# DEPARTMENT OF KINESIOLOGY AND HEALTH STUDIES

Head of the Department: Professor Hebert Professors: Hebert, Hollander, Kraemer, Naquin, Synovitz, Wood Associate Professors: Humphries Assistant Professors: Diez, Gibson, Gillan, Parish, Sirikul Instructors: Athey, Cole, DelRio, Dugas, Gibson, Hurtt, Reeves, Williams, Yellen

#### **PURPOSES OF THE DEPARTMENT**

The Department of Kinesiology and Health Studies offers 6 undergraduate degrees: Bachelor of Science in Athletic Training, Bachelor of Science in Health Education and Promotion, Bachelor of Science in Health Studies, Clinical Option in Radiologic Technology, Bachelor of Science in Health and Physical Education Grades K-12, Bachelor of Science in Sport Management, and Bachelor of Science in Kinesiology (with concentrations in Exercise Science and Fitness and Human Performance). The undergraduate degree in Kinesiology (Exercise Science concentration) is designed for students who desire to pursue graduate study for a career in physical therapy. The department also offers a master's degree in Health and Kinesiology. Sport and fitness activity classes (KINL prefix) are available to all students. Students in majors other than those in the Kinesiology and Health Studies Department are recommended to take 100-level KINL courses because of their lifetime emphasis.

The department's mission focuses on quality undergraduate preparation, graduate education, scholarship, and public service through outreach activities. Its educational goal is to prepare prospective health, kinesiology, and sport professionals with a quality foundation which will allow them to pursue professional roles in society through careers in business, industry, agencies, hospitals, and educational settings.

Computer literacy validation: Computer literacy is operationally defined in the Department of Kinesiology and Health Studies as the ability to use a computer, utilize common software for word processing, and data entry and processing, use email, and access information through the internet. Students who complete degrees in the department must use the computer for computer assisted learning including interactive programs, email, and the internet, thereby developing computer literacy.

Students majoring in degrees in the Kinesiology and Health Studies Department may be required to participate in a drug screening program and/or submit information for criminal background checks as part of clinical/internship requirements.

#### **SENIOR INTERNSHIP**

Undergraduate degrees in Health Education and Promotion, Sport Management, and Kinesiology culminate with a senior internship course during which students engage in practical experience in field-based sites. Prerequisites for all students include: (1) a cumulative or degree GPA of 2.0 or higher, (2) a grade of C or higher in all indicated courses, (3) completion of specific prerequisite courses for the major, and (4) a maximum of 6 hours remaining to complete the degree. Courses remaining to complete the degree must be taken in conjunction with internship. The senior internship is an unpaid field experience, typically in the area surrounding Hammond (e.g., Baton Rouge, Covington, Mandeville, New Orleans). Out-of-region/state internships are allowed in specific cases. During the semester prior to graduation, students begin preparation for the senior internship. This includes applying for the senior internship, identifying potential internship sites, and completing a series of required tasks, including providing information and payment for a criminal background check using an agency specified by the department. Internship sites must be approved by the department. Deadlines are established for required tasks, including site identification and the completion of a contract between the department and the site. If an internship site has not been approved and a contract completed by the deadline for such, students are required to select a site for which a current contract exists. All students must attend an internship orientation session, usually scheduled during the week prior to the start of the semester, and participate in a drug screening program during the internship. Additional information and prerequisites for each degree/concentration are provided below.

BS in Health Education and Promotion: Prerequisites for HS 410 are all required Health Studies, Nursing, and Family and Consumer Sciences courses in the degree.

BS in Kinesiology (Exercise Science concentration): Prerequisite courses for this concentration are KIN 321, 372, 392, 424 or 434, and 436. If the internship is in a Cardiac Rehabilitation site, both KIN 424 and 434 must be completed prior to KIN 410.

BS in Kinesiology (Fitness and Human Performance concentration): Prerequisite courses for this concentration are KIN 321, 326, 372, 392, 424 or 434, 426, and 436. If the internship is in a Cardiac Rehabilitation site, both KIN 424 and 434 must be completed prior to KIN 410.

BS in Sport Management: Prerequisites for this degree are KIN 332, 333, 366, 380, 406, and 451; FIN 381; MGMT 351.

#### HONORS DIPLOMA IN THE DISCIPLINE

The department also offers an upper-division honors curriculum allowing its students to earn an honors diploma in each *major* at graduation.

