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Filed this 23rd day of
August 1984.

Office of Registrar of Corporations
Commonwealth of the Northern Mariana Islands

ADOPTED REGULATIONS

Northern Marianas College

Authority

The Board of Regents, in accordance with Public Law 3-43, Section 203 (a)(b), wishes to advise the public that the following policies have been officially adopted for Northern Marianas College.

Subject Matter

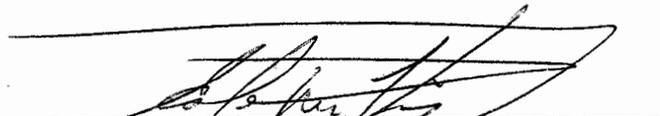
The adopted policies include the following subjects:

1. Admissions
2. Academic Information
3. Programs

Public Comment

During the period of time designated for public comment, comments were received from NMC staff concerning the proposed policies which were incorporated as minor changes. No major substantive changes occurred from the original promulgation.

8/23/84
DATE



Esteven M. King
Chairman
Board of Regents

GENERAL ADMISSION REQUIREMENTS

The Northern Marianas College (NMC) programs are designed for students who have received their high school diploma or equivalency certificate (G.E.D.), for high school students who choose to participate in the college early admissions program, and for adults not in high school who are 18 or older.

Non-High School Graduates

Any Northern Marianas resident at least 18 years of age who has not graduated from high school or been awarded a high school diploma on the basis of GED and has not completed any previous college level work may be admitted. Such a student will become an associate degree candidate after completion of not fewer than 15 college semester hours of credit with at least a 2.0 (C) average.

High School Graduates

Any person who has earned a high school diploma or its equivalent is eligible for admission to an associate degree program. A specific GPA in previous high school or college work is not required.

High School Students

Any high school student possessing a GPA of 3.0 or above who wishes to be admitted to the College shall obtain written permission from his/her parent or guardian, and a letter of recommendation from the student's high school counselor or high school principal attesting to the student's ability to perform at college level. All pre-college students who are accepted for general admission will receive grades and a transcript and will be treated as other college students.

FORMAL ADMISSION TO DEGREE OR CERTIFICATE PROGRAM

Students may enroll in any course for which they meet the requirements; however, to be admitted to a degree or certificate program, and before they receive a degree, they must be formally admitted. To accomplish this formal admission process, students should complete the following steps:

1. Submit a completed application for admission and a \$10.00 fee to the Office of Admissions and Records; and
2. Arrange to have an official transcript from the high school or college previously attended submitted to the Office of Admissions and Records.

Testing and Placement

Students applying for admission to a degree program who have not yet met their Written Communications and Mathematic Computational requirements must take a placement examination. Students performing below a minimum level in one or more of these tests will be advised to take the equivalent preparatory course to improve performance in the deficient area. Students must have the placement results prior to registering for Communications or Mathematics courses.

Academic Advisor

When students are admitted to degree or certificated programs, they will be assigned an academic advisor. The advisor will help plan the student's program.

ADMISSION WITH TRANSFER CREDIT

Northern Marianas College will accept a total of 45 credits toward an associate degree from other accredited institutions.

Transfer credit evaluations are performed for students who have been formally admitted to a degree program. The College may accept, by transfer, credits from other accredited institutions when the grades of courses completed are "C" or above. Where possible, transfer credit will be equated with NMC courses. The College reserves the right to reject work of doubtful quality or to require an examination before credit is allowed.

Non-resident credit for a student will not be posted on a student's transcript unless each of the following criteria are met:

1. The student must be currently enrolled, or have completed at least one semester in residence at the Northern Marianas College;
2. The student must complete an application for admission, pay the \$10.00 admission fee, and be accepted for formal admission to a degree program;
3. The student must submit official transcripts from schools previously attended;
4. The student may be requested to furnish a college catalog from each school previously attended.

READMISSION PROCEDURES

Students previously enrolled in the College planning to return after an absence of one or more semesters must file a new application for admission.

Transcripts of the record of any work completed in the interim are required.

GENERAL DEGREE REQUIREMENTS

For the Associate of Arts, Science or Applied Science Degree the student must:

- 1) Complete at least 15 of the final 30 credits at MMC;
- 2) Earn at least 60 credit hours including transfer credits;
- 3) Have a Grade Point Average of a least 2.0 ('C' average).

GRADING POLICY

Only letter grades appear on the student's permanent academic record. These are as follows:

Letter Grade	Definition	Grade Points
A	Superior/Excellent	4.0
B	Above Average	3.0
C	Average	2.0
D	Minimal Passing	1.0
F	Less than Minimal Passing	0.0
W	Official Withdrawal	
I	Incomplete	
P	Passing: For courses challenged or approved workshops. Counts (if applicable) towards a degree but not computed into student's grade point average (GPA).	
NC	No Credit: Means credit has not been earned and no grade point given.	
AU	Audit: No grade points given.	

