



CURRICULUM CATALOG

2011 – 2012

January 2012

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INTRODUCTION

The American Preparatory Institute (API) Catalog has been redesigned for easier use. First, all the courses are split by the chapter number that relates to the Texas Essential Knowledge and Skills from the Texas Education Agency. After each chapter heading there is a brief description of what each student needs from that chapter to graduate. That is followed by our course descriptions with copyright and credit information, followed by module contents. At the end of each chapter there is a list of our future courses.

This catalogue was designed to make it easier to use by our customers, if you have any suggestions please let us know!

How API works:

API courses are designed for self-paced learning. Every course directs students toward mastery of specific learning objectives for each subject.

The basic unit of instruction in all API courses is the learning module. Subject matter in each module is based on a competency statement – identified as the Module Objective – that specifies what skill the student must master.

Student progress is measured by achievement of specific competencies through satisfactory completion of module posttests, midterm assessments, and final examinations. API recommends students achieve 80% mastery of all competencies in the course for award of high school credits.

Each API course includes:

Teacher's Guide

Test Administration Guide

Student Answer Keys*

Modules

Posttests

Printmasters

***Not provided with web-based courses.**

Laboratory materials for the biology course and textbooks for English courses are sold separately. Contact an API Sales Representative for pricing.

Accreditation:

API received initial accreditation in 1980 by the Southern Association of Colleges and Schools, Commission on Secondary and Middle Schools to operate a non-public high school and award high school diplomas to students completing state graduation requirements. On July 1, 2004, the Commission on Secondary and Middle Schools merged with the Commission on Elementary and Middle Schools to form the Council on Accreditation and School Improvement (CASI). The Texas Education Agency (TEA) accredited API's schools in 1974 and continued to do so each year until TEA ceased to accredit nonpublic schools in 1989.

The accreditation of nonpublic schools in Texas became a function of accrediting associations recognized by the Texas Commissioner of Education as having standards comparable to 19 TAC Chapter 97. Since 1989, the Texas Education Agency has recognized API as accredited through its membership in the Texas Private School Association Commission (TEPSAC). Students benefit from accreditation through high quality education and transferability of credits among other accredited high schools, colleges, and universities.

API designs, operates, and manages pre-secondary and secondary nontraditional instructional programs tailored to specific needs. API offers for sale its individualized basic academic skills, middle school, and high school competency-based credit courses, including the instructional management system and training for teachers and staff. Our materials and instructional systems are being used by our clients throughout the United States; military installations in Asia and Europe; and on U.S. Naval vessels around the world.



CHAPTER 110

(relating to the Texas Essential Knowledge and Skills, Texas Education Agency)

English Language Arts and Reading

English Language Arts--four credits. The credits must consist of English I, II, III, and IV (Students with limited English proficiency who are at the beginning or intermediate level of English language proficiency, as defined by §74.4(d) of this title (relating to English Language Proficiency Standards), may satisfy the English I and English II graduation requirements by successfully completing English I for Speakers of Other Languages and English II for Speakers of Other Languages).

ENGL 321 ©2009 English I (1.0 Credit) explores new vocabulary and literary elements through American and World Literature. Selections in drama, poetry, fiction, and non-fiction are strategically placed in each module to demonstrate the fundamental elements presented in the course. Grammar and writing lessons are relevant to both today's student and the text. Lessons are designed to stimulate creativity and critical thinking.

MODULE CONTENT:

- 1 Understanding Literary Texts: Fiction-Plot, Conflict, and Setting
- 2 Understanding Literary Texts: Character and Point of View
- 3 The Short Story: Genre and Theme
- 4 The Short Story: Irony and Mood
- 5 The Short Story: Nonlinear Plot Structure and Tone
- 6 Understanding Literary Texts: Nonfiction
- 7 Lyric Poetry
- 8 Dramatic Poetry

Midterm

- 9-11 The Epic
- 12 Informational Texts
- 13-16 Drama

Final

ENGL 322 ©2010 English II (1.0 Credit) offers a variety of literary themes and genres that exemplify diverse cultures, historical periods, and philosophies. Beginning with Mark Twain's entertaining *The Story of the Good Little Boy*, students explore fiction and science fiction, speeches, nonfiction, personal narratives, haiku and poetry, and Shakespeare's dramatic *A Midsummer Night's Dream*. The course also provides guidelines for modern oral and written communication as well as an overview of research methods.

MODULE CONTENT:

- 1 Fiction – *Mark Twain*
- 2 Science Fiction – *Ray Bradbury*
- 3 Fiction – Shirley Jackson
- 4 Fiction – William Faulkner
- 5 Oral Presentations – *Abraham Lincoln*
- 6 Nonfiction – Helen Keller
- 7 Personal Narrative – Essay – *N. Scott Momaday*
- 8 Personal Narrative – *Elizabeth Wong*

Midterm

- 9 Haiku – Matsuo Bashō
- 10 Poetry – Robert Frost
- 11 Poetry – Langston Hughes
- 12 Latino and Chicano Poetry
- 13 & 14 Drama – William Shakespeare
- 15 Modern Oral and Written Communication Skills
- 16 Research Methods

Final



ENGL 323 ©2009 English III (1.0 Credit) presents American Literature through three themes, “The Making of an American,” “The Greener Side of Life,” and “Go Goth,” while exploring a variety of genres and writing projects. From the European settlers on the East Coast to the Native American migration, through the trauma of wars, industrialization, immigration, and civil inequalities, students are exposed to multiple perspectives of movements, events, and philosophies that have influenced the evolution of America. Writing projects offer numerous opportunities for students to hone skills; among these are writing a poem, a play, a research paper, and completing job and college applications.