#### **BACHELOR OF SCIENCE IN ATHLETIC TRAINING**

Certified Athletic Trainers are healthcare professionals who collaborate with physicians to optimize activity and participation of patients and athletes. Athletic training encompasses the prevention, diagnosis and intervention of emergency, acute and chronic medical conditions involving impairment, functional limitations and disabilities. Athletic training is recognized by the American Medical Association as a healthcare profession. The Athletic Training Education Program (ATEP) in the Department of Kinesiology and Health Studies at Southeastern Louisiana University is nationally accredited by the Commission on Accreditation of Athletic Training Education (CAATE). The mission of the ATEP is to provide a comprehensive and progressive educational and clinical foundation to prepare the graduate for a career in athletic training. Through exposure to and participation in the didactic and clinical education program, the athletic training student becomes competent and proficient in the following content areas of athletic training:

- Prevention
- Clinical Evaluation and Diagnosis
- Immediate Care
- Treatment, Rehabilitation and Reconditioning
- Organization and Administration
- · Professional Responsibility

# CURRICULUM IN ATHLETIC TRAINING Leading to the Degree of Bachelor of Science

#### FIRST YEAR

FIRST SEMESTER	S.H.	SECOND SEMESTER	S.H.
*English 101		*English 102	3
*General Biology 151/152	4	*Mathematics 162, 163, or 241	2
*Chemistry 101/103 or 121/123	4	*Zoology 250/252	
*Mathematics 161		*Athletic Training 141	3
Southeastern 101	2		
	16		16

#### SECOND YEAR

.....3 .....1 .....3 .....1 .....3 <u>.....3</u> <u>.....</u>3

*Communication 211	*Zoology 251/253 <sup>1</sup>
*English 230, 231 or 232	
*History Elective	
*Family and Consumer Sciences 3423	
*Health Studies 133	†Athletic Training Lab 244
*Kinesiology 275	†Kinesiology 321
15	-

# THIRD YEAR

14	14
*Nursing 2333	*Kinesiology 4263
*Kinesiology 392	*Kinesiology 372
†Athletic Training 372	
†Athletic Training 363	*Athletic Training 3333
†Athletic Training Lab 3581	†Athletic Training Lab 3661
<sup>†</sup> Athletic Training Lab 303 <sup>3</sup> 1	<sup>†</sup> Athletic Training Lab 317 <sup>3</sup> 1

## FOURTH YEAR

<sup>†</sup> Athletic Training Lab 403 <sup>3</sup> 1	†Athletic Training 4171
†Athletic Training 455	†Athletic Training 466
†Athletic Training 462	†Athletic Training 4712
†Athletic Training Lab 4681	*Athletic Training Lab 4701
†Athletic Training 469	*Kinesiology 436
*Music, Visual Arts, Dance, Theater	Social/Behavioral Science Elective 200+ <sup>4</sup>
14	13
Total semester hours required	120

+ Clinical Progression Course; grade of "C" or higher is required.

\* Grade of "C" or higher is required.

Southeastern 101 is not required of transfer or readmit Southeastern students with 30 hours or more. Those students will replace Southeastern 101 with 2 hours of electives.

<sup>1</sup>Class must be taken prior to formal acceptance into ATEP or during the first semester of Clinical Progression.

<sup>2</sup>Provides the student with the opportunity to practice and apply the athletic training clinical proficiencies under the supervision of a qualified Approved Clinical Instructor and/ or Clinical Instructor for a minimum of 150 hours per semester.

<sup>3</sup> Provides the student with the opportunity to practice and apply the athletic training clinical proficiencies under the direct supervision of a qualified Approved Clinical instructor and/ or Clinical Instructor for a minimum of 225 clinical education hours per semester (approx 15 hours per week).

<sup>4</sup>Social/Behavioral Science Elective must be sophomore level or higher, and selected from courses in Economics, Political/Science, Psychology, Sociology, Geography, or Anthropology.

#### ATHLETIC TRAINING SELECTIVE ADMISSION, PROGRESSION, AND RETENTION POLICY

Admission into Southeastern Louisiana University does not guarantee admission into the clinical progression portion of the ATEP. Competitive admission is based on the applicant's academic history, athletic training and/or relevant experiences, letters of recommendation, completion of a minimum of 25 hours of on-campus observation of athletic training, and results of personal interview. Ongoing assessments determine appropriate-ness for dismissal, probation, retention, or completion.

