Instructors: Lawrence Wall, M.A., HTL (ASCP)
Laboratory Component
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lawrence.wall@hccs.edu
Eagle online email

Office hours (room 215, suite 216):
M-Th 2:00 p.m. – 5:00 p.m.

Note: Utilize email for questions, advanced notice of missing class, on-line tutoring, or scheduling time for face-to-face tutoring.

Course Description
This course is a continuation of Histotechnology II. Further introduces theory and practice of routine histochemical staining techniques. Techniques include microorganisms, tissue pigments and minerals, and neural tissue. Includes specialized techniques such electron microscopy, immunohistochemistry, and muscle enzyme histochemistry.

Course Prerequisite
HLAB 1443 Histotechnology II

Course Rationale
Histology technicians must be proficient in performing routine special stains to enhance diagnostic differentials by pathologists. Increasingly, more hospitals and research facilities are utilizing immunohistochemistry procedures to identify types of cancer by highly specific immune antibody/antigen reactions. Understanding of both the theory and techniques employed in the histology laboratory will prepare the technicians to successfully integrate greater skills to enter the field of histotechnology.

Program Learning Outcomes
A program that prepares individuals, under the supervision of histology laboratory scientists/technologists, to perform routine procedures and tests in the histopathology laboratory. Instruction includes general laboratory procedures and skills; laboratory mathematics; medical computer applications; interpersonal and communication skills; and the basic principles of fixation, tissue processing, embedding, microtomy, H&E staining, and histochemical staining of tissue sections.
Student Learning Outcomes
After completing this course, the student will be able to:
1. Apply principles of safety, quality assurance, and quality control.
2. Identify the cognitive theories of staining microorganisms, tissue pigments, minerals, neural tissue
and specialized techniques such as immunohistochemistry.
3. Perform laboratory work skills.
4. Demonstrate ethical and professional behavior.

Student Learning Objectives
Student will:
1.1 Demonstrate safe laboratory practices at all times.
1.2 Evaluate specimen quality prior to student lab procedures.
2.1 Demonstrate the cognitive theories of staining microorganisms, tissue pigments, minerals, neural tissue
and specialized techniques such as immunohistochemistry by scoring 75% or better on all lecture
exams.
3.1 Following instruction, demonstration and practice sessions, operate laboratory equipment
independently as demonstrated by practical exams.
3.2 Perform quality control and follow all student lab procedures and practices.
4.1 Illustrate ethical and professional behavior by adhering to attendance polices, dress codes, and general
rules and regulations.
4.2 Demonstrate respect and appropriate interpersonal skills with classmates and instructors.

Cognitive
With the use of course materials and various teaching methods, the student will demonstrate mastery of the
following course objectives by scoring 75% or better on all examinations.

UNIT EXAM 1
Chapter 9: Nerve
1. Define the following terms: peripheral and central nervous system, autonomic and somatic nervous
system, white matter, gray matter, neuroglia, oligodendrocytes, astrocytes, blood-brain barrier, GFAP
antibody marker, ependymal cells, brain ventricles, choroid plexus, cerebral spinal fluid, microglia,
nissl substance, ribosomal RNA, chromatolysis, Thionin stain (purpose), Schwann cells, neurokeration,
synapse, neurotransmitter substance, argyrophil chemical reaction, olivary complex, carcinoid tumor,
Alzheimer’s diseases (senile plaques, fibrillary tangles, amyloid), and pukinje cells.
2. Neuron Diagram: Identify the following anatomic structures: dendrites, cell body, nucleus, nucleolus,
nissl substance, cytoskeleton, node of Ranvier, axon (nerve fiber), Schwann cell nucleus, and myelin
sheath.
3. Neuron Diagram: Label tissue constituents that demonstrated with the following histochemical tests:
cresyl echt violet, Bodian, Holmes silver nitrate, Beilschowsky with PAS, Sevier-Munger, Weil
Method, and Luxol Fast Blue.
4. Outline each neural histochemical stain according to the following: purpose, principle (if known),
fixation, microtomy thickness, control tissue, reagents (ingredients/function), procedure, results,
special notes and trouble-shooting considerations.
5. Identify the following features of micrograph images: tissue type, histochemical stain, and
demonstrated tissue components.

