EXHIBIT 2
DATE Jan. 26, 2015
HB HB 196

AANIIIH NAKODA COLLEGE

Empowering Identity and Ways of Knowing

TESTIMONY
PRESENTED TO THE
MONTANA HOUSE OF REPRESENTATIVES
HOUSE BILL 196
NON-BENEFICIARY FUNDING FOR TRIBAL COLLEGE

Good afternoon, Madam Chairwoman and members of the committee. My name is Clarena M. Brockie and I am the Dean of Students at Aaniiih Nakoda College, where I have worked for over 18 years. I am here today to testify on House Bill 196 for non-beneficiary students and I have with me today several non-beneficiary students currently attending Aaniiih Nakoda College.

Aaniiih Nakoda College is one of 37 college's nation-wide and one of seven colleges in Montana. ANC was chartered by the Fort Belknap Indian Community on November 8, 1984. Like the other Montana tribal colleges, we have an open door policy, so any student who applies and is accepted can attend college at ANC. We are accredited through Northwest Commission on Colleges and Universities and our credits are transferrable to mainstream institutions.

I have attached a chart/graph of Aaniiih Nakoda College Non-Beneficiary funds received from 2004 to 2014. In fiscal year 2001, Montana tribal college received an appropriation of $427,000 for non-beneficiary students but a year later only $96,000. As you can see the funding has been sporadic and unreliable until Governor Bullock made it a permanent part of his budget. We have not actively recruited non-beneficiary students until this last year due to the instability of funding.

P.O. Box 159 • Harlem, Montana 59526
406.353.2607 • fax 406.353.2898 • www.ancollege.edu

Accredited through Northwest Commission on Colleges and Universities

The students I have brought with me today are from Malta, Chinook, Lodgepole and Harlem. The non-beneficiary student's population can range from 14 to 2 students, without actively recruiting.

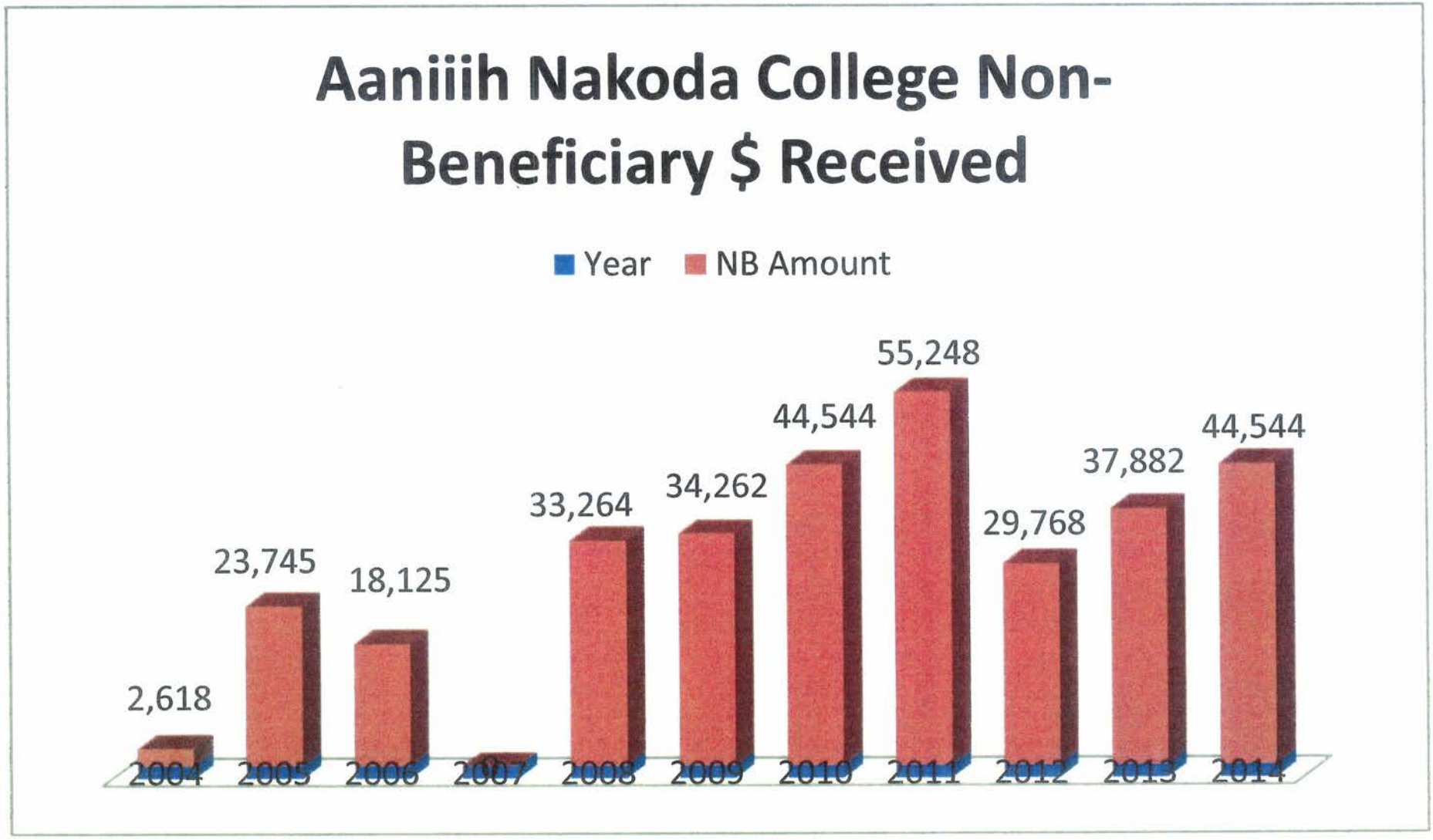
It is more cost effective for these students to attend Tribal Colleges for their first two years, as they live in the same isolated rural areas that Native American students do. Some of the non-beneficiary students are place bound because of children, home responsibilities, ranching, etc., and cannot leave their homes.

I have worked in education for over 30 years with 19 at the Aaniiih Nakoda College. I know the struggles that tribal colleges go through to ensure we have the necessary finances to provide quality education for *all students.* We have come a long way in accomplishing our goals yet we still do not receive full funding from the Department of Interior, under the Tribally Controlled Community College Act and never have. Nevertheless, the dedicated staff and faculty do their best to provide the necessary services and quality education for the students they serve.

Statistically, students who attend tribal colleges are four times as likely to finish at four year institutions. Let us work together to address educational needs both on and off the reservation. Give these students an opportunity to help the economy grow. I invite you to visit a tribal college and see for yourself the progress, the research, the quality of education and the investment made on student's behalf.

Clarena M. Brockie

Clarena M. Brockie
Dean of Students


Aaniiih Nakoda College Non-Beneficiary $ Received
Year
NB Amount
2,618
23,745
18,125
33,264
34,262
44,544
55,248
29,768
37,882
44,544
2004
2005
2006
2007
2008
2009
2010
2011
2012
2013
2014

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HB HB 196

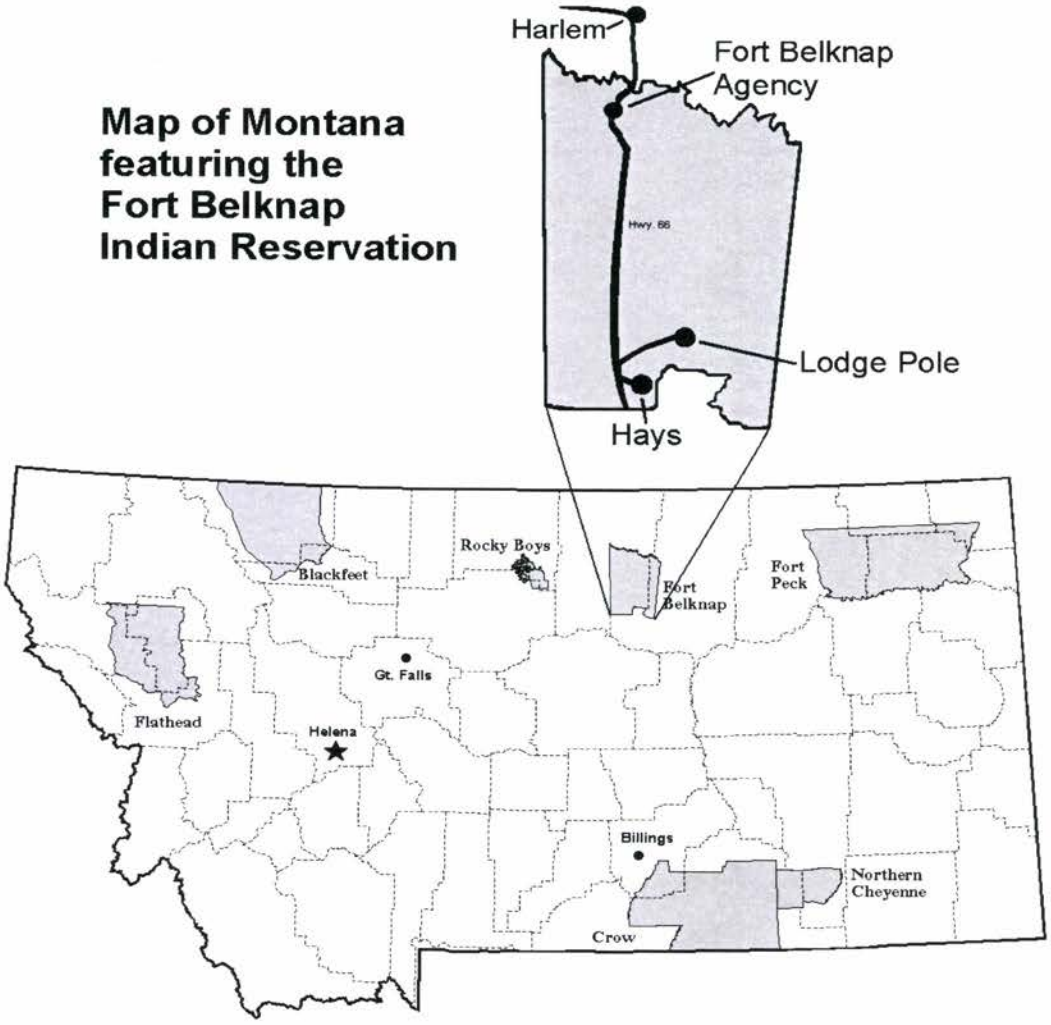
2014–2015

Catalog

ʔíítaanɔ́ɔ́nʔi Kéʔiθaakʔi Tatąnga Kni

ANC Board of Directors Approval: August 2014

Map of Montana featuring the Fort Belknap Indian Reservation



Mission Statement

The mission of Aaniiih Nakoda College is to provide quality post-secondary education for residents of the Fort Belknap Indian Reservation and surrounding communities. The college will help individuals improve their lives by offering them an opportunity to maintain the cultural integrity of the Gros Ventre and Assiniboine Tribes as well as succeed in an American technological society.

Welcome

Naa'Hah' - On behalf of our entire staff and faculty, I welcome you to Aaniiih Nakoda College. Whether you are a new student or a returning student, we are glad you chose Aaniiih Nakoda College and wish you great success in the coming year.

You have made an excellent choice in deciding to continue your education at Aaniiih Nakoda College. We offer a variety of courses and subjects suited to a wide range of interests. At Aaniiih Nakoda College you can study the A'ani nin or Nakoda language and take classes in computer technology or microbiology. There is no other college in the world where you can do that! Our various degree programs are designed to prepare you for further education and employment in many possible fields, including business, science, health professions, computers, and education. Whatever your educational or professional interests, we have a program that is right for you.

Aaniiih Nakoda College is a unique institution with many special qualities. We are one of only thirty-seven tribal colleges across the United States. Our instructors are knowledgeable and well-qualified, and class sizes are small. This means you get the personal attention and assistance you deserve. Our staff members are skilled and experienced professionals who are available to provide you with the help and services you need. Our facilities are clean, modern and safe. At Aaniiih Nakoda College we strive to create a friendly and welcoming college environment, where students feel like they belong. We want you to know that Aaniiih Nakoda College is your college.

I invite you to read through the catalog carefully and learn about all the things Aaniiih Nakoda College has to offer. But don't just stop there. Talk with your fellow students, visit with members of our staff, and seek out the advice of your instructors, advisors and counselors. This is a great place to begin your journey in higher education, and we are ready and willing to assist you every step of the way.

It is our mission to provide you with opportunities to help you succeed; I encourage you to grab those opportunities and make the most of them. May each of you have a very successful and enjoyable school year.

Best Wishes,

Carole Falcon- Chandler, E.ed

President

Academic Calendar 2014-15

Fall 2014 Semester		
New & Returning Student Orientation	Monday-Wednesday	August 18-20
Student Advising	Wednesday-Friday	August 20-22
Fall Registration	Thursday-Friday	August 21-22
First Day of Class	Monday	August 25
Last Day to Register or Drop/Add Class(es) w/o "W" on Transcript	Friday	August 29
Labor Day – College Closed	Monday	September 1
Native American Day – College Closed (Last Friday of September)	Friday	September 26
Mid-term Week (8th Week of Semester)	Monday-Friday	October 13-17
Mid-term Grade Reports Due to Registrar	Wednesday	October 22
Last Day to Withdraw with a grade of "W" (10th Week of Semester)	Friday	October 31
Veteran's Day Observance – College Closed	Tuesday	November 11
Thanksgiving Holiday – College Closed	Thursday-Friday	November 27-28
Pre-advising Week for Spring 2013 Semester	Monday-Friday	December 1-5
Finals Week	Monday-Friday	December 8-12
Last Day of Fall Semester	Friday	December 12
Grades Due to Registrar	Wednesday	December 17
Grades Available to Students	Friday	December 19
Student Holiday Break – College Open	Monday-Friday	December 15-December 23
Holiday Break – College Closed	Wednesday-Thursday	December 24-December 26
These Dates are Subject to Change		December 31-January 1
Spring 2015 Semester		
Offices Open	Friday	January 2
Student Orientation	Tuesday-Wednesday	January 6-7
Student Advising	Wednesday-Friday	January 7-9
Spring Semester Registration	Thursday-Friday	January 8-9
First Day of Class	Monday	January 12
Last Day to Register or Drop/Add Class(es) w/o "W" on Transcript	Friday	January 16
Martin Luther King, Jr., Birthday Observance – College Closed	Monday	January 19
President's Day – College Closed	Monday	February 16
Mid-term Week (8th Week of Semester)	Monday-Friday	March 2-6
Mid-term Grade Reports Due to Registrar	Wednesday	March 11
Last Day to Withdraw with a grade of "W" (10th week of Semester)	Friday	March 20
Spring Break – No Classes **COLLEGE OPEN**	Monday-Friday	March 23-27
Easter Observance – College Closed	Friday and Monday	April 3-6
Finals Week	Monday-Friday	May 4-8
Commencement Ceremony	Thursday	May 7
Last Day of Spring Semester (End of 15th Week)	Friday	May 8
Grades Due to Registrar	Wednesday	May 13
Grades Available to Students	Friday	May 15
These dates are subject to change		

Approved by ANC Board of Directors
April 16, 2014

TUITION AND FEE SCHEDULE

The student is fully responsible for the payment of all tuition and fees when registering for classes. The student is also fully responsible for the remaining balance after the PELL grant, waivers and scholarships are applied.

Credit	Tuition	Registration Fee	Internet Fee	Building Fee	Computer Fee	Student Activity	Transcript	Total Cost of Attendance
1	70.00	60.00	30.00	25.00	25.00	30.00	15.00	255.00*
2	140.00	60.00	30.00	25.00	25.00	30.00	15.00	325.00*
3	210.00	60.00	30.00	25.00	25.00	30.00	15.00	395.00*
4	280.00	60.00	30.00	25.00	25.00	30.00	15.00	465.00*
5	350.00	60.00	30.00	25.00	25.00	30.00	15.00	535.00*
6	420.00	60.00	30.00	50.00	50.00	30.00	15.00	655.00*
7	490.00	60.00	30.00	50.00	50.00	30.00	15.00	725.00*
8	560.00	60.00	30.00	50.00	50.00	30.00	15.00	795.00*
9	630.00	60.00	30.00	75.00	75.00	30.00	15.00	915.00*
10	700.00	60.00	30.00	75.00	75.00	30.00	15.00	985.00*
11	770.00	60.00	30.00	75.00	75.00	30.00	15.00	1055.00*
12-13	840.00	60.00	30.00	100.00	100.00	30.00	15.00	1175.00*
14-15	870.00	60.00	30.00	100.00	100.00	30.00	15.00	1205.00*
16-17	900.00	60.00	30.00	100.00	100.00	30.00	15.00	1235.00*
18	930.00	60.00	30.00	100.00	100.00	30.00	15.00	1265.00*
19 Approval required	1330.00	60.00	30.00	100.00	100.00	30.00	15.00	1665.00*
19+ Approval Required	A student seeking to register for 19+ credits must receive written authorization from the Dean of Student Affairs and Dean of Academic Affairs. The student will be assessed the appropriate tuition and fees for 19 credits then an additional cost of $70 per credit for each credit after 19.							

*NOTE: An additional $10 fee will be assessed for classes that require a lab.

Table of Contents

Mission Statement 1

Welcome 2

Academic Calendar 2014-15 3

TUITION AND FEE SCHEDULE 4

About Aaniiih Nakoda College 7

Core Themes and Goals 7

Degrees Offered 9

Admission Policies and Requirements 12

Student Services 18

Student Conduct 22

Financial Aid 28

Other Offices and Sponsored Programs 44

Academic Policies and Procedures 46

GENERAL EDUCATION GOALS and CORE REQUIREMENTS 56

Two Year Associate Degrees 60

- Allied Health (AH) Associate of Science Degree 61
- American Indian Studies (AIS) Associate of Arts Degree 62
- Business Administration (BUS) Associate of Arts Degree with options 63
- Carpentry (CAR) Associate of Applied Science Degree 64
- Computer Information Systems Associate of Science Degree 65
- Early Childhood Education (ECHE) Associate of Arts Degree 66
- Elementary Education (ELM) Associate of Arts Degree 67
- Environmental Science (ES) Associate of Science Degree with options 68
- Human Services (HMS) Associate of Arts Degree 69
- Liberal Arts (LA) Associate of Arts Degree 70
- Psychology (PSYX) Associate of Arts Degree 71

One Year Certificate Programs 72

- Carpentry (CAR) One-Year Certificate Program 73
- Health Science (HS) One-Year Certificate Program 74
- Tribal Management (TM) One-Year Certificate Program 75
- Welding (WLD) One-Year Certificate Program 76

DeMaND 77

- Hazardous Waste Operations & Emergency Response (HazWOPER) 78
- HAZMAT Certificate 78

Certified Nurse Aide 78
Phlebotomy Technician 78
Emergency Medical Technician-Basic 79
Academic Course Descriptions 80
Board of Directors, Administration, Faculty and Staff 81

About Aaniiih Nakoda College

Aaniiih Nakoda College

Aaniiih Nakoda College is one of 37 tribally controlled community colleges in the United States and Canada. ANC was chartered by the Fort Belknap Indian Community on November 8, 1984. Aaniiih Nakoda College has been accredited through the Northwest Commission on Colleges and Universities since June 1993. In July 2008, Aaniiih Nakoda College's accreditation was reaffirmed by the Northwest Commission on Colleges and Universities. This status enables ANC credits to transfer to other colleges and universities.

Philosophy

The educational philosophy of the Board of Directors, Administration, Staff and Students of Aaniiih Nakoda College reflects the abiding relevance of Aaniiih and Nakoda cultures. The College strives to promote equality among all people and diversity within the College campus and tribal community. The College strives to acquire and maintain active and on-going leadership in all aspects of reservation life by using qualified staff that are sensitive to student and community needs. This is reflected by adhering to lifelong, inter-generational learning by promoting family involvement and the will to meet each persons and community needs by respecting the spirituality of the Aaniiih and Nakoda.

Core Themes and Goals

Core Theme 1:	Academic Quality
Core Theme 1 Goal:	ANC will provide high quality postsecondary education opportunities.
Core Theme 2:	Cultural Integrity
Core Theme 2 Goal:	ANC will provide educational programs and services grounded in the lifeway's of the Aaniiih and Nakoda tribes.
Core Theme 3:	Student Success
Core Theme 3 Goal:	ANC will help students succeed in achieving their academic and professional goals.

Fort Belknap Indian Community

The resilient environment of Aaniiih Nakoda College (ANC), amid flaring Northern lights and tumbleweed banked fences, influences humans, as well as institutional responses, along the Montana Northern tier. In order to understand this College's vision, philosophy and strategies, the physical surroundings must be visualized as well as ANC's origin and the history of the Aaniiih and Nakoda Indian tribes.

An area of both "highest cost of living" and "highest energy costs," the Northern tier bands Montana horizontally from Highway 2 to the Canadian border. It is depressed ranch country which has experienced over a decade of drought. Erratic weather often breaks records for extreme temperature changes; soaring as high as 100 degrees and

diving to 60 degrees (i.e., Guinness Book of World Records, 1990, Browning, Montana, from 44 degrees to 57 degrees in a 24 hour period.)

The Aaniiih and Nakoda now live near the center of their historic homeland, their original land base was whittled bit by bit--mountain and forest, prairie and stream--until very little economic potential remained. The Tribes were left with scant timber and constricted range scoured by winds with wind gusts that exceed 75 miles per hour. A mountain of gold harvested in 1895 had produced annually $80 million--for others. The cyanide leech open mining pits have recently closed, leaving the sacred mountains violated and scarred beyond repair. The open mining pits border the Southern edge of the reservation resulting in environmental damage that threatens human and animal existence.

Aaniiih Nakoda College was started as a tool to fight the effect of generations of economic depression. With low enrollment but with significant potential, the College has a student body of 95% American Indians, 96% of the total population qualifying for financial aid. Despite the severity of personal and social problems, the students have prospered attending this institute.

The Fort Belknap community did not have input in the development of the policies that govern the education agencies that serve Fort Belknap and the ultimate result was a small number of students graduating from high school and very few entering college. In an attempt to remedy the problem, the Tribal Council established the Fort Belknap Education Department in 1977, to provide educational services to tribal members, stressing programs in adult basic education and vocational education. In 1983, the Education Department recommended the Tribal Council establish its own tribal college.

The Fort Belknap Indian Reservation is located in north central Montana and homeland to the Aaniiih and Nakoda people. Established in 1888, the reservation is what remains of the vast ancestral territory of the Blackfoot and Nakoda Nations. The Aaniiih, as members of the Blackfoot confederacy, and the Nakoda Nation signed the Fort Laramie treaties of 1851 and 1855 with the United States Government establishing their respective territories within the continental United States. The Fort Belknap Reservation is part of what remains of these two nations ancestral territory that included all of central and eastern Montana and portions of western North Dakota.

The Gros Ventre people are "Aaniiih" meaning the White Clay People. They believed that they were made from the White Clay that is found along the river bottoms in Aaniiih country. Early French fur trappers and traders named this tribe "Gros Ventre" because other tribes in the area referred to them as "The Water Falls People." The sign for water fall is the passing of the hands over the stomach and the French thought the Indians were saying big belly so they called them "Gros Ventre" – meaning "big belly" in the French language.

The Assiniboine people are "Nakoda" meaning the generous ones. This tribe split with the Yanktonai Sioux in the seventeenth century and migrated westward onto the

northern plains with their allies, the Plains Cree. "Assiniboine" is a Chippewa word meaning, "One who cooks with stones." The Assiniboine are located on both the Fort Belknap and Fort Peck Indian Reservations in Montana and on several reserves in Saskatchewan and Alberta.

The Aaniiih and Nakoda were nomadic hunters and warriors. They followed the buffalo which provided them with all the necessities of life. Their food, clothing and tepees all came from the buffalo. The last herd of buffalo in the continental United States in the nineteenth century existed between the Bear Paw Mountains and the Little Rocky Mountains in the lush Milk River valley. Today, the two tribes are united as one government called the Fort Belknap Indian Community. Together, the tribes have formed and maintained a community that has deep respect for its land, its culture, and its heritage. Fort Belknap derives its name from the original military post that was established on the Milk River, one mile southwest of the present town of Chinook, Montana. Fort Belknap named for William W. Belknap, who was the Secretary of War at that time, was a Military Fort combined with a trading post. It became a Government agency for the Aaniiih and Nakoda Indians living in the area.

Accreditation

Aaniiih Nakoda College is a post-secondary institution that has received accreditation from the Northwest Commission on Colleges and Universities, 8060 165th Avenue N.E., Suite 100, Redmond, WA 98052-3981.

Degrees Offered

Aaniiih Nakoda College offers and upon completion of program requirements awards Associate of Art, Associate of Science, Associate of Applied Science Degrees and One Year Certificates in the following disciplines:

Associate of Art

American Indian Studies
Business Administration
Early Childhood Education
Elementary Education
Human Services
Liberal Arts
Psychology

Associate of Applied Science

Carpentry

Associate of Science

Allied Health
Computer Information Systems
Environmental Science

One Year Certificates
Carpentry
Health Science
Tribal Management
Water Quality (On Demand)
Welding

DeMand Workforce Training Certificates
Montana Certified Nursing Assistant (C.N.A.)
Basic EMT
HazWOPER Certification
Phlebotomy
Commercial Driver's License (CDL)

Memberships
American Indian Higher Education Consortium (AIHEC)
Montana Indian Education Association (MIEA)
National Indian Education Association (NIEA)
American Council on Education (ACE)
Montana Association of Student Financial Aid Administrators (MASFAA)
Rocky Mountain Association of Student Financial Aid Administrators (RMASFAA)
National Association of Student Financial Aid Administrators (NASFAA)
Montana Association of Collegiate Registrars and Admissions Officers (MACRAO)
American Association of Collegiate Registrars and Admissions Officers (AACRAO)
Association of Special Programs in Region Eight (ASPIRE)
Montana Historical Society; American Library Association (ALA)
Montana Library Association (MLA); Montana Indian Tribal Library Group (MITLG)
American Association of Junior Community Colleges (AAJCC).
Council for Higher Education Accreditation (CHEA)
American Indian College Fund (AICF)
Phi Theta Kappa Chapter

Equal Opportunity
Aaniiih Nakoda College is committed to a program of equal opportunity for education, employment and participation in college activities, without regard to race, color, sex, age, religious creed, political ideas, marital status, physical or mental handicap, or national origin or ancestry, within the confines of applicable laws.

Statement of Law
Aaniiih Nakoda College is committed to complying with all equal opportunity laws and orders applicable to this institution, which may include, but are not limited to Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Rehabilitation Act of 1973, the Vietnam Era Veterans Readjustment Act of 1984, Executive Order 11246, the Montana Fair Practices Act of 1974, the Montana Nondiscrimination by State and Local Government Act of 1975, and applicable laws of

the Fort Belknap Indian Community, including but not limited to the Tribal Employment Rights Ordinance.

Grievance Procedures
Aaniiih Nakoda College has established a discrimination grievance procedure for employees, students and applicants for employment who allege they have been unlawfully discriminated against because of any college regulation, policy, practice or the official action of any college employee. This College is prohibited from retaliating against an individual who has made charges, testified, assisted or participated in any way in any proceeding, investigation or hearing in regard to the violations or alleged violations of laws or orders requiring equal education and/or employment opportunity. Persons believing they have been discriminated against should contact the:

President, Aaniiih Nakoda College
The Equal Employment Opportunity Officer
PO Box 159
Harlem, Montana 59526
406-353-2607

OR

Fort Belknap Tribal Employment Rights Office
Harlem, Montana 59526
RR 1 Box 66
Harlem, Montana 59526
406-353 2205

For additional general information about discrimination concerns, you may contact the following: Montana Human Rights Commission, Room C 317, Cogswell Building, Helena, MT 59601, 406-449 2884.

Disclaimer
Aaniiih Nakoda College reserves the right to change or withdraw courses, to change the fees, rules and calendar for admission, registration, instruction, and graduation and to change other regulations affecting the student body, at any time when necessary.

