

JOHN WOOD COMMUNITY COLLEGE
2025-2026 CATALOG AND
STUDENT HANDBOOK

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This catalog contains information on John Wood Community College programs, services, activities, and policies. Information is subject to change at any time and without notice. The most up-to-date catalog and information is available online at www.jwcc.edu. While efforts have been made to ensure the accuracy of information, this information does not override applicable laws, regulations, rules, or policies. This catalog does not create a contract or extend rights to applicants, students, or others. Questions regarding information in this catalog may be directed to the Vice President of Instruction.

TELEPHONE DIRECTORY

217.224.6500

Academic Advising Services	217.641.4355
Admissions	217.641.4337
Adult Education/Literacy.....	217.641.4962
Agricultural Sciences Office.....	217.641.4558
Athletics.....	217.641.4976
Bookstore	217.641.4230
Business Office.....	217.641.4211
Campus Police Department	217.641.4291 (non-emergency)
.....	OR 217.641.4949 (emergency)
Career Services Center	217.641.4152
Community Education/Continuing Education.....	217.641.4941
Academic Talent Search/Upward Bound	217.641.4383
Financial Aid Office	217.641.4333
Health Sciences.....	217.641.4551
Help Desk.....	217.641.4325
Instruction	217.641.4182
Student Success Center	217.641.4537
Mental Health Services	217.641.4360
Online Learning.....	217.641.4512
Open Learning.....	217.641.4527
RSVP/Volunteer Services.....	217.641.4961
Student Life	217.641.4944
Support Services	217.641.4343
Truck Driver Training.....	217.641.4971
Other Numbers:	
Agricultural Education Center	217.236.4711 OR 217.641.4558
Mt. Sterling Education Center.....	217.773.2002 OR 217.641.4144
Southeast Education Center	217.285.5319 OR 217.641.4570
Workforce Development Center	217.641.4971

John Wood Community College is committed to non-discrimination and equal opportunity for all applicants and members of its student body, faculty, and staff. It does not discriminate on the basis of race, color, national or ethnic origin, religion, sex, age, disability, gender, or other factors prohibited by law in the administration of its educational policies, admission and recruitment policies, financial aid programs, employment policies, or other school-administered programs. Further, the College administers all educational programs and implements the terms, conditions, and privileges of employment free of sexual harassment. Questions in reference to educational opportunities may be directed to the following individuals at the College (1301 South 48th Street, Quincy, Illinois 62305): Rob Hodgson, ADA/504 Compliance Officer, 217.641.4349, Amy Baker, Affirmative Action Office and Title IX Deputy Coordinator, 217.641.4241, Rachel Hansen, Title IX Coordinator, 217.641.4300, or Christine Genenbacher-Leinbach, Title VI Coordinator.

GREETINGS FROM PRESIDENT BRYAN RENFRO



Welcome to John Wood Community College (JWCC), home of the Trailblazers! We're thrilled to have you with us as we embark on another exciting year of learning and growth. At JWCC, we prioritize student success above all else, and our core values—excellence, accountability, integrity, servant leadership, and lifelong learning—are at the heart of everything we do.

With over 70 degree and certificate programs available, JWCC offers something for everyone. Whether you are looking to start your bachelor's degree, pursue a two-year technical program, or gain specialized skills through a short-term certificate, you will find a path that aligns with your goals here. Your success is our top priority, and we are committed to helping you achieve your dreams.

Since its founding in 1974, JWCC has been a cornerstone of higher education in the region, providing students with the knowledge and skills needed to succeed in a competitive world. We are excited that you have taken the first step toward your future, and we are here to support you every step of the way.

I encourage you to engage fully with the opportunities available to you, both inside and outside the classroom. JWCC's commitment to quality education and exceptional service is made possible by our dedicated Board of Trustees, leadership team, staff, and faculty, who are all focused on your success.

Thank you for choosing JWCC. It is an honor to witness the growth of our students and the impact they have on our community, state, and beyond. We're excited to see what you'll achieve as part of the Trailblazer family!

A handwritten signature in black ink that reads "Bryan Renfro". The signature is fluid and cursive.

Bryan Renfro
President, John Wood Community College

BOARD OF TRUSTEES AND THE PRESIDENT

The Board of Trustees of John Wood Community College is the official governing board of the College. Membership is composed of seven trustees elected at-large from the District and one student selected by the student body. Regular Board meetings are normally held the third Wednesday of every month at 6:00 p.m. at one of the JWCC's educational facilities. Board meetings are open to the public. Board members as of January 2023 included the following:



ANGELA (Angie) GREGER of Pittsfield was elected to the JWCC Board in 2023. She resides in Pike County and has lived there for over 40 years. Angie currently serves on the Finance Committee. She is the high school principal at Pittsfield High School. A position she has had for the last seventeen years. Angie holds a B.S. in Business Education from Western Illinois University. An M.A. in Educational Administration from the University of Illinois at Springfield, and a Ed.S in Educational Leadership from Western Illinois University. She is an Illinois licensed 9-12 Business Education teacher, principal, and administrator. Also, she is a graduate of the National Institute for School Leadership (NISL) sponsored by the Tracy Family Foundation.



LARRY FISCHER of Quincy was elected to the Board in 2011. Mr. Fischer retired from John Wood Community College after serving as Vice President of Academic and Student Affairs for seven years and director of agricultural programs for nearly 26 years. He holds a master's degree from the University of Illinois-Urbana/Champaign and a bachelor's degree from Southern Illinois University-Carbondale. He is a former president and past member of the Illinois 4-H Foundation Board of Directors, University of Illinois College of Agriculture/ACES Alumni Association, Southern Illinois University College of Agricultural Sciences Alumni Association, Greater Pike Industrial Development Corporation Board and Chaddock School Board.



ANDREW SPRAGUE of Kinderhook was appointed to the John Wood Community College Board in September 2017 to fill the vacant board seat and elected in 2020. Mr. Sprague is a partner in Sprague Farms Inc. and he and his wife Karen own and operate Sprague's Kinderhook Lodge, LTD. A 24-bedroom lodging and special events facility. He majored in Agriculture Economics at the University of Illinois at Urbana -Champaign. Andy was a Director of Development for the University of Illinois Foundation before returning to Pike County to start his lodging and special events business in 2001. Andy has a passion for his community and has enjoyed serving a variety of organizations. He serves on the Gardner Camp Advisory Board, is a past chairman of the board for the Community Foundation Serving West Central Illinois and Northeast Missouri, served as chairman for the Illini Community Hospital Growing Our Care Campaign, is a past president of the Hull Lions Club and has held leadership positions for the Pike-Scott County Farm Bureau. Andy was part of the early effort to establish the Western Community Center YMCA in Barry. He is a graduate of the Illinois Agricultural Leadership Foundation Program Class of 2012. He is an active member of Columbus Road Baptist Church and the Worship ministries.