INCOMPLETES

An "I" indicates that the student has yet to complete a small but important part of the work in a course. The "I" will revert to an "F" grade if not

by the end of one calendar year from the last day of the semester in which the student received the "I".

AUDITING

A student wishing to enroll in one or more courses for informational instruction only may register as an auditor. An auditor does not receive academic credit or have laboratory privileges and may not submit papers for grades and correction. Audit courses are not included in the computation of the study load for a full-time/part-time determination or for overload status. No credit is received for audited courses. Auditors must pay one half the total tuition rate.

CHANGE OF GRADES

Grades are submitted upon the completion of a course or at the end of the term. They are assumed to be the student's permanent record and may not be changed unless a calculation error has been made by the instructor. Changes must be in writing, and filed within 45 days after the grade has been submitted, and be approved by the Academic Vice-President.

CREDIT BY EXAMINATION

Students presenting evidence that through experience and/or training they have learned the equivalent of a course but have not received college credit for it may apply for credit by examination. (Department chairman determines which courses may be credited by examination). If the department chairman grants approval, the student must enroll in the course during the regular registration period, then during the first week of the semester take the examination from an instructor appointed by the department chairman.

CONFERENCE COURSE

A conference course is a regular course not listed on the current semester's schedule. A student may enroll in a conference course and study with the instructor on an individual basis if the enrollment is approved by the instructor and chairman of the department.

INDEPENDENT STUDY

All independent study courses must meet established criteria. The responsibility for registering for an independent study course rests with the student. Each independent study must be recorded in the Office of Admissions and Records and must contain the approval of the department chairman.

OFFICIAL TRANSCRIPT

An official transcript contains the seal of the Northern Marianas College and the signature of the Director of Admissions and Records. Official transcripts of credits earned at other institutions, high school transcripts, and other supporting documents which have been presented for admission and evaluation of credit become the property of the Northern Marianas College and are not reissued or copied for distribution.

CLASS STANDING

Class standing is determined on the basis of total credits earned. For Northern Marianas College students, the following indicates student classification:

Freshman.....0-30 credits
Sophomore.....31-60 credits

FULL-TIME/PART-TIME STATUS, STUDY LOAD

Students who register for 12 or more semester hours of credit will be classified as full-time, and a study load of less than 12 hours is considered part-time.

The maximum study load allowable is 18 credits per semester. If a student desires to take more than 18 semester hours, he/she must obtain the approval of the Academic Vice-President. Non-credit courses are not included with credit courses when computing a study load.

SATISFACTORY ACADEMIC PROGRESS POLICY

General: Federal law governing the administration of Federal student aid provides that:

"In order to receive any grant, loan, or work assistance, a student must be maintaining satisfactory progress in the course of study the student is pursuing according to the standard and practices of the institution at which the student is in attendance" (Sec. 484, the Higher Education Act of 1965, as amended).

Definitions:

Satisfactory Academic Progress: Satisfactory Academic Progress is defined as the enrollment for and successful completion of the minimum required number of semester hours of credit which applies toward the student's declared degree objective with a cumulative grade-point average as follows:

<u>Total Credits Completed</u>	<u>Minimum Cumulative GPA</u>
0 - 15	1.5
16 - 30	2.0
31 - 45	2.0
46 - 60	2.0
61 +	2.0

Successful Completion: Successful Completion of a course of study requires a grade of pass, 'D' or above. Grades of 'NC', 'W', 'I', or 'F' do not constitute successful completion of a course.

If a regular student is required to enroll in the Fundamentals of English (EN 100R, W) or in Basic Mathematics (090), then three (3) credits will be counted as earned for each 'P' grade earned for the purpose of determining Satisfactory Academic Progress.

The maximum time frame for completion of a degree or certificate for a full-time student who is making Satisfactory Academic Progress is:

1. Associate Degree: Three years, divided into six (6) one-term increment.
2. Certificate: Two years, divided into four (4) one-term increment.

For a part-time student, the maximum time frame for completion of a degree or certificate is twice the number of years of a full-time regular student.

A regular student is considered to be making Satisfactory Academic Progress if he/she completed a minimum of twenty (20) credit hours per academic year.

A student's Satisfactory Academic Progress is reviewed every semester for counseling purposes. The Financial Aids Office evaluates the student's progress at the end of the academic year. A student, if he/she does not meet the Satisfactory Academic Progress during the regular academic year, may attend the Summer session, at the student's own expense, in order to meet the Satisfactory Academic Progress requirements.

If a student is required to enroll in the Fundamentals of English (EN 100R, W) and/or in Basic Mathematics (090), then that student may be permitted a maximum of two (2) additional terms to complete his/her degree or certificate requirements.

