



UNIVERSITY COLLEGE

**218 Brister Hall
Memphis, TN 38152
901-678-2716
www.uc.memphis.edu**

Bachelor of Professional Studies (BPS) Major in Individual Studies with concentration in COMMERCIAL AVIATION 2006-2007

Persons Served by These Guidelines

The degree program in Commercial Aviation prepares persons for careers in corporate aviation, general aviation, aviation-related business, airport operations and governmental regulation of aviation. It does so by offering studies in management, business operations, human resources, transportation, logistics and aviation administration. These studies are combined with experiential learning through internships in an aviation setting and build upon professional aviation instruction certified by the Federal Aviation Administration.

To be eligible to use these guidelines, persons must hold FAA ratings or licenses which certify them as pilots, airframe/power plant mechanics, dispatchers or they must present evidence that they are seeking such certification.

For information on careers in this and other fields students should consult the career counselor located in 211 Wilder Tower, 678-2068.

Program Summary

I. General Education:	35-41 hours
II. Coordinated Study:	50 hours
III. College Requirements	10 hours
IV. General Electives	19-25 hours
Total minimum hours for graduation:	120 credit hours*

*Students must complete at least 60 hours from a 4 year institution.

*Students must complete at least 42 hours of upper division credit (3000 – 4000).

*Students must complete at least 30 of last 60 hours through The University of Memphis.

Detailed Program Summary

I. General Education (35-41 hours)

Students must complete the 35-41 hours of general education requirements as outlined in the attached general education grid. Please refer to the *Undergraduate Bulletin* section on “Graduation from the University” for a list of specific classes that will meet the General Education requirements. <http://academics.memphis.edu/bulletin/>

Students with majors in University College are exempt from the “American Heritage” general education requirements if they completed one year of American History in high school.

II. Coordinated Study (50 hours)

A. Management and Business Operations (15 hours)

ACCT 2010	Fundamentals of Accounting I or ACCT 2020 Fundamentals of Accounting II
MIS 2749	Introduction to Business Microcomputer Applications
MGMT 3110	Organization and Management or PADM 3601 or <i>MG 303</i> or <i>MGMT 3610</i> or METH 4831
MKTG 3010	Principles of Marketing
ENGL 3601	Technical and Professional Writing or ENGL 3604 Persuasive Writing or <i>ENGL 3250</i>

B. Human Resources, Staffing and Development (9 hours)

1. Choose one:

MGMT 3215	Management of Human Resources
MGMT 4260	Employee Staffing and Development
MGMT 4420	Organizational Behavior in Business
<i>LDSP 3000</i>	Leadership Development
<i>BMGT 3630</i>	Human Resources Mgmt.

2. Choose one:

COMM 4011	Communication in Organizations
PSYC 3508	Industrial and Organizational Psychology
COMM 3010	Integrated Corporate Communications
<i>PM 4120</i>	Organizational Theory and Behavior

3. Choose one:

COUN 4621	Human Interactions
LEAD 3350	The Adult Learner
<i>SOCI 3150</i>	Social Psychology
<i>SW 3200</i>	Cultural Diversity

C. Transportation and Logistics (9 hours)

UNIV 3200	Aviation Administration
MKTG 3610	Logistics Management I
MKTG 4620	Carrier Management (preferred) or MKTG 3620, Logistics Management II or MKTG 3630, Transportation Management

D. Internship in Commercial Aviation (6 hours)

UNIV 4110	Internship
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Internships may be completed in any of the following areas:(1) Airline, (2) Airport, (3) Corporate Aviation, (4) Federal Aviation Administration, (5) Flight Instruction, (6) Fixed Base Operation, & Other, as arranged. Students are required to secure their own internships. For assistance, contact Career and Employment Services at 678-2239.

Persons with prior aviation administration experiences may apply for credit through the Experiential Learning process. For information, visit: <http://www.uc.memphis.edu/experiential.htm>

E. Professional Aviation Instruction (minimum: 11 hours)

The Commercial Aviation program is designed to build upon professional instruction in aviation maintenance, flight, avionics technology, aircraft operations support or other aviation-related fields. A minimum of 11 credit hours is required for the degree; a maximum of 30 hours in aviation may be applied to the degree.