Students are admitted into the clinical progression portion of the ATEP as a cohort starting each Spring semester. Students seeking admission into the clinical progression portion of the ATEP do so through a formal application. Application materials are available in the ATEP office from the first week in September through October 15. Applications must be submitted to the ATEP office or other designated location by October 15. Students will be notified of their status regarding acceptance into the clinical progression portion of the program prior to the end of the Fall semester.

To be eligible for admission into the clinical progression portion of the ATEP, students must have a cumulative degree GPA of 2.5 or higher, and completed the following courses with a grade of C or higher:

 Southeastern 101 (2 hrs)
 Mathematics 161 (3 hrs)

 General Biology 151/152 (4 hrs)
 Mathematics 162, 163, or 241 (3 hrs)

 Chemistry 101/103 or 121/123 (4 hrs)
 Health Studies 133 (3 hrs)

 Zoology 250/252 (4 hrs)
 Athletic Training 141 (3 hrs)

 Psychology 101 (3 hrs)
 Kinesiology 275 (3 hrs)

 English 101 (3 hrs)
 Family & Consumer Sciences 342 (3 hrs)

Other courses recommended for completion prior to clinical progression course work are: Communication 211; English 230, 231, or 232; History Elective; Zoology 251/253.

NOTES: (1) Southeastern 101 is not required of transfer or readmitted Southeastern students with 30 hours or more. Those students will replace Southeastern 101 with 2 hours of free electives." (2) Zoology 250/252 is not completed prior to admission. It must be completed during the first semester of clinical progression course work.

Through the application and interview process, candidates should demonstrate:

• The ability to communicate effectively and sensitively with patients, athletes, and fellow AT Students, faculty and staff, including individuals from different cultural and social backgrounds.

- Sufficient neuromuscular control, sensory function, and coordination to accurately perform appropriate physical skills safely and efficiently, as well as use equipment and materials during the evaluation and treatment of patients and athletes.
- The mental capacity to assimilate, analyze, synthesize, integrate concepts and problem solve to formulate assessment and therapeutic judgments and to be able to distinguish deviations from the norm.
- Affective skills and appropriate demeanor and rapport that relate to professional education and quality patient care.
- Flexibility and the ability to adjust to changing situations and uncertainty in clinical situations.
- The capacity to maintain composure and continue to function well during periods of high stress.
- The perseverance, diligence and commitment to complete the athletic training education program as outlined and sequenced.

#### **Other Program Requirements**

Only those candidates that have been formally selected to the clinical progression portion of the ATEP will be permitted to take the following clinical progression courses. Clinical progression courses are offered in a sequential order.

1 <sup>st</sup> Semester	2 <sup>nd</sup> Semester	3rd Semester	4th Semester	5th Semester
ATHT 206	ATLB 303	ATLB 317	ATLB 403	ATLB 417
ATLB 217	ATLB 358	ATLB 366	ATHT 455	ATHT 466
ATHT 241	ATHT 363	ATHT 333	ATHT 462	ATHT 471
ATLB 244	ATHT 372	ATHT 367	ATLB 468	ATLB 470
			ATHT 469	

Other courses to complete the degree of B.S. in Athletic Training include: Kinesiology 321, 372, 392, 426, and 436; Nursing 233; Fine or Performing Arts elective, Social or Behavioral Science Elective (200, 300, or 400 level course).

It is required that all students admitted to the ATEP receive a physical examination from a licensed and qualified health care professional prior to the start of the first clinical progression course. Students must also demonstrate proof of current immunizations (measles, mumps and rubella [MMR], Hepatitis B and TB skin test). An annual TB skin test is required of all AT students enrolled in clinical progression courses. Students enrolled in the clinical progression portion of the ATEP are also required to maintain CPR certification for the duration of the degree (American Red Cross-Professional Rescuer of American Heart Association-Healthcare Provider). Upon acceptance into the program, students are responsible for the fee associated with completing a criminal background check using the college's approved provider.

#### Athletic Training Lab Fee:

Students admitted to the formal progression of the ATEP are assessed lab fees in each semester not to exceed \$140. Fees are used for supplies, maintenance of equipment, student drug testing, and other costs associated with the program.