Certain courses may continue from one semester to the next until the student completes the requirements for the course. While the course is in progress, the student receives an Incomplete (I); this is not counted as a passing grade. A student enrolling for such course (e.g., Fundamentals of English R, W) should plan on having enough additional credit hours to allow for an Incomplete so that there is less danger of falling below the minimum number of credits passed for that semester.

Students who fail to meet the Satisfactory Academic Progress requirements are subject to Financial Aid Probation or Financial Aid Suspension. Financial Aid Probation occurs when the student has passed at least half of the required hours for the term but fewer than the minimum necessary credits to retain good standing for financial aid purposes.

Financial Aid Suspension occurs when the student fails to earn the minimum number of hours for two semesters or passes fewer than half the required hours for any one semester. Students under Financial Aid Suspension will be denied for a minimum of one academic year from the point of Financial Aid Suspension unless they make up the academic deficiencies before the term of suspension has expired.

Students suspended from financial aid must submit an Appeal Petition thirty (30) days prior to the beginning of the semester for which they are eligible to be reconsidered for aid. This form may be obtained from the Financial Aids Office. The Appeal will be reviewed by the Financial Aid Review Committee (FARC) which consists of the Director of Financial Aids Office, Director of Admissions and Records, and a member of the teaching staff.

Students on Financial Aid Probation have full access to any aid for which they are eligible but are cautioned that a second violation will result in suspension of their aid.

Any student has the right to appeal his/her placement on Academic Probation or Suspension from the College as a regular student. Any Appeal must be in writing and should contain all pertinent facts together with documentation.

GRADUATION REQUIREMENTS

A student may be awarded the Associate of Arts Degree, Associate of Science Degree, Associate of Applied Science, or Certificate of Proficiency upon the completion of the appropriate curriculum. Students must comply with the following:

1. PROGRAM REQUIREMENTS: The student must complete a prescribed program.
2. RESIDENCY REQUIREMENTS: A minimum of 15 credits must be taken at Northern Marianas College.

3. SCHOLARSHIP: A cumulative grade point average of 2.0 or better in sixty or more credits is required for graduation.
4. APPLICATION FOR GRADUATION: Degree candidates must formally apply for graduation. The application form and graduation fee of \$15.00 must be submitted to the Office of Admissions and Records no later than the specified deadline date for the May commencement.
5. GRADUATION WITH HONORS: Students who obtain a grade point average of 3.5 will graduate Cum Laude, 3.8 GPA will graduate Magna Cum Laude, and 4.0 GPA will graduate Summa Cum Laude, provided they meet the honors as well as the general residence credit requirements (see #2).
6. COMMENCEMENT ATTENDANCE: Degrees are awarded only at the annual commencement exercises. After applying for and being admitted to candidacy, it is expected that candidates will attend the commencement. Students can request an official excuse from the ceremony by writing to the Dean of Student Affairs. Students who receive official written permission may receive their degrees in absentia.

STUDENT RESPONSIBILITIES

The academic community, by its very nature, places emphasis on individual responsibilities. The necessity to maintain an environment which is conducive to learning and to the free exchange of ideas is commonly accepted. Students attending Northern Marianas College are expected to behave in such a way as to:

1. Show respect for the rights of others;
2. Preserve a social and academic atmosphere which promotes the College's goals;
3. Show care and respect for College property and for property of others;
4. Show responsibility for all material covered in each course for which he/she is registered. In no instance does absence from class relieve the student of the responsibility for the performance of any of the course work;
5. Comply with any special attendance regulations specified by the instructor;
6. Initiate any request to make up work missed because of a class absence. The decision to assist the student with make-up work rests with the instructor.

Students who interfere with the personal rights or privileges of others or with the educational process of the College are subject to immediate disciplinary action. Acts specifically prohibited include possession, use or sale of alcohol, narcotics or illicit drugs on school property or at

school functions; destruction of property; stealing; assault or vulgarity, and continued willful disobedience.

STUDENT RIGHTS REGARDING THEIR RECORDS

1. Students have a right to their "Education Records."
2. Students have a right to inspect and review the content of their records. Inspection and review may be done with an appointment during regular business hours.
3. Students have a right to obtain copies of their educational records at cost.
4. Students have a right to a hearing to challenge the content of educational records maintained by the College.

STUDENT APPEALS

An Appeal Committee serves any student who wishes to seek redress of grievance occurring in his/her relationship with the College, its faculty, or its staff. A grievance may concern a grade which is felt to be unjust or an action of the College which the student wishes to protest.

To initiate an appeal the student must register a written complaint within thirty (30) days after the occurrence of the action being protested. The written complaint must be received by the Office of the President and dated and signed by both the receiver and the student. The appeal must state what action is being appealed and the reason the student has for the appeal.

The Appeal Committee, appointed by the President, consists of five (5) people selected from the faculty, administrators, related agencies, and the community, who will be most qualified to consider the issue.

