



**MONTANA STATE UNIVERSITY-BILLINGS
BACHELOR OF SCIENCE IN HUMAN SERVICES
GENERAL BULLETIN 2003-2005**

Access & Excellence

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Name _____

Student ID # _____

GENERAL EDUCATION REQUIREMENTS – SEE PAGE 6 FOR SPECIFIC COURSES

General Education Category	Course #	Credits	Grade	Semester	Equivalent
Category I: Writing (6 cr.) <i>ENGL 226 recommended</i>	ENGL 150				
Category II: Oral Skills (3 cr.) <i>COMT 110 or 130 recommended</i>					
Category III: Mathematics (3 cr.)					
Category IV: Natural Sciences (7 cr.) (1 life science/1 physical science/1 lab)					
Category V: Social Sciences (6 cr.) (2 courses from separate prefixes) <i>PSYC 101 and SOCL 101 recommended</i>					
Category VI: History (3 cr.)					
Category VII: Cultural Diversity (3 cr.) <i>NAMS 181 or NAMS 211 recommended</i>					
Category VIII: Fine Arts (3 cr.)					
Category IX: Integrated Humanities (3 cr.) <i>HON or PHIL courses recommended</i>					

Students should consult with their advisors to determine if specific courses are necessary in order to satisfy the General Education requirements within this program.

Certain courses in this program have prerequisites; students should check the course descriptions for required prerequisites.

Category I: Writing			6
ENGL 150	College Composition		3
ENGL 210	Technical Writing		3
ENGL 226	Research Writing		3
ENGL 301	Business Communications		3
CTCM 202	Business Communication		3
CTCM 203	Technical Communication		3

Category II: Oral Skills			3
COMT 101	Fundamentals of Communication		3
COMT 110	Interpersonal Communication		3
COMT 130	Introduction to Public Speaking		3
FREN 202	Intermediate French II		3
GERM 202	Intermediate German II		3
SPAN 202	Intermediate Spanish II		3
CTCM 109	Human Relations		3
CTCM 130	Introduction to Public Speaking		3

Category III: Mathematics			3
FIN 201, 202, 203	Personal Financial Planning...		3
MATH 106	College Algebra		3
MATH 107	Precalculus		5
MATH 112	Calculus I		4
MATH 121	Finite Mathematics		4
MATH 141	Contemporary Mathematics		3
MATH 161	Mathematics for Health Sciences		4
MATH 202	Math for Elementary Education II		3
STAT 141	Introduction to Statistics		3
STAT 241	Statistical Methods		4
CTCM 122	College Mathematics for Technology		3

Category IV: Natural Science			7
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Students are required to take one course from each subcategory and at least one corresponding lab or SCIN 101, 102 & 103

Subcategory A – Life Sciences

BIOL 101	Survey of Biology		3
BIOL 115	Survey of Biology Lab		1
BIOL 178	Principles of Biology		3
BIOL 188	Principles of Biology Lab		1

Subcategory B – Physical Sciences

CHEM 104	Fund of General & Organic Chemistry		3
CHEM 105	Fund of General & Organic Chem Lab		1
CHEM 115	General Chemistry I		3
CHEM 118	General Chemistry I Lab		1
EASC 100	Lithosphere and Hydrosphere		3
EASC 101	Lithosphere and Hydrosphere Lab		1
EASC 120	Historical Geology & Paleontology		3
EASC 121	Historical Geology & Paleontology Lab		1
GEOG 100	Physical Geography Lab		1
GEOG 101	Physical Geography		3
PHYS 101	Earth, Air, Fire and Water		3
PHYS 102	Earth, Air, Fire and Water Lab		1
PHYS 110	College Physics I		3
PHYS 111	College Physics I Lab		1
PHYS 201	Introduction to Astronomy		3
PHYS 203	Introduction to Astronomy Lab		1
SCIN 101, 102, 103	Integrated Science I, II, III		3, 1, 3

Category V: Social Science			6
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Two courses from separate prefixes

BUS 101	Introduction to Business		3
ECON 200	Principles of Microeconomics		3
ECON 201	Principles of Macroeconomics		3
EDF 100	Educ Persons for a Democratic Society		3
POLS 101	Introduction to Government		3
POLS 212	United States Government		3
PSYC 101	General Psychology		3
SOCL 101	Introduction to Sociology		3
SOCL 212	Physical Anthropology & Archeology		3
SOCL 221	Social Problems		3