Admission Policies and Requirements

Admission Policies

Our open door policy will allow admission to whoever holds a valid high school diploma or an official GED. Admission is not restricted to an American Indian student only. The open door policy encourages a potential student to participate in many areas of educational advancement. A student under the age of 18 will need a consent form sign by a parent and filed in the Registrar's Office before admission.

Student Responsibility

Each student is responsible for reading, understanding and adhering to the information contained in the Aaniiih Nakoda College (ANC) Catalog and the Student Handbook. Failure to read the regulations will not be considered an excuse for noncompliance. Aaniiih Nakoda College reserves the right to revise policies and/or curriculum as the institution deems necessary. The college does not accept responsibility for delays in graduation or attainment of career goals resulting from errors in registration, cancelled courses, time schedule changes, changes in degree requirements, or similar related changes or for errors resulting from consultation with and reliance upon any information acquired from any college employee.

Aaniiih Nakoda College places full responsibility upon the student for registering for the proper courses and for fulfilling all requirements for a degree as set forth in the catalog, with amendments.

STUDENT RIGHTS AND RESPONSIBILITIES

- To receive a quality education.
- To use ANC facilities and to receive the benefits of ANC sponsored activities.
- To participate in the governance of ANC.
- To see their academic record as provided by the Family Education Rights and Privacy Act (FERPA)
- To be informed of inadequacies in performance and their consequence.
- To be notified any changes in course requirements, tuition, or fees.
- To be informed of their rights and disciplinary procedures.
- To have access to recourse through a grievance process.
- To exercise individual freedom within the framework of the regulations, goals, and philosophy of ANC.
- To have learning environment free from psychological and physical harm.
- To abide by the policies and regulations of ANC.
- To treat ANC employees and facilities in a responsible and respectful manner.
- To enroll and complete requirements in all courses.
- To derive the greatest college experience in academics and extra-curricular activities.

Admission Requirements

1) Admission Application
2) $10.00 Admission Fee (Nonrefundable)
3) Placement Test (COMPASS)
4) Official High School Transcript or Official GED Transcript (With graduation/completion date)
5) Official College/University Transcript(s) (If attended another college/university)
6) Declaration of Major
7) PPD (tuberculosis) Test with results taken with last 5 years
8) Immunization Record (current)
9) Native American Tribal Enrollment (if required)

Official/Original documents are required and become the property of Aaniiih Nakoda College. All admission forms can be obtained at the Registrar/Admission Office. Official acceptance will be issued when all the above forms have been received.

Any student who has declared a major, regardless of credit load, must follow and complete admission procedures.

MMR Immunization Records and PPD Test

Every applicant must submit his/her immunization record before his/her admission application is complete. If born on or before January 1, 1957, you are only required to provide proof of immunization against measles, mumps and rubella (MMR).

All students are required to submit the results of a PPD (tuberculosis) test. The test must be within the last five (5) years. Positive PPD testers will be required to receive an x-ray to eliminate contagious factors. A student with contagious airborne (active TB) communicable disease will not be admitted for attendance. Exemptions to this requirement are available only to persons who have had a physician-diagnosed case of the disease(s) or a medial or religious exemption.

COMPASS Placement Tests

All incoming freshman students who have never attended a college or university shall be required to complete the COMPASS placement test in mathematics, reading and writing prior to acceptance. All freshman students must score at the required entrance level in these areas prior to enrollment in college level courses.

A student who scores below the required level will be placed in refresher or developmental courses. Former students who do not have placement test scores on record may be tested as well. The results of the test will be given to the advisor to assign appropriate level classes for the student. Advisors will not approve enrollment in a course, which is a higher level than that indicated by the placement test. The Registrar/Admissions Officer will make the final determination of acceptance for the student for all placement test scores. A transfer student who has not earned 30+ college level credits must complete all three sections of the placement test prior to

acceptance. The placement test ensures that a student is given the best possible academic advisement.

Selecting a Major or Changing a Major
An advisor will be assigned according to the student's declared major by the Registrar/Admission Officer prior to registration. They are experts in their instructional areas and will explain the program course requirements for the chosen course of study and will provide guidance throughout the students' entire academic career at ANC. Their office hours will be posted for the semester and students are strongly encouraged to meet with them periodically throughout the semester for assistance with any questions, problems or concerns.

Advisors will be located in their offices during registration. All students must meet with their advisors to complete the registration form prior to finalizing registration with the Registrar. Remember, it is the student's responsibility to register for the proper courses and for fulfilling all requirements for a degree as set forth in the catalog, which may contain amendments.

A student can change their program of study (major) by contacting the Registrar and completing a new declaration of major form. (This change may affect the students' length of eligibility for financial aid therefore it is highly recommended that the student meet with the Financial Aid Officer.)

Catalog Year
The semester the student declares a major will be the same for catalog year program requirements. If the student changes their major the new semester will become the new catalog year for program requirements. A new advisor will be assigned when a new major is declared.

ANC Writing Placement Program
The ANC Writing Placement test collects a writing sample and assesses a student's proficiency in organization, development, fluency, and language conventions. The purpose of the assessment is to determine a student's readiness to engage in the academic writing that is expected for successful achievement in coursework at Aaniiih Nakoda College. A score of 1 designates enrollment in WRIT 080: Writing for Success I, a 3 credit, fifteen week course. A score of 2 designates enrollment in WRIT 090: Writing for Success II, a 2 credit, ten week course. A score of 3 designates enrollment in WRIT 095: Writing for Success III, a 1 credit, five week refresher course, and scores of 4-6 designate enrollment in WRIT 101, College Writing I.

The Writing for Success series includes intense foundational courses that enable students to develop fundamental tools used for successful writing in multiple academic disciplines. These skills include the capabilities of constructing basic sentences, identifying sentence fragments, and identifying and properly using the conventions of Dominant American English. These lessons will culminate in the student's ability to produce clear and coherent writing in which the development, organization, and style

are appropriate to task, purpose, and audience. Through class discussions, assigned readings, and various writing exercises, students will build a solid preparation for future college writing. This series is offered every semester.

HiSET Program

The new national high school equivalency testing program called HiSET is replacing the old GED program for students pursuing their high school equivalency. Aaniiih Nakoda College offers Adult Basic Education (ABE) classes for students and community members who are interested in obtaining their high school equivalency. A student studying for the HiSET Test may register for the Adult Basic Education Classes or the developmental/refresher (remedial) classes, with the tuition and fees waived for these courses only. The student is responsible for his/her own book charges for these courses. The purpose of the ABE acceptance is to assist the student with preparation for the exam.

The HiSET student must follow the regular admission process and maintain satisfactory academic progress to continue to participate in the offered courses. A student who does not maintain satisfactory academic progress will have his/her acceptance revoked and must reapply.

Aaniiih Nakoda College is a certified addendum testing site and offers HiSET testing once a month as an incentive for students who would like to obtain his/her high school equivalency. HiSET students do not qualify for Financial Aid.

Developmental and Refresher Courses

The purpose of Developmental/Refresher Program is to provide courses that will assist students in achieving the foundational skills necessary for them to continue their education or enhance their professional development. Although this program is open to all students, COMPASS Placement Test scores will determine priority placement for students in Developmental Writing and Math courses. All students who are required to take developmental studies courses should academically and financially plan to take more than four semesters of full time course work to graduate. The Developmental Studies Refresher Program will provide basic courses in reading, writing, mathematics, study skills, and career development.

A student will be able to:

- Develop and strengthen foundational basic math skills and concepts in preparation for college level mathematics.
- Successfully develop college level reading skills
- Develop fundamental grammatical skills used for successful college writing and communication.
- Develop preparatory study skills and basic college and career planning tools.

These courses will not count towards a degree or certificate. A final grade of pass/fail will be awarded upon completion of the course.

The developmental and refresher courses will not be used when calculating the cumulative grade point average for Academic Honors. Developmental and Refresher courses will be counted as "Credits Attempted" for financial aid purposes.

Non-Degree Seeking Student
A non-degree seeking student is defined as a student who has not declared a major upon admission to Aaniiih Nakoda College. If a non-degree student subsequently decides to pursue a degree, he/she must complete a declaration of major form and complete the regular admission application process. Financial aid does not apply to non-degree seeking students.

Dual Enrollment High School Student
A high school "senior" may apply for admission to take regular college courses while concurrently enrolled in high school. This opportunity will allow the student to strengthen and enrich his/her educational program. The high school student will complete the regular admission process and provide the appropriate documentation of approval by high school officials and parent(s). The tuition and fees are waived. The book charges are not waived. A high school student is not eligible for financial aid. The student must meet the following academic eligibility.

- The student must be an official high school senior.
- The student must have a cumulative grade point average of 3.00 at the end of his/her junior year.
- The student must take the placement test (COMPASS) and be eligible for regular admission.
- The student must have official letters of recommendation from:
  1. High School Principal
  2. High School Counselor
  3. One high school teacher
  4. Parents indicating permission for their student to attend and accept full responsibility for tuition, fees and book charges.

ANC college credits will be deferred until the student has graduated from high school and submits an official high school transcript with the graduation date.

Dual Transcript Credit for High School Students
Dual transcript credit can be awarded to high school students if the high school and ANC college have entered into a Memorandum of Understand listing the agreed upon dual credit course(s). The high school student will receive high school transcript credits as well as ANC college transcript credits for the same course. The high school and Aaniiih Nakoda College must have an approved Memorandum of Understanding listing the dual credit course(s). ANC college credits will be deferred until the student has graduated from high school and submits an official high school transcript with the graduation date.

The Aaniiih Nakoda College credit program is designed to serve high school students who have demonstrated academic or workforce ability and motivation. The tuition and fees are waived. The book charges are not waived.

In order to be eligible to participate a high school student must:

- Be at least 16 years of age and a high school senior.
- Have a signed Consent approval form from a parent or guardian if under the age of 18.
- Have received prior, signed authorization from the high school counselor, principal and one (1) teacher indicating that they are ready for college-level course work.
- Have a cumulative Grade Point Average (GPA) of 2.5 at the end of their junior year
- Apply for admission to ANC, including paying the $10.00 application fee.
- Placement test scores and high school GPA will determine entrance into college level course.
- Not displace ANC college students. In registering for courses, dual enrollment students will not take seats reserved for college students
- Dual enrollment/credit students will follow ANC college calendar dates. It is critical students note drop/add dates and withdrawal dates.

A Student with Disabilities
Reasonable accommodations are provided for persons with disabilities.

Student Services

Student Records

The official student academic records are kept in the Registrar/Admission Office located in Nakoda Hall. The Registrar/Admission Officer, in collaboration with the student, is responsible for maintaining current and accurate records and data. Admission records, permanent transcripts, class registration, and grades are maintained by this office. Student statistical data is required for reporting purposes. Personal student data revisions, i.e., address change, change of major, change of advisor, must be reported to the Registrar/Admission Office. The Aaniiih Nakoda College advises each student to make a copy of all documents presented to the Registrar/Admissions Office. In accordance with the Family Education Rights and Privacy Act (FERPA) the Aaniiih Nakoda College is not required to provide photocopies of educational records. Fifty cents ($.50) per copy will be charged.

Transcript Requests

A student must provide a written request for a transcript to the Registrar's Office for official and unofficial transcripts. *Transcripts will not be released if a student has financial and or other obligations to ANC.* The release of grades and transcripts and other student data to a third party requires written authorization by the student. All transcript requests will cost $5.00 each. Current enrolled students are allowed three (3) official transcripts "free" per semester, with a cost of $5.00 for each additional request after three (3).

The Library

The Aaniiih Nakoda College Library was established in 1984 to serve as an information resource center for the entire Fort Belknap community and to support the educational mission of Aaniiih Nakoda College. The library contains approximately 11,000 volumes covering a full spectrum of subject areas, from children's books and popular fiction to analytical chemistry and water treatment technology. Library staff has made a concerted effort to develop a strong collection in American Indian literature, culture, and history, with special attention given to titles of local and state interest. In addition, library holdings include a variety of materials in other formats, including periodicals, video, and on-line databases. Patrons have access to information resources not physically housed at the library through interlibrary loan and Internet access. The library contains typewriters and computers for patron use.

The Success Center

The Success Center, located in Nakoda Hall, provides a place for students to study or receive tutoring. Computers are available for student's use to complete class assignments. A full time tutor is available and peer tutors are available upon scheduling.

The Retention Office

Aaniiih Nakoda College provides a retention center in an attempt to provide any needed assistance to the individual student. Academic progress is monitored and early

intervention is attempted when a problem or problems arises. The Retention Coordinator serves as a liaison between students and faculty with the purpose of providing information for student success. Faculty reports to the Retention Coordinator any student who has attendance problems or is not progressing academically. When you succeed, we succeed!

Health Service
There is no formal campus health services program or facilities at ANC. Eligible tribal members are encouraged to contact the Indian Health Service for medical attention. A student who is not an enrolled member of a federally recognized tribe should have a doctor's name, address and telephone number on file in the Registrar/Admission Office, in case of an emergency.

It is the practice of Aaniiih Nakoda College personnel to handle emergency situations by directing the distressed student to the closest Indian Health Services (IHS) emergency room or calling 911. A student with medical problems should inform the Registrar/Admission Officer of his/her condition immediately upon registration at Aaniiih Nakoda College.

Housing
Aaniiih Nakoda College does not have on campus housing; consequently housing arrangements are the student's responsibility.

Food Services
Aaniiih Nakoda College does not have on campus food services.

The Bookstore
The primary goal of the Bookstore is to provide books, supplies, and instructional materials to meet the needs of the students and instructors. The College Bookstore carries an inventory of required textbooks and educational supplies for the current classes. The Bookstore also provides for sale quality caps, cups, sweat pants, trunks, jackets, t-shirts and other miscellaneous novelty items. Book buy back is held on Thursday and Friday, only during Finals week of each semester.

The Student Senate
The Student Senate is made up of elected student representatives who administer funds generated by the activity fee that is paid during registration. This is a formal council that is an important function of the College. The purpose of the Student Senate is to:

- develop leadership skills;
- act as a liaison between the student body and the faculty and staff;
- act as a liaison between the student body, ANC President and the Board of Directors;
- provide input opportunities for Aaniiih Nakoda College from the student body; and

- Govern using skills that follow "Robert's Rules of Order" and/or traditional talking circle format.

Clubs and organizations must enroll with and be approved by the Dean of Student Affairs and register with the Student Senate. All clubs must have by laws which accurately describe the organization, governance, and operational policies and procedures. Students are encouraged to join existing clubs.

Red Lodge Society
American Indian Business Leaders (AIBL)
Ski Club
Phi Theta Kappa Honors Society

Family Education Rights and Privacy Act (FERPA)
All official student academic records are housed in the Registrar/Admission Office located in Nakoda Hall. Aaniiih Nakoda College provides these statements:

The FERPA regulations were written specially to guarantee each student three primary rights, if he/she is attending a post-secondary institution. **First**, FERPA guarantees the student the right to inspect and review education records. A student has a right to know what the education institution is maintaining about him/her. Aaniiih Nakoda College is not required to provide photocopies of education records, unless refusing to do so prevents the student from reviewing his/her records for accuracy. **Second**, he/she can inspect and review his/her records; a student must also have a right to seek to amend those records if the records are inaccurate, misleading or otherwise in violation of the student's privacy rights. And, **third**, FERPA guarantees a student the right to have some control over the disclosure of information from his/her education records. FERPA guarantees rights to individual students who have reached the age of 18 and are attending a postsecondary institution. They are considered adults with full rights of ownership over their records. If the student has not reached the age of 18 and is attending a post-secondary institution, he/she are still guaranteed rights under FERPA. A student claimed as a dependent on a parent(s) income tax return, must give the college written permission to release information to the parent/guardian. Once a parent/guardian has provided proof of dependency, the college will notify the student of the request and ask for permission to release information. A reasonable time will be given for the student to respond. If there is no objection or response from the student, the records requested can be disclosed. Remember this is about educational type records within the Registrar/Admissions Office. Financial Aid records involve another set of regulations. An institution may disclose "directory-type" information to third parties without consent from the student according to ANC policy. The following directory type information may be given to any inquirer without written authorization from the student: ***Name, address, major, number of credits currently taking, diplomas or certificates awarded, honors, and date of completion***. A student who wants any or all of this information to remain confidential must inform the Registrar in writing. Any student requesting a release of information covered under FERPA rules and regulations must complete a written request. Aaniiih Nakoda College will provide

annual notification through the College Catalog to all currently enrolled students and their parents of their rights under FERPA. The notice will include ANC student policy and statements. ANC policy reads: "Access to student records is limited to authorized personnel only. Information may not be disclosed from these files unless permitted pursuant to 43 CFR 2.56. The student records may not be altered or destroyed except as authorized by 43. CFR 2.52. FERPA contains provisions for criminal penalties, disclosing information from student files unless properly authorized. Academic records are released upon subpoena by a court or tribunal of competent jurisdiction. If the student chooses not to release any or all of the directory information, he/she must inform the Registrar and Financial Aid Officer in writing. This letter will then be placed in his/her student file.

Registration Procedures
A student must have completed the admission process and all of the appropriate documentation for the financial aid office before registering for classes. A student who is not receiving federal student aid is responsible to pay for his/her own tuition, fees, and books/supplies.

Registration is held in the Little River Learning Lodge on Thursday and Friday the week before the first day of class. Representatives from the Registrar's Office, Financial Aid Office, Business Office, and Advisors will be available. Students must complete the following steps in order to register for classes:

- Complete Admission Application
- Complete Financial Aid Office Application
- Meet with Academic Advisor.
- Complete and turn in Registration Form to the Registrar's office.
- Contact the bookstore and acquire the necessary textbooks and materials.

Personal Funds and Property
Students are ultimately responsible for their own valuables. Aaniiih Nakoda College is not responsible for personal injuries or property damage.

Campus Closures
Any campus closures due to weather, etc. will be announced on the local radio stations, KGVA FM 88.1; KOJM FM 92.5; and KMMR 100.1. Follow the college calendar in the front of this catalog for scheduled closed dates.

Student Conduct

Student Conduct Code
The official ANC Student handbook sets forth standards of student conduct. Aaniiih Nakoda College expects the student to conduct themselves in a respectable, responsible and mature manner: including respect for other students, staff and faculty. The student is expected to represent Aaniiih Nakoda College in an honorable manner, whether on campus or in travel status.

It is the policy of Aaniiih Nakoda College to allow students maximum freedom consistent with good scholarship and good citizenship. Good citizenship implies high standards of conduct both on campus and elsewhere and requires conformity to the laws of the United States, State of Montana, the Fort Belknap Indian Reservation, and the ANC Policies and regulations.

Aaniiih Nakoda College maintains the disciplinary powers to protect the integrity of institution property, staff, faculty and students, and its purpose: educating students.

The following forms of student misconduct are subject to disciplinary action:

1. All forms of dishonesty, including cheating, plagiarism, knowingly furnishing false information to the college; forgery, alternation or use of ANC documents as instruments of identification with intent to defraud.

2. Disruption or obstruction during teaching, research, disciplinary proceedings or other ANC activities.

3. Physical, verbal or sexual harassment/abuse of any person on ANC premises or at a sponsored event.

4. Theft or damages to ANC property or property of a member of the ANC community on college premises.

5. Failure to comply with directions of ANC officials acting in performances of their duties.

6. Violation of published ANC regulations, including those relating to entry and use of institutional facilities, the rules of this code of conduct and any other regulations which may be in enacted.

7. Use of alcohol or drugs on campus, selling drugs on campus and/or appearing on campus under the influence of drugs or alcohol, as demonstrated by impaired physical conduct.

8. Violation of the ANC Internet Policy.

Academic Honor and Student Integrity
Aaniiih Nakoda College is dedicated to the excellence of the individual. The purpose is that every student at all times recognizes the obligations as members of the College community and fulfills them completely. Enrollment is a voluntary entry into a college for the purpose of training and study. With enrollment, the student accepts both the rights and responsibilities afforded to ANC students. As members of the College community, a student has the responsibility to study and learn, and to conduct himself/herself with integrity in relation to the College's mission, goals, policies and procedures. A student registered for classes has the responsibility of attending all scheduled class periods.

When students register, they expect ANC to educate them and treat them fairly. In return, ANC expects students to do their best and be honest. By signing their names on a registration form, students promise to stand for the principle of Academic Honor.

1. Do your own Work!
   Never copy other student's completed assignments. Do not sub-contract your assignments to family, friends or other students.

2. Refuse to do assignment for other students. If asked, remind that person that honor must be earned.
   Remember, too, that intellectual growth calls for individual effort.

3. Guard against plagiarism.
   Always give credit to the words and ideas of others. Put quotation marks around sentences you copy. Write paraphrases and summaries in your own words. Always cite your sources (MLA or APA style). End your assignment with a citation of the list of books and references.

A student who violates academic integrity may:
- First Offense -fail the assignment,
- Second Offense - fail the course, or
- Third Offense – expulsion.

Complaints and Disciplinary Action
All complaints are directed to the Dean of Student Affairs, whether the complaint is one of academic, personal or sexual misconduct. The procedure is:

- Notify the Dean of Student Affairs as soon as possible. This notification need not be in writing.
- Notification should be within 30 days of the incident or misconduct.
- Misconduct reported after 30 days may be investigated, but the type and level of possible sanctions will be affected.
- Incidents of sexual misconduct may be investigated up to 3 years after the occurrence.

An emergency or criminal activity/misconduct, will be reported to the Fort Belknap Law Enforcement or/and Indian Health Service-Emergency Department.

Informal Resolution
Given the size and culture of the ANC Community, informal resolution is the most desirable route. A win-win agreement will be the goal. This does not mean to indicate that a person will not be sanctioned as outline in this code. Rather, the welfare of the person violated and the Fort Belknap community will be of a higher priority. A summary or written statement will be generated. This may be done by the complainant/victim at the request of the Dean of Student Affairs or may be compiled by the Dean of Student Affairs. The Dean of Student Affairs or designee will attempt to reach an agreement on resolution with appropriate parties within five (5) days of notification.

Written Charges
If informal resolution is not achieved, formal written charges indicating the specific violations will be presented to the accused by the Dean of Student Affairs by the 5th day after the receipt of the complaint, along with the discipline sanctions or corrective action.

Student Conduct Probation
A student will be excluded from participation in privileged activities as specified in writing for a period not to exceed one year, in addition they may have to comply with discipline sanction or corrective action.

Student Conduct Suspension
Depending on the severity of the incident, the student may be suspended from ANC for a period not to exceed two years and may be required to meet specific corrective action and/or compile with sanctions.

Appeal Procedures
A student can request a hearing, which will be scheduled no longer than 15 days after the charges are presented. The hearing will be held before the Dean of Student Affairs (or designee) OR in cases of a more serious nature, the student may choose a hearing before a Student Appeals Committee made up of staff and faculty.

Recommendations are to be forwarded to the Dean of Student Affairs within 3 working days after the Hearing.

The accused will be notified within 5 working days after the recommendation. The victim(s) may request to be notified of the outcome of the hearing, including sanctions.

The decision of the Dean of Student Affairs is final, unless the student elected to appear before the Student Appeals Committee. The decision of the Student Appeals Committee is final. However, the President of the College may request a review of the case, but the decision of the committee is final.

NOTE: *In the case of criminal activity, a student may be suspended indefinitely, depending upon the crime.*

Hearing Procedures
All hearings will be private if requested by the accused student. In a hearing involving more than one student, severance will be allowed if requested.

An accused student has the right to be represented by an advisor of his or her own choosing from within ANC. Production of records and other exhibits may be required and a record will be kept of the proceedings. In cases of probation or suspension, the student may have a choice of one of the following:

- Appear before the Dean of Student Affairs and accept the decision.
- Appear before a Student Appeals Committee made up of three students, three faculty members and a chairperson from the administration.
- The chairperson will be a non-voting member and not the Dean of Student Affairs.

Recommendation for the imposition of sanctions is based upon evidence in support of the charges and not on the failure of the accused student to answer charges or appear at the hearing.

Cases against a faculty/staff person will be heard by a panel that includes the Dean of Student Affairs or designee and 2 faculty/staff members. The format will be the same as for student hearings. Decision is responsibility of Dean of Student Affairs, upon receiving recommendations from the panel.

Drug and Alcohol Policy
Aaniiih Nakoda College has a zero tolerance policy on drugs and alcohol, as defined by the Drug Free Schools and Communities Act Amendments of 1989, Public Law 101-226. This policy is in compliance with the following Tribal Criminal Offenses under Title IV, Part 6 of the Fort Belknap Tribal Code.

Drugs - It is the policy of Aaniiih Nakoda College that students are prohibited from the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance at Aaniiih Nakoda College. If an employee of the college believes a student is involved in any of the above mentioned activities with drugs, the following steps will be taken:

- The employee will contact the Dean of Student Affairs, who will immediately contact the Tribal Law Enforcement. The Dean of Student Affairs will make a written account of the incident to be placed in the student file.
- Any student caught selling drugs or taking drugs on campus will be suspended indefinitely.

Alcohol - It is the policy of Aaniiih Nakoda College that a student is prohibited from coming on campus intoxicated. If the student is found intoxicated on campus, the following steps will be taken:

- The student will be asked to leave campus, failure to do so will result in an immediate contact with the Fort Belknap Law Enforcement Office.
- If a student comes to campus a second time intoxicated, the student will be placed on probation with a recommendation that the student seek counseling or treatment.

The campus will actively participate in larger, national awareness efforts, such as the National Alcohol and Drug Awareness Week. The college will provide educational material throughout the year in the areas of alcohol and substance abuse prevention. Special efforts will be directed toward each student during orientation and registration.

Interim Restrictions
The Dean of Student Affairs or designee may impose interim sanctions on a student pending a hearing if there is reason to believe that the student's conduct poses an imminent and substantial threat of injury or interference with persons or property.

The Dean of Student Affairs will meet with the student and inform him/her of the basis of the interim sanction and offer the student an opportunity to explain. The Dean of Student Affairs may modify or delete the sanctions or may allow them to stand. A hearing shall be scheduled as soon as possible and no later than 10 days after the interim sanctions are imposed. The student may request a delay.

Campus Security
Aaniiih Nakoda College has implemented campus security policies and procedures under the Student Right To Know and Campus Security Act of 1991. Complete details of the policies and procedures along with the campus crime statistics are contained in the Student Handbook. It is the intention of Aaniiih Nakoda College to provide a safe environment for all students, visitors, staff, and faculty.

Sexual Harassment Policy
Persons notifying the Dean of Student Affairs of a sexual offense will be referred to an Advocate. The advocate will inform the victim as outlined in the Sex Offense Guidelines under the Higher Education Act of 1992. The Advocate will work with the victim.
It is the policy of Aaniiih Nakoda College:

- To provide college employees and students with a working environment free from sexual harassment;
- To communicate the College's sexual harassment prevention policy and reporting procedures to employees, supervisors and students;
- To recognize the unique nature of complaints of sexual harassment, to encourage early reporting by employees and students and to resolve

complaints promptly, confidentially, and at the lowest management level possible;

- To prohibit retaliation against any employee or student because he or she has made a report of alleged sexual harassment or against any employee and student who has testified, assisted, or participated in any manner in an investigation of a report.

It is not the purpose of this policy to intrude upon the personal lives of employees and students or to interfere with social relationships. Sexual harassment, however, is unacceptable behavior when carrying out the business of the college and will not be condoned or tolerated. Management is not obligated to investigate and respond to a report of alleged sexual harassment if the incident or action occurred more than three years prior to the report.

Accidents
Any accident resulting in personal injury or equipment damage should be reported to an instructor or staff member immediately.

Weapons
No weapons (guns, knives) are allowed on campus at any time. Weapons will be confiscated.

Children on Campus
Children are not allowed in the classroom during instruction time. The instructor may allow newborn infants if the mother is returning to school after child birth. Children must be supervised at all times while on campus. Please do not leave them unattended in the lobby or hallways.

Pets on Campus
No pets are allowed on campus. Exceptions are pets that are used to accommodate persons with disabilities.