MODULE CONTENT:

The Making of an American

- 1 The American Crisis – Thomas Paine
- 2 The Speech of Chief Seattle
- 3 Poetry of Walt Whitman and Carl Sandburg
- 4 Poetry of Langston Hughes and Gwendolyn Brooks
- 5 Two Kinds – Amy Tan

The Greener Side of Life

- 6 Walden – Henry David Thoreau
- 7 To Build a Fire – Jack London
- 8 Poetry of Robert Frost

Midterm

- 9 & 10 Lorraine Hansberry-*A Raisin in the Sun*

Go Goth

- 11 Edgar Allan Poe-“The Cask of Amontillado”
- 12 Nathan Hawthorne-“Young Goodman Brown”
- 13 The Story of an Hour – Kate Chopin
- 14 The Yellow Wallpaper – Charlotte Perkins Gillman
- 15 Poetry of Sylvia Plath
- 16 Writing for the Real World

Final



ENGL 324 ©2009 English IV (1.0 Credit) focuses on British and World Literature and is designed to follow the chronological development of literature from medieval to modern times. This includes an exploration of the historical, social, and cultural environment that surrounds each literary work. As they study each major period in British literature, students will employ a variety of written and oral formats when comparing selected texts to modern books, films, dramas, and other forms of media presentations.

MODULE CONTENT:

- 1 Sir Gawain and the Green Knight
- 2 Geoffrey Chaucer- The Canterbury Tales
- 3 Poetry of John Donne
- 4 William Shakespeare- Selected Sonnets
- 5 The King James Bible
- 6 William Blake- Selected Poems
- 7 John Keats- Selected Poems
- 8 Elizabeth Barrett Browning- Selected Poems

Midterm

- 9 William Butler Yeats- Selected Poems
- 10 William Blake- Selected Poems
- 11 John Keats- Selected Poems
- 12 Elizabeth Barrett Browning- Selected Poems
- 13 Chinua Achebe – Civil Peace
- 14 William Shakespeare – Drama
- 15 Finding Employment
- 16 High Education Options

Final



ENGL 311 ©2009 Creative Writing (0.5 Credit) introduces the student to the creative process of writing, to the history, elements, and forms of poetry, and to the elements, structures, and genres of fiction. In addition, the course also covers the elements and genres of creative non-fiction and the elements, structure, and genre of drama. The course also includes practical information that tells students how they might become published writers.

MODULE CONTENT:

- 1 Unlocking Creativity
- 2 Poetry
- 3 Writing Fiction
- 4 Creative Nonfiction
- 5 Drama: Writing for Performance
- 6 Creative Writing as a Career

ENGL 311 contains a final examination only.



ENGL 312 ©2005 Practical Writing (0.5 Credit) provides help to the student refine and reinforce writing skills in the areas of sentence structure, paragraph formation, and short essay development, and especially the persuasive essay. Emphasis is placed on business and day-to-day applications.

MODULE CONTENT:

- 1 The Writing Process
- 2 Business Writing
- 3 Report Writing
- 4 Basic Writing Proposals
- 5 The Research Paper

ENGL 312 contains a final examination only.



ELEC 714 ©2009 Journalism (0.5 Credit) is rooted deep in the history of the United States. It has facilitated change, sparked reformation, and encouraged the advancement of society. This course explores the history of journalism, its functions in today's society, and an introduction to different types of journalist writing. In this course, students will learn writing techniques and acquire a basic knowledge of journalistic production.

MODULE CONTENT:

- 1 Founding and Grounding of the United States Press
- 2 Parts and Appearance of News
- 3 Gathering Information and Finding Sources
- 4 Writing Excellent Stories
- 5 Modern Developments in Journalism
- 6 Careers in Journalism

ELEC 714 contains a final examination only.



Speech--one-half credit.

SPCH 351 ©2003 Communication Applications (0.5 Credit) teaches the basic principles of public speaking. The student learns to understand the physical, mental, and social processes of speech as well as coping techniques for eventual speech delivery.

MODULE CONTENT:

- 1 Elements of the Communication Process
- 2 Verbal and Nonverbal Communication
- 3 Intrapersonal Communication
- 4 Interpersonal Communication
- 5 Group Communication in Professional and Social Contexts
- 6 Formal and Informal Communication
- 7 Effective Interview Techniques
- 8 Choosing an Appropriate Speech Topic and Gathering Information
- 9 Preparing an Informative, Persuasive, or Motivating Speech
- 10 Presenting an Informative, Persuasive, or Motivating Speech

SPCH 351 contains a final examination only.



CHAPTER 111

(relating to the Texas Essential Knowledge and Skills, Texas Education Agency)

Mathematics

Mathematics--four credits. Three of the credits must consist of Algebra I, Algebra II, and Geometry. The fourth credit may be selected from the following courses after successful completion of Algebra I, Algebra II, and Geometry:

- (A) Precalculus;***
- (B) Independent Study in Mathematics;***
- (C) Advanced Placement (AP) Statistics;***
- (D) AP Calculus AB;***
- (E) AP Calculus BC;***
- (F) AP Computer Science;***
- (G) International Baccalaureate (IB) Mathematical Studies Standard Level;***
- (H) IB Mathematics Standard Level;***
- (I) IB Mathematics Higher Level;***
- (J) IB Further Mathematics Standard Level;***
- (K) Engineering Mathematics;***
- (L) Statistics and Risk Management; and***

(M) pursuant to the Texas Education Code (TEC), §28.025(b-5), a mathematics course endorsed by an institution of higher education as a course for which the institution would award course credit or as a prerequisite for a course for which the institution would award course credit. The Texas Education Agency shall maintain a current list of courses approved under this subparagraph.

MATH 104 ©2006 Geometry (1.0 Credit) is a comprehensive course enhanced by emphasizing and integrating logical reasoning and spatial visualization skills.

Maintenance and improvement of arithmetic and algebraic skills are integral parts of this course.

