

Southeastern College – Catalog Addendum No. 2 to the

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(Deletions denoted by strikethroughs. Revisions denoted by underscores)

Effective February 10, 2022

Programs Offered, Business Administration Diploma, p.125

Course Outline

To receive a Diploma in Business Administration, students must complete 24.0 semester credit hours (~~704~~ 600 instructional clock hours). This Diploma program can be completed in 8 months for full-time students.

Programs Offered, Cloud and Information Technologies Diploma, p. 136

Course Outline

To receive a Diploma in Cloud Information and Technologies, students must complete 36.0 credit hours in their major for a total of 36.0 credit hours (~~1056~~ 900 instructional clock hours). This diploma program can be completed in 12 months for full-time students or in 24 months for part-time students.

Programs Offered, Cloud and Information Technologies Associate of Science Degree, p. 139

Course Outline

To receive an Associate of Science Degree in Cloud Information and Technologies, students must complete 36.0 credit hours in their major and 24.0 credits in the General Education courses for a total of 60.0 credit hours (~~1284~~ clock hours). This degree program can be completed in 20 months for full-time students or in 32 months for part-time students.

Programs Offered, Diagnostic Medical Sonography Certificate, p.142

Program Outline:

To receive a Certificate in Diagnostic Medical Sonography, students must complete 61.0 core credit hours and 12.0 credit hours in General Education courses for a total of 73.0 credit hours (~~2703~~ 2202 instructional clock hours). This Certificate program can be completed in 20 months for full-time students.

Diagnostic Medical Sonography Major Courses (61.0 credit hours)

The following courses are taken in the sequence listed below:

		Credit Hours	Clock Hours	Federal Student Aid
SON 1000C	Introduction to Diagnostic Medical Sonography	4.0	113-100	3.33
SON 1614C	Acoustic Physics & Instrumentation	4.0	113-100	3.33
SON 1113C	Cross-Sectional Anatomy	4.0	113-100	3.33
SON 2111C	Abdominal Sonography	4.0	113-100	3.33
SON 1100C	Practical Aspects of Sonography	4.0	113-100	3.33
SON 1804	Clinical Rotation I	3.5	160	3.5
SON 1814	Clinical Rotation II	3.5	160	3.5
SON 2120C	OB/GYN Sonography I	4.0	113-100	3.33
SON 2122C	OB/GYN Sonography II	4.0	113-100	3.33

SON 1824	Clinical Rotation III	3.5	160	3.5
SON 2009	Diagnostic Medical Sonography Review	2.0	50	1.67
SON 2864	Clinical Rotation VII	2.0	100	2.0
SON 2844	Clinical Rotation V	3.5	160	3.5

The following courses may be taken in any order however SON 2854 Clinical Rotation VI must be taken prior to SON 2834 Clinical Rotation IV.

SON 2154C	Superficial Structures and Neonatal Brain	4.0	113-100	3.33
SON 2171C	Vascular Sonography	4.0	113-100	3.33
SON 2854	Clinical Rotation VI	3.5	160	3.5
SON 2834	Clinical Rotation IV	3.5	160	3.5

Programs Offered, Diagnostic Medical Sonography Associate in Applied Science Degree, p. 145

Program Outline:

To receive an Associate in Applied Science Degree in Diagnostic Medical Sonography, students must complete 61.0 core credit hours and 24.0 credit hours in General Education courses for a total of 85.0 credit hours (~~3292 clock hours~~). This Associate in Applied Science Degree program can be completed in 24 months for full-time students and 31 months for part-time students.

Programs Offered, Diagnostic Medical Sonography Associate of Science Degree, p. 149

Course Outline

To receive an Associate of Science Degree in Diagnostic Medical Sonography, students must complete 61.0 core credit hours and 26.0 credit hours in General Education courses for a total of 87.0 credit hours (~~3343 clock hours~~). This Associate of Science Degree program can be completed in 24 months for full-time students and 31 months for part-time students.