Smoking
Aaniiih Nakoda College is a tobacco-free workplace. All buildings on campus are smoke-free and designated smoking areas are set up behind each building.

Financial Aid

Financial Aid Determination

It is the basic principle of financial aid programs that the primary responsibility of meeting educational costs lies with the student and parents. The financial aid programs should be expected to assist only when the family is unable to meet the full cost of education.

A student's financial need will be determined by an analysis of the parent's income, student's own income, and other financial resources. It is expected that students who plan on attending Aaniiih Nakoda College will be responsible for tuition and fees and other college expenses incurred.

The number and amount of financial aid awards is subject to the availability of institutional, federal, and state aid funds. The type of aid and the amount received is also determined by the status of the student, established financial need, and the aid desired.

Standards Used to Determine Title IV Eligibility

To be eligible for Title IV (PELL) assistance, an applicant must meet the following criteria: Student must be accepted for enrollment at Aaniiih Nakoda College.

1. Be a regular student enrolled in a program of study leading to a degree or certificate.
2. Have a high school diploma or General Equivalency Diploma (G.E.D.).
3. Be a U.S. citizen or eligible non-citizen (Canadian students must meet the requirements set forth under the Jay Treaty).
4. A student who is defaulted on a Title IV education loan or Pell, ACG, FSEOG grant overpayment will not be eligible for Title IV aid until he/she pays back the full loan/grant in question.
5. A student must make arrangements with the Aaniiih Nakoda College business office to clear up any over payment on a Pell grant, Academic Competitive Grant (ACG) and Federal Supplemental Opportunity Grant (FSEOG) before the student is eligible to receive any type of Title IV aid. Please note this does include any other institution student has attended prior to enrollment at Aaniiih Nakoda College.
6. Student must have a completed financial aid file and submit other documentation as requested by the Financial Aid Officer.
7. Student must sign a declaration of major form in order to be eligible for financial aid.
8. Males must be registered with U.S. Selective Service if you reached your 18th birthday or under the age of 25.
9. Be determined eligible based on the Free Application for Federal Student Aid (FAFSA).

Financial Aid Application Procedures
Apply online at www.fafsa.ed.gov and sign your online application with your designated FAFSA "Personal Identification Number" (PIN). All students must apply for a "FAFSA PIN" as part of the financial aid requirements. Dependent students must insure their parents apply for a "FAFSA PIN" so the parents can electronically sign their signature. The processing time of your application will take less than one week's time and sent back to you to the email address you provided. If you do not receive your SAR in a timely fashion either by your email or to your postal address, please contact 1-800-4FED-AID as listed on the FAFSA or contact my office immediately to find out why your SAR has not been processed.

At the very top of your Student Aid Report (SAR), you will see your Expected Family Contribution (EFC) number. This EFC will determine you Pell eligibility and other campus based aid based on your enrollment status (full-time or part-time) at Aaniiih Nakoda College. Again, please submit your FAFSA online as soon as it becomes available to you to be considered for all federal student aid

You will be required to submit proof of all income for the previous year if the Department of Education or financial aid officer selects you for verification. There is a designated asterisk by your EFC which reflect if you have been randomly selected for the verification process. You will be required to fill out a verification worksheet according to your dependency status model reflected on your Student Aid Report (SAR). It is very important you comply with this policy and submit all sources of income as required; otherwise, it could delay your campus based aid.

Types of Federal Aid

FAFSA (PELL)
Pell grants are usually designated for undergraduates who have not yet received their bachelors' degree. A student's eligibility is calculated by a given financial aid formula which determines a student and/or parent's Expected Family Contribution (EFC). Please note that if you qualify for a Pell grant, you will be allowed to have two scheduled awards. For example, if a student goes full-time (12+ credits), that student is eligible to receive PELL for Fall and Spring semesters. Amount of Pell will be based on your enrollment status (full-time, ¾ time, ½ time or less than half time), expected family contribution, and the length of your program. This policy and Pell amounts is subject to change based on the new year.

You must declare a major to receive any type of federal aid. Disbursements will be based on a 60% attendance rate or on/about the 9th week of the semester. ***Early Pell pay-out will be given to those students who meet satisfactory academic progress in the previous semester.***

- When a student withdraws before the payout date the student will be subject to repayment of his/her financial aid and will be charged accordingly to the Refund of Tuition chart. In addition, a student may be eligible for a post-withdrawal Pell

grant disbursement pending student's last day of attendance or known activity. Please take your financial aid seriously and maintain satisfactory academic progress in order to remain eligible of federal aid.

Federal Work Study (FWS)

FWS is an opportunity for college students to work at designated place on campus or off campus selected by the college administration. Applications are available at the financial aid office and advertisements for availability of federal work-study will be posted around campus. Federal Work-Study policy states a student must be paid the minimum wage requirement. The amount of hours a student can work is usually 20 hours per week when classes are in session. A student has the option to work 40 hours per week during vacation weeks if that student plans to enroll at Aaniiih Nakoda College for the following semester. A federal work-study will not be permitted to do homework during federal work-study hours. Your supervisor will give you the requirements and duties of your federal work-study job

The Financial Aid Office reserves the right to modify the conditions of the Federal Work Study Program at any time. Such modifications may include but not limited to: increase the FWS wages, reducing the maximum hours of work per week and complete termination of the Federal Work Study Program prior to the date initially scheduled as the termination date if necessary due to the availability of funds.
Confidentiality of all college documents is a must and if a student fails to comply, that student will be terminated from federal work-study employment at Aaniiih Nakoda College.

Federal Supplemental Educational Opportunity Grant (FSEOG)

FSEOG is specifically intended to make higher education possible for undergraduate students with exceptional financial need. Priority for FSEOG awards must be given to Title IV recipients who have the lowest Expected Family Contribution (EFC).

The student must establish Title IV eligibility by filing a Free Application for Federal Student Aid. It is better for a student to file early than to file late to be considered for all types of financial aid.

The student must meet the FSEOG eligibility requirements set by the U.S. Department of Education and standards set by the Aaniiih Nakoda College. FSEOG disbursements are the same as for the Federal Pell grant program. Please note if a student withdraws without official notice, student will be subject to repayment of FSEOG funds under Title IV policy.

Academic Competitive Grant (ACG)

ACG was created by the Higher Education Reconciliation Act (HERA) of 2005.

The purpose of the Academic Competitive Grant is to motivate high school students to take more challenging courses while in high school, making it more likely that they will

succeed in completing college. To be eligible to receive an academic competitive grant, a student must meet the following requirements:

1. Must apply for financial aid by submitting a Free Application for Federal Student Aid (FASFA) and be eligible to receive a Pell grant for the next academic year.
2. Must be an eligible U.S. citizen, includes eligible non-citizens.
3. Must be a regular student enrolled in a 2 or 4 year degree program.
4. Enrollment status may be full-time (12+credits), three quarter-time (9-11 credits), or half-time (6-8 credits).

All Academic Competitive Grant students must have completed a rigorous high school program of study as designated by the state of Montana. ***A general education diploma (G.E.D.) nor a rigorous program in a home school <u>does not</u> qualify a student to be an eligible ACG recipient.***

To receive the second Academic Competitive Grant (ACG) a student must earned a 3.00 cumulative grade point average from their first year of college and have earned and completed at least the minimum 30 semester credits. The options for eligibility for the current school year for a student from Montana are:

A set of courses similar to the State Scholars Initiative. This program of study requires passing grades in the following:

1. Four years of English;
2. Three years of Math (including Algebra I and a higher level course such as Algebra II, Geometry, or Data Analysis and Statistics);
3. Three years of science (including at least two courses from biology, chemistry or physics);
4. Three years of social studies; and
5. One year of a foreign language or American Indian Language.

Advanced Placement (AP) or International Baccalaureate (IB) courses and test scores. This program requires a minimum of two Advanced Placement (AP) or International Baccalaureate (IB) courses in high school and a minimum passing score on the exams for those classes. Students must score 3 or higher on AP exams and 4 or higher on IB exams.

Montana Rigorous Core. This program requires:

1. Four credits of English (Written and oral communication skills, literature; a college-prep composition or research-writing course is recommended);
2. Four credits of math (Algebra I, II geometry (or the sequential content equivalent of these courses, i.e., three levels of Integrated Mathematics. A course beyond Algebra II or beyond Integrated Math III (such as Trigonometry, Pre-Calculus, Calculus, Computer Math, Integrated Math IV). All with grades of C or better);

3. Three credits of science (general, physical or earth science; biology; chemistry or physics);
4. Three credits of social studies (Global studies (world history, world geography), American history, government, economics, American Indian history or other third-year courses. (Recommendation: one half year or more of other courses such as psychology, humanities);
5. Three credits of electives (Recommendations: 2 years of a second language, music, fine arts, speech/debate, career and technical education (such as information technology, computer science).

Financial Aid Award Letter

Please note you are responsible to report all outside types of scholarships and awards to the financial aid office. If you fail to do so, your financial aid will be delayed until all required documents of aid are submitted to the financial aid office. It may, in fact, put you in an over award status which would require you to pay that amount back to the financial aid program. An over award is when a student goes beyond the financial need stated on the financial aid award letter.

The official financial aid award letter informs you of your cost of attendance for the academic year, type of awards (i.e., grants/scholarships), and financial aid unmet need while you attend Aaniiih Nakoda College. The award letter covers your cost of attendance based on your enrollment status (i.e., full-time or part-time) and your dependency status indicated on your student aid report. Here are some helpful hints listed below:

1. ***Read Your Award Letter Before You Sign It:*** Your signature indicates you completely understand and accept the rules and conditions affecting the offer of committing yourself to complete each semester you receive aid, and it is your responsibility to report changes in your financial resources.

2. ***Correct Wrong Information:*** Cross out wrong information and write the corrections on the back of the award letter. Check for mistakes: your social security number, the spelling of your name, and your current address. Please correct this information if it is incorrect or update it accordingly. Your signature on the financial aid award letter indicates that all the information reported about you is true and correct.

3. ***Return Your Letter by the Reply Date:*** You must return your signed award letter by the date printed in the upper left hand corner, even if you plan to request changes in the amount or kind of aid offered. Otherwise, the financial aid office will assume you do not want financial aid, cancel the offer, and award the funds to another student. Mail your signed award letter to the office or return it in person to Aaniiih Nakoda College Financial Aid Office.

Waivers and Scholarship Awards

High School Graduate Tuition Waiver: This competitive waiver is available to the first twenty (20) applicants who are enrolled members of a federally recognized tribe and recently graduated from high school.

To be eligible, he or she must have completed both admissions and financial aid files. The high school graduate must enroll full-time at Aaniiih Nakoda College within the first semester after high school graduation. An eligible student may receive this scholarship for one academic year. The student must maintain satisfactory academic progress during fall semester, a minimum of 2.0 grade point average and maintain full-time status during the waiver period to eligible to receive this tuition waiver for spring semester. The student will be responsible for all fees assessed.

Academic Award Waiver: Awarded to an enrolled member of a federally recognized tribe who has attended two (2) consecutive semesters as a full-time student at ANC and the student has earned a minimum of 30 semester credits with a 3.75 cumulative grade The student will be awarded a tuition waiver up to two (2) semesters of consecutive enrollment at ANC. The student must maintain a cumulative GPA of 3.75 each semester during scholarship period. The student will be required to pay fees and lab fees per cost of credit.

Senior Citizen Waiver: An enrolled member of a federally recognized tribe whom is 55 years of age or older will have tuition, fees, and lab fees waived.

Other Scholarships: The financial aid office at the Aaniiih Nakoda College has a list of several nationwide scholarships for current and prospective students. Most of the scholarships have certain requirements and deadlines. The ANC scholarship committee will mark each scholarship received and time of deadline. The committee will not accept late scholarships after the deadline has been posted. To apply for scholarships or for more information, contact the financial aid office. Advertisements of scholarships are usually posted around the Aaniiih Nakoda College campus. Some types of scholarships that ANC offers are the following:

American Indian College Fund (AICF)
American Indian College Fund Coca-Cola Scholarship 1st Generation Student
American Indian Education Foundation (AIEF)
Johnson Scholarship - Available through ANC Business Entrepreneurship Program
Montana Higher Education Grant (MHEG)
Montana Tuition Assistance Program (MTAP)
Montana Access Grant Program
Montana Post-secondary Governor's Scholarship
Outside scholarships on availability
Montana Guaranteed Student Loan Program Scholarship (MGSLP)

Scholarships offered at ANC are awarded on an individual basis, depending on the availability of funds and the requirements involved in awarding the scholarship.

A specific scholarship will not always be offered again in the subsequent semesters.

Please Note: All waivers listed are limited to pursuit of one associate degree. Tuition and scholarships are limited to 18 credits per semester. Assessed fees and lab fees are not waived unless specifically exempted. Please note waivers are subject to change according to financial aid policy or determined by the financial aid director.

Veterans Education Benefits
Aaniiih Nakoda College participates in the Veteran's Education Benefits program for qualified veterans and children of Veterans. You will have to see the Registrar/Admissions Officer for processing of appropriate documents.

The Montana State University Northern Veteran's Upward Bound is a Department of Education program for eligible veterans who want to go to college. The tribal college Academic Bridge program is a section of Veterans Upward Bound (VUB) designed to assist veterans enrolled at tribal colleges. This program will help students by paying a portion of their tuition and fees but all students that apply must meet the requirements of the program.

AmeriCorps Funds
A student that has previous funds owed to them by AmeriCorps will need to contact them at 202-606-5000. The Internet address is: www.americorps.org.

Selective Service Registration
Men of ages 18 through 25 and living in the United States are required to register with the Selective Service System. On questions 21 and 22 on the Free Application for Federal Student Aid, it will ask you about registering for Selective Service. Please do not leave this blank. You have two options: 1) to go on the Internet and register at http://www.sss.gov. 2) or see your local post office and fill out a selective service registration form. Please note that this is required in order for you to receive all types of federal aid. Should you have questions about registering, please see the financial aid officer at Nakoda Hall.

Professional Judgment
The Financial Aid Director reserves the right to use the financial aid rule of Professional Judgment regarding the student aid report (SAR) and other financial aid information provided by the student and parents, which includes but not limited to loss of income by student and/or parents. This will be only used on a case-by-case basis. Should you have further questions, please see the Financial Aid Director.

Financial Aid Review
The Aaniiih Nakoda College reserves the right to review and cancel awards at any time because of changes in financial, marital, or academic status or because of the

recipients' failure to observe reasonable standards of citizenship. All PELL grants, FSEOG, and FWS are subject to change on the availability of federal funds.

Please note that your financial aid awards will be based on the Aaniiih Nakoda College last day to add/drop classes of the current semester, this is known as the census date.

Consumer Information

Financial planning begins with an estimate of the expenses a student will have. Institutions develop local "cost of attendance" educational expense budgets that provide for tuition, fees, books, supplies, room and board, transportation and personal and other expenses. Budgets are adjusted according to whether a student is an independent or dependent status based on the student aid report (see table below.) The student's main expenses will be tuition, fees, and books/supplies. All other expenses are added to assist you in going to Aaniiih Nakoda College by applying for grants and scholarships to pay for your room/board expense, transportation expense, and personal expenses while you attend college.

Return of Title IV Funds Policy

Federal regulations require all college institutions to develop a policy that determines amount of Title IV grant or loan assistance that a Title IV aid recipient has earned as of the recipient's withdrawal date. **ANC policy states that PELL will be disbursed at the 60% attendance rate or on/about the 9th week of the semester. This policy is subject to change.** In calculating the Return of Title IV Funds at Aaniiih Nakoda College, the following steps shall be taken:

1. Aaniiih Nakoda College shall collect the information about Title IV aid the student received.
2. Aaniiih Nakoda College shall calculate the percentage of Title IV aid earned by the student.
3. Aaniiih Nakoda College shall calculate the amount of Title IV aid earned by the student.
4. Aaniiih Nakoda College shall determine if the student is due a post-withdrawal disbursement.

Or if Title IV aid must be returned.

1. If the amount of aid earned is more than the amount of aid disbursed, the student is due a post-withdrawal disbursement. If a student is due a post-withdrawal disbursement, payment shall be made within 30 days from determined withdrawal date. The post-withdrawal disbursement shall be first applied to the student's account for outstanding current period charges. If funds remain, Aaniiih Nakoda College shall notify the student in writing that he/she is due a post-withdrawal disbursement. The college shall identify the type and amount of funds and explain the option to accept or decline all or part of the disbursement. The student shall be advised that he/she must respond within 14 days of date of notice to receive payment of the post-withdrawal disbursement.

2. If the amount of aid earned is less than the amount of aid disbursed, Title IV aid must be returned.
3. If a student must return unearned aid to the Title IV programs, Aaniiih Nakoda College shall send a notice to the student within 30 days after it has been determined the student withdrew from school. The notice shall explain to the student that he/she retains eligibility for Title IV funds for a 45-day period during which one of the following should happen:
    a. Repayment in full
    b. Satisfactory repayment arrangement with Aaniiih Nakoda College to repay the funds (within a 2-year period)
    c. Satisfactory repayment arrangement with the Department of Education
4. If student fails to repay the overpayment or sign an agreement with the college within the 45-day period or fails to meet the terms of agreement signed with Aaniiih Nakoda College, the college shall report the overpayment to the Department of Education via NSLDS at www.nslds.ed.gov. At that time, the student shall lose his/her eligibility for federal Title IV financial aid.

Offices to Contact to "Withdraw" from Classes
The Registrar's office is the official designated place students must contact when they intend to withdraw from all classes. Deadlines to withdraw are posted in the college calendar.

How the "Withdrawal" date is Determined For Financial Aid

1. The date the student began the withdrawal process or officially notified the college of intent to withdraw (must be in writing);
2. The midpoint of the enrollment period for a student who "unofficially" withdraws or leaves without notifying the college (Aaniiih Nakoda College does not have a policy for an approved leave of absence);
3. If the student didn't notify ANC due to circumstances beyond the student's control, the date related to that circumstance;
4. Date of student's last attendance based on an academic related activity;
5. If student rescinded (in writing) a withdrawal notice and later withdraws from all classes, the date the student initially began the withdrawal process, unless the school documents a later date based on the student's attendance based on an academic related event.

Exceptions to Return of Title IV Funds Policy
Any exceptions to this policy shall be based upon extenuating circumstances and must be approved by the Financial Aid Director.

The college shall, upon application by eligible students, grant waivers to the refund policy and refund 100% of tuition and fees for students who withdraw or drop classes because they are called to active military duty.

Aaniiih Nakoda College Refund Policy
Any student who withdraws/drops a class or classes and continues to be enrolled at Aaniiih Nakoda College shall receive a refund of tuition and fees as follows:

100% - 1st Week
80% - 2nd Week
50% - 3rd Week
0% - 4th Week

Students are expected to read and understand the consequences of withdrawing or not attending their classes during the semester. The consequences of withdrawing and non-attendance may result in an overpayment which means you will owe a percentage of your PELL/FSEOG grant back to the Department of Education within a certain time limit of 45 calendar days. ANC will strive to make this information known through student orientation at the beginning of the academic semester, student handbook, ANC catalog, financial aid and student oriented meetings throughout the academic year. Shorter terms shall provide for a proportionate refund schedule based on the length of the term. Any refunds provided as a result of dropped classes are not to be returned to Title IV aid accounts; a no repayment calculations will be required.

Aaniiih Nakoda College shall calculate a refund of institutional charges for any student who withdraws from all classes through the 60% point in an enrollment period. After the 60% point of the enrollment period, the student has incurred 100% of institutional charges and will be required to reimburse the institution for tuition, fees, and other expenses incurred.

For a student who was awarded Title IV financial aid, Aaniiih Nakoda College shall calculate the percentage of Title IV aid earned through the 60% point in an enrollment period. After the 60% point of the enrollment period, the student has earned 100% of Title IV financial aid awarded.

Denial of Aid and Award Adjustments
Some students are denied financial aid due to being found ineligible based on need or satisfactory academic progress policy. The denial of aid is made after evaluation of the families' financial information, which then determines that the student and/or family have sufficient resources to meet the students' educational expenses. Such an evaluation is made in accordance with institutional and federal regulations.

If a student is denied aid by the Financial Aid Office but has questions regarding this decision, the student should contact (call or visit) the financial aid officer for clarification. If there is a significant change in a family's financial circumstances, the student should notify the financial aid office in writing, explaining fully the changes that have occurred and request a revision.

In situations where the institution is unable to provide financial assistance, a student and his/her parents should investigate other alternatives and resources not

administered by the institution. Please feel free to contact the financial aid office for further assistance.

A student should understand that a decision to deny financial aid relates only to the academic year for which the student applied. Since criteria for eligibility changes from year to year, a student should seek financial aid in subsequent academic years by submitting a new application.

Student Self Pay Agreements
The purpose of this agreement is to enable a student, who is ineligible for financial aid or agrees to self-pay, to pay for tuition and fees with a payback agreement. The final payment is due before the start of finals week for the semester. A student is responsible for his/her own books and supplies.

A student is eligible to participate in this agreement if:

1. The student is not in default on a prior tuition, fees or bookstore charges, and the student remits $250 or one-third of the balance due, whichever is less, within 20 days of the current semester registration.
2. The student must maintain a good credit status with the Aaniiih Nakoda College in accordance with this agreement. Any payments in default (more than 2 weeks) will result in notification of default and suspension from attending class. If a student does not complete payment by the end of the semester, grades and transcripts will be withheld until final payment is remitted. Further attendance at the institution will not be allowed until all debts are cleared in the Business Office.

All payments for fee charges are not refundable if the student withdraws. Tuition is refunded only according to the schedule outlined in this handbook.

Satisfactory Academic Progress
In order for a student to receive financial aid, he/she must be registered for and enrolled in an eligible program of study and maintain a grade point average of a 2.0. Failure to do so, federal and state aid will not be disbursed to the student.

Qualitative Minimum Requirements
All students must maintain a semester grade point average of 2.0. All students must successfully complete the minimum number of credits for which the student received financial aid.

Enrollment Status	Credit Load
Full-time	12 or more credits
3/4 time	9-11 credits
½ time	6-8 credits
Less than ½ time	1-5 credits

Quantitative Minimum Requirements
A student is required to complete at least 60 credits to receive an associate degree at Aaniiih Nakoda College. Students are allowed to earn 150% of the average credits for a degree or program as stated in the Aaniiih Nakoda College catalog. Therefore, the formula is as follows: 60 cr. * 150% = 90 semester credits of financial aid eligibility. A student is not allowed to exceed the 90 credits unless there are special circumstances that allow a student to go beyond this limit. The student will be required to write a written appeals letter explaining why the Aaniiih Nakoda College should allow a longer extension of financial aid eligibility. The Financial Aid Appeals committee will review the letter and the committee will send the student a letter of their final decision.

A non-degree student is ineligible for financial aid. Please note that the non-financial aid student satisfactory academic progress (SAP) is still evaluated by the financial aid director. The non-financial aid student will receive a financial aid probation and/or suspension letter if SAP requirements are not met.

Students who claim to be eligible non-citizens must submit to the Financial Aid Office the proper documentation of their citizenship. To be eligible for Title IV financial aid assistance, the Department of Education requires students to have specific documentation from the Immigration and Naturalization Services (INS). It is the student's responsibility to obtain these documents. Contact the financial aid office for assistance.

Credit Load
The minimum credit requirement each semester for full-time students is 12 credits. Students who register for less than full-time credit load but maintain a minimum of 3 credits are eligible for federal PELL grant. Students who qualify for Title IV aid may receive a reduced amount based on their registration status.
A full-time and part-time student is required to maintain the minimum number of credits according to enrollment status throughout the entire semester.

A student who drops below the registration status before the census date of the last day to drop/add will have his/her financial aid adjusted to student's credit load at that time.

Developmental study courses will be counted towards a student's overall credit load and those credits will satisfy the Pell requirements. Students may include as part of their minimum credit load developmental study courses that do not apply towards graduation requirements. **Such courses are not to exceed a total of 36 credits.**

Maximum Eligibility for Federal Pell Grant
Pell eligibility for financial aid ends after the student's completion of an associate's degree or 90 credits pending evaluation of student's grade transcript or if circumstances require appeals for further funding of Title IV aid.

All students seeking an Associate degree who are receiving financial aid will be reviewed for reasonable progress toward attainment of their degree when they reach 45 credits.

Withdrawals-Officially withdrawing from all classes after receiving financial aid will result in financial aid suspension status; unless extenuating circumstances can be documented.

Any financial aid recipient who drops classes, which would result in, a reduction of fees paid by that student, is subject to the Aaniiih Nakoda College Refund/Repayment Policy. Students may be required to repay financial aid when they withdraw before the end of a semester. The amount of repayment is determined according to federal regulations, which take into account the number of class days attended and the total dollar amount of aid received. In addition, a student is entitled to a post-withdrawal PELL grant disbursement if he/she has documented attendance in all classes registered for during that academic semester.

Consequences of Not Attending Classes or Withdrawing from Classes
If a student fails to attend any classes or withdrawing from all classes after receiving state and/or federal aid, he/she may owe all of the state and federal aid received. All federal and state aid will be applied first against tuition and fees accrued to the college and any refunds will be given back to the student based on the Post-Withdrawal and Return of Title IV policy. Not attending any class (es) the student is not eligible for the aid. The consequences include "freezing" of academic transcripts, inability to register for future classes, student may be in PELL and FSEOG overpayment status with the Department of Education, and referral to a collection agency pending ANC business office policy.

Financial Aid Probation
Meeting minimum standards are based on the grades earned on the last day of the semester.

A student may be placed on financial aid probation if he/she fails to meet the minimum standards. While on financial aid probation a student continues to receive financial aid, but financial aid will not be released for the next semester until after grades for the current semester have been reviewed and approved.

Once a student is placed on financial aid probation, he or she must achieve a minimum semester grade point average of 2.0. Full-time students must successfully complete at least 12 credits and part-time students must complete at the status financial aid was paid. Only grades of A, B, C, D are assigned on the last day of the semester will count as completed course work. A student on probation who fails to meet these requirements immediately loses financial aid eligibility and the student will be placed on financial aid suspension; unless otherwise appealed. If a student drops out for a term, that student will remain on probation/suspension once he/she re-enrolls at Aaniiih Nakoda College and pending if student submits and appeals his/her financial aid status. If you failed to

make payments on a previous bill owed to Aaniiih Nakoda College; you will have to resolve payment with the Aaniiih Nakoda College business office before applying for further financial aid assistance.

Financial Aid Suspension
If a student fails to earn any credits in a semester, aid may be canceled for future semesters. Students on financial aid probation who fail to earn the required credits at a 2.0 g.p.a. will be placed on Financial Aid Suspension and lose financial aid eligibility for subsequent semesters. Reinstatement is possible only under conditions described in the section titled "Reinstatement (Appeals)." Academic Suspension reinstatement does not automatically reinstate financial aid. Students must appeal to the Financial Aid Officer for reinstatement. The student must see the Registrar/Admissions Office for further explanation on academic suspension.

Reinstatement (Appeals)
To appeal for reinstatement a student must write a letter to the Financial Aid Officer and appeals committee before the beginning of the next academic semester. Please note that if a student appeals late and does not submit the letter until after the semester begins; his/her appeals may be denied pending all related circumstances involved. Appeals will be reviewed by the Financial Aid Officer and Dean of Student Affairs. All appeals will be resolved by the Financial Aid Appeals Committee. The committee's decision is final. The student will be notified by mail or in person of the decision made by the Financial Aid Appeals Committee.

A student on financial aid suspension may appeal for reinstatement of aid after successfully meeting at least one of the following conditions.

1. Completion of a semester using non-Title IV resources. The minimum semester GPA must be 2.0. The minimum number of credits earned must be at the same status as the last time financial aid was paid.
2. This attendance may be completed at Aaniiih Nakoda College or any other accredited post-secondary institution whose credits will transfer to Aaniiih Nakoda College.
3. Not attending any post-secondary school for a minimum of one calendar year to allow for personal growth and goal setting.
4. Appealing a suspension because of unusual circumstances which were:
    a. Beyond the student's control. Such situations may be serious medical and/or financial problems affecting the student or the student's immediate family. Death in the family or other close relationships will be considered with documentation.
    b. A major traumatic situation. Such an appeal must have evidence that the situation is rectified and will not interfere with the student's progress for the new enrollment period. Please note the above circumstances are but a few examples but are not limited to these specific areas.