#### Field Experiences Transportation:

Students are responsible for their own transportation to and from clinical sites.

Uniform Policy: Students are expected to adhere to the following uniform policy:

- ATEP approved shirts.
- Shorts (no cut-off jean shorts, nonrestrictive in fit, no greater than 6" above the knee).
- Blue jeans (no holes, nonrestrictive in fit).
- Sweat pants (no holes; nonrestrictive in fit in gray, black, white or Southeastern colors).
- Nylon warm-up pants (no holes in gray, black, white or Southeastern colors).
- Game uniform: Khaki pants or shorts (nonrestrictive in fit, shorts not greater than 6" above the knee. No blue jeans/denim.
- Fanny pack with required supplies.
- Hats (optional) should be Southeastern colors/logos. No hats worn indoors.

#### **Retention Procedure and Policy**

After students have been formally accepted into the clinical progression portion of the ATEP:

• Students must maintain a minimum degree GPA of 2.5 with a grade of "C" or better in each required athletic training clinical progression course.

- Students who not complete a clinical progression course with a grade of "C" or higher may not pro-٠ gress to the next semester of clinical progression courses.
- Students who do not complete an athletic training clinical progression with a grade of "C" or higher will be permitted to repeat the course one time.

#### **BACHELOR OF SCIENCE IN KINESIOLOGY**

Students pursing the Bachelor of Science in Kinesiology select from two concentrations: Exercise Science or Fitness and Human Performance. Graduation requirements of this degree include a 2.0 GPA and earning a grade of "C" or better in all major courses plus courses in mathematics, English, and the sciences.

# CURRICULUM IN KINESIOLOGY LEADING TO THE DEGREE OF BACHELOR OF SCIENCE **EXERCISE SCIENCE CONCENTRATION**

#### FIRST YEAR

FIRST SEMESTER	S.H.	SECOND SEMESTER	S.H.
*Psychology 101		*Chemistry 121/123	4
*General Biology 151/152	4	*English 102	3
*English 101		*Mathematics 162	
*Mathematics 161		*Zoology 250/252	4
Southeastern 101	2	†Kinesiology 191	
		†Kinesiology Lab	
	15		16

# SECOND YEAR

*English 230, 231, or 232	Communication 211		
*Chemistry 122/124	History Elective		
*Zoology 251/253	*General Biology 200		
*Mathematics 241	*Physics 191/193		
†Kinesiology Laboratory1	†Kinesiology 2753		
15			

#### THIRD YEAR

16

1111		
Music, Art, Dance, or Theatre Elective	*Chemistry 261/263 or 265/267	4
*Physics 192/194	*English 322	3
†Health Studies 133	*Family & Consumer Sciences 342	3
†Kinesiology 321	†Kinesiology 424	3
†Kinesiology 392	†Kinesiology 426	3
16		16

#### FOURTH YEAR

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†Health Studies 131	2	†Kinesiology 410	6	
†FCS 344, 411, 421 or 432		Electives		
*Psychology 204 or 422				
†Kinesiology 372				
†Kinesiology 434				
†Kinesiology 436	3			
	17		9	
Total semester hours required:			120	

Southeastern 101 is not required of transfer or readmit Southeastern students with 30 hours or more. Those students will replace Southeastern 101 with 2 hours of electives.

<sup>\*</sup> Major course, grade of "C" or higher is required.
\* Grade of "C" or higher is required.

Recommended electives for Pre-Physical Therapy students include Psychology 204 and 422, Microbiology 223, General Biology 153/154, Zoology 332 and 392.

# CURRICULUM IN KINESIOLOGY LEADING TO THE DEGREE OF BACHELOR OF SCIENCE FITNESS AND HUMAN PERFORMANCE CONCENTRATION

#### FIRST YEAR

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S.H.	SECOND SEMESTER	S.H.	
2	*English 102		
4	Zoology 250/252	4	
	*Mathematics 162 or 241		
	Social/Behavioral Elective <sup>1</sup>		
	*Psychology 101		
2			
16		16	
	S.H. 2 4 	2         *English 102           4         Zoology 250/252           3         *Mathematics 162 or 241           1         Social/Behavioral Elective <sup>1</sup> 3         *Psychology 101	