MODULE CONTENT:

1 Basic Terms of Geometry

2 Reasoning

3 Introduction to Proof

4 Parallel and Perpendicular Lines and Planes

5 Triangles

6 Polygons

Midterm

7 Similarity

8 Right Triangles

9 Circles

10 Areas of Plane Figures

11 Surface Area and Volume

12 Three-Dimensional Geometry

13 Coordinate Geometry

Final



MATH 108 ©2008 Algebra I (1.0 Credit) includes concepts and skills involved in real numbers, linear equations and inequalities in both one and two variables, polynomials, rational expressions, roots and operations with radicals, and quadratic equations.

MODULE CONTENT:

1 Introduction to Algebra

2 Linear Equations and Inequalities

3 Applications of Linear Equations and Inequalities

4 Graphing Linear Equations and Inequalities

5 Solving Systems of Linear Equations and Inequalities

Midterm

6 Operations with Polynomials

7 Factoring

8 Rational Expressions and Equations

9 Exponents and Radicals

10 Quadratic Equations

Final



MATH 109 ©2012 Algebra II (1.0 Credit) builds on skills developed in Algebra I and covers more advanced concepts, including range and domains of functions, graphs, systems of equations, quadratic and linear equations, conic sections, square root functions, rational functions, exponential and logarithmic functions, and more.

MODULE CONTENT:

- 1 Range and Domains of Functions
- 2 Introduction to Graphs
- 3 Simplifying Algebra Expressions and Solving Problems
- 4 Systems of Linear Equations
- 5 Solving Systems of Equations and Linear Inequalities Graphically
- 6 Quadratic Functions
- Midterm*
- 7 Conic Sections
- 8 Absolute Value of X, Reciprocal of X, and Inverse Functions
- 9 Square Root Functions
- 10 Rational Functions
- 11 Exponential and Logarithmic Functions

Final



The following Chapter 111 – Mathematics Courses are currently being written:

Mathematical Models with Applications

Algebra I

CHAPTER 112

(relating to the Texas Essential Knowledge and Skills, Texas Education Agency)

Science

Science--four credits. Three of the credits must consist of a biology credit (Biology, AP Biology, or IB Biology), a chemistry credit (Chemistry, AP Chemistry, or IB Chemistry), a physics credit (Physics, AP Physics, or IB Physics), and an additional approved laboratory-based science course. After successful completion of a biology course, a chemistry course, and a physics course, the fourth credit may be selected from the following laboratory-based courses:

- (A) Aquatic Science;
- (B) Astronomy;
- (C) Earth and Space Science;
- (D) Environmental Systems;
- (E) AP Biology;
- (F) AP Chemistry;
- (G) AP Physics B;
- (H) AP Physics C;
- (I) AP Environmental Science;
- (J) IB Biology;
- (K) IB Chemistry;
- (L) IB Physics;
- (M) IB Environmental Systems;
- (N) Scientific Research and Design;
- (O) Anatomy and Physiology;
- (P) Engineering Design and Problem Solving;
- (Q) Medical Microbiology;
- (R) Pathophysiology;
- (S) Advanced Animal Science;
- (T) Advanced Biotechnology;
- (U) Advanced Plant and Soil Science;
- (V) Food Science;
- (W) Forensic Science; and

(X) pursuant to the TEC, §28.025(b-5), a science course endorsed by an institution of higher education as a course for which the institution would award course credit or as a prerequisite for a course for which the institution would award course credit. The Texas Education Agency shall maintain a current list of courses approved under this subparagraph.

BIOL 402 ©2001 Biology (1.0 Credit) emphasizes the application of biological concepts to everyday life. Studies are made of complex living organisms. Topics include human anatomy, reproduction, and care of the human body. Laboratory experiments are provided.

MODULE CONTENT:

- 1 Biology Basics
- 2 Cell Morphology and General Taxonomy
- 3 Viruses, Bacteria, and Protists
- 4 Fungi and Plants
- 5 Invertebrates
- 6 Vertebrates

Midterm

- 7 Nutrition and Digestion
- 8 The Circulatory System
- 9 Bones, Muscles, Skin, and Hair
- 10 The Nervous System
- 11 Heredity and Reproduction
- 12 Living Responsibly on the Earth

Final



SCIE 404 ©2007 Revised Integrated Physics and Chemistry (1.0 Credit) is designed to present the basic concepts of physics and chemistry to the student. Students will learn about matter classification, atomic structure and bonding, chemical reactions, characteristics of force, and the behavior of light and sound. Application of the material to the real world is emphasized with explanations of combustion engines, electric current, and the chemical make-up of common household products. Students will also understand the arrangement of the periodic table of elements and the function of the metric system in measurement conversion. Up-to-date career opportunities in the chemical and physical science fields are also presented.

MODULE CONTENT:

1 Introduction to Physical Science

2 The Metric System

3 Collections

4 The Atom

5 Bonding

6 Periodic Table

Midterm

7 Chemical Change

8 Energy

9 Force

10 Sound and Light

11 Careers and Career Development

Final



SCIE 406 ©2011 Anatomy and Physiology of Human Systems (1.0 Credit) reinforces foundational concepts regarding the scientific method, investigations, and laboratory policies and procedures. Each module deals with an individual body system, its structures, and functions while requiring students to further explore by using a variety of sources. The course concludes with an examination of environmental factors and their impact on human body systems, a brief overview of notable scientists, and a survey of career opportunities in science and biology.

MODULE CONTENT:

- 1 Introduction to Anatomy and Physiology
- 2 Digestive System
- 3 Nutrition and Metabolism
- 4 Cardiovascular System, Non-specific Defenses and Immunity
- 5 Respiratory System
- 6 Urinary System, pH Balance, Electrolyte Balance

Midterm

- 7 Histology, Integumentary System
- 8 Skeletal System
- 9 Muscular System
- 10 Neuroendocrine System
- 11 Reproduction, Growth and Development, and Aging
- 12 Environmental Impact on Human Systems, Notable Scientists, Careers in Science

Final



SCIE 408 ©2010 Environmental Systems (1.0 Credit) introduces the student to the natural world. Through the processes of scientific inquiry, the student will explore the systems and structures at work in the environment. Topics include biodiversity, weather patterns, and the effects of pollution. Laboratory experiments are provided.