How and When Financial Aid Will Be Disbursed
Federal Pell Grants disbursement is at the end of the 9th week or 61% attendance rate of the semester.

FSEOG–Federal Supplemental Education Opportunity Grants will be disbursed at the end of the 9th week or 61% attendance rate of the semester. Scholarships will be disbursed after selections have been posted.

Transfer Students
A student transferring to Aaniiih Nakoda College from another institution of higher education shall have his/her financial aid eligibility and satisfactory academic progress evaluated from the time he/she begin his/her program at Aaniiih Nakoda College.

Length of financial aid eligibility will be determined by the number of credits that transfer into the student's degree program.

For example, a student that has 30 credits that transfer into his/her degree would have approximately 60 credits remaining for his/her eligibility. A student has a maximum of 90 credits to earn a degree here at Aaniiih Nakoda College, unless otherwise appealed to complete the degree program.
Satisfactory Academic Progress will be evaluated based on the grade transcript received at the previous institution of higher learning.

Length of Financial Aid Eligibility
Each student is required to complete his/her associate degree program and any additional degrees within 6 semesters. A student who transfers from another institution and has earned credits applied towards his/her academic program at Aaniiih Nakoda College will have his/her transcript(s) evaluated by the Registrar/Admissions Officer. The Financial Aid Officer will make a professional judgment decision regarding if the student is going beyond the stated credits for his/her program, this will be done on a case by case basis.

Renewal of Financial Aid Application
All financial aid commitments are made for one year or less, and recipients must re-apply for assistance each new academic year. All awards are subject to review of satisfactory academic progress each semester for financial aid purposes.

Financial Aid Definitions
Change in Major: A change in major will not lengthen the period of financial aid eligibility. An exception to this policy will be processed by the Financial Aid Officer.

Repeat Course: A student should note that a grade of "D" and "F" in a degree and/or certificate program will not meet graduation requirements and will need to be repeated. See your advisor and/or Registrar/Admission Officer for assistance. *A student is only permitted to repeat a course only two times after which the student is responsible for payment of repeating the course a third time.*

Remedial Work: A student may include, as part of his/her minimum credit load, certain remedial courses which do not apply toward graduate requirements. For financial aid purposes a student may not enroll for more than nine (9) remedial credits in any given semester.

Credits Earned: Credits are earned for courses in which the student received a grade of "D" or higher. Grades of "F", "W", "N ", and "I" are not considered credits earned. A student should note that a grade of "D" in a degree course will not meet graduation requirements and will need to be repeated.

Incomplete Grade: A student is expected to complete the course work for a class during the time designated. See the Student Handbook for further information.

Satisfactory Academic Progress: A student who attended Aaniiih Nakoda College without assistance of Federal Aid will be expected to make satisfactory academic progress prior to the awarding of any financial aid. Students will be evaluated according to their academic status as determined by the number of credits completed in the semester prior to their first semester of aid.

Other Offices and Sponsored Programs

Aaniiih Nakoda Business Office
The Business Office is located in the White Clay People Hall and their office hours and days are from 8:00 a.m. to 12:00 a.m. and 1:00 p.m. to 5:00 p.m. Monday through Friday. The Business Office is responsible for assessing tuition, registration, and other fees for services provided by ANC. The Business Office also disburses payments due to students from financial aid and employment. Fees for tuition and other charges are due at the time of registration unless other arrangements have been made. Past due accounts are reported to the Registrar/Admissions Office and transcripts will be held. If a student has questions on fees or tuition assessed he/she should contact the Business Office as soon as possible.

Ekib-Tsah-Ah-Tsik (Sitting High) Cultural Center
The tribal archives provide a rich and diverse source of historical and cultural material concerning the Fort Belknap communities. These include interviews with local elders, accounts of local legends, published writings concerning local events, biographical profiles, community records, historically significant correspondence, land records, census material, treaties, Bureau of Indian Affairs Superintendents' reports, National Archives microfilm, and historical photographs.

White Clay Immersion Language Program
Tribal nations' language authorities or commissions officially recognize the urgent and critical nature of our tribal language, its preservation/revitalization, and its relationship to our culture and social wellbeing of the tribe. Aaniiih Nakoda College has formulated a plan to begin an immersion school that focuses on the White Clay people language (Aaniiih) and relies heavily on Native knowledge bases and Native ways of knowing and learning while incorporating non-native ways of learning to offer the students the best of both worlds and become positive and successful individuals. Tribal colleges are chartered by American Indian Nations and Aaniiih Nakoda College is among the first to begin an American Indian language immersion school housed on the college campus.

KGVA FM 88.1 Public Radio Station
This public FM radio station is housed on the ANC Campus and reaches an audience of approximately 25,223 people living in the 9,491 square miles that make up North Central Montana. This 90 kilowatt station fulfills four purposes: 1) to serve as a National Public Radio to this large unserved area; 2) to provide key emergency service to this windy region beset by climate extremes ranging from 120 to 60 below zero degrees; 3) to promote the educational vision and mission of Aaniiih Nakoda College; 4) to increase the social and economic wellbeing by facilitating inter action among Indian and non-Indian communities.

Extension Farm and Greenhouse
These facilities are maintained and operated through the college's Extension Program. They provide students and the community with a "living laboratory" and demonstration

facility for informal instruction in plant and soil science, gardening, horticulture, landscaping, agriculture, and traditional plants.

Native American Career and Technical Education program (NACTEP)
The Native American Career and Technical Education Program (NACTEP) is a Department of Education funded project designed to meet the vocational and technical education needs of the Fort Belknap Indian Reservation. The project provides education, training and work experience in the fields of Natural Resources, Nursing, Carpentry, Tribal Management and Computer Technology for at least 45 students each year.

Tribal College and Universities Project (TCUP)
The Aaniiih Nakoda College TCUP Program is a 5 year project funded by the National Science Foundation. The following are the major objectives of the project:

- Increase the number of students majoring in science, technology, engineering and math (STEM) degree programs.
- Increase the number of students graduating from STEM degree program.
- Increase the number of STEM graduates transferring to STEM fields at a 4-year university.
- Increase student GPA's in revised STEM courses.
- Increase the annual persistence rates for STEM students.

TCC DeMaND Workforce
The title of this project is Tribal College Consortium for Developing Montana and North Dakota Workforce (TCC DeMaND Workforce). The DeMaND project is a consortium of four tribal colleges that intends to pool expertise and resources towards meeting critical needs in Indian Country while addressing the challenges of unemployment and trade impacted workers.

Academic Policies and Procedures

Academic Information

The course scheduling in this Catalog contains all the necessary information regarding academic regulation, specific registration instruction and general items of information and basic policies and procedures. Each student is expected to be familiar with the policies and procedures of the College.

Academic Definitions

Audit: A student enrolled in a course for no credit. An auditor is not required to complete course work or tests. Auditors may participate in class at the discretion of the instructor. A grade of "N" is assigned. The cost of attendance is the same as regular credit cost. Audit classes do not qualify for financial aid.

Course: A course is a unit of instruction in a subject area offered in a single semester.

CEU/Non Credit: Continuing Education Units are defined as 15 hours of participation in a non-academic credit activity offered for continuing education, professional development, extension education, and outreach and public/community service. Continuing Education Units do not qualify for financial aid and do not fulfill the graduation requirements of a degree and/or certificate program. Continuing Education Units are one of the most frequently used systems to measure non-credit activities. The purpose for which they are offered is to provide continuing education opportunities that are significant to our community.

Credit Hour Policy: A credit is the unit used in computing the amount of class work required for graduation. One credit is equivalent to 15 hours of instruction. In some areas such as laboratory and field experience more than 15 hours is required for one credit. In this catalog, credits given for a course are indicated in parentheses following the course title in the course description section.

Curriculum: A curriculum is a combination of courses which constitutes a program of study leading to a degree or certificate.

Elective: An elective in a curriculum outline is a course opening which can be filled by a course of the student's choice. Some electives require the student to choose from courses within a particular area of study; others place no restriction.

Grade Point Average (GPA):
A student's GPA is computed by assigning a numerical point value as follows: "A" = 4 points; "B" = 3 points, "C" = 2 points, "D" = 1 point; "F" = 0 points. The GPA is calculated by dividing the grade points by the total number of credit hours attempted. Grades of "Pass/Fail", "I", "N", and "W" are not used in computing grade point averages.

Semester: Aaniiih Nakoda College converted to a semester system in the Fall 2003. The academic year consists of 2 semesters (Fall and Spring).

Graduation Requirements
The student is responsible to complete an application to graduate with the assigned advisor and submit it directly to the Registrar's Officer by the end of the fall semester of the graduating year. Application to Graduate forms is located in the Registrar/Admission Office in Nakoda Hall.

A cumulative grade point average of 2.25 is required for each degree and certificate awarded by Aaniiih Nakoda College. The cumulative grade point average will be calculated using the academic program curriculum and required classes for the selected major of study.

A student should note that a grade of "D" in a degree or certificate course does not meet graduation requirements and may need to be repeated to receive an eligible grade of "C" or better.

- The minimum requirement for graduation is a total of 60 credits for an Associate Degree and 30 credits for a One-Year Certificate.
- For a transfer student, 20 credits must be earned at Aaniiih Nakoda College to qualify for graduation. A minimum of 15 credits must be earned immediately preceding graduation.
- For a dual major, an additional 10 credits must be earned.

Associate of Art Degree
Associate of Art Degree are awarded by Aaniiih Nakoda College upon completion of a minimum of 60 required credits in a specified program curriculum in:

- American Indian Studies
- Business Administration
- Business Administration Technology
- Early Childhood Education
- Elementary Education
- Human Services
- Liberal Arts
- Psychology

Associate of Science Degree
Associate of Science Degree are awarded by Aaniiih Nakoda College upon completion of a minimum of 60 required credits in a specific program curriculum:

- Allied Health
- Computer Information Systems
- Environmental Science

Associate of Applied Science
Associate of Applied Science Degrees are awarded by Aaniiih Nakoda College upon completion of a minimum of 60 required credits in a specific program curriculum.

- Carpentry

One-Year Certificate
One-Year Certificates are awarded by Aaniiih Nakoda College upon completion of a minimum of 30 required credits in a specific program curriculum:

- Carpentry
- Health Science Certificate
- Water Quality Program
- Tribal Management
- Welding

Academic Advising
Aaniiih Nakoda College maintains a commitment to the principle that the College exists to serve every student. All efforts of the College are intended to assist the student with her/his full potential in whatever academic field he/she may choose. Aaniiih Nakoda College's academic advising process is an integral component of the academic program and is considered to be a part of the teaching responsibility. The academic advising program enables the student to:

1) Better understand the nature and purpose of higher education and its relevance to his/her future;
2) Better plan an appropriate educational program;
3) Set and obtain individual goals, consistent with each student's interest and abilities;
4) Proceed through individual educational programs in an orderly fashion, with consistent monitoring and evaluation;
5) Receive accurate information regarding college requirements, options, and procedures;
6) Make intelligent career choices based upon realistic and accurate information.

Student Credit Load
The recommended maximum credit load per semester is 18 credits. A full time status is defined as 12 credits. A student is encouraged not to exceed 18 credits per semester.

A student will only be allowed to exceed the 18 credit limit under special circumstances and if the Dean of Academic Affairs, Registrar/Admission Officer, Financial Aid Officer and Advisor are all in agreement. The student will then be assessed the appropriate tuition and fees.

Fresh Start Policy
Aaniiih Nakoda College students may apply to eliminate part of their previous coursework at the institution under the "Fresh Start" option. This policy is subject to several restrictions, and may not be available to all students. Under the policy, a student may erase a maximum of one semester or one quarter of previous Aaniiih Nakoda College coursework. The coursework will remain on the student's academic record, but the credits and grades will not be carried forward into the student's cumulative grade point average (GPA). Once a student has elected to exercise the Fresh Start policy, the effects of the policy may be not be rescinded. All credits earned for the elected semester or quarter of coursework will be erased.

The following conditions must be met to apply for the Fresh Start option:

- Must be a returning student.
- Can only use the Fresh Start option once.
- Must apply for the Fresh Start option during their first semester of returning to Aaniiih Nakoda College

If the student fails to maintain a 2.00 gpa for the returning semester, the Fresh Start Policy Agreement will be revoked. The Fresh Start Policy does not remove students from Financial Aid Suspension. Students must meet with Financial Aid Officer for financial aid reinstatement.

Former/Returning ANC Students
All returning or former ANC students must meet the readmission requirements in order to be readmitted.

- Readmission Application
- Updated TB Tests
- Official Transcript from the college or University previously attended other than ANC.

Transferring to Aaniiih Nakoda College
A student must have a complete admission file before he/she is allowed to register for courses.

Concurrent Dual Enrollment
Concurrent enrollment with another college must be approved by the registrars from both institutions through a Consortium Agreement. The host institution will initiate the Consortium Agreement. Approval must also be obtained in writing from consenting financial aid officers. Financial aid programs may require additional credits for a student to be considered full time.

Repeating Courses
Courses may be repeated for which a student has received a grade of "D" or "F". A passing grade is a grade of "C" or better. The earlier course and grade will remain on

the transcript. Check with your advisor and the Financial Aid Officer before repeating a class.

Cancellation of Courses/Classes
The Dean of Academic Affairs reserves the right to cancel any course for which there is not sufficient student enrollment.

Attendance
Class attendance is an important factor in the student's success or non-success at Aaniiih Nakoda College. In fact, upon registering for classes, a student is signing a contract in which he/she is assuming responsibility for attendance, completing the class assignments, and all financial responsibility. Attendance is maintained in all classes for financial aid purposes as a student must maintain a 60% attendance rate to be eligible to receive a PELL grant. Failure to maintain this rate may affect the amount of PELL grant a student receives and may result in the payback of funds. Some instructors may require attendance as part of the course requirements for grading purposes.

Authorized or excused absences do not relieve the student of their class responsibilities. When the number of absences hinders a student's progress in a course, the instructor may initiate a recommendation to the Retention Officer to contact the student for withdrawal from the class.

Mid Term Academic Grades
The instructor will submit Mid Term Academic Grades to the Registrar's Office for all students during the 7th week of the semester. Grades will be mailed to all students notifying him/her of their academic progress. The student will be strongly encouraged to meet with his/her advisor, instructor, Retention Counselor and/or the Registrar/Admissions Officer if failing course(s). Midterm grades are not recorded on the official transcript but are filed in the student's official academic file.

Grading
The evaluation of a student's work is based upon a system of grade reports issued at the end of each semester after the student's credentials and financial obligations to the College are fulfilled. Aaniiih Nakoda College implements a 4.0 grading system.

Every student must meet the requirements for the course to receive a grade and credit. A grade of "D" does not meet the graduation requirements and the student should note that he/she will have to repeat the course(s) should he/she be required for a degree or certificate. Instructors make the final determination on all grades. A grade of "F" is not removed from the student's permanent transcript.

Grade Reports
Upon completion of the semester, grade reports are mailed to the student's address on file. A student may pick up their grade reports before they are mailed. Check the college calendar for mailing dates. To provide accurate and punctual mailings, please

make sure the Registrar's Office has an updated mailing address. Grades cannot be released over the phone.

Independent Study
Independent study credits can only be requested by the student and approved by the Instructor and Dean of Academic Affairs if the student needs additional credits or a course to complete graduation requirements in the spring semester. An "Independent Study" is not an alternative means of taking a standard catalog course.

Change of Grade
A change of grade will not be allowed for additional time or for additional work once the semester is completed. A request to change a grade must go through the Grade Appeal/Challenge Policy

Grade Appeal/Challenge
Grade appeal/challenges are to settle questions regarding grades that a student has been unsuccessful in resolving with the course instructor. Additional course work will not be accepted after grades are posted. The following procedures are:

1) Within 30 days of the issuance of the grade from the Registrar's Office, the student must submit a written grade appeal/challenge letter and deliver to the instructor. The 30 day time limit may be appealed to the Dean of Academic Affairs if there is a special circumstance the time limit cannot be met.
2) The instructor has four (4) days to respond to the grade appeal/challenge letter. The instructor will give his/her response to the Dean of Academic Affairs.
3) The Dean of Academic Affairs will respond to the appeal within four (4) days.

All hearings will be private if requested by the student in writing. The decision of the Dean of Academic Affairs or the academic appeals committee will be final. Any grade revisions resulting from the action taken will appear on the student's transcript. An approved grade changes must be submitted to the Registrar/Admissions Officer on a Change of Grade Form.

Academic Honors

President's Honors
Any student obtaining a grade point average (GPA) of 4.00 in College level courses for the semester will have attained the highest academic honor on the Aaniiih Nakoda College campus. This feat entitles them to be placed on the President's Honors List for the semester.

Dean's Honors
Any student obtaining grade point average (GPA) of 3.25 to 3.99 in College level courses for the semester will have attained academic honor on the Aaniiih Nakoda College campus. This feat entitles them to be placed on the Dean's Honors List for the semester.

Phi Theta Kappa
Any student obtaining a grade point average of 3.50 to 4.00 in college level courses for the semester is eligible for membership to the Phi Theta Kappa Honors Society. The term grade point average (GPA) is used to determine the President's and Dean's List, not the cumulative GPA. A student who receives an "Incomplete" grade during the current semester will not be eligible for the President or Dean's honors list. Developmental Studies (DS) courses, credits and grade points are also not calculated in the GPA honors.

Academic Probation
The purpose of "Academic Probation" is to notify the student of their failure to meet academic requirements of a 2.00 GPA. After the grades are posted, the Registrar/Admissions Officer will notify all degree seeking students whose term GPA falls below 2.00. The student will be required to report to an advisor before registering for the next semester. Unless there are extenuating circumstances, the student will be placed on academic probation for unsatisfactory academic progress.

Academic Suspension
If the student fails to maintain the following term with a GPA of 2.00, while in *academic probation status*, the student will be placed on "Academic Suspension".

> **First Academic Suspension** - When a student has earned "academic suspension" for the first time, he/she will not be allowed to register for classes the following semester. After a mandatory leave of absence for one semester the student may return and register for classes but will remain in "Academic Probation" status. The student must see the Registrar/Admissions Office before returning.
>
> **Second Academic Suspension** - Should the student not attain satisfactory academic progress (2.00 GPA), he/she will be placed again on academic suspension and will not be allowed to register for one full academic year (two semesters). A student may appeal this status (see Appeals Process.) All decisions by the Appeals Committee are final.
>
> **Third Academic Suspension** - Should a student earn a third academic suspension status; he/she will no longer be able to attend Aaniiih Nakoda College. A student may appeal this status (See Appeals Process.) All decisions by the Appeals Committee are final.

Any student reinstated after suspension, remains on academic probation and will be suspended again if he/she fails to meet the 2.00 GPA for satisfactory academic progress. All decisions of the appeals committee are final.

Appeals Process
First Suspension - the student is automatically re-instated after the lapse of one (1) semester without an appeal and upon notification to the Registrar/Admission Officer of his/her intent for re-enrollment.

Second Suspension - the student may appeal for reinstatement to Aaniiih Nakoda College by submitting a letter to the Appeals committee after a mandatory minimum of one full academic year lapse (two semesters).

Third Suspension – the student may appeal for reinstatement to Aaniiih Nakoda College by submitting a letter to the Appeals committee after a mandatory minimum of one full academic year lapse.

Incomplete Grade
A student may apply for an incomplete "I" grade for a class with the instructor, if:

- 75% of the course requirements have been met within the last two weeks of the end of the semester; and,
- The work is satisfactory and the student has been attending, but some essential requirement of the course has not been completed due to an *extreme emergency (i.e. student's medical emergency, death of an immediate family member etc.).*

The incomplete "I" grade request form is available in the Dean of Academic Affairs' or the Registrar's office. The student must complete the form and obtain approval signatures from the instructor, Dean of Academic Affairs, and Registrar. The student must complete the course requirements within two weeks into the next consecutive semester or two weeks into the summer session. Upon completion of the course work, the instructor will submit a "change of grade" form to the Registrar's Office. The student who has not completed the course work within the allowable time frame will receive a failing grade "F".

An "Incomplete" grade cannot be given for lack of attendance, independent study or challenge courses.

Changes in Course Registration (Drop/Add)
Course enrollment should be carefully planned during each academic semester in conjunction with the appropriate advisor so that once registration has been completed, changes will not be necessary, or will at least be kept to a minimum. After a student is enrolled, changes may be made in the course enrollment by means of a Drop/Add form. Drop/Add forms may be obtained at the Registrar/Admission Office or advisors office. The Drop/Add period extends through the end of the first week of each semester. Courses dropped during the first week of the semester will not be recorded on the student's transcript. It is important to "**officially drop**" from the class. Failure to attend is not officially dropping the class. Failure to officially drop will result in the student receiving an "F" for the class.

Withdrawal from a Course
A student is permitted to withdraw from a course up until the end of the seventh (7th) week of the current semester (see Academic Calendar for Last Day to Withdraw). A grade of "W" will be recorded on the official transcript according to the student's academic status in a particular course or courses. It is the student's sole responsibility to complete the withdrawal form before the scheduled deadline. ***Withdrawal from class (es) is a formal process and the necessary paperwork must be completed and received by the Registrar/Admission Officer before the last day to withdraw deadline.*** See the Financial Aid Officer for additional information concerning withdrawing, refund of tuition and the effects of the withdrawal on financial aid.

Administrative Withdrawals
Aaniiih Nakoda College does not process or approve administrative withdrawals for failure to attend (refer to Withdrawal from a Course.) If a student fails to attend a class or just quits attending after the 7th week of the semester they are graded appropriately by the instructor.

If a student has been attending and becomes incapacitated and will not be able to complete the semester a total "Administrative Withdrawal" can be approved by the Registrar/Admissions Officer. **The definition and example of "incapacitated" is a student who has an extreme medical emergency, i.e. hospitalization, etc.** If a student is arrested and must serve jail time this is not an emergency for an "administrative withdrawal." Each request will be evaluated and a final decision presented to the student. If a student is not satisfied with the decision of the Registrar/Admissions Officer he/she may appeal to the Dean of Student Affairs.

Course Challenges
A student may request to receive credit for a course by special examination. This process is called a **course challenge**. Careful consideration and academic advising should be applied before registering for a challenge course. If a student fails the challenge examination, an "F" grade will be recorded on the transcript. The student will then be expected to take the regular course in that subject again with full costs to improve the failing grade. Because the student will be attempting to pass a final test, the student will be unable to withdraw from this challenge course. A student must complete the course challenge within the first two weeks of the current semester. The student will be charged the same tuition and fees as the regular credit cost.

Transferring Credits to Aaniiih Nakoda College
All credits previously earned at a recognized accredited post-secondary educational institution will be analyzed and transferred when the student submits an official transcript to Aaniiih Nakoda College.
In cases where no formal transfer credit agreement exists, the Registrar's Office will approve all course work for transfer credit.

An official college transcript is required to evaluate transfer credits. Only courses with grades of "C" or above will be accepted as transfer courses from an accredited post-

secondary institution. Transferred course credits will not be included in computing the grade point average (GPA) at ANC.

A transfer student shall have his/her financial aid eligibility and satisfactory academic progress evaluated from the time he/she begins at ANC. A student is limited to 90 attempted credits to earn a degree at Aaniiih Nakoda College, unless the limit is appealed to complete the degree program.

Credit Transfer to Other Colleges
A student who plans to transfer to another college or university will be expected to meet that institutions program requirement. Regardless of the number of credits earned, the credits accepted towards a degree are determined solely by the receiving institution. See your advisor or Registrar/Admission Officer for additional information.

Continuing Education Units (CEDU)
Aaniiih Nakoda College offers Continuing Education Units (CEDUs) through workshops and seminars for professional development. Participants will be required to complete the appropriate forms for registration. Any fees and payments will be assessed and received prior to the event. One non-credit continuing education unit is earned for 15 contact hours of classroom instruction. Only a passing or non-passing grade will be awarded.

Student Class Level
Class status is determined by the completion of college level credits earned.

Freshman:	1 to 30 credits
Sophomore:	31 to 60 credits upward

Registration Status
The number of credits for which a student is registered indicates her/his status for academic and financial aid purposes.

01-05 credits - Part-Time Status
06-08 credits – ½ Time Status
09-11 credits – ¾ Time Status
12-18+credits - Full-time Status
19+ credits - (requires Dean of Academic Affairs' approval)

GENERAL EDUCATION GOALS and CORE REQUIREMENTS

General education goals of Aaniiih Nakoda College are addressed by specific courses, and reinforced within the curriculum. These goals are designed to introduce students to the content and methodology of the major areas of knowledge as determined by the mission of the college and society in general. These fields of study include: American Indian Studies, native languages, humanities or fine arts, natural science, mathematics, technology, and the social science. Comparable to the standards set forth by the Montana University System, these goals are to assist students to develop the necessary skills that will make them more effective learners.

Students will recognize knowledge and gain the acquired skills that are employed and utilized in both the American Indian and Western science and social science paradigms. They will demonstrate their ability to successfully integrate these two world views. The general education core curriculum requirements are comprised of a minimum of 30 credits in the associate degree program.

General Education Requirements for Associate of Arts/Science Degrees

AIS 100	Intro to American Indian Studies	3 cr
AIS 150/155	Aaniiih/Nakoda Language I	3 cr
BIOB 160/BIOB L160 or ENSC 110/ENSC L110	Principles of Living Systems/Lab Or Environmental Science/Lab	3/1 cr
HUM & Fine Arts	Elective courses in Humanities or Fine Arts	3 cr
M 121	College Algebra	4 cr
Social Science	Elective courses in Social Science	3 cr
COMX 111	Intro Public Speaking	3 cr
WRIT 101	College Writing I	3 cr
WRIT 201	College Writing II	3 cr
Total		29 cr

Aaniiih Nakoda College General Education Goals

Aaniiih and Nakoda Cultural --Embedded in each of the core competencies. Students will sustain the identity of the ʔɔʔóóóniiénnɔh and Nakoda peoples of the Fort Belknap Indian Reservation to ensure their success in the ʔɔʔóóóniiénnɔh, Nakoda, and Western Worlds.

Oral and Written Communication (Communications)
Students will communicate effectively in both speech and writing.

Quantitative Reasoning (Mathematics)
Students will apply appropriate mathematical and statistical concepts and operations to interpret data and to solve problems.

Scientific Reasoning (Scientific Inquiry)
Students will apply the scientific method of inquiry to draw conclusions based on observations and use scientific reasoning to understand the natural and physical world.

Technological Competency (Technology Use) -- Embedded in each of the core competencies. Students will gain technological competencies through the use of various computer, scientific instrumentation and research equipment.

Society and Human Analysis (Social Science or History)
Students will achieve an atmosphere of learning through participation and discipline to gain knowledge for their areas of interest in the dynamics of society and human analysis.

Aesthetic Perspective (Humanities or Fine Arts)
Students will cultivate the capacity to create, appreciate, and interpret the works of literary, visual, or performing arts.

Information Literacy-- Embedded in each of the core competencies. Students will recognize an information need, access and evaluate appropriate resources, then utilize the information in a coherent, effective and ethical manner.

Critical Thinking and Problem Solving--Embedded in each of the core competencies. Students will identify a problem or question, explore potential solutions or arguments, and will analyze the validity of proposed solutions or arguments while respecting differing viewpoints.

Areas of discipline include but are not limited to the following fields of study (See your advisor and the Registrar/Admission Officer for transfer course evaluation.)

Fine Arts: Architecture, art, media and theater arts, American Indian arts, music, and creative writing.

Suggested courses:

AIS 115 American Indians in Cinema
AIS 165/ FA165 American Indian Arts
FA 101 First Year Studio
FA 120 Drawing
FA 160 Art History
FA 291 Creative Writing
THE 101 American Indian Plays and Actors'

Humanities: Literature, history, humanities, foreign languages, American Indian languages, American Indian Studies, philosophy, and religion.