# SECOND YEAR

#### Music, Visual Arts, Dance, or Theater ......3 \*Chemistry 101/103 or 121/123 ......4 †Kinesiology Lab .....1 †Kinesiology Lab......1 15

16

# THIRD YEAR

*English 322	*Family and Consumer Sci 344,411,421 or 432 3
†Family and Consumer Sciences 342	†Kinesiology 372
†Health Studies 362	*Health Studies 424
†Kinesiology 392	†Kinesiology 426
†Kinesiology 321	†Health Studies 453
†Kinesiology Lab1	
16	15

#### FOURTH YEAR

*Management or Marketing Elective		†Kinesiology 410	6
*Psychology 204 or 422		Elective	
†Health Studies 131	2		
†Health Studies 454			
†Kinesiology 434			
†Kinesiology 436			
	17		9
Total semester hours required:			120

Total semester hours required:

Southeastern 101 is not required of transfer or readmitted Southeastern students with 30 hours or more. Those students will replace Southeastern 101 with 2 hours of electives.

<sup>1</sup> Social/Behavioral Electives must be selected from Anthropology, Economics, Geography, Political Science, Psychology, and Sociology. † Major course; grade of C or higher is required.

<sup>\*</sup> Grade of "C" or higher is required.

### BACHELOR OF SCIENCE IN HEALTH STUDIES CLINICAL OPTION IN RADIOLOGIC TECHNOLOGY

The clinical option in radiologic technology is designed for students who have completed an accredited program in radiologic technology and hold current ARRT certification. This option provides course work needed for specialty practice in CT or MRI. A maximum of 30 hours transfer or block credit may be awarded for prior radiologic technology course work. Completion of the following pre-requisite courses is also required:

\*\*\*English 101 and 102 (6)

\*\*\*Mathematics 161 (or 155) and 241 (6)

\*\*\*Psychology 101 (3)

\*\*\*Zoology 250/252, 251/253 (8)\*

\*\*\*Physical Science 101 (3)

\*\*\*Sociology 101 (3)

\*\*\*Southeastern 101\*

\*Students enrolling in these courses at Southeastern must first complete General Biology 151 and Bio Lab 152. \*\* Southeastern 101 is not required of transfer or readmitted Southeastern students with 30 hours or more. Those students will replace Southeastern 101 with 2 hours of electives.

\*\*\*A grade of C or higher is required.

+Major course. A grade of C or higher is required.

#### THIRD YEAR

***English 230, 231, 232		***Sociology 300	3
***Communication 211		***Nursing 313	
Arts Elective		***FCS 251	
+RAD 312		+RAD 316	
+RAD 317		+RADC or RADM 411	
	16		15

# FOURTH YEAR

History Elective	***HS 313 or Nursing 428
+RADM or RADC 414	
+RADM or RADC 419	+RAD 413
+RADM or RADC 4205	+RAD 4245
14	14

Total semester hours required

#### **BACHELOR OF SCIENCE** IN HEALTH EDUCATION AND PROMOTION

120

This degree will includes course work and internship experiences to prepare individuals for employment in community and worksite health institutions, agencies and organizations. Graduates will be prepared with the skills and competencies of the Certified Health Education Specialist (CHES).

# CURRICULUM IN HEALTH EDUCATION AND PROMOTION LEADING TO THE DEGREE OF BACHELOR OF SCIENCE

#### FIRST YEAR

FIRST SEMESTER	S.H.	SECOND SEMESTER	S.H.
*English 101		*English 102	3
*General Biology 151/152	4	*Mathematics 241	3
*Chemistry 101/103 or 121/123	4	*Zoology 250/252	4
*Mathematics 161		Psychology 101	3
Southeastern 101	2	†Health Studies 133	3
	16		16

# SECOND YEAR

*Zoology 251/253	3	*Communication 211	3
*English 230, 231, or 232	3	†Health Studies 252	3
History Elective	3	+Health Studies 300	3
†Health Studies 162	3	+Health Studies 331	3
†Health Studies 251	3	Music, Visual Arts, Dance, Theatre Elective	3
	16	-	15

# THIRD YEAR

†Health Studies 312	†Nursing 3133	
†Health Studies 420	†Health Studies Elective 300-400	
†Health Studies 360	†Health Studies 440	
†Family and Consumer Sciences 342	†Health Studies 453	
*Management or Marketing Elective	Electives4	
	16	

# FOURTH YEAR

† Health Studies 131	† Health Studies 4106
† Health Studies 362	Electives
† Health Studies 401	
†Health Studies 454	
Social/Behavioral Elective 200+	
Electives	
17	9
Total semester hours required	120

Southeastern 101 is not required of transfer or readmitted Southeastern Students with 30 hours or more. Those students will replace Southeastern 101 with 2 hours of electives.