MODULE CONTENT:

- 1 Laboratory Procedures
- 2 Lab Methodology
- 3 The Nature of Science
- 4 The Scientific Method
- 5 Introduction to Matter, Energy, and Ecology
- 6 Resource Management: Water
- 7 Resource Management: Air
- 8 Resource Management: Land

Midterm

- 9 Resource Management: Soil
- 10 Past and Present Agricultural Techniques
- 11 Populations
- 12 Earth Systems
- 13 Alternative Energy Sources
- 14 Nuclear Energy
- 15 Weather
- 16 Human Activities

Final



The following Chapter 112 – Science Courses are currently being written:

Physics

Chemistry

CHAPTER 113

(relating to the Texas Essential Knowledge and Skills, Texas Education Agency)

Social Studies

Social studies--three and one-half credits. The credits must consist of World History Studies (one credit), World Geography Studies (one credit), United States History Studies Since Reconstruction (one credit), and United States Government (one-half credit).

Economics, with emphasis on the free enterprise system and its benefits--one-half credit. The credit must consist of Economics with Emphasis on the Free Enterprise System and Its Benefits.

GOVT 503 ©2011 U. S. Government (0.5 Credit) A focus on the foundations of government, including various types and philosophies, begins the 503 US Government course. With a discussion of colonial governments and the events that led to the Declaration of Independence, Articles of Confederation, US Constitution, and the Constitutional Amendments, the text presents the firm footing upon which our government operates. In addition to the text, lesson activities and projects challenge students to delve into the structure and function of the three branches of government, state and local governments, budgets and public policies, the role of politics, and the importance of citizen participation in the American democratic process.

MODULE CONTENT:

- 1 Foundations of Government
 - 2 The Constitution, Bill of Rights, and Other Amendments
 - 3 Congress
 - 4 The Presidency and the Executive Branch
 - 5 The Judicial Branch
 - 6 State and Local Government
 - 7 Government Budgets and Policies
 - 8 American Political Parties
- Texas Supplement

GOVT 503 contains a final examination only.

HIST 508 ©2011 U. S. History (1.0 Credit) sets the stage for events that followed the Civil War, Module I reviews mid-nineteenth century history and explains the importance of historiography. Succeeding modules address major eras and occurrences: Westward Expansion, the Industrial Revolution and immigration, Imperialism and Progressivism, World War I, the Roaring Twenties, the Great Depression, World War II, the Cold War, the Civil Rights Movement, Vietnam and Watergate, and the New Conservatism of the late twentieth century. The course concludes with an overview of early twenty-first century history. Activities and assignments supplement the lessons and encourage further study of the many interesting people and events that constitute our American story.

MODULE CONTENT:

1 Setting the Stage

2 Moving West

3 Growing Pains and Promises

4 Imperialism to Progressivism

5 World War I

6 The Roaring Twenties

Midterm

7 The Great Depression

8 World War II

9 The Cold War

10 The Civil Rights Movement

11 Vietnam and Watergate

12 New Conservatism

13 Moving into the New Century

Final



ECON 602 ©1999 (revised 2009) Economics (Free Enterprise) (0.5 Credit) emphasizes the free enterprise system, its characteristics, benefits, and goals. Emphasis is placed on such aspects as supply and demand, the circular flow of economic activity, and the business cycle.

MODULE CONTENT:

- 1 What is Economics?
 - 2 Democratic Beliefs and Responsibilities
 - 3 American Free Enterprise System
 - 4 Business at Home and Abroad
 - 5 Money and Finance
 - 6 Individuals and the Government
 - 7 Course Summary
- Supplement

ECON 602 contains a final examination only.



The following Chapter 113 – Social Studies Courses are currently being written:

- World Geography
- World History
- Psychology
- Economics
- Sociology

CHAPTER 114

(relating to the Texas Essential Knowledge and Skills, Texas Education Agency)

Languages Other Than English

Languages other than English--three credits. The credits must consist of any three levels in the same language.

SPAN 341 ©2009 Spanish Level I (1.0 Credit) emphasizes in pronunciation of basic vocabulary. The course also provides an introduction to the Spanish-speaking world, including information about alphabet, numbers, holidays, family, adjectives, food, verbs and more. A variety of audio exercises is provided to improve the understanding of the language, sound recognition of the vocabulary and their pronunciation in Spanish.

MODULE CONTENT:

1 Introduction

2 Personal Information

3 The Calendar

4 Hispanic Holidays

5 Los Números

6 La Familia

Midterm

7 Adjectives and Descriptions

8 The House

9 Food

10 Present Tense Regular Verbs

11 School

12 Time

Final

SPAN 342 ©2012 Spanish Level II (1.0 Credit) enables students to build a more extensive Spanish vocabulary and to gain a deeper understanding of Spanish grammar through lessons on irregular verbs, stem changing verbs, and past tense verbs. Students apply language skills in “real word” situations, including how to ask and answer questions, how to shop, and how to identify various sports and pastimes.

MODULE CONTENT:

- 1 Present Tense Irregular Verbs
- 2 Asking and Answering Questions
- 3 Numbers 100 -1,000
- 4 Stem-Changing Verbs in Present Tense

Midterm

- 5 Deportes y Pasatiempos (Sports and Pastimes)
- 6 España, México, Puerto Rico
- 7 Shopping
- 8 Past Tense/Preterit Tense

Final



The following Chapter 114 – Languages Other Than English Courses are currently being written:

Spanish III

CHAPTER 115

(relating to the Texas Essential Knowledge and Skills, Texas Education Agency)

Health Education

HLTH 403 ©2009 Health (0.5 Credit) introduces adolescents to health promotion and focuses on individual responsibility for engaging in healthy behaviors. These include making healthy choices in diet and activities and in forming lifelong habits. Modules provide essential information about body systems (digestive, cardiovascular, respiratory, nervous, musculoskeletal, and immune) as well as sex education, pregnancy and fetal development, and mental health.