BOB RHEA was elected to the JWCC Board in April 2017. He currently serves as chair. He has assisted clients with accounting, tax, and consulting services in west-central Illinois through the Illinois FBFM program since July 1, 1984, and served as CEO from December 2019 to July 2024. His education path includes degrees from John Wood Community College, Western Illinois University, and the University of Illinois. He has achieved enrolled agent status from the Internal Revenue Service and is an instructor for the University of Illinois Tax School. He serves as a board member for United Community Bank. He is past chairman of the Panther Pride Foundation for Central Schools. He was selected to the Illinois Agricultural Leadership Program Class of 1990. Bob was the 2018 recipient of the John Wood Community College distinguished alumnus award and was named to the inaugural JWCC Ag Hall of Fame in 2024.



PAULA HAWLEY SARGENT of Griggsville was elected to the JWCC Board in 2021. She is a native of Pike County and has lived there for over 50 years, having attended her first college classes at the John Wood Community College Old East School site in Pittsfield. Paula currently serves on the Executive Committee. Paula is retired from K-12 education and worked for 33 years in the Pikeland School District as a teacher, principal, and superintendent. She served as the district's superintendent for 15 years. In her tenure as superintendent, she served on various education boards and committees including the West Central Region Vocational Board and the Illinois Association of School Administrators Board of Directors (IASA) where she served as President of the organization for the 2020-2021 school year. Paula holds a B.A. in Education from Stetson University, An M.A. in Educational Administration from the University of Illinois at Springfield, and a Ed. S. in Educational Leadership from Western Illinois University. She is an Illinois licensed K-12 teacher, principal, and administrator and a graduate of the National Institute for School Leadership (NISL) sponsored by the Tracy Family Foundation.



DR. RANDY GREENWELL of Quincy was elected to the Board in 2019. Dr. Greenwell retired from Spoon River College after serving as Vice President of Academic and Student Affairs and Student Services for six years. Prior to that he was at John Wood Community College for 23 years where he served in various positions including a tenured faculty member and Chair of Business Programs as well as both Dean of Career and Technical Programs and Dean of Transfer Programs for twelve years. Dr. Greenwell holds a Ph.D. in Workforce Education from SIU Carbondale, a master's degree from Western Illinois University, a bachelor's degree from Quincy College and an associate degree from John Wood Community College. Dr. Greenwell has served on several Advisory boards and Statewide Illinois Community College panels.



DON HESS was elected to the board in 2013. He is a native of Southern California and earned his bachelor's degree in Communication, with a minor in Cultural Anthropology from the University of Nebraska-Lincoln. Prior to that, Don had been an over the road truck driver and has hauled dry freight, refrigerated, suspended beef, tankers, and flammables. After college, Don served as a lead instructor for the transportation and defensive driving programs at the Center for Transportation Education and Emergency Vehicle Operations Center in Oklahoma. Don was recruited to John Wood Community College to start a truck driver training program in 1994 and ultimately served as director of transportation and public safety programs until he retired in 2013. Don currently operates DLH Associates, Inc., which provides assistance to the legal community through crash analysis, training reviews and new program start up assistance. He is a former two-term president of the National Association for Publicly Funded Truck Driving Schools, former board member of the Truckload Carriers Association, board member and evaluation team leader of the Professional Truck Driver Institute, and member of the Illinois and California Trucking Association.



KANNON DICKERMAN is a 2023 Quincy Notre Dame graduate. During high school he was involved in soccer, in the band and drumline, a house leader, and part of the Adams County CEO program. Kannon currently serves as the Student Trustee for John Wood's Student Government Association. He works part time as assistant manager for the food truck, Big Bro's BBQ. Kannon will graduate from John Wood Community College with an associate degree in May of 2025. He plans to transfer to a four-year university to finish his undergraduate with the ultimate goal of going to law school at the University of Missouri.



DR. BRYAN RENFRO became John Wood Community College's seventh president in January 2023. Before becoming president of the college, he served as the Vice President of Academic Instruction at Texas Paris Junior College. Additionally, he held the positions of Associate Vice Provost of Academic and Workforce Affairs, Interim Dean of Institutional Effectiveness, Research and Planning, and Dean of Professional and Technical programs at Tyler Junior College. He served as the Dean of Business and Public Services at Hawkeye Community College and as an Assistant Dean at Colorado Mountain College. Bryan began his career in community colleges at Northwest Arkansas Community College, where he was the Director of the Institute of Corporate and Public Safety, and Department Chair of Criminal Justice and Anthropology. He also served as a faculty member in Anthropology and Criminal Justice. Renfro earned a Ph.D. in Higher Education with an emphasis in Community College Leadership at Iowa State University, a Master of Arts in Anthropology from the University of Arkansas, and a Bachelor of Arts in Anthropology from the University of Tennessee.

MISSION, VISION STATEMENT, PHILOSOPHY & CORE VALUES OF JOHN WOOD COMMUNITY COLLEGE

Mission Statement

John Wood Community College enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.

Vision Statement

John Wood Community College will be the community's partner and leader in education, workforce training, and lifelong learning.

Core Values

Excellence: We will put forth our personal and professional best in all we do.

Accountability: We will take ownership of our actions, programs, and services.

Integrity: We will be honest and ethical in our work and relationships.

Servant Leadership: We will put the needs of others first and help people reach their full potential.

Lifelong Learning: We will encourage everyone to continually improve their knowledge and skills.

Strategic Goals

1. Student Success
 - To ensure all John Wood Community College students identify and reach their educational goal.
2. Excellence - In Programs, Services, and Employees
 - To provide academically rigorous, innovative, and relevant programs.
 - To deliver exceptional student-focused services.
 - To hire, train, and retain employees dedicated to student success.
3. Enrollment Growth and Stability
 - To engage the College and community partners to attract, enroll, and retain students.
4. Leadership and Partnerships
 - To be the community's leader for innovative education programs.
 - To build and maintain strategic partnerships needed to fulfill our mission.
5. Responsible Management of Resources
 - To have the financial resources to provide first-class facilities and technology to support student success.