Suggested courses:

AIS 140 Nakoda History and Culture,
AIS 141 Aaniiih History and Culture
AIS 252 Nakoda Language II
AIS 256 Aaniiih Language II
HUM 101 Introduction to Humanities
Lit 110 Introduction to Literature
PHIL 110 Introduction to Religious Thought

Mathematics: Mathematics, statistics, trigonometry and calculus.

Natural and Physical Science: Biology, botany, zoology, environmental science, physics chemistry, geology, cell biology, anatomy and physiology, microbiology, wellness, health, natural resources, and soils.

Social Sciences: Geography, political science, psychology, sociology, and economics

Suggested courses:

AIS 130 Tribal Government
POL 134 American Government
GEOG 110 Geography
ECN 241 Microeconomics
PSYX 100 Intro to Psychology
SOCL 100 Intro to Sociology

Related Instruction Program: All students graduating with a one-year Certificate of Completion (30+ semester credit hours) or two-year Associate of Applied Science Degree (60+ semester credit hours) are required to successfully complete the courses listed in the table below. Upon approval of the Aaniiih Nakoda College Curriculum Committee, certificate and AAS programs may substitute general education course requirements and learning outcomes for related instruction course requirements and learning outcomes. For example, students graduating from the Health Science Certificate program are required to complete M121 (College Algebra) rather than M 103 (Technical Mathematics). In this case, students' computation skills will be assessed using the student learning goals and outcomes established for the general education program's Quantitative Reasoning competency.

Related Instruction Areas	Related Instruction Course Requirements
Communication	WRIT 111 Technical Communications (2 cr.) WRIT 113 Technical Communications (Water Quality) (2 cr.)
Computation	M 102 Technical Mathematics (Welding) (2cr) M 105 Technical Mathematics (Carpentry) (2 cr.) M 108 Technical Mathematics (Water Quality) (2 cr.)
Human Relations	HMS 101 Human Relations (3 cr)
Aaniiih/Nakoda Language	AIS 150/155 Aaniiih/Nakoda Language I (3 cr.)

Related Instruction Student Learning Goals:

Communication – Students will demonstrate oral, written and visual literacies for effective communication in the workplace.

Computation – Students will apply mathematical concepts to the workplace.

Human Relations – Students will acquire knowledge of the nature of interpersonal relationships and apply this knowledge to on-the-job situations.

Aaniiih/Nakoda Language – Students will acquire basic skills in speaking and understanding the Aaniiih/Nakoda language and understand its importance in communicating Aaniiih/Nakoda worldviews and life ways.

Special topic courses are offered on demand as an elective for all of the degree programs.

Two Year Associate Degrees

Allied Health (AH) Associate of Science Degree

The Allied Health program is designed to provide basic education in the health sciences for those students who are either pursuing entry level health professional employment or transferring to an allied health baccalaureate degree program. While program content predominantly focuses on the study of the human body using the model of Western medicine, classroom instruction integrates the teachings, cultural values and traditions of American Indian people.

Graduates will:
Demonstrate comprehension of the human body form and function.

Graduates will demonstrate an understanding of the proper laboratory technique and experimental design.

Graduates will demonstrate the ability to be conversant in medical language using professional communication skills.

Graduates will demonstrate an awareness of traditional American Indian perspectives on health, healing and holistic medical care.

The following are additional courses which may be recommended by the advisor based on individual student goals for transfer into a baccalaureate program:
AHI 145 Medical Terminology (3 cr)
BIOB 260 Cell & Molecular Biology/Lab (4 cr)
BIOB 199/299 Special Topics (3 or 4 cr)
BIOB 195/295 Research (3/4 cr)
CHMY 123 Intro to Organic & Biochm/Lab (4 cr)
CHMY 143 College Chemistry II/Lab (4cr)
PHYX 205 College Physics I /Lab (4 cr)
PHYX 207 College Physics II/Lab (4 cr)
M 171 Calculus (4 cr)
M 122 Trigonometry (3 cr)
NUTR 221 Basic Human Nutrition (3 cr)
PSYX course w/ advisor approval (3 cr)
SOCL 100 Intro to Sociology (3 cr)
Other course(s) approved by the Allied Health advisor to meet the career/transfer goal of the student (3-4 cr)
NRSG 115 Nursing as a Profession

Allied Health Suggested Plan of Study		
1st Year	Fall Semester	CR
AH 101	Allied Health Professions	1
AIS 150/155	Nakoda/Aaniiih Lang I	3
BIOB 160/L160	Prin of Living Sys/Lab	3/1
PSYX 100	Intro to Psychology	3
WRIT 101	College Writing I	3
	Total	14
1st Year	Spring Semester	
Elective	AH	3 /4
AIS 100	Intro to AIS	3
M 121	College Algebra	4
WRIT 201	College Writing II	3
GE Elective	Humanities or Fine Art	3
	Total	16/17
2nd Year	Fall Semester	
Elective	AH	3 /4
BIOB 270	Bioethics	3
BIOH 201/L201	Anatomy & Phys/Lab I	3/1
CHMY121/L121 or CHMY141/L141	Intro to Gen Chemistry or College Chemistry I/Lab	3/1
	Total	14/15
2nd Year	Spring Semester	
AH 290	Allied Health Capstone	1
BIOM 250/L250	Microbiology/Lab	3/1
BIOH 211/L211	Anatomy & Phys/Lab II	3/1
COMX 111	Intro Public Speaking	3
STAT 220	Statistics	3
	Total	15
Total Credits for Degree: 61		

NOTE: If placement test scores indicate refresher classes are needed, the student's program will require more than two years to complete. It is imperative that students work closely with their advisors

American Indian Studies (AIS) Associate of Arts Degree

The American Indian Studies program responds to the needs of the ʔɔʔóóóniiénnɔh and Nakoda Tribes in regard to sovereignty, identity, awareness, history, language, philosophy and issues. Considering the historical relationship between the tribal nations and the federal government, the AIS program is of vital importance to the futures of students and community members of the Fort Belknap Indian Reservation. A student selecting this major can further study in the fields of the social sciences, humanities, education or law.

Graduates will:
Articulate the traditional values and Life ways of the ʔɔʔóóóniiénnɔh or Nakoda while exemplifying those characteristics for the benefit of their community

Acquire and demonstrate a general knowledge of the ʔɔʔóóóniiénnɔh or Nakoda language while recognizing the importance of the revitalization of the language

Explore and illustrate the reality that the world, their culture, and sovereignty are dynamic

Express and summarize the historical events and issues that have affected and/or changed the way that American Indians have adapted mentally, physically, and spiritually.

Express and summarize events and issues that have contributed to the American Indian Holocaust, specifically the ʔɔʔóóóniiénnɔh and Nakoda Holocausts.

American Indian Studies Suggested Plan of Study		
1st Year	Fall Semester	
AIS 100	American Indian Studies	3
AIS 150/155	Nakoda/Aaniiih Lang I	3
Elective	AIS	3
GE Elective	Humanities or Fine Art	3
WRIT 101	College Writing I	3
	Total	15
1st Year	Spring Semester	
AIS 120 or BIOB 120	Traditional Plants or Intro to Ethnobotany	3
AIS 140/141	Nakoda/Aaniiih Hist/Cult	3
AIS 151/156	Nakoda/Aaniiih Lang II	3
WRIT 201	College Writing II	3
BIOB160/L160	Prin of Living Sys/Lab	3/1
	Total	16
2nd Year	Fall Semester	
AIS 200	Amer. Indian Religion/Phil	3
AIS 215	American Indian Education	3
AIS 235	Federal Indian Law	3
Elective	AIS	3
M 121	College Algebra	4
	Total	16
2nd Year	Spring Semester	
Elective	AIS	3
Elective	AIS	3
AIS 250	Special Topics	1
COMX 111	Intro Public Speaking	3
GE Elective	Social Science	3
	Total	13
Total Credits for Degree: 60		

NOTE: If placement test scores indicate refresher classes are needed, the student's program will require more than two years to complete. It is imperative that students work closely with their advisor

Recommended Elective:
American Indian Studies Electives
AIS 110 Introduction to Stick Games (1 cr)
AIS 111 Advanced Stick Games (1cr)
AIS 115 American Indians in Cinema (3cr)
AIS 165 American Indian Arts (3cr)
AIS 204 AIHEC Knowledge Bowl (3cr)
AIS 250/251 Special Topics (1/3cr)
BIOB 270 Bioethics (3cr)
SOCL 205 Native Americans in Contemporary Society

Business (BUS) Associate of Arts Degree

The Business program is designed to broaden the graduates' level of knowledge and skill in the areas of business, communication, and technology necessary for employment and/or further their education in business.

Graduates will:

Demonstrate effective oral and written business communication skills.

Demonstrate and apply the use of technology in business.

Use a mathematical approach to problem solving in a business environment.

Demonstrate knowledge of legal and social environments of business.

Demonstrate competence in basic accounting principles and applications

Demonstrate competence in basic tasks of business practices.

Demonstrate knowledge of basic economic theory, analysis, and policy.

Business Administration Option Electives:
BUS 104 Business Math
ACTG 202/L202 Accounting II/Lab
BGEN 235 Business Law
ECNS 201 Microeconomics
STAT 220 Statistics

Business Technology Option Electives:
CIS 120 Webpage Design
CIS 135 Spreadsheet Applications
CIS 145 Adv. Word Processing
CIS 171 Database Applications
CIS 230 Integrated Business Projects

Bus Electives:
BUS 190 Indianprenuership (3 cr)
BUS 290 Capstone (3 cr)
ACTG 210 Payroll Accounting (3 cr)
BUS 210 Workplace Ethics & Conflict Resolution

Business Suggested Plan of Study		
1st Year	Fall Semester	
ACTG 201/L201	Accounting I/ Lab	3/1
AIS 150/155	Nakoda/Aaniiih I Lang.	3
BGEN 105	Intro to Business	3
Option Elective	Option	3
WRIT 101	College Writing I	3
	Total	16
1st Year	Spring Semester	
Option Elective	Option	3/1
AIS 100	Intro to AIS	3
BIOB 160/ L160	Prin of Living Sys/Lab	3/1
GE Elective	Humanities/Fine Art Elective	3
WRIT 102	College Writing II	3
	Total	17
2nd Year	Fall Semester	
BFIN 205	Personal Finance	3
Option Elective	Option	3
Bus Elective	Bus Elective	3
GE Elective	Social Science Elective	3
M 121	College Algebra	4
	Total	16
2nd Year	Spring Semester	
COMX 111	Intro Public Speaking	3
Option Elective	Option	3
Option Elective	Option	3
WRIT 122	Intro to Business Writing	3
	Total	12
Total Credits for Degree: 61		

NOTE: If placement test scores indicate refresher classes are needed, the student's program will require more than two years to complete. It is imperative that students work closely with their advisors

Carpentry (CAR) Associate of Applied Science Degree

Students will develop skills used in the carpentry industry such as framing, siding, sheet rocking, taping, hanging doors and cabinets, shingling, blueprint reading, hanging cabinets, installing doors and many other areas involved with the carpentry trade in residential construction.

In the Second Year of the program, the students will become familiar with subject matter involved in find wood working. These curriculum areas will include cabinet making, furniture making, log furniture, types of fine woodworking joints, types of finishes, and other areas involved with the trade.

Graduates will:
Be able to perform basic construction techniques and identify tools and products

Be able to identify parts of the floor and roof, also perform techniques involved in framing a floor and roof system.

Be able to hang sheetrock, texture do trim work, hang siding, paint, along with many other basic functions for finish work.

Perform basic functions for tilling, laying laminate flooring, hang cabinets and many other basic functions for specialty work.

NOTE: If placement test scores indicate refresher classes are needed, the student's program will require more than two years to complete. It is imperative that students work closely with their advisors

Carpentry Suggested Plan of Study		
1st Year	Fall Semester	
AIS 150/155	Nakoda/Aaniiih Lang I	3
CAR 101	Beginning Carpentry	2
CAR 111	Floors	3
CAR 121	Walls and Stairs Framing	3
CAR 112	Roofs	3
CAR 104	Blueprint Reading	2
	Total	16
1st Year	Spring Semester	
CAR 140	Finish Carpentry	3
CAR 160	Advanced Carpentry	3
CAR 130	Sheet rocking	3
CAR 150	Hanging Cabinets	2
M 105	Technical Math	2
WRIT 111	Technical Communications	2
HMS 101	Human Relations	3
	Total	18
2nd Year	Fall Semester	
CAR 142	Intro to Woodworking	3
CAR 143	Woodworking Fundamentals	2
CAR 102	Small Scale Build Design	3
CAR 200	Finishing	2
CAR 205	Log Furniture	3
	Total	13
2nd Year	Spring Semester	
CAR 210	Cabinets	5
CAR 215	Painting	2
CAR 220	Construction Finishing	3
CAR 290	Capstone	3
	Total	13
Total Credits for Degree: 61		

Computer Information Systems Associate of Science Degree

Computer Information System graduates will be prepared for technical positions using and supporting computer hardware and software. This degree program prepares student for occupations where computer work ranges from computer applications to network administration.

Graduates will:
Demonstrate the basic operations of software applications, prepare a variety of documents, and install and perform software upgrades.

Install and troubleshoot a variety of operating system software and computer hardware.

Upgrade, diagnose, and repair software and computer hardware

Create and execute computer programs

Design, install, and troubleshoot a computer network

NOTE: If placement test scores indicate refresher classes are needed, the student's program will require more than two years to complete. It is imperative that students work closely with their advisors

Recommended Electives

Elective: Choose 6 credits
ACTG 201/L201 Accounting
CIS 235 Advanced Spreadsheets
CIS 165 System Analysis/Design
CIS 215 Adv. Computer Programming

Computer Info Systems Suggested Plan of Study		
1st Year	Fall Semester	
AIS 150/155	Nakoda/Aaniiih Lang I	3
CIS 110	Intro to Computers	3
CIS 120	Web Page Design	3
WRIT 101	College Writing I	3
GE Elective	Social Science Elective	3
	Total	16
1st Year	Spring Semester	
AIS 100	Intro to AIS	3
BIOB 160/ L160	Prin of Living Sys/Lab	3/1
CIS 135	Spreadsheet Applications	3
CIS 171	Database Applications	3
WRIT 201	College Writing II	3
	Total	16
2nd Year	Fall Semester	
CIS 115	Intro Computer Programming	3
CIS 160	Intro to Hardware	4
M 121	College Algebra	4
CIS/BUS	Elective	3
	Total	14
2nd Year	Spring Semester	
CIS 211	Network Admin	4
CIS 230	Integrated Bus Projects	3
CIS/BUS	Elective	3
COMX 111	Intro Public Speaking	3
Elective	Humanities/Fine Art	3
	Total	16
Total Credits for Degree: 62		

Aaniiih Nakoda College is an authorized testing center for:
Microsoft Certified Systems Engineer (MCSE) Program
Microsoft Office Specialist (MOS) Certification
See the CIS Advisor for requirements and how to obtain certification.

Early Childhood Education (ECHE) Associate of Arts Degree

Students successfully completing the Early Childhood Education program will have acquired the requisite skills for obtaining employment or advancement in the field of early childhood care and education. This program includes both an academic foundation and methods courses to provide a balanced, research-based program to prepare highly-qualified early childhood practitioners. The Head Start classrooms and licensed registered child care facilities serve as lab sites for the student.

Graduates will

Apply knowledge of how children develop and integrate opportunities that support the physical, social, emotional, language, cognitive, and aesthetic development of children from birth through age eight.

Plan and implement developmentally appropriate curriculum, instruction, and assessment, based on knowledge of individual children, special needs, culture, the importance of play, and Montana's Early Learning Standards and content.

Integrate individual and group positive child guidance techniques that foster healthy and supportive relationships with and among children, promoting positive strategies that will develop personal self-control and self-esteem in children, including children that are differently able.

Establish and maintain positive family, community, and professional relationships by communication effectively, demonstrating sensitivity to differences, and involving families in planning for their children.

Summarize effective administrative skills, professional development, legal issues, resource information, state and national regulations and opportunities that would provide quality programs and services for young children.

Recommended Courses
HTH 201 Health Issues for Educators (3cr)
MUS 101 Music Appreciation (3cr)
ART 102 Fundamentals of Art for Elem Tchr (3cr)
LIT 291 Young Adult Lit (3cr)
LIT 110 Intro to Lit (3cr)
LIT 289/AIS American Indian Lit (3cr)

Early Childhood Suggested Plan of Study		
1st Year	**Fall Semester**	
AIS 150/155	Nakoda/Aaniiih Lang I	3
ECHE 100	Intro to ECHE	3
ECHE 125	Guiding Young Child	3
GE Elective	Humanities/Fine Art Elective	3
WRIT 101	College Writing I	3
	Total	15
1st Year	**Spring Semester**	
AIS 100	Introduction to AIS	3
ECHE 120	Preschool Curriculum/Environment	3
PSYX 100	Intro to Psychology	3
M 121	College Algebra	4
WRIT 201	College Writing II	3
	Total	16
2nd Year	**Fall Semester**	
BIOB 160/ L160	Prin of Living Sys/Lab	3/1
ECHE 110	Early Child Program Mgmt.	3
ECHE 115	Field Experience	4
M 130	Math for Elem Teachers	3
PSYX 230	Developmental Psychology	3
	Total	17
2nd Year	**Spring Semester**	
EPYC 250	Exceptional Children	3
ECHE 200	Education Research	3
AIS 140/141	Nakoda/Aaniiih Hist/Cul	3
LIT 280/LIT 291	Children's Lit /Young Adult Literature	3
COMX 111	Intro Public Speaking	3
	Total	15
Total Credits for Degree: 63		

NOTE: If placement test scores indicate refresher classes are needed, the student's program will require more than two years to complete. It is imperative that students work closely with their advisors

Elementary Education (ELM) Associate of Arts Degree

The Elementary Education Associates of Arts program provides students with the requisite skills for obtaining employment as a paraprofessional or continuing on to pursue a bachelor's degree in Elementary Education. The program provides a strong elementary education foundation and addresses the need for more highly-qualified, American Indian teachers in the local school systems.

Graduates will
Analyze the foundations of education and American Indian education systems within their historical, philosophical, cultural, pedagogical, and social contexts and apply that knowledge to current research within the field of education.

Understand central concepts and foundational structures of the mathematics, reading and literature, language arts, science, American Indian studies, and history content areas
.
Demonstrate foundational knowledge through an organized portfolio.

Evaluate the effect of choices and actions on children and seek out opportunities for professional growth.

Recommended Courses, in addition to program requirements, when planning to transfer to other University systems:
HTH 201 Health Issues for Educators (3cr)
GEOG 110 Geography (3cr)
MUS 101 Music Appreciation
ART 102 Fund of Art for Elem Teachers (3cr)

The first course is a professional core requirement, and the next three are all required for licensure.
CIS 250 Computers in Education
AIS 140/141 Nakoda/Aaniinen History and Culture

Given the IEFA mandate, knowing tribal history and culture are critical to culturally responsive pedagogy

Elementary Education Suggested Plan of Study		
1st Year	**Fall Semester**	
AIS 150/155	Nakoda/Aaniiih Lang I	3
BIOB 160/ L160	Prin of Living Sys/Lab	3/1
EDUC 100	Foundations of Education	3
PSYX 100	Intro to Psychology (SS GE)	3
WRIT 101	College Writing I	3
	Total	16
1st Year	**Spring Semester**	
AIS 100	Introduction to AIS	3
COMX 111	Intro Public Speaking	3
HIST 180	American History(HUM GE)	3
M 121	College Algebra	4
WRIT 201	College Writing II	3
	Total	16
2nd Year	**Fall Semester**	
AIS 215	American Indian Education	3
Science/Lab	Physical Science Elective	4
LIT 289/AIS 225 or LIT 291	American Indian Literature or Young Adult Literature	3
M 130	Math for Elem Teachers	3
PSYX 230	Developmental Psychology	3
	Total	16
2nd Year	**Spring Semester**	
EPYC 250	Exceptional Children	3
LIT 280	Children/Young Adult Literature	3
M 131	Math for Elem Teachers II	3
POL 134	American Government	3
EPYC 200	Educational Psychology	3
	Total	**15**
Total Credits for Degree: 63		

NOTE: If placement test scores indicate refresher classes are needed, the student's program will require more than two years to complete. It is imperative that students work closely with their advisors

Environmental Science (ES) Associate of Science Degree

The goal of the Environmental Science Program is to provide skills for entry-level employment opportunities and continuation of education in environmental science, forestry, fish and wildlife management, biology, water quality, soil conservation, and range conservation. The students will acquire a basic knowledge of ecological principles, environmental issues, traditional and cultural values. Degree options may be used to focus course selections for career paths, if desired.

Graduates will:
Know, use, and interpret scientific explanations (both Western and indigenous) of the natural world.

Generate and evaluate scientific evidence and explanations

Understand the nature and development of environmental scientific knowledge in Western and indigenous cultures

Participate meaningfully in environmental scientific activities and discourse.

GPS/GIS Option
CIS 170 Database Applications (3 cr)
GEOG 110 Geography (3 cr)
NRS 210 Intro to GPS/GIS (3 cr)
NRS 211 Advanced GPS/GIS (3 cr)

WATER/SOILS RESOURCES Option
NRS 130 Prin. Water Resources (3 cr)
CHMY 143 Chemistry II/Lab (4cr)
Choose two of the following courses:
NRS 120 Intro to Water Treatment (3cr)
BIOM 250 Microbiology/Lab (4 cr)
BIOB 260 Cell/Microbiology/Lab (4 cr)
NRS 110 Intro to Soil Science (3 cr)

Science/Pre-engineering Option
PHSX 205 Physics/Lab (4 cr)
M 122 Trigonometry (3 cr)
M 171 Calculus I (4 cr)
CHMY 143 Chemistry II/Lab (4 cr)

TRADITIONAL PLANTS Option
BIOO 120 Intro to Ethno Botany (3 cr)
BIOO 220 Botany/Lab (4 cr)
NRS 110 Intro to Soil Science (3 cr)
BIOB 270 Bioethics (3 cr)

Environmental Science Suggested Plan of Study		
1st Year	Fall Semester	
BIOB 160/ L160	Prin of Living Sys/Lab	3/1
GEOL101/L101	Physical Geology/Lab	3/1
M 121	College Algebra	4
NRS 101	Natural Resource Issues I	1
WRIT 101	College Writing I	3
	Total	16
1st Year	Spring Semester	
CHMY141/L141	College Chemistry/Lab I	4
GE Elective	Humanities/Fine Arts	3
Option Elective	Option Elective	3/4
ENSC 110	Environmental Science/Lab	4
WRIT 201	College Writing II	3
	Total	17/18
2nd Year	Fall Semester	
AIS 105/155	Nakoda/Aaniiih Language I	3
BIOE 270	General Ecology/Lab	3/4
COMX 111	Intro Public Speaking	3
Option Elective	Option Elective	3/4
NRS 101	Natural Resource Issues II	1
	Total	15/16
2nd Year	Spring Semester	
AIS 100	American Indian Studies	3
GE Elective	Social Science	3
Option Elective	Option Elective	3/4
NRS 101	Natural Resources Issues III	1
	Total	12/14

NOTE: If placement test scores indicate refresher classes are needed, the student's program will require more than two years to complete. It is imperative that students work closely with their advisors.

Human Services (HMS) Associate of Arts Degree

The Human Services program is designed to provide basic education in human service and the mental health professions for students pursuing entry level mental health professions or transfer to a mental health baccalaureate program.

Graduates will:

Demonstrate the ability to examine, investigate, and interpret a variety of concepts concerned with the study of the social life of human groups and individuals.

Find, comprehend, and synthesize social science research from original sources.

Articulate and apply counseling techniques from personality theories.

Recognize the importance of human diversity and understand the forms and mechanisms of discrimination and oppression.

NOTE: If placement test scores indicate refresher classes are needed, the student's program will require more than two years to complete. It is imperative that students work closely with their advisors.

Human Services Suggested Plan of Study		
1st Year	**Fall Semester**	
AIS 150/155	Nakoda/Aaniiih Lang I	3
HMS 235	Introduction to Counseling	3
HMS 201	Survey Human Services	3
PSYX 100	Intro Psychology	3
GE Elective	Humanities/Fine Art	3
	Total	15
1st Year	**Spring Semester**	
AIS 100	Introduction to AIS	3
HMS 285	Behavior Pharmacology and Human Services	3
PSYX 240	Abnormal Psychology	3
SOCL 205	Native American in Contemporary Society	3
WRIT 101	College Writing I	3
	Total	15
2nd Year	**Fall Semester**	
BIOB 160/ L160	Prin of Living Sys/Lab	3/1
M 121	College Algebra	4
WRIT II	College Writing II	3
HMS 205	Princ of Counseling and Group Theory	3
PSYX 230	Developmental Psychology	3
	Total	17
2nd Year	**Spring Semester**	
COMX 111	Intro Public Speaking	3
HMS 245	Legal Ethical Professional Issues in Human Services	3
HMS 286	Field Experience	3
HMS 287	Professional Seminar	1
Elective	PSYX or SOCL	3
	Total	13
Total Credits for Degree: 63		

Liberal Arts (LA) Associate of Arts Degree

The Liberal Arts program provides a basic comprehensive overview in the areas of social sciences, natural sciences, humanities, fine arts, and technology for those students who plan to pursue a baccalaureate degree (most courses transfer as general education requirements) or to transition to an entry level job in public or private institutions.

Graduates will:

Examine, investigate, and interpret a variety of concepts concerned with the study of the social life of groups and individuals.

Use the scientific method to study the universe.

Gain a global perspective of world cultures and in particular the American Indian culture.

Conceive art as an intrinsic way of life, inherited from our ancestors and understand how different cultures have influenced various artistic expressions.

Use computers to obtain, analyze, and present information.

Liberal Arts Suggested Plan of Study		
1st Year	Fall Semester	
AIS 150/155	Nakoda/Aaniiih Lang I	3
BIOB 160/ L160	Prin of Living Sys/Lab	3/1
WRIT 101	College Writing I	3
Elective	Humanities	3
GE Elective	Humanities or Fine Arts	3
	Total	16
1st Year	Spring Semester	
AIS 100	Introduction to AIS	3
WRIT 201	College Writing II	3
Elective	Natural Science	3/1
Elective	Technology	3
Elective	Humanities or Fine Art	3
	Total	15/16
2nd Year	Fall Semester	
M 121	College Algebra	4
Elective	Humanities	3
Elective	Humanities	3
GE Elective	Social Science	3
Elective	Technology	3
	Total	16
2nd Year	Spring Semester	
COMX 111	Intro Public Speaking	3
Elective	Humanities or Fine Arts	3
LA 290	Cap Stone	1
Elective	Social Science	3
Elective	Natural Science	3/1
	Total	13/14
Total Credits for Degree: 60/62		

NOTE: If placement test scores indicate refresher classes are needed, the student's program will require more than two years to complete. It is imperative that students work closely with their advisors

Psychology (PSYX) Associate of Arts Degree

The Psychology Program is designed to provide basic education in psychology and the mental health professions for students pursuing entry level mental health professions or transfer to a mental health baccalaureate program.

Graduates will:
Demonstrate the ability to examine, investigate, and interpret a variety of concepts concerned with the study of the social life of human groups and individuals.

Find, comprehend, and synthesize social science research from original sources and understand the process of developing psychological research

Apply counseling techniques from personality theories.

Recognize the importance of human diversity and explain the relevance of this concept to the science and practice of psychology.

NOTE: If placement test scores indicate refresher classes are needed, the student's program will require more than two years to complete. It is imperative that students work closely with their advisors.

Psychology Suggested Plan of Study		
1st Year	**Fall Semester**	
AIS 150/155	Nakoda/Aaniiih Lang I	3
PSYX 100	Intro Psychology	3
PSYX 231	Human Relations	3
WRIT 101	College Writing I	3
	Total	12
1st Year	**Spring Semester**	
BIOB160/L160	Prin of Living Sys/Lab	3/1
Elective	PSYX/SOCL	3
PSYX 270	Psychology of Learning	3
PSYX L270	Lab Psychology of Learning	1
SOCL 205	Native American in Contemporary Society	3
WRIT 201	College Writing II	3
	Total	17
2nd Year	**Fall Semester**	
AIS 100	Intro to AIS	3
COMX 111	Intro Public Speaking	3
M 121	College Algebra	4
PSYX 230	Developmental Psychology	3
PSYX 278	Intro Clinical Psychology	3
	Total	16
2nd Year	**Spring Semester**	
GE Elective	Humanities or Fine Arts	3
PSYX223/L223	Research Design and Analysis/Lab	3/1
PSYX 240	Abnormal Psychology	3
PSYX 275	Psychology Statistics	3
PSYX 298	Coop/Internship	3
	Total	16
Total Credits 61		

One Year Certificate Programs

Carpentry (CAR) One-Year Certificate Program

Students will develop skills used in the carpentry industry such as framing, siding, sheet rocking, taping, hanging doors and cabinets, shingling, blueprint reading, hanging cabinets, installing doors and many other areas involved with the carpentry trade in residential construction.

Graduates will:
Be able to perform basic construction techniques and identify tools and products.

Be able to identify parts of the wall and stairs, also perform techniques involved in framing a wall and stairs.

Be able to identify parts of the floor and roof, also perform techniques involved in framing a floor and roof system.

Develop the ability to read basic blueprints, be familiarized with codes and frame with steel studs

Suggested Plan of Study		
1st Year	Fall Semester	
AIS 150/155	Aaniiih/Nakoda Lang I	3
CAR 101	Beginning Carpentry	2
CAR 104	Blueprint Reading	2
CAR 111	Floors	3
CAR 112	Roofs	3
CAR 121	Walls and Stairs Framing	3
	Total	16
1st Year	Spring Semester	
CAR 130	Sheet rocking	3
CAR 141	Finish Work	3
CAR 150	Hanging Cabinets	2
CAR 160	Advanced Carpentry	3
HMS 101	Human Relations	2
M 105	Technical Math	2
WRIT 111	Technical Communications	2
	Total	17
Total Credits for Degree: 33		

Health Science (HS) One-Year Certificate Program

The Health Science certificate is designed to provide an essential educational foundation for students planning to transfer into specialized medical health profession associate degree programs. This certificate offers the fulfillment of prerequisites required for admission into these associate degree programs while at the same time providing fundamental skills in communication, computation, human relations and health sciences specifically focusing on the human body. All course offerings integrate the teachings, cultural values and traditions of American Indian people.

Graduates will:
Exhibit effective communication skills

Demonstrate mathematical competency

Exhibit a basic understanding of the human body form and function

Demonstrate an understanding of American Indian perspectives on health, healing and holistic medical care

Student will work closely with their advisor in choosing the appropriate elective course work to fulfill the admission requirements of the transfer degree.

Suggested Plan of Study		
1st year	Fall Semester	
AH 101 or NRSG 115	Allied Health Professions or Nursing as a Profession	1/2
BIOH 201/L201	Anatomy & Physiology I with Lab	3/1
Elective	Elective	3/4
PSYX 100 or COMX 111	General Psychology or Intro Public Speaking	3
WRIT 101	College Writing I	3
	Total	14-16
	Spring Semester	
AIS 100	Intro to AIS	3
Elective	Elective	3/4
Elective	Elective	3/4
M 121	College Algebra	4
	Total	13-15
Total Credits for the Certificate: 30-33		

Note: If placement test scores indicate refresher classes are needed, the student's program will require more than two semesters to complete. It is imperative that students work closely with their advisors.

Recommended Electives:
BIOB 160 – Principles of Living Systems/Lab (4 cr)
NUTR 221 – Basic Human Nutrition (3 cr)
BIOH 211 – A & P II/Lab (4 cr)
CHMY 121 –Gen Chem/Lab (4 cr)
BIOM 250 Microbiology for the Health Sciences/Lab (4 cr)
PSYX 230 – Developmental Psych (3 cr)
AH 145 – Medical Terminology (1 cr)
COMX 111 – Intro Public Speaking (3 cr)
COMX 115- Interpersonal Communications
CIS 110 – Intro to Computers (3 cr)
BIOB 270 Bioethics (3 cr)
SOCL 100 Intro to Sociology (3 cr)
Other course(s) approved by the Allied Health advisor to meet the career/transfer goal of the student (3 or 4 cr)

Tribal Management (TM) One-Year Certificate Program

The Tribal Management certificate program is to prepare students for successful employment in tribal government. Through a combination of classroom instruction and practical experiences, students will gain an understanding of tribal government operations and acquire the communication, computing, organization, and management skills needed for working in tribal government offices. This certificate will provide a broader and deeper level of training for students interested in working as tribal managers and administrators.

Graduates will:
Demonstrate knowledge of the federal budgeting process and the impact on tribal management.

Demonstrate knowledge of ethics issues relevant to employee/employer relationships.

Apply conflict resolution techniques used in the workplace.

Demonstrate knowledge of oral and written communication skills needed in the workplace.

Demonstrate ability to use quantitative reasoning to solve business problems.

Suggested Plan of Study		
1st Year	**Fall Semester**	
ACTG 201/L201	Accounting I/Accounting I Lab	3/1
BUS 104	Business Math	3
BUS 180	Gov't Grants/Contracts	3
WRIT 101	College Writing I	3
	Total	13
1st Year	**Spring Semester**	
AIS 130	Tribal Government	3
AIS 100	Intro to AIS	3
BUS 210	Workplace Ethics & Conflict Resolution	3
CIS 135	Spreadsheets	3
WRIT 122	Intro to Bus Writing	3
	Total	15
Total Credits for Degree: 28		

Welding (WLD) One-Year Certificate Program

The Welding Certificate is intended to provide the necessary instruction to enable the student to enter the welding profession in an entry-level position. The curriculum adheres to the national standards established by the American Welding Society entry level welder program.

Graduates will:

Select the correct electrode classification and parameters for various thicknesses of material and welding positions on ferrous and nonferrous metals.

Exhibit knowledge of workplace safety

Identify gas tungsten arc (GTAW) welding principles and safe welding practices.

Describe gas metal arc (GMAW) welding operations of various joint designs using selected electrodes on different positions.

Suggested Plan of Study		
1st Year	Fall Semester	
WLD 102	Shielded Arc Welding	3
WLD 101	Welding Theory	2
WLD 103	MIG and TIG Welding	3
M 102	Technical Math	2
WLD 117	Welding Practicum	3
AIS 150/155	Nakoda/Aaniiih Lang I	3
	Total	16
1st Year	Spring Semester	
WLD 104	Blueprint Reading	2
WLD 120	Maintenance Welding	3
WLD 121	Structural Steel Welding	3
WLD 180	Welding Certification	3
WRIT 111	Technical Communications	2
PSYX 231	Human Relations	3
	Total	16
Total Credits for Degree: 32		

DeMaND Work Force Training Certificates

Hazardous Waste Operations & Emergency Response (HazWOPER)

The HazWOPER course is required under OSHA regulations for people who are currently working or hope to work, in professions that encounter hazardous materials and hazardous waste as part of daily work. Typical professions include: miners, medical personal, environmental field and lab technicians, engineers. Supervisors of any employees working with or around hazardous substances should take this course to understand how to protect employees from harm and themselves. This course is 40 hours of classroom instruction which includes hands-on operation of personal safety equipment, developing a site safety assessment plan and participating in a mock hazardous cleanup response. Upon successfully completion of written exam and practicum exercises in the HazWOPER 40 hour certification course, participants receive a certificate which proves they meet OHSA training requirements for one year. Thereafter, employees need only take a 8 hour recertification course each year.

HAZMAT Certificate

The Hazardous Materials certificate is designed to provide instruction in all aspects of minimizing health and safety risks during storage, transportation and disposal of hazardous material is covered in intensive 40-hour training sessions.

Certified Nurse Aide

This course provides clinical and practical instruction of basic nursing skills required of nursing assistants employed in skilled nursing facilities and extended care facilities. The course emphasizes care of older and disabled individuals in the community, assistance with activities of daily living such as bathing, dressing, exercise movement, eating, elimination, safety measures, and rehabilitation techniques. Emphasis and attention will be given to providing quality assistive care with respect to culture and community needs. This course meets State of Montana criteria to qualify student to sit for the Nurse Aide Exam ("CNA exam").

Phlebotomy Technician

This course is designed for people who plan to work for a clinical laboratory, public health department, clinic, or hospital. The course is 75 hours of classroom and online training with an additional 40-100 hours of supervised clinical experience. Lectures include, but are not limited to, anatomy and physiology of the circulatory system, medical terminology pertaining to the circulatory system, specimen collection, processing, and handling, risk factors, complications, quality assurance and laboratory operations (e.g. safety, quality control, etc.). Practical instruction provides hands-on training in venipuncture technique including the interpersonal skills needed for working with patients. Mastery of the procedures and skills will be verified and documented by the instructor. The clinical practicum is provided at local medical affiliates, allowing participants to achieve proficiency in the healthcare setting. Students who successfully complete both classroom instruction and the clinical practicum components required for National Registry and Certification may be endorsed by ANC to sit for the Phlebotomy Technician

Exam to become a Registered Phlebotomy Technician as well as the exam to become a Certified Phlebotomy Technician. ANC makes no guarantees that students will pass either exam. ANC will not endorse students for the Registered Exam or the Certification unless students have met all requirements and passed both portions of the course.

Emergency Medical Technician-Basic

This course is the nationally recommended minimum level of training for ambulance personnel and is considered the desired level of medical training by many fire departments. The course focuses on skill development in the primary responsibilities of the EMT-Basic. These responsibilities include bringing emergency medical care to victims of medical or traumatic emergencies; stabilizing their condition; transporting them safely and expeditiously to an appropriate facility; providing exceptional care with the safety of yourself, your colleagues and the general public being of the utmost importance. This course aims to promote confidence, develop intelligence and situational practicality, qualities that are essential to the EMT-B. Upon successful completion of the course, including internship hours, students may be endorsed to sit for the NREMT (National Registry of Emergency Medical Technicians) exam.

Academic Course Descriptions

Accounting (ACTG)

ACTG 201 Accounting I (3)
Prerequisite: None
This course provides the foundations of Generally Accepted Accounting Principles (GAAP), including double entry basics, classification of accounts, financial statements, payroll and special journals for both service and merchandise proprietorships. This course is offered fall semester.

ACTG L201 Accounting I Lab (1)
Prerequisite: None
Co-requisite: ACTG 201 (1)
Students will be given up to date instruction on software(s) used for accounting purposes. Lab software will concentrate on basics of accounting being learned in base course, ACTG Accounting I.

ACTG 202 Accounting II (3)
Prerequisite: ACTG 201 and BUS 104
This course teaches financial accounting for partnerships and corporations and includes an introduction to managerial accounting concepts and techniques. This course is offered spring semester.

ACTG L202 Accounting II Lab (1)
Prerequisite: None
Co-requisite: ACTG 202 (1)
Students will be given up to date instruction on software(s) used for accounting purposes. Lab software will concentrate on accounting procedures for various forms of business ownership and topics such as notes, merchandise inventory control, depreciation, etc. QuickBooks, a universally used and accepted software program, will be fully explained.

ACTG 210 Payroll Accounting (3)
Prerequisite: ACTG 202, ACTG L202 or concurrent with instructor approval
This course will provide the student with the most up to date information available on tax and payroll laws, rules, and regulations currently in affect. Extensive use of payroll software is a major component of the class. Passing certification requirements of the publisher of the software will be a requirement of the class. This course is offered spring semester.

American Indian Studies (AIS)

AIS 100 Introduction to American Indian Studies (3)
Prerequisite: None
Students will study the various North American cultural areas, the legal relationship between the U. S. Government and tribes as well as issues that affect contemporary Indian societies. This course is offered fall and spring semesters.

AIS 110 Introduction to Stick Games (1)
Prerequisite: None
Students are introduced to the basic rules and techniques of the American Indian Stick Game. Students will learn how to point, hide, and sing as well as keep track of the sticks. This course is offered fall semester.

AIS 111 Advanced Stick Games (1)
Prerequisite: AIS 110
Students will be able to participate in a traditional guessing game of skill, style, song and "trickery" in four types (Aaniiih, Cheyenne, Flathead, and Crow) of the American Indian game called stick game. This course requires the student to participate more fully in the singing of stick game songs. It is offered spring semester.

AIS 115 American Indians in Cinema (3)
Prerequisite: None
This class is designed to evaluate and understand the portrayal of American Indians in the film industry. It is also designed to find connections between Hollywood portrayals and views non-Indians have toward American Indians. This course is offered upon demand.

AIS 120 Traditional Plants (3)
Prerequisite: None
This course will describe plant uses from the beginning of time to the present. In this class students will study ways in which American Indians understood and utilized native plants in natural cures, edible foods, dyes, and other uses. The following areas will be covered: herbs, spices, teas, tobaccos, dyes, and others. This course is offered spring semester. This course is cross listed with BIOO 120 Intro to Ethnobotany.

AIS 130 Tribal Government (3)
Prerequisite: None
The student will study the history of the government of the Fort Belknap Reservation. Topics include: traditional tribal government, early Fort Belknap tribal government, Indian Reorganization Act and issues that affect the Fort Belknap community as well as tribal governments across the United States. This course is offered spring semester.

AIS 140 Nakoda History and Culture (3)
Prerequisite: None
This is a course of Nakoda creation, culture, social structure and relationships with other tribes. Historical events, literature and leaders are discussed from creation to present day. This course is offered fall semester.

AIS 141 Aaniiih History and Culture (3)
Prerequisite: None
This is a course of A'ani nin creation, culture, social structure and relationships with other tribes. Historical events, literature and leaders are discussed from creation to present day. This course is offered spring semester.

AIS 150 Nakoda Language I (3)
Prerequisite: None
The emphasis of this course is on the Nakoda language pronunciation of basic and fundamental words and commands. The course may be taught using the Total Physical Response (TPR) method of teaching language. The course provides students with a greater appreciation of the culture and history of the Nakoda. This course is offered fall semester.

AIS 155 Aaniiih Language I (3)
Prerequisite: None
The emphasis of this course is on A'ani nin language pronunciation of basic and fundamental words and commands. The course may be taught using the Total Physical Response (TPR) method of teaching language. This course is offered fall semester.

AIS 165 American Indian Arts (3)
Prerequisite: None
This course will provide the students with an understanding of the traditional and contemporary arts and crafts of Indian people. Special emphasis will be placed on A'aninin and Nakoda traditions and culture. Topics covered will include hide tanning, dry meat preparation, sewing, quilting, quill work and the cradle board. This course is offered on demand.

AIS 200 American Indian Religion/Philosophy (3)
Prerequisite: AIS 100
This course is designed to assist students to understand the American Indian world view as it relates to religion, spirituality, cultural and philosophy. The emphasis will be on A'ani nin and Nakoda Tribes. This course is offered fall semester.

AIS 204 AIHEC Knowledge Bowl (3)
Prerequisite: AIS 100 and Consent of the Instructor.
This reading course will involve topics of art, religious and political issues along with historical and current events that will encompass a broad overview of American Indian histories. The student will have a review of specific American Indian literature past and present. The students will participate in the American Indian Higher Education Consortium (AIHEC) College Bowl. This course is offered spring semester.

AIS 215 American Indian Education (3)
Prerequisite: AIS 100
The student will study the history of Indian Education in this course, from traditional Indian educational practices to the boarding school policies to present day education that affects Native people in the United States. This course is offered fall semester.

AIS 225 American Indian Literature (3)
Prerequisite: AIS 100
This class is a comparative survey of poetry, short stories, novels and films published by contemporary American Indian authors alongside traditional Native songs, legends and myths recorded from various Native oral traditions. This course is offered fall semester.

AIS 235 Federal Indian Law (3)
Prerequisite: AIS 100
This class will develop the student's understanding of the theories and doctrines that encompass Federal Indian Law and Policy. It will also develop the student's comprehension of key legal and policy concerns for contemporary American Indians. This course is offered fall semester.

AIS 250 Special Topics (1)
Prerequisite: Instructor Approval
This course consists of an independent research project dealing with an aspect of an American Indian issue, history or culture. This is a capstone course for AIS majors. This course is offered spring semester upon demand.

AIS 251 Special Topics (3)
Prerequisite: Instructor Approval
This course is an independent research project dealing with an aspect of an American Indian issue, history or culture. This course is offered spring semester upon demand.

AIS 252 Nakoda Language II (3)
Prerequisite: Nakoda Language I
The course may be taught using the Total Physical Response (TPR) method of teaching language. The course provides student with a greater appreciation of the culture and history of the Nakoda. This course is offered spring semester.

AIS 256 Aaniiih Language II (3)
Prerequisite: A'ani nin I
This is an intermediate A'ani nin language course. The course may be taught using the Total Physical Response (TPR) method of teaching language. This course is offered spring semester.

Allied Health (AH)

AH 101 Allied Health Professions (1)
Prerequisite: None
This course is designed to be taken during the first year of the Allied Health degree. Students will learn about the wide range of options for pursuing a career in the allied health field. Trained Allied Health professionals currently working in the field will present as guest speakers in addition to each student completing a paper outlining the course of study and expectations of their chosen allied health career. This course is offered fall semester.

AH 145 Medical Terminology (3)
Prerequisite: None
The goal of this course is to promote a basic knowledge of medical terminology for professional and personal development. Students will have the ability to spell and pronounce medical terms, understand medical abbreviations, and appreciate the logical method found in medical terminology. This course is offered spring semester.

AH 194 Phlebotomy Technician (5)
Prerequisite: None
This course is designed for people who plan to work for a clinical laboratory, public health department, clinic, or hospital. The course is 75 hours of classroom and online training with an additional 40-100 hours of supervised clinical experience. Lectures include, but are not limited to, anatomy and physiology of the circulatory system, medical terminology pertaining to the circulatory system, specimen collection, processing, and handling, risk factors, complications, quality assurance and laboratory operations (e.g. safety, quality control, etc.). Practical instruction provides hands-on training in venipuncture technique including the interpersonal skills needed for working with patients. Mastery of the procedures and skills will be verified and documented by the instructor. The clinical practicum is provided at local medical affiliates, allowing participants to achieve proficiency in the healthcare setting. Students who successfully complete both classroom instruction and the clinical practicum components required for National Registry and Certification may be endorsed by ANC to sit for the Phlebotomy Technician Exam to become a Registered Phlebotomy Technician as well as the exam to become a Certified Phlebotomy Technician. ANC makes no guarantees that students will pass either exam. ANC will not endorse students for the Registered Exam or the Certification unless students have met all requirements and passed both portions of the course. This course is offered on demand.

AH 290 Allied Health Capstone (1)
Prerequisite: None
This course will be taken by students enrolled in the last semester of coursework for the Allied Health degree program. Students will be required to set up and document a job shadowing experience in their chosen allied health career done under the supervision of a current professional. The students will be assessed on their participation in this job shadowing experience. In addition, students will complete a final capstone project. This course is offered spring semester and on demand.

Astronomy (ASTR)

ASTR 110 Astronomy (3)
Prerequisite: None
This is an introductory course in modern astronomy that explores some aspects of the scientific endeavor aimed at understanding the structure and evolution

of the Universe. Topics covered include the history of astronomy, motions of the night sky, the solar system, stellar evolution, galaxies, black holes, and the Big Bang cosmology. American Indian knowledge about the stars and its impact on their life ways will also be included.

ASTR L110 Astronomy Lab (1)
Co-requisite: ASTR 110
Laboratory activities will focus on observing the night sky using the naked eye and the telescope on clear sky days.

Biology (BIOB, BIOH, BIOL, BIOM, BIOO)

BIOB 110 Astrobiology (1)
Prerequisite: None
This course is an introduction to the study of the science of astrobiology which includes an examination of the science of life in the universe, the nature of life, the origin and evolution of life on earth, search for life in our solar system, Mars, the search for habitable worlds, the search for extraterrestrial intelligence, interstellar travel and American Indian notions of the life in the universe. This course is for a student interested in understanding life on earth the possibilities of life elsewhere. This class is designed for both science and non-science majors interested in the quest of understanding the most profound questions of human existence. This course is offered on demand.

BIOB 160 Principles of Living Systems (3)
Prerequisite: None
Co-requisite: BIOB L160
This course is a survey of basic biological principles including concepts of cell biology, metabolism, genetics, reproduction development, life systems, behavior, evolution and ecology. This course does meet the laboratory science requirement. This course is offered fall and spring semesters.

BIOB L160 Principles of Living Systems Lab (1)
Co-requisite: BIOB 160
Laboratory studies in cell structure and function, respiration, photosynthesis, tissues, plant structure, animal structure, and an introduction into human biology. This course taken in conjunction with the lecture meets Aaniiih Nakoda College General Education Core Natural Science laboratory requirement.

BIOB 195 Undergraduate Research (1-4)
Prerequisite: Instructor Approval
This course is designed to give the student basic knowledge in the principles and practice of research. The student may engage in a basic research under the supervision of a qualified faculty member. This course is offered on demand, may be repeated.

BIOB 260 Cellular/ Molecular Biology (3)
Prerequisite: BIOB 160/L160 and CHMY141
Co-requisite: BIOB L260
This course is designed to introduce students to the fundamentals of cellular biology by examining the structure, function and development of plant and animal cells. Topics will include cell chemistry, molecular composition and structure, membrane and organelle identification and function, cell transport and permeability, energy flow, cell division and genetics. This course does meet the laboratory science requirement. This course is offered fall semester.

BIOB L260 Cellular and Molecular Biology Lab (1)
Co-requisite: BIOB 260
Laboratory studies in cell macromolecules, organelles, and cellular functions. Wet labs

and computer based modules will be completed by students. Concurrent enrollment in BIOB 260 is required. This course is offered during fall semester.

BIOB 270 Bioethics (3)
Prerequisite: BIOB 160/L160
This course examines the moral problems, philosophical principles and theories in medicine and medical research. An emphasis will be placed on traditional American Indian perspectives on holistic healthcare in relation to the Western model of medicine. In addition, the fundamental principles of ethics in healthcare (Non-maleficence, Beneficence, Autonomy, & Justice) will be the framework for interpreting the ethical issues that allied healthcare professionals face in their everyday practices. This course is offered fall semester.

BIOB 295 Undergraduate Research (1-4)
Prerequisite: BIOB 160/L160 and Instructor Approval
This course is directed undergraduate research/creative activity which may culminate in a written work or other creative project. This course will address the responsible conduct of research. This course is offered on demand, may be repeated.

BIOH 210 General Clinical Nutrition (3)
Prerequisite: BIOB 160/L160, CHMY 121/L121 or Instructor Approval
Co-requisite: BIOH L210
This course is designed to introduce students to the fundamentals of nutrition and metabolic regulation by examining how the food we eat is metabolized and utilized by the human body. The basic biochemistry and physiology that underlie human nutrition will be emphasized in the laboratory setting. Topics will include enzymes and metabolic pathways, the role of ATP in metabolism, digestion and absorption, the metabolism of carbohydrates and fats, overweight and obesity, diet and diseases of the poor, protein metabolism and energy malnutrition, integration and control of metabolism as well as vitamins and minerals. Students will also be exposed to the American Indian science paradigm as it relates to nutrition. This course does meet the laboratory science requirement and it is offered on demand.

BIOH L210 General Clinical Nutrition Lab (1)
Co-requisite: BIOH 210
This course is the laboratory component to be taken in conjunction with BIOH 210 as a co-requisite. Laboratory activities will include examination of the biochemical and physiological processes that drive human digestion, absorption and metabolism. Topics will include macro and micronutrient use in human physiology, enzymatic reactions, kilocalories, energy balance, and ATP. Focus will be given to these processes as they relate to specific pathophysiology commonly encountered in clinical settings. A review of how these processes affect quantitative laboratory values as measured by clinical labs will also be included in this course.

BIOH 201 Anatomy and Physiology I (3)
Prerequisite: BIOB 160/L160
Co-requisite: BIOH L201
This course presents the fundamentals of cell, tissue and organ biology. Emphasis will be placed on studying the form, structure and function of in tegumentary, skeletal, muscular, and nervous systems. Human systems will be highlighted to help prepare students for further study in pre-professional training in the medical sciences and technologies. This course does meet the laboratory science

requirement. This course is offered fall semester

BIOH L201 Anatomy and Physiology I Lab (1)
Co-requisite: BIOH 201
This course is the laboratory component to be taken in conjunction with BIOH 201 as a co-requisite. Laboratory based activities will underscore the fundamentals of cell, tissue and organ biology as it relates to the Human body. Emphasis will be placed on studying the form and function of the Human integumentary, skeletal, muscular, nervous and endocrine systems. Human body systems will be the focus to help prepare students for further study in pre-professional training in the medical sciences and technologies.

BIOH 211 Anatomy and Physiology II (3)
Prerequisite: BIOH 201/BIOH L201
Co-requisite: BIOH L211
This class continues the course of study began in BIOL 241Anatomy and Physiology I. Emphasis will be placed on studying the structure and function of the endocrine, cardiovascular, circulatory, lymphatic/immune, respiratory, digestive (including nutrition, metabolism, and thermoregulation), urinary (including fluid electrolyte and acid-base balance), and reproductive systems. In addition, human development and heredity will be examined. This course is offered spring semester.

BIOH L211 Anatomy and Physiology II Lab (1)
Co-requisite: BIOH 211
This course is the laboratory component to be taken in conjunction with BIOH 211 as a co-requisite and is a continuation of BIOH 201/L201. Laboratory based activities will emphasize studying the form and function of the nervous, endocrine, cardiovascular, circulatory, lymphatic/immune, respiratory, digestive (including nutrition, metabolism and thermoregulation), urinary (including fluid electrolyte and acid base balance), and reproductive systems. In addition, human development and heredity will be examined.

BIOL 105 AIHEC Science Bowl (3)
Prerequisite: Instructor Approval
The students will prepare for and participate in the American Indian Higher Education Consortium (AIHEC) College Bowl for the science competition. This course is offered on demand.

BIOB 199 Special Topics (1-4)
Prerequisite: Instructor Approval
This course is reserved for offering coursework in special Biology topics. Depending on the requirements, this may be from 1 to 4 credits. This course is offered on demand.

BIOE 270 Ecology (3)
Prerequisite: BIOB 160/BIOB L160
Co-requisite: BIOE L270
This class offers students a community approach to ecology. After introducing the general principles of the science of ecology, students will be asked to examine and identify various types of ecological communities, looking at similarities and differences in composition, dynamics, structure and populations. Field trips will be used to supplement classroom lectures and discussions. This course is offered fall semester.

BIOE L270 Ecology Lab (1)
Co-requisite: BIOE 270
This lab gives students a variety of opportunities to do field and laboratory-based investigations as well as computer-based activities that reinforce concepts presented in lectures. In particular, students will gain an understanding of the

rich and complex ways an ecosystem works together as a whole.

BIOM 250 Microbiology for Health Sciences (3)
Prerequisite: BIOM L250
This course is a survey of the microbial world including bacteria, viruses, protozoa, algae, and fungi, relationships of microorganisms to man and to the environment including health and diseases, cultivation, isolation, microbial metabolism and genetics, with emphasis on antisepsis and medical microbiology for students entering health related fields as well as applied microbiology related to water quality. This course is offered spring semester.

BIOM L250 Microbiology for Health Sciences Lab (1)
Co-requisite: BIOM 250
Laboratory studies including microscopy, aseptic techniques, bacterial staining techniques, culturing microbes, and biochemical techniques used to identify microbes.
Concurrent enrollment in BIOM 250 is required. This course is offered during spring semesters.

BIOO 101 Survey MT Wildlife and Habitats (3)
Prerequisite: None
This course includes identification and ecological relationships of selected Montana wildlife species including mammals, birds, fish, reptiles, and amphibians. Field trips supplement classroom lectures and discussions. This course is offered on demand.