Programs Offered, Electronic Medical Billing and Coding Specialist Certificate, p. 163

Course Outline

To receive a Certificate as an Electronic Medical Billing and Coding Specialist, students must complete 31.5 credit hours (~~991 900 instructional~~ clock hours). This Certificate program can be completed in 8 months for full-time students and 15 months for part-time students. **Evening students will be required to complete the Externship portion of the program during the day.**

Courses: 31.5 credit hours

		Credit Hours	Clock Hours	Federal Student Aid
EBC 1101	Orientation to Healthcare	4.0	118-105	3.5
EBC 1224	Electronic Coding for Systems: Integumentary, skeletal, muscular, auditory and ophthalmic	4.0	119-106	3.53
EBC 1225	Electronic Coding for Systems: Reproductive, urinary, and nervous	4.0	119-106	3.53

EBC 1226	Electronic Coding for Systems: Cardiovascular, blood, and lymphatic	4.0	119-106	3.53
EBC 1227	Electronic Coding for Systems: Endocrine, digestive, and respiratory	4.0	119-106	3.53
EBC 1220	Medical Terminology	4.0	119-106	3.53
EBC 1221	Electronic Healthcare Billing	4.0	118-105	3.5
EBC 2000	Externship	3.5	160	3.5

Programs Offered, Electronic Medical Billing and Coding Specialist Diploma, p. 166

Course Outline

To receive a Diploma as an Electronic Medical Billing and Coding Specialist, students must complete 31.5 credit hours (~~994~~ 900 instructional clock hours). This Diploma program can be completed in 8 months for full-time students and 15 months for part-time students. **Evening students will be required to complete the Externship portion of the program during the day.**

Courses: 31.5 credit hours

		Credit Hours	Clock Hours	Federal Student Aid
EBC 1101	Orientation to Healthcare	4.0	118-105	3.5
EBC 1224	Electronic Coding for Systems: Integumentary, skeletal, muscular, auditory and ophthalmic	4.0	119-106	3.53
EBC 1225	Electronic Coding for Systems: Reproductive, urinary, and nervous	4.0	119-106	3.53
EBC 1226	Electronic Coding for Systems: Cardiovascular, blood, and lymphatic	4.0	119-106	3.53
EBC 1227	Electronic Coding for Systems: Endocrine, digestive, and respiratory	4.0	119-106	3.53
EBC 1220	Medical Terminology	4.0	119-106	3.53
EBC 1221	Electronic Healthcare Billing	4.0	118-105	3.5
EBC 2000	Externship	3.5	160	3.5

Programs Offered, Hospitality Certificate, p. 176

Course Outline

To receive a Certificate in Hospitality, students must complete 31.0 semester credit hours (~~998~~ 920 instructional clock hours). This Certificate program can be completed in 8 months for full-time students and 14 months for part-time students. **Evening students will be required to complete the Externship portion of the program during the day.**

Courses: 31.0 credit hours

		<i>Credit Hours</i>	<i>Clock Hours</i>	<i>Federal Student Aid</i>
HFT 1101	Introduction to Hospitality Industry	4.0	113-100	3.33

HFT 1102	Supervision in Hospitality Industry	4.0	113 <u>100</u>	3.33
HFT 1103	Front Desk Administration	4.0	113 <u>100</u>	3.33
HFT 1104	Food and Beverage Management	4.0	113 <u>100</u>	3.33
HFT 1105	Hospitality Marketing, Sales &	4.0	113 <u>100</u>	3.33
HFT 1106	Promotion	4.0	113 <u>100</u>	3.33
HFT 1107	Hospitality Externship I	3.5	160	3.5
HFT 1108	Hospitality Externship II	3.5	160	3.5

Programs Offered, Medical Assisting Certificate (NC). p.183

Course Outline

To receive a Certificate in Medical Assisting, students must complete 31.0 semester credit hours (~~1070~~ 920 instructional clock hours). This certificate program can be completed in 8 months for full-time students or in 14 months for part-time students. **Evening students will be required to complete the Externship portion of the program during the day.**

Courses: 31.0 credit hours

		<i>Credit Hours</i>	<i>Clock Hours</i>	<i>Federal Student Aid</i>
MEA 120	Clinical Procedures	3.5	125 <u>100</u>	3.33
MEA 123	Anatomy and Physiology for Medical Assistants	4.5	125 <u>100</u>	3.33
MEA 133	Medical Terminology	4.0	125 <u>100</u>	3.33
MEA 125	Lab Procedures I	4.0	125 <u>100</u>	3.33
MEA 126	Lab Procedures II	4.0	125 <u>100</u>	3.33
MEA 132	Medical Office Management with Billing and Coding	4.0	125 <u>100</u>	3.33
MEA 180	Externship I	3.5	160	3.5
MEA 181	Externship II	3.5	160	3.5