UNIT EXAM 2
Chapter 10: Microorganisms
1. Define and give examples of the following: bacteria, cocci, bacilli, spirochetes, mycobacteria, fungi,
hyphae, mycelia, and protozoans.
2. Identify the types of organisms stained by the following techniques: Auramine-rhodamine, Giemsa,
Gram stain, PAS, Gridley fungal stain, Grocott methenamine silver (GMS), Mucicarmine, Dieterle,
Warthin-Starry, and Steiner and Steiner.
3. Outline each of the above microorganism stains in the following categories: desired fixative, primary
reagents and dyes and their purposes, staining results, appropriate control, mode of staining action,
sources of error and appropriate corrective actions, any special techniques.
UNIT EXAM 3
Chapter 11: Pigments, Minerals, and Cytoplasmic Granules.
1. Define and give an example of the following pigments: endogenous, exogenous, hematogenous, anthracotic, endogenous (nonhematogenous type), and a mineral.
2. Classify the following techniques as to the substance demonstrated: Prussian Blue, Turnbull Blue, Schmorl ferric-ferricyanide reduction test, Fontana-Mason, Grimelius, Churukian-Schenk, GMS, Hall (Fouchet), von Kossa, alizarin red S, and rhodanine.
3. Outline each of the above stains in the following categories: desired fixative, primary reagents and dyes and their purposes, staining results, appropriate control, mode of staining action, sources of error and appropriate corrective actions, any special techniques.
4. State the difference between Prussian Blue and Turnbull Blue reactions.
5. Identify 3 body sites that normally comprise of melanin.
6. List common neuroendocrine cells (secrete hormones) that can be demonstrated with silver techniques.
7. Distinguish between argyrophil cells and argentaffin cells as they react with silver nitrate with or without a chemical reducing agent.
8. Outline the method for bleaching melanin pigment.
9. Describe how anthracotic pigments can be differentiated from other dark brown or black pigments, such as formalin and melanin.

UNIT EXAM 4
Chapter 12: Immunohistochemistry
1. Define the following terms: antigen, antibody, epitome, fluorochrome, chromagen, primary antibody, secondary antibody, substrate, and multilink antibody.
2. Differentiate between monoclonal and polyclonal antibodies and their applications to testing reliability.
3. List two fluorochromes.
4. List the commonly used chromogens and associated procedures.
5. List the common enzymes used as markers in identifying the presence of antibodies.
7. State the problems encountered while performing immunoperoxidase studies on formalin fixed tissues.
8. Describe the usefulness of other fixatives besides formalin.
9. Describe the purpose of blocking enzyme reactivity and describe primary blocking methods.
10. List the 5 classes of antibodies.
11. Identify the preferred method of studying lymphocyte surface markers.
12. Describe the method of preparing negative controls.
13. State why each lab must develop control tissues rather than purchasing from the manufacturer.
14. Identify 2 methods used for epitome enhancement (antigen retrieval) on formalin-fixed tissues.
15. List 3 commonly used solutions that have been used for heat-induced antigen retrieval, and describe the methods that have been used to heat the tissue.
16. Explain each of the following techniques: Direct, Indirect, Two-step Indirect, Three-step Indirect, Peroxidase-antiperoxidase, Alkaline phosphatase-antialkaline phosphatase, avidin-biotin complex, and Labeled avidin-biotin.