CATEGORY VI: HISTORY			3
HIST 104	History of World Civilization to 1500		3
HIST 105	History of World Civilization Since 1500		3
HIST 106	Honors: History of Western Civ to 1648		3
HIST 107	Honors: History of Western Civ since 1648		3
HIST 109	Current World Problems		3
HIST 204	United States History to 1877		3
HIST 205	United States History Since 1877		3
POLS 221	International Relations		3

Category VII: Cultural Diversity			3
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ART 131	Global Visual Culture		3
A&SC/SOCL 250	Women, Culture and Society		3
GEOG 102	World Geography		3
GEOG 120	Environment and Culture		3
HIST 351	History of Islamic Civilization		3
HIST 353	The Middle East in the Twentieth Century		3
MUSC 150	Musics of the World		3
NAMS 181	Introduction to Native American Studies		3
NAMS 211	Social Issues of the Native American		3
PHIL 105	The Religious Quest		3
PHIL 233	Phil & Religions of India		3
PHIL 234	Phil & Religions of China, Tibet & Japan		3
SOCL 211	Cultural Anthropology		3
SPAN 150	The Hispanic Tradition		3

Category VIII: Fine Arts			3
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ART 110	Art Studio Essentials for Non-Art Majors		3
ART 142	Introduction to Pottery		3
ART 161	Introduction to Drawing		3
COMT 150	Introduction to Theater		3
COMT 155	Global Cinema		3
COMT 250	Introduction to Acting		3
ENGL 160	Reading and Responding to Literature		3
ENGL 204	Fundamentals of Creative Writing		3
ENGL 280	Fiction into Film		3
MUSC 100	Music Appreciation		3
MUSC 160/360	Symphonic Band		1
MUSC 162/362	Concert Choir		1
MUSC 168/368	Jazz Ensemble		1
PHIL 303	Classical Mythology		3
CTDR 248	CAD Presentations		3

Category IX: Integrated Humanities			3
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ART 132	Art History Survey		3
ENGL 260	World Foundations of Literature		3
HON 181	The Ancient and Medieval Worlds		3
HON 183	The Renaissance and Modern Worlds		3
MUSC 340	Music History to 1750		3
MUSC 341	Music History 1750 to the Present		3
PHIL 107	Philosophical Inquiry		3
PHIL 115	Ethics		3
PHIL 117	Philosophies of Life		3
PHIL/ENGL 240	The Bible as Literature		3
PHIL 250	Christianity		3
PHIL 301	Death, Dying, and Medical Ethics		3
PHIL 311	Environmental Ethics		3
PHIL 314	Business Ethics		3

Course			Credits	Grade	Semester	Equivalent
Core Requirements						
HS	201	Survey of Human Services	3			
#HS	286	Practicum in Human Services	3			
#HS	287	Seminar: Contemporary Issues in Human Services	1			
** HS	335	Introduction to Counseling	3			
**HS/ REHA	345	Legal, Ethical and Professional Issues in Human Services	3			
**HS	452	Human Services Management	3			
**%HS	486	Supervised Field Experience I in Human Services	5			
**%HS	487	Professional Seminar I in Human Services	2			
**@HS	488	Supervised Field Experience II in Human Services	5			
**@HS	489	Professional Seminar II in Human Services	2			

**Restricted by admission to the Human Services Program

Corequisite – students enrolled in HS 286 must co-register in HS 287

% Corequisite – students enrolled in HS 486 must co-register in HS 487

@ Corequisite – students enrolled in HS 488 must co-register in HS 489

The HS 286 Practicum, the HS 486 Supervised Field Experience I and HS 488 Supervised Field Experience II sequences are standardized to comply with requirements by the Council on Standards for Human Services Education which specify that there will be no less than a total of 585 clock hours of field work and at least 450 of those hours to be at the senior (HS 486 and HS 488) level.

Mathematics and Science Requirements - Select three (3) credits in mathematics and three (3) credits in science in addition to the General Education math and science requirements.