Programs Offered, Medical Assisting Certificate (SC), p. 187

Course Outline

To receive a Certificate in Medical Assisting, students must complete 36.0 semester credit hours (~~1220~~ 1040 instructional clock hours). This certificate program can be completed in 8 months for full-time students or in 14 months for part-time students. **Evening students will be required to complete the Externship portion of the program during the day.**

Courses: 36.0 credit hours

		<i>Clock Hours</i>	<i>Credit Hours</i>
MEA 141	Anatomy and Physiology for Medical Assistants	5.0	150 <u>100</u>
MEA 142	Medical Office Management with Billing and Coding	4.5	150 <u>100</u>
MEA 143	Medical Terminology	5.0	150 <u>100</u>

MEA 144	Clinical Procedures	4.5	150 <u>100</u>
MEA 145	Lab Procedures I	5.0	150 <u>100</u>
MEA 146	Lab Procedures II	5.0	150 <u>100</u>
MEA 180	Externship I	3.5	160
MEA 181	Externship II	3.5	160

Programs Offered, Medical Assisting Diploma, p.191

Course Outline

To receive a diploma in Medical Assisting, students must complete 36.5 credit hours (~~1070~~ 860 instructional clock hours). This diploma program can be completed in 8 months (32 weeks) for full-time students or in 14 months (56 weeks) for part-time students. **Evening students will be required to complete the externship portion of the program during the day.**

Programs Offered, Medical Assisting Associate of Science Degree, p.199

Course Outline

To receive an Associate of Science Degree in Medical Assisting, students must complete 36.5 credit hours in their major and 24.0 credit hours in the General Education courses for a total of 60.5 credit hours (~~1304~~ clock hours). This degree program can be completed in 16 months (64 weeks) for full-time students or in 22 months (88 weeks) for part-time students. **Evening students will be required to complete the externship portion of the program during the day.**

Programs Offered, Medical Office Basic X-Ray Technician Certificate. p.204

Course Outline

To receive a certificate in Medical Office Basic X-Ray Technician, students must complete 43.5 credit hours (~~1445~~ 1220 instructional clock hours). This certificate program can be completed in 11 months (44 weeks) for full-time students or in 20 months (80 weeks) for part-time students. Evening students will be required to complete the externship portion of the program during the day.

Core Courses: 43.5 credit hours

		Credit Hours	Clock Hours	Federal Student Aid
MEA 120	Clinical Procedures	3.5	125 <u>100</u>	3.33
MEA 123	Anatomy and Physiology for Medical Assistants	4.5	125 <u>100</u>	3.33
MEA 125	Lab Procedures I	4.0	125 <u>100</u>	3.33
MEA 126	Lab Procedures II	4.0	125 <u>100</u>	3.33
MEA 132	Medical Office Management with Billing and Coding	4.0	125 <u>100</u>	3.33

MEA 133	Medical Terminology	4.0	125 <u>100</u>	3.33
MEA 147	Radiography I	4.5	125 <u>100</u>	3.33
MEA 148	Radiography II	4.0	125 <u>100</u>	3.33
MEA 149	Radiography III	4.0	125 <u>100</u>	3.33
MEA 180	Externship I	3.5	160	3.5
MEA 189	Externship II	3.5	160	3.5

Programs Offered, Medical Office Basic X-Ray Technician Diploma, p.208

Course Outline

To receive a diploma in Medical Office Basic X-Ray Technician, students must complete 44.5 credit hours (1060 ~~instructional~~ clock hours). This certificate program can be completed in 10 months (40 weeks) for full-time students or in 19 months (76 weeks) for part-time students. Evening students will be required to complete the externship portion of the program during the day.

Programs Offered, Medical Office Basic X-Ray Technician Associate of Science Degree, p.212

Course Outline

To receive a diploma in Medical Office Basic X-Ray Technician, students must complete 44.5 credit hours (~~1060 clock hours~~). This certificate program can be completed in 10 months (40 weeks) for full-time students or in 19 months (76 weeks) for part-time students. Evening students will be required to complete the externship portion of the program during the day.

Programs Offered, Nursing Associate of Science Degree, p. 218

Course Outline

To receive an Associate of Science Degree in the Nursing program, students must complete 43.5 semester credit hours in their major and 30.0 semester credit hours in general education courses for a total of 73.5 semester credit hours (~~1913 clock hours~~). This Associate of Science Degree program can be completed in 23 months for all full-time students.

Programs Offered, Pharmacy Technology Certificate (NC), p. 225

Course Outline

To receive a Certificate in Pharmacy Technology students must complete a total of 7.5 credit hours (~~284~~ 264 ~~instructional~~ clock hours). This Certificate program can be completed in 3 months for full-time students or in 5 months for part-time students. **Students will be required to complete the Externship portion of the program during the day.**

Courses: 7.5 credit hours

		Credit Hours	Clock Hours
PTN 100	Pharmacy Technology I	2.0	62 <u>52</u>
PTN 101	Pharmacy Technology II	2.0	62 <u>52</u>
PTN 103	Externship	3.5	160

Programs Offered, Pharmacy Technology Certificate (North Charleston), p. 227

Course Outline

To receive a Diploma in Pharmacy Technology, students must complete 39.0 credit hours (~~1224~~ 1120 instructional clock hours). This diploma program can be completed in 10 months for full-time students or in 18 months for part-time students.

Core Courses: 39.0 credit hours

		Credit Hours	Clock Hours	Federal Student Aid
PTN 1700C	Introduction to Pharmacy Technology	4.0	113 <u>100</u>	3.33
PTN 1701C	Pharmaceutical Calculations	4.0	113 <u>100</u>	3.33
PTN 1720C	Body Systems and Drug Therapy I	4.0	113 <u>100</u>	3.33
PTN 1730C	Pharmacy Operations	4.0	113 <u>100</u>	3.33
PTN 1731C	Sterile Products	4.0	113 <u>100</u>	3.33
PTN 1721C	Body Systems and Drug Therapy II	4.0	113 <u>100</u>	3.33
PTN 1722C	Body Systems and Drug Therapy III	4.0	113 <u>100</u>	3.33
PTN 1723C	Body Systems and Drug Therapy IV	4.0	113 <u>100</u>	3.33
PTN 1945	Pharmacy Technology Externship I	3.5	160	3.5
PTN 1946	Pharmacy Technology Externship II	3.5	160	3.5

Programs Offered, Pharmacy Technology Diploma, p. 229

Course Outline

To receive a Diploma in Pharmacy Technology, students must complete 39.0 credit hours (~~1224~~ 1120 instructional clock hours). This diploma program can be completed in 10 months for full-time students or in 18 months for part-time students.

Programs Offered, Pharmacy Technology Associate of Science Degree, p. 231

Course Outline

To receive an Associate of Science Degree in Pharmacy Technology, students must complete 39.0 credit hours in their major and 24.0 credit hours in the General Education courses for a total of 63.0 credit hours (~~2376~~ clock hours). This degree program can be completed in 18 months for full-time students or in 26 months for part-time students.

Programs Offered, Phlebotomy Certificate, p. 235

Course Outline

To receive a Certificate in Phlebotomy, students must complete 4.5 semester credit hours (~~135~~ 110 instructional clock hours). This certificate program can be completed in 7 weeks.

Core Courses: 4.5 credit hours

		Credit Hours	Clock Hours
PHL 150	Phlebotomy 101	4.5	135 <u>110</u>

Programs Offered, Phlebotomy Diploma, p. 236

Course Outline

To receive a Diploma in Phlebotomy, students must complete 4.5 semester credit hours (~~135~~ 110 instructional clock hours). This Diploma program can be completed in 7 weeks.

Core Courses: 4.5 credit hours

		Credit Hours	Clock Hours
PHL 150	Phlebotomy 101	4.5	135 <u>110</u>

Programs Offered, Practical Nurse Diploma, p.238

Course Outline

To receive a diploma in Practical Nurse, students must complete 43.0 credit hours (~~1478~~ 1350 instructional clock hours). This diploma program can be completed in 12 months for full-time students

Core Courses: 43.0 credit hours

The following courses are taken in the sequence listed below:

		Credit Hours	Clock Hours	Federal Student Aid
PRN 0004C	Practical Nursing I	17.5	526 <u>450</u>	15.0
PRN 0120C	Practical Nursing II	14.0	484 <u>450</u>	14.0
PRN 0306	Practical Nursing III	11.5	468 <u>450</u>	11.5

Programs Offered, Professional Clinical Massage Therapy Certificate – 900 Clock Hours (SC), p.241

Course Outline

To receive a Certificate in Professional Clinical Massage Therapy, students must complete 900 Instructional Clock Hours. This Certificate program can be completed in 8 months for full-time students and 16 months for part-time students.

Programs Offered, Professional Clinical Massage Therapy Certificate – 740 Clock Hours (NC), p.243

Course Outline

To receive a Certificate in Professional Clinical Massage Therapy, students must complete 740 Instructional Clock Hours. This Certificate program can be completed in 8 months for full-time students and 16 months for part-time students.

Programs Offered, Professional Clinical Massage Therapy Certificate – 740 Clock Hours (SC), p.246

Course Outline

To receive a Certificate in Professional Clinical Massage Therapy, students must complete 740 Instructional Clock Hours. This Certificate program can be completed in 8 months for full-time students and 16 months for part-time students.

Programs Offered, Professional Clinical Massage Therapy Diploma, p. 248

Course Outline

To receive a Certificate in Professional Clinical Massage Therapy, students must complete 740 Instructional Clock Hours. This Certificate program can be completed in 8 months for full-time students and 16 months for part-time students.

Programs Offered, Surgical Technology Certificate, p. 264

Course Outline

To receive a Certificate in Surgical Technology, students must complete 48.0 credit hours (~~1557-1440~~ instructional clock hours). This certificate program can be completed in 12 months (48 weeks) for full-time students or 20 months (80 weeks) for part-time students. **Evening students will be required to complete the Externship portion of the program during the day.**

Courses: 48 credit hours

		Credit Hours	Clock Hours	Feder al Stude
STS 1177C	Surgical Techniques and Procedures I	4.0	113 <u>100</u>	3.33
STS 1178C	Surgical Techniques and Procedures II	4.0	113 <u>100</u>	3.33
STS 1179C	Surgical Techniques and Procedures III	4.0	113 <u>100</u>	3.33

After the courses listed above are successfully completed, the following courses may be taken in any sequence.

STS 1131C	Surgical Specialties I with Anatomy & Physiology	4.0	117 <u>100</u>	3.33
STS 1132C	Surgical Specialties II with Anatomy & Physiology	4.0	117 <u>100</u>	3.33
STS 1133C	Surgical Specialties III with Anatomy & Physiology	4.0	117 <u>100</u>	3.33
STS 1134C	Surgical Specialties IV with Anatomy & Physiology	4.0	114 <u>100</u>	3.33
STS 1135C	Surgical Specialties V with Anatomy & Physiology	4.0	113 <u>100</u>	3.33

Once all courses listed above are successfully completed, the following Externship courses are taken in sequence as listed.

STS 1940	Externship I	4.0	160	4.0
STS 1941	Externship II	4.0	160	4.0
STS 1942	Externship III	4.0	160	4.0
STS 1943	Externship IV	4.0	160	4.0

Programs Offered, Surgical Technology Associate in Applied Science Degree p. 266

Course Outline

To receive an Associate in Applied Science in Surgical Technology, students must complete 48.0 credit hours in their major and 24.0 credit hours in General Education courses for a total of 72.0 credit hours (~~2709~~ clock hours). This degree program can be completed in 20 months (80 weeks) for full-time students or 28 months (112 weeks) for part-time students. **Evening students will be required to complete the Externship portion of the program during the day.**

Programs Offered, Surgical Technology Associate of Science Degree p. 270

Course Outline

To receive an Associate of Science in Surgical Technology, students must complete 48.0 credit hours in their major and 24.0 credit hours in General Education courses for a total of 72.0 credit hours (~~2709 clock hours~~). This degree program can be completed in 20 months (80 weeks) for full-time students or 28 months (112 weeks) for part-time students. **Evening students will be required to complete the Externship portion of the program during the day.**

Course Descriptions Diagnostic Medical Sonography Program, p. 286

SON 2844 Clinical Rotation V: 3.5 credit hours

Continues SON 2864 (Clinical Rotation VII) by providing students with opportunities to apply knowledge and skills learned in SON 2864 (Clinical Rotation VII) and to acquire other skills necessary to the profession of diagnostic medical sonography. Prerequisite: ~~SON 2864~~ SON1824

Miami Lakes Area Branch Campus Admissions Coordinators, p. 379

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