WITHDRAWAL FROM A COURSE

A student is expected to complete the courses in which enrolled. The student may, if circumstances warrant, withdraw from one or more classes by completing an Add/Drop form. Courses dropped in the first two weeks of the semester will not appear on the student's permanent record; thereafter a mark of "W" will be entered on the record. A student who fails to withdraw formally from a course will receive a "F" on his/her permanent record.

Withdrawals are subject to Add/Drop fees.

The deadline for withdrawal is the end of the thirteenth week after classes begin, except in the Summer session, when the deadline is as indicated on the academic calendar.

A student wishing to withdraw from all classes should follow the procedure for withdrawing from the College.

WITHDRAWAL FROM THE COLLEGE

Withdrawal from the College is the official discontinuance of attendance prior to the end of a semester or session. An official withdrawal procedure must be completed according to the regulations of the College.

Students withdrawing from the institution are not charged Add/Drop fees.

COURSE NUMBERING SYSTEM

Northern Marianas College uses the following approach to identify its courses:

- 001-049 Continuing Education Courses
- 050-099 Preparatory Courses. These are usually intended to upgrade basic skills to the level required for college degree programs
- 100-299 Courses counting toward a degree
 - 90 Individual or independent study
 - 93 Special topics - offered only during one academic year
 - 97 Seminars
 - 98 Practicum.

DEGREE PROGRAMS AND REQUIREMENTS

ASSOCIATE OF ARTS/SCIENCE AND ASSOCIATE OF APPLIED SCIENCE DEGREE

The Associate of Arts (A.A.), Associate of Science (A.S.) and the Associate of Applied Science (A.A.S.) are offered at Northern Marianas College. The A.A./A.S. require a greater number of general education courses from the areas of behavioral science, humanities and fine arts, and science. These degrees are designed for students who intend to continue their education in pursuit of a bachelor's degree. They are generally considered as fulfilling the first two years of a traditional college education.

The Associate of Arts program includes degrees in Elementary Education, Business and Public Administration, and Liberal Arts. Liberal Arts degrees can be earned with emphasis in Humanities, Social Science, or Science.

The Associate of Science program includes degrees in Agriculture and Office Administration.

The Associate of Applied Science requires more course work in the area of specialty and is an occupation-oriented degree.

All degree programs offered by the College consist of the following four components:

I. REQUIRED CORE COURSES

All degree programs require successful completion of five Core Courses (17 credits). These are:

English:	EN 101 & 102	6 credits
NMI History:	HI 255	3 credits
Mathematics:	MA 112 or higher	3 credits
Physical Education/Health:		2 credits
Speech:	CO 210	3 credits

II. GENERAL EDUCATION REQUIREMENTS

In addition, degree programs require successful completion of selected courses from each of the three areas of Behavioral and Social Science, Fine Arts and Humanities, and Science. Specific General Education requirements are spelled out in the sections that follow.

III. DEGREE SPECIFIC REQUIREMENTS

Degree specific requirements vary according to the requirements of the particular degree. Requirements are spelled out under each separate degree listing in the sections that follow.

IV. ELECTIVES

Courses to fulfill the Elective requirement must be chosen from courses eligible for degree credit. There are no subject/area restrictions on Elective courses.

AGRICULTURE

Agriculture and its related fields have been the foundation of island cultures for centuries. More and more emphasis has been placed on the tropical and subtropical regions of the world, including the insular areas of the Pacific, for production of the world's food and fiber.

Associate of Science Agriculture

The Associate of Science Degree is designed to include the fundamental principles in the science of agriculture. This Degree Program includes the education basics of reading, writing, and mathematics, and introductory courses in agriculture in order to prepare for advanced instruction. The degree requires a minimum of 60 credit hours selected from the following:

I. Core Courses	17 credits
II. General Education	24-26 credits
A. Behavioral and Social Sciences and Law Anthropology/Behavioral Science/Psychology/Sociology/ Economics/Geography/Law/Political Science	9 credits
B. Fine Arts and Humanities Music/Art/Drama/Philosophy/Literature/Modern Languages/History	9 credits
C. Science Agriculture/Biology/Chemistry/Natural Science/ Physical Science/Health	6-8 credits
III. Specific Agriculture Requirements	14-19 credits
AG 101 Introduction to Agriculture (3 credits)	
AG 111 Principles of Animal Science (4 credits)	
AG 181 Principles of Crop Production (3 credits)	
AG 231 Agriculture Economics (3 credits)	
AG 298 Practicum/Research/Internship (1-6 credits)	
IV. Electives	1-3 credits

Associate of Applied Science
Agriculture

The Associate of Applied Science Degree is designed for students already employed or interested in entering the profession upon completion of their degree. This vocationally oriented program emphasizes hands-on experience in agriculture while allowing additional training in specific areas. This degree requires a minimum of 60 credit hours selected from the following:

- | | |
|---|---------------|
| I. Core Courses | 17 credits |
| II. General Education | 9-10 credits |
| A. Behavioral and Social Sciences and Law
Anthropology/Behavioral Science/Psychology/Sociology/
Economics/Geography/Law/Political Science | 3 credits |
| B. Fine Arts and Humanities
Music/Art/Drama/Philosophy/Literature/Modern
Languages/History | 3 credits |
| C. Science
Agriculture/Biology/Chemistry/Natural Science/
Physical Science/Health | 3-4 credits |
| III. Specific Agriculture Requirements | 21-26 credits |
| AG 101 Introduction to Agriculture (3 credits) | |
| AG 111 Principles of Animal Science (4 credits) | |
| AG 181 Principles of Crop Production (3 credits) | |
| AG 220 Plant Propagation & Seed Technology (3 credits) | |
| AG 230 Farm Management (3 credits) | |
| AG 231 Agriculture Economics (3 credits) | |
| AG 232 Farm Equipment Operation (1 credit) | |
| AG 298 Practicum/Research/Internship (1-6 credits) | |
| IV. Electives | 7-8 credits |
| AG 135 Irrigation Principles & Design (3 credits) | |
| AG 141 Agricultural Mechanics (3 credits) | |
| AG 212 Principles of Animal Nutrition (3 credits) | |
| AG 223 Plant Pathology (3 credits) | |
| AG 240 Pest Management Methods (3 credits) | |
| AG 245 General Entomology (4 credits) | |
| AG 260 Livestock Management (3 credits) | |
| AG 261 Selection, Evaluation and Processing of Meats
(3 credits) | |
| AG 262 Agriculture Marketing (3 credits) | |
| AG 270 Forage Crops and Pasture Management (3 credits) | |
| AG 280 Principles of Soil Science (4 credits) | |
| BI 201 Natural History of the Marianas (3 credits) | |

BUSINESS AND PUBLIC ADMINISTRATION

The Business and Public Administration Department offers a broad selection of courses to students interested in administration. Programs are oriented toward preparing students to assume management positions in business and governmental agencies in the Northern Mariana Islands.

An Associate of Arts Degree in Business and Public Administration and an Associate of Science Degree in Office Administration are offered.

Associate of Arts Business and Public Administration

This degree program prepares the student for advanced instruction. This degree requires a minimum of 62 credit hours selected from the following:

- | | |
|---|---------------|
| I. Core Courses | 17 credits |
| II. General Education | 24-26 credits |
| A. Behavioral and Social Sciences and Law | 9 credits |
| 1. Anthropology/Behavioral Science/Psychology/
Sociology (3 credits) | |
| 2. Economics (3 credits) | |
| 3. Law (3 credits) | |
| B. Fine Arts and Humanities | 9 credits |
| Music/Art/Drama/Philosophy/Literature/Modern
Languages/History | |
| C. Science | 6-8 credits |
| Agriculture/Biology/Chemistry/Natural Science/
Physical Science/Health | |
| III. General Business Requirements | 8-11 credits |
| CS 101 Introduction to Computers & Data Processing
(3 credits) | |
| MG 231 Introduction to Business (3 credits) | |
| MG 232 Introduction to Case Analysis (1 credit) | |
| ID 190 Special Projects or ID290 Internship (1-4 credits) | |
| IV. Specific Business Requirements | |
| A. Accounting (LW106 Prerequisite) | 9 credits |
| AC 221a Accounting I | |
| AC 221b Accounting II | |
| MG 250 Small Business Management | |

- B. Agriculture Management (EC211a Prerequisite) 9-10 credits
 AC 221a Accounting I
 AG 101 Introduction to Agriculture
 AG 111 Principles of Animal Science
 or
 AG 181 Principles of Crop Production
- C. Computer Literacy (CS102 Prerequisite) 9 credits
 AC 221a Accounting I
 CS 101 Introduction to Computers and Data Processing
 CS 104 BASIC and Business Applications
- D. Personnel Administration (BE 101 or PY101 or
 SO101 and LW106 Prerequisites) 9 credits
 OA 207 Report Writing
 OA 208 Personnel Supervision
 MG 250 Small Business Management
- E. Small Business Management-Entrepreneurship
 (EC211a or EC211b and LW106 Prerequisites) 9 credits
 AC 221a Accounting I
 OA 207 Report Writing
 MG 250 Small Business Management
- F. Travel Industry Management (LW106 and EC211b
 Prerequisites) 10 credits
 AC 221a Accounting I
 TS 200 Menu Analysis and Culinary Terminology
 TS 210 Transportation Services & Management
 TS 220 Hospitality Management
- G. Public Administration (EC211a and LW106
 Prerequisites) 9 credits
 AC 221a Accounting I
 PA 210 Public Administration & Management
 PA 233 Government Regulatory Admin. on Bus.
- H. Public Personnel Administration (BE101 or PY101
 or SO101 and LW106 Prerequisites) 9 credits
 OA 207 Report Writing
 OA 208 Personnel Supervision
 PA 210 Public Administration & Management