Science Course (should relate to some aspect of the human condition; select in consultation with advisor)				
STAT 141 Introduction to Statistics or PSYC 205 Research Analysis in Psychology or An equivalent course selected in consultation with advisor				

Professional Skills Development for the Human Services - Take at least one (1) course from five (5) of the following six (6) areas for a minimum total of 15 semester credits. **A course selected in one Professional Skills area cannot be used to satisfy the requirements of another Professional Skills area or in any of the Concentrations.**

A. Human Services Management

COMT	310	Organizational Communication	3			
REHA	406	Diagnosis and Assessment in Rehabilitation and Human Services	3			
MGMT	321	Principles of Management	3			

B. The Helping Process in Human Services

REHA	215	Medical and Psychological Aspects of Disability	3			
REHA	301	Principles of Counseling & Group Theory	3			
REHA	418	Counseling for Death, Dying and Bereavement	3			

C. Research Methodology and Applications in Human Services

PSYC	205	Research Analysis in Psychology	3			
REHA	406	Diagnosis and Assessment in Rehabilitation and Human Services	3			

D. Identification and Utilization of Community Resources in Human Services

HHP	211	Community Health	3			
REHA	303	Community Resources and Assistive Technology	3			

E. Mental Health and Human Services

HS	481	Abuse, Neglect in the Family and the Helping Process in Human Services	3			
HHP	436	Stress Management and Emotional Health	3			
PSYC	460	Theories of Personality	3			
PSYC	470	Abnormal Psychology	3			

F. Medical and Health Related

HS	385	Behavioral Pharmacology and Human Services	3			
HS	485	Suicidal Ideation and Behavior	3			
REHA	215	Medical and Psychological Aspects of Disability	3			

Human Services Concentrations - Choose three concentrations from the eight shown below. A student must select one (1) major concentration, with a minimum of four courses completed, and two (2) minor concentrations with at least three courses taken in each for a total of 30 credits. **A course selected in one concentration cannot be used to satisfy the requirements in another concentration, skill development, general education or core requirements.** Students should check course prerequisites in the General Bulletin.

1. Child, Adolescent, and Family Treatment

HS	481	Abuse, Neglect in the Family and the Helping Process in Human Services	3			
EC	336	Social and Emotional Development in Young Children	3			
EC	437	Child in the Family System	3			
PSYC	380	Developmental Psychology	3			
SOCL	326	Juvenile Delinquency	3			
SOCL	332	Sociology of the Family	3			

2. Mental Health Systems and Applied Psychology

HS	385	Behavioral Pharmacology & Human Services	3			
HS	481	Abuse, Neglect in the Family and the Helping Process in Human Services	3			
EDF	250	Educational Psychology	3			
HHP	436	Stress Management and Emotional Health	3			
PSYC	271	Human Relations	3			
PSYC	314	Learning and Motivation	3			
PSYC	380	Developmental Psychology	3			
PSYC	382	Adult Psychology	3			
PSYC	383	The Psychology of Aging	3			
PSYC	460	Theories of Personality	3			
PSYC	470	Abnormal Psychology	3			
REHA	301	Principles of Counseling and Group Therapy	3			
REHA	418	Counseling for Death, Dying and Bereavement	3			

3. Community Based Programs for People with Disabilities

HS	385	Behavioral Pharmacology and Human Services	3			
HHP	211	Community Health	3			
REHA	215	Medical and Psychological Aspects of Disability	3			
REHA	303	Community Resources and Assistive Technology	3			

4. Crime Control/Related Human Services

HS	483	Treatment Perspectives of Chemical Dependency and Addictive Behaviors	3			
PSYC	460	Theories of Personality	3			
PSYC	470	Abnormal Psychology	3			
PSYC/ SOCL	471	Social Psychology	3			
REHA	201	Essentials of Rehabilitation and Related Services	3			
SOCL	324	Criminology	3			
SOCL	326	Juvenile Delinquency	3			
SOCL	423	Control of Crime (1 credit lab)	4			

5. Gerontology/Aging and Related Human Services

HS	385	Behavioral Pharmacology & Human Services	3			
HS	481	Abuse, Neglect in the Family and the Helping Process in Human Services	3			
PHIL	301	Death, Dying and Medical Ethics	3			
PSYC	382	Adult Psychology	3			
PSYC	383	The Psychology of Aging	3			
REHA	418	Counseling for Death, Dying and Bereavement	3			

