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09-10 Course Schedule
Legend for Codes

Section Codes for 7-week on campus classes are as follows:

<table>
<thead>
<tr>
<th>Times</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30 am – 12:30 pm</td>
<td>MA</td>
<td>TA</td>
<td>WA</td>
<td>RA</td>
<td>FA</td>
<td>SA</td>
</tr>
<tr>
<td>1:00 pm – 5:00 pm</td>
<td>MB</td>
<td>TB</td>
<td>WB</td>
<td>RB</td>
<td>FB</td>
<td>SB</td>
</tr>
<tr>
<td>5:30 pm – 9:30 pm</td>
<td>PM</td>
<td>PT</td>
<td>PW</td>
<td>PR</td>
<td>PF</td>
<td></td>
</tr>
</tbody>
</table>

Section Codes for 14-week on campus classes are as follows:

<table>
<thead>
<tr>
<th>Times</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:30 am – 12:30 pm</td>
<td>DA</td>
<td>DC</td>
<td>DE</td>
<td>DG</td>
<td>DI</td>
<td>DK</td>
</tr>
<tr>
<td>1:00 pm – 4:00 pm</td>
<td>DB</td>
<td>DD</td>
<td>DF</td>
<td>DH</td>
<td>DJ</td>
<td>DL</td>
</tr>
<tr>
<td>5:30 pm – 8:30 pm</td>
<td>EM</td>
<td>ET</td>
<td>EW</td>
<td>ER</td>
<td>EF</td>
<td></td>
</tr>
</tbody>
</table>

Day of the Week Codes:
M = Monday, T = Tuesday, W = Wednesday, R = Thursday, F = Friday, S = Saturday

Codes specific to the Paralegal Studies courses Montgomery County Community College (MCCC)
14-week classes
MEM = MCCC Monday Evening; MET = MCCC Tuesday Evening; MEW = MCCC Wednesday Evening; MER = MCCC Thursday Evening

7-week classes: Coding as in chart above preceded by the letter M
Example: MPT1 = MCCC Tuesday Evening 7-week class in Session 1

Codes specific to the Paralegal Study courses at Burlington County College (BCC) 14-week classes
JEM = BCC Monday Evening; JET = BCC Tuesday Evening; JEW = BCC Wednesday Evening; JER = BCC Thursday Evening

7-week classes: Coding as in chart above preceded by the letter J
Example: JPT1 = BCC Tuesday Evening 7-week class in Session 1

Section Codes for Online Courses are as follows:
- NT 1,2, etc    Online course – 7 week
- N2             Online course for 7 weeks that starts three weeks after the regular online class session begins. Referred to as “Interim Session.”
- ACC101MA2 is ACC101 meeting on campus on Mondays in Session 2.
- BIS101NT3 is BIS101 meeting online in Session 3
- MGT101PR4 is MGT101 meeting on campus on Thursday nights in Session 4
- PLG100DA is PLG100 meeting on campus on Mondays from 9:30-12:30 for 14 weeks

On Campus and Online 14-week class codes end in F for Fall, S for Spring, or U for Summer
- MAT101NTF is a 14-week MAT101 class meeting in the Fall.
About Peirce College

Peirce College is an Equal Opportunity Institution. The College is committed to ensuring equal opportunity in all educational programs and activities (including but not limited to recruitment, admissions, access to programs and course offerings, counseling, financial aid and scholarships, employment, use of facilities, and College-sponsored extracurricular activities).

The College will not engage in or tolerate unlawful discrimination, harassment, or retaliation on account of age, sex, race, color, religion, creed, national origin, ancestry, citizenship, disability, sexual orientation, gender identity, marital status, veteran's status, military status, or membership in any other group protected under local, state, or federal law.

Inquiries or complaints relating to equal opportunity for prospective or current students may be directed to the Manager, Employee Relations/Equal Opportunity Representative, who is a member of the Human Resources Department and is available at 3R Alumni Hall (215-670-9328). If a prospective or current student believes he or she requires a reasonable accommodation or has a question regarding educational services, activities, programs, or facilities that are accessible to or usable by students with disabilities, please contact the Facilitator, Perkins Grant/Student Disability Services Coordinator, who is available at the Mary W. Walker ’33 Center for Academic Excellence, 2 Alumni Hall (215-670-9251).