MODULE CONTENT:

1 Health in Adolescence

2 Nutrition and Exercise

3 Digestive System

4 Cardiovascular System

5 Respiratory System

6 Nervous System

Midterm

7 The Musculoskeletal System

8 The Immune System

9 Adolescence and Puberty

10 Prevention of STDs and Teen Pregnancy

11 Fetal Development

12 Mental Health

Final



HLTH 405 ©2009 Advanced Health (0.5 Credit) emphasizes the importance of making healthy lifestyle choices and using resources to assist in making those choices. Highlighting the availability of reliable websites, the course offers students the opportunity to search for health information on-line and to do self-assessments. Additionally, the course covers nutrition and exercise, chronic diseases, reproductive health and sexually transmitted diseases, mental health, safety, community health, and alternative medicine.

MODULE CONTENT:

- 1 Health Promotion
- 2 Nutrition and Exercise
- 3 Chronic Diseases
- 4 Reproductive Health
- 5 Mental Health
- 6 Safety
- 7 Community Health
- 8 Alternative Medicine

HLTH 405 contains a final examination only.



CHAPTER 116

(relating to the Texas Essential Knowledge and Skills, Texas Education Agency)

Physical Education

Physical education--one credit.

(A) The required credit may be from any combination of the following one-half to one credit courses:

- (i) Foundations of Personal Fitness;**
- (ii) Adventure/Outdoor Education;**
- (iii) Aerobic Activities; and**
- (iv) Team or Individual Sports.**

(B) In accordance with local district policy, credit for any of the courses listed in subparagraph (A) of this paragraph may be earned through participation in the following activities:

- (i) Athletics;**
- (ii) JROTC; and**
- (iii) appropriate private or commercially-sponsored physical activity programs conducted on or off campus. The district must apply to the commissioner of education for approval of such programs, which may be substituted for state graduation credit in physical education. Such approval may be granted under the following conditions.**
 - (I) Olympic-level participation and/or competition includes a minimum of 15 hours per week of highly intensive, professional, supervised training. The training facility, instructors, and the activities involved in the program must be certified by the superintendent to be of exceptional quality. Students qualifying and participating at this level may be dismissed from school one hour per day. Students dismissed may not miss any class other than physical education.**
 - (II) Private or commercially-sponsored physical activities include those certified by the superintendent to be of high quality and well supervised by appropriately trained**

instructors. Student participation of at least five hours per week must be required. Students certified to participate at this level may not be dismissed from any part of the regular school day.

(C) In accordance with local district policy, up to one credit for any one of the courses listed in subparagraph (A) of this paragraph may be earned through participation in any of the following activities:

- (i) Drill Team;**
- (ii) Marching Band; and**
- (iii) Cheerleading.**

(D) All substitution activities allowed in subparagraphs (B) and (C) of this paragraph must include at least 100 minutes per five-day school week of moderate to vigorous physical activity.

(E) Credit may not be earned for any course identified in subparagraph (A) of this paragraph more than once. No more than four substitution credits may be earned through any combination of substitutions allowed in subparagraphs (B) and (C) of this paragraph.

(F) If a student is unable to comply with all of the requirements for a physical education course due to a physical limitation certified by a licensed medical practitioner, a modification to a physical education course does not prohibit the student from earning a Recommended High School Program diploma. A student with a physical limitation must still demonstrate proficiency in the relevant knowledge and skills in a physical education course that do not require physical activity.

PHED 410 ©2009 Foundation of Personal Fitness (0.5 Credit) provides students with the knowledge and expertise to become physically fit and healthy throughout life. With particular emphasis on the development of a Personal Fitness Plan, activities encourage students to make healthy choices when eating, exercising, and socializing. Upon completion of the course, this fitness plan can be utilized as a practical program for achieving optimal health throughout life.

MODULE CONTENT:

- 1 Fitness, Overall Health, and Exercise
- 2 Fitness Safety
- 3 Health-Related and Skill-Related Fitness
- 4 Physiological and Biomechanical Principles of Weight Control
- 5 Good and Poor Nutrition and Physical Activities
- 6 Social Development and Consumer Issues

PHED 410 contains a final examination only.



The following Chapter 116 – Physical Education Courses are currently being written:

Individual Sports

Elective Courses--four and one-half credits. The credits may be selected from the list of courses specified in §74.61(j) of this title (relating to High School Graduation Requirements). All students who wish to complete the Distinguished Achievement High School Program are encouraged to study each of the four foundation curriculum areas (English language arts, mathematics, science, and social studies) every year in high school.

CHAPTER 117

(relating to the Texas Essential Knowledge and Skills, Texas Education Agency)

Fine Arts

Fine arts--one credit. The credit may be selected from the following courses:

- (A) Art, Level I, II, III, or IV;***
- (B) Dance, Level I, II, III, or IV;***
- (C) Music, Level I, II, III, or IV;***
- (D) Theatre, Level I, II, III, or IV; and***
- (E) Principles and Elements of Floral Design.***

MUSI 708 ©2005/Revised 2011 Music I (1.0 Credit) provides the student an overview of music. The student will learn the basics of music theory, including tempos, dynamics, intervals, chords, and forms. They will be required to sing, play an instrument, and conduct, as well as evaluate a live musical performance.

The musical eras discussed are the Middle Ages, Renaissance, Baroque, Classical, Romantic, 20th Century, and American Music. These seven modules also include listening assignments for each period of music discussed.