Psychomotor
Given appropriate instruction and all necessary supplies and equipment, the student will perform the following tasks and demonstrate mastery of each task as determined by the instructor and common standards of practice. (refer to the skills checklist for more details).
1. Properly operate laboratory equipment and perform QC protocols.
2. Orient tissues for embedding and obtain quality sections for assigned staining procedures.
3. Periodically assess speed of embedding and microtomy.
4. Read the assigned special stain procedures.
5. Accurately prepare staining reagents following all chemical safety standards.
6. Perform histochemical procedures.
7. Evaluate stain quality and implement appropriate corrective measures if needed.
Affective  Upon receiving appropriate instruction, the student will demonstrate the following attitudes and behaviors as determined by mid-term and end-evaluations.
During the course of the semester, the students will:
1. attentively attend to verbal and demonstrative instruction
2. follow written and verbal instructions
3. communicate effectively in written and spoken English
4. engage in class/laboratory discussions by asking pertinent questions and responding respectfully to other student’s comments
5. demonstrate a willingness to learn and apply new ideas/technical skills to future endeavors
6. demonstrate a positive teamwork ethic by being willing to assist and cooperate with others
7. develop confidence by gradually working independently in a competent manner
8. prioritize and manage work flow within a restricted time frame
9. handle themselves at all times in a professional manner
10. demonstrate honesty and integrity
11. demonstrate commitment to the Histotechnician profession

Competencies
After successfully demonstrating the cognitive, psychomotor, and affective course objectives, the histologic technician students will be competent in:
1. applying principles of safety.
2. preparing tissue specimens for microscopic evaluation, including all routine procedures.
3. performing and monitoring quality control within predetermined limits.
4. identifying tissue structures and their staining characteristics.
5. recognize factors that affect procedures and results, and taking appropriate actions within predetermined limits when corrective actions are indicated.
6. demonstrating professional conduct and interpersonal communication skills with fellow students.

SCANS Competencies and Foundations
C1 Manage Time
HLAB 2434 Managerial Exercise: the student is required to delegate work assignments among 4 technicians in a small laboratory to meet slide distribution deadlines on a daily basis. This will count towards an assignment grade.

C4 Manage Staff
HLAB 2434 Managerial Exercise: The student is required to delegate work assignments within the context of a small laboratory that is fully staffed and understaffed. This will count towards an assignment grade.

F7 Creative Thinking
HLAB 2434 Managerial Exercise: the student is required to demonstrate creative thinking by reassigning personnel to meet workflow deadlines in lieu of staff shortage. This will count toward an assignment grade.

F8 Decision Making
HLAB 2434 Managerial Exercise: the student is required to demonstrate decision making by reassigning personnel to meet workflow deadlines in lieu of staff shortage. This will count toward an assignment grade.

F9 Problem Solving
HLAB 2434 Managerial Exercise: the student is required to demonstrate problem solving by reassigning personnel to meet workflow deadlines in lieu of staff shortage. This will count toward an assignment grade.

F10 Seeing Things in the Mind’s Eye
HLAB 2434 Managerial Exercise: the student is required to demonstrate conceptualization by reassigning personnel to meet workflow deadlines in lieu of staff shortage. This will count toward an assignment grade.

F11 Thinking Logically
HLAB 2434 Managerial Exercise: the student is required to demonstrate logical thinking by reassigning personnel to meet workflow deadlines in lieu of staff shortage. This will count toward an assignment grade.
## Course Calendar