Students may present FAA ratings, military records, or transfer aviation credit from other colleges or universities, as evidence of their learning.

Notarized copies of FAA licenses should be presented to the college advisor; **transcripts and military records should be sent to the Admissions Office.** See below for a listing of credit granted for Pilot Licenses and Ratings, Airframe/Power Plant License, and the Aircraft Dispatcher’s License:

Students accepted into this program will receive semester hours at the UNIV 2900-3900 levels. A group assessment fee of (\$180.00) must be paid before this credit is posted to the student’s transcript.

Students who need professional instruction in aviation may wish to plan their studies to accommodate flight training programs available at local aviation schools.

For example, persons holding the Private Pilot License might choose to complete a six month intensive flight training program. **Four of these schools are listed below;** all are FAA approved Part 141 flight schools. **The University of Memphis does not endorse these or any other school,** but encourages students to plan a course of study which makes the best use of available academic, professional and financial aid resources.

Downtown Aviation
2787 North Second Street
Memphis, TN 38127
Phone: 901-353-9151

Air Venture Flight Training Center
11299 Airport Road
Olive Branch, MS 38654
Phone: 901-521-1068 or 662-895-9752

UNIVERSITY COLLEGE CREDIT FOR PROFESSIONAL AVIATION INSTRUCTION

<u>Credit for Flight Instruction:</u>	<u>Course No.</u>	<u>Hours Credit</u>
Private Pilot License	UNIV 2900	5
Commercial Pilot License	UNIV 3900	3
Instrument Rating	UNIV 3900	3
Multi-Engine Rating	UNIV 3900	3
Certified Flight Instructor	UNIV 3900	3
Airline Transport Pilot License	UNIV 3900	5
Flight Engineer	UNIV 3900	5
Flight Navigator-Commercial	UNIV 3900	6
Captain Air Carrier	UNIV 3900	6
Aircraft Type Rating: (varies)	UNIV 3900	4
Multi-Engine Flight Instructor	UNIV 3900	1
Seaplane	UNIV 3900	1
Certified Ground Instructor-Basic	UNIV 3900	3
Certified Ground Instructor-Instruments	UNIV 3900	3
Certified Ground Instructor-Advanced	UNIV 3900	3
<u>Credit for Airframes/Powerplant License:</u>		
Intro to Airframe/Powerplant Systems	UNIV 1900	4
Airframe Systems/Components	UNIV 2900	4
Aircraft Structure/Repair	UNIV 2900	4
Aircraft Electric Systems Maintenance	UNIV 2900	4
Jet Engine Inspection/Repair	UNIV 2900	4
Recip. Eng. Systems in/RPR	UNIV 2900	4
<u>Credit for the Aircraft Dispatcher's License:</u>		
Federal Aviation Regulations	UNIV 3900	3
Aviation Meteorology	UNIV 3900	3
Principles of Aircraft Navigation	UNIV 3900	3
Flight Operations	UNIV 3900	3
Aircraft Performance Systems	UNIV 3900	3
<u>Credit for Air Traffic Controllers:</u>		
Phase III Journeyman (Center)	UNIV 3900	31
Phase V Journeyman (Air Traffic/Control Tower)	UNIV 3900	31
Phase III Journeyman (Flight Service) Technician Level (Airway Facility)	UNIV 3900	31

III. **College Requirements** (10 hours)

A. **Thematic Studies** (6 hours)

Any UNIV 3500-3599 or UNIV 4500-4599

Students complete a total of 6 hours in a University College thematic studies course(s) of their choosing. These courses are designed to broaden a student's knowledge of significant themes in social, political, and religious history. Only specifically designated courses will meet this requirement. For a complete list of courses: <http://www.uc.memphis.edu/thematic.htm>

B. **Senior Project** (4 hours)

UNIV 4990	Project Planning Seminar	1 hour
UNIV 4995	Senior Project	3 hours

The Senior Project is a student's culminating experience or capstone designed to synthesize and integrate the content of a student's program of study. The senior project is intended to fuse the two or more academic areas that comprise your coordinated study (major) into an academically-relevant example of scholarship. Students will complete either a thesis, task based or artistic project on a topic of their choice with approval of their Senior Project instructor. Students must select a topic by the end of their Junior year.