MODULE CONTENT:

- 1 The Language of Music
- 2 The Structure of Music
- 3 The Performance of Music
- 4 Experiencing and Evaluating Music

Midterm

- 5 The Middle Ages (450-1450)
- 6 The Renaissance (1450-1600)
- 7 The Baroque Era (1600-1750)
- 8 The Classical Era (1775-1825)
- 9 The Romantic Era (1825-1900)
- 10 The 20th Century
- 11 American Music

Final



ARTS 709 ©2006 Art I (1.0 Credit) provides the student an appreciation of art, the artists, and their work during the different historical periods.

MODULE CONTENT:

- 1 The Fundamentals of Art
- 2 The Development of Art
- 3 Art from Greece and Rome
- 4 The Early Christian Church

Midterm

- 5 Romanesque to Renaissance
- 6 Beyond the Renaissance
- 7 Modern Art Movement
- 8 20th Century Art

Final



CHAPTER 130

(relating to the Texas Essential Knowledge and Skills, Texas Education Agency)

Career and Technical Education

BUSI 705 ©2011 Business Information Management I (formerly – Business Computer Information Systems I – BCIS) (1.0 Credit) introduces students to business software and teaches the basics of word processors, spreadsheets, databases, presentations, e-mail, and Internet searches. Business information management skills, which serve to support marketplace functions, are valuable assets in any field. Students will complete hands-on exercise to demonstrate understanding of the technology. **Requirements:** Microsoft Office 2007 **Prerequisite:** *In accordance with the Texas Essential Knowledge and Skills requirements the student must have had keyboarding skills.*

MODULE CONTENT:

- 1 Introduction to Computers
 - 2 Software
 - 3 Keyboarding
 - 4 Introduction to Word Processing Applications
 - 5 Introduction to Spreadsheet Applications
 - 6 Introduction to Presentation Applications
 - 7 Introduction to Database Applications
 - 8 Introduction to Desktop Publishing Applications
- Midterm*
- 9 Introduction to Web Browsers
 - 10 Advanced Techniques for Word Processing Applications
 - 11 Advanced Techniques for Spreadsheet Applications
 - 12 Advanced Techniques for Presentation Applications
 - 13 Advanced Techniques for Database Applications
 - 14 E-mail
 - 15 Internet Safety
 - 16 Integrating Productivity Applications

Final

ELEC 706 ©2006/Revised 2011 Interpersonal Studies (0.5 Credit) explains the basic functions of the family, concepts related to adult roles, and interpersonal relationships. Special concerns of family life such as domestic violence and special needs of family members, are explored.

MODULE CONTENT:

1 Living as an Independent Adult

2 The Family

3 Individuals and Family Living

4 Marriage and Parenting

5 Resource Management

6 Family Problems and Concerns

ELEC 706 contains a final examination only.

ELEC 710 ©2005 Medical Terminology (0.5 Credit) gives the student an overview of basic terminology used in the medical field. Students will gain an understanding for the essentials needed for a career in the healthcare industry.

Students will learn and practice using common abbreviations, acronyms, and symbols as a time-saving device.

MODULE CONTENT:

1 Introduction to Medical Terminology

2 Medical Occupations

3 Medical Terms

Midterm

4 Abbreviations, Acronyms, and Symbols

5 Eponyms

6 Anatomical Position and Planes

7 Body Structures

Final

BUSI 713 ©2008 Accounting I (1.0 Credit) introduces students to the basic principles of accounting, such as the accounting equation, and a thorough introduction to accounting terms and practices. Also included are detailed, hands-on exercises that include T accounts, journals, ledgers, trial balances, bank reconciliation, payroll, and more. The course also offers students useful information about careers in the field of Accounting.

MODULE CONTENT:

1 Introduction to Accounting

2 The Accounting Equation

3 The T Account

4 Recordkeeping

5 Adjusting Entries

6 Preparing Financial Statements

7 Bank Reconciliations

Midterm

8 Payroll

9 Sales and Cash Receipts

10 Merchandising Business

11 Trial Balance and Adjustments

12 Methods of Depreciation

13 Uncollectible Accounts

14 Career Opportunities

Final



COMP 716 ©2009 Desktop Publishing (1.0 Credit) builds upon the fundamentals of technology education. Students will develop an understanding of visual communication in relation to computers and technology. Research techniques, copyright and intellectual property standards, design elements and principles, and software usage are all core concepts covered in this course. Students will also become familiar with the tools provided by Microsoft® Word in reference to desktop publishing.

MODULE CONTENT:

- 1 Foundations of Desktop Publishing
- 2 The Basics of Design in Desktop Publishing
- 3 Locating, Using, and Evaluating Resources
- 4 Before Starting a Project

Midterm

- 5 Stationary Sets
- 6 Promotional Layouts
- 7 Multipage Layouts
- 8 Post-production and Printing

Final



The following Chapter 130 – Career and Technical Education Courses are currently being written:

Medical Terminology

Sales and Advertising and Promotion

Principles of Business

Business Communication

Career Prep I

PREPARATORY (DEVELOPMENTAL) CLASSES

The following non-credit preparatory courses are designed to help students improve basic academic skills required for satisfactory completion of the high school level schoolwork.

PMAT 0101 ©2003 Preparatory Mathematics I (0.0 Credit) provides basic preparatory skills. Extensive practice is available to help the student master computations with whole numbers, fractions, decimals, and percents.

Recommended reading comprehension grade level equivalent: **1.0 – 5.0**

MODULE CONTENT:

- 1 Whole Number Basics
- 2 Adding and Subtracting Whole Numbers
- 3 Multiplying Whole Numbers
- 4 Dividing Whole Numbers
- 5 Adding and Subtracting Decimals
- 6 Multiplying and Dividing Decimals
- 7 Fraction Basics
- 8 Adding and Subtracting Fractions
- 9 Multiplying and Dividing Fractions
- 10 Simple Ratio and Proportion
- 11 Percents

PMAT 0102 contains a final examination only.