Associate of Science
Office Administration

This degree program is designed for students already employed or interested in entering the profession upon completion of their degree. This degree requires a minimum of 61 credit hours selected from the following:

I. Core Courses	17 credits
II. General Education	10 credits
A. Behavioral and Social Sciences and Law Anthropology/Behavioral Science/Psychology/Sociology/ Economics/Geography/Law/Political Science	6 credits
B. Science	4 credits
III. General Business Requirements	10 credits
CS 102 Computer Operations	
MG 231 Introduction to Business	
MG 232 Introduction to Case Analysis	
ID 190/290 Special Projects or ID 298 Internship	
IV. Specific Business Requirements (to be selected from the following)	24 credits
OA 101a-b Typing (3-3 credits)	
OA 103 Filing Systems (3 credits)	
OA 105 Calculating Machines (3 credits)	
OA 201 Machine Transcription/Word Processing (3 credits)	
OA 203 Records Management (3 credits)	
OA 204 Fundamentals of Bookkeeping and Accounting (3 credits)	
OA 206 Business Correspondence (3 credits)	
OA 207 Report Writing (3 credits)	
OA 208 Personnel Supervision (3 credits)	

The Education Program is designed to provide initial preparation and continuing education to teachers and other professional personnel engaged in educational activities in the Northern Marianas.

Associate of Arts
Elementary Education

The Associate of Arts in Education degree is designed to provide the first two years of post secondary work leading towards a Bachelor of Arts degree in Education, and to provide a means by which teachers can obtain certification as defined by the Board of Education. The specific requirements of the Associate of Arts Degree in Education are as follows:

I. Core Courses	17 credits
II. General Education	24-26 credits
A. Behavioral and Social Sciences and Law Anthropology/Behavioral Science/Psychology/Sociology/ Economics/Geography/Law/Political Science	9 credits
B. Fine Arts and Humanities Music/Art/Drama/Philosophy/Literature/Modern Languages/History	9 credits
C. Science Agriculture/Biology/Chemistry/Natural Science/ Physical Science/Health	6-8 credits
III. Specific Education Requirements	16 credits
ED 110 Introduction to Teaching (3 credits)	
ED 201 Human Growth and Development (3 credits)	
ED 280 Introduction to Bilingual/Bicultural Edu.(3 credits)	
ED 293 TESL Methods (3 credits)	
ED 299 Teaching Methods (4 credits)	
IV. Electives	3 credits

LIBERAL ARTS

The Liberal Arts program seeks to prepare students for citizenship and leadership in the community. The general objectives are to gain an understanding of intellectual traditions in the humanities, to develop objectivity, to make inquiry into current problems of society and the individual, to provide information for further inquiry and study. Areas of concentration within this program are literature, language, art, music, drama, and philosophy.

Associate of Arts Liberal Arts

The Associate of Arts Degree in Liberal Arts requires a minimum of 61 credits selected from the following:

- | | |
|---|---------------|
| I. Core Courses | 17 credits |
| II. General Education | 24-26 credits |
| A. Behavioral and Social Sciences and Law
Anthropology/Behavioral Science/Psychology/Sociology/
Economics/Geography/Law/Political Science | 9 credits |
| B. Fine Arts and Humanities
Music/Art/Drama/Philosophy/Literature/Modern
Languages/History | 9 credits |
| C. Science
Agriculture/Biology/Natural Science/Physical Science/
Health | 6-8 credits |
| III. Specific Liberal Arts Requirements, Electives | 18 credits |
| Selected in collaboration with academic advisor. | |

CERTIFICATE PROGRAMS AND REQUIREMENTS

Certificate programs are designed to provide a student with a maximum of course work in a specialized area and a minimum of general requirements. A certificate requires between 25 to 30 credits, depending on the program, and offers students opportunities to: a) upgrade their skills in a specialized field of study; b) participate in college level course work for credit; and c) enroll in a continuing education program that offers recognition of educational achievements and selected work experience.

The College offers several certificated programs in Business Administration, Construction Trades, and Adult Education Teaching.