Peirce College, founded in 1865, is a preferred provider of practical, accelerated undergraduate degree programs (B.S. and A.S.). Peirce College is accredited by the Commission on Higher Education, Middle States Association of Colleges and Schools, 3624 Market Street, Philadelphia, PA 19104, 267-284-5000. The Paralegal Studies program is recognized and approved by the American Bar Association (ABA). The Association of Collegiate Business Schools and Programs (ACBSP) accredits the Business Administration program. We continue to ensure our students’ success by using the latest technologies in classrooms and computer labs and providing flexible schedules for working adults. We provide support to our students throughout their college experience by offering financial aid, assessing credit for prior learning and work experience, and having tutors and counselors available to help with academic work. After graduation, students may use our Career Development Services to learn about job opportunities and other benefits extended to our graduates.
Bachelor’s and Associate Degree Programs

Students can earn a bachelor’s and/or associate degree in any of the following:

- Business Administration with concentration(s) in
  - Accounting
  - Business Law
  - Entrepreneurship/Small Business Management
  - Human Resource Management
  - Management
  - Marketing
  - Professional Studies (bachelor’s degree only)
  - Real Estate Management (bachelor’s degree only)
    Students who earn a degree in Business Administration with a concentration in Real Estate Management are not granted a certification in property management (CPM) from Peirce College. A CPM is only awarded through the Institute of Real Estate Management (IREM). For CPM requirements, please go to www.irem.org.

- Information Technology with concentration(s) in
  - Desktop Applications for Business
  - Information Security – (bachelor’s degree only)
  - Networking, Administration, and Security
  - Programming and Application Development
  - Technology Management

- Paralegal Studies

A minimum of 61 credits is required to complete any associate degree program and a minimum of 121 credits is required for any bachelor’s degree program.

Certificates of Proficiency

Certificate programs provide students with practical training and the skills they need for immediate employment. The certificate programs are excellent for students who already have a bachelor’s degree but are seeking a career change. Most certificate programs can be completed in one year. Peirce students may earn a certificate of proficiency in the following areas:

- Business Law
- Information Technology - Certified Information Systems Security Professional (CISSP)
- Information Technology - Help Desk Technician
- Information Technology - .NET Programming
- Information Technology - Windows Network Operating System
- Paralegal Studies
Standardized Graduate School Entrance Exams

Students who plan to apply for graduate school should be aware that many graduate programs require applicants to take a standardized graduate entrance exam which includes concepts and problems in algebra.

Core Curriculum Focus for International Studies

The core curriculum focus for International Studies is designed for students enrolled in one of Peirce College’s degree programs and who have an interest in international studies. By completing five courses with an international focus for the associate level core curriculum and an additional six courses with an international focus for the bachelor’s level core curriculum focus, along with an international focus on the Capstone Project, students will earn a designation of international studies focus on their transcripts. Students must choose the course from a select list of courses with an international focus. All prerequisite requirements for desired courses must be met. For more information, contact a program Advisor and consult the College Catalog.

Student Orientation Course

Peirce College 101 is a one-credit online course required of all students. This online course is designed to help new students adjust to college study and establish skills that will assist them in being successful at Peirce College. This seven week course must be successfully completed within the first 14 weeks of enrollment. Students must earn a P to pass this course.

New Courses

- **ACC 105** Accounting and Finance for Non-Financial Managers
- **BUS 440** Applied Business Research
- **HRM320** Performance Management
- **HRM330** HR Information Systems
- **LAW 120** Legal Research for Business Majors
- **LAW 125** Legal Writing for Business Majors
- **MGT 204** Production and Operations Analysis
- **MGT 310** Ethical Leadership
- **PSY 270** Abnormal Psychology
Course Changes

**BIS 415**: Prerequisites have been changed to All IT classes required for the bachelor's degree must be completed or concurrently enrolled

**BUS 450**: Prerequisites have been changed to BUS 250, FIN 401, and MGT 404

**ENT 425**: Prerequisites have been changed to ENT 200 and ENT 225

**ISC 440**: Name has been changed to Security Models and Application Development

**ISC 450**: Prerequisites have been changed to All IT classes required for the bachelor's degree must be completed or concurrently enrolled

**ITN 100**: A grade of C or above is required for this course.

**ITN 310**: Name has been changed to Network Routing and Switching I

**ITN 311**: Name has been changed to Network Routing and Switching II

**ITN425**: Name has been changed to IT Capstone, Networking, Administration, and Security

**ITN 425**: Prerequisites have been changed to All IT classes required for the bachelor's degree must be completed or concurrently enrolled

**LAW 425**: Prerequisites have been changed to All required LAW and PLG courses, MGT 310, MGT 404, HRM 306 must be completed or concurrently enrolled

**MGT405**: Prerequisites have been changed to MGT 210, HRM 301, and MGT 306

**MGT 425**: Prerequisites have been changed to HRM 310 and HRM 301

**MIS 302**: Prerequisites have been changed to All 100 and 200 level concentration courses must be completed or concurrently enrolled.