UNIV 4990 must be completed before UNIV 4995. The Senior Project is completed during a student's final semester. UNIV 4990 and UNIV 4995 can not be taken during the same semester. For information on the Senior Project: http://www.uc.memphis.edu/Senior_Project.htm

ALL Sections of UNIV 4995 are taught online either through the Regents Online Degree Program or U of M Online. Students will be assigned to a section based on the topic they select. RODP sections have an additional fee.

IV. **General Electives** (36-42 hours)

Students must take enough elective hours to earn a minimum of 120 semester hours. 60 of these hours must be taken at a 4-year institution and a minimum of 30 of the last 60 hours must be complete at the University of Memphis. A minimum of 42 upper division hours are required.

ON-LINE PROGRAM

Many sections of courses meeting the General Education requirements and courses for the Commercial Aviation major are offered online at the University of Memphis. Online classes are taught using WebCT, a Web-based, course management software. To find The University of Memphis online course offerings, check TigerWeb (<http://tigerweb.memphis.edu>). Online classes are designated as "WEB On-line Class" under the class location column.

Please note that while most courses required for this program are offered on-line, **NOT** every class required for this program is. Some classes are only available on campus.

I. GENERAL EDUCATION REQUIREMENTS 2006-2007 UNIVERSITY COLLEGE

Required Courses	Course	Semester	Grade	Hours
English Composition (6 hours):				
ENGL 1010 (minimum C) (3 hours)				
ENGL 1020 (minimum C) (3hours)				
Oral Communication and Rhetoric (3 hours):				
COMM 2381 Oral Communication (3 hours)				
Mathematics (3 hours): pick any one of the following MATH 1420, 1830, 1910 or 2000				
Humanities (9 hours):				
1. Literature Course – ENGL 2201 or ENGL 2202 (3 hours)				
2.				
3.				
Social Science (6 hours):				
1.				
2. (We recommend students take GEOG 1301 as one of their Social Science)				
Natural Science (8 hours):				
1.				
2. (We recommend students take PHYS 1010 and 1020 or ESCI 1010/1011 & ESCI 1020/1021 for Natural Science)				
Total General Education Hours Required	35-41*			

Refer to “Graduation from the University, General Education” in the Undergraduate Bulletin for courses which meet the above requirements. <http://academics.memphis.edu/bulletin/>

Consult the UC college advisors or faculty advisors if you have any questions about transfer credit equivalencies.

Needs to take American Heritage Requirement: Yes_____ No_____

University College students are *exempt* from the American Heritage requirement as long as they have completed one year of American History in high school.

Remedial/developmental courses to complete: Yes_____ No_____

If yes, list courses here:

High School Deficiencies to complete: Yes_____ No _____

If yes, list courses here:

B.P.S. in Commercial Aviation Academic Advising Summary

Required Courses	Course	Semester	Grade	Hours
II. Coordinated Study (50 hrs) * A minimum grade of “C-” required in each course and a major GPA of 2.25. A minimum overall and U of GPA of 2.00 is required. <i>[On-line Classes are indicated in italics]</i>				
A. <u>Management & Business Operations:</u> (15 hrs) One course in Accounting: ACCT 2010, ACCT 2020, <i>ACC 1104</i> or <i>ACC 1105</i> One Course in Computers: MIS 2749, COMP 1200 or <i>BIT 1150</i> One Course in Professional Communication: ENGL 3601, ENGL 3604 or <i>ENGL 3250</i> One Course in Management: MGMT 3110, PADM 3601, <i>MG 303</i> , <i>METH 4381</i> or <i>MGMT 3610</i> One Course in Marketing: MKTG 3010				
B. <u>Human Resources, Staffing and Development</u> (9hours) 1. Choose one: MGMT 3215, MGMT 4260, MGMT 4420, <i>BMGT 3630</i> <i>LDSP 3000</i> 2. Choose one: COMM 4011, PSYC 3508, <i>COMM 3010</i> , <i>PM 4120</i> 3. Choose one: COUN 4621, LEAD 3350, <i>SOCI 3150</i> , <i>SW 3200</i>				
C. <u>Transportation and Logistics</u> (9 hrs) UNIV 3200 Aviation Administration MKTG 3610 Logistics I MKTG 4620 Carrier Management (Preferred course) or MKTG 3620 or MKTG 3630 approved substitute	UNIV 3200			
	MKTG 3610			
	MKTG			
D. <u>Internship in Commercial Aviation</u> (6 hours) UNIV 4110 Internship or other approved internship or UNIV 3900 Advanced Experiential Learning				
E. <u>Professional Aviation Administration</u> (11 hrs minimum)				
III. College Requirements (10 hours) A. Thematic Studies (6 hrs) ANY UNIV 3500-3599 or UNIV 4500-4599 <i>(some classes available on-line)</i>				
B. Senior Project (4 hours) UNIV 4990 is taken prior to the student’s last semester. UNIV 4995 is taken during the student’s last semester.	UNIV 4990			1
	UNIV 4995			3
IV. Electives Vary to reach 120 hours minimum.	Total Hours – 120 minimum			