BUSINESS AND PUBLIC ADMINISTRATION Certificates of Proficiency include:

Accounting
Bank Management
Computer Literacy
Fire Science
Health Services Management
Insurance Management
Personnel Administration
Police Science
Public Administration
Real Estate Management
Small Business Management
Travel Industry Management

REQUIREMENTS:

I. Core Course Requirements	12 credits
English.	3 cr
Math	3 cr
BE 101 or PY 101 or SO 101	3 cr
HI 255 Northern Marianas History	3 cr
II. General Business Requirements	7 credits
CS 102 Computer Operations.	3 cr
MG 231 Introduction to Business	3 cr
MG 232 Introduction to Case Analysis.	1 cr
III. Areas of Concentration	6 credits

CONSTRUCTION TRADES Certificates of Proficiency include:

Carpentry
Electricity
Masonry
Plumbing

REQUIREMENTS:

I. Core Course Requirements	9 credits
English.	3 cr
Mathematics.	3 cr
HI 255 Northern Marianas History.	3 cr
II. General Construction Trades Requirements	10 credits
CT 101 Basic Carpentry.	3 cr
CT 120 Basic Masonry.	2 cr
CT 130 Basic Plumbing	2 cr
CT 150 Basic Electricity.	3 cr
III. Areas of Concentration	9-12 credits

ADULT EDUCATION TEACHING Certificate of Proficiency.

REQUIREMENTS:

I. Core Course Requirements	3 credits
HI 255 History of NMI	3 cr
II. General Adult Education Teaching Requirements	6 credits
ED 110 Introduction to Teaching	3 cr
ED 201 Human Growth & Development	3 cr
III. Areas of Concentration	13 credits
AE 101 Introduction to Adult Education.	3 cr
AE 220 Adult Psychology	3 cr
AE 233 Methods of Teaching Adult Learners	3 cr
ID 298 Internship	4 cr

PROPOSED REGULATIONS
UNDER THE
BOATING SAFETY ACT OF 1982

The Director of Public Safety of the Commonwealth of the Northern Mariana Islands is proposing rules and regulations under the Boating Safety Act of 1982. These regulations are authorized by 3 CMC §§5453, 5457, 5459 and 5460.

The purpose of these regulations is to establish safe boating within the Commonwealth of the Northern Mariana Islands. The regulations cover:

- I. Operation of Vessels
- II. Safety Equipment
- III. Boating Safety Program

The proposed regulations follow this notice in the Commonwealth Register. Additional copies may be obtained from the Boating Safety Division of the Department of Public Safety at the Garapan substation.

Comments may be submitted in writing to the Director of Department of Public Safety, Susupe, Saipan, CM 96950 within 30 days from the date this notice is published in the Commonwealth Register. All comments will be carefully considered.

Dated: 9/10/84



FELIX B. CABRERA
Director of Public Safety

I Direktot i Public Safety gi halom i Islan i Commonwealth Mariana Islands manlaknos areklamento yan regulasion gi papa' i Muna'safon Boti na Akto gi 1982. Este siha na regulasion inaturisa ni 3 na CMC ~~SS~~5453, 5457, 5459 yan i 5460.

I rason na malaknos este siha na regulasion pot para u ma'establesi i para muna'safon boti gi halom i Commonwealth na Islan Marianas. Estague' siha manggaige gi halom este na regulasion:

- I. Mana'fangalamten i Boti pat sino i Batko siha
- II. Mansafu na Makina
- III. I Programa ni Muna'safon Boti

I propositon este na regulasion tinatittiyi ni manutisian-na i Commonwealth Register. Sina ha' manunule' hao kopia gi Boating Safety Division gi Depattamenton i Public Safety ni gaige giya Garapan.

Sina ha' manmangge' hamyo comments ya en na'halom guatu gi Direktot i Depattamenton i Pulisia giya Susupe, C.M. 96950 gi halom i 30 dias desde ayu na ha'ani nai malaknos este na nutisia guatu gi Commonwealth Register. Todu comments ni mana'fanhalom para u magof na'i konsiderasion.

Fecha: _____

9/10/84



Felix B. Cabrera
Direktot i Public Safety

BOATING SAFETY REGULATIONS

I. Operation of Vessels

Section 101. Operation Near Shoreline.

- a. No person shall operate a motorboat, aqua-plane, or watercraft of any description at a speed greater than five (5) miles per hour within 200 yards of the shore.
- b. No person shall operate a motorboat towing a person on water skis, surfboard or similar device within 200 yards of the shore.

Section 102. Operating In Swimming Zones.

- a. The Director of Public Safety or his designee may designate swimming zones. A public notice of this designation shall be published in the Commonwealth Register and at least in two (2) consecutive weekly issues of a newspaper of general circulation in the Commonwealth. Additionally, the public notice must be posted in at least one (1) public place each on Saipan, Rota and Tinian.
- b. A swimming zone must be conspicuously marked so as to inform a reasonable boating operator that a specific area is a swimming zone.
- c. No person shall operate a watercraft of any description within a swimming zone.
- d. No person shall operate a watercraft of any description at a speed of greater than five (5) miles per hour within 200 yards of any swimming zone.

Section 103. Operation Near Diving Flags.

- a. Skin divers and scuba divers who dive near any area of boating activity are advised to display a diver's flag so that it can be seen by boat operators.
- b. An operator of a motorboat or any type of watercraft with a motor shall stay well clear of any diver's flag.
- c. A diver's flag is described as a red or orange flag with a white diagonal stripe from the top left corner to the lower right corner.