6. Management, Administration and Organizational Communication

COMT	310	Organizational Communication	3			
COMT	414	Issues in Organizational Communication	3			
COMT	440	Performance Skills for Professionals	3			
MGMT	321	Principles of Management	3			
MGMT	353	Organizational Behavior	3			
POLS	434	Contemporary Issues in Public Administration	3			
PSYC	345	Psychology of Business	3			
PSYC	445	Industrial/Organizational Psychology	3			

7. Chemical Addictions and Treatment in Human Services

HS	385	Behavioral Pharmacology and Human Services	3			
HS	481	Abuse, Neglect in the Family and the Helping Process in Human Services	3			
HS	483	Treatment Perspectives of Chemical Dependency and Addictive Behaviors	3			
HHP	411	Drug and Alcohol Education	3			

8. Social Problems

HS	481	Abuse, Neglect in the Family and the Helping Process in Human Services	3			
HS	483	Treatment Perspectives in Chemical Dependency and Addictive Behaviors	3			
HS	485	Suicidal Ideation and Behavior	3			
NAMS	211	Social Issues of the Native American	3			
PSYC	470	Abnormal Psychology	3			
REHA	201	Essentials of Rehabilitation and Related Services	3			
SOCL	221	Social Problems	3			
SOCL	324	Criminology	3			
SOCL	326	Juvenile Delinquency	3			
SOCL	423	Control of Crime (1 credit lab)	4			
SOCL	432	Human Sexual Behavior	3			

Electives

BACHELOR OF SCIENCE DEGREE IN HUMAN SERVICES

Categories	Credits	Earned
General Education	37	_____
Core Requirements	30	_____
Professional Skills Requirement	15	_____
Human Services Concentration Areas	30	_____
Math & Science Requirements	6	_____
Electives (may vary)	V	_____
Total	120	_____

It is the student's responsibility to know and meet the requirements for graduation. A minimum of 36 credits must be upper division classes (300 and above).

NOTES

All students desiring admission to the Human Services Program are required to file an application for admission. The application must be completed during the semester following the completion of 40 semester hours of credit, or, in the case of a transfer student, during the first semester of residence after the student has attained sophomore level. Approval of this application by all appropriate individuals is necessary prior to registration for courses at the 300 and 400 levels. Due to the competitive nature of the admissions process, application to the program does not constitute admission.

1. A minimum of 40 semester credits are to be completed prior to admission to the Human Services Program.
2. A minimum cumulative grade point average of 2.65 is required in all courses completed.
3. All applicants must complete a minimum of 30 hours from the General Education Category Requirements at Montana State University-Billings, or at another regionally accredited institution of higher education, earning a minimum grade point average of 2.65. Courses taken on a pass/no pass or credit/noncredit basis will not be accepted to fulfill the requirements. Students should consult with their academic advisor.
4. A minimum grade point average of 2.65 must be earned in the following Professional Core courses: HS 201 Survey of the Human Services; HS 287 Seminar: Contemporary Issues in Human Services.
5. Completion of a Field Experience, HS 286 Practicum in Human Services, with a grade of at least "C" is required.
6. Each applicant must receive recommendations from the on-site supervisor (HS 286), the faculty advisor; Health, Physical Education and Human Services Department Chairperson, and approval from the Dean of the College of Education and Human Services.
7. Applications for admission to the Human Services Program can be obtained from the Department of Health, Physical Education and Human Services Office in the Physical Education Building, Room 120. The application should be submitted to the faculty advisor for review and approval, signed by the advisor and the Department Chairperson. The recommendations of the on-site supervisor and a current **working copy** of the transcript will be attached to the application form.
8. Due to the competitive nature of admission to the Human Services Program and the fact that only a limited number of students are admitted each year, applications must be completed and received in the Health, Physical Education and Human Services Office by January 15 of each calendar year. Students not accepted are **encouraged to apply for admission** during the next application period. It is the responsibility of each student to ensure that a completed application is submitted by the deadline. It is suggested that applications be submitted at least three (3) weeks prior to the deadline.
9. Applicants will be notified of the status of their application within forty-five (45) days of the application deadline (January 15).
10. If admission to the Human Services Program is denied, the applicant may appeal the decision to the Human Services Committee of the Department. The Department Chairperson serves as chair of the appeals committee.
11. No student will be allowed to register for restricted upper division courses in Human Services without formal admission to the Human Services Program.