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic of Instruction</th>
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<tbody>
<tr>
<td>1.</td>
<td>Nerve (Ch 9)</td>
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<tr>
<td></td>
<td>Intro to laboratory procedures</td>
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<td>2</td>
<td>Labor Day</td>
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<td>3.</td>
<td>Nerve tissue Test Review</td>
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<td>Sevier Munger Nerve Fiber Stain</td>
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<td></td>
<td>Luxol Fast Blue &amp; Cresyl Echt Violet</td>
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<td>4.</td>
<td><strong>UNIT EXAM 1 (Ch. 9)</strong></td>
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<td></td>
<td>Review Managerial Assignment</td>
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<td>5.</td>
<td>Microorganisms (Ch. 10)</td>
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<td>GMS and Gram Stain</td>
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<td>6.</td>
<td>Microorganisms (Ch. 10)</td>
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<td></td>
<td>Complete Managerial Assignment</td>
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<td>7.</td>
<td>Microorganisms Test Review</td>
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<td>AFB Stain</td>
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<td>Section and Process Biopsy blocks</td>
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<td>8.</td>
<td><strong>UNIT EXAM 2 (Ch. 10)</strong></td>
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<td>Embed Biopsy Blocks</td>
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<td>Perl’s Iron Stain</td>
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<td>9.</td>
<td>Pigments, etc (Ch. 11)</td>
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<td>von Kossa Calcium Stain</td>
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<td>Hall’s Bile Method</td>
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<td>10.</td>
<td>Pigments, etc Test Review</td>
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<td>Fontana Masson</td>
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<td>Schmorl Method</td>
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<td>11.</td>
<td><strong>UNIT EXAM 3 (Ch. 11)</strong></td>
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<td></td>
<td>Section biopsy blocks, 3 levels</td>
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<td></td>
<td>H&amp;E (Set up H&amp;E stain)</td>
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<td></td>
<td>Lab A: Start Hyaluronidase Digestion</td>
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<td>12.</td>
<td>IHC (Ch. 12)</td>
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<td>Alcian Blue w/wo hyaluronidase</td>
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<tr>
<td>13.</td>
<td>Dermopathology Tour</td>
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<td></td>
<td>IHC (Ch. 12) Test Review</td>
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<tr>
<td>14.</td>
<td><strong>UNIT EXAM 4 (Ch. 12)</strong></td>
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<tr>
<td>15.</td>
<td>Final Exam Review</td>
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<tr>
<td>16.</td>
<td><strong>CUMULATIVE FINAL</strong></td>
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</tbody>
</table>
**Instructional Methods**
Instructional strategies will include classroom lectures and collaborative interaction.

**Instructional Materials**
Instructional materials include the textbook, online lecture PowerPoint presentations, hand-outs, video presentations (if available), and internet access.

The required textbook for this course is:

All HLAB books are sold at the West Loop Campus Bookstore or can be ordered online. Numerous reference books are available at the HAM-TMC library and in faculty offices. The Computer Center located on the first floor is equipped with fully operational computers available for student access.

HAM-TMC Library
1133 John Freeman Blvd.
Houston, Texas  77030
713-795-4200

Circulation Privileges:
Present your student ID, current registration invoice, and registration form. The registration form can be Downloaded at [http://resource.library.tmc.edu/circ/docs/memberregisform.pdf](http://resource.library.tmc.edu/circ/docs/memberregisform.pdf)

Remote TMC Educational Access:
Go to [http://resource.library.tmc.edu/resources/](http://resource.library.tmc.edu/resources/)

Other HCC libraries:

HCC Central Campus
1300 Holman, 3rd floor
Houston, Texas  77004
713-718-6133

HCC West Loop Campus
5601 West Loop South
Houston, Texas  77081
713-718-7880

**Web Sites of Interest:**
Professional Organizations
Centers for Disease Control and Prevention:  [http://www.cdc.gov/](http://www.cdc.gov/)
Histonet (email between histology technicians):  [http://www.histonet.org/site_sendpics.asp](http://www.histonet.org/site_sendpics.asp)
The Histotechs’ Home Page (various links-jobs, procedures, and theory):  [http://www.histology.to/](http://www.histology.to/)

**It is recommended that you join one or both of the histology professional organizations.**
Research related Web Sites:
Centers for Disease Control and Prevention: http://www.cdc.gov/
The Histotech’s Home Page: http://www.histology.to/
Web MD: http://www.webmd.com/
Histology Resource: http://swehsc.pharmacy.arizona.edu/exppath/micro/histology.html
Martindale Histology: http://www.martindalecenter.com/MedicalAnatomy.html
Web Path: http://medlib.med.utah.edu/WebPath/webpath.html#MENU
Search Engines: “Histology” and specific names of diseases.

Student Assignments
Signing and returning the “syllabus acknowledgement form” in class during the second week of instruction. Another option is to email the completed form to the instructor on Eagle online by the second day of class.

NOTE: Five points will be deducted from your final grade if it is handed in late.

Managerial Assignment:
The group managerial assignment involves completing questions related to laboratory time management, staffing, and reassigning duties when the lab is understaffed. The class will be divided into 3-4 groups, and time will be given for group collaboration during designated class time (see course outline). Each student will receive a copy of the assignment, but one copy will be handed in for the entire group for grading when due. The groups will be asked to share their problem-solving strategies with their classmates. The assignment will be graded by the guidelines found on the last page.