Adopted June 13, 2018
JWCC Board of Trustees

Institutional Goals

JWCC seeks to provide its students a well-rounded education that provides a solid foundation of skills necessary to succeed in future educational, career, personal, and community endeavors. The goals below have been developed to reflect areas of competence essential toward this end. In addition to learning the skills and mastering the knowledge of their specific programs, students will acquire the following core competencies through their studies at JWCC:

Institutional Goal: Communication	Students effectively express ideas through written, verbal, and visual modes appropriate to the situation, purpose, and audience.
Institutional Goal: Critical Reasoning	Students apply a rational approach to problem solving based on evidence and critical thinking.
Institutional Goal: Diversity, Equity, and Inclusion	Students will be able to recognize, promote, utilize, and educate one another regarding the unique qualities and shared humanity of all people and culture.
Institutional Goal: Essential Skills	Students will demonstrate qualities and skills necessary for continuing education, employment, and community involvement.
Institutional Goal: Information Literacy	Students will demonstrate ability to recognize when information is needed and have the ability to locate, evaluate and effectively use the information.

Diversity Equity Statement

John Wood Community College is committed to enhancing campus culture by embracing diversity as a component of excellence based upon mutual respect. We intentionally strive to ensure that everyone has equitable access to JWCC and its resources. We are dedicated to enriching lives through learning by providing a space where all feel welcomed and safe as we learn, work, teach and grow together. Our priority is to cultivate an environment that promotes respect and empathy by amplifying our important stories and life experiences as we celebrate our differences and similarities.

JOHN WOOD COMMUNITY COLLEGE (DISTRICT #539) MAP

Copies of the residency policy may be obtained from the Admissions Office. You are a resident of John Wood Community College District 539 if you live in any of the following high school districts: Bluffs, Brown County, Central, Griggsville-Perry, Liberty, Meredosia-Chambersburg, Payson, Pikeland, Pleasant Hill, Quincy, Southeastern*, Unity, or Western.

Out-of-District Residents: Persons living outside the JWCC District are welcome to enroll at the out-of-district tuition rate. John Wood Community College makes a special effort to serve all residents of the Tri-State Area. For details on out-of-district tuition, see Tuition and Fees, elsewhere in the catalog.

*Students who attend Southeastern High School but live in the former Plymouth School District are residents of the Carl Sandburg College District and should contact Carl Sandburg's Admissions Office.

JOHN WOOD COMMUNITY COLLEGE (DISTRICT #539) MAP



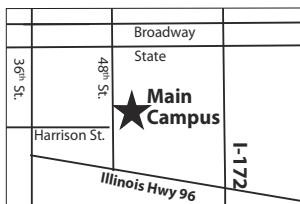
QUINCY LOCATIONS:

Main Campus

1301 S. 48th Street

217.224.6500

Located at 48th & Harrison

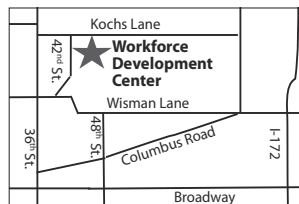


Workforce Development Center

2710 N. 42nd St.

217.641.4971

Northeastern Quincy at corner of 42nd & Kochs Lane



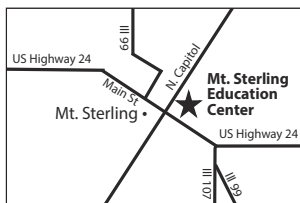
MT. STERLING LOCATION:

Mt. Sterling Education Center

108 N. Capitol

217.641.4144

Located in Uptown Mt. Sterling in the back of Brown County State Bank



BAYLIS LOCATION:

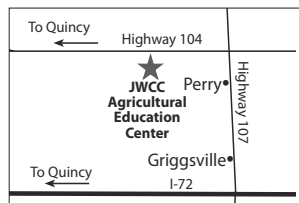
Agricultural Education Center

Orr Research Center

39637 260th Ave., Baylis, IL 62314

217.641.4558 or 217.236.4711

North of I-72, four miles west of Illinois Highway Junction 107 & 104



PITTSFIELD LOCATION:

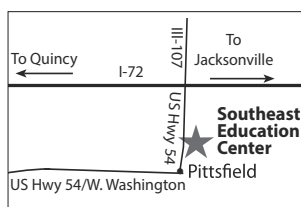
Southeast Education Center

39637 260th Ave.

(north of Pittsfield Industrial Park)

217.285.5319 or 217.641.4570

Located two miles north of intersection US Highway 54 and Washington Street



COLLEGE TERMINOLOGY

ACT/SAT: a national test used for academic advising and placement.

Add/Drop Period: a designated period based on course length that a student can drop a class from their schedule and/or add new courses without penalty. The addition of a new course will depend on how many times that course has already met and may be limited.

Area of Concentration: the subject matter field of study which a student selects to emphasize. Students declaring an area of concentration must complete courses as described in the appropriate program of study.

Associate Degree: a degree offered by community colleges. JWCC offers six degrees: the Associate in Arts Degree (Transfer)(AA), the Associate in Science Degree (Transfer)(AS), the Associate in Engineering Science (AES), the Associate in Fine Arts (AFA), the Associate in Applied Science Degree (AAS), and the Associate in General Studies (AGS).

BlazerNet: JWCC's web portal giving single sign-on access to various services including, but not limited to, JWCC Online (Canvas), Student Online Access to Records (Blazer Net), email, Smarthinking, and important messages.

Blended/Hybrid Course: a course that is delivered using a combination of class meetings and Internet instruction.

Canvas: the learning management system used for all classes including online, in-person, open learning, and hybrid classes. It is utilized by both students and faculty to access classroom information such as grades, assignments, and due dates.

Career/Technical Programs: programs primarily designed to lead directly to employment.

Class Section: a group of students meeting to study a particular course at a definite time. Sections are identified by specific section letters and times.

Course: a particular portion of a subject selected for study. A course is identified by a course number. For example--Psychology 101.

Course Description: statements identifying the content of a course. Course descriptions are found in the college catalog.