BIOO 120 Intro to Ethnobotany (3)
Prerequisite: None
This course will describe plant uses from the beginning of time to the present. In this class students will study ways in which American Indians understood and utilized native plants in natural cures, edible foods, dyes, and other uses. The following areas will be covered: herbs, spices, teas, tobaccos, dyes, and others. This course is offered spring semester. This course is cross listed with AIS 120 Traditional Plants.

BIOO 220 General Botany (3)
Prerequisite: BIOB 160/L160
Co-requisite: BIOO L220
The course in botany covers characteristics of seed plant families, emphasizing regional plants and plant communities. A student will gain knowledge of the principles of classification, acquire knowledge of plants in a greenhouse setting, and be exposed to a variety of plant-related issues of state and regional interest. This class is offered spring semester.

BIOO L220 General Botany Lab (1)
Co-requisite: BIOO 220
Laboratory studies including the plant cytology, structure, and morphology. Activities will be conducted in both the laboratory and green house.
Concurrent enrollment in BIOO 220 is required. This course is offered during spring semesters.

Business (BUS)

BGEN 105 Introduction to Business (3)
Prerequisite: None
This course is an introduction to the operations of a business. Topics covered include: forms of ownership, organization, administration, decision making, finance, and personnel, legal and regulatory environment. This course is offered fall semester.

BUS 104 Business Math (3)
Prerequisite: None

The student will review mathematics as applied to business situations. Operations reviewed and applied include fractions, decimals, percentages, ratio and proportion, simple interest, payroll and taxes, discounts, etc. The student will also receive an introduction to using a business calculator to solve business problems. This course is offered fall semester.

BUS 180 Government Grants and Contracts (3)
Prerequisite: None
This class is designed to provide participants with a general understanding of federal grants. The class reviews the key functions within the federal grant cycle, the various levels of federal compliance and administrative requirements for federal assistance as well as state administrative and reporting requirements for federal assistance. The class provides a general understanding of OMB Circular A-133 (federal regulation implementing the Single Audit Act). This course is offered fall semester.

BFIN 205 Personal Finance (3)
Prerequisite: BUS 100 or instructor approval
This course is designed to provide students with the tools to make them better financial consumers. The class will examine the techniques of budgeting, investing, using credit, and purchasing capital goods. Additionally, students will be provided with the option of investigating retirement programs and estate planning as well as tax preparation. The course materials are supplied by First Nations Institute. This course is offered fall semester.

BUS 190 Indianprenuership
Prerequisite: None
Students will be presented with a detailed course of study pertaining to establishing their own business. All aspects of business plans will be discussed using a unique curriculum developed in conjunctions with Native business owners past and present. All aspects of starting and sustaining a business operation will be studied. Students will be shown how to write a viable business plan as a course requirement. This course is offered fall semester.

BUS 210 WORKPLACE ETHICS/CONFLICT RESOLUTION (3)
Prerequisite: None
This course is designed to give students a realistic look at the dynamics of the workplace. Issues such as workplace behavior, conflicts and socialization will be discussed. Major emphasis will be placed on the study of employer/employee relationships and the professional and personal communication parameters of the typical workplace. Research projects will be used to enhance instruction. This course is offered spring semester.

BGEN 235 Business Law (3)
Prerequisite: BUS 100
This class is an introduction to law (both agency and U.S. legal system) with business applications. It will concentrate on contracts, bailment, sales and commercial papers for organizations (proprietorships, partnerships and corporations.) This course is offered fall semester.

BGEN 220 Business Statistics and Research (3)
Prerequisite: M 121 or Concurrent
This course will enable the students to use the general concepts of statistical inference in their individual fields of study. Topics covered include: fundamental concepts and definitions, linear regression, sampling techniques, measures of central tendency , variation, and position, probability and

probability distributions, confidence intervals, hypothesis testing, correlation, linear regression, and chi-square tests. This course is offered spring semester.

BUS 290 Business Capstone (3)
Prerequisite: Instructor Approval
This course is to be taken in the student's final semester in the program. An individual project will be developed by the student and the instructor, incorporating all aspects of the business curriculum. The project will be work related with actual hands-on experience whenever possible. Mentoring and/or apprenticeship programs may also be used to meet the requirements of the course. A major research project will also be part of the student's experience. This course is offered on demand.

Carpentry (CAR)

CAR 101 Beginning Carpentry (2)
Prerequisite: None
This course is a study of basic trade practices, labor organizations, employment opportunities, building codes, power tool and job safety, job-site participation in blueprint reading and building layout, material estimating and foundation forms and other structural members. It includes study of basic surveying and layout procedures using transit and levels.

CAR 104 Blueprint Reading (2)
Prerequisite: None
This course introduces the basic principles of blueprint reading. Topics include line types, orthographic projections, dimensioning methods, and notes. Upon completion, students should be able to interpret basic blueprints and visualize the features of a part.

CAR 111 Floor Framing (3)
Prerequisite: None
This course deals with construction of floor system and the different material involved in the construction of floors.

CAR 112 Roof Framing (3)
Prerequisite: None
The course will also cover the different applications of roof systems. Such as the different types of roofs, sheathing on a roof, and roofing materials.

CAR 121 Walls and Stairs Framing (3)
Prerequisite: None
This course involves the basic concepts and techniques of wall framing in residential and commercial construction. Students will learn how to lay out walls and rough openings for windows and doors. The course will also cover stairs and stair layout. This course is offered fall semester.

CAR 130 Sheet rocking (3)
Prerequisite: None
Students will learn about sheet rocking walls and ceilings. Course will also cover topics about taping, and different types of texture.

CAR 140 Finish Carpentry (3)
Prerequisite: None
This course covers techniques for finishing out a home. Course topics include trim work, painting, and other applications of interior finish work and wall coverings. It will also cover applications of exterior finish work such as different applications of siding, fascia, and soffit. This course also introduces the techniques involved in hanging gypsum and taping. This course is offered spring semester.

CAR 150 Hanging Cabinets (2)
Prerequisite: None
This course covers topics on cabinet installation, different styles of cabinets. How to lay out a kitchen and bath will also be covered in this course.

CAR 160 Advanced Carpentry (3)
Prerequisite: None
This course covers the stages involved in carpentry from site layout to laying out footing and foundations. This course introduces reinforcements, concrete stamping, and leveling. This course is offered spring semester.

CAR 142 Intro to Woodworking (3)
Prerequisite: None
This introductory woodworking course acquaints the student with the essential principles of woodworking. Topics include wood technology, use of hand tools, portable power tools and basic machinery. Emphasis is placed on proper technique, safety and shop policies for the woodworking facility.

CAR 143 Woodworking Fundamentals (2)
Prerequisite: None
Introduces students to the materials, drawings and tools used in the joinery, assembly, preparation and finishing of a woodworking project.

CAR 102 Small Scale Building Design (3)
Prerequisite: None
Students will be required to build a small scale project that illustrates their ability to apply the knowledge learned from prior courses.

CAR 200 Finishing (2)
Prerequisite: None
This course covers techniques for finishing out a home. Course topics include trim work, painting, and other applications of interior finish work and wall coverings. It also covers applications of exterior finish work such as different applications of siding, fascia, and soffit. This course also introduces the techniques involved in hanging gypsum and taping.

CAR 205 Log Furniture (3)
Prerequisite: None
This course is about how to harvest logs and the process used to make log furniture out of them.

CAR 210 Cabinets (5)
Prerequisite: None
This course covers topics on cabinet installation and different styles of cabinets. How to lay out a kitchen and bath will also be covered in this course.

CAR 215 Painting (2)
Prerequisite: None
Various painting techniques and kinds of paint are covered.

CAR 220 Construction Finishing (3)
Prerequisite: None
This course covers various applications of products used in home construction. New and improved applications of products are covered.

CAR 290 Carpentry Capstone (3)
Prerequisite: Instructor Approval
A final project will be constructed that will incorporate all of the topics covered throughout prior coursework.

Chemistry (CHMY)

CHMY 121 Intro to Gen Chemistry (3)
Prerequisite: M 121 or Instructor Approval
Co-requisite: CHMY L121
General principles of modern chemistry with emphasis on atomic structure, chemical bonding, the periodic table, nomenclature,

thermochemistry and phase changes, behavior of gases, and chemical reactions, including acid/base theory. This course will be taught in the fall semester. This course is offered fall semester.

CHMY L121 Intro to Gen Chemistry Lab (1)
Co-requisite: CHMY 121
Laboratory based activities will underscore the fundamentals of inorganic chemical bonding and nomenclature, thermodynamics, atomic structure, chemical reactions, ideal gases, Stoichiometry and solution chemistry. Lab will include student-led explorations of chemistry involving culturally-significant topics. This course will be taught in the fall semester.

CHMY123: Intro to Organic & Biochemistry (3)
Prerequisite: CHMY 121 and CHMY L121
Co-requisite: CHMY L123
This second semester of the two-semester introductory chemistry for allied health majors introduces principles and practices of organic chemistry. Topics include fundamentals of organic chemistry nomenclature, preparation and identification of organic compounds with an emphasis on health field applications.

CHMY L123: Intro to Organic & Biochemistry Lab (1)
Co-requisite: CHMY 123
This course is the laboratory component to be taken in conjunction with CHMY123 as a co-requisite. Laboratory-based activities emphasize the fundamentals of organic chemistry nomenclature, preparation and identification of organic compounds with an emphasis on health field applications. Lab will include student-led explorations of culturally-significant applications of chemistry.

CHMY 141 College Chemistry I (3)
Prerequisite: M 121 or Instructor Approval
Co-requisite: CHMY L141
The first of a two-semester course sequence about the general principles of modern chemistry with emphasis on atomic structure, chemical bonding, the periodic table, equilibrium, thermochemistry and phase changes, behavior of gases, chemical reactivity, and kinetics. This course is offered in spring semester.

CHMY L141 College Chemistry I Lab (1)
Co-requisite: CHMY 141
This course is the laboratory component to be taken in conjunction with CHMY141 as a co-requisite. Laboratory based activities will underscore the fundamentals of inorganic chemical bonding and nomenclature, thermochemistry, atomic structure, chemical reactions, ideal gases, stoichiometry and acid-base chemistry. Lab will include student-led explorations of chemistry involving culturally-significant topics.

CHMY143: College Chemistry II (3)
Co-requisite: CHMY L143
This course is the second semester of a two-semester general chemistry course for science, technology, engineering and math majors. Lecture topics include the fundamentals of chemical equilibria, reaction rates, catalysis, thermodynamics, organic chemistry nomenclature, and electrochemistry. This class will be offered in the fall semester.

CHMY L143: College Chemistry Lab II (1)
Co-requisite: CHMY 143
This course is the laboratory component to be taken in conjunction with CHMY143 as a co-requisite.

Computer Information Systems (CIS)

CIS 110 Introduction to Computers (3)
Prerequisite: None
This course is an overview of personal computers and associated peripherals. It is designed for those with little exposure to computers. A variety of computer applications will be covered to give the student a well-rounded amount of exposure to computer usage. Software applications to be used will include word processing, spreadsheets and database. An introduction to the computer hardware components, the history of computer, and the Internet will also be included. This course is offered fall and spring semesters.

CIS 115 Intro to Computer Programming (3)
Prerequisite: CIS 110
This introductory course will help students develop a basic understanding of computer programming using Visual Basic for Windows. Through lecture and hands-on labs, programming structures including looping, sequences and decision will be examined. This course is offered fall semester.

CIS 135 Spreadsheet Applications (3)
Prerequisite: None
This provides students with hands-on practical instruction in the use of computer software which enables them to enter data into spreadsheets and transform spreadsheet data to graphs and charts. This course is offered spring semester.

CIS 145 Advanced Word Processing (3)
Prerequisite: None
This is a comprehensive course in the use and operation of Microsoft Word for Windows. Hands-on instructions will include creating documents, saving, printing and copying. Topics covered will include: basic mail merge procedures, envelopes and labels, tables and formulas, templates and wizards, as well as desktop publishing. This course is offered spring semester.

CIS 120 Web Page Design (3)
Prerequisite: None
This class covers essential Internet web site skills for students. Topics covered include: web page construction and enhancement and incorporating databases into web pages. Students will create a working website. This course is offered fall semester.

CIS 160 Intro to Computer Hardware (4)
Co-requisite: CIS 110
The student will learn the technical skills necessary to become a technician. They will develop technical skills by identifying and building a computer, adding peripherals, and connecting a computer to a local area network. This is a hands-on, lab-oriented course that stresses laboratory safety and working effectively in a group environment. This class is offered fall semester.

CIS 171 Database Applications (3)
Prerequisite: None
Instruction in use of data base management programs for computers will be provided. This course includes the fundamentals of database design, usage and hands on management of practical information. This class is offered spring semester.

CIS 211 Network Admin (4)
Prerequisite: CIS 110
This course covers the basics of NT administration including user managements, device management, and elements of NT security. This class will be a hands-on, lab-oriented course. It is offered spring semester.

CIS 215 Computer Programming II (3)
Prerequisite: CIS 115
This course focuses on intermediate computer program design and development using structured techniques. Includes small project development. Stresses modularity, program design, implementation, and testing. Object oriented programming/object oriented design (OOP/OOD) techniques will be utilized. This course will be offered on demand.

CIS 230 Integrated Business Projects (3)
Prerequisite: Sophomore Status
The student will apply the computerized skills learned throughout the Business Technology curriculum in realistic classroom experiences. This course also covers the conceptual differences encountered; records management, telephone and office etiquette, as well as business ethics and human relations in highly automated offices. This class is offered spring semester.

CIS 235 Advanced Spreadsheet Applications (3)
Prerequisite: CIS 135
This class includes theory and applications of spreadsheet software. Also included are advanced features such as, programming, web linking, scripting, goal seeking, solver, application integration, list management, complex models, macro implementation, graph creation, and graphic presentation of analyzed data will be covered. This course is offered on demand.

CIS 250 Computers in Education (3)
Prerequisite: CIS 110 or Consent of Instructor
This class presents strategies that enable a teacher to integrate computers into their educational environment to enhance their capabilities and productivity, Topics covered include multi-media projects, integrating technology into the curriculum, multiple software applications, telecommunications, electronic ethics, using the Internet for education purposes, and electronic portfolios. This course is offered on demand.

CIS 265 System Analysis and Design (3)
Prerequisite: CIS 115 and CIS 215
Study of the systematic analysis and design of computer software using case tools, data flow analysis, and culminating in a complete system design. This course is offered on demand.

CIS 270 Field Experience (3)
Prerequisites: Consent of Instructor
This course provides students with a supervised experience in computer information systems. Field placements are arranged through CIS advisor. This course is offered on demand.

Early Childhood Education (ECHE)

ECHE 100 – Introduction to Early Childhood Education (3)
Prerequisite: None
This course will assist early childhood teachers and caregivers in understanding how child developmental theories inform developmentally appropriate practice. Students will study ways to structure the classroom environment so that it is a safe and healthy place for children and will explore techniques for meeting individual and group needs through the use of materials, relationships, and routines which encourage children to explore, play, and learn. Students will also receive an introduction to the Child Development Associate (CDA) program and process of assessment. This course is offered Fall Semester.

ECHE 110: Early Childhood Program Mgmt. (3)
Prerequisite: ECHE 100
This course proposes to develop the essential knowledge base for managing an early childhood program, either as a classroom teacher or as an administrator of a child care center or home day care. Students will expand their knowledge of developmentally appropriate practice and learn to apply theories of development, to utilize management and leadership processes, and to cultivate core competencies like personal and professional self-awareness, fiscal responsibility, communication, vision, and advocacy. This course is offered on demand.

ECHE 115 – Field Experience (4)
Prerequisite: Instructor Approval
Field experience gives students the opportunity to functionalize their early childhood education learning. This course is offered on demand.

ECHE 120 – Creating a Preschool Curriculum and Environment (3)
Prerequisite: ECHE 100
Building on the theories and curriculum models encountered in ECHE 100, this course provides a framework for decision-making and philosophy development so that students understand the fundamentals for designing curriculums and learning environments that facilitate children's emotional, social, physical, and cognitive growth. Students will also evaluate the Child Development Associate (CDA) program, its six competency goals and 13 functional areas, and understand the importance of each. Students will learn the effect high quality early childhood education can have on the lives of children and their families when utilizing age appropriate planning, materials, and equipment. This course is offered spring semester.

ECHE 125 – Guiding Young Children with the Family (3)
Prerequisite: ECHE 100
With a focus on the principles of positive guidance and on developmentally appropriate expectations, this course is designed for those who are currently working with young children or are preparing to work with children. The course curriculum not only provides guidelines for effective guidance and for addressing unproductive patterns of behavior but also shares strategies for creating and managing an environment that promotes self-management, social competence, and positive self-esteem in children. Students will also learn strategies for positive communication with parents and for encouraging parental involvement in child care programs. This course is offered Fall Semester.

ECHE 200: Education Research (3)
Prerequisite: Instructor Approval
This course provides an introductory survey of many of the procedures commonly used in educational research. Students will not only gain an awareness of the basic concepts, principles, and techniques of educational research but also acquire the basic skills for analyzing and interpreting research data. In addition to learning how to critically read and evaluate educational research literature, students will plan and conduct primary research on an issue or question in Early Childhood Education and will share the findings and recommendations. This course is offered Spring Semester.

Economics (ECN)

ECNS 201 Microeconomics (3)
Prerequisite: BUS 100
The course will explore MICRO concepts of economics including business productivity, economy of scale, supply and demand, pricing, money and its uses. Emphasis will be placed on personal choice and decision making, as well as rural economics and its pertinence to reservation economics. This course is offered spring semester.

Education (EDUC)

EDUC 100 – Foundations of Education (3)
Prerequisite: None
This course presents the history, purpose, role, and scope of education in the United States. Topics include curriculum development, state and national standards, current trends in education, and professional development. A field observation will focus on the skills and dispositions necessary to the teaching profession, as well as on curriculum planning and instruction in effective schools. This course is offered Fall Semester.

Education Psychology (EPYC)

EPYC 200: Educational Psychology (3)
Prerequisite: PSYX 100
An introduction to learning theory with an emphasis on brain based research, this course focuses on learner-centered understanding and brain processing while providing an orientation to the field of education. To make decisions about instruction, classroom management, and assessment practices, students will learn the psychological theories, concepts, and principles for cultivating the conditions most likely to motivate young people to master important knowledge and skills. This course is offered Spring Semester. This course is cross listed with PSYX 270 Psychology of Learning

EPYC 250 – Exceptional Children (3)
Prerequisite: PSYX 100
Philosophically, this course is based on the premise that understanding exceptionality disorders, their history of development, and their characteristics is the first step toward understanding and appreciating children with special needs. The course introduces early childhood practitioners to pedagogical models for designing accommodations, adaptations, and interventions within the context of present-day laws, regulations, and educational practices. A 20-hour field experience will supplement course work, providing pre-service teacher candidates the opportunity to observe how regular and special educators work to support the development of children with exceptionalities. This course is offered Spring Semester.

Environmental Science (ENSC)

ENSC 110 Environmental Science (3)
Prerequisite: None
This class examines the interaction between people and their environment. Using an interdisciplinary approach, the course will draw upon ideas and concepts from the natural sciences (biology, chemistry, and geology), social sciences (anthropology, political science, and economics) and ethics to examine the environmental social effects of human use and development of land, water, air, and energy resources. This course is offered spring semester.

ENSC L110 Environmental Science Lab (1)
Co-requisite: ENSC 110
This lab gives students a variety of opportunities to do field and laboratory-based investigations as well as computer-

based activities that reinforce concepts presented in lectures. Particular emphasis is placed on issues of social justice and personal responsibility.

ENSC 290 Integrated Environmental Science Capstone (3)
Prerequisite: None
This course will be taken by students enrolled in the last semester of coursework for the Integrated Environmental Science (IES) Associate of Science degree program. The students will complete a final capstone project that will be approved by the instructor/Integrated Environmental Science Program Advisor. The students will incorporate the knowledge, skills and concepts that were acquired during the students' participation in the IES degree program. This course is offered on demand.

Emergency Medical Technician (EMT)

EMT 111 Emergency Medical Technician-Basic (7)
Prerequisite: None
Recommended: AH 145, BIOH 201/L201 and BIOH 211/L211
This course is the nationally recommended minimum level of training for ambulance personnel and is considered the desired level of medical training by many fire departments. The course focuses on skill development in the primary responsibilities of the EMT-Basic. These responsibilities include bringing emergency medical care to victims of medical or traumatic emergencies; stabilizing their condition; transporting them safely and expeditiously to an appropriate facility; providing exceptional care with the safety of yourself, your colleagues and the general public being of the utmost importance. This course aims to promote confidence, develop intelligence and situational practicality, qualities that are essential to the EMT-B. Upon successful completion of the course, including internship hours, students may be endorsed to sit for the NREMT (National Registry of Emergency Medical Technicians) exam. This course is offered on demand

Fine Art (FA)

FA 101 First Year Studio (3)
Prerequisite: None
This class is designed as a basic introduction to the arts. It is a beginning level studio drawing class emphasizing the visual fundamentals and basic design. It is an orientation to contemporary and American Indian ideas of art making. This course is offered on demand.

FA 120 Drawing (3)
Prerequisite: None
The course explores drawing concepts, techniques and procedures in which perspectives, shades, shadows and drawing elements are emphasized. This course is offered on demand.

FA 154 Painting (3)
Prerequisite: None
This course covers basic studio practices and the principles of design. Various paint media and techniques are explored. This course is offered on demand.

FA 165 American Indian Arts (3)
Prerequisite: None
This course will provide the students with an understanding of the traditional and contemporary arts and crafts of Indian people. Special emphasis will be placed on A'ani nin and Nakoda traditions and culture. Topics covered will include hide tanning, dry meat preparation, sewing, quilting, quill

work and the cradle board. This course is offered on demand.

FA 160 Art History (3)
Prerequisite: WRIT 101
This course covers the basic trends in world art history through the ages. The course views art through four components: art history, aesthetics, art production and art criticism. This course is offered on demand.

FA 291 Creative Writing (3)
Prerequisites: None
This course is for students who wish to experiment with five genres of creative writing: short fiction, flash fiction, poetry, creative nonfiction, and memoir. Using an inquiry model, students will read and discuss published material in each of these genres in order to familiarize them with the rhetorical elements of each and to practice workshop techniques for eventually approaching their own writing. Students will then individually produce material for each genre to submit to the Workshop for discussion. This course is offered on demand.

Geography (GEOG)

GEOG 110 Geography (3)
Prerequisite: None
This is an introductory course dealing with the fundamentals of the earth's surface, both physical and cultural factors. The course covers the nature of geography, map reading and structure, landforms, weather and climate, human impact on the environment, effect of human populations on land, cultural geography, perception of the environment, geography as impacted by political systems, economic geography, natural resources, urban geography, and the concept of regional geography. This class is offered fall semester.
Geology (GEOL)

GEOL 101 Intro to Physical Geology (3)
Prerequisite: None
Co-requisite: GEOL L101
General geology including the work of wind, flowing water, glacial ice, gravity, earthquakes, volcanoes and plate tectonics in shaping the earth. This course will be offered fall.

GEOL L101 Intro to Physical Geology Lab (1)
Co-requisite: GEOL 101
A series of laboratory and field experiences designed around basic geologic processes and materials. Familiarization with common minerals, rocks, land forms, and structures particular to Fort Belknap Indian Community and Montana.

General Studies (GS)

GS 100 Student Government (1)
Prerequisite: None
Students will attend weekly meetings that focus on concerns and interests of the student body. Students will exercise their leadership abilities by becoming familiar with the structure, procedure and activities of the College. It is offered fall and spring semesters.

GS 115 Freshmen Seminar (1)
Prerequisite: None
This course prepares freshman students for college level academic expectations through the development of preparatory study skills and basic college and career planning. This course is required for all incoming freshmen students and it will count toward elective credit. This course is offered on demand.

Health and Physical Education (HLPE)

HLPE 110 Physical Fitness (2)
Prerequisite: None
The student will be introduced to the benefits of physical fitness and weight training. The student will participate in the physical movement which includes warm up, activity, and cool down periods. The student will also be introduced to a series of weight training programs. This course is offered on demand.

HLPE 117 Golf (1)
Prerequisite: None
This class will introduce students to the game of golf and golf etiquette and rules. This introductory course will teach different stroke play styles, and how to keep score. This course is offered upon demand.

HLPE 120 Men's Basketball (3)
Prerequisite: None
This course covers the basic fundamentals of basketball and is offered on demand.

HLPE 121 Women's Basketball (3)
Prerequisite: None
This course covers the basic fundamentals of basketball and is offered on demand.

HLPE 125 Water Aerobics (1)
Prerequisite: None
This course covers the basic fundamentals of water aerobics. This course is offered on demand.

HLPE 150 Health and Fitness Harmony (3)
Prerequisite: None
An introduction to the concepts and principles of health, fitness, and nutrition for persons of diverse backgrounds and varying levels of educational preparation. Students will be involved in personal health/nutritional status. and will devise a personal fitness plan. A physical component will accompany the lecture, which will include: weight training, cardiovascular fitness, swimming, and walking. This course is offered on demand.

HLPE 170 Nurse Aide (8)
Prerequisite: none
This course provides clinical and practical instruction of basic nursing skills required of nursing assistants employed in skilled nursing facilities and extended care facilities. The course emphasizes care of older and disabled individuals in the community, assistance with activities of daily living such as bathing, dressing, exercise movement, eating, elimination, safety measures, and rehabilitation techniques. Emphasis and attention will be given to providing quality assistive care with respect to culture and community needs. This course meets State of Montana criteria to qualify student to sit for the Nurse Aide Exam ("CNA exam").

HLPE 221 Human Nutrition/Wellness (3)
Prerequisite: BIOL 151
The basic concepts of human nutrition are covered in this class which includes carbohydrates, lipids, proteins, vitamins, minerals, absorption, digestion, metabolism, and energy utilization as they relate to health and food consumption at different stages of the life cycle. This class is intended for non-science majors. The wellness component will emphasize traditional American Indian life ways. This course is offered on demand.

HLPE 235 Principles of Health and Substance Abuse (3)
Prerequisite: HMS 110
This class looks at the psychological and social aspects of health and includes: school bus safety, wellness, the structures of the body, chronic and acute disease,

alcohol abuse, tobacco usage, drug abuse, reproduction, safety, and death and dying. This course is offered on demand.

History (HIST)

HIST 180 American History
Prerequisite: None
Surveys American history from the establishment of the colonies to the end of the Reconstruction period after the Civil War. Includes such topics as discovery, colonization, American Revolution, establishment of the Constitution, foreign affairs, westward expansion, slavery, sectionalism, Civil War, and reconstruction. Particular attention is paid to the social, economic, political, religious and cultural issues which shape the world today.

HIST 160 History of North American Indians (3)
Prerequisite: None
This course is a study of the history of American Indians from Pre-Columbian times to the present. This course provides background information on the extent and diversity of North American cultural groups in North America. Languages, geographic locations of cultural groups, material, spiritual and artistic cultures will be included in this course. This course is offered on demand.

HIST 170 History of the Westward Movement (3)
Prerequisite: None
This course is a study of social, political, economic and cultural aspects of American westward expansion from the Mississippi River to the west coast. The course provides a historical overview of post contact with American Indian and non-Indian relations and their effects on the American Indian cultures. The migration of European cultures to the continents of America and the acculturation of those cultures. This course is offered on demand.

HIST 175 History of Western Civilization (3)
Prerequisite: None
This course will describe major developments in the Middle Eastern and Western civilizations from the earliest beginnings to the end of the Middle Ages and the opening of the Renaissance. It covers up to the 1300's. This course is offered on demand.

HIST 210 Montana History (3)
Prerequisite: None
A study of the major political, social, cultural, and economic developments that have contributed to the formation of Montana and to Montana's place within the region, the nation, and the world, from prehistoric times to the present. This course is offered on demand.