Student Assessments
Four unit exams
Final exam
Managerial Assignment
Laboratory Grade
Late Syllabus Acknowledgement form

Program/Discipline Requirements
HLAB 2434 is a required course to earn the Histologic Technician AAS degree. All students must obtain a grade of 75% or better to receive a passing grade. Any student whose scores 74 or below will fail the class.

A = 100 – 90:
B = 89 – 80:
C = 79 – 75:
F = 74 and below

Instructor Grading Criteria
HLAB 2434 is a three-hour lecture, three-hour lab course. Students will be graded according to the following:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Unit Exams</td>
<td>40%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>20%</td>
</tr>
<tr>
<td>Managerial Assignment</td>
<td>20%</td>
</tr>
<tr>
<td>Laboratory Grade</td>
<td>20%</td>
</tr>
<tr>
<td>Late Syllabus Ack. Form</td>
<td>5 points deducted from final grade</td>
</tr>
</tbody>
</table>

Materials for these exams will come from the textbook and any handouts given to students during class. A thorough knowledge of unit objectives will ensure adequate performance on exams. Students must maintain a 75% average on all unit exams to pass the class. Students will be allowed to repeat one unit exam that they scored below 75% on. This repeat exam must be taken within one week of the return date of the original exam and the highest grade allowed will be 75.
In addition, students must pass the cumulative final with at least a 75% average to receive a passing grade for the course. The final exam cannot be retaken.

Exams include multiple choice, true and false, and matching questions with images taken from all PowerPoint presentations.

No makeup exams are given for unexcused absences. An absence on test day will result in a grade of “0”. If a student must be absent for a test, the student is responsible for informing the instructor in advance and providing the instructor with appropriate documentation to explain the absence in order to take a makeup exam.

Laboratory Grade:
As in Histotechnology II, students must demonstrate mastery in performing special stains. The Stain Quality Checklist grade is determined by a percentile calculation of the student’s scores in 3 areas; slide appearance (centeredness and coverslipping), microtomy and stain quality. The quality of the assigned staining procedures will be compared to control photomicrographs or slides. Inadequate stains must be repeated to pass the course.

Instructor’s Requirements
As your instructor, it is my responsibility to:
1. Provide the course syllabus and course outline that describes student expectations, assignments, exam content, and grading policies
2. Facilitate an effective learning environment through class activities, discussions, and lectures
3. Inform students of policies such as attendance, withdrawal, tardiness and making up missed exams
4. Be available to tutoring and discussing other issues outside of the classroom whether during office hours or online communication.

To be successful in this class, it is the student’s responsibility to:
1. Read lecture material before class, define unknown terms and come prepared to ask questions
2. Attend all classes, pay close attention to instructions given by the instructor, follow procedures and participate to the fullest extent
3. Immediately after the lecture, review lecture material covered and answer learning objectives
4. Students should not study the night before the exam. Rather, plan to study a certain amount each day to achieve academic success

EGLS3 – Evaluation for Greater Learning Student Survey System
At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and division chairs for continual improvement of instruction. Look for the EGLS3 as part of the Houston Community College Student System online near the end of the term.

HCC Policy Statement: Disability Notification
Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the Disability Services Office at their respective college at the beginning of each semester. Faculty are authorized to provide only the accommodations requested by the Disability Support Services Office. If you have any questions, please contact the Disability Counselor at your college or the District Disability Office at 713-718-5165.

HCC Policy Statement: Academic Honesty
Plagiarism, cheating, and other forms of academic dishonesty are not only violations of the college system and the rules of this class, but are unethical and unprofessional. Students engaging in any form of academic dishonesty are subject to immediate dismissal from the program.
You are expected to be familiar with the College’s Policy on Academic Honesty, found in the catalog and student handbook. Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by College System officials against a student accused of scholastic dishonesty. “Scholastic dishonesty”: includes, but is not limited to, cheating on a test, plagiarism, and collusion.