Section 104. Operation of Motorboat Near Other Water Activities.

An operator of a motorboat or any type of watercraft with a propeller in the water shall stay reasonably clear of any swimmer, sailboat, sailboard or other vessel not propelled by a motor.

Section 105. Vessels Carrying Passengers or Cargo Inter-Island.

An operator of any type of vessel for hire which intends to carry either cargo or passengers between one island and another must file a float plan with the Department of Public Safety before embarking on the voyage. The float plan shall be on a form provided by the Boating Safety Division.

II. Safety Equipment

Section 201. Lifesaving Devices.

a. Any vessel carrying passengers for hire shall place signs on board the vessel indicating the location of lifesaving devices so that any reasonable passenger would not have difficulty locating the lifesaving devices.

b. No boat livery shall allow a jet ski or aquaplane to be rented to a person without requiring that person and each passenger to wear a personal flotation device for each person on board.

Section 202. Fire Extinguishers, Flame Arrestors, Lifesaving Devices.

All vessels shall comply with 3 CMC §5451(b)(c)(e) and (f), when applicable. The Director of Public Safety hereby prescribes such devices as are approved by the United States Coast Guard.

III. Boating Safety Program

Section 301. Boat Liveries and Boat Tours.

a. The Director of Public Safety shall establish by November 1, 1984 a Boating Safety Education Program in cooperation with the United States Coast Guard. The program shall consist of two segments: the Commonwealth Boating Safety Act of 1982 and its regulations and the United States Coast Guard rules applicable to boat liveries and boat tours in the Northern Mariana Islands.

b. The owners, operators and employees of every livery and boat tour that is in operation in the Commonwealth as of the effective date of these regulations shall attend and successfully complete the Boating Safety Education Program before January 1, 1985. Businesses which go into operation after the effective date of the regulations shall have ninety (90) days from the start of their operation for their owners, operators, and employees to attend and successfully complete the Boating Safety Education Program. Owners, operators and employees which become employed by or associated with a boat livery or boat tour which is in

operation on the effective date of these regulations, after the effective date shall have ninety (90) days from the date of their employment or association in which to attend and successfully complete the Boating Safety Educational Program.

c. Failure to comply with section 301(b) of these regulations will result in an order from the Director that the boat livery or boat tour not charter, rent or lease vessels on the waters within the Commonwealth and not carry passengers for hire on the waters within the Commonwealth.

d. Failure to obey an order of the Director of Public Safety is a criminal offense for which a person may be fined not more than \$1,000.00 or imprisoned not more than one year, or both, and may result in a court order depriving the offender person or corporation of the privilege of operating any vessel on the waters of the Commonwealth for a period of two years, as provided in 3 CMC §5462.

e. A "boat livery" is defined at 3 CMC §5412(a).

f. A "boat tour" is any vessel which carries passengers for hire for any purpose.



OFFICE OF THE ATTORNEY GENERAL

COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

5TH FLOOR, NAURU BUILDING
SAIPAN, CM 96950
PHONE: 6207-7111

Filed this 23rd day of August 1984.

Office of Registrar of Corporations
Commonwealth of the Northern Mariana Islands

REXFORD C. KOSACK
ATTORNEY GENERAL

PROMULGATION OF EMERGENCY REGULATIONS
OF THE DIVISION OF IMMIGRATION AND NATURALIZATION

The Attorney General for the Commonwealth of the Northern Mariana Islands, in accordance with Sections 2153(d) and 2171 of Chapter 3 of the Commonwealth Code, and Section 5(b)(1) of Public Law 3-105, hereby finds that there is a need to immediately promulgate regulations for the Division of Immigration and Naturalization and that it is in the public interest that these regulations take effect prior to public notice and public hearing. This is necessary because Public Law 3-105 repeals Chapter 3 of Title 53 of the Trust Territory Code and the regulations promulgated thereunder which provided for such matters as the processing of applications for entry permits from aliens who want to enter the Commonwealth either as tourists, workers, businessmen, investors, or dependents. In the absence of these regulations there are no procedural guidelines by which immigration may issue permits, record aliens who are on island, determine how long aliens should remain in the Commonwealth, or determine how aliens should be dealt with should they violate the law.

Therefore, the regulations promulgated under Chapter 3 of Title 53 of the Trust Territory Code are hereby adopted and are to be effective upon notice to the Registrar of Corporations and shall remain in effect for the following one hundred twenty (120) days.

Certified by: Rexford C. Kosack 8/23/84
REXFORD C. KOSACK
Attorney General Date

R. J. Keatley 8/23/84
RICHARD J. KEATLEY
Acting Chief of Immigration Date

CONCURRED BY: Pedro P. Tenorio 8/23/84
PEDRO P. TENORIO
Governor Date

August 23, 1984 Registrar of Corporations
Date of Filing with the Registrar