelm (2007)  
B.S., Arizona State University  
Building Trades Faculty  
Federal Correctional Institution - Safford  
(928) 428-6600, 1151  
merv.wilhelm@eac.edu

EMERITI

Mark Anderson (1988-2010)  
B.S., Lewis & Clark College  
M.B.A., Brigham Young University  
Business Faculty

Verlene Anderson (1979-2008)  
A.A., A.A.S., Eastern Arizona College  
Associate Director, Records and Registration

Eldon P Angle (1965-1992)  
A.A., Eastern Arizona College  
B.S., M.S., University of Arizona  
Biological Science Faculty; Division Chair, Math/Science

John Arbuthnot (1985-2002)  
A.A., Phoenix College  
B.A., M.A., Arizona State University  
Associate Dean of Arizona State Prison Program

Paula Asbury (1989-2011)  
A.A., Eastern Arizona College  
B.S., University of Arizona  
Director, Information Resources

Kathleen Bailey (1983-2007)  
A.A., Eastern Arizona College; B.S., M.A.Ed., University of Arizona  
Business Faculty

Stephen Bingham (1963-1982)  
B.S., Wisconsin State College  
M.S., University of Arizona  
Biological Science & Forestry Faculty

Bonnie Briscoe (1980-2001)  
B.A., McMurry College  
M.S.T., New Mexico Technology University  
Geology Faculty

Doriee Chancellor (1966-2000)  
B.S., M.S., University of Illinois Ed.D., Arizona State University  
Dean of Instruction for Science, Health, Business & Technology  
EEO Coordinator
Douglas Christie (1979-2010)
B.A., M.Ed., Northern Arizona University
Director, Prison Programs

Monica Cole (1992-2008)
B.A., Valparaiso University
M.A., Marquette University
M.A., University of California
Technical Theatre Director
Drama Faculty

Jim Davis (1976-1994)
B.A., M.S., Arizona State University
Coordinator of Gila County Programs

Nancy DeSpain (1980-2008)
A.A., Eastern Arizona College
B.A., M.Ed., Northern Arizona University
Assistant Supervisor, Fiscal Control

Delmar Eickhoff (1985-1997)
Sheet Metal/Refrigeration Faculty

Cathey Felix (1978-2002)
B.A., Arizona State University
M.A., Northern Arizona University
Business/General Education Division Chair
Business Faculty

Judy Fisher (1975-2001)
A.A., Eastern Arizona College
Assistant Director, Financial Aid

Sharon (Hopi) Fitz-William (1991-2011)
B.S., Colorado State University
Transition Facilitator

Joyce Flamm (1970-2005)
A.A., Ricks College
B.A., M.A., Brigham Young University
English Faculty

Nathaleene Green (1971-1992)
A.A., Eastern Arizona College
B.S., M.S., University of Arizona, C.H.E.
Family Consumer Resources Faculty

Richard Green (1986-2005)
B.A., New Mexico State University
M.A., University of Kansas
Ph.D., University of Georgia
Art/Design Faculty

Gerald Hekekia (1987-2001)
B.S., Church College of Hawaii
M.S., Brigham Young University
Head Volleyball Coach
Physical Education Faculty

B.S., M.B.A., University of Arizona
President

Computers Faculty

E. Wesley Jernigan (1989-2002)
B.A., M.A., Ph.D., University of Arizona
Anthropology Faculty

Rebecca Johnson (1975-2002)
A.A., Eastern Arizona College
Executive Assistant

Steve Johnson (1989-2013)
A.A., Eastern Arizona College
B.S., M.A., Northern Arizona University
Director, Center for Teaching and Learning
Administration of Justice Faculty

Melvin Jones (1984-2000)
B.A., M.P.A., Brigham Young University
Director, Financial Aid

B.A., University of Washington M.S., Arizona State University
Division Chair, Machine Shop Technology Education Faculty

B.A., M.A., Brigham Young University
Ed.D., Arizona State University
Vice President of Student and Academic Affairs

B.A., University of the Pacific M.A., San Francisco State College
English Faculty

Charles LaVetter (1966-2002)
B.S., University of Arizona M.S., Northern Arizona University
Head Coach - Men's Basketball

Gwen Lewis (1980-2009)
B.A., University of Arizona
M.A., Northern Arizona University
Counselor

David Lunt (1980-2001)
B.S., M.ME., Northern Arizona University
D.M.A., University of Arizona
Vocal/Choral Music Director

James Mark (1988-2010)
B.A., M.S., The American University
Mathematics Faculty

A.A., Eastern Arizona College
B.S., Brigham Young University
M.N.S., Arizona State University
Chemistry Faculty; Division Chair, Science and Allied Health

A.A., Eastern Arizona College
B.A., M.A.Ed., Arizona State University
Automotive Technology Faculty

Gerry McNeely (1985-2002)
B.S., Pittsburgh State University
Carpentry Faculty

Ladd Mullenaux (1964-1994)
B.A.Ed., Arizona State University
M.Ed., University of Arizona
Dean of Students; Athletic Director

Holly Pascoe (1985-2007)
B.S., University of Arizona
M.Ed., Northern Arizona University
Assistant Dean of Student Life

Leon L. Peterson (1962-1995)
B.A., Brigham Young University
M.A., University of Arizona
English Faculty

Paul Phelps (1974-2001)
B.A., Sterling College, Kansas
M.A., University of Oklahoma
Director, Public Information

Lee Russell (1980-2010)
B.A., M.A., Brigham Young University
Speech Faculty

Ellen Schmidt (1984-1999)
B.S., Queens College
M.S., Adelphi College
Physics Faculty

Dona Schreur (1981-2006)
B.S., St. Cloud State University
M.A., University of Arizona
English Faculty

Ralph Selensky (1992-2007)
A.A., Rio Hondo Junior College
B.A., California State College of Long Beach
M.Ed., Prairie View A&M University
Mathematics Faculty

Monte G. Smith (1967-1998)
B.S., M.S., Brigham Young University
Sociology Faculty

Jose Sosa (1995-2010)
B.A., Arizona State University
M.Ed., Northern Arizona University
Project Director, ASPIRE

Don Spencer (1978-1991)
B.S., M.Ed., Brigham Young University
Developmental Education Faculty

Richard Spining (1981-2009)
B.A., M.A., M.Ed., University of Arizona
Assistant Dean of Counseling

Bruce Stanfield (1967-2002)
B.S., M.A., Eastern New Mexico University
Vice President of Student and Academic Affairs

David Tammer (1983-2006)
B.A., M.A., San Francisco State University
M.F.A., University of Arizona
English Faculty

Edward Vergara (1972-1999)
B.S., M.A., Northern Arizona University
Business Faculty; Division Chair, Business

Charles W. Watson (1977-1999)
B.A., M.A., Ph.D., Brigham Young University
History/Political Science Faculty
Linda Watts (1990-2001)
B.S., M.L., State University of New York
Librarian

F. Hal Weaver (1990-2007)
B.A., M.A., Ph.D., University of Kansas
Dean of Instruction

B.S., University of Arizona
M.A., Norwich University
Vermont College
Chief Business Officer

Ballard T. White (1966-1995)
B.S., M.S., Brigham Young University
Drama Faculty

Crae Wilson (1977-2008)
B.A., M.A., Ph.D., Brigham Young University
Business Faculty

Director, Physical Resources

Priscilla Zuber (1990-2001)
B.A., Colorado Women's College
M.A., Arizona State University
Assistant Dean
MISSION STATEMENT
The Gila Community College District creates and continuously improves affordable, accessible, effective, and safe learning environments for the lifelong educational needs of the diverse communities we serve. Our campuses fulfill this mission through:

- University Transfer Education
- Developmental Education
- Workforce Development
- Continuing Education
- Community Education
- Community Services
- Cultural Activities
- Economic Stimulation Activities
- Adult Literacy Activities

The College is dedicated to providing individual attention and assessment as well as instructional and developmental courses to ensure that each student has access to the skills needed to achieve academic success. As a leading partner in community development, we contribute to the advancement of individual, social, economic and cultural interests in the region. We measure our success in fulfilling our mission by:

- Student enrollment
- The academic success of our students
- Community response to our program offerings
- The degree to which we satisfy the needs of community business/industry for skilled workforce

FULL TIME STAFF BY CAMPUS
GILA PUEBLO: (928) 425-8481
Dr. Stephen Cullen District Senior Dean
Patricia Burke Dean Gila Pueblo/San Carlos
Ron Carnahan District IT Coordinator
Trena Grantham District Public Relations Coordinator
Derryl Meeks District Maintenance Supervisor
Susan Gallo Finance Coordinator
Selma Williams Facilitator Wellness Center
Larry Brown Art Instructor
Aaron Burk Biology Instructor
Larry Oliveri Electrical and Instrumentation Instructor
Robert Lautigar Mathematics Instructor
Patrice Ballard Nursing Instructor
Anjanette Bolinger Electrical and Instrumentation Instructor
George Salinas Mathematics Instructor
John Felix Nursing Instructor
Andrea Renon Electrical and Instrumentation Instructor
Mary Louise Rhinehart Maintenance Technician
Pam Moore Assistant

PAYSON: (928) 468-8039
Pam Butterfield Dean
LQ Harris III Dean Gila Pueblo/San Carlos
Gloria Levesque District IT Coordinator
Joe Shannon District Public Relations Coordinator
James Quinnan District Maintenance Supervisor
Patricia Ballard District Public Relations Coordinator
Richard Levesque Finance Coordinator
Ray Law Maintenance Technician
Kevin Milligan Assistant
Hector Romero Administrative Assistant

SAN CARLOS: (928) 475-5981
Marcella James Campus Facilitator
Neil Mitchell Mathematics Instructor
Denise Kenton Clerk

DISTRICT GOVERNING BOARD
Dr. Larry Stephenson, President
Bernadette Kniffin, Vice President
Armida Bittner, Secretary
Robert S. Ashford, Member
Thomas Loeffler, Member
GILA COUNTY SCHOLARSHIPS

Departmental, Scholar, Preferential, Senior Citizen, and Resident/Community Involvement Scholarships are available at Gila Community College. Both new and returning full-time students are eligible for scholarships. Scholarship applications will begin to be reviewed and awards made after the March 1st priority date for the following academic year. Applications should be submitted as early as possible; however, applications received after March 1 will be considered as long as scholarship funds are available. If you’re selected to receive a scholarship you will be notified by mail and must acknowledge your acceptance in writing within 15 days of the date of notification. You may request Gila Pueblo scholarship application forms from the Scholarship/Financial Aid Office, Gila Community College (Globe: 928-425-8481, Payson: 928-468-8039, and San Carlos: 928-475-5981).

MAPS OF PAYSON AND GILA PUEBLO CAMPUSES

The Scholarship Officer has, as a matter of official policy, the right and obligation to discontinue any award made by or through the College upon receipt of verified evidence that a recipient of such an award has, either on the campus or in the community, demonstrated citizenship incompatible with standards of the College. This policy applies to all varieties of aid, as well as to academic, music, athletic, or special scholarships.
enrollment

EASTERN ARIZONA COLLEGE IS A PLACE where you’ll make friends easily and feel at home instantly. Small class sizes and highly qualified, committed instructors ensure a quality education. And outside the classroom, opportunities for personal growth and enrichment abound. Whatever direction you take, there’s no better starting point than Eastern.

EAC’s ethnically diverse student body represents more than 36 states and territories and 11 foreign countries.

HOW DO I ENROLL FOR THE FIRST TIME AT EAC?

Becoming a student at EAC is easy! If you’ve never attended Eastern Arizona College, you are admitted by establishing a record at EAC. There are three convenient ways to do this.

You may complete and submit the Admissions Form over the Web at www.eac.edu, or

Call Operator Assisted Registration during business hours at (928) 428-8270 or 1-800-678-3808, Ext. 8270 and we’ll take the information over the phone, or

Complete the Admissions Form which is found in each printed class schedule and:

• Mail it to: EAC Records and Registration, Thatcher, AZ 85552-0769
• Fax it to: EAC Records and Registration, (928) 428-3729
• Bring it to the Records and Registration Office in the College Student Services Building between 8:30 a.m. and 4:30 p.m., Monday through Friday.

Contact the Records and Registration Office at (928) 428-8270 or 1-800-678-3808, Ext. 8270 for more information.

The act of enrolling in courses at the College indicates you agree to be subject to all the requirements, policies, and regulations in the College Catalog, Schedule of Classes and Student Handbook, and agree to establish a permanent college academic record. You further acknowledge that in order to be admitted to other colleges or universities you may be required to send this academic record to those institutions. Your enrollment also certifies your understanding that the content of EAC courses is designed for adult students and if the transcript you wish evaluated is from a non-Arizona institution, please arrange to have course descriptions of the transcript courses also sent to the EAC Records and Registration Office. Be sure the descriptions are from the catalog for the year the course was taken.

ORIENTATION AND REGISTRATION ASSISTANCE

Eastern Arizona College offers Orientation and Registration Assistance for new students. The Orientation Program is designed to familiarize you with available services, registration procedures, and degree requirements. Orientation can be obtained in several ways:

1. A complete review of the College catalog, class schedule and student handbook will provide a good orientation to EAC. These publications are available at the College’s Web site. You may also call the Admissions and Scholarships Office at (928) 428-8272 or 1-800-678-3808, Ext. 8272 to request these publications be mailed to you.

2. A Web-based orientation to Eastern Arizona College can be accomplished by studying the contents of the EAC site at www.eac.edu. The opportunity to submit questions by e-mail is provided.

3. Students registering for the first time can expect the following assistance from Counseling Staff:

• Academic Planning: you will learn how to use the tools necessary for planning your college program.
• Advising: Counselors and Faculty Advisors will be available to assist you.
• Registration Assistance: We will assist you with learning how to use our registration systems.

4. It is highly recommended that all first time, full-time students successfully complete a semester long orientation class, CSL 109, Orientation to Student Success. This class provides the student with instruction in study skills, time management and also provides the opportunity to obtain vital information about Student Life activities, Library Services, Financial Aid, and Academic Planning. Sections are taught by faculty in each of the academic divisions, giving the student the opportunity to work closely with someone in the division containing their major. Undecided students will be provided with the opportunity to explore career options. Students should complete this class in the first or second semester of their full-time enrollment.

Call (928) 428-8253 or 1-800-678-3808, Ext. 8253 or send an e-mail to counseling@eac.edu for more information.

READING, ENGLISH AND MATH PLACEMENT TESTING

All new or continuing, full or part-time students who intend to make initial enrollment in a mathematics, English Composition,
or any other general education class are required to take the appropriate placement test. Because students must, as a condition of graduation, demonstrate a reading proficiency at the 10th grade level for the AAS degree and at the 12th grade level for the AA, AS, ABUs or AGS degree, all students are required to complete the reading placement test. In addition, initial enrollment in most general education classes require reading proficiency at least at the 10th grade level. The reading placement score will determine if graduation requirements and initial general education enrollment requirements have been met or if developmental reading courses are needed.

Placement in English composition and mathematics courses based on placement testing scores is mandatory and will be determined by a student’s respective placement test scores. Nonetheless, students may choose to enroll in a mathematics class that is one level higher than the course designated by their testing score. Students choosing to enroll in a higher level course must sign a form indicating that they are aware that they are not enrolling in the proper course and that enrolling in the higher level course could affect their academic standing.

The requirement that you take placement testing will be waived if:

- You have taken the ACT or SAT and can provide evidence you have met the graduation reading requirement for the AAS degree. The minimum requirements for residency are:
  1. Continuous physical presence in the state for one year
  2. Financial independence from out-of-state parents
  3. Evidence of intent to establish residency
  4. Compliance with Proposition 300 (see page 179).

For more information, refer to the disclosure section of the College Catalog on page 179, or contact the Records and Registration Office.

**WHAT ABOUT MY RESIDENCY?**

**State Residency:** No person having his/her domicile elsewhere than in the State of Arizona shall be eligible for classification as an in-state student for tuition purposes. The minimum requirements for residency are:

- Evidence of intent to establish residency
- Compliance with Proposition 300 (see page 179)

**County Residency:** Arizona residents from counties in which there is no established community college district (Apache, Greenlee, and Santa Cruz) may enroll in credit classes at Eastern Arizona College without payment of out-of-county charges, provided the student completes a properly executed Arizona Out-Of-County Residence Affidavit at the time of registration. General Tuition and Fees are still payable.

**INTERNATIONAL STUDENTS**

International students may be admitted to Eastern Arizona College. Notice will be sent to the student indicating either acceptance or denial after the Records and Registration Office has received all of the following items. Contact the Records and Registration Office to obtain forms and more information. All items need to be received by August 1 for Fall Semester and by December 1 for Spring Semester.

- Admissions Form
- $25 non-refundable application fee payable in U.S. Dollars, or in the form of an International Reply Coupon issued through a government or postal office overseas
- Housing Application and deposit (if College housing is desired)
- Official transcript of high school and college work
- Completed medical examination
- TOEFL test scores. The minimum TOEFL paper-based test score we accept is 500 and the minimum TOEFL computer-based test score we accept is 173. For information on the TOEFL, write to Test of English as a Foreign Language, Educational Testing Service, Princeton, NJ 08540, USA. You may be admitted without TOEFL scores contingent upon participation in a college language training program designed and approved to meet your individual needs.
- Letters of recommendation from two persons, preferably officials from the student’s former school
- Certification of Finances
- Proof of hospitalization insurance

After being admitted to Eastern Arizona College, the International Student is responsible for completing all Immigration and Naturalization Service (INS) requirements. Students may not enroll in classes at Eastern Arizona College without the I-20 Certificate of Eligibility form on file in the Records and Registration Office.
TUITION AND FEES FOR 2013-2014

The exact amount you will spend on college expenses will depend on your class schedule (textbooks needed, fees, etc.) and your housing and meal arrangements. Below is an estimate of the costs per semester, based on enrollment in 16 credit hours.

<table>
<thead>
<tr>
<th>General Tuition and Fees</th>
<th>Arizona Residents</th>
<th>Out-of-state Non-resident</th>
<th>Students from WUE States</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books &amp; Incidental</td>
<td>600*</td>
<td>600*</td>
<td>600*</td>
</tr>
<tr>
<td>Room &amp; Meals**</td>
<td>2,830*</td>
<td>2,830*</td>
<td>2,830*</td>
</tr>
<tr>
<td>Out-of-State Tuition</td>
<td>NA</td>
<td>3,450</td>
<td>480</td>
</tr>
<tr>
<td>TOTAL:</td>
<td>$4,390*</td>
<td>$7,840*</td>
<td>$4,870*</td>
</tr>
</tbody>
</table>

*These are estimated costs and subject to annual change.

**19 meal plan, double occupancy room averaged over fall and spring semesters (least expensive option).

REFUNDABLE TUITION AND FEES FOR 2013-2014

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Arizona Residents</th>
<th>Out-of-state Non-resident</th>
<th>Students from WUE States</th>
</tr>
</thead>
<tbody>
<tr>
<td>up to 1</td>
<td>$90</td>
<td>$180</td>
<td>–</td>
</tr>
<tr>
<td>2</td>
<td>$180</td>
<td>$360</td>
<td>–</td>
</tr>
<tr>
<td>3</td>
<td>$180</td>
<td>$360</td>
<td>–</td>
</tr>
<tr>
<td>4</td>
<td>$180</td>
<td>$360</td>
<td>–</td>
</tr>
<tr>
<td>5</td>
<td>$180</td>
<td>$360</td>
<td>–</td>
</tr>
<tr>
<td>6</td>
<td>$180</td>
<td>$360</td>
<td>–</td>
</tr>
<tr>
<td>7</td>
<td>$310</td>
<td>$1,035</td>
<td>–</td>
</tr>
<tr>
<td>8</td>
<td>$440</td>
<td>$1,710</td>
<td>–</td>
</tr>
<tr>
<td>9</td>
<td>$570</td>
<td>$2,385</td>
<td>–</td>
</tr>
<tr>
<td>10</td>
<td>$700</td>
<td>$3,060</td>
<td>–</td>
</tr>
<tr>
<td>11</td>
<td>$830</td>
<td>$3,735</td>
<td>–</td>
</tr>
<tr>
<td>12 &amp; over</td>
<td>$960</td>
<td>$4,410</td>
<td>$1,440</td>
</tr>
</tbody>
</table>

Audit Fee**    $35 per credit hour
Non-Credit Course Fee** $30 per credit hour
Web Course Out-of-state Fee ** $50 per credit hour

*Proposition 300, passed by Arizona voters in November 2006, stipulates that college students who are not legal United States citizens or are without lawful immigration status must pay out-of-state tuition.

**Per credit hour, in addition to General Tuition.

NEW MEXICO (OUT-OF-STATE) TUITION WAIVERS

There are a limited number of Out-of-State tuition fee waivers for residents of New Mexico who wish to attend Eastern Arizona College. To be eligible for consideration, you must:

• Be a resident of New Mexico
• Be admitted to Eastern Arizona College
• Have a minimum 2.0 GPA (a transcript from your most recent school must accompany your application)
• Fill out a New Mexico Out-of-State Tuition Waiver Application at www.eac.edu/newmexico or request that an application form be mailed to you
• For priority consideration you should register for classes as soon as possible prior to the semester you plan on attending

This agreement is made by and between the New Mexico Commission on Higher Education, an “agency” of the State of New Mexico and Eastern Arizona College (and other community colleges in Arizona). The purpose of the agreement is to establish a tuition reciprocity program to enable selected students from New Mexico to enroll at designated institutions of higher education in the State of Arizona with authorization to pay Arizona resident undergraduate tuition rates, and to enable an equal number of selected students from the State of Arizona to enroll at Western New Mexico University in New Mexico with authorization to pay New Mexico resident undergraduate tuition rates.

WESTERN UNDERGRADUATE EXCHANGE (WUE)

WUE is the Western Undergraduate Exchange, a program of the Western Interstate Commission for Higher Education (WICHE). Through WUE, students in western states may enroll in many two-year and four-year college programs at a reduced tuition level: 150% of the institution’s resident tuition. To be eligible for consideration, you must:

• Be a legal resident of participating states—Alaska, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington, or Wyoming
• Be admitted to Eastern Arizona College
• Maintain full-time student status while on the waiver completing at least 12 credit hours at a minimum 2.0 GPA per semester
• When you apply for admission to Eastern Arizona College—print out a WUE waiver application at www.eac.edu/Academics/Student_Records/pdf_forms/WUE.pdf or request that an application form be mailed to you
• Valid and current supporting documentation from your state of residence must accompany your WUE application:

• Drivers license
• Motor vehicle registration
• State income tax return for previous year
• High school transcript or diploma
• Property ownership document
• Dependency status indicated on parent’s federal income tax return from previous year
• Bank statement addressed to your state of residency

WHAT IS EAC’S REFUND POLICY?

Tuition and Fees: Refundable tuition and fees are defined as general tuition and out-of-state tuition. All students who officially withdraw from the College or individual semester-length or short-term courses before the close of registration for the course will receive a full refund. Students who withdraw from open entry/open exit courses after the term or semester in which the course is offered has begun will not receive a refund. Students who withdraw from classes after the close of registration will not receive a refund. Fees including class, lab and other special or miscellaneous fees are not refundable.

All refunds and deposits that may be due a student will first be applied to debts that the student owes the College. When federal student aid is used to pay for tuition and fees, the refund will be made to the federal fund, not to the student.

Federal regulations require that if you are a federal financial aid recipient and you totally withdraw from the College on or before the 60% point in the enrollment period, you must return a percentage of the federal aid funds disbursed. For example: if you withdraw at the 30% point of the enrollment period, you earn 30% of the aid that could be disbursed. The remaining 70% of the aid is unearned aid and a portion of the 70% may have to be returned. Further information is available at the Financial Aid Office and/or their web page at www.eac.edu/finaid or in the disclosures section of this catalog.

Cancelled Courses: When the College cancels a course, a full refund will be made for the cancelled course.

Other Refunds: Students who wish to appeal the refund policy may do so by petitioning the Admissions and Academic Standards
housing and dining facilities

HOUSING AVAILABILITY AND RESERVATIONS

Residence hall facilities are available on the Thatcher campus for both men and women. Tour arrangements of these facilities can be made with the Admissions Office when you visit campus or by calling (928) 428-8272. For students considering off-campus options, the Student Life Office maintains a website directory of private facilities available for rent. Inquiries concerning the directory can be made by calling (928) 428-8354.

Resident hall space assignments are made on a first-come, first-served basis, based on the date the Housing Office receives your application and deposit. Preference will be given to full-time students for College housing. Students may apply online on EAC’s website, www.eac.edu/Campus_Life/Housing/formChoice.shtm. Students may print a PDF version of application from this same link and send it with a deposit payment by mail. If you have question about the application and assignment process, please contact the Housing Office at (928)428-8605.

EAC reserves the right to deny on-campus housing, change room assignments, or remove a student from College housing if it is felt to be in the best interest of the student and/or the College.

EAC is not responsible for the loss, theft, or damage to personal property. Firearms, simulated weapons, any kind of projectile weapon and/or other weapons, explosives of any kind, intoxicating liquors, illegal drugs, or any mind-altering substances are prohibited in the residence halls and elsewhere on College property at all time. Those in violation will be subject to disciplinary action and/or possible expulsion from EAC and restricted items confiscated. Pets are not allowed in the residence hall areas or rooms at any time.

RESIDENCE HALL ROOM COSTS FOR 2013-2014

Mark Allen, Nellie Lee, and Wesley Taylor are traditional, like gender residence halls, with double occupancy rooms. Room costs are $1325 for Fall semester and $895 for Spring semester.

Residence Towers are four like-gender student suites adjoining a common area, with four students per suite. Room costs are $1765 for Fall semester and $1180 for the Spring semester.

Room and meal plan costs must be paid prior to the date the residence halls open for the semester. If costs are not paid by this date, your reservation will be subject to cancellation and your reservation deposit forfeited. Students not checking into assigned hall space by the end of the first day of class for that semester will be subject to the cancellation of their reservation and forfeit of deposit. Residence hall room costs are subject to annual change.

HOUSING DEPOSIT

The $150 reservation deposit is required to be included with Housing Application to be able to reserve space on-campus. Upon check-in, the reservation deposit converts to a security deposit against loss or damage to College property. The Housing deposit may be left on account between semesters to reserve space in subsequent semesters. Individual or communal damage expenses will be charged to student(s) as they occur. A full deposit of $150 must be maintained in your student account in order to maintain your reservation for subsequent semester.

HOUSING CANCELLATIONS AND REFUND ELIGIBILITY

Students, whose plans have changed and are no longer planning to reside in an on-campus residence hall, are encouraged to cancel their reservation as soon as possible, so that available space can be freed for other students waiting for hall space.

To cancel your residence hall reservation, please notify the Housing Office at (928)428-8605 or email at: housing@eac.edu. Cancellations received on or before July 15 for the Fall semester, or on or before December 15 for the Spring semester, will result in a full refund of your $150 hall reservation deposit. Cancellations after these dates will result in the forfeit of the deposit.

Hall residents must complete a check-out with the hall Head Resident to be eligible for a refund of your deposit, room or meal plan costs if eligible for a refund.

If you have paid your room cost and cancel your reservation on or before the halls open for the semester, you will be eligible for a full refund of your room cost, but deposit will be forfeited. If you have checked into your hall space and then check-out prior to the end of the academic registration period for that semester, you will be eligible for a 50% refund of your room cost and deposit is forfeited. If you check-out after the end of the academic registration period for

Refund Petitions: Petitions for waiver of refund policies for residence halls and meal plans may be filed with the Dean of Students. Petition forms can be picked up in the Student Life Office located in the Gherald L. Hoopes Jr. Activities Center, Room 114, or by calling (928) 428-8354 to have a copy sent to you.

For refunds of reservation deposits or room costs, please refer to the “Housing and Dining Facilities” section of this catalog on pages 24-25.

Meal Plan: For refunds of meal plans, please refer to the “Housing and Dining Facilities” section of this catalog on page 25.
that semester, you will not be eligible for a refund of your room cost, but will receive a refund of deposit minus any charges for damages as a result of your stay in hall.

CAMPUS DINING

Campus Dining is located in the NW corner of the Gherald L. Hoopes Jr. Activities Center, accessed from the internal common area of the Center. During the Fall and Spring Semesters, approximately 234 meals are served cafeteria-style, with unlimited seconds. During service periods, 19 meals a week are served, 3-a-day Mon-Fri, and brunch/dinner on weekends.

All students that live in a residence hall are required to purchase 1 of 3 meal plans available. Only one meal per meal period can be used from a student’s plan. All plan meals must be used during a week’s service period or unused meals are lost. A substitute, “Brown Bag” meal, may be ordered 24 hours in advance with Campus Dining.

Meals plans may be purchased by any student, faculty, or staff. They along with guests of the College also have the option to pay by the meal with cash.

MEAL PLANS AND CASH COSTS 2013-2014

<table>
<thead>
<tr>
<th>Plan</th>
<th>Meals Out of 19 Served per Week</th>
<th>Cost per Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plan A</td>
<td>19 meals served</td>
<td>$1,720</td>
</tr>
<tr>
<td>Plan B</td>
<td>14 meals + 5 meals out of 19</td>
<td>$1,590</td>
</tr>
<tr>
<td>Plan C</td>
<td>10 meals + 9 meals out of 19</td>
<td>$1,510</td>
</tr>
</tbody>
</table>

CASH PAY:

Estimated Food Service Guest-Line prices, including sales tax, will be charged:

<table>
<thead>
<tr>
<th>Meal</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakfast</td>
<td>$6.14</td>
</tr>
<tr>
<td>Lunch</td>
<td>$7.71</td>
</tr>
<tr>
<td>Dinner*</td>
<td>$11.24</td>
</tr>
<tr>
<td>Daily Total</td>
<td>$25.09</td>
</tr>
</tbody>
</table>

*Special dinners may be charged an additional amount.

MEAL PLAN REFUNDS:

Students, who cancel their meal plan prior to 60% of the campus food service period for semester has passed, will be eligible for a pro-rata refund only if they completely withdraw from EAC.

FACILITIES CLOSED

On-Campus residence halls are closed to all students during the Thanksgiving Break, Semester Break between the Fall and Spring Semesters, and during Spring Break. Fall semester students residing in halls for the Spring semester must check-out by 7am of the closure date of the hall. Students not checking out by this date/time will be subject to a daily-rate charge.

Any exceptions to hall closures, check-out dates/times, or check-in dates/times must be approved by the Director of Student Life or Housing Office.

Food service/dining hall is closed for meal plan use during scheduled hall closures. At times during the fall and spring semesters, school picnics/BBQs are held on campus. An alternate meal schedule may be imposed during these times or the meal may be replaced by the picnic/BBQ activity.

For additional information concerning hall closures and food service on campus, please contact the Housing Office at (928) 428-8605.

The Office of Student Financial Aid's mission is to provide Eastern Arizona College (EAC) student’s, prospective, current, and past, with prompt, accurate and courteous financial aid assistance.

To help students meet the financial obligations of college attendance, Eastern Arizona College administers a varied and comprehensive financial aid program. Financial aid is designed to bridge the gap between the costs of attending college and what students and their families are expected to contribute. Citizens, or eligible non-citizens of the United States, may apply for assistance regardless of sex, age, color, religion, marital status, national origin, pregnancy related conditions, handicap, or veteran disability.

The U.S. Department of Education, through EAC, offers three major student financial aid programs:

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal Work Study (FWS)
- Federal Direct Student Loans. Eastern Arizona College does not participate in the Federal Direct Student Loan program.

A complete description of these programs is available on line at: www.studentaid.ed.gov.

To be considered for financial aid, the following is required:

- Complete an application for admissions, www.eac.edu/forms/SIF.shtml and be admitted to EAC in a degree program. Financial aid requires a student be admitted as a high school graduate with a regular high school diploma, a high school equivalence test (GED), or have been home schooled.

- Complete the Free Application for Federal Student Aid (FAFSA), resulting in a Student Aid Report (SAR). The FAFSA can be completed on the web at: www.fafsa.ed.gov. A tutorial for the FAFSA on the web can be found at: http://www.finaid.ucsb.edu/FAFSA/simplification/index.html. To sign this application electronically and access your federal financial aid account in the future, apply for PIN # at: http://www.pin.ed.gov. Dependent student’s parent(s) also should apply for a federal PIN number.

- Documentation of information submitted on financial aid applications is required if the Central Processor selects it for a process called verification.
The student meets all other eligibility requirements as established by the U.S. Department of Education, State of Arizona, Eastern Arizona College and/or the funding agency.

The priority deadline for programs with limited funding such as FSEOG and FVVS is March 1, annually. Additional information or help is available through the Student Services Offices. Please come in or call with your questions. It is important to have the right answer the first time rather than being delayed by inaccurate information. Corrections can be made electronically by the financial aid office or on-line at the FAFSA web site using your PIN number.

In general, eligibility for financial aid (Title IV funds) is determined through the following criteria.

- Student demonstrates financial need: when student’s institutional Cost of Attendance (COA) minus FAFSA results or Effective Family Contributions (EFC), results in a need. The FAFSA also determines eligibility for Pell Grant.
- Student is enrolled in courses that leads to a declared certificate or degree with a minimum duration of not less than one academic year (30 weeks of instruction) and not less than 16 credit hours.
- Student’s total number of credit hours enrolled in each semester.
- Student meets Satisfactory Academic Progress standards as established by the Financial Aid Office, and in compliance with federal regulations.
- Student does not owe a Return of Funds to a federal grant program.
- Student is not in default on a Perkins, FFELP or FDSL loan.
- Students who have earned a bachelor’s degree are not eligible for financial aid at EAC.
- Student has provided EAC with transcripts from all previously attended institutions and these transcripts have been evaluated by the college registrar.

If a financial aid need has been demonstrated and the necessary qualifications have been met, assistance in the form of grants, work-study and/or scholarships may be awarded. Generally a “package” of aid or a combination of different types of assistance is awarded. Because family capabilities vary, each aid award is designed specifically to fit the student’s circumstances. All awards are made based on an academic year beginning with fall semester and ending with summer semester; so an application must be completed each year. Students will be notified by mail through an “award letter” or the On Line Financial Aid System once the awarding process is complete. The award is based on the availability of funds and may be adjusted at any time.

FINANCIAL AID DISBURSEMENTS

Financial aid is disbursed to individual student accounts no earlier than 10 days prior to the first day of class. Generally, the first disbursement of grants and scholarships is the Friday proceeding the first day of the semester. Thereafter, disbursements are generally made on Monday of each week. If after tuition, EAC approved fees, and other student authorized charges are paid, and a balance remains, the balance will be paid to Higher One. Students will select through Higher One the method of payment, whether by the Higher One Card, direct deposit to personal bank accounts, or a check issued by Higher One.

TRANSFER STUDENTS FROM OTHER INSTITUTIONS

If a student transfers to or from one school to another, previous financial aid awards will not automatically transfer. To receive aid at the new school, check with that school’s financial aid office to find out what aid programs are available and what steps are required to receive it. Midyear transfer students to EAC must notify the Financial Aid Office of the transfer status so that required documents can be requested. Federal regulations require that EAC conduct a process called ‘Transfer Monitoring’ before disbursing financial aid. Academic transcripts from previously attended institutions are also required.

WORK STUDY

Eastern Arizona College provides many part-time work opportunities for students who have accepted a work study offer. Employment is available in a variety of on and off campus jobs, including office clerks, lab assistants, custodial crews, library helpers, America Reads tutors and others. Student employment may be made available as part of an award package through federal work study. If you desire a work study position, make sure to request federal work study when completing the FAFSA. Students who have been awarded work study can find job opportunities on the EAC web site at: www.eac.edu/Student_Services/Financial_Aid/jobs.shtm. This web site also guides the work study recipient through the employment process.

SATISFACTORY ACADEMIC PROGRESS REQUIREMENTS

The Eastern Arizona College (EAC) Office of Financial Aid is required by federal regulations to monitor academic progress toward a degree or certificate for all degree seeking financial aid applicants. As a result, the Office of Financial Aid reviews grades and attempted coursework of all applicants, whether or not aid was received, prior to the awarding of financial aid and following each period of enrollment. All students receiving financial aid are required to meet the standards listed below. Credit hours earned prior to receiving financial aid are subject to these standards. Students who do not meet these standards will be placed on financial aid warning, probation or suspension as stated below.

STANDARDS

- Satisfactory academic progress toward a degree or certificate includes maintaining a cumulative grade point average of 2.00 (C,) or its equivalent. The student must continue to earn a cumulative GPA of 2.0 throughout the course of attendance. Grade point values are: A = 4.0, B = 3.0, C = 2.0, D = 1.0, F = 0. Passing (P) grades do not count toward GPA but do count as completed course work. There is no academic amnesty for financial aid recipients per federal regulations.
- Satisfactory academic progress toward a degree or certificate also includes the total number of credit hours attempted each semester. Federal regulations require students to complete their program of study in a 150% time frame. The pace of progress, as established in this policy, requires students to complete a minimum of 67% of attempted credit hours. Transferred credit hours, as determined by the Registrar, will be added to the total hours attempted and earned when calculating the 150% time frame.
- Student’s seeking additional degrees from EAC are limited as follows. After earning a first Associates Degree of any type, a student may earn an additional 30 credit hours toward a second Associates Degree but may not exceed 96 total credit hours. Students are limited to three certificates. Hours attempted while obtaining any degree count toward the aggregate of 96 credit hours. Students seeking a third Associates Degree or fourth Certificate are suspended from receiving Title IV financial aid even if they have fewer than 96 total credit hours.
- All repeated course work will be calculated as attempted hours. Financial aid policy on repeats mirrors EAC’s institutional course repeat policy.
- The college does not consider Withdrawals (W), Fail (F), Incomplete (I), as successfully completed course work when determining the minimum hours completed. Courses dropped
before expiration of the add/drop period are not counted against maximum time frame.

- Students who are recommended by an academic advisor to take remedial course work will be given an additional 28 credit hours to complete degree requirements. The student must be accepted as a regular student in a degree program and need the remedial course work as a prerequisite to required courses.

**WARNING STATUS**

Students who do not comply with either the GPA or minimum credit hour completion ratio will receive a single semester of Warning Status. During this warning period the student must improve his/her GPA to a cumulative 2.0 and/or complete and make up deficient credit hours. If a student earns a cumulative GPA that is below 1.0 no warning period will be given. If a student earns 2.0 or less credit in a semester no warning period will be given.

**SUSPENSION STATUS**

Students who do not achieve a GPA of 2.0 or make up deficient credit hours during a period of warning will be placed on financial aid suspension status. Students who earn a semester GPA of less than 1.0 will be placed on suspension status. Students who earn 2.0 or less credit during a single semester will be placed on suspension status.

**MAXIMUM CREDIT HOURS SUSPENSION**

The maximum number of credit hours a student may attempt and still be eligible for financial aid is 150% of the credits required to complete a declared degree, generally 96 credit hours. This includes credits accepted as transfer to EAC. Students completing additional hours beyond the 150 percent allowed by regulation are required to complete the Maximum Credit Hours (MCH) appeal form.

Generally, an appeal from the student and recommendation from the student’s advisor is required stating the course(s) needed to complete a degree and the semester the course(s) will be taken.

All credit hours accepted as transfer credit from other postsecondary institutions will be counted in the time frame calculation. In keeping with institutional policy, the transferred GPA will not be included in the college’s calculation of the institutional GPA.

**FINANCIAL AID APPEAL PROCEDURE FOR SUSPENSION**

**Reinstatement of Aid Eligibility**

A student whose financial aid eligibility has been suspended must meet the following conditions in order to regain financial aid eligibility:

- Complete the necessary credit hours on personal resources to improve cumulative GPA to a 2.0.
- Complete the necessary credit hours on personal resources to achieve a 67% completion ratio.

If a student feels there were circumstances beyond his/her control that affected academic performance he may submit a single appeal for one probationary period.

Students have the right to appeal suspension of financial aid through the financial aid appeals process. Suspended students will receive a suspension notice from the Financial Aid Office with information on the probationary appeals process.

**Circumstances under which a student is permitted to appeal are:**

- Death of a family member
- Injury or illness of the student
- Other special circumstances.
- Required documentation:
- Newspaper obituaries or death certificates to substantiate death.
- Physician’s written statement to substantiate illness or accident.
- Written statement from clergy, family member, or other third party who knows your situation.
- Written statement from academic advisor or instructor.
- Lack of documentation will always result in the denial of the appeal.

**Appeal submission:**

- Student makes an appointment with an academic advisor and submits appeal with supporting documentation.
- Student attends meeting with academic advisor to determine if it is possible to meet standards within 150% time frame allowed by federal regulation to complete degree requirements. If not possible additional time to complete a degree can be recommended by the advisor.
- Student leaves appeal with academic advisor who will then forward it to the financial aid office for final processing.
- If a probationary period is denied, an appeal to an appeals committee is permitted if the student provides documentation that was not part of the original appeal. The financial aid office must deem the additional information substantive enough to make a difference to the original outcome. The committee’s decision is final and cannot be challenged.
- Failure to adhere to the conditions of the probationary period will result in financial aid termination without the possibility of further appeal. To again become eligible, a student must attend on personal resources to improve cumulative GPA and/or achieve 67% completion ratio.

**DISBURSEMENT POLICY**

The U.S. Department of Education requires institutions of Higher Education to institute Cash Management requirements for Title IV programs. These requirements affect the crediting and disbursement of financial aid funds. Highlights of these regulations are as follows:

- The College cannot disburse financial aid funds to a student’s account until the student is enrolled in classes for the semester for which the funds are intended.
- The earliest the College may begin crediting a student’s account with financial aid funds is 10 days before the first day of the payment period.
- The College can only credit student accounts for allowable charges; i.e., tuition, fees, room and board if on campus. Any discretionary charges on an account may only be credited by financial aid if authorized by the student through a signed statement. This authorization may be rescinded at any time by contacting the Campus Financial Aid Office.
- The College must provide a way for a Federal Pell Grant eligible student to obtain or purchase, by the seventh day of a payment period, the books and supplies required for the payment period if, 10 days before the beginning of the payment period the institution could disburse funds for which the student is eligible, the student would end up with a credit balance and the amount the college determines as needed for books and supplies is less than the credit balance.
- After tuition, EAC approved fees and other student authorized charges are paid, and a balance remains, the balance will be transferred to the student’s Higher One account. Students will select through Higher One the method of payment, whether by direct deposit, check or the Higher One Card.
FINANCIAL AID PROGRAM DESCRIPTIONS

Grants

Federal Pell Grant - The Federal Pell Grant is a federal Title IV grant program to help undergraduates pay for educational costs after high school. For many students, these grants provide a foundation of financial aid to which aid from other Federal and non-Federal sources may be added. Unlike loans, a Pell Grant does not have to be repaid.

In order to receive a Federal Pell Grant, a student must be enrolled in an eligible certificate or degree program as outlined in EAC’s college catalog. The amount of the award is based upon the Expected Family Contribution (EFC), the cost of attendance, enrollment status, and a payment schedule issued by the U.S. Department of Education. The award may range from $0 to $5,645 per academic year.

The award schedule may be adjusted pending Congressional budget authorizations. Pell Grants are pro-rated based on credit hours of enrollment: 12 is full time, 9 – 11 is ¾ time, 6 - 8 is ½ time and < 5 is less than half time.

Eligibility for a summer Pell Grant will be based on unused funds from the academic year. If a student attended fall semester at ½ times and spring at full time; ¾ times Pell Grant is available for summer. If a student attended fall at ¾ time and spring at full time only 1/4 time Pell Grant is available for summer. A summer Pell Grant is prorated based on the number of instructional weeks in the semester (10). If a student’s Pell Grant in fall is $2775 and he attends summer at ¾ time the Pell Grant is prorated at 58.8%; ($2775 x .75 = $2081 x .588 = $1224).

Federal Supplemental Educational Opportunity Grant (FSEOG) - FSEOG is a Title IV grant program which provides additional funds from the Federal Government to exceptionally needy students. This grant must be combined with other forms of aid and is also non repayable. A grant may range from $200 to $800 per academic year. These funds are limited and awarded to eligible students who meet the priority service deadline, then to others.

Leveraging Educational Assistance Partnership Program (LEAP) - LEAP is a federal grant program matched by the State of Arizona. Only Arizona residents are eligible. The award may range from $100 to $500 per academic year. These funds are limited and awarded to eligible students who meet the priority service deadline, then to others.

Federal Work Study (FWS) - The FWS funds provide opportunities for students to work part time and earn income to help meet educational expenses. Salaries must be equal to the current minimum wage, but the maximum amount a student may earn in an academic year is determined by the Financial Aid Office. Federal Work Study awards generally range from $500 to $2300 per academic year. Federal Work Study students are encouraged to perform community service employment and/or to participate in the America Reads Program. Funds are limited and awarded to eligible students who meet the priority service deadline, then to others.

For additional information on Title IV financial aid program specifics, please request from EAC a copy of, “The Student Guide” published by the U.S. Department of Education or access this guide on the internet at: http://www.studentaid.ed.gov. Alcohol and drug information is also required by law to be given to students. This information is published annually in the “Crime statistics report.” Information from this report may also be obtained on the internet at: www.ope.ed.gov/security or EAC web site at: www.eac.edu/About_EAC/Consumer_Information/.

WITHDRAWING/STOPPING ATTENDANCE FROM CLASSES

The law specifies how Eastern Arizona College must determine the amount of Title IV program assistance that you earn if you withdraw from school. The Title IV programs that are covered by this law are: Federal Pell Grants, Iraq and Afghanistan Service Grants, and Federal Supplemental Educational Opportunity Grants (FSEOGs). EAC does not participate in the Federal Student Loan Programs.

Though your aid is posted to your account at the start of each semester, you earn the funds as you complete the semester. If you withdraw during the semester, the amount of Title IV program assistance that you have earned up to that point is determined by a specific formula. If you received (or EAC received on your behalf) less assistance than the amount that you earned, you may be able to receive those additional funds. If you received more assistance than you earned, the excess funds must be returned by EAC and/or you.

The amount of assistance that you have earned is determined on a pro rata basis. For example, if you completed 30% of the semester, you earn 30% of the assistance you were originally scheduled to receive. Once you have completed more than 60% of the semester, you earn all the assistance that you were scheduled to receive for that period.

If you did not receive all of the funds that you earned, you may be due a post-withdrawal disbursement. EAC may automatically use all or a portion of your post-withdrawal disbursement of grant funds for tuition, fees, and room and board charges (as contracted with the school). EAC needs your permission to use the post-withdrawal grant disbursement for all other school charges. If you do not give your permission you will be offered the funds. However, it may be in your best interest to allow the school to keep the funds to reduce your debt at the school.

If you receive (or your school receives) excess Title IV program funds that must be returned, EAC must return a portion of the excess equal to the lesser of:

1. Your institutional charges multiplied by the unearned percentage of your funds, or
2. The entire amount of excess funds.

EAC must return this amount even if it didn’t keep this amount of your Title IV program funds.

If your school is not required to return all of the excess funds, you must return the remaining amount.

Any amount of unearned grant funds that you must return is called an overpayment. The maximum amount of a grant overpayment that you must repay is half of the grant funds you received or were scheduled to receive. You do not have to repay a grant overpayment if the original amount of the overpayment is $50 or less. You must make arrangements with your school or the Department of Education to return the unearned grant funds.

The requirements for Title IV program funds when you withdraw are separate from any refund policy that EAC may have. Therefore, you may still owe funds to the school to cover unpaid institutional charges. EAC will also charge you for any Title IV program funds that the school was required to return. If you don’t already know EAC’s refund policy, you should ask the Registrar’s Office for a copy. The Registrar’s Office can also provide you with the requirements and procedures for officially withdrawing from school.

If you have questions about your Title IV program funds, you can call the Federal Student Aid Information Center at 1-800-4-FEDaid (1-800-433-3243); TTY users may call 1-800-730-8913. Information is also available on Student Aid on the Web at www.studentaid.ed.gov.
Scholarships

Scholarships are primarily awarded on the basis of academic excellence, performance in a particular area, or need. Both new and returning full-time students are eligible for scholarships. Scholarship applications will begin to be reviewed and awards made after the March 1st priority date for the following academic year. Applications should be submitted as early as possible, however applications received after March 1 will be considered as long as scholarship funds are available. If you’re selected to receive a scholarship you will be notified promptly (before May 1 in most cases) and must acknowledge your acceptance in writing within 15 days of the date of notification.

The Scholarship Officer has, as a matter of official policy, the right and obligation to discontinue any award made by or through the College upon receipt of verified evidence that a recipient of such an award has, either on the campus or in the community, demonstrated citizenship incompatible with standards of the College. This policy applies to all varieties of aid, as well as to academic, performing arts, athletic, or special scholarships.

INSTITUTIONAL SCHOLARSHIP GUIDELINES

The following academic guidelines will be necessary for you to maintain your scholarship status. This applies to all students currently on scholarship as well as new awardees. Individual scholarships may have other requirements, based upon the type of scholarship awarded. If you have questions, you should check either with the Scholarship Office or with the person directly responsible for the awarding of the scholarship.

- All students in every category must complete 12 credit hours or more each semester without exception.
- All scholarships will be for a maximum of four semesters.
- Renewal depends on maintaining a satisfactory GPA and exemplary citizenship.
- Certain scholarships are available only to students who are residents of specific Arizona counties.

All Academic Team Scholarship. Each year, two EAC, full-time, sophomore students are chosen for the All Arizona Academic Team and are the recipients of a scholarship ranging from $500 to $1,000. Development of the student’s application for nomination should begin toward the end of the spring semester for freshmen or very early in the fall semester for sophomores. To be considered for nomination, students must complete a biographical questionnaire, have at least a cumulative GPA of 3.25, write an essay, and fill out other related forms available through Phi Theta Kappa and the Counseling Office. In addition to the EAC Scholarship, recipients are awarded a full tuition scholarship for four semesters to attend U of A, ASU, or NAU funded by the Arizona Board of Regents.

Academic. Awarded to cover cost of tuition. For consideration, a new student must have a GPA of 3.0 or higher and apply to the Scholarship Office. ACT or SAT scores and a high school transcript are required. The first semester you receive this scholarship, a minimum semester GPA of 2.5 or a cumulative GPA of 2.25 must be earned. For later semesters you must maintain a 2.5 semester GPA or a cumulative GPA of 2.375.

Athletic. Awarded to prospective or returning athletes by the Athletic Department. You must be eligible to participate in intercollegiate athletics and maintain NJCAA academic standards. Individual coaches may make other requirements.

GUIDELINES

The following academic guidelines will be necessary for you to meet scholarship requirements.

- All students in every category must complete 12 credit hours or more each semester without exception.
- All scholarships will be for a maximum of four semesters.
- Renewal depends on maintaining a satisfactory GPA and exemplary citizenship.
- Certain scholarships are available only to students who are residents of specific Arizona counties.

All Academic Team Scholarship. Each year, two EAC, full-time, sophomore students are chosen for the All Arizona Academic Team and are the recipients of a scholarship ranging from $500 to $1,000. Development of the student’s application for nomination should begin toward the end of the spring semester for freshmen or very early in the fall semester for sophomores. To be considered for nomination, students must complete a biographical questionnaire, have at least a cumulative GPA of 3.25, write an essay, and fill out other related forms available through Phi Theta Kappa and the Counseling Office. In addition to the EAC Scholarship, recipients are awarded a full tuition scholarship for four semesters to attend U of A, ASU, or NAU funded by the Arizona Board of Regents.

Academic. Awarded to cover cost of tuition. For consideration, a new student must have a GPA of 3.0 or higher and apply to the Scholarship Office. ACT or SAT scores and a high school transcript are required. The first semester you receive this scholarship, a minimum semester GPA of 2.5 or a cumulative GPA of 2.25 must be earned. For later semesters you must maintain a 2.5 semester GPA or a cumulative GPA of 2.375.

Athletic. Awarded to prospective or returning athletes by the Athletic Department. You must be eligible to participate in intercollegiate athletics and maintain NJCAA academic standards. Individual coaches may make other requirements.

VETERANS AND CHILDREN OF DECEASED VETERANS

Most of Eastern Arizona College’s curricula and courses listed in this catalog are approved for veterans training. You can contact the EAC Veterans Affairs Office (in the Records and Registration Office) for information on approved courses. These programs are maintained by cooperative arrangement between Eastern Arizona College, the State of Arizona, and the United States Department of Education. The College and students must comply with all regulations governing the Act under which the students are granted educational benefits.

You should apply for educational benefits from the Department of Veterans Affairs well in advance of your enrollment at Eastern Arizona College. Our Veterans Affairs Office can provide you with the Veterans Application for Education Benefits. You’ll need to arrange for transmittal directly to EAC of an official transcript from all colleges attended. For further information please write to Veterans Affairs Office, Eastern Arizona College, Thatcher AZ 85552-0769.

For additional information contact: Records and Registration Office, Eastern Arizona College, Thatcher AZ 85552-0769, (928) 428-8273; FAX: (928) 428-3729; send email to: records@eac.edu.
Beautiful Pageant. Awarded to Miss Graham County and the four runners–up in the Miss Graham County pageant. Amount is flexible not to exceed the cost for full tuition. Available for two semesters immediately following the pageant.

Departmental. Awarded by each division (Allied Health, Business, Communicative Arts, Fine Arts, Health and Physical Education, Industrial Technology Education, Mathematics, Nursing, Science, and Social Sciences). To receive consideration, you should correspond with the Division Chair, the Department Head of the curriculum of your interest, and make written application to the Scholarship Office. To qualify for consideration you need a high school or college GPA of 2.5 or above or demonstrate excellence in a curricular or extracurricular program offered at EAC. The first semester you receive this scholarship, a minimum semester GPA of 2.5 or a cumulative GPA of 2.25 must be earned. For later semesters you must maintain a 2.5 semester GPA or a cumulative GPA of 2.375.

Graham County Scholaristic Recognition. Covers tuition and books for those students who graduate in the top 10 percent of their Graham County high school classes. Awards are based on rankings from your high school counselor. You must maintain a semester GPA of 3.5 or better, or a cumulative GPA of 3.25 for the first semester the scholarship is received. For later semesters you must maintain a cumulative GPA of 3.375 or better, or a semester GPA of 3.5.

Music. Awarded by the Music Department to cover various amounts toward tuition, based on audition and level of involvement in department organizations. A high school or college GPA of at least 2.5 is needed to qualify. Scholarships are renewable provided you continue to participate enthusiastically in music organizations, demonstrate positive leadership, and meet academic requirements: the first semester you receive this scholarship, a minimum semester GPA of 2.5 or a cumulative GPA of 2.25 must be earned. For later semesters you must maintain a 2.5 semester GPA or a cumulative GPA of 2.375.

Theatre. Awarded by the Theatre Department to cover tuition. A high school or college GPA of at least 2.5 is required. Scholarships are based on auditions or documentation of dramatic abilities. Scholarships are renewable provided you continue to participate enthusiastically in theatre and meet academic requirements: the first semester you receive this scholarship, a minimum semester GPA of 2.5 or a cumulative GPA of 2.25 must be earned. For later semesters you must maintain a 2.5 semester GPA or a cumulative GPA of 2.375.

Presidential Scholarships. Available only to students who are residents of Apache, Greenlee, and Santa Cruz counties (counties which are not currently part of a community college district). Awards fall into the following categories:

Presidential Award of Excellence. Covers room, board, tuition, and books; you must reside on campus. To qualify you need a high school GPA of 3.75 or higher, or place in the upper 10 percent of your class, or earn a score of at least 25 on the ACT. You must maintain a semester GPA of 3.5 or better, or a cumulative GPA of 3.25 for the first semester you receive the scholarship. For later semesters you must maintain a cumulative GPA of 3.375 or a semester GPA of 3.5.

Presidential Preferential. Covers room and board, you must reside on campus. To qualify you need a high school GPA of 3.5 or higher, or place in the upper 20 percent of your class. You must earn a semester GPA of 3.0 or better, or a cumulative GPA of 2.75 for the first semester the scholarship is received. For later semesters, you must maintain a cumulative GPA of 2.875 or a semester GPA of 3.0.

Presidential Scholar. Flexible amount but not to exceed the cost of a room in a campus residence hall. Funds may be used for room, tuition, fees, or books. To qualify you need a high school GPA of 3.0 or higher, or place in the upper 30 percent of your class. You must maintain a semester GPA of 2.75 or better, or a cumulative GPA of 2.50 for the first semester the scholarship is received. For later semesters you must maintain a cumulative GPA of 2.625 or better or a semester GPA of 2.75.

Senior Citizen Tuition Scholarship. Senior Citizens who are at least age 55 are eligible for tuition scholarships if they are residents of Arizona. Those from out-of-state pay only the out-of-state portion of the tuition.

DONOR SCHOLARSHIPS AWARDED THROUGH THE EAC FOUNDATION AND THE COLLEGE

The following scholarships, varying in value, are administered by the Scholarship Office in accordance with stipulations of donors of these awards. You are encouraged to designate, at the time you make application, the specific scholarships for which you wish to be considered.

For additional information regarding the following scholarships, contact the Scholarship Office, Eastern Arizona College, Thatcher AZ 85552-0769; or call (928) 428-8272 or 1-800-678-3808 Ext 8272.

Allen H. and Marie A. Cress Memorial Music Scholarship. Awarded to a new or returning student member of the A Cappella Choir. Must be a full-time or part-time student on Thatcher campus, must demonstrate good work and study habits and be a positive role model.

Alumni Association Scholarships. Each year the Alumni Association awards scholarships covering tuition for one year. Scholarships are awarded to children or grandchildren of EAC alumni who have a 3.5 GPA and are not receiving another EAC Scholarship. Preference given to previous recipients applying for a second year.

Alumni Library Staff Scholarship. Awarded annually by the staff of the Alumni Library to a returning full-time student. To qualify, you must be a Work-Study student employed by the Alumni Library, demonstrate good work qualities, and be a positive role model.

Anna Deane Millett, Don and Carlotta Pace Scholarship. Awarded annually to a full-time returning sophomore enrolled in a university transfer curriculum and having a cumulative GPA of 3.0 or higher. Preference will be given to a student enrolled in Home Economics or a closely related field.

Arthur N. and Gwendolyn Eve Excellence in Education Scholarship. In honor of Arthur N. and Gwendolyn Eve, this scholarship is awarded annually to students who wish to be educators. Assistance is given students completing an Education degree that need financial support to complete their student teaching requirements. The scholarship is used to pay fees for fingerprint card registration required prior to acceptance as a student teacher.

Ashley Marie Beals Memorial Scholarship. Must be enrolled in the EAC Nursing program or pursuing a degree in Pre-Medical Science. Recipient must be enrolled full-time at the Thatcher Campus. Applicants should include at least two letters of recommendation with their scholarship application.

Belle and Arnold Greenbaum Scholarship. Awarded to returning full-time EAC student majoring in a university transfer curriculum for Mathematics or Education with a cumulative GPA of 3.0 or better. Preference is given to female, reentry students.

Bernstein Brothers Memorial Scholarship. Made possible by the friends and family of Billy and Tony Bernstein, this scholarship is awarded to an incoming freshman or sophomore attending EAC pursuing a degree in one of the natural sciences or a degree from the ITE Division. Recipient must be a full-time student with a prior 3.0 GPA.
**Bette N. Smith Nursing Scholarship.** Awarded to a full-time student seeking Registered Nurse Certification. Recipients must have an entry GPA of at least 3.5 from all previous institutions attended and maintain a GPA of 3.5 while at EAC. They should also demonstrate positive work and study habits and be positive role models for others enrolled in the EAC Nursing program. Second-year Nursing students will be given priority in the selection process.

**Bureau of Indian Affairs Scholarships (BIA).** Federal awards through the BIA and various tribes to Native American students. The application form is the FAFSA, plus the tribal application available from the tribe or the Financial Aid Office. The tribe determines the amount of the award. Disbursements of grants and scholarships will be by cash or check on the first day of the semester or as soon after as practical.

**Clara Curtis Bennett Memorial Scholarship.** To improve the future of our communities and country, this memorial scholarship is awarded to a full-time student with a 3.25 or higher GPA. Preference is given to a student with financial need who is a resident of Graham or Greenlee Counties or another southeastern Arizona rural community.

**Dallace Butler Memorial Scholarship.** This scholarship is awarded to a returning student having a GPA of 3.0. Preference given to Pacific Islander or Native American full-time students.

**Debra Mullenax Memorial Scholarship.** Awarded to a full-time, married EAC student with a GPA of 3.0 or better. Financial need demonstrated through the Financial Aid Office is also required. Student must be enrolled in a Gila Valley Institute of Religion class other than Devotional at the time of application and throughout the time of scholarship support.

**Dennis Braithwaite Memorial Scholarship.** Awarded to a full-time EAC student who is a vocal music major. Recipient should demonstrate an enthusiastic love for music, people, and life including service through musical and/or other organizations and maintain a 2.5 GPA.

**Dr. David G. Lunt Choral Music Scholarship.** Awarded to a full-time EAC student who is a vocal music major. Recipient should demonstrate an enthusiastic love for music, people and life including service through musical and/or other organizations and maintain a 2.5 GPA.

**Dr. Dorine Chancellor Scholarship.** Provided by the Arizona Business and Professional Women’s Foundation for one full-time student, or divided among several part-time students. Eligible applicants are females who are Arizona residents having no previous experience in the work force but seeking a marketable skill, or returning to the work force but wishing to upgrade their skills, or currently employed and seeking education for career advancement or change. To continue the award, you must maintain a 2.0 cumulative GPA and apply annually. Use additional scholarship application available at Admissions and Scholarships Office.

**The Donald J. Caldwell Educational Scholarship.** Recipient will be an Arizona resident in the Licensed Practical Nurse or Nursing program with a 3.0 GPA. Applicants will complete an essay addressing their goals, and how they’ll be successful with the skills they gain, and why they qualify for the scholarship.

**Douglas Michael Loeb Memorial Scholarship.** Awarded for tuition and fees to full-time students on the Thatcher campus majoring in Automotive Mechanics or Automotive Service Technology with a minimum GPA of 2.75. There must be evidence of need. You may receive federal financial aid but no other scholarships.

**DRG Technologies Business Scholarship.** Awarded to a full-time student who is a resident of Graham or Greenlee County. Recipient must have and maintain a 3.0 GPA and pursue a degree in Business Administration, Finance, Accounting, Management, etc. or Computer Information Systems (Computer Information Systems, Computer Technology, etc.) Recipient will be offered part-time employment during the school year and a paid summer internship. Offer subject to interview with DRG and employment availability.

**DRG Technologies Graphic Design Scholarship.** Awarded to a full-time student who is a resident of Graham or Greenlee County. Recipient must have and maintain a 3.0 GPA and pursue a degree or certificate in Graphic Design. Recipient will be offered part-time employment during the school year and a paid summer internship. Offer subject to interview with DRG and employment availability.

**Dr. Pam Rule Memorial Scholarship.** Scholarship memorializes Dr. Pam Rule who taught anthropology courses at EAC and served as Director of the EAC Museum of Anthropology from 1986 to 1989. Awarded to a freshman EAC student who will be returning to EAC for his/her sophomore year. Must have and maintain a 3.0 GPA. Recipient must be enrolled in a science, Social Sciences or liberal arts curricula.

**E. James Lee and Jacqueline McFadden Lee Scholarship.** The EAC Foundation provides this scholarship in honor of Mr. and Mrs. Jim and Jacqueline Lee for their years of service and financial support to EAC. This tuition-and-a-half scholarship is awarded to a full-time student at the Thatcher campus of EAC. Applicants should show financial need and have and maintain a GPA of 3.0 or higher. Exceptions to the GPA requirement can be made if applicant shows employment at 20 hours or more per week while going to school.

**EAC Faculty Association Scholarship.** Available to any currently enrolled full-time student at EAC with a minimum GPA of 3.0 who is nominated in writing by a member of the EAC Faculty.

**Eldon and Lucille Palmer Memorial Scholarship.** Awarded to a full-time student pursuing a degree in Music. Recipient must be a graduate of Thatcher High School. Preference given to a student showing financial need as determined by the EAC Financial Aid Office.

**Elizabeth Louise Loeb Memorial Scholarship.** Awarded for tuition and fees to full-time students on the Thatcher campus majoring in Business Administration with a minimum GPA of 3.0. There must be evidence of need. Recipient may receive federal financial aid but no other scholarships.

**Ella T. and J. David Lee Scholarship.** Awarded to a graduate of a Graham County high school with a GPA of 3.0 or higher who demonstrates financial need. Continued eligibility requires maintaining a 3.0 GPA and full-time attendance at the Thatcher campus.

**Emil Crockett Insurance Agency Scholarship.** Awarded to a returning student who is majoring in a Business discipline. Awarding of the scholarship is based on high scholastic achievement (3.0 GPA) and residence in Graham County.

**Farrel Claridge and Bessie A. Layton Scholarship.** Eastern Arizona College has been a wonderful part of the Farrel C. and Bessie A. Layton family history. They hope this scholarship will provide others with similar great experiences available at EAC. It is awarded to a full-time Thatcher Campus student demonstrating financial need. Recipient must have and maintain a 3.0 GPA.

**Follett College Stores Scholarship.** Awarded to a returning student majoring in Business with an emphasis in Business Administration or Small Business Management with a cumulative GPA of 3.0 or above.

**Fred and Olga Pace Scholarship.** Awarded to a graduate of a Graham County high school demonstrating financial need and academic ability.

**Freeport-McMoRan Copper & Gold Foundation Scholarship.** Awarded annually to a full-time student studying Engineering or mining related degrees. Preference given to students who agree to a 9-12 week paid internship during the summer prior...
Research and Development. The De Vaney Family is pleased to continue their support and commitment to education through this scholarship.

### Jody Buzicky Women's Athletic Scholarship
Awarded to a female athlete or team manager for one of the EAC Interscholastic Athletic Teams. Recipient must be a full-time student and have and maintain a 3.0 GPA.

### John Mickelson Endowed Scholarship
Each year, a scholarship will be awarded to a full-time freshman student returning for sophomore year with a minimum GPA of 3.0 in all academic work. Applicants should demonstrate personal traits of leadership, positive attitude, citizenship, personal integrity and commitment to EAC.

### The Kalvert W. Lines Scholarship
Made possible through an endowment created in his estate plans, the Kalvert W. Lines Scholarship is awarded to freshman students with a 3.75 GPA who will be returning for their sophomore year. Recipients must demonstrate financial need and be pursuing a university-transfer curriculum.

### Kathryn Murphy-Spencer L. Kimball Scholarship
Awarded to a full-time student majoring in a university transfer curriculum at the Thatcher campus who has a minimum GPA of 3.75, financial need, and has provided service to the College or the community.

### Keith and Kathleen McBride Crockett Family Alumni Scholarship
Awarded to a full-time EAC student who is the son, daughter, grandson or granddaughter of an EAC Alum. Include at least 2 letters of reference describing character, citizenship and commitment to self improvement. A GPA of 3.0 or better and full-time attendance is required to maintain the scholarship.

### Ladies Auxiliary to the VFW 10385 Scholarship
Awarded to new or returning EAC students who are veterans of the United States Armed Services or relatives of veterans (father, mother, son, daughter, grandson, granddaughter, niece or nephew). Preference given to a veteran. Scholarship recipient must have and maintain a cumulative GPA of 2.0 or better (C average).

### Latter-day Saint Student Association Scholarship
Established by Mel and Adeline Palmer who served the LDSSA for 14 years at the Gila Valley Institute. This scholarship assists an outstanding member of the LDSSA who is attending EAC. Student must actively attend an Institute Class other than Devotional/ Seminar. Preference given to applicants demonstrating financial need.

### Mark J. Green Excellence in Spanish Scholarship
Awarded to a full-time freshman EAC student who graduated from a Graham County high school. Recipient should be currently enrolled in a Spanish language course, who will be returning to EAC for the sophomore year.

### Mary Kim Titla Scholarship
Awarded to a Native American student from Ft. Thomas High School or San Carlos High School enrolled full-time at EAC. Preference given to those seeking a degree in journalism, English, or closely related field. The recipient must possess qualities of personal integrity, good moral character, and good citizenship and have and maintain a minimum GPA of 2.75. Applicants should complete a 500-word essay entitled “Why I’m Pursuing My Career Goal.”

### Meghan Lynne Hammer Memorial Scholarship
This scholarship is established by family and friends in loving memory of Meghan Lynne Hamm. Though her life was short, she dedicated herself to pursuing a career in music to be a therapist, to help others live a better life through music. This scholarship is awarded annually to a Miami and Globe graduating senior pursuing a music degree at EAC. The recipient must be a full-time student participating in the EAC Band. This scholarship provides funds towards educational expenses.
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National Bank of Arizona Scholarship. The National Bank of Arizona is awarded to a full-time student pursuing a degree in Business who exhibit financial need and maintain a 3.0 or higher GPA. Preference is given to a student enrolling for their Sophomore year at Eastern.

Newman Sustaining Board Scholarship. The Newman Sustaining Board offers a scholarship each year to a student returning to the Newman Center. Student must be a registered Catholic with a cumulative GPA of 2.5 or better, be a good example of a Catholic on campus as well as in the community, live according to Catholic teachings and must be actively involved in the Newman Center with at least 3 group activities or more during the year.

Ora Deconcini-Martin Scholarship. Awarded to a full-time student returning to EAC for his/her sophomore year at the Thatcher Campus. Recipients need a freshman GPA of 3.0 and be pursuing a degree in Business Administration or Business Education.

Paul and Blanca Roberts Percussion Scholarship. Awarded to a percussionist with a 3.0 or higher GPA who participates in marching band, symphonic band, mallet ensemble, and private percussion lessons with its recitals and juries. Preference given to music majors.

Paul Lemons Memorial. Awarded to an incoming Freshman or Sophomore Education majors attending Eastern Arizona College. Preference given to students from Miami or Morenci, Arizona.

Phyllis Martin Lord Scholarship. This scholarship is established by the family and friends of Phyllis Martin Lord to commemorate her uncommon life of service to her family, church and community. It is awarded annually to a student demonstrating economic need, scholarship potential, characteristics of personal integrity, and service to family, church and community. Please include letters of recommendation. Student recipients must be enrolled full-time at the Thatcher campus and maintain a 2.5 GPA. Preference given to Business Administration majors.

Pizza Edge Scholarship. For a full-time, degree-seeking student at the Thatcher campus. Provides tuition for one year, and may be renewed for one additional year. You must have an entering GPA of 3.0 or higher and maintain this GPA throughout the term of the scholarship. You must possess qualities of personal integrity, good moral character, and good citizenship, demonstrated by three letters of recommendation. Preference given to a student from northeastern Arizona.

Professional Support Staff Scholarship. Available to any currently enrolled full-time student at EAC with a minimum GPA of 3.0 who is nominated in writing by a member of the EAC professional support staff.

Russell T. and Leola Lundell Memorial Scholarship. Awarded to a full-time student majoring in Chemistry, returning to Thatcher campus as a sophomore with a GPA of 3.5 or higher. Satisfactory progress in the major at the end of the freshman year is required as well as financial need. Additional criteria include demonstrated service to the College and the community, and good character. Renewable for one semester.

Safford Business and Professional Women’s Club Scholarship. The Safford Business and Professional Women’s Club provides this scholarship to women returning to college after an interruption caused by occupational or family responsibilities. Each scholarship provides tuition for one year. Use additional scholarship application available at Admissions and Scholarships Office.

Safford Lions Club Scholarship. Awarded annually to a full-time student who is a graduate of a Graham County high school. Recipient should have a 3.0 GPA, exhibit financial need and give service to the community.

Safford Rotary Club Scholarship. A scholarship is provided for a deserving student who is a graduate of a Graham County school to recognize achievement (high school GPA of 2.5 or higher) and provide financial aid. Recipient must be academically average or above, in need of financial aid, and enrolled for a minimum of 12 hours.

Sarah Lamoreaux Memorial Scholarship. Recipient must demonstrate qualities of goodness and be a positive role model with enthusiasm, dedication and school spirit, as well as demonstrate positive work and study habits.

Sumitomo - Phelps Dodge Scholarship. Established by the Sumitomo Metals Mining Corporation in honor of the 20th Anniversary of their partnership with Phelps Dodge Corporation. This scholarship provides assistance to students pursuing a degree or certification in an Industrial Technology field (ITE) needed in the mining industry. Student must have and maintain a 2.75 GPA or better. Preference given to a Greenlee County resident.

Virginia Rae Barr Memorial Scholarship. Awarded to a full-time EAC campus student majoring in Early Childhood Development or Elementary/Secondary Education. Preference given to a student who plans later emphasis in education for the developmentally disabled. Applicants should include a written statement with their application describing their career goals.

Walter and Julia Rogers Scholarship. This endowed scholarship was provided by Walter and Julia Rogers with fond memories of Walter’s great start at Gila Junior College. Recipient must be classified as a full-time student attending the Thatcher Campus of EAC. The recipient shall have and maintain a 3.0 GPA while pursuing a university transfer curriculum or a certificate program that will lead to employment after attending EAC. Preference is given to a student from a Graham County high school.

Wilford E. Stailey Memorial Scholarship. Awarded to a full-time Thatcher student returning for the sophomore year who is enrolled in one of the following majors, in order of preference: Computer Information Systems, Computer Information Specialist, or Business and have and maintain a GPA of 2.0 or higher. To receive second semester proceeds, you are required to continue full-time status and a 2.0 or higher GPA.

William (Bill) Konopnicki Communication Studies Scholarship. Recipient will be registered as Communication Studies major, have a 3.5 cumulative GPA and complete an essay explaining their interest in the field of Communication and their future education and career goals.

William D. Smith Memorial Scholarship. An annual scholarship is awarded to a student majoring in Drafting. Recipient will be returning as a sophomore, demonstrated by classroom activities to have outstanding drafting ability, show a commitment to career objectives in that field, and have a cumulative GPA of 3.5. Academic excellence in all classroom activities will be an important consideration.

William J. Bone Scholarship. Recipient may be a freshman or sophomore and must have entering GPA of 2.5 and must maintain a 2.5 GPA as a full-time student. Arizona residency is required. Personal integrity, good moral character and good citizenship are also considered.

Safford Rotary Club Scholarship. A scholarship is provided for a deserving student who is a graduate of a Graham County school to recognize achievement (high school GPA of 2.5 or higher) and provide financial aid. Recipient must be academically average or above, in need of financial aid, and enrolled for a minimum of 12 hours.

Sarah Lamoreaux Memorial Scholarship. Recipient must demonstrate qualities of goodness and be a positive role model with enthusiasm, dedication and school spirit, as well as demonstrate positive work and study habits.

Sumitomo - Phelps Dodge Scholarship. Established by the Sumitomo Metals Mining Corporation in honor of the 20th Anniversary of their partnership with Phelps Dodge Corporation. This scholarship provides assistance to students pursuing a degree or certification in an Industrial Technology field (ITE) needed in the mining industry. Student must have and maintain a 2.75 GPA or better. Preference given to a Greenlee County resident.

Virginia Rae Barr Memorial Scholarship. Awarded to a full-time EAC campus student majoring in Early Childhood Development or Elementary/Secondary Education. Preference given to a student who plans later emphasis in education for the developmentally disabled. Applicants should include a written statement with their application describing their career goals.

Walter and Julia Rogers Scholarship. This endowed scholarship was provided by Walter and Julia Rogers with fond memories of Walter’s great start at Gila Junior College. Recipient must be classified as a full-time student attending the Thatcher Campus of EAC. The recipient shall have and maintain a 3.0 GPA while pursuing a university transfer curriculum or a certificate program that will lead to employment after attending EAC. Preference is given to a student from a Graham County high school.

Wilford E. Stailey Memorial Scholarship. Awarded to a full-time Thatcher student returning for the sophomore year who is enrolled in one of the following majors, in order of preference: Computer Information Systems, Computer Information Specialist, or Business and have and maintain a GPA of 2.0 or higher. To receive second semester proceeds, you are required to continue full-time status and a 2.0 or higher GPA.

William (Bill) Konopnicki Communication Studies Scholarship. Recipient will be registered as Communication Studies major, have a 3.5 cumulative GPA and complete an essay explaining their interest in the field of Communication and their future education and career goals.

William D. Smith Memorial Scholarship. An annual scholarship is awarded to a student majoring in Drafting. Recipient will be returning as a sophomore, demonstrated by classroom activities to have outstanding drafting ability, show a commitment to career objectives in that field, and have a cumulative GPA of 3.5. Academic excellence in all classroom activities will be an important consideration.

William J. Bone Scholarship. Recipient may be a freshman or sophomore and must have entering GPA of 2.5 and must maintain a 2.5 GPA as a full-time student. Arizona residency is required. Personal integrity, good moral character and good citizenship are also considered.
**DONOR SCHOLARSHIPS AWARDED BY DONOR**

Scholarships listed below are awarded as indicated. Application is not made to the College for these awards. Instead, students should contact their high school counseling offices or the organizations directly.

**Arizona Community Foundation.** The ACF administers hundreds of scholarships. Students may apply for all their scholarships with one online application at [www.azfoundation.org](http://www.azfoundation.org).

**Arizona State Credit Union.** Current students may apply in August each year by following the instructions found at [www.azstcu.org](http://www.azstcu.org).

**Safford Elks Lodge Scholarship.** Six outstanding high school seniors (3 male and 3 female) are chosen each year to receive the Safford Elks Lodge scholarships. Selection is based on scholastic record, need, leadership and extracurricular participation.

### STUDENT SERVICES

**ACTIVITIES AND ORGANIZATIONS**

Wishing to provide opportunities for wholesome recreation, service to the community, democratic participation in student government, and acquiring experience in leadership, Eastern Arizona College encourages and supports a varied program of student activities and organizations. These include athletics, dramatics, music, religion, student publications, intramural sports, politics, and social and scholastic organizations. Additional information concerning these activities can be found in the Student Handbook published by the Student Life Office.

**ALUMNI LIBRARY**

The Alumni Library consists of the library and media center. It serves students, faculty, and the community by providing research and recreational materials. Computer facilities and media are also available for use by all students and non-student patrons 18 years of age and over.

The Library has approximately 46,000 books, 100 magazines and newspapers, and 36 subscription databases providing full-text journal and newspaper articles, poetry, short stories, and reference e-books. Twenty one of these databases and our online catalog are now searchable with one integrated link called “EAC-y* Search” (“Easy Search”). There are also collections of music CDs for check-out. There are 12 small conference rooms and three large study areas for student use. Wireless Internet is available for students in the Alumni Library.

The media center has approximately 1,500 DVDs available for overnight checkout by students. Computers, printers, and Internet access are available to students and community patrons 18 years of age and over.

*Alumni Library hours during fall and spring semesters:*

- **Monday through Thursday:** 7 a.m. to 10 p.m.
- **Friday:** 7 a.m. to 5 p.m.
- **Saturday:** 10 a.m. to 4 p.m.
- **Sunday:** 6 p.m. to 10 p.m.

The Library is closed on college holidays, and closes at 5 p.m. the night before holidays. It is open the night before classes resume, from 6 p.m. to 10 p.m. All closures will be posted.

*Summer session hours are:*

- **Monday through Thursday:** 7 a.m. to 7 p.m.
- **Friday:** 7 a.m. to 5 p.m.

Closed weekends and holidays. All closures will be posted.

**AWARDS**

At the end of each school year a variety of awards are presented to students who have shown outstanding achievement during the school year. Following is a list of some of the annual awards.

**Athletic Awards.** In addition to the annual Letterman awards, the Athletic Department and other boosters recognize outstanding performances in the areas of athletics by presenting the following awards:

- **Alvin Goodman Scholastic Award:** In memory of Alvin Goodman, an award is presented to the letterman in basketball who has received the highest scholastic average of the year.
- **Athlete of the Year Award:** Awards are given to both the male and female Athlete of the Year. The Athletes of the Year will have their names engraved on the permanent trophy in the trophy case.
- **Basketball Most Valuable Player Award:** The most valuable basketball player will have his name engraved on a permanent trophy.
- **Wayne M. McGrath Scholastic Award:** Given to the female athlete with the highest GPA for that year. Recipient may be a freshman or sophomore.

**Carl Kyser Award.** This award honoring a former EAC Automotive Instructor, is given annually to the outstanding automotive student.

**Cassius Bavor Award.** This is in memory of Cassius Bavor, a former employee of Eastern Arizona College. It is given to the most outstanding student employee on campus.

**Chief Yellowhorse Award.** The Intertribal Club at EAC gives this award to the top sophomore Native American student and the top freshman Native American student based upon academic ability.

**Criminal Justice Student Association Award.** The students of CJSA give this award to a returning Administration of Justice student. Selection criteria include a 3.0 or higher GPA, providing service to the Club and the community, personal integrity, and a commitment to career objectives in the Administration of Justice field.

**Dramatic Awards.** Given to the outstanding male and female drama student in the following categories: Best Actor, Best Supporting Actor, and Most Improved Actor. Other awards include the “Techie” Award and the Donald P. Jones award for service beyond the call of duty.

**EAC Faculty Association Award for an Outstanding Graduating Student.** The Eastern Arizona College Faculty Association gives an award to an outstanding graduating student. GPA, extracurricular activities at the College, and community involvement help determine the winner who must be graduating in May.
**Music Awards.** Given to the four outstanding music students as chosen by the music instructors.

**Voice Magazine.** Prizes are awarded each year to outstanding poets and fiction writers whose work has appeared in the publication.

**Other Awards.** Other awards are presented annually by various college departments acknowledging individual student achievement in a variety of academic disciplines.

**COUNSELING PROGRAMS**

The goal of the counseling program of Eastern Arizona College is to assist each student to develop decision-making skills, provide opportunities for personal and career awareness, and to strengthen competencies in dealing with others. Problems of adjustment to the academic and social environment of college are not unusual and the counseling staff is prepared to help you with personal concerns as well as educational concerns.

You may earn college credit by enrolling in study skills/college survival classes and group counseling courses. For more information see the Counseling courses in the Course Descriptions section of this catalog. The Counseling Department also provides support programs for specific groups of students including Native American students and Reentry students.

**EVALUATION CENTER**

The Evaluation Center administers a variety of testing services including: ACT COMPASS, ACT ASSET and ACCUPLACER placement testing, GED testing, the College Level Examination Program (CLEP), and Ability to Benefit testing. The Center can provide proctoring services for students taking online courses.

For further information, contact the Evaluation Center by phone at (928) 428-8491, or by FAX at (928) 428-2074.

**HEALTH SERVICES**

All students are expected to provide their own health and accident insurance. When hospitalization or ambulance service is considered necessary, the College assumes no financial responsibility. Brochures describing health insurance programs for domestic and international students and dependents are available by request from the Student Life Office on the Thatcher Campus.

Although the College does not maintain health service facilities, students may use local emergency room and medical facilities. Serious illnesses or injuries occurring to nonresident students while on the Thatcher or Greenlee County Campuses are reported to the Dean of Students. Students residing in a residence hall are required to report any illnesses or injuries to the Residence Life Staff. Parents will be notified at once of any serious illness or injury.

College staff assigned to residence halls are concerned about student wellbeing and can help direct students to the appropriate medical services. However, they cannot take responsibility for providing sickbed services to students residing in the halls. The students and parents must arrange for such care.

**COMMUNICABLE DISEASE TRANSMISSION CONTROL**

When College officials have probable cause to believe that a student has contracted a communicable disease which, through transmission, may present a significant injury/risk to other students, the student will be required to seek immediate medical attention at personal expense, or be removed from all campus activities. Following medical attention, and upon the written recommendation from the attending physician, the chief student officer of a particular campus or center may require the student to be isolated. This isolation may include, but not be limited to, temporary removal of the student from a residence hall, campus employment, and classes. Individual cases will not be prejudiced; rather, decisions will be made based upon the recommendation of the attending physician and/or public health guidelines.

The College does not assume any responsibility for accomplishing the isolation of a student with an identified communicable disease that may present significant injury/risk to other students. It will be the responsibility of a student living in a residence hall to secure other accommodations should the District require isolation.

The College shall respect the right to privacy of any student who has a communicable disease that may present significant injury/risk to other students. The student’s medical condition shall be disclosed only to the extent necessary to minimize the health risks to other students and District staff. The chief student officer of a particular campus or center shall determine who shall be made aware of the student’s condition while at the same time taking steps to assure that the number of personnel made aware will be kept at the minimum needed to assure proper care of the student and to detect situations in which the potential for transmission of the disease may increase. Persons deemed to have a “direct need to know” will be provided with appropriate information; however, these persons shall not further disclose such information.

**SUBSTANCE ABUSE PREVENTION PROGRAM**

Substance abuse prevention within the Eastern Arizona College community is the assigned responsibility of the Counseling Department. To this end, the Department, on an ongoing basis, assesses the nature and extent of substance abuse at Eastern Arizona College and tailors preventative measures to identified needs of the College. These measures include the dissemination of information, referrals to community support agencies and the sponsoring of counseling and workshop programs within which individuals can explore the extent of their own drug and/or alcohol dependency. This prevention program is available to all EAC students and staff.

**SERVICES FOR STUDENTS WITH DISABILITIES**

Services and educational opportunities for students with disabilities are provided. Please contact the Assistant Dean of Counseling on the Thatcher Campus to inquire about procedures.

The Arizona Relay Service provides free telephone access 24 hours a day for the hearing or speech impaired. To access, please call 1-800-367-8939 and ask for Eastern Arizona College at (928) 428-8253.

**STUDENT LEARNING CENTER**

The Eastern Arizona College Student Learning Center offers free tutoring and computers upon availability. Students requiring extra assistance in their academic work are encouraged to visit the Center to inquire about services or for more information, call (928) 428-8446.
student code of conduct

THE COLLEGE HAS THE OBLIGATION to determine the standards of conduct appropriate for those who become members of its student body. These standards apply to all and will be administered by the President and/or his designee who may take disciplinary action deemed appropriate for the violation committed. Students, who have rights and privileges as citizens, must keep in mind that admission to the College is a privileged status and involves special additional obligations to the college community. It also presumes that students, as members of the academic community, understand that due regard for law and the rights of others are always involved in the realm of liberty.

The rules of conduct specified below are not all-inclusive but are emphasized as being among those necessary for the security and well-being of students attending Eastern Arizona College and are among the circumstances which may lead to disciplinary action and possible dismissal.

- Conviction of a crime or continued misconduct of any type that is an infraction of the established laws of the town, county, state or nation.
- Possessing or using intoxicating liquors, narcotics or other illegal drugs.
- Stealing or in possession of stolen articles.
- Malicious destruction of property.
- Endangering or threatening the life or physical safety of others or self, including forcible or nonforcible sexual assault.
- Possession/use of any projectile weapon on campus.
- Failure to meet financial obligations to the College.
- Student conduct, on or off campus, prejudicial to the best interest of the College may be considered cause for disciplinary action or dismissal.

GRIEVANCE PROCEDURE–NON-ACADEMIC STANDARDS

Students aggrieved by College actions of a non-academic nature shall have the opportunity for appeal. When a complaint about a non-academic action arises, with the exception of sexual harassment, the student shall subscribe to the following procedure to render the complaint legitimate. Complaints of sexual harassment should follow the procedure set forth in GCCCD Policy 4730.00 Sexual Harassment and described later in this section under “Sexual Discrimination/Harassment Complaints.” The student’s right for grievance shall be forfeited if the complaint is not addressed through the Official Review Process–Non-Academic Standards. The Official Review Process – Non-Academic Standards may not be applicable when services are delivered under the provisions of a negotiated contract. The appeal process does not suspend any actions which are being grieved.

DEFINITION OF TERMS

Days: Calendar days exclusive of weekends, semester breaks, and official holidays as identified in the College Catalog.

Complainant: Student complainant.

Official: College official(s) responsible for the program or action for which the student complainant has a grievance.

Student Affairs Officer: Campus official designated by the College President for oversight of student affairs.

Judiciary Committee: College committee charged with responsibility to advise the College President on policies, standards, rules and regulations for non-academic standards; and to serve as an appeals committee for grievances involving non-academic standards.

Non-Academic Standards: All institutional actions exclusive of academic standards and discrimination as defined by federal or state laws.

OFFICIAL REVIEW PROCESS

Step 1. The Complainant shall seek out, within five (5) days of the action, the Official so both parties may be afforded an opportunity to clarify facts and to reach a mutually acceptable solution.

Step 2. If Complainant satisfaction is not achieved in Step 1, the Complainant shall provide a written request identifying the problem and requesting a meeting with the Student Affairs Officer. Within five (5) days of receipt of the request, the Student Affairs Officer shall arrange for a meeting with the Complainant and attempt to mediate an acceptable solution.

Step 3. If Complaint satisfaction is not achieved in Step 2, the Complainant shall provide a written request for a hearing by the Judiciary Committee. The request shall articulate the complaint and shall be delivered to the Chairperson of the Judiciary Committee and Student Affairs Officer within five (5) days after receiving a recommended solution as provided in Step II. Within ten (10) days of receipt of the request for a hearing, but not less than three (3) days of receipt of the request, the Chairperson of the Judiciary Committee shall arrange for a hearing. The Complainant, the Student Affairs Officer and the Official shall be in attendance at the hearing. Within ten (10) days of the conclusion of the hearing, the Chairperson of the Judiciary Committee shall set forth a written document addressing findings of fact and the decision reached by the Committee. Copies shall be addressed to the Complainant, the Student Affairs Officer, the Official and the College President. Decisions made by the Judiciary Committee are binding.

SEXUAL DISCRIMINATION/HARASSMENT COMPLAINTS

It is the policy of Eastern Arizona College that there be no discrimination against any employee, applicant for employment, or student on the basis of sex. In keeping with this policy, the College prohibits sexual harassment by any of its employees, its students, or third parties against any other employee, applicant for employment, or student. The College considers sexual harassment to be a major offense that can result in the suspension or discharge of the offender.

Any unwelcome sexual advance, request for sexual favors, or other verbal or physical conduct of a sexual nature, constitutes sexual harassment when:

1. Submission to the conduct is made either an explicit or implicit condition of employment or academic standing;
2. Submission to or rejection of the conduct is used as the basis for an employment decision affecting an employee or applicant for employment; or used as the basis for an academic decision affecting a student; or
3. The harassment substantially interferes with an employee’s work performance or creates an intimidating, hostile or offensive work environment; or interferes with a student’s academic performance or creates an intimidating, hostile or offensive academic environment.

BRINGING A COMPLAINT
Any employee, applicant for employment, or student who believes that he/she or another employee, applicant for employment, or student, (1) has been discriminated against on the basis of sex, or (2) has been sexually harassed, should promptly report the matter to any Dean (Assistant, Associate, etc.), the Provost, or Executive Vice President of the College. A College Dean, Provost, or Executive Vice President who receives a report of sexual harassment must present the allegations to the College President as soon as reasonably possible. The College President or personnel designated by the College President shall investigate complaints of sexual harassment. A complaint arising from a Graham County site may be reported to the Provost/Chief Academic and Student Officer at 928-428-8261, Student Services Building Room 219. A complaint arising from a Greenlee County site may be reported to Mike Crockett, Dean of Instruction, at (928) 428-8291, Student Services Building Room 216.

RESOLUTION OF A COMPLAINT
The College is committed to investigating each complaint thoroughly and taking immediate and appropriate corrective action on all confirmed violations of this policy. In determining whether or not any particular alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the alleged incident(s) and the context in which the alleged incident(s) occurred will be reviewed and considered. The College prohibits reprisals by any of its employees or students against any complaining employee(s), student(s), or corroborating witness(es). Confidentiality will be maintained to the maximum extent reasonably possible.

SEXUAL ASSAULT COMPLAINTS
A charge of sexual assault against a College student will be handled by the Provost/Chief Academic and Student Officer of the Thatcher Campus or Chief Officer for Greenlee County Eastern Arizona College sites in a similar manner as described above in the Complaint of Sexual Harassment. When a complainant of sexual assault gives information to the Officer that a sexual assault has taken place and accuses a College student of the offense, the Officer will have the discretion to suspend the accused student pending a hearing. When any necessary investigation is complete, the Officer will formally notify the accused student of the charges and will set a hearing date within 5 class days.

GENERAL COLLEGE REGULATIONS REGARDING THE ILLEGAL USE OF A CONTROLLED SUBSTANCE
1. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited on College property or as part of any of the College’s activities. For purposes of this regulation a controlled substance shall include any of the following:
   a. An illegal drug
   b. A legal drug used in excess of medically prescribed dosage
   c. An alcoholic beverage
   d. Any other mind-altering substance, or any substance used in excess of medically prescribed dosage
2. The conviction for the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance on College property or as part of any of its activities shall be cause for immediate suspension and shall result in one or more of the following conditions as considered appropriate by the College Office designated in charge of student affairs.
   a. Termination of enrollment with the college; or
   b. Requirement for the student to participate satisfactorily in a substance abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency; and/or
   c. Other enrollment restrictions or stipulations as deemed in the best interest of the College and the student.
3. Students shall receive each semester in the Class Schedule for careful consideration, information provided by the College detailing:
   a. Standards of conduct related to the possession, use, or distribution of drugs and alcohol by students on our institution’s property or as any part of our institution’s activities, including sanctions imposed for violation of those standards as detailed above in “General College Regulations,” paragraphs A and B;
   b. A description of applicable legal sanctions under local, state, and federal law for unlawful possession, use, or distribution of illicit drugs and alcohol;
   c. A description of the health risks associated with use of illicit drugs and the abuse of alcohol; and
   d. A description of any drug and alcohol counseling treatment or rehabilitation or reentry programs that are available to students.

The College will conduct a biennial review of its “Program to Prevent Illicit Use of Drugs and Abuse of Alcohol by Employees and Students” to determine its effectiveness, implement needed changes, and ensure that disciplinary sanctions are consistently enforced.

Note: Federal law allows notification of parents or guardians when there is a violation of this policy or a student exhibits a pattern of illegal substance use.

INTERFERENCE WITH OR DISRUPTION OF EDUCATION
Eastern Arizona College is dedicated to the concept of providing education to all those who can benefit therefrom. The College has a responsibility to maintain public order so that individual rights to benefit from its programs and facilities will not be impaired.

A person commits interference with or disruption of education at Eastern Arizona College by doing any of the following:

• For the purpose of causing, or in reckless disregard of causing, interference with or disruption of Eastern Arizona College, threatening to cause physical injury to any employee of Eastern Arizona College or any person attending Eastern Arizona College.
• For the purpose of causing, or in reckless disregard of causing, interference with or disruption of Eastern Arizona College, threatening to cause damage to Eastern Arizona College, the property of an Eastern Arizona College employee or any person attending Eastern Arizona College.
• Knowingly going on or remaining on the property of Eastern Arizona College for the purpose of interfering with or disrupting the lawful use of the property or in any manner as to deny or interfere with the lawful use of the property by others.
• Knowingly refusing to obey a lawful order given pursuant to A.R.S. § 13-2911 (C).
• Bringing onto campus, or possessing on campus any: (a) deadly weapon, (b) firearm (loaded or unloaded), (c) explosive, (d) nunchuaka, (e) breakable container containing flammable liquid
with a flash point of 150 degrees Fahrenheit or less and has a wick or similar device capable of being ignited, or (f) any combination of parts or materials designed and intended for use in making or converting a device into any item set forth in subdivisions (c) or (e) of this paragraph. The provisions of this paragraph shall not apply to Police Officers, certified and commissioned in the State of Arizona, or to weapons, and/or chemicals possessed and used as part of a course of instruction at Eastern Arizona College, or for weapons used for lawful exhibition or demonstration approved by the College President or designee.

For purposes of this policy, “interference with or disruption of” includes causing an employee of Eastern Arizona College to take any action to protect Eastern Arizona College or the employees, students or property of Eastern Arizona College.

Campus Police shall have the primary charge to maintain public order and the peaceful conduct of education upon all College property, assisted, when appropriate, by local law enforcement personnel.

Penalties for interference with or disruption of education upon College property shall include all appropriate legal remedies including, but not limited to: (a) the criminal penalties specified by A.R.S. § 13-2911, (b) the offender being required to leave College property, and (c) in the case of a student, faculty member or other staff violator, suspension, expulsion, or other appropriate disciplinary action. In addition, any deadly weapon, dangerous instrument, or explosive that is used, displayed or possessed by a person in violation of this policy shall be forfeited or otherwise disposed in accord with A.R.S. § 13-2911 (D).

ACADEMIC INTEGRITY

Academic integrity is a vital part of the culture of all successful institutions of higher learning. The value of the degrees, certificates, and coursework offered by Eastern Arizona College greatly depends, now and in the future, on its reputation as an institution dedicated to academic honesty. This Academic Integrity Policy provides guidance in helping students and faculty understand the meaning and importance of academic integrity; defines academic dishonesty; and outlines the procedures for handling infractions of academic integrity. No provision or section of this policy shall be construed as infringing upon the academic freedom of any member of the EAC community to pursue and participate in any academic endeavor ordinarily considered appropriate. Each member of the EAC community is charged with honoring and upholding the policies and procedures governing academic integrity as set forth below.

DEFINITION OF TERMS

As used in this policy:

Academic evaluation refers to any assignment, project, test, essay, quiz, performance, or other task or instrument by which students demonstrate mastery of course content, thus earning credit toward a class grade.

Academic integrity means honesty and responsibility associated with study, learning, and scholarship.

Academic misconduct means any act contrary to Academic Integrity, such as cheating, plagiarism, and earning grades dishonestly.

Academic standards are the rules and principles by which grades, student conduct, professional educator conduct, and class materials are evaluated.

Admissions and Academic Standards Appeals Committee serves as the appeals committee for grievances concerning academic standards; compiles and considers reports on the nature and frequency of academic misconduct; hears charges and evidence of repeated or particularly serious academic misconduct; and imposes sanctions when such types of academic misconduct is determined to have occurred.

College means any and all Graham County Community College District (GCCCD) locations to which Eastern Arizona College delivers instructional services to students enrolled for credit.

Dean is the administrator who, under the direction of the Provost/Chief Academic and Student Officer, supervises several academic divisions and other specified college areas.

District refers to the Graham County Community College District.

Division Chair is the person who immediately supervises professional educators in the departments comprising a division and other programs relevant to the division function.

Judiciary Committee serves as the appeals committee for grievances involving non-academic standards, hears charges and considers evidence of academic misconduct in the most serious cases, and imposes sanctions when academic misconduct is determined in those cases.

Plagiarism is the use of another person’s words, materials, work, and ideas; and adoption of an actual document, including a document available electronically, without properly acknowledging and documenting the source.

Professional educator is employed by the College as the instructor of record, contributing/substitute instructor of record, proctor, GCCCD staff or employee responsible for delivering instructional services and or resources to students.

Student means a person who is registered in a College course.

STUDENT RESPONSIBILITIES

Students are responsible for understanding the College’s policy regarding academic integrity and academic misconduct as well as the sanctions that may be imposed as a result of academic misconduct. Students are also responsible for understanding their appeal rights associated with findings of any policy violation.

Students shall practice the provisions of the College’s Code of Academic Integrity and uphold integrity in their academic pursuits.

CODE OF ACADEMIC INTEGRITY

Students at Eastern Arizona College are expected to:

• Conduct themselves in accordance with principles of academic integrity
• Behave so as to foster an atmosphere of honesty and fairness
• Avoid plagiarism and other forms of academic misconduct
• Give truthful information to any College professional educator or to any other College employee regarding issues concerning academic integrity or academic misconduct, or suspected academic misconduct
• Not alter, misuse, or forge any College document, record, or instrument of identification.

Students are not excused from these provisions because of any failure or inability on the part of the professional educator to prevent other instances of academic misconduct.

ACADEMIC MISCONDUCT

Academic misconduct includes any act that improperly affects the evaluation of a student’s academic performance or achievement, or any act designed to deceive a professional educator. Specific infractions include, but are not limited to, the following:
1. **Cheating on Examinations:** Cheating includes the use of crib sheets, “cheat sheets,” or discarded computer programs; aid from other persons; copying from another student’s work; and soliciting and giving or receiving unauthorized aid orally, electronically, or in writing. The student will not consult books, notes, calculators, or other materials of any kind during an examination or assignment without the express permission of the instructor. If calculators, spellers, or other hand-held electronic devices are permitted to be used during an examination or assignment, no information may be programmed into or retrieved from the device other than that expressly permitted by the instructor.

2. **Inappropriate Collaboration:** Permission from an instructor for students to “work together” on homework, an assignment, or paper is not permission for one student to present another student’s work as his or her own. Unless the professional educator specifies otherwise, all work submitted for a grade or credit toward completion of a course will be the product of the student’s own understanding, expressed in the student’s own words, calculations, computer code, etc. One form of inappropriate collaboration involves having another person significantly alter either the content or grammar of the student’s written work. A student may seek feedback from another student or individual concerning a document’s content, grammar, and spelling, but to avoid this type of inappropriate collaboration, the student must fix problems himself or herself.

3. **Submitting the Same Assignment for Different Classes:** Submitting the same assignment for a second class violates the assumption that every assignment advances a student’s learning and growth. Unless instructors of both classes involved expressly allow it, submitting an assignment already submitted for another class is a breach of academic integrity.

4. **Intentional Misrepresentation:** Misrepresentation occurs when a student claims that source materials contain information or phrasing that they do not. In addition, misrepresentation occurs when a student omits or inserts words, changes words, misquotes, or takes correctly quoted phrases out of context. If this is done with the intent to deceive a professional educator in any academic evaluation, the student has committed a breach of academic integrity.

5. **Plagiarism:** Plagiarism means presenting someone else’s ideas or words as one’s own. Plagiarism may involve some degree of intent or may be the result of carelessness or ignorance of acceptable forms for citation. Not knowing how or when to cite a source does not excuse an act of plagiarism. Each of the four kinds of plagiarism below is a breach of academic integrity.

   - **Copying without citation:** the most serious form of plagiarism, involves copying part or all of a paper from the Internet, from a book or magazine, or from another source without indicating that the work is someone else’s. To avoid this form of plagiarism, quoted material must be placed in quotation marks and one of the standard forms of documentation (APA, MLA, etc.) must be used to indicate where the material came from.
   - **Copying from an external source and citing the source but failing to show (by the use of quotation marks, for example) that the material is a direct quotation is another form of plagiarism.** Simply documenting the source does not indicate that the words themselves are someone else’s. Avoiding this form of plagiarism involves putting all quoted material in quotation marks or using the format designated by APA, MLA, etc. to indicate quoted material.
   - **Incorrect paraphrasing is another form of plagiarism.** Paraphrasing involves putting a lengthy phrase, sentence, or group of sentences written by another into one’s own words, thereby making it significantly different from the original. Changing a few words, or rearranging words, is not proper paraphrasing, and though the source is cited (as is always required with paraphrased material), wording remains substantially that of another and cannot rightfully be represented as original. Avoiding this form of plagiarism involves either making the material a direct quote by using quotation marks and citing the source, or paraphrasing properly by substantially changing the original to new words; again, making sure to cite the source.
   - **Presenting arguments, lines of reasoning, or facts learned from someone else without citing the source, even if the material is paraphrased, is another form of plagiarism.** The source must be properly cited.

6. **Improper Influence:** Attempting to influence a grade or to receive any other academic benefit not earned through the normal exercise of academic effort by offering anything of value, including the performance of services, to a professional educator, College employee, other College student, or any other person, is academic misconduct.

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**PROCEDURES, SANCTIONS AND APPEALS**

**THE PROFESSIONAL EDUCATOR**

The College respects and accepts the professional educator’s qualifications and rights to determine academic standards. The professional educator is accountable for establishing and maintaining appropriate academic standards for coursework and for informing students of any special rules or practices for a particular class.

When a professional educator becomes aware of a possible violation of academic integrity by one of his or her students, a confidential conference between the professional educator and the student should be held to discuss the perceived violation and its consequences. If, following the conversation, the professional educator is satisfied that a violation has occurred, he or she may determine that one or more of the following consequences are appropriate and impose such penalty:

- **Issuing a verbal or written reprimand**
- **Requiring that the academic project or examination in question be repeated**
- **Assigning a reduced grade**
- **Assigning the academic project or examination in question a reduced grade**
- **Assigning the academic project or examination in question a failing grade**
- **Assigning a reduced grade in the course**
- **Assigning a failing grade in the course**
- **Initiating the student’s involuntary withdrawal from the course**

The professional educator will resolve most violations in the above manner.

The professional educator will report each violation and its disposition to the division chair within five business days of the occurrence; the chair will report to the appropriate dean, who in turn will report it to the Admissions and Academic Standards Appeals Committee. If the professional educator feels that the violation in question was especially serious or repeated, he or she may recommend that additional penalties be imposed.

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**THE ADMISSIONS AND ACADEMIC STANDARDS APPEALS COMMITTEE**

The Admissions and Academic Standards Appeals Committee will be notified of all acts of academic misconduct. Such reports will be noted in the agenda and minutes of committee meetings. The
committee may report the incidence and nature of these violations to the faculty and administration at appropriate intervals. When, in the opinion of the committee, evidence of repeated or especially serious offenses exists, or upon the recommendation of the professional educator involved, the Admissions and Academic Standards Appeals Committee will consider the case and may decide to impose one or more of the following additional penalties against a violator:

- Placing a written reprimand in the student’s permanent file
- Restricting the student’s access to certain college resources
- Requiring the student to complete an academic integrity education program
- Placing the student on academic probation
- If the Admissions and Academic Standards Appeals Committee concludes that the violation is so serious as to possibly warrant the student’s exclusion from extracurricular college activities, or suspension or dismissal from the College, it will make that recommendation to the Judiciary Committee.

THE JUDICIARY COMMITTEE

The Judiciary Committee will resolve the most serious acts of academic misconduct. Only the Judiciary Committee has authority to suspend or expel a student from the College for academic misconduct.

After receiving recommendation from the Admissions and Academic Standards Appeals Committee that a violation of academic integrity may warrant the student’s dismissal from the college, the Judiciary Committee will consider the evidence and render a decision which shall be binding.

The Judiciary Committee may impose additional penalties against a violator, which may include:

- Censure and exclusion from extracurricular college activities, including student government, athletics, performances, or other activities of the college community
- Suspension for a specified period of time
- Expulsion from the College without expectation of readmission

A STUDENT’S RIGHT TO APPEAL

A student may appeal any decision to impose discipline as a result of academic misconduct through the established Grievance Procedure and Official Review Process for Academic Standards (GCCCD 5810.02).

ACADEMIC GOOD STANDING

Academic Probation. If an enrolled student’s cumulative Grade Point Average (GPA) in either the fall or spring semester falls below the following levels in relation to the student’s total credits used in the calculation of the Grade Point Average, the student will be placed on academic probation. In the subsequent fall or spring semester the student will be allowed to register for no more than sixteen (16) credits.

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Minimum Grade Point Average Required</th>
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<tbody>
<tr>
<td>12-15</td>
<td>1.60</td>
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<tr>
<td>16-30</td>
<td>1.75</td>
</tr>
<tr>
<td>31-45</td>
<td>1.90</td>
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<tr>
<td>46+</td>
<td>2.00</td>
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</tbody>
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Extended Academic Probation. At the end of the academic probation semester if the student fails to raise his/her GPA to the minimum GPA requirement specified above, the student will be placed on extended academic probation. While on extended academic probation the student will be limited to seven (7) credit hours in subsequent semesters and summer sessions until such time as the student meets the appropriate standard.

Appeal of Academic Probation or Extended Academic Probation. If a student believes he/she was placed on academic probation or extended academic probation as a result of extenuating circumstances, the student may petition the Admissions and Academic Standards Appeals Committee for an exception.

ATTENDANCE

You are expected to attend all class meetings and laboratory sessions for which you are registered. Instructors will advise you in writing of class policies governing absences, punctuality, make-up assignments, and exams at the beginning of each term.

ABSENCES

Absences accumulate beginning with the first day of class.

Official Absences. Absences from class due to authorized participation in College sponsored activities will be considered as official absences. There will be no institutionally sanctioned penalty associated with official absences. Designation of official absences will be made through the Provost/Chief Academic and Student Officer.

Unofficial Absences. Absences other than official absences will be considered as unofficial absences. Instructors are authorized to withdraw a student from class for excessive unofficial absences.

MAKE-UP ASSIGNMENTS AND EXAMS

It is your responsibility to make up any assignments or exams missed because of either an official or unofficial absence. Arrangements for make-up assignments or exams must be made with the individual instructor prior to the absence. At the discretion of the instructor, you may be denied the opportunity to make up assignments or exams missed because of an unofficial absence. Make-up assignments or exams for official absences shall not be punitive in nature.

PUNCTUALITY

You are expected to be prompt in attending each of your classes. Instructors are authorized to take appropriate actions, including withdrawing you from class, because of excessive tardiness.
THE CREDIT SYSTEM

Credit is given by means of a semester credit system which assigns each course a certain number of credits. A credit usually represents three hours of work each week in a 16-week semester; it may stand for an hour of classroom work and two hours of preparation, for three hours of laboratory work, or for some other combination as the particular course may demand.

AWARDING TRANSFER CREDIT

To apply credit earned at another accredited institution of higher education towards your EAC degree, you must have each of your former colleges send an official college transcript directly to EAC’s Records and Registration Office. If you are applying for transfer credit earned at an out-of-state college you must also furnish the Records and Registration Office with a copy of the catalog in effect at the time the course work was taken.

You may receive transfer credits for courses taken at another accredited higher education institution in which you received a grade of “C” or better. When the transfer courses are determined to be equivalent or very similar to EAC courses, you will receive credit for the equivalent EAC courses. Courses that are determined to not be equivalent or similar to EAC courses will transfer as elective credit. In unusual circumstances, you may petition the Admissions and Academic Standards Appeals Committee for credit for transfer courses in which a grade of “D” was received.

Courses taken from another institution while you are academically suspended from EAC will not be accepted by EAC.

Accredited higher education institutions are those that are fully accredited by New England Association of Schools and Colleges, Middle States Association of Colleges and Schools, North Central Association of Colleges and Schools, Northwest Association of Schools and Colleges, Southern Association of Colleges and Schools, and/or the Western Association of Schools and Colleges.

Transfer credit from non-accredited postsecondary institutions may also be accepted if such credits represent equivalent or higher level work at Eastern Arizona College.

Prerequisite courses taken over ten years ago may not prepare you well for the subsequent course due to changes in the body of knowledge in the field being studied.

NATIONAL STANDARDIZED EXAMINATIONS

You may be awarded college credit for satisfactory scores on national standardized examinations listed in the American Council on Education’s “A Guide to Educational Credit by Examination, 4th Edition,” or its successor.

CLEP is an example of such an examination. The College’s Evaluation Center administers the CLEP. There is a fee for the CLEP exam. If you intend to transfer to another college or university you are cautioned that policies governing the awarding of CLEP credit vary from institution to institution. In all cases, scores earned for CLEP examinations will have to be submitted separately to each institution at which credit is being sought.

Credit for CLEP scores earned after July 1, 2005. You may be awarded EAC credit through CLEP scores earned after July 1, 2005 if you scored 50 or above on the subject exams.

COMPOSITION AND LITERATURE

<table>
<thead>
<tr>
<th>CLEP Subject Examination with a score of 50 or more:</th>
<th>Equivalent EAC Courses</th>
<th>Credit Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Literature</td>
<td>ENG 241, 242</td>
<td>6</td>
</tr>
<tr>
<td>Analyzing and Interpreting Literature</td>
<td>ENG 218</td>
<td>3</td>
</tr>
<tr>
<td>College Composition</td>
<td>ENG 101*</td>
<td>3</td>
</tr>
<tr>
<td>English Literature (without essay)</td>
<td>ENG 221, 222</td>
<td>6</td>
</tr>
<tr>
<td>Humanities</td>
<td>Humanities Electives</td>
<td>3</td>
</tr>
</tbody>
</table>

*Score of 60 required for English 101.

SCIENCE AND MATHEMATICS

<table>
<thead>
<tr>
<th>CLEP Subject Examination with a score of 50 or more:</th>
<th>Equivalent EAC Courses</th>
<th>Credit Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>College Algebra</td>
<td>MAT 154</td>
<td>4</td>
</tr>
<tr>
<td>Biology</td>
<td>BIO 181, 182</td>
<td>8</td>
</tr>
<tr>
<td>Chemistry</td>
<td>CHM 151, 152</td>
<td>8</td>
</tr>
<tr>
<td>Calculus</td>
<td>MAT 220</td>
<td>5</td>
</tr>
<tr>
<td>College Mathematics</td>
<td>MAT 140</td>
<td>3</td>
</tr>
<tr>
<td>Natural Sciences</td>
<td>Non-laboratory science elective</td>
<td>3</td>
</tr>
<tr>
<td>Precalculus</td>
<td>MAT 187</td>
<td>5</td>
</tr>
</tbody>
</table>

HISTORY AND SOCIAL SCIENCES

<table>
<thead>
<tr>
<th>CLEP Subject Examination with a score of 50 or more:</th>
<th>Equivalent EAC Courses</th>
<th>Credit Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Government</td>
<td>POS 110</td>
<td>3</td>
</tr>
<tr>
<td>History of the United States I: Early Colonization to 1877</td>
<td>HIS 101</td>
<td>3</td>
</tr>
<tr>
<td>History of the United States II: 1865 to the Present</td>
<td>HIS 102</td>
<td>3</td>
</tr>
<tr>
<td>Human Growth and Development</td>
<td>ECE 171 / PSY 171</td>
<td>3</td>
</tr>
<tr>
<td>Macroeconomics, Principles of</td>
<td>BUA 221</td>
<td>3</td>
</tr>
<tr>
<td>Microeconomics, Principles of</td>
<td>BUA 223</td>
<td>3</td>
</tr>
<tr>
<td>Psychology, Introductory</td>
<td>PSY 101</td>
<td>3</td>
</tr>
<tr>
<td>Social Sciences and History</td>
<td>Social Sciences Elective</td>
<td>6</td>
</tr>
<tr>
<td>Sociology, Introductory</td>
<td>SOC 101</td>
<td>3</td>
</tr>
<tr>
<td>Western Civilization I:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ancient Near East to 1648</td>
<td>HIS 104</td>
<td>3</td>
</tr>
<tr>
<td>Western Civilization II:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1648 to the Present</td>
<td>HIS 105</td>
<td>3</td>
</tr>
</tbody>
</table>

BUSINESS

<table>
<thead>
<tr>
<th>CLEP Subject Examination with a score of 50 or more:</th>
<th>Equivalent EAC Courses</th>
<th>Credit Granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Accounting</td>
<td>BUA 233</td>
<td>4</td>
</tr>
<tr>
<td>Business Law, Introductory</td>
<td>BUA 245</td>
<td>3</td>
</tr>
<tr>
<td>Marketing, Principles of</td>
<td>SBM 111</td>
<td>3</td>
</tr>
</tbody>
</table>

LANGUAGES

The preferred method of demonstrating language proficiency in Spanish and French at EAC is by enrolling in the College’s competency based courses in one of those languages at the appropriate level, rather than attempting a CLEP or other exam. Once proficiency has been demonstrated, EAC will place the credits earned on your transcript making them fully transferable.

Should you wish to obtain EAC language credit through CLEP, the following standards will apply. Students who are awarded EAC language credit through CLEP and who wish to transfer this credit as evidence of language proficiency, may also be required by the receiving institution to pass an oral examination.
COMPETENCY BASED CREDIT

The College offers open entry/open exit courses in which student success and course completion is based on mastery of specified competencies. Such courses are laboratory intensive, and are characterized by students entering and completing within various time frames. Open entry/open exit courses are not tied to minute:credit ratios. Credits are awarded upon the achievement of clearly defined and measurable course competencies.

CREDIT BY ARTICULATION WITH SECONDARY SCHOOLS

High school students participating in a secondary program articulated with Eastern Arizona College will receive college credit according to the terms of the articulation agreement with the specific secondary school. Credits earned via articulated secondary programs may not be transferable, depending on the policies of the receiving institution.

CREDIT BY DEPARTMENTAL EXAMINATION

If you have acquired college level knowledge or skill through work or life experiences for which you have not received college credit you may petition the Admissions and Academic Standards Appeals Committee to earn college credit by taking an EAC Departmental Exam provided you are not currently enrolled in that course nor seeking credit for a lower level course after successfully completing a higher level course. This petition may be obtained through EAC's Records and Registration Office or online through your Gila Hank Online account. Upon approval of your petition, a comprehensive written and/or performance examination (not the course final exam) relating experience to course content will be administered by an instructor designated by the Provost/Chief Academic and Student Officer. The examination will be documented by filing results in EAC's Records and Registration Office. If proper test administrators are not available at the time of your request, you must wait until the test administrator is available. Permission to take such an exam is limited to subject areas offered by Eastern Arizona College in which competency can be measured satisfactorily by a written or performance test. A course may be challenged only one time. Credit awarded on this basis will be recorded on an official transcript of Eastern Arizona College and will be shown on the transcript as “credit by departmental examination.” A credit by examination fee will be charged for the examination (see catalog, section “Other Fees”). Upon transfer, acceptance of credit awarded by means of departmental exam may be treated differently by the receiving institution.

CREDIT FOR ADVANCED PLACEMENT

Testing and evaluation for Advanced Placement will be uniform throughout the District and shall be applied uniformly by divisions and individual instructors.

The following list shows the EAC credit awarded for specific advanced placement examinations.

American History. An AP Exam score of 4 or 5 earns credit for EAC courses HIS 101 and 102, a total of 6 credits. A score of 1, 2 or 3 earns no credit.

Art (History). An AP Exam score of 3, 4 or 5 earns credit for EAC course ART 134, for 3 credits. A score of 1 or 2 earns no credit.

Art (Studio). An AP Exam score of 4 or 5 earns credit for EAC course ART 111 for 3 credits. A score of 1, 2 or 3 earns no credit.

Biology. An AP Exam score of 4 or 5 earns credit for EAC courses BIO 181 and 182, a total of 8 credits. A score of 3 earns credit for BIO 100, for 4 credits. A score of 1 or 2 earns no credit.

Calculus AB. An AP Exam score of 3, 4 or 5 earns credit for EAC course MAT 220, for 5 credits. A score of 1 or 2 earns no credit.

Calculus BC. An AP Exam score of 4 or 5 earns credit for EAC courses MAT 220 and 230, a total of 9 credits. An AP Exam score of 3 earns credit for EAC course MAT 220, for 5 credits. A score of 1 or 2 earns no credit.

Chemistry. An AP Exam score of 4 or 5 earns credit for EAC courses CHM 151 and 152, a total of 8 credits. A score of 3 earns credit for CHM 151, for 4 credits. A score of 1 or 2 earns no credit.

English Literature/Composition. An AP Exam score of 4 or 5 earns credit for EAC course ENG 101, for 3 credits. A score of 1, 2 or 3 earns no credit.

English Language/Composition. An AP Exam score of 4 or 5 earns credit for EAC course ENG 101 for 3 credits. A score of 1, 2 or 3 earns no credit.

European History. An AP Exam score of 4 or 5 earns credit for EAC courses HIS 104 and 105, a total of 6 credits. A score of 1, 2 or 3 earns no credit.

French Language. An AP Exam score of 3, 4 or 5 earns credit for EAC courses FRE 101, 102, 201 and 202, a total of 16 credits. A score of 1 or 2 earns no credit.

German Language. An AP Exam score of 3, 4 or 5 earns credit for EAC courses GER 101, 102, 201 and 202, a total of 16 credits. A score of 1 or 2 earns no credit.

Music Theory. An AP Exam score of 4 or 5 earns credit for EAC course MUS 111 for 3 credits. A score of 1, 2 or 3 earns no credit.

Physics B. An AP Exam score of 4 or 5 earns credit for EAC course PHY 111, for 4 credits. A score of 1, 2 or 3 earns no credit.

Physics C. An AP Exam score of 3, 4 or 5 on Mechanics earns credit for EAC course PHY 111, for 4 credits. A score of 1 or 2 earns no credit.

Political Science: American Government and Politics. An AP Exam score of 4 or 5 earns credit for EAC course POS 110, for 3 credits. A score of 1, 2 or 3 earns no credit.

Psychology. An AP Exam score of 4 or 5 earns credit for EAC course PSY 101, for 3 credits. A score of 1, 2, or 3 earns no credit.

<table>
<thead>
<tr>
<th>Examination</th>
<th>Score Range Required</th>
<th>Course Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>French Language</td>
<td>50-54</td>
<td>FRE 101</td>
</tr>
<tr>
<td>French Language</td>
<td>55-61</td>
<td>FRE 101, 102</td>
</tr>
<tr>
<td>French Language</td>
<td>62-65</td>
<td>FRE 101, 102, 201</td>
</tr>
<tr>
<td>French Language</td>
<td>66-80</td>
<td>FRE 101, 102, 201, 202</td>
</tr>
<tr>
<td>German Language</td>
<td>39-45</td>
<td>GER 101</td>
</tr>
<tr>
<td>German Language</td>
<td>50-50</td>
<td>GER 101, 102</td>
</tr>
<tr>
<td>German Language</td>
<td>51-59</td>
<td>GER 101, 102, 201</td>
</tr>
<tr>
<td>German Language</td>
<td>60-80</td>
<td>GER 101, 102, 201, 202</td>
</tr>
<tr>
<td>Spanish Language</td>
<td>50-54</td>
<td>SPA 101</td>
</tr>
<tr>
<td>Spanish Language</td>
<td>55-65</td>
<td>SPA 101, 102</td>
</tr>
<tr>
<td>Spanish Language</td>
<td>66-67</td>
<td>SPA 101, 102, 201</td>
</tr>
<tr>
<td>Spanish Language</td>
<td>68-90</td>
<td>SPA 101, 102, 201, 202</td>
</tr>
</tbody>
</table>
**Spanish Language.** An AP Exam score of 3, 4 or 5 earns credit for EAC courses SPA 101, 102, 201 and 202, a total of 16 credits. A score of 1 or 2 earns no credit. A score of 1 or 2 earns no credit.

**Statistics.** An AP Exam score of 3, 4 or 5 earns credit for EAC course MAT 160, for 3 credits.

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**CREDIT FOR APPRENTICESHIP TRAINING, LICENSING, AGENCY TRAINING, EXAMINATION, OR EVALUATION**

If you hold a valid and current license or accreditation for a specific skill or trade which included passing an exam by a state or nationally recognized Board and have been actively practicing that skill within the last five years, you may petition the Admissions and Academic Standards Appeals Committee for college credit in subject areas offered by EAC. You must supply the name and address of the accrediting Board, trade school, or agency to EAC’s Records and Registration Office.

Upon request by EAC’s Records and Registration Office, the place of prior accreditation must be willing to supply information about examination competencies. If this information is adequate for evaluation, the Admissions and Academic Standards Appeals Committee, in consultation with the Division in which courses are listed, will determine the specific courses for which credit will be given on the official transcript.

Transcript wording will be “Credit by departmental evaluation.” If there is a question about awarding of credit under these conditions, you will be given the opportunity to earn the credits in question by examination as described under the Credit By Examination section. Credit earned by apprenticeship training, licensing, or other agency training or examination may not be transferable. Credit awarded on this basis will be recorded on an official transcript only upon completion of at least 16 credit hours in courses at Eastern Arizona College and will be shown on the transcript as “credit awarded by evaluation.” Upon transfer, acceptance of credit awarded by evaluation may be treated differently by the receiving institution.

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**CREDIT FOR MILITARY TRAINING**

“The 2006 Guide to the Evaluation of Educational Experiences in the Armed Services” or its successor, published by the American Council of Education, is used as the basis for evaluating training and experience in the armed forces. A student may receive college credit if the armed services training parallels a curriculum area offered at Eastern Arizona College, and the credit meets a program requirement, or is used as elective credit. Credit awarded on this basis will be recorded on an official transcript only upon completion of at least 16 credit hours in courses at Eastern Arizona College and will be shown on the transcript as “military credit awarded by evaluation.” Upon transfer, acceptance of credit awarded for military service may be treated differently by the receiving institution.

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**GRADING**

Each course in which you are enrolled at the close of registration for that course will be awarded one of the following grades:

<table>
<thead>
<tr>
<th>Letters</th>
<th>Grades</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4 grade points per semester credit</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3 grade points per semester credit</td>
</tr>
<tr>
<td>C</td>
<td>Competent</td>
<td>2 grade points per semester credit</td>
</tr>
<tr>
<td>D</td>
<td>Passing—</td>
<td>1 grade point per semester credit— not transferable and may not meet graduation requirements</td>
</tr>
<tr>
<td>F</td>
<td>Failing</td>
<td>0 grade points per semester credit</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
<td>not computed in GPA</td>
</tr>
<tr>
<td>P</td>
<td>Credit only</td>
<td>not computed in GPA</td>
</tr>
<tr>
<td>W</td>
<td>Withdrew</td>
<td>not computed in GPA</td>
</tr>
<tr>
<td>X</td>
<td>Audit</td>
<td>not computed in GPA</td>
</tr>
<tr>
<td>Y</td>
<td>Grade not reported by instructor</td>
<td>not computed in GPA</td>
</tr>
</tbody>
</table>

Grade point averages are computed by multiplying the grade points earned by the corresponding credit and dividing the sum of those products by the total credit attempted.

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**GRADE OF INCOMPLETE “I”**

The grade of Incomplete (I) may be given for reasons acceptable to the instructor if you do not complete the objectives of the course during enrollment. Incompletes may be changed to grades when, upon contract with instructors, the objectives of the courses involved are completed at a passing level. You are solely responsible for making arrangements with instructors to complete course requirements. The course must be completed and a grade recorded by the end of the next regular semester following the Incomplete, or a grade of “F” will be recorded for the course.

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**GRADE OF PASS “P”**

If you are in a transfer program it is recommended that you limit the number of credits in which you receive “P” grades to no more than six. Excessive “P” grades may prevent you from being admitted to the university program of your choice. “P” grades are not calculated in your GPA. “P” grades changed by petition are equivalent to “C” grades.

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**GRADE OF WITHDRAWAL “W”**

You may obtain the grade of Withdrawn (W) by officially withdrawing from the class. Ceasing to attend the class does not constitute withdrawal.

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**GRADE OF AUDIT “X”**

The grade of Audit (X) is given to students who officially enroll in a course as an auditor to obtain course information and do not wish to earn college credit. When auditing, you pay the regular tuition and fee charges in addition to the audit fee as specified in the fee schedule.
GRADUES FOR REPEATED COURSES
You may repeat a course previously taken at Eastern Arizona College in order to improve your grade or to update your knowledge of the course material. When a course is repeated, credit may be counted only once for graduation and only the higher grade will be used for computation of the grade point average; however, all grades will appear on your transcript. Veterans cannot claim benefits for repeated courses unless the veteran received a grade of “F” and the course is needed for graduation.

GRADE REPORTING SYSTEM
You will be mailed a printed copy of your grade report upon written or verbal request to the Records and Registration Office.

GRADE CHANGES
Grade changes can be made only by instructors with the approval of the Provost/Chief Academic and Student Officer, with the exception of clerical errors made and corrected by the Records and Registration Office. If an instructor is not available, petitions for grade changes will be considered by the Admissions and Academic Standards Appeals Committee.

An appeal for a grade change will not be considered unless a petition for same is filed with the Records and Registration Office within six (6) months of the close of the semester in which the grade was received.

GRIEVANCE PROCEDURE–ACADEMIC STANDARDS
Students aggrieved by College actions of an academic nature shall have the opportunity for appeal. The professional educator’s qualifications and rights to determine academic standards are respected and accepted. The professional educator shall be accountable for establishing and maintaining appropriate academic standards for coursework.

When a complaint about academic standards arises, with the exception of sexual harassment, the student shall subscribe to the following procedure to render the complaint legitimate. Complaints of sexual harassment should follow the procedure described in GCCCD 4730.00 Sexual Harassment. The student’s right for grievance shall be forfeited if the complaint is not addressed through the Official Review Process – Academic Standards. The Official Review Process— Academic Standards may not be applicable when services are delivered under the provisions of a negotiated contract. The appeal process does not suspend any actions which are being grieved.

DEFINITION OF TERMS
Days: Calendar days exclusive of official holidays as identified in the College Catalog.

Complainant: Student complainant.

Professional Educator: College professional educator(s) responsible for the program or action for which the student complainant has a grievance.

Academic Affairs Officer: Campus official designated by the College President for oversight of academic affairs.

Admissions and Academic Standards Appeals Committee: College committee charged with responsibility to advise the College President on policies, standards, rules and regulations for academic standards and student admission; and to serve as an appeals committee for grievances concerning academic standards.

Academic Standard: All actions relating to grades, grading standards, professional educator conduct, materials presented in a classroom by the professional educator or adjunct, and professional educator discrimination against a student exclusive of discrimination as defined by federal or state laws.

OFFICIAL REVIEW PROCESS—ACADEMIC STANDARDS
Step 1. The Complainant shall seek out, within five (5) days of the action, the Professional Educator so both parties may be afforded an opportunity to clarify facts and to reach a mutually acceptable solution.

Step 2. If Complainant satisfaction is not achieved in Step 1, the Complainant shall provide a written request for a meeting to the Division Chairperson responsible for oversight of the standards employed by the Professional Educator. Within five (5) days of receipt of the request the Division Chairperson shall arrange for a meeting to include the following individuals: the Division Chairperson, the Professional Educator, and the Complainant. The Division Chairperson shall attempt to mediate an acceptable solution.

Step 3. If Complainant satisfaction is not achieved in Step 2, the Complainant shall provide a written request for a hearing by the Admissions and Academic Standards Appeals Committee. The request shall articulate the complaint and shall be delivered to the Academic Affairs Officer within five (5) days after receiving a recommended solution as provided in Step 2. Within ten (10) days of receipt of the request, but not less than three (3) days of receipt of request, the Chairperson of the Admissions and Academic Standards Appeals Committee shall arrange for a hearing. The Complainant, the Professional Educator and the Division Chairperson shall be in attendance at the hearing. Within ten (10) days of the conclusion of the hearing, the Chairperson of the Admissions and Academic Standards Appeals Committee shall set forth a written document addressing finding of fact and the decision reached by the Committee. Copies shall be addressed to the Complainant, the Professional Educator, the Division Chairperson, and the College President. Decisions made by the Admissions and Academic Standards Appeal Committee are binding.

HONORS
President’s List: The President’s List will, upon completion of each semester, include those full-time students who:

• Are enrolled in a curriculum listed in a College Academic Catalog leading to a degree offered by Eastern Arizona College,
• Complete during the semester a minimum of 12 credits at the 100 level or higher for which a grade other than an “I” (Incomplete) or “P” (Pass) grade was earned, and
• Received a 4.000 semester grade point average.

Dean’s List: The Dean’s List will, upon completion of each semester, include those full-time students who:

• Are enrolled in a curriculum listed in a College Academic Catalog leading to a degree offered by Eastern Arizona College,
• Complete during the semester a minimum of 12 credits at the 100 level or higher for which a grade other than an “I” (Incomplete) or “P” (Pass) grade was earned, and
• Received a 3.500 through 3.999 semester grade point average.
OFFICIAL NOTIFICATIONS
At initial enrollment all students receive an Eastern Arizona College MonsterMail account. This email account is free of charge and is the official notification channel for all EAC correspondence to the students. Correspondence sent to this address will be deemed official and adequate notification to you regarding the contents of such correspondence.

REGISTRATION
The act of enrolling in courses at the College indicates you agree to be subject to all the requirements, policies, and regulations in the College Catalog, Schedule of Classes and Student Handbook, and agree to establish a permanent college academic record. You further acknowledge that in order to be admitted to other colleges or universities you may be required to send this academic record to those institutions. Your enrollment also certifies your understanding that the content of EAC courses are designed for adult students and if you are a younger student you may feel constrained from participating in class discussions due to the maturity and age of other students in addition to the subject matter being discussed. Contact the Records and Registration Office at (928) 428-8270 or 1-800-678-3905, Ext. 8270 for details.

COURSE OVERLOAD
The typical academic load varies from 15 to 18 credit (semester) hours. Students carrying a minimum of 12 credit hours are considered full-time students for financial aid, residency, and scholarship purposes.

You are allowed to register for an “overload”—defined as more than 18 credit hours of Regular Semester courses other than those designated as open entry/open exit or short term courses less than a semester in length—contingent upon the following criteria. For purposes of overload consideration, Activity/Personal Enrichment Courses are not included in the number of credits to be examined.

- You may enroll for an overload of up to 22 credit hours if you have completed a minimum of 12 credits at Eastern Arizona College with a cumulative GPA of 2.75 or higher.
- If you have not completed, but are currently enrolled in, a minimum of 12 credits at Eastern Arizona College, you must petition to enroll for an overload of up to 22 credits for the subsequent semester contingent upon completion of your courses currently in progress with a GPA of 2.75 or better. At the end of the semester, if the cumulative GPA for the courses in progress is less than 2.75, you will be administratively withdrawn from the course(s) requested in your petition. You may also be subject to other points of enforcement surrounding academic standards.
- If you have completed at least 12 credits at Eastern Arizona College with a cumulative GPA of 2.25 through 2.7499, you must petition the Admissions and Academic Standards Committee for approval to register for an overload.
- If your cumulative GPA is less than 2.25, you will not be considered for an overload unless evidence is provided showing that impending graduation requirements cannot otherwise be met.
- If you are a first-time student or first-semester transfer student to Eastern Arizona College, you must petition the Admissions and Academic Standards Committee for an overload of up to 22 credits. An official transcript from either the high school or transfer institution must be on file in the Records and Registration Office.

If you want to enroll in more than 22 credits for a regular semester, you must petition the Admissions and Academic Standards Committee for additional overload consideration.

TRANSCRIPTS
A fee of $3, payable in advance, will be charged for each transcript and if EAC is requested to fax any transcript, there will be an additional $2 charge.

Eastern Arizona College reserves the right to withhold transcripts from students who are in debt to the College. A student whose transcript is being withheld has the right to discuss the matter with EAC personnel who are empowered to resolve any dispute concerning indebtedness to the College.

If you desire to transfer to another institution of higher education, you should request that the Records and Registration Office send your transcript directly to the institution you expect to enter. Also, you may request that the Records and Registration Office mail a transcript directly to a prospective employer.

WITHDRAWAL FROM A COURSE
You are responsible for initiating and completing official withdrawals from classes from which you wish to withdraw through the Records and Registration Office or over the Internet using Gila Hank Online. Withdrawal before the end of the registration period will result in the course not showing on your transcript. This is known as “Withdrawal Without Record.” Withdrawal from a course after the close of registration will result in a grade of “W” - “Withdrawal With Record” - showing on your transcript. There is a different deadline for each type of course (semester-length, short-term, open entry/open exit and summer) that is taught at EAC. Please see the listing below for the exact deadlines. If you do not officially withdraw from a course, you may receive a failing grade. Instructors are authorized to withdraw you from courses for excessive unofficial absences, excessive tardiness, disruptive behavior, or inability to perform the required tasks.

Your failure to drop a class after registration, regardless of nonattendance or nonpayment, does not release you from the financial obligation incurred at the time of registration. To ensure your registration is cancelled you must withdraw from the course.

To completely remove your financial obligation for refundable fees, you must withdraw from the course during the open registration period for that course. If you incurred any nonrefundable fees, you will still be obligated to pay these fees. Instructors are not always obligated to withdraw you from their courses and you should not assume they will do so.

If you have received financial aid and withdraw from courses, please refer to the Return of Title IV Federal Student Aid Policy in the disclosure section of the College Catalog as to how this might affect you.

Semester-Length Courses: The last day for you to initiate an official withdrawal from a semester-length course and to receive a “W” grade is five weeks prior to the last Friday before final exams. The instructor may initiate a withdrawal from a semester-length course up to the last Friday before final exams.

Short-Term, Open Entry/Open Exit, and Summer Session Courses: The last day for you or your instructor to initiate an official withdrawal from a short-term, open entry/open exit, or summer session course is the last day of the course.
**LICENSURE**

Eastern Arizona College offers various certificates and programs that enable the student to test for licensure. Eastern Arizona College makes no guarantee, either implied or stated, that you will pass any licensing test. Also, please be aware that any past criminal record may have an impact on your eligibility for licensure. You should investigate licensing requirements before entering a course of study.

**CERTIFICATES**

Work with your adviser/instructor to plan and apply for your chosen certificate program.

**DEGREES**

Eastern Arizona College grants the Associate of Arts (AA), Associate of Business (ABus), Associate of Science (AS), Associate of General Studies (AGS) and the Associate of Applied Science degrees (AAS).

Specific course requirements for each of the degrees offered by Eastern Arizona College are identified in the curriculum section of this catalog. Please refer to the major you intend to pursue at EAC for specific graduation requirements.

**APPROVED ELECTIVES**

EAC degree programs that are designed to transfer to all of Arizona's public universities require you to select your electives from the courses listed in the Arizona Higher Education Course Equivalency Guide (CEG) (located at https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEG). Select the Eastern Arizona College Elective or Better Report. Additional detailed information is available there.

Select courses from the list for the academic year in which you will be taking the class. For example, if you are planning to take ART 101 as an elective in the 2012-2013 academic year it must be included on the list of approved electives for 2012-2013. Only courses on the approved list for the academic year in which you take the class can be counted toward degree completion.

**CHOICE OF CATALOG**

Students maintaining continuous enrollment at any public Arizona community college or university must graduate according to the requirements of the catalog in effect at the time of initial enrollment or according to the requirements of any single catalog in effect during subsequent terms of continuous enrollment. Students may maintain continuous enrollment whether attending a single public community college or university in Arizona or transferring among public institutions in Arizona while pursuing their degrees.

1. A semester in which a student earns course credit will be counted toward continuous enrollment. Non-credit courses, audited courses, failed courses, or courses from which the student withdraws do not count toward the determination of continuous enrollment for catalog purposes.

   **Example A:** Admitted and earned course credit at a public college or university: Fall 2011 (Active). Continued at a community college: Spring 2012, Fall 2012 (Active). Transferred to a university: Spring 2013 (Inactive). Readmitted and earned course credit at a community college: Fall 2012 (Active). Transferred to a university: Spring 2013 (2012 or any subsequent catalog).

   **Example B:** Admitted and earned course credit at a public college or university: Fall 2010 (Active). Nonattendance: Spring 2011, Fall 2011, Spring 2012 (Inactive). Readmitted and earned course credit at a community college: Fall 2012 (Active). Transferred to a university: Spring 2013 (2012 or any subsequent catalog).

2. Students who do not meet the minimum enrollment standard stipulated in No. 1 during three consecutive semesters (fall/spring) and the intervening summer term at any public Arizona community college or university are no longer considered continuously enrolled, and must meet requirements of the public Arizona community college or university catalog in effect at the time they are readmitted or of any single catalog in effect during subsequent terms of continuous enrollment after readmission. Students are not obligated to enroll and earn course credit during summer terms, but summer enrollment may be used to maintain continuous enrollment status.

   **Example A:** Admitted and earned course credit at a public college or university: Fall 2010 (Active). Nonattendance: Spring 2011, Fall 2011, Spring 2012 (Inactive). Readmitted and earned course credit at a community college: Fall 2012 (Active). Transferred to a university: Spring 2013 (2012 or any subsequent catalog).

   **Example B:** Admitted and earned course credit at a public college or university: Fall 2010 (Active). Nonattendance: Spring 2011 (Inactive). Readmitted, earned course credit at a community college: Summer 2011 (Active). Nonattendance: Fall 2011, Spring 2012 (Inactive). Transferred to a university: Fall 2012 (2010 or any subsequent catalog).

3. Students admitted or readmitted to a public Arizona community college or university during a summer term must follow the requirements of the catalog in effect the following fall semester or of any single catalog in effect during subsequent terms of continuous enrollment.

   **Example:** Admitted and earned course credit at a community college: Summer 2010 (Active). Continued at a community college: Fall 2010, Spring 2011 (Active). Nonattendance: Fall 2011 (Inactive). Readmitted and earned course credit at a community college: Spring 2012 (Active). Transferred to a university: Summer 2012 (2010 or any subsequent catalog).

4. Students transferring among Arizona public higher education institutions must meet the admission requirements, residency requirements, and all curricular and academic requirements of the degree-granting institution.

**GRADUATION HONORS**

- **Highest Honors:** Granted to candidates for graduation who have, at the conclusion of their last completed semester, at least 30 credits at EAC with a 4.000 cumulative grade average.

- **High Honors:** Granted to candidates for graduation who have, at the conclusion of their last completed semester, at least 30 credits at EAC with a minimum of 3.750 cumulative grade average.

- **Honors:** Granted to candidates for graduation who have, at the conclusion of their last completed semester, at least 30 credits at EAC with a minimum of 3.500 cumulative grade average.

**DEVELOPMENTAL COURSES**

Credit earned for Developmental Classes which are numbered below 100 will not be counted towards degree completion, graduation honors or graduation Grade Point Average.

**MULTIPLE DEGREES**

Eastern Arizona College offers the Associate of Arts, Associate of Business, Associate of Science, Associate of General Studies and Associate of Applied Science degrees. Once you have received one Associate degree, one or more additional degrees can also be received by completing the additional degree requirements with a minimum of 16 additional credits beyond the first degree. With the exception of the Associate of General Studies (AGS) degree, degrees may be earned concurrently.
# General Education

## General Education Requirements for Associate of Applied Science Degree

General Education broadens your perspectives and introduces you to several important fields of knowledge. In meeting Eastern Arizona College’s GE requirements you will also gain increased awareness of ethnicity, race and gender, and international and historical influences on our culture.

Choose courses from at least three different categories. You may not exceed nine credits in any GE category, with the exception of Health and Physical Education, where the maximum is two credits.

### Course Options

#### General Education

<table>
<thead>
<tr>
<th>GE Category</th>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>Computers</td>
<td>CMP 101 Introduction to Computers</td>
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<tr>
<td></td>
<td>CMP 103 Introduction to Computer Based Systems</td>
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<tr>
<td></td>
<td>CMP 121 Visual Basic Programming I</td>
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<td>CMP 128 C# Programming I</td>
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<tr>
<td></td>
<td>CMP 130 C Programming I</td>
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<tr>
<td>Counseling</td>
<td>CSL 115 Community Outreach Through Service Learning</td>
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<tr>
<td>English</td>
<td>BUA 259 Business Communications</td>
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<tr>
<td></td>
<td>BUS 160 Communication for the Occupations</td>
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<tr>
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<td>ENG 100 Writing Fundamentals</td>
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<td>ENG 101 Written Communications I</td>
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<tr>
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<td>ENG 260 Technical Report Writing</td>
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<td>Health and Physical Education</td>
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<td>HPE 101 Beginning Physical Activities I</td>
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<td>HPE 163 Theory and Practice of Football</td>
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<td>HPE 169 Theory and Practice of Basketball</td>
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<td>HPE 170 Lifeguard Training</td>
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<td>HPE 205 Physical Conditioning and Assessment IV</td>
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<td>Humanities</td>
<td>ART 133 World Art I</td>
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<td>BUS 251 Human Relations</td>
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<td>COM 201 Public Speaking</td>
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<td>ENG 201 World Literature I</td>
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<td>ENG 217 Writing Reflective Essays</td>
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<td>ENG 218 Writing About Literature</td>
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<td>SPC 150 Oral Interpretation of Literature</td>
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<td></td>
<td>BUA 221 Principles of Macroeconomics</td>
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</tbody>
</table>
Eastern Arizona College has established General Education programs satisfying each of the three AGECs. It will usually be in your best interest to complete the AGEC for your major at EAC before transferring to an Arizona university. When you have completed the AGEC, EAC will certify your achievement on your academic transcript. Completing the AGEC for your major at EAC fulfills the lower division, General Education requirements of the corresponding baccalaureate degree at each of the three state universities. Should you elect to not complete an AGEC at EAC you will not be afforded the same transfer status as those who do. Your courses will be evaluated on a course-by-course basis by the university to which you transfer.

Some majors, particularly in the professional fields, have significant prerequisites and/or program requirements that will not transfer within one of the three General Education programs described above. If you have selected a major that is not listed in the EAC catalog, or one that is listed as a Transfer Guide Extra Requirements (TG-XR) degree, carefully consult the catalog and/or curriculum transfer guide (located at www.aztransfer.com/transferguides) of the university to which you plan to transfer and the Course Equivalency Guide (located at https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEIG). You must meet the General Education requirements by selecting appropriate courses from the required program areas. In some cases, a degree program may require you to select specific courses rather than choose from the list of approved GE courses. Required courses for each EAC curricula are listed in the curriculum section of the catalog under the heading General Education Requirements.

### General Education Requirements

**For Associate of Arts, Associate of Business and Associate of Science Degrees**

General Education broadens your perspectives and introduces you to several important fields of knowledge. In meeting Eastern Arizona College’s GE requirements you will also gain increased awareness of ethnicity, race and gender, and international and historical influences on our culture.

The Arizona Board of Regents has agreed to three transfer General Education programs. The purpose of the agreement is to ensure that when you complete your GE requirements at EAC you will be able to transfer to an Arizona public university without loss of credits.

The three transfer General Education programs are the Arizona General Education Curriculum, Associate of Arts (AGEC-A), the Arizona General Education Curriculum, Associate of Business (AGEC-B), and the Arizona General Education Curriculum, Associate of Science (AGEC-S).

Eastern Arizona College has established General Education programs satisfying each of the three AGECs. It will usually be in your best interest to complete the AGEC for your major at EAC before transferring to an Arizona university. When you have completed the AGEC, EAC will certify your achievement on your academic transcript. Completing the AGEC for your major at EAC fulfills the lower division, General Education requirements of the corresponding baccalaureate degree at each of the three state universities. Should you elect to not complete an AGEC at EAC you will not be afforded the same transfer status as those who do. Your courses will be evaluated on a course-by-course basis by the university to which you transfer.

Some majors, particularly in the professional fields, have significant prerequisites and/or program requirements that will not transfer within one of the three General Education programs described above. If you have selected a major that is not listed in the EAC catalog, or one that is listed as a Transfer Guide Extra Requirements (TG-XR) degree, carefully consult the catalog and/or curriculum transfer guide (located at www.aztransfer.com/transferguides) of the university to which you plan to transfer and the Course Equivalency Guide (located at https://www.aztransfer.com/cgi-bin/WebObjects/Admin_CEIG) before you register for your GE courses. Obtaining assistance in this process from an advisor at the university you plan to transfer to is strongly recommended. EAC faculty advisors and counselors can also assist you.

You must meet the General Education requirements by selecting appropriate courses from the required program areas. In some cases, a degree program may require you to select specific courses rather than choose from the list of approved GE courses. Required courses for each EAC curricula are listed in the curriculum section of the catalog under the heading General Education Requirements.

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### Intensive Writing/Critical Inquiry

To complete your AGEC, you must complete an Intensive Writing/Critical Inquiry course. These courses are designated in the list below with the notation (IW).

### Global/International/Historical Awareness

The AGEC also requires that you complete a Global/International/Historical Awareness course. Courses that meet this requirement are designated with the notation (GIH).

A single course will not be used to fulfill both the Intensive Writing/Critical Inquiry and the Global/International/Historical Awareness requirements. To minimize the number of classes required to complete GE requirements, select courses from the humanities or social sciences that also fulfill the Intensive Writing/Critical Inquiry or Global/International/Historical Awareness requirements.

### Ethnicity, Race and Gender

Course content addressing ethnicity, race and gender is embedded in the College’s humanities and social sciences courses that are part of the General Education program.

### Course Options

<table>
<thead>
<tr>
<th>GE Category</th>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>English: A total of 6 credits required.</td>
<td>ENG 101</td>
<td>Written Communications I</td>
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<tr>
<td>Humanities: A total of 6 credits, depending on your major, is required.</td>
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<td>ART 133</td>
<td>World Art I (GIH)</td>
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<td>ART 134</td>
<td>World Art II (GIH)</td>
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<td>COM 150</td>
<td>Oral Interpretation of Literature</td>
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<td>COM 201</td>
<td>Public Speaking</td>
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<tr>
<td>SPC 150</td>
<td>Oral Interpretation of Literature</td>
<td>3</td>
</tr>
<tr>
<td>SPC 201</td>
<td>Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>THC 105</td>
<td>Introduction to Theatre (GIH)</td>
<td>3</td>
</tr>
</tbody>
</table>

### Laboratory Sciences

A total of 8-10 credit hours, depending on your major, is required.
### General Education

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 202</td>
<td>Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 205</td>
<td>Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 226</td>
<td>Ecology</td>
<td>4</td>
</tr>
<tr>
<td>CHM 130</td>
<td>Fundamental Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHM 138</td>
<td>An Introduction to General, Organic, and Biological Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHM 151</td>
<td>General Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 152</td>
<td>General Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>CHM 230</td>
<td>Fundamental Organic Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>CHM 235</td>
<td>General Organic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 236</td>
<td>General Organic Chemistry II (IW)</td>
<td>4</td>
</tr>
<tr>
<td>GLG 101</td>
<td>Physical Geology</td>
<td>4</td>
</tr>
<tr>
<td>GLG 102</td>
<td>Historical Geology</td>
<td>4</td>
</tr>
<tr>
<td>GLG 110</td>
<td>Geologic Hazards and Disasters (GIH)</td>
<td>4</td>
</tr>
<tr>
<td>PHY 107</td>
<td>Physical Concepts</td>
<td>4</td>
</tr>
<tr>
<td>PHY 111</td>
<td>General Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 112</td>
<td>General Physics II</td>
<td>4</td>
</tr>
<tr>
<td>PHY 211</td>
<td>Physics with Calculus I</td>
<td>5</td>
</tr>
<tr>
<td>PHY 212</td>
<td>Physics with Calculus II</td>
<td>5</td>
</tr>
</tbody>
</table>

**Mathematics:** A total of 3-5 credit hours, depending on your major, is required.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAT 140</td>
<td>College Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>MAT 154</td>
<td>College Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MAT 160</td>
<td>Introduction to Statistics</td>
<td>3</td>
</tr>
<tr>
<td>MAT 171</td>
<td>Finite Mathematics</td>
<td>4</td>
</tr>
<tr>
<td>MAT 181</td>
<td>Plane Trigonometry</td>
<td>3</td>
</tr>
<tr>
<td>MAT 187</td>
<td>Precalculus</td>
<td>5</td>
</tr>
<tr>
<td>MAT 210</td>
<td>Elements of Calculus</td>
<td>4</td>
</tr>
<tr>
<td>MAT 220</td>
<td>Calculus I</td>
<td>5</td>
</tr>
<tr>
<td>MAT 230</td>
<td>Calculus II</td>
<td>4</td>
</tr>
<tr>
<td>MAT 240</td>
<td>Calculus III</td>
<td>4</td>
</tr>
<tr>
<td>MAT 260</td>
<td>Differential Equations</td>
<td>3</td>
</tr>
</tbody>
</table>

**Social Sciences:** A total of 6 credits, depending on your major, is required. You must choose courses from more than one department.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AJS 101</td>
<td>Introduction to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>AJS 225</td>
<td>Criminology</td>
<td>3</td>
</tr>
<tr>
<td>ANT 101</td>
<td>Introduction to Physical Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANT 102</td>
<td>Introduction to Cultural Anthropology (GIH)</td>
<td>3</td>
</tr>
<tr>
<td>ANT 110</td>
<td>Mexican-American Culture</td>
<td>3</td>
</tr>
<tr>
<td>ANT 120</td>
<td>Indian American Culture</td>
<td>3</td>
</tr>
<tr>
<td>ANT 211</td>
<td>Women in Cross-Cultural Perspective (GIH)</td>
<td>3</td>
</tr>
<tr>
<td>ANT 220</td>
<td>Principles of Archaeology</td>
<td>3</td>
</tr>
<tr>
<td>ANT 222</td>
<td>Buried Cities and Lost Tribes (GIH)</td>
<td>3</td>
</tr>
<tr>
<td>BUA 221</td>
<td>Principles of Macroeconomics (GIH)</td>
<td>3</td>
</tr>
<tr>
<td>BUA 223</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>COM 260</td>
<td>Elements of Intercultural Communication (IW)</td>
<td>3</td>
</tr>
<tr>
<td>HIS 101</td>
<td>U.S. History I (GIH)</td>
<td>3</td>
</tr>
<tr>
<td>HIS 102</td>
<td>U.S. History II (GIH)</td>
<td>3</td>
</tr>
<tr>
<td>HIS 104</td>
<td>Western Civilization I (GIH)</td>
<td>3</td>
</tr>
<tr>
<td>HIS 105</td>
<td>Western Civilization II (GIH)</td>
<td>3</td>
</tr>
<tr>
<td>HIS 220</td>
<td>History of Mexico (GIH)</td>
<td>3</td>
</tr>
<tr>
<td>MDC 102</td>
<td>Introduction to Media Communications</td>
<td>3</td>
</tr>
<tr>
<td>POS 110</td>
<td>United States National Politics (GIH)</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 230</td>
<td>Social Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 240</td>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 260</td>
<td>Developmental Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 270</td>
<td>Experimental Psychology (IW)</td>
<td>4</td>
</tr>
<tr>
<td>SOC 101</td>
<td>Introduction to Sociology (GIH)</td>
<td>3</td>
</tr>
<tr>
<td>SOC 110</td>
<td>Marriage and the Family</td>
<td>3</td>
</tr>
<tr>
<td>SOC 201</td>
<td>Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

**Intensive Writing**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHM 236</td>
<td>General Organic Chemistry II (IW)</td>
<td>4</td>
</tr>
<tr>
<td>COM 215</td>
<td>Interviewing Principles and Practices (IW)</td>
<td>3</td>
</tr>
<tr>
<td>COM 260</td>
<td>Elements of Intercultural Communication (IW)</td>
<td>3</td>
</tr>
<tr>
<td>ENG 201</td>
<td>World Literature I (IW) or (GIH)</td>
<td>3</td>
</tr>
<tr>
<td>ENG 202</td>
<td>World Literature II (IW) or (GIH)</td>
<td>3</td>
</tr>
<tr>
<td>ENG 217</td>
<td>Writing Reflective Essays (IW) or (GIH)</td>
<td>3</td>
</tr>
<tr>
<td>ENG 218</td>
<td>Writing About Literature (IW)</td>
<td>3</td>
</tr>
<tr>
<td>ENG 221</td>
<td>English Literature I (IW)</td>
<td>3</td>
</tr>
<tr>
<td>ENG 222</td>
<td>English Literature II (IW)</td>
<td>3</td>
</tr>
<tr>
<td>ENG 241</td>
<td>American Literature I (IW) or (GIH)</td>
<td>3</td>
</tr>
<tr>
<td>ENG 242</td>
<td>American Literature II (IW) or (GIH)</td>
<td>3</td>
</tr>
<tr>
<td>PSY 270</td>
<td>Experimental Psychology (IW)</td>
<td>4</td>
</tr>
</tbody>
</table>

**GE Options:** Options courses are designed to enhance your General Education background and to expand course selection opportunity to meet specific university requirements. Options courses may be chosen from any of the GE courses listed above. Additional courses which also meet the options requirement are listed below.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMP 103</td>
<td>Introduction to Computer Based Systems</td>
<td>3</td>
</tr>
<tr>
<td>FRE 201</td>
<td>Intermediate French I</td>
<td>4</td>
</tr>
<tr>
<td>FRE 202</td>
<td>Intermediate French II</td>
<td>4</td>
</tr>
<tr>
<td>SPA 201</td>
<td>Intermediate Spanish I</td>
<td>4</td>
</tr>
<tr>
<td>SPA 202</td>
<td>Intermediate Spanish II</td>
<td>4</td>
</tr>
</tbody>
</table>

Transferred 200 level language
transfer partnerships

ARIZONA STATE UNIVERSITY, NORTHERN ARIZONA UNIVERSITY AND THE UNIVERSITY OF ARIZONA

Eastern Arizona College offers three Associate degrees that are appropriate for transfer to Arizona’s public universities.* These Associate degrees are 64 credits and have four basic “blocks” upon which they are built. The blocks are: the Arizona General Education Curriculum (AGEC), Common Courses, Special Requirements, and Electives. If you complete the degrees, you will be guaranteed to enter the university with Junior status.

The three degrees are:

**Associate of Arts (AA):** This degree is designed for students who plan to transfer to a university and earn a bachelor’s degree in areas such as Liberal Arts, Social Sciences, Fine Arts, Public Programs, and Communication.

**Associate of Business (ABus):** This degree is designed for students who plan to transfer to a university and earn a bachelor’s degree in Business and Business-related areas such as Computer Information Systems or Economics.

**Associate of Science (AS):** This degree is designed for students who plan to transfer to a university and earn a bachelor’s degree in areas such as the Physical and Biological Sciences or Mathematics.

Completion of the Arizona General Education Curriculum (AGEC) guarantees your admission to the universities if you have a grade point average of 2.5 on a 4.0 scale. Completion of the AGEC also means that you will have met the lower-division General Education requirements at any of the universities for the majors that articulate with that AGEC.

*All three of the state universities may accept the Eastern Arizona College Associate of Applied Science (AAS) degree as applicable to certain Bachelor of Applied Science degrees (BAS). You should contact a transfer advisor for the university you plan to attend, or carefully consult the catalog and/or curriculum transfer guide for that institution.

EAC-ASU BACHELOR’S DEGREE PARTNERSHIP

Whether you are just starting out at the community college or have completed your associate degree, ASU will provide you with the tools and advice to help you transition to ASU when you are ready.

TRANSFER OPTIONS

Arizona State University welcomes you as a transfer applicant. ASU considers you a transfer student if you have attended a community college or four-year college or university after graduating from high school.

Associate to Bachelor’s Degree Options at Eastern Arizona College

Students may take advantage of the EAC-ASU partnership and complete and ASU Bachelor’s degree in Thatcher on the Eastern Arizona College campus. These programs will support the educational and economic needs of Thatcher and nearby communities. Read more about this new program, including initial offerings in nursing and management, at http://transfer.asu.edu/eac.

Transfer Admission Guarantee (TAG)

Have you already decided on your ASU major? If so, the ASU Transfer Admission Guarantee (TAG) has been designed for you. Through this program, you follow a prescribed sequence of course work that meets the lower-division course requirements for an ASU major. When you complete your TAG, you will have met the requirements for your associate degree and be on track toward earning your bachelor’s degree. TAGs include the appropriate AGEC (Arizona General Education Curriculum) and an associate degree.

**Benefits include:**

- Guaranteed admission to ASU degree programs.
- Cost-effective pathway ensuring all courses transfer and apply to your ASU degree.
- Eligibility for participation in the ASU Tuition Commitment program.
- Access to ASU transfer advising by phone and occasionally in-person.

**Terms of the TAG:**

- Working with your community college and ASU advisors to monitor progress on the TAG.
- Completing the TAG with a specified GPA and any special requirements.
- Completing the TAG in a period not to exceed three years.
- Agreeing that student academic data and advising information may be shared between your community college and ASU.
- Pathway certification verifying completion of the TAG requirements.

**More Information**

For more information about these partnership programs with ASU, visit http://transfer.asu.edu/eastern-az.

**EAC2NAU – A JOINT ADMISSION PROGRAM**

NAU and Eastern Arizona College (EAC) are working together to help you earn your bachelor’s degree. You can be admitted to NAU while attending EAC. You’ll receive personalized services that will help you plan for the least expensive route to a four year degree at NAU.

**EAC2NAU:**

- Focuses on your success at EAC and at NAU
- Provides you with information about how your associate’s degree at EAC can lead to an NAU degree locally, online, or in Flagstaff
- Waives your application fee to NAU
- Is the most affordable road to a four year degree

**Program Requirements:**

You are eligible for the program if you:

- have 30 units or less in transferable credit
- are enrolled in two or more classes at EAC
- have not previously completed a bachelor’s degree with NAU
- continue to be enrolled in at least two classes at EAC

**Benefits:**

As an EAC2NAU student you’ll have access to many resources at NAU:

- an NAU e-mail address
- an NAU ID card
- access to online library services
- access to student discounts, athletic events and more!
- Scholarships and Financial Aid

Attending a local community college for two or more years before...
transferring to NAU is the most affordable route to a four-year degree. In addition, NAU is prepared to support students through scholarships and other financial support. EAC2NAU students may be eligible for the Joint Admission Transfer Scholarship and/or a variety of other opportunities.

More Information
For more information about this program with NAU, visit www.nau.edu/eac2nau.

BRIGHAM YOUNG UNIVERSITY–PROVO
EAC has a transfer partnership with BYU. If you earn an Associate of Arts, Associate of Business, Associate of General Studies, or Associate of Science degree from EAC, you increase the probability of your admission to BYU.

If you are admitted to BYU with an Associate of Arts, Associate of General Studies, Associate of Business, or Associate of Science degree from EAC, you will have completed all BYU University Core (GE) requirements with the exception of American Heritage, Advanced Writing, and the Advanced Mathematics or Foreign Language requirements. EAC offers mathematics and foreign language courses that you may take to satisfy BYU’s advanced Mathematics or Foreign Language requirement. You should consult the BYU/EAC Articulation Agreement in selecting these courses. A copy of the Agreement is available from the Counseling Department.

The EAC/BYU transfer partnership does not cover the transfer and applicability of major courses. You are encouraged to consult with the prospective major department at BYU for recommendations on EAC courses that can be taken toward your intended major.

BRIGHAM YOUNG UNIVERSITY–HAWAII
Students attending Eastern Arizona College who complete their Associate of Arts, Associate of Science, or Associate of Business degree will have met the BYU-Hawaii General Education (GE) requirements with the exception of the Interdisciplinary Studies course.

Additional aspects of the transfer agreement are as follows:

- Credit will also be granted for courses with a “C” grade or better which apply to the major.
- Credit for courses of a remedial nature (usually numbered 99 and below) will not be transferable.
- Students who apply to BYU-Hawaii with less than an Associate degree, will have their college work evaluated on a course-by-course basis to determine equivalencies. Only courses with grades of “C” or better will be accepted.

BRIGHAM YOUNG UNIVERSITY–IDAHO
EAC has an articulation agreement with BYU-Idaho:

- EAC Students who have earned the Associate of Arts, Associate of Science, Associate of Business, or Associate of General Studies degrees will be considered as having completed the BYU-I General Education requirements.
- For students who have not earned the degree, the EAC courses listed in the General Education Articulation Agreement (available in the EAC Counseling Department) are those which will apply toward General Education requirements at BYU-I.
- The General Education requirements for students transferring to BYU-I will be those in effect at the time of their initial enrollment at BYU-I.

WESTERN NEW MEXICO UNIVERSITY
Arizona residents may be eligible for an out-of-state tuition fee waiver from Western New Mexico.

Students completing the Eastern Arizona College Associate of Arts degree (AA), Associate of Business degree (ABus), the Associate of Science degree (AS), or the Associate of General Studies degree (AGS) can fulfill Western New Mexico University General Education (GE) requirements provided they include in their degree program courses specifically listed in the articulation agreement as meeting WMNU General Education requirements in the Oral Communication, History, Computer, and Physical and Mental Well Being areas. Copies of the articulation agreement can be obtained from the Counseling Department.

OUT-OF-STATE TRANSFER
Out-of-state universities have differing policies regarding the transfer of General Education credit for application to your major or minor requirements. You should carefully consult the catalog of the university to which you wish to transfer.