PMAT 0102 ©2003 Preparatory Mathematics II (0.0 Credit) is a continuation of PMAT 0101. Measurements in both the English (standard) and metric systems are reviewed, along with the formulas for perimeter, circumference, area, and volume. Other topics include interpretation of graphs and charts and an introduction to set theory and algebra.

Recommended reading comprehension grade level equivalent: **5.0 – 7.5**

MODULE CONTENT:

1 Time, Temperature, and Length

2 Weight and Volume

3 Lines, Angles, and Planes

4 Perimeter

5 Area

6 Surface Area and Volume

Midterm

7 Circles, Cylinders, and Spheres

8 Graphs, Tables and Charts

9 Operations with Signed Numbers

10 Introduction to Algebra

11 Factoring

12 Quadratic Equations

Final



PENG 0301 ©2002 Preparatory Reading (0.0 Credit) provides help to students to develop or refresh their basic reading skills.

Recommended reading comprehension grade level equivalent: **4.0 – 5.9**

MODULE CONTENT:

1 Vocabulary Building

2 Reading Skills

3 Comprehension Skills

4 Context Clues

5 Inferences

Midterm

6 Forms of Literature

7 Devices of Literature

8 Fiction

9 Nonfiction

10 Test-Taking Techniques

Final



PENG 0302 ©2005 Reading Improvement (0.0 Credit) provides help to the high school student having difficulty with reading comprehension. This course includes reading elements that help the student with reading comprehension and pass state mandated assessment tests.

Recommended reading comprehension grade level equivalent: **4.0 – 5.9**

MODULE CONTENT:

- 1 Critical Reading
- 2 Main Idea
- 3 Cause and Effect
- 4 Context Clues
- 5 Figurative Language
- 6 Author's Purpose

PENG 0302 contains a final examination only.

PENG 0303 ©2010 Preparatory Grammar (0.0 Credit) prepares student for developing competent writing skills, Preparatory Grammar presents the eight parts of speech coupled with relevant punctuation rules. Not only is each part of speech individually defined and explained, but common errors in usage and punctuation are also addressed. Emphasis is not simply on the identification of parts of speech and their functions; rather, students must utilize such knowledge by recognizing and correctly using parts of speech and punctuation in sentences. Students conclude the course by combining clauses, phrases, and modifiers to create well-written sentences.

Recommended reading comprehension grade level equivalent: **6.0 – 8.9**

MODULE CONTENT:

- 1 Nouns
- 2 Pronouns
- 3 Verbs
- 4 Adjectives and Adverbs
- 5 Prepositions, Conjunctions and Interjections

PENG 0303 contains a final examination only.

PENG 0304 ©2010 Preparatory Writing (0.0 Credit) begins with the structure and function of sentences; then it progresses to sentence components and their use in building logical, clear sentences. The course addresses common sentence errors and offers information about writing tools (dictionaries, thesauruses, and electronic tools). Students then learn about the writing process: consideration of purpose, audience, and tone; pre-writing techniques; and paragraph development. A module on essay writing takes students through components of an essay, development of a thesis statement, patterns of development, and formatting essays. The concluding module deals with job and college applications, résumés, and business communication.

Recommended reading comprehension grade level equivalent: **6.0 – 8.9**

MODULE CONTENT:

- 1 Sentences
- 2 Punctuation and Mechanics
- 3 Writing Tools
- 4 The Writing Process
- 5 Writing Essays
- 6 Writing for the Record

PENG 0304 contains a final examination only.



PESL 0331 ©1999 Basic ESL (0.0 Credit) concentrates on the development of English language skills for Spanish speakers with limited English proficiency.

This course is designed for the limited English speaker to practice and comprehend the characteristics of the English language.

Recommended reading comprehension grade level equivalent: **6.0 – 8.9**

MODULE CONTENT:

1 Basic Communication

2 It is Time

3 At the grocery store

4 At the Mall

5 At the Doctor's Office

6 Communication by mail and telephone

7 At Home and at School

Midterm

8 Visiting a Restaurant

9 Visiting the Downtown District

10 Weather Cognates for Vocabulary Development

11 Personal and Practical Communication

12 Telephone Calls and Job Applications

Final



PSCI 0401 ©2002 Preparatory Science (0.0 Credit) provides help to students to develop or refresh their basic science concepts.

Recommended reading comprehension grade level equivalent: **6.0 – 8.9**

MODULE CONTENT:

- 1 Biology
- 2 Plants, Animals, and the Natural Environment
- 3 Chemistry
- 4 Physics
- 5 Earth and the Solar System
- 6 The Environment

SCIE 0401 contains a final examination only.



PSST 0501 ©2005 Preparatory Social Studies (0.0 Credit) provides help to students to develop their basic social studies concepts.

Recommended reading comprehension grade level equivalent: **6.0 – 8.9**

MODULE CONTENT:

- 1 Building a Nation
- 2 Becoming a World Power
- 3 Expanding Your Horizons
- 4 National Politics
- 5 Local, State, and World Politics
- 6 Economic Beliefs and Responsibilities
- 7 Government Taxation and Spending

PSST 0501 contains a final examination only.

SEVENTH GRADE COURSES

HIST 7501 ©2004 Seventh Grade Texas History (1.0 Credit) fulfills the Texas Education Agency history requirement taught at the middle school level. The course covers Texas history from the early Indians to the present.

MODULE CONTENT:

- 1 Geography and Early History
- 2 Spain and France Discover Texas
- 3 American Colonization
- 4 "Victory or Death"
- 5 The Republic of Texas

Midterm

- 6 The Lone Star State
- 7 Civil War and Reconstruction
- 8 The Frontier Disappears
- 9 Texas: Now and the Future

Final



EIGHTH GRADE COURSES

ELEC 8701 ©2007 Career Investigation (0.5 Credit) emphasizes self-evaluation in making career decisions. Identifying individual strengths and weaknesses helps the student to choose a corresponding career path. The course covers not only the importance of higher education and training in a free enterprise system, but provides an achievable approach. The course familiarizes students with traits and responsibilities of a modern productive employee including communication skills, attitude, work habits, and ethics.