* All upper division courses taught by the College of Business require Junior standing (60 earn hours) and a registration permit. Students must request a registration permit on-line at the Fogelman College of Business and Economics webpage: <https://ugad.memphis.edu>

THE UNIVERSITY OF MEMPHIS
UNIVERSITY COLLEGE
GENERAL REQUIREMENTS FOR GRADUATION, 2006-2007

- _____ Earn a minimum of 120 semester-hours. All students who are following the 2002-2004 catalogs must have a minimum of 124 semester-hours.
- _____ Complete all required course work in General Education, Major Concentration, College Requirements and Electives with the minimum required grade. Students must successfully complete courses listed in the coordinated study or interdisciplinary studies major and the Senior Project with a C- or better.
- _____ Students must have an overall cumulative GPA of at least 2.0 including academic work at other colleges, a minimum University of Memphis GPA of 2.0, and a GPA of at least 2.25 in the Major Concentration.
- _____ At least 30 of the last 60 semester-hours of your degree program must be earned from The University of Memphis.
- _____ At least 60 semester-hours of your degree program must be taken at a four-year institution.
- _____ At least 42 (45 hours for RODP students) semester-hours of upper-division course work are required.
- _____ Apply to graduate one semester before you plan to graduate. See the University College homepage for deadlines and filing instructions. It is the student's responsibility to know and meet all deadlines. <http://www.uc.memphis.edu/graduation.htm>
- _____ Students may be randomly selected to take the Senior Test. If you are required to take this exam, you will be contacted. **Note:** RODP students are exempt from this test. Contact your University College advisor or graduation analyst about other possible exemptions.
- _____ Complete all other requirements specified in your concentration such as, but not limited to, the posting of experiential learning and transfer credit, completion of internship hours which includes signed evaluation forms and log of hours, and oral presentation of performance-based senior projects.
- _____ Students who are hoping to earn credit from an experiential learning portfolio must submit the portfolio as soon as possible after being accepted into University College. The portfolio review process can take up to 6 months. Portfolios must be submitted before a student can receive a permit for UNIV 4990, Project Planning Seminar. Portfolios must be evaluated before a student can receive a permit for UNIV 4995, Senior Project, and before a student can file the intent to graduate. Any required credit must be posted to your University of Memphis transcript before the graduation certification deadline.
- _____ All course substitutions must have prior approval from your academic college advisor. http://www.uc.memphis.edu/pdf/course_substitution_%20request_form.doc
- _____ An incomplete grade "I" must be changed to a final grade by the graduation certification deadline. If this change does not occur, you will be required to re-file your intent to graduate for the next semester.
- _____ Students must visit The University of Memphis commencement website at <http://saweb.memphis.edu/commencement/> and complete the required forms for graduation.

Participating in any commencement ceremony does not equal graduation from The University of Memphis.

Degrees are only awarded once all graduation requirements are fulfilled.

I understand that it is my (the student's) responsibility to know and meet all graduation requirements and deadlines. Failure to meet any requirement will result in my being disqualified from graduation, and I must re-file my intent to graduate for the next semester. Also, if I decide to postpone my graduation, I must re-file my intent to graduate for the intended semester. <http://www.uc.memphis.edu/graduation.htm>

Student's Signature: _____ **Date:** _____