**Cheating** on a test includes:
- Copying from another students’ test paper;
- Using materials not authorized by the person giving the test;
- Collaborating with another student during a test without authorization;
- Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of a test that has not been administered;
- Bribing another person to obtain a test that is to be administered.

**Plagiarism** means the appropriation of another’s work and the unacknowledged incorporation of that work in one’s own written work offered for credit.

**Collusion** means the unauthorized collaboration with another person in preparing written work offered for credit. Possible punishments for academic dishonesty may include a grade of 0 or F in the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College System. (See the Student Handbook).

**HCC Policy Statement: Attendance**

**Attendance:** Students are expected to attend all classes and labs regularly. Students are responsible for any and all materials covered during their absences, and it is the student’s responsibility to consult with the professors for make-up assignments. A student may be dropped from a course for excessive absences in excess of 12.5% of the hours of instruction. For example: For a three-credit hour lecture, a student may be dropped after six hours of absence. HCCS professors cannot assign a “W” for any student after the official withdrawal date. “Administrative withdrawals are the discretion of the professor. If you are doing poorly in the class, but you have not contacted your professor to ask for help, and you have not withdrawn by the official withdrawal date, it will result in you receiving a grade of “F” in the course.

**HCC Policy Statement: Withdrawals**

Students are responsible for officially withdrawing from classes. The last day to drop with a “W” is 11/2/12 by 4:30 pm. Students who fail to withdraw from a class before this date will receive a grade of “F”. Before you withdraw from your course, please take the time to meet with the instructor to discuss why you feel it is necessary to do so. The instructor may be able to provide you with suggestions that would enable you to complete the course. Your success is very important.

To help you avoid having to drop/withdraw from any class, contact your professor regarding your academic performance. You may also want to contact your counselor to learn about helpful HCC resources (e.g. online tutoring, child care, financial aid, job placement, etc.). HCC has instituted an Early Alert process by which your professor may “alert” you and the counselors that you might fail a class because of excessive absences and/or poor academic performance.

- **Students should check HCC’s Academic Calendar by Term for drop/withdrawal dates and deadlines.** Student may also check the course syllabus for the withdrawal date.
- **If a student decides to drop or withdraw from a class upon careful review of other options, the student can drop online prior to the deadline through their HCC Student Service Center:** [https://hccswweb.hccs.edu:8080/psp/csprd/?cmd=login&languageCd=ENG](https://hccswweb.hccs.edu:8080/psp/csprd/?cmd=login&languageCd=ENG)

**Course Withdrawals-First Time Freshmen Students-Fall 2007 and Later**

Under Section 51.907 of the Texas Education Code “an institution of higher education may not permit a student to drop more than six courses, including any course a transfer student has dropped at another institution of higher education.” Beginning in fall 2007, the Texas Legislature passed a law limiting first time entering freshmen to no more than **SIX** total course withdrawals throughout their educational career in obtaining a certificate and/or degree.
HCC Policy Statement: Early Report Program
Early Alert Program: To help students avoid having to drop/withdraw from any class, HCC has instituted an Early Alert process by which your professor may “alert” you and HCC counselors that you might fail a class because of excessive absences and/or poor academic performance. It is your responsibility to visit with your professor or a counselor to learn about what, if any, HCC interventions might be available to assist you – online tutoring, child care, financial aid, job placement, etc. – to stay in class and improve your academic performance.

HCC Policy Statement: Repeating a course 3 times
Repeat Course Fee: The State of Texas encourages students to complete college without having to repeat failed classes. To increase student success, students who repeat the same course more than twice, are required to pay extra tuition. The purpose of this extra tuition fee is to encourage students to pass their courses and to graduate. Effective fall 2006, HCC will charge a higher tuition rate to students registering the third or subsequent time for a course. If you are considering course withdrawal because you are not earning passing grades, confer with your instructor/counselor as early as possible about your study habits, reading and writing homework, test taking skills, attendance, course participation, and opportunities for tutoring or other assistance that might be available.

THIS SYLLABUS IS SUBJECT TO CHANGE WITHOUT FURTHER NOTICE.