 † A grade of C or higher is required.
 \*Grade of "C" or higher is required.
 Social/Behavioral Science Elective must be sophomore level or higher, and selected from courses in Economics, Political Science, Psychology, or Sociology.

# CURRICULUM IN SPORT MANAGEMENT LEADING TO THE DEGREE OF BACHELOR OF SCIENCE

### FIRST YEAR

FIRST SEMESTER	S.H.	SECOND SEMESTER	S.H.
*English 101		*English 102	
*General Biology 151/152	4	*Mathematics 241	
*Mathematics 161		*Chemistry 101/103	4
††Kinesiology 232		†Health Studies 133	
Southeastern 101	2	*Psychology 101	
	15		16

# SECOND YEAR

16

*English 230, 231, or 232	3
*Zoology 250/252	4
*Accounting 200	
History Elective	3
*Management 210	

3
3
3
3
3
1
16

# THIRD YEAR

16

120

*English 322	†Kinesiology 332.	
*Finance 381	†Kinesiology 334.	
*Marketing 303	†Kinesiology 380.	
*Management 351	*Kinesiology 406.	
†Kinesiology 366	*Kinesiology Lab.	
	Electives	

15

FOURTH YEAR			
†Kinesiology 333		†Kinesiology 490	9
†Kinesiology 451			
†Kinesiology 436			
†Health Studies 131	2		
Electives			
	14		12

Total semester hours required

Southeastern 101 is not required of transfer or readmitted Southeastern students with 30 hours or more. Those students will replace Southeastern 101 with 2 hours of electives.

†† Major course, Grade of "B" or higher is required.

\* Major course, Grade of "C" or higher is required.

\*Grade of "C" or higher is required.

# HEALTH PROMOTION MINOR

It is strongly recommended that students meet with KHS department advisor before starting on the minor. Twenty-four hours in Health Studies are required for a minor in Health Promotion. Fifteen of these hours must be in 300-or-400 level courses

The following courses are required to complete this minor.

†Health Studies 133	†Health Studies 453
†Health Studies 312 or 362	†Health Studies 454
†Health Studies 320	†Health Studies Elective
Total	24

Health Studies Electives must be selected from: HS 162, 251, 252, 260, 312, 331, 351, 360, 362, 401, 430, or 439. FCS 342 or 411 may be used as one of the elective courses. †Grade of C or higher is required

#### **ADAPTED PHYSICAL EDUCATION MINOR**

I. Basic Requirements

Certification is required in Physical Education Teacher Education and the completion of the courses listed below.

*Special Education 200 or 600	3
†Kinesiology Education 431	3
†Kinesiology 321 or 612	3
	0

II. Specialized Requirements

In addition to basic certification requirements, specialized Adapted Physical Education certification requires a minimum of 12 semester hours.

Kinesiology 491 or 591	*Kinesiology 493 or 5933
Kinesiology 492 or 592 3	†Kinesiology 494 or 5943
	12

\*A grade of "C" or better is required.

# ATHLETIC COACHING MINOR

It is strongly recommended that students meet with KHS department advisor before starting on the minor in Athletic Coaching. The following courses are required to complete this minor:

†Health Studies 131	†Kinesiology 300, 366, or 3803
†Kinesiology Lab 2141	Two courses selected from:
†Kinesiology 2353	†Kinesiology 301, 302, 303, 304, 305, 3066
†Kinesiology 251, 321, 334, or 436	

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# **EXERCISE SCIENCE MINOR**

Students not majoring in Kinesiology may elect to minor in Exercise Science. It is strongly recommended that students meet with KHS department advisor before starting on the minor in Exercise Science. The following courses are required to complete this minor:

†Kinesiology 3211	*Kinesiol
†Kinesiology 3725	†Kinesiol
†Kinesiology 392	†Kinesiol

Cinesiology	4243
	326 or 4343
	365 or 4363

18