**MIS 404**: This course has been removed from the Tech Core

**MIS 425**: Name has been changed to IT Capstone In Technology Management

**MIS 425**: Prerequisites have been changed to All IT classes required for the bachelor's degree must be completed or concurrently enrolled

**PLG 102**: A grade of C or above is required for this course.

**PLG 113**: A grade of C or above is required for this course.
Retired Courses
Please contact your Program Advisor if you have any questions about retired courses.

ISC 330
ISC 340
ISC 450
ITN 244
ITN 340
LAW 115

New Concentrations
None

Retired Concentrations
None
Cooperative Work Experience (CWE) Education

Students planning to take cooperative work education (Co-op) for their associate or bachelor’s degree must first take a preparatory workshop to prepare for the Co-op program. The prerequisite workshop must be taken after 30 credits for the associate degree program and/or 90 credits for the bachelor’s degree program. All cooperative work experiences are optional. The supervised work experiences provide students with the opportunity to observe and participate in actual organizational processes in their area of special interest. A comprehensive work report is required of all students. Co-op experiences may be either three or six credits. To participate in Co-op, students must consult their Program Advisor. Students must typically hold a 2.0 GPA to participate. Students who fall below the required GPA must obtain a waiver. Co-op is not available in every concentration and every degree program. Co-op experience is available in the following concentrations and programs:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Pre Co-op Workshop Days/Times</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CWE 098 AT</td>
<td>Pre Co-op Workshop – Tuesdays, 4:30 pm – 5:30 pm (associate)</td>
<td>0</td>
</tr>
<tr>
<td>CWE 099 BW</td>
<td>Pre Co-op Workshop – Wednesdays, 4:30 pm – 5:30 pm (bachelor’s)</td>
<td>0</td>
</tr>
<tr>
<td>CWE 104 A3</td>
<td>Business Administration / Management</td>
<td>associate</td>
</tr>
<tr>
<td>CWE 116 A3</td>
<td>Paralegal Studies</td>
<td>associate</td>
</tr>
<tr>
<td>CWE 120 A3</td>
<td>Information Technology / Technology Management</td>
<td>associate</td>
</tr>
<tr>
<td>CWE 124 A3</td>
<td>Information Technology / Desktop Applications for Business</td>
<td>associate</td>
</tr>
<tr>
<td>CWE 125 A3</td>
<td>Information Technology / Programming and Application Development</td>
<td>associate</td>
</tr>
<tr>
<td>CWE 126 A3</td>
<td>Information Technology / Networking, Administration, and Security</td>
<td>associate</td>
</tr>
<tr>
<td>CWE 304 A3</td>
<td>Business Administration / MGT/HRM/ENT/Professional Studies</td>
<td>bachelor’s</td>
</tr>
<tr>
<td>CWE 305 A3</td>
<td>Business Administration / Accounting</td>
<td>bachelor’s</td>
</tr>
<tr>
<td>CWE 306 A3</td>
<td>Business Administration / Marketing</td>
<td>bachelor’s</td>
</tr>
<tr>
<td>CWE 310 A3</td>
<td>Business Administration / Business Law</td>
<td>bachelor’s</td>
</tr>
<tr>
<td>CWE 320 A3</td>
<td>Information Technology / Technology Management</td>
<td>bachelor’s</td>
</tr>
<tr>
<td>CWE 324 A3</td>
<td>Information Technology / Desktop Applications for Business</td>
<td>bachelor’s</td>
</tr>
<tr>
<td>CWE 325 A3</td>
<td>Information Technology / Programming and Application Development</td>
<td>bachelor’s</td>
</tr>
<tr>
<td>CWE 326 A3</td>
<td>Information Technology / Networking, Administration, and Security</td>
<td>bachelor’s</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Cooperative Work Experience – 6 Credits</th>
<th>Degree</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CWE 416 A6</td>
<td>Paralegal Studies</td>
<td>bachelor’s</td>
<td>6</td>
</tr>
<tr>
<td>CWE 424 A6</td>
<td>Information Technology/ Desktop Applications for Business</td>
<td>bachelor’s</td>
<td>6</td>
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</table>