MODULE CONTENT:

- 1 Career Investigation
- 2 Skills and Aptitudes
- 3 Employment Opportunities
- 4 Career Choices
- 5 Decisions
- 6 Work Ethics

ELEC 8701 contains a final examination only.



API ONLINE POLICIES & PROCEDURES

Individual Enrollment Program

General Policies

- The purchasing organization (i.e. school, district, charter organization, etc.) has one (1) year from the date the purchase order is processed to use an enrollment seat.
- If the purchasing organization has not used their enrollment seat within the one (1) year time period, or has not received special written permission from the Dean of API for extension of enrollment, the enrollment seat will be forfeited without credit.
- All enrollment paperwork submitted will be processed in two (2) business days, barring extenuating circumstances. Enrollment paperwork submitted during holidays or other non-business days will be processed the first business day normal business operations resume.
- **All enrollment paperwork is processed on a first come, first served basis.**
- An active e-mail account is required for all teachers, administrators, and counselors administering courses through the API Online system. This is our primary means of contact for both enrollment and customer support.
- Although standard mailing options and fax submissions are available, using them will greatly increase the time in which your enrollment paperwork is processed.
- The purchasing organization's designated point of contact (POC) will be notified upon receipt of the purchase order and sent a welcome e-mail that will include a copy of these policies and procedures, the API Online Teacher Enrollment Form, the API Online Student Enrollment form (credit version), and the API Online Student Removal Form. (All forms are also available from our website at <http://www.learnapi.com>.)
- All required forms will be regularly updated by the API Online staff to match changes in the availability of online courses. A copy of updated forms will be sent to all active POCs when first created, after which they will be available on the API website at <http://www.learnapi.com>.
- Enrollment and Removal requests turned in on outdated forms, on incomplete forms, or without any forms will not be processed.
- Tracking of all grades in API Online courses is the responsibility of the teacher(s) and/or administrator(s) assigned to the course by the purchasing organization. ***Grade records for each student are deleted once a student is un-enrolled from a course.***

Enrolling in Courses (Teachers)

- Teachers administering API Online courses will need to complete the API Online Teacher Enrollment Form and return it to the API Online Department by e-mail.
- The form will be processed by the API Online Staff and the completed form and all proctoring information will be e-mailed back to them at the e-mail address provided on the form.

- Once the e-mail is received teachers may login to API Online using the link provided on our website (<http://www.learnapi.com>) and begin reviewing the course material.

Enrolling in Courses (Students)

- Teachers must fill out the API Online Student Enrollment Form (version depends on course(s) needed) for each student they wish to enroll.
- Teachers are responsible for submitting completed API Online Student Enrollment Forms to the API Online Department by e-mail.
- All forms will be verified against the purchasing organization's currently available enrollment seat count.
- If enrollment seats are available for all enrollment forms received the submitting teacher will receive the completed forms containing the student's login credentials through the e-mail address on file.
- If the purchasing organization is short enrollment seats the teacher will receive an e-mail from the API Online Department informing them that their purchasing organization does not have enough seats and to contact API Customer Service to order more. (See Appendix II for information about contacting API Customer Service.)
- Enrollment forms will not be processed until a purchase order to cover any deficiencies in available enrollment seats is received by API Customer Service.
- Students have one (1) year from the time they are enrolled in a course to complete it.
- Once a student has completed a module test no seat credits will be given if a student wishes to discontinue the course.
- If a student decides to withdraw from the course and has NOT taken any module tests or has never accessed the course the teacher must notify the API Online Department and request a credit for the enrollment seat.

Removal from Courses

- Teachers are required to notify the API Online Department by e-mail if a student departs, graduates from the organization, or no longer wishes to use online courses from API.
- Teachers are required to submit an API Online Removal Form by e-mail to the API Online Department once a student completes a course.
- Teachers may choose to remove students from an individual course or from the system as a whole as determined by their organizational policies and procedures.
- Organizational administrators are required to notify the API Online Department by e-mail if a teacher is no longer administering API Online courses so they can be removed from the API Online system.
- Students and/or teachers who are inactive for a period of 120 days or more will be removed from the API Online system automatically.
- Pending removal warning lists will be distributed to all teachers after 90 days of inactivity.

- A written or e-mail response is required to avoid student removal.
- ***Students removed due to inactivity will lose all completed coursework and grades stored in the API Online system.***

Test Facilitation (Proctoring)

- Test security is the responsibility of the purchasing organization and its teachers.
- API Online utilizes a proctor password system to help reduce dishonesty on the part of the test taker.
- Proctor passwords for courses are provided when a teacher is enrolled in a course. *Save this information in a safe place that cannot be accessed by students who will be using course test materials.*
- Teachers will be required to enter the proctor password before a student can take any module test, mid-term exam, or final exam within a course.
- If a teacher loses a proctor password please contact the API Online Department by e-mail or phone so it can be reissued.
- If a proctor password becomes known to students taking a course, please contact the API Online Department immediately so a new proctor password can be generated.
- Proctor passwords are subject to change at any time.

Requesting a Credit for Unused Enrollment Seats

- Teachers must submit a written or e-mail request stating a student will not be completing a course for which an enrollment seat was used and that the student has not taken any module tests, mid-terms, or final exams from the course.
- This request must be accompanied by a completed API Online Student Removal Form to be processed.
- A system inquiry will be made by the API Online Staff to verify that the student has not completed any module tests, mid-terms, or final exams in their assigned course.
- Once all these steps are completed the teacher will receive a notification from the API Online Department that the student's enrollment seat will be credited to the teacher's purchasing organization or that no credit will be issued and the reason(s) why.

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**KNOWLEDGE
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