Human Services (HMS)

HMS 101 Human Relations (2)
Prerequisite: None
This course considers the psychological nature of interpersonal relationships, including nonverbal communication, defensiveness, anger, empathy, feedback, listening, and conflict. This course discusses the various cultural differences in communications and the social structures surrounding them. This course is offered fall semester.

HMS 201 Survey of Human Services (3)
Prerequisite: None
This course presents an orientation to the general field of human services as a helping profession, academic discipline, and public social service. It includes fundamental information regarding the historical and contemporary development of human services. This course also prepares

students for transition to other cultures. This course is offered fall semester.

HMS 205 Principles of Counseling and Group Theory (3)
Prerequisite: None
This course develops an understanding of group process, provides an introduction to conducting interviews and skills in the helping process, and emphasizes group membership skills for rehabilitation clients. This course is offered fall semester.

HMS 235 Introduction to Counseling (3)
Prerequisite: None
This course is designed to provide an overview of counseling theories and the fundamental skills of counseling. It will also provide understanding for cultural differences of the ethnic diversity in America from the viewpoint of the indigenous peoples. This course is offered fall semester. This course is cross listed with PSYX 278 Introduction to Clinical Psychology.

HMS 245 Legal, Ethical and Professional issues in the Human Services (3)
Prerequisite: None
This course presents a review of the current and historical legal decisions which effect client rights and service provisions. Legal and ethical issues of due process and appropriate treatment in the least restrictive settings, the right to treatment and other significant legal ramifications relative to client advocacy and professional responsibilities are discussed. Students are exposed to various professional standards in Human Services. Similarly, legal and professional issues such as confidentiality and privileged communication are discussed. This course is offered spring semester.

HMS 285 Behavior Pharmacology and Human Services (3)
Prerequisite: None
This course provides an introduction to the conceptual issues and methods of behavioral analysis of drug action and effect upon personality and behavior. This course examines issues of psychopharmacology and the diagnostic, behavioral and social rational for the application of chemical therapy. This course examines the complexity of drug analysis and explains the multifaceted analytical procedure that has been developed in response to the prescription of behavior changing medicine. This course is offered spring semester

HMS 286 Supervised Field Experience 1 in the Human Services (3)
Prerequisite: None
This course provides students with a an initial supervised agency field experience in the human services designed to facilitate the information necessary to explore and formulate individual interests, abilities and educational goals relative to the field and practice of human services. This course is offered spring semester or by instructor approval.

HMS 287 Professional Seminar 1 in the Human Services (1)
Prerequisite: None
This course provides an academic and supportive environment for students to discuss their field experiences and investigate topics pertinent to human services and an agency setting. This course is offered spring semester or by instructor approval.

Humanities (HUM)

HUM 101 Introduction to Humanities (3)
Prerequisite: None
This course explores selected pieces of cultural legacy of the world. Students study and respond to stories, poetry, paintings, sculptures, music, films, and histories. The class seeks to call forth both questions and insights into the human condition. This course is offered on demand.

Literature (LIT)

LIT 110 Introduction to Literature (3)
Prerequisite: WRIT 101
This course offers exposure to a varied selection of fiction (short stories, novels, poetry, and drama). Upon completion of this course, a student will be able to read, discuss, and evaluate literary texts from various genres; employ literary terminology in written or oral assignments; describe the critical and cultural significance of literature; and write critically and/or imaginatively about literature. This class is offered spring semester.

LIT 230 World Literature Survey (3)
Prerequisite: WRIT 101
In this survey course, students will read, write, analyze, and evaluate a variety of works from authors of diverse cultures. Students will analyze literature from a comparative perspective and describe the impact of diverse literatures on culture and history and vice versa. This class is offered on demand.

LIT 282 Children's and Young Adult Literature
Prerequisite: WRIT 101
Student will analyze a variety of children's and adolescents' literature within the context of critical scholarship; contextualize children's and adolescent's literature with its cultural and historical milieu; develop an understanding of the role of children's and adolescent's literature within the literary tradition; and write critically about key issues in literature for children and adolescents. This class is offered on demand.

LIT 289 American Indian Literature (3)
Prerequisite: WRIT 201
This course is a comparative survey of short stories, novels, poetry, and drama by contemporary American Indian writers alongside traditional songs, legends, and myths recorded from various oral traditions. Additionally, some regional authors will be part of the curriculum. Students will learn basic critical approaches to understand literary texts. This class is offered on demand.

LIT 291 Young Adult Literature Featuring Native American Protagonists (3)
Prerequisite: None
This course is designed for Elementary Education, American Indian Studies, and Liberal Arts majors as well as other individuals interested in adolescent literature and in the literary portrayal of American Indian youth. Through this course, students will gain knowledge and appreciation of young adult literature and critically examine literary portrayals of American Indian and Native American youth. Students will engage in literature circles, book talks, and large and small group discussions as they respond to and reflect upon their reading. This course is offered upon demand.

Liberal Arts (LA)

LA 290 Liberal Arts Capstone (1)
Prerequisite: Advisor's Approval
This course is designed for students to reflect on their accumulated knowledge,

skills, and dispositions acquired during the course of their program. It will be taken by students enrolled in the last semester of course work for the Liberal Arts degree program. This class is offered spring semester on demand.

Mathematics (M)

M 085 Pre-algebra (Developmental) (3)
Prerequisite: COMPASS Scores
The course enables students to develop foundational pre-algebra math skills and concepts in preparation for college level mathematics. This class is offered fall and spring semesters.

M 096 Math for Success (3)
Prerequisite: M 085 or COMPASS Scores
This course is recommended to prepare a student for college algebra. Topics covered include variable expressions, equations, inequalities, polynomials, factoring, laws of exponents and graphing linear equations. Computational skills and problem solving are emphasized. This course is offered fall and spring semesters.

M 105 Technical Mathematics (2)
Prerequisite: None
This course covers mathematical equations involved in the carpentry industry. Such as formulas for figuring roof system, figuring material for a job, and many other math equations. This course is offered spring semester.

M 121 College Algebra (4)
Prerequisite: M095 or Placement Test
This course covers a variety of topics including: real and complex numbers, functions, graphing techniques, linear, quadratic, polynomial and exponential and logarithmic functions. This course is offered fall and spring semesters.

M 122 Trigonometry (3)
Prerequisite: M 121
This course provides a comprehensive overview of college level trigonometry and preparation for calculus. Topics include: trigonometric and inverse functions, trigonometric identities and equations, vector properties, the trigonometric form of complex numbers, exponential and logarithmic functions, polar graphing and conic sections. This class is offered on demand.

M 130 Math for Elementary Teachers I (3)
Prerequisite: M 121 or by placement
This course provides familiarity with mathematical concepts needed for teaching in elementary schools. Emphasis will be on problem solving, sets, whole numbers, numerations and number theory, fractions and decimals, integers and rational numbers with and introduction to algebra. Concepts are learned through a combination of hands-on activities and explorations. This course is the first of two that continues all year. This course is offered fall semester.

M 131 Math for Elementary Teachers II (3)
Prerequisite: M130
This course provides familiarity with mathematical concepts needed for teaching in elementary schools. Topics for this class include statistics, probability, geometric shapes, measurements, triangle congruence and similarity, geometry using coordinates and transformations. Concepts are learned through a combination of hands-on activities and explorations. This course is offered spring semester.

M 171 Calculus and Analytic Geometry I (4)
Prerequisites: M 121 and M 122
This is the first of a two-semester sequence of calculus courses. This course introduces the concepts of differential calculus and

analytic geometry. Topics include: limits, continuity, tangent and derivatives, implicit differentiation, linear approximation, Mean Value Theorem, maxima and minima, curve sketching, antiderivatives, integrals of continuous functions and the Fundamental Theorem of Integral Calculus. This course is offered on demand.

M 172 Calculus and Analytic Geometry II (4)
Prerequisite: M 171
This is the second course of the two-semester calculus sequence. This course introduces to the various methods of integration, application of the integrals, derivatives and integrals of exponential, logarithmic and inverse circular function, L'Hopital's rule, Taylor's theorem, infinite sequences and series, parametric equations, polar coordinates and conic sections.

Natural Resources (NRS)

NRS 101 Natural Resource Issues (1)
Through seminars that feature guest speakers and lectures students will look into current resource issues and controversies in depth. This course is offered fall semester.

NRS 105 Natural Resource Management (3)
Prerequisite: None
This course introduces natural resources, traditional systems of resource management, problems associated with resource "ownership," principles and practices of management related to local, resource management, resource analysis, and the issues and conflicts surrounding resource management. It will also look at inter-action of natural resources that are also culturally relevant as cultural resources. This course is offered on demand.

NRS 110 Introduction to Soils (3)
Prerequisite: None
This class covers soil and its use as a component of the ecosystem's physical, chemical and biological properties, water, geologic parent materials, classification, nutrient cycling, holistic and sustainable management, land resource inventory and planning, environmental quality. This course is offered on demand.

NRS 115 Principles of Forestry (3)
Prerequisite: None
This class looks at the history of forestry, ecology, multiple use concepts, and forestry practices on national forests. It addresses forest management, conservation, wildfire, and careers in forestry. This course is offered upon demand.

NRS 120 Introduction to Water and Wastewater (3)
Prerequisite: None
This course is an introduction to drinking water and wastewater treatment systems. Course topics include treatment plant layout, process control, distribution and collection systems, federal and state regulations, facultative lagoons, industrial treatment, and laboratory procedures. This course is offered spring semester.

NRS 130 Principles of Water Resources (3)
Prerequisite: None
An overview of water resources with emphasis on the water cycle is provided in this class. The main course topics include flowing and standing water systems. This course is offered fall semester.

NRS 200 Range Management (3)
Prerequisite: BIOB 160/L160
This course will emphasize the effects of grazing on vegetation, soils and water, and management techniques to maximize production while maintaining rangeland conditions. This course is offered upon demand.

NRS 205 Treaty Rights and Water Laws (3)
Prerequisite: None
Students will learn about the unique trust responsibilities that the federal government maintains with tribal nations. Students will also learn about the Winters decision and how this court case has affected water rights and allocation in the western United States. Student will study in-depth the Fort Belknap Water Compact and its implications on water resources as well as socioeconomic implications. This course is offered on demand.

NRS 210 Introduction to Geographic Information Systems [GIS]/Global Positioning Systems [GPS] (3)
Prerequisite: Instructor Approval
This class will be a hands on computer use class for students to learn the fundamental concepts of the GIS (Geographic Information Systems) systems and GPS (Global Positioning System). Students will incorporate hand-held GPS units into everyday uses that the students can use in many different fields. The course will focus on demonstrating the capabilities of the ESRI Arc View GIS software package. This course is offered fall semester.

NRS 211 Advanced GIS/GPS (3)
Prerequisite: NRS 210
The focus of this course involves the use of ArcView to create, browse, analyze and manage land information systems using various sources of information including digital mapping and satellite imagery. Topics covered include: projections, datum, image registration, GRIP analysis, clipping, overlay, proximity analysis, slope, aspect, drainage, modeling, linking and joining attribute data. This course is offered upon demand.

NRS 222 Fish/Wildlife Management (3)
Prerequisite: NRS 105
This course is an application of principles of animal and plant ecology. It will also include the theory and practice of contemporary fish and wildlife management. This course also takes a historical look at wildlife management practices in the United States. This course is offered upon demand.

NRS 225 Restoration Ecology (3)
Prerequisite: BIOB 160/L160
This is an examination of human impacts on the world's biological resources and ecosystems. Case studies of restoration of ecosystems damaged by conversion to human use will be emphasized. Particular emphasis will be placed on damaged ecosystems of Indian lands, using the Zortman/Landusky debate as a model. This course is offered upon demand.

NRS 235 HAZWOPER
Prerequisite: None
This course covers broad issues pertaining to the hazard recognition at work sites. OSHA has developed the HAZWOPER program to protect the workers working at hazardous sites and devised extensive regulations to ensure their safety and health. This course, while identifying different types of hazards, also suggests possible precautions and protective measures to reduce or eliminate hazards at the work place.

NRS 240 Water Quality Practicum (3)
Prerequisite: NRS 120 or Instructor Approval
This course is for students interested in water and how it affects their life. Students will learn about State, Federal, and Tribal water standards. Students will be able to do field and analytical water techniques according to Environmental Protection Agency (EPA) protocol. This course is offered on demand.

NRS 253 Hazardous Materials
Prerequisite: None
Hazardous Material Awareness Level Trained Personnel are trained to identify the potential hazards of hazardous materials and isolate or evacuate the area as necessary. If there is a potential for exposures to hazardous materials, OSHA requires workers to receive Hazardous Material Awareness Training under 29 CFR 1910.120 annually.

Nutrition (NUTR)

NUTR 221 Basic Human Nutrition (3)
Prerequisite: BIOB 160/L160 or Instructor Approval
This course is designed for Allied Health and Pre-nursing students as well as those students interested in pursuing a healthy lifestyle. The interrelationships among nutrition, food and health status are explored through critical thinking. An emphasis will be placed on aspects of human nutrition involving carbohydrates, lipids, proteins, vitamins, minerals, absorption, digestion, metabolism and energy utilization as they relate to health and food consumption throughout development and at different stages of the life cycle. Knowledge of exercise science, contemporary research and mathematics as related to human nutrition will be investigated by hands on activities. The appropriate uses of diet therapy in restoring and maintaining health and wellness in the medical environment are a strong focus of the course. Students will be able to integrate their learning into the larger American Indian paradigm as it relates to nutrition and wellness. This course is offered on demand.

Nursing (NRSG)

NRSG 115 Nursing as a Profession (2)
Prerequisite: None
The purpose of this course is to initiate and foster the professional socialization process. Content and activities expose students to issues surrounding the profession of nursing, multiple roles of nursing in society and health care, and concepts related to the dimensions of nursing practice: nurse, client, health and environment. This course is offered spring.

Philosophy (PHIL)

PHIL 110 Introduction to Religious Thought (3)
Prerequisite: WRIT 101
This course will introduce students to key concepts and ideas from various religious traditions around the world. These concepts and ideas will be explored by examining (1) the historical and cultural contexts out of which they emerged and in through which they are expressed, and (2) the meaning and significance these ideas hold for men and women participating in the various traditions. Students will not only acquire knowledge of the beliefs and practices associated with various religious traditions; they will also be encouraged to develop the imaginative sympathy and appreciative understanding necessary for a meaningful study of human religiousness. This course is offered on demand.

Physics (PHSX)

PHSX 205 College Physics I (3)
Prerequisite: M 121 or M 122
This is the first course of a two-semester algebra-based sequence dealing with the basic principles of physics. Topics include: kinematics and dynamics of linear and rotational motion, work and energy, impulse and momentum, gravitation, simple harmonic motion, fluids, heat and thermodynamics, properties of ideal gases, and the kinetic theory of gases. This course is offered on demand.

PHSX L205 College Physics I Lab (1)
Prerequisite: M 121 or M 122
Co-requisite: PHSX 205
This is the first semester laboratory component to be taken concurrently with PHSX 205 as a co-requisite. Laboratory experiments will be conducted to explore the basic concepts covered in the lecture. Lab activities will focus on measurement and data collection on various topics such as linear measurement, uniformly accelerated motion, measurement of acceleration due to gravity, addition and resolution of vectors, Newton's laws of motion, static and kinetic friction, centripetal force, principles of conservation of energy and momentum, translational and rotational equilibrium, simple pendulum and Archimedes Principle. Students in this course will use the air-track machine as well as a variety of mechanical devices and computer interfaces to accumulate data.

PHSX 207 College Physics II (3)
Prerequisite: PHSX 205
This is the second course of the two-semester college physics sequence. Topics include: electric forces and fields, dc electric circuits, magnetic forces and fields, electromagnetic induction, waves, optics, and modern physics. This course is offered on demand.

PHSX L207 College Physics II Lab (1)
Prerequisite: PHSX 205/PHSX L205
Co-requisite: PHSX 205
This is the second semester laboratory component to be taken concurrently with PHSX 207 as a co-requisite. Laboratory experiments will be conducted to explore the concepts from various topics covered in static and current electricity, magnetism, waves and optics. Students in this course will make use of various electrical and electronic equipment, circuit boards, magnets, mirrors, lenses, prisms and other optical equipment to accumulate data.

Political Science (POL)

POL 134 American Government (3)
Prerequisite: None
This class examines the Federal Republic and the political structure and systems in the United States. The focus is on the U.S. Constitutional structure, the operations of the various branches of the government and their responsibilities in maintaining checks-and-balances within the political system. Students also look at the impact of the present political system on the election process and the past, present, and possible future outcomes. The class will study the impact of U.S. domestic policy on global concerns. This course is offered on demand.

Psychology (PSYX)

PSYX 100 Intro to Psychology (3)
Prerequisite: None
This course presents an overview of the psychological functioning of the individual, including such topics as the biological bases of behavior, learning, cognition,

motivation, developmental and social processes, psychological disorders and their treatment. This course also provides discussions about cultural differences in psychology. This course is offered fall semester. This class is offered fall and spring semesters.

PSYX 222 Psychological Statistics (3)
Prerequisite: None
This course introduces the principles of psychological research and their applications to the analysis and statistical interpretation of the experimental data. This course is offered spring semester.

PSYX 223 Research Design & Analysis I (3)
Prerequisite: None
This course provides an opportunity for the student to learn about design, control and measurement techniques through actual construction and implementation of a research plan. This course includes laboratory exercises related to topics discussed. Lab is required. This course is offered spring semester.

PSYX L223 Research Design & Analysis Lab (1)
Prerequisite: None
Co-requisite: PSYX 223
Students will use a hands-on approach to learn the process of creating a study. Topics will include the literature review, the component parts of a good questionnaire, gathering and analyzing data, negotiating the IRB and writing up findings.

PSYX 230 Developmental Psychology (3)
Prerequisite: PSYX 100
This course explores prenatal development and physical, linguistic, cognitive and social/emotional development from infancy through adolescence. This course also covers cultural aspects of development. This course is offered fall semester.

PSYX 231 Human Relations (3)
Prerequisite: None
This course considers the psychological nature of interpersonal relationships, including nonverbal communication, defensiveness, anger, empathy, feedback, listening, and conflict. This course discusses the various cultural differences in communications and the social structures surrounding them. This course is offered fall semester.

PSYX 240 Abnormal Psychology (3)
Prerequisite: PSYX 100
This course covers the various categories of mental disorders, as classified in the Diagnostic and Statistical Manual of Mental Disorders. For each disorder, information about features, causes, and treatments is examined. This course is offered spring semester.

PSYX 270 Psychology of Learning (3)
Prerequisite: PSYX 100
This course explores the facts and principles of learning, motivation and memory. This course covers the historical and theoretical background of learning, motivation and memory. The laboratory exercises demonstrate learning motivation and memory processes. A Lab is required. This course is offered spring semester.

PSYX L270 Psychology of Learning Lab (1)
Prerequisite: PSYX 100
Co-requisite: PSYX 270
An introduction to learning theory with an emphasis on brain based research, this course focuses on learner-centered understanding and brain processing while providing an orientation to the field of education. To make decisions about instruction, classroom management, and assessment practices, students will learn

the psychological theories, concepts, and principles for cultivating the conditions most likely to motivate young people to master important knowledge and skills. This course is offered Spring Semester.

PSYX 278 Intro to Clinical Psychology (3)
Prerequisite: PSYX 100
This course surveys the major approaches to psychotherapy with emphasis on theoretical foundations. The course also addresses the issues of treatment efficacy, common factors, eclecticism and current controversies. The course also discusses the cultural aspects of clinical psychology. This course is offered fall semester. This course is cross listed with HMS 235 Introduction to Counseling.

PSYX 298 Cooperative Ed/Internship (3)
Prerequisite: PSYX 100
This course provides college credit for a sophomore work experience in the area of psychology supervised by faculty. A learning agreement must be completed prior to registration. This course is offered on demand.

PSYX 299 Special Topics (3)
Prerequisite: Instructor Approval
This course provides college credit for a sophomore work experience in the area of psychology supervised by faculty. A learning agreement must be completed prior to registration. This course is offered spring semester.

Theater (THTR)

THE 101 American Indian Plays and Actors' Workshop (3)
Prerequisite: None
This is an introductory course designed in three modules. In the first one, students will have an introduction to the history of contemporary American Indian Theater, and they will explore exemplary plays and the employed methodology of award-winning playwrights by reading and discussing them. Then, they will experience hands-on the craft of playwriting. Finally, using the Stanislavski method of acting, students will develop in their roles to create wholly-realized characters. At the completion of this course, students will have composed fully realized 10 minute plays that are ready for both staged readings (reader's theatre) and full theatrical productions. This class is offered on demand.

Sociology (SOCL)

SOCL 100 Intro to Sociology (3)
Prerequisite: None
This course is an overview of social issues concerning equality, deviance, sports, capital punishment, information control and the media. Group life, culture and social interaction are covered as they relate to human behavior both socially and scientifically. This course is offered spring semester.

SOCL 176 Race and Gender (3)
Prerequisites: None
This class examines the social processes seen between various minority groups and mainstream culture in the United States, with a focus on the dynamics of oppression and the interface between race, gender, ethnicity, class, and religion. The discussion will include the role of American Indians as political entities in relationship to minority groups and mainstream culture as well. Some attention will also be devoted to various nationality groups that suffered severe prejudice and discrimination during earlier decades of American history. This class is offered fall semester.

SOCL 205 Native Americans in Contemporary Society (3)
Prerequisite:
This course examines the contemporary American Indian problem areas in relation to the process of colonization and historical procedures. Contemporary education as compared to traditional American Indian Education is also discussed. Solutions for problems are examined and discussed as components of decolonization and historical knowledge. Applications of knowledge ways are processed into the contemporary issues of the American Indian. This course is offered spring semester.

Speech (SP)

COMX 111 Introduction to Public Speaking (3)
Prerequisites: None
This course guides students in developing public speaking skills. They will plan, research, prepare, and deliver academic speeches. Upon completion of this course, a student will be able to demonstrate competence in basic theoretical elements of communication in the delivery of informative, special-occasion, and persuasive speeches. All the deliveries in this course will provide students with the self-confidence needed to talk in front of an audience and enable students to use public speaking to enhance understanding of, knowledge of, and experiences with Indian culture. This class is offered fall and spring semester.

COMX 115 Interpersonal Communications (3)
Prerequisite: None
This course is designed to give students an understanding of the nature of human relationships and to prepare students, as prospective employees or managers, to make a successful transition into new jobs or assignments. Classroom focus is on the student's understanding of interpersonal effectiveness with emphasis on communications, motivation, leadership, and personal attitude.

Statistics (STAT)

STAT 225 Bio-Medical Statistics (3)
Prerequisite: M 121 or consent of instructor
This course presents the basic concepts of statistics and recognizes that students must be aware of when to use standard statistical techniques and how to apply the results they obtain. The emphasis is on descriptive statistics, correlation and analysis of variance, regression analysis and those parametric and non-parametric measurements especially relevant to the biological world or the allied health sciences, various computer software programs are used extensively. This course is offered on demand.

Welding (WLD)

WLD 101 Welding Theory (2)
Prerequisite: None
This course introduces metallurgy and other welding processes such as gas tungsten arc welding, gas metal arc welding and flu core arc welding.

WLD 102 Shielded Metal Arc Welding/Structural (3)
Prerequisite: None
Instruction on operation of AC and DC power sources, welding polarities, heats and electrodes for use in joining various metal alloys by the arc welding process. Students will prepare a number of different joint configurations used in industry. Welds will be made with several different electrodes using the Shielded Metal Arc welding equipment.

WLD 103 Mig and Tig (3)
Prerequisite: None
This program provides the opportunity for classroom supported, hands on training to assist participants sin gaining the real world MIG and TIG welding skills employers demand. The instructor will provide lectures, demonstrations, and printed materials to increase the participant's knowledge and skills to safely use gas metal arc welding (GMAW) and gas tungsten are welding (GTAW) machines on steel products.

WLD 104 Blueprint Reading (2)
Prerequisite: None
This course provides instruction in the fundamentals of reading and interpreting blueprints. A student learns to interpret and apply welding symbols along with identifying proper assembly procedures.

WLD 117 Welding Practicum (3)
Prerequisite: None
Welding basics will be covered in these hands on intensive workshop for beginners. This class will offer both an explanation and demonstration of welding process and technique. Processes covered will be Oxy-Acetylene cutting, MIG, plasma cutting, and some basic cold working equipment.

M 102 Welding Technical Math (2)
Prerequisite: None
This course is designed to prepare the student with the technical and applied mathematics typically found in a welding operation.

WLD 120 Maintenance Welding (3)
Prerequisite: None
This course is designed to instruct the student in the theory and practice of maintenance welding. Subjects discussed include equipment selection, filler metal selection, metallurgy preventative maintenance techniques to increase mean time between failures, ad failure analysis. Laboratory practice will include instruction in stick, oxyacetylene, metal inert gas welding, tungsten inert gas welding, and low temperature joining

WLD 121 Structural Steel Welding (2)
Prerequisite: None
The course will provide an advanced understanding of the shielded metal arc welding process and equipment along with the key variables that affect the quality of welds, the role of the welder in visual inspection and quality control, and other advanced topics based on the skills of the student.

WLD 180 Welding Certification (3)
Prerequisite: Instructor Approval

Writing (WRIT)

WRIT 101 College Writing I (3)
Prerequisite: Placement Test
Through a variety of writing modalities, students learn and practice the fundamentals of quality argumentation and research writing. Focus will be on demonstrating an understanding of research as a process of gathering, evaluating, analyzing, and synthesizing appropriate primary and secondary sources. Students will integrate their own ideas with those of others and will develop and organize logical thoughts as a means of building evidence that results in a persuasive argument. Through a series of writing, reading, and usage exercises, they will also learn how to edit their own work and that of their peers. All writing practiced in this course prepares students for the multifaceted demands of academic writing they will face in College Writing II and other courses in which writing is a strong

component. This class is offered fall and spring semester.

WRIT 101A College Writing IA (4)
Prerequisite: Placement Test
WRIT 101A meets all of the objectives of WRIT 101 while differentiating instruction and providing scaffolds for completing the college writing curriculum. It proposes to smooth the transition from high school or non-academic settings to post-secondary academic culture by providing an introduction to academic literary, to the ANC library, and to the demands of reading academic text. It will also help students to develop their self-confidence, time management, and rhetorical command necessary to read and write for both ANC courses and careers. This class is offered fall and spring semester.

WRIT 111 Technical Communications (2)
This course provides a comprehensive study of technical and professional communication in written/oral form. Students will learn how to effectively communicate, concisely, and convincingly through oral/written communication. Students will develop the ability to analyze communication situations and implement problem-solving strategies in written or oral presentations. This course is offered spring semester.

WRIT 113 Technical Communications (2)
Prerequisite: Compass or Instructor Approval
This course provides a comprehensive study of technical and professional communication in written/oral form. Students will learn how to effectively communicate, concisely, and convincingly through oral/written communication. Students will develop the ability to analyze communication needed for work-place situations and implement problem-solving strategies in various written formats. Students homework will provide exposure and practical experience in writing communications typical of science, math, engineering and technological careers, especially water and wastewater treatment operations. This course is offered fall semester.

WRIT 122 Intro to Business Writing (3)
Prerequisite: College Writing I
Students learn to plan, setup and produce effective letters in mail-able form. The course includes composing a variety of business situation letters regarding sales, office routine, application letters, and personal resumes. There is an emphasis on business presentations, both written and oral. This course is offered spring semester.

WRIT 201 College Writing II (3)
Prerequisite: College Writing I
College Writing II is a reading and writing intensive course, which expands on the practice of strategies acquired in College Writing I. Students will use library-research skills, practice ethical documentation, increase information literacy, and participate in class discussions about their writing, so they can edit their own work and that of their peers. This class is offered fall and spring semester.

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White Clay Language Immersion School
Bonnie Bentley, WCLIS Teacher,
Sara Hawley, WCLIS Teacher,
Amber Azure, WCLIS Teacher Aid,

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Certificate of Welding/Metal Fabrication
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M.A. - Native American Studies, MSU Bozeman
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