Course Title: a phrase descriptive of course content. For example, the course Psychology 101 is called Introduction to Psychology.

Credit (Semester) Hour: amount of credit usually earned by attending a non-laboratory class for 50 minutes a week for 16 weeks.

Currency of Technical Course: the time that knowledge and skills of a course are current for the job market.

Curriculum: a group of courses planned to lead to some specific competence in a field of study and to a certificate or associate degree. For example, the computer science curriculum.

Degree: a title conferred by a college or university upon completion of a particular program of academic work. Typical degrees are the Associate in Arts Degree (Transfer)(AA), the Bachelor of Science (BS), and the Master of Arts (MA).

Degree Works: Degree Works is a web-based degree audit and advising tool that helps students and Success Coach's review progress toward graduation. It is provided for advisement purposes only It is NOT an official record.

Dual Credit: a college course taken by a high school student for credit at both the college and high school level.

Elective: a non-designated course within a curriculum. An elective permits students to select some courses of their choice within their program.

Grade Point Average: a weighted numerical average which indicates how well a student has done in college classes. At JWCC, this is based on a four-point scale ranging from 4 (A) to 0 (F).

Grant: an outright award of funds, usually based on need, which does not have to be repaid.

High School Equivalency: achieved by taking a series of examinations approved by a state authorized agency with the result being the State of Illinois High School Diploma (i.e. GED and HiSET program).

HiSET: alternative to the GED test, state-issued high school equivalency credential. More information can be found at http://hiset.ets.org/test_takers/.

HyFlex:(Hybrid-Flexible) is a teaching and learning model that offers students multiple ways to participate. This approach allows students to choose whether to attend classes in person, join live sessions remotely via video conferencing, or access course materials and complete assignments on their own schedule. Hy-Flex courses are built to be flexible, inclusive, and innovative, meeting the needs of diverse students by allowing smooth transitions between participation methods and using technology to keep everyone engaged, no matter where they are.

IAI (Illinois Articulation Initiative): statewide transfer program to make transferring easier for students planning to attend college and transfer from one Illinois institution to another. For additional information, see the IAI section in this catalog or go to the IAI website, www.iTransfer.org.

Late Registration: the period of time (two weeks prior to the fall semester and one week prior to the spring semester) before courses begin when students may still register but will be required to have payment arrangement in place.

Loan: a loan may be either federal, private, short-term, or emergency awarding of money to students in need of financial assistance; it must be repaid.

Online Courses: courses offered via the Internet.

Open Learning Courses: flexible course schedule with individualized assistance from instructors

Placement Test: a computer-adapted assessment given to students to assist with course placement.

Pathway: the recommended course sequence for a specific area of concentration leading to a certificate or degree.

Prerequisite: requirements which must be met and/or courses which must be taken before enrolling in a specific course.

Registration: the process of selecting courses, completing college forms, and paying fees, all of which must be completed prior to the beginning of classes each term.

Residency: classification of students: in-district (a resident of the JWCC district) or out-of-district (a person who resides outside the JWCC district either in Illinois or outside Illinois); tuition rates vary for each group.

Return to Title IV: process to determine the amount of financial aid earned during a term by a given student who has withdrawn from classes.

Schedule Adjustment Period: a period at the beginning of each term when an enrolled student may drop or add classes with a full refund of fees for any courses dropped.

Scholarships: awards given to students in recognition of outstanding academic or leadership achievement and/or financial need.

Simple Syllabus: is a centralized syllabus management system that allows instructors to efficiently create and customize digital syllabi using templates.

Smart Start Concurrent Enrollment: allows eligible students to take one John Wood course or more that will go towards their associate degree or a certificate.

Starfish: the retention software used by staff and faculty to monitor student success as well as provide early alerts for the various issues impacting student success.

Student Engagement: actively pursuing course completion by completing assignments and earning points

Term: time period in which the student is enrolled (i.e., fall term and summer term).

Transcript: a record of a student's academic progress. It includes a term-by-term listing of courses, grades, and degrees/certificates earned.

Transfer Programs: programs with courses leading to an Associate in Arts Degree, Associate in Science Degree, Associate in Engineering Science, or Associate in Fine Arts degree that are generally accepted in transfer to baccalaureate-degree-granting colleges and universities.

Tuition: an amount of money charged to a student for each course. Tuition is subject to change without notice.

Withdrawal Period: the period between the add/drop period and the point where 75 percent of a course is complete during which a student may withdraw from a course, receive a grade of "W" or "WI" but not receive a refund.

Work-Study: need-based federal program to provide funds for part-time employment on campus.



GENERAL INFORMATION

John Wood—The Man

John Wood was an early pioneer who played a key role in the settlement and development of West Central Illinois. He was born in New York but came west seeking adventure. In 1821, he came to what is now Pike County. He and a friend, Willard Keyes, set up a bachelors lodge near New Canton and made a home for bachelors until they could find brides to aid them in settling the frontier.

In 1822, John Wood headed for the Illinois bulge on the Mississippi now known as Quincy. He built Quincy's first log cabin and widened the Fort Edwards Trail to lower Pike County to help in the settling of his new frontier community. He served as Quincy's mayor several times, served in the General Assembly, and in 1856 was elected Lieutenant Governor. Upon the death of Governor William Bissell in 1860, John Wood became Governor of Illinois, fulfilling a life of adventure and pioneer vision.

It seems appropriate that John Wood Community College, often called a pioneer because of its innovations in education, has been named in honor of John Wood, a pioneer in this area with bold ideas and an innovative mind.

JWCC—A Pioneer in Education

John Wood Community College was created to provide quality, affordable programs in higher education for District residents. The first meeting of the Board of Trustees was held in November 1974, and the College's initial 668 students began attending classes in August 1975. When the College opened, it relied heavily on an innovative "common market" approach to education to serve District residents. Over the years, the College responded to enrollment demands and community needs by expanding its own curricula and services to provide a full scope of baccalaureate transfer and career/technical programs and student life opportunities. JWCC's early reputation for being a pioneer in higher education, however, set a direction that the College still follows today: that of exploring innovative ways to share resources and partnering with other community entities to serve its constituents.

In another innovative effort to serve residents of the District, the College introduced Open Learning courses, offering individualized, self-paced instruction. In addition, JWCC offers many online opportunities; has an extensive community outreach program; and is a pioneer in efforts to develop cooperative programs with business and industry.

This innovative approach to education—with its emphasis on cooperation and collaboration—has been one of the reasons for the College's continued success. In the fall of 2024, 1,856 students were enrolled in credit classes. These students ranged in age from 14 to 85, with 23 percent of all students 25 years of age or older.

Educational Opportunities at John Wood

JWCC is a comprehensive community college, offering its students a broad range of educational opportunities in a variety of learning environments.

Facilities

John Wood Community College provides students modern, technologically advanced learning environments at all its sites. Computer technology and software are continuously updated. All JWCC facilities are wireless environments and the College provides a portal system that allows students to access emails, online classes, and student records.

The College's campus at 48th and Harrison in Quincy features several buildings that are connected for students' convenience. The Science and Technology Center houses

classrooms and labs for natural sciences, health sciences and computer sciences programs as well as faculty offices.

The Learning Center and the Student/Administrative Center are the hub of student learning. The Learning Center houses the Academic Support Center (which combines the Student Success Center and an open learning area), classrooms and offices. The Student/Administrative Center features a student lounge, bookstore, interactive classrooms, faculty offices, administrative offices, and student services.

The Paul Heath Community Education and Fine Arts Center (named in honor of the College's founding president) houses Community Education, adult education/literacy programs, fine arts programs, a 293 seat theater, the Advancement Office and Retired and Senior Volunteer Program of Adams County.

The Student Activity Center includes an 1,800 seat gymnasium, a fitness room, an aerobics room, and locker rooms. The site includes a baseball field, softball field, soccer field and additional parking.

The campus also includes a greenhouse, trails, and arboretum. The Spring Valley Trails and Arboretum are located on the southeastern area of the campus and include public hiking/walking trails, an outdoor classroom and butterfly garden.

Workforce Development Center: The College opened its Workforce Development Center in 2710 N. 42nd St. in Quincy. The College expanded the facility in Spring 2024 by 14,300 square feet. The expansion included a new Truck Driver Training area, expanded training space for Automation and Robotics, Customized Training, HVAC, and Welding programs. Located on 14 acres, the facility enables the College to meet the training needs of area businesses and industry. Career, Technical, and Workforce Education Programs and Transportation Programs, including truck driver training, electrical technology, computer-aided design, industrial maintenance, logistics, manufacturing technology, advanced manufacturing technology (FAME) robotics, HVAC, customized training, and welding are housed in the center.

Southeast Education Center: The JWCC Southeast Education Center opened in 2017 two miles north of Pittsfield on US 54 (39637 260th Avenue). JWCC has operated a center to serve the residents within the southeastern portion of its district since 1979 at the Old East School. This new center offers high-speed fiber optic internet access, health science labs, a community activity center, a cyber lounge, and multiple classrooms. Courses to complete the first two years of a bachelor's degree, career/technical and health sciences programs are offered with classes available both day and evening. Students can take a combination of traditional, in-person, and online courses in addition to individualized open learning coursework.

The center also offers Dual Credit for area high school students and student services. The facility is also the headquarters for the Pike County Retired and Senior Volunteer Program (RSVP).

Agricultural Education Center and Orr Research Center: The JWCC Agricultural Education Center is located on the University of Illinois Orr Agronomy Research Center on Route 104, near Baylis, IL. The Center offers career/technical and transfer agriculture program options, including Ag Business, Animal Science and A.A. & A.S. Ag Degrees. The center also features a shop/welding lab. The Ag Center has been recognized nationally for high quality educational programs. The adjoining University of Illinois Orr Beef Research Unit serves as the laboratory for the JWCC Beef Specialist certificate program and Animal Science degree. Students may enroll in classroom or online courses and take part in ag-related internships with regional companies.

The complex is a 24,000-square-foot facility that houses offices and Fred L. Bradshaw Learning Center, an exposition/arena space and an animal care unit designed for short-

term or temporary housing for the welfare of animals. The building addresses multiple agricultural education and development opportunities in West Central Illinois and further enhance research, teaching, and activities throughout the region.

The center has an active Agriculture Club and a Livestock Evaluation Club which allow students a superb learning, leadership, and growth experience. The Ag Center also hosts the Agriculture Alumni Association, an active organization which works to support Agricultural Education through fundraisers and support of promotional and education activities. The center frequently serves as the site for seminars and meetings for local residents, particularly members of the agricultural community, as well as extracurricular activities including participation in state and national Ag related and Livestock evaluation competitions.

Mt. Sterling Education Center: The center located in uptown Mt. Sterling offers lecture-based, open learning, and online courses for Brown County area residents. Short-term business classes, personal enrichment offerings, GED preparatory classes, adult education courses, and Dual Credit courses for high school students are also offered at the center. The center features two smart classrooms, a computer lab, multi-purpose room, and serves as headquarters for the Brown County Retired and Senior Volunteer Program (RSVP) and the University of Illinois Extension.

Bella Ease Community Complex: The center is located at 707 Broadway in Quincy offers a presence in Quincy's downtown for Adult Education and is a non-profit organization that offers community, family, youth, and employment services. JWCC offers a variety of programs at the Bella Ease location, including GED, adult literacy, certified nursing assistant (CNA), and classroom-based truck driver training courses.

Student Success Center

JWCC's Student Success Center supports the College's mission by providing information and research services to students, faculty and staff. Located in the Learning Center on the Quincy campus, the Student Success Center is the central service provided in the Learning Resources Center; other instructional services include testing, tutoring, the Writing Center, and Open Learning. The Student Success Center collects and maintains a variety of print, audiovisual, and electronic materials which support the curricula of the College in both credit and noncredit courses. Most of JWCC's electronic resources are available off campus as well.

The Student Success Center has more than 90 computers and collaborative study rooms with touch screen and interactive technology for student use. Working with faculty, the Student Success Center staff teaches information literacy skills and Student Success Center usage to students. The Agricultural Education Center maintains a program-specific collection that support the courses at that location. Students and faculty at outlying centers have access to the traditional print and electronic resources available on the main campus through the College's network.

The JWCC Student Success Center is a member of CARLI (Consortia of Academic and Research Libraries in Illinois), a consortium of over 80 Illinois academic libraries. CARLI uses the Ex Libris Alma/Primo integrated Student Success Center services platform to provide an online catalog, discovery service, circulation and cataloging functions to its member libraries.

Services offered in the Student Success Center include a media center for viewing and listening, charging stations, reference assistance, Student Success Center loan services, as well as quiet study areas and four technology enhanced collaborative study rooms. A photocopier and a scanner are also available for student use.

The Student Success Center is open to the public and district residents may check out certain materials after presenting appropriate identification.

Accreditations and Memberships

John Wood Community College is accredited by The Higher Learning Commission and a member of the North Central Association. For accreditation information contact The Higher Learning Commission at www.hlcommission.org. In addition, the College is recognized by the Illinois Community College Board and the Illinois Board of Higher Education; all programs offered by JWCC have been approved by both boards. The College's Surgical Technology Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) at 1361 Park St., Clearwater, FL 33756 (telephone 727.210.2350). Numerous organizations assist JWCC in meeting its educational goals. JWCC along with local industrial partners have formed a Federation for Advanced Manufacturing Education (FAME) chapter. The FAME model facilitates employer-led partnerships between local employers and local educational institutions. The Federation for Advanced Manufacturing Education provides global-best workforce development through strong technical training, integration of manufacturing core competencies, intensive professional Practices and intentional hands-on experience to build the future of the modern manufacturing industry.

JWCC Foundation

The John Wood Community College Foundation was established in 1985 to promote the College throughout the District; to build goodwill and friendships for the College; and to seek financial support for the College, its programs and development from private sources within and beyond the District. Under Section 501 (c) (3) of the IRS Code, the Foundation exists as a tax-exempt, charitable foundation governed by a volunteer Board of Directors.

The JWCC Foundation Board is committed to advancing the mission of the College and works to secure private contributions, planned gifts and other donations from individuals, foundations and corporations through personal solicitations, grant applications and fundraising events.

Funds raised through the JWCC Foundation are used for student scholarships, program support and many other activities that advance the goals and mission of the college. To make a contribution to the JWCC Foundation, call 217.641.4105, email foundation@jwcc.edu or visit the website at <https://jwccfoundation.org>.

Retired and Senior Volunteer Program

The College sponsors the RSVP (Retired and Senior Volunteer Program), for Adams, Pike and Brown counties. The purpose of RSVP is to engage persons ages 55 years and older in volunteer service to meet critical community needs and to provide a high-quality experience that will enrich the lives of volunteers. The program currently has more than 750 active volunteers who serve in over 120 agencies and organizations throughout the JWCC district.

University Transfer Center

College transfer courses, generally courses numbered 100 and higher, parallel the freshman and sophomore courses offered at four-year colleges and universities. Students need to remember in transferring credits that the receiving institution determines whether or not a course will be accepted in transfer. To avoid difficulty in transferring, students should work closely with a JWCC Success Coach. By working with an Success Coach and the institution to which the student desires to transfer, a course of study can be planned which will facilitate a smooth transition.

The first two years of college work at most four-year institutions include basic courses that can be taken at JWCC. While students are not required to complete an associate degree, there are a number of advantages in doing so. First, a student will have some-

thing to show for efforts after two years of college. Second, and more important, the general education requirements for a two-year degree at John Wood are very similar to the requirements at most four-year colleges and universities. Finally, earning an associate degree actually assists the student in transferring to most four-year private and public universities in Illinois and neighboring states.

To assist students who transfer, John Wood Community College participates in the Illinois Articulation Initiative (IAI), a statewide agreement that allows students to transfer general education courses taken at JWCC to four-year public colleges and universities in Illinois. Completion of the IAI General Education Core Curriculum at John Wood Community College assures transferring students that lower-division general education requirements for a bachelor's degree have been satisfied. (Specific majors will have additional requirements.) This agreement is in effect for students entering JWCC and other Illinois Community Colleges. Details about the Illinois Articulation Initiative (IAI), highlighting the general education curriculum, are available at www.iTransfer.org.

Even though the Illinois Articulation Initiative (IAI) continues to be the primary statewide vehicle for encouraging transferability among postsecondary institutions in the state of Illinois, the Transferology website is also available to enhance the availability and accuracy of transfer information for an effective and efficient degree completion. IAI focuses on articulation of general education and foundational coursework at the lower division level, and Transferology provides information on all courses and degree completion requirements available to students. Transferology is a free service and may be accessed at www.iTransfer.org or directly at Transferology.com.

Transfer degrees are available in the following programs. For details see an Success Coach.

Programs: Transfer Pathways				
Areas of Concentration	Associate in Arts Degree	Associate in Science Degree	Associate in Fine Arts	Associate in Engineering Science
Accounting	X			
Agriculture	X	X		
Art: Visual Arts	X			
Biology		X		
Business (Mkt/Mgmt Emphasis)	X			
Chemistry		X		
Communications	X			
Computer Science	X			
Criminal Justice	X			
Economics	X			
Education	X			
Engineering				X
English	X			
Fine Arts: Music			X	
Health/Physical Education/ Recreation		X		
History	X			
Liberal Arts	X			
Mathematics		X		
Philosophy	X			
Physics		X		
Political Science/Pre-law	X			
Psychology	X			
Sociology	X			
Sport Management		X		
Supply Chain Management	X			
Undecided/Transfer	X	X		

Career, Technical, and Health Education Programs

JWCC offers several career, technical, and health education programs. These courses and programs are intended to prepare students for immediate employment; however, specific courses or programs may successfully transfer to a four-year college or university. The chart below has been prepared as a general reference to types of courses and programs available. For details on the latest offerings, see an Success Coach.

Depending on the program and the student's needs, a student may earn a career/technical certificate in three to 18 months or an AAS degree in two years. Specific information on each program is given in the program section of this catalog.

Programs: CTE Pathways					
Areas of Concentration	AA Degree	AS Degree	AAS Degree	Certificate	Certification Preparation
Accounting	Accounting		Accounting	Accounting	
Agriculture	Agriculture	Agriculture	Ag Business Management. Ag Mechanics Animal Science	Ag Applications Ag Education & Leadership Animal Care Vet Assistant Beef Specialist Conservation Crop Science and Technology Swine Specialist	
Business	Emphasis: (Management Marketing Supply Chain).		Management Option	Business Management	
Computer-Aided Design			Computer-Aided Design	Engineering Design- SolidWorks	
Computer Science	Computer Science		Graphic Design Web Development	UX Design Web Development	
Diesel Technology				Diesel Technology	
Education	Early Childhood Elementary Education Middle/Secondary Education Special Education		Early Childhood Education Gateways ECE 4 Infant-Toddler 4 Illinois Director Credential 1	Early Childhood Gateways-Level 2 Early Childhood Gateways-Level 3 Infant Toddler Gateways-Level 2 Infant Toddler Gateways-Level 3	
Electrical Tech.			Electrical Tech.	Electrician	
Emergency Services	Criminal Justice		Criminal Justice Fire Science Paramedicine(EMT)	Paramedicine(EMT)	EMT
Health Sciences			Assoc. Degree Nursing Surgical Tech.	Nursing Assistant Practical Nursing Medical Assistant	RN/LPN CNA CST
Heating, Ventilation, & Air Conditioning (HVAC)				HVAC & Refrigeration Service Technician	
Hospitality and Culinary Management			Hospitality & Culinary Management	Hospitality Management Culinary Arts	
Industrial Maintenance			Industrial Tech.	Industrial Tech.- Electrical Industrial Tech.-Mechanical	

Information Technology				Computer Network Support Technical Help Desk	
Logistics			Logistics & Operations Management	Logistics Truck Driver Training	CDL
Manufacturing			Advanced Manufacturing Technician Automation & Design Technician Industrial Fabrication Manufacturing Technology	Automation & Robotics Technician Certified Production Technician Precision Machining (CNC) Machinist	
Office Technology			Medical Administrative Assistant Office Technology	Medical Administrative Assistant	MOS
Welding				Basic Welding Industrial Welding	

General Studies Program

Offered primarily for students who desire an associate degree but who do not seek to transfer to a four-year institution, the general studies program allows a student to select a variety of courses according to their preference. A student must receive approval to complete this program.

Adult Education/GED

The Adult Education/GED preparation program provides free services to eligible adult district residents who lack basic reading, writing, or math skills and/or do not have high school diplomas. The program also provides English as a Second Language (ESL) classes to assist non-native English speakers with learning to read, write, and speak English.

Students enrolled in JWCC's individualized Adult Education/GED program have proven to be highly successful. Participants are assessed for placement and then work at an individualized pace with instructor assistance. Students proceed through various levels until their goals are met. JWCC staff also provides students with services to assist with securing employment or entrance into post-secondary education.

Adult Education/GED classes are offered throughout the district including Pittsfield, Mt. Sterling, and several locations in Quincy. Instructional materials are loaned without charge to students enrolled in the Adult Education program.

Literacy

Literacy Services matches trained volunteer tutors with non-reading or low-level reading adults and with adults who need to learn English as a Second Language (ESL). Tutors are matched with a student on a one-on-one basis. Direct literacy services are provided to Illinois adult students over the age of 16 who read below the ninth grade level. The program is free to both tutors and students. Times and locations for tutoring are flexible. Privacy and confidentiality are assured as students proceed through lessons designed to help them meet their personal goals.

The goal of Literacy Services is to reduce adult illiteracy within the District by providing effective, nonthreatening, and easily accessible literacy instruction and by building public awareness of the issue of adult illiteracy. Students or tutors may enroll in the program anytime during the year.

Community Education

Consistent with the mission of the comprehensive community college as stated in the Illinois Community College Act, the College offers Community Education (noncredit) courses for personal and professional development. Topics offered include computers and

technology, one-on-one training opportunities, language and communication, culinary arts, personal enrichment, photography, and personal finance. Community Education courses are listed on the John Wood Community College website at www.jwcc.edu/cbo. Online registration is available.

College for Life: This program is intended for students with intellectual/developmental disabilities or similar learning challenges considered eligible for special education services under IDEA (Individuals with Disabilities Education Act).

College for Life courses are designed to prepare students for successful adult life with greater participation in competitive integrated employment, valued community membership, and independent living. College for Life courses are non-credit community education courses addressing a variety of topics. Flexibility in elective courses allows students to pursue an individualized course of study based on personal interests and goals with opportunity for maximum participation with the general student body.

A College for Life Certificate may be earned through a combination of non-credit, developmental, or regular college courses. The College for Life Certificate demonstrates that students show independence, self-advocacy, and work readiness skills in preparation for adult citizenship in the community.

The College for Life program extends John Wood Community College's mission and vision to students with intellectual/developmental disabilities, allowing John Wood Community College to better reach the community as a whole blazing the trail to post-secondary education, workforce development and lifelong learning for students with intellectual/developmental disabilities.

For more information about College for Life, contact the College for Life Coordinator at 217.641.4340.

JDub Academy: Offered each summer, is designed to provide hands-on learning opportunities for area children in Kindergarten through 12th grades. The classes provide children with unique and enjoyable educational activities different in form and content from regular classroom activities. Recent classes have included art, baking, cooking, German, Theatre, outdoor adventures and various STEAM classes.

Noncredit Online Programs: Community Education offers non-credit online programs. These open enrollment programs are designed to provide the skills necessary to acquire professional level positions for many in-demand occupations. Course descriptions and registration can be found on our website.

Business and Industry Customized Training

Consistent with the college's vision statement of being the community's partner and leader in education, workforce training, and lifelong learning, John Wood Community College offers our business and industry partners customized training.

Local businesses are a vital part of our community and we are proud to provide the training and education needed to improve performance, employee knowledge, addressing skill gaps, and short-term training for entry-level workers. Courses are non-credit courses and can be held at John Wood Community College, the business's facility or many can also be offered online. More information can be found at www.jwcc.edu/programs/workforce, by email at wdc@jwcc.edu or by calling 217.641.4971.

Experiential Learning

At John Wood Community College, experiential learning opportunities are available to help students decide if an occupation is a good fit, as well as to begin the important networking process for a successful career. At JWCC, experiential learning opportunities are available to students as either internships or Practicums. Students can complete ap-

proved experiential learning credit hours either during the regular academic year or in the summer. Credit hours earned may vary from 1-5 hours and is based on the actual hours of work experience being completed.

Types of Experiential Learning Opportunities at JWCC

Externships provide short term job shadowing for students. Local employers partner with Career Services to help provide students with an opportunity to learn about potential career pathways. The typical externship lasts half or all of a workday.

Internships provide students with supervised Practical , on-the-job training. Internships can be paid or unpaid and are supervised by a JWCC faculty or staff Success Coach. Program-based Internships are typically taken for credit to meet either certificate or degree requirements.

Practicums are typically JWCC courses that are focused on a specialized field of study. They are designed to give students an opportunity for the supervised Practical application of previously studied theories and Practices . Practicums are typically unpaid and can be required in certain programs for degree completion.

Students should first contact an academic Success Coach or someone in Career Services to develop an academically appropriate plan for an experiential learning opportunity prior to registering.

JWCC's Learning Environments

Traditional Classroom

John Wood Community College (JWCC) offers traditional, in-person courses with an average class size of 13, providing personalized attention and opportunities for small-group discussions. Classes are available during the day and evening at locations in Quincy, Baylis, Pittsfield, and Mt. Sterling, ensuring accessible education for area residents.

Online Learning

John Wood Community College (JWCC) offers Associate in Arts Degree, Associate of Science, and Associate of General Studies degrees through online coursework, along with course sharing via Illinois Community Colleges Online (ILCCO). Online classes provide flexible access to materials, lectures, and assignments 24/7, allowing students to participate without traveling to campus. Noncredit online courses are also available through JWCC's online partners.

For more information on JWCC online course offerings, students may check the course schedules on the JWCC website <https://www.jwcc.edu/student-resources/course-schedules/> or email Academic Support Programs at connected@jwcc.edu.

Open Learning

Open learning courses at JWCC provide students with a flexible schedule, allowing them to work independently while receiving personalized instructor support. These courses follow the same start and end dates as regular fall, spring, and summer terms and maintain the same academic standards as other formats. A limited number of open learning courses are available at the Quincy campus and the Southeast and Mt. Sterling Education Centers, with offerings varying by location and including career-technical, general education, and developmental courses.

Blended/Hybrid

The College also offers hybrid or blended courses, which combine face-to-face meetings between the instructor and students with online instruction. The course is typical-

ly delivered on campus using a lecture or seminar format and supplemented by online components.

Cooperative Education Agreements

All community colleges in Illinois have agreed to waive out-of-district fees for students who enroll in certificate/Associate in Applied Science Degree programs not offered at their home district. The purpose of this agreement is to enhance the curricular offerings to the residents of these districts. Each college does reserve the right to deny eligibility for programs with enrollment limits or for selective admission programs. For more information, contact the Dean of Student Affairs Office.



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ADMISSIONS AND REGISTRATION INFORMATION

Admissions Policy

JWCC maintains an open enrollment admission policy. Classes and programs are available to all members of the community. Students may apply for admission to the College to pursue a certificate or degree. Eligible individuals are welcome and encouraged to enroll in credit classes as a full-time or part-time student. Upon admittance to JWCC, a student should work with their academic Success Coach to register for classes. New students will attend an orientation session prior to the start of classes.

Degree Seeking Students

General admission to the College will be granted to any person 16 years of age or older who possesses either a high school diploma or high school equivalency and wishes to seek a degree or certificate from the College. SAT and ACT scores are not needed for admission. Degree seeking students may apply for federal and state financial aid in an approved program of study.

International students should see International Admissions section for additional requirements and procedures.

Applicants who are less than 16 years of age and possess a high school diploma or equivalent may be granted general admission upon completing the admissions steps, an Enrollment Appeal form, and submitting a letter of support from a principal or designated official. Following receipt of all items, the prospective student and guardian must meet with the Dean of Student Affairs to discuss courses and content. After reviewing all documentation and completing the interview, the Dean of Student Affairs will determine admittance and the prospective student will be notified of the decision in writing.

Admission to the College does not ensure entrance into a specialized program of study. Should it become necessary to limit enrollment in any program, the College reserves the right to establish selective admissions procedures and to give preference to residents of the JWCC District.

Students should self-identify any previous disciplinary records from other post-secondary institutions. A review of those records may be required in addition to meeting with the Dean of Student Affairs or designee. The College reserves the right to grant or not grant admittance after a thorough review takes place. The Dean of Student Affairs office will provide a final decision in writing to the student. All decisions are final.

Admissions Procedure – Degree Seeking

STEP 1 - Complete a JWCC Admissions Application: Admissions forms are available to complete online at www.jwcc.edu/apply. There are no costs in applying for admission with the exception of international students.

STEP 2 - Submit Transcripts: Have official records of high school completion and if applicable, any college-level education sent to transcripts@jwcc.edu.

High school transcript: Contact the high school from which you graduated or will graduate and request a current or final transcript. A current high school transcript may be used to determine course placement; however, a final high school transcript with final grades and graduation date is required to become fully admitted and to receive federal financial aid.

Home school transcript: Home school transcripts must include detailed coursework completed for all high school credits. The transcript should indicate grades and points received for each year completed starting freshmen to senior year. The transcript should provide a key for grading scale used and credit awarded. The college can use a current transcript to assess placement for courses if a final is not yet available. A final high school

transcript with graduation date must be presented to the College for final admissions processing. Final home school transcripts issued by parent as the administrator must be signed and notarized. A notary is available at JWCC.

High school equivalency exam scores: Contact the Regional Superintendent of Schools from your school district to request test scores.

College transcripts: Have an official copy of your academic transcript sent directly to JWCC from each college you have attended. College transcripts can be received from via email, third party system, or in a sealed, unopened envelope. Please see section on Policy on Accepting Credit in Transfer or Credit for Previous Education.

Military service or training: Provide a copy of your DD-214 - Copy 4 (separation document), Joint Services transcript, or Community College of the Air Force transcript.

John Wood Community College reserves the right to review the validity of each high school or college transcript. If the college feels that the validity of a transcript is questionable, it has the right to request additional information, or to require additional steps to gain admission.

Transfer Admission Requirements

Those students seeking direct admission to an Associate in Arts Degree (Transfer) (AA), Associate in Science Degree (Transfer)(AS) or Associate in Fine Arts (AFA), or an Associate in Engineering Science (AES) degree program must have completed at least 15 units of high school coursework in the following subjects:

- Four years of English (emphasizing written and oral communication and literature)
- Three years of social studies (emphasizing history and government)
- Three years of mathematics (introductory through advanced algebra, geometry, trigonometry or fundamentals of computer programming)
- Three years of science (laboratory sciences)
- Two years of electives in foreign language, music, vocational education or art

Applicants who do not meet these requirements will still be accepted. Deficiency can be satