RICHLAND COURSE OF STUDY

**Freshman Year-1st Semester**
- **ENGL 1301 (ENG 1310)** ........................................ 3
- **HIST 1301 (HIST 1310)** ........................................ 3
- **MATH 1314 (MATH 1315)** ........................................ 3
- **PHIL 1301 or 2306 (PHIL 1305 or 1320)** .................. 3
- **Natural Science\(^1\)** ............................................. 3-4

**Total** 15-16

**Sophomore Year-1st Semester**
- **ENGL Literature\(^2\)** ........................................... 3
- **GOVT 2301 (PSI 2310)** ........................................ 3
- **Social and Behavioral Science\(^3\)** .......................... 3
- **Visual and Performing Arts\(^4\)** ................................ 3
- **MATH 2342 (HP 3302)\(^5\)** .................................. 3

**Total** 15

**Junior Year-Fall**
- **HIM 3301** ....................................................... 3
- **HIM 3310** ....................................................... 3
- **HIM 3463** ....................................................... 4
- **HIM 3367** ....................................................... 3
- **HIM 3390** ....................................................... 3

**Total** 16

**Senior Year-Fall**
- **HIM 4370** ....................................................... 3
- **HIM 4401** ....................................................... 4
- **HIM 4331** ....................................................... 3
- **HIM 4363** ....................................................... 3
- **HIM 4364** ....................................................... 3

**Total** 13

**Freshman Year-2nd Semester**
- **ENGL 1302 (ENG 1320)** ...................................... 3
- **HIST 1302 (HIST 1320)** ...................................... 3
- **Natural Science\(^1\)** ............................................. 4
- **SPCH 1311 or 1321 (COMM 1310)** ......................... 3
- **PHED activity course (FW ACT)** .............................. 1

**Total** 14

**Sophomore Year-2nd Semester**
- **GOVT 2302 (PSI 2320)** ...................................... 3
- **BIOL 1473 (BIOL 2430)** .................................... 4
- **HITT 2331 (HIM 2360)** .................................... 3
- **COSC 1401 (CIS 1323)** .................................... 4
- **PHED activity course (FW ACT)** ............................. 1

**Total** 15

**Texas State Course of Study**

**Junior Year-Spring**
- **HIM 3311** ....................................................... 3
- **HIM 3350** ....................................................... 3
- **HIM 3368** ....................................................... 3
- **HIM 3380** ....................................................... 3
- **HIM 3464** ....................................................... 4

**Total** 16

**Senior Year-Spring**
- **HIM 4225** ....................................................... 2
- **HIM 4383** ....................................................... 3
- **HIM 4385** ....................................................... 3
- **HIM 4390** ....................................................... 3
- **HIM 4501** ....................................................... 5

**Total** 16

\(^1\) Select two courses from the Natural Science Component area (030) of Richland’s Core Curriculum.

\(^2\) Select one ENGL course from the Humanities component area (040) of Richland’s Core Curriculum.

\(^3\) Select one course from the Social and Behavioral Science component area (080) of Richland’s Core Curriculum.

\(^4\) Select one course from the Visual and Performing Arts component area (050) of Richland’s Core Curriculum.

\(^5\) MATH 2328 will substitute for HP 3302.

**Notes:**
1. *Italicized* courses satisfy both Richland and Texas State Core Curriculum requirements. Courses in (parentheses) indicate the course transfer equivalents at Texas State.
2. If two years of the same foreign language were not completed in high school, students must take 2 semesters of the same foreign language.
3. Texas State will apply to a degree up to 66 hours from an accredited two-year college (6-8 hours may be added with college dean approval.)
4. Upon completion of certain course requirements at Texas State, students may elect to send these hours back to Richland to be applied toward an associate’s degree. This is commonly referred to as “reverse transfer.”
5. All HIM courses require a grade of “C” or higher.
6. Students transferring with fewer than 16 hours must take US 1100. If US 1100 is not required, a one-hour elective may be required in order to meet the minimum hours required for the degree.
UNIVERSITY ADMISSION:

1. Submit ApplyTexas Admission Application online (www.ApplyTexas.org), $60 application fee, and all credentials to the Undergraduate Admissions Office by the stated admission deadline (Fall-July 15, Spring-November 15, Summer I-May 1, Summer II-June 15).
2. Submit an official transcript from each institution attended to the Undergraduate Admissions Office. Students must be eligible to return (e.g., free of suspension, dismissal, or enforced withdrawal) to all previous institutions regardless of grade point average (GPA) or degrees received.
3. A minimum 2.25 grade point average (GPA) in all transferable courses is required.

Students transferring to Texas State University from a community college will be placed in the catalog effective at the time of admission to the School of Nursing. Students are reminded to refer to their designated catalog for information relating to the University, College, and/or Departmental requirements for curriculum, graduation, probation/suspension, and other general information.

Send official paperwork to:
Texas State University
Office of Undergraduate Admissions
429 N. Guadalupe
San Marcos, Texas 78666
512/245-2364
www.admissions.txstate.edu/

ADMISSION TO THE HEALTH INFORMATION MANAGEMENT PROGRAM:

To apply to the HIM Program, students must:
1. Have completed the majority of the Core and other prerequisite coursework;
2. Have a minimum overall GPA of 2.50;
3. Be eligible for admission to Texas State. (University application deadlines are different than the HIM Program deadline. Potential program applicants are encouraged to complete the University process early to facilitate review of transcripts during the HIM Program application process.);
4. Submit HIM Program application by March 1 for consideration to begin the HIM coursework in the fall semester; and
5. Interview with the HIM Program Admissions Committee with notification of acceptance communicated by April 1.

It is strongly recommended that students present themselves for academic advising with an HIM program advisor as soon as health information management has been selected as a major.

Advanced standing in the health information management program will require a review of the student’s credentials and previous coursework. Because of course sequencing and the scheduling of clinical assignments, students who drop out of the program for one or more semesters will be required to reapply for admission and be re-interviewed by the admissions committee.

Students must make a “C” or higher in each HIM course to meet progression and graduation requirements.

During the second semester of the senior year, students are required to take a five-week professional practice experience course. This course requires that the students spend a minimum of five weeks in other institutions (hospitals, health agencies, etc.) away from campus. Students must furnish their own transportation and housing. Because of the time and distances involved, no courses other than those listed can be taken in the final semester of the senior year.

For more information, contact:
Department of Health Information Management
Texas State University
San Marcos, Texas 78666
512/245-8242
http://www.health.txstate.edu/HIM/

College of Health Professions Academic Advising Center
Texas State University
San Marcos, Texas 78666
512/245-3506
http://www.health.txstate.edu/advising

Texas State reserves the right to withdraw courses at any time, to change its fees or tuition, calendar, curriculum, degree requirements, graduation procedures, and any other requirements affecting students. Changes will become effective whenever authorities determine and will apply to both prospective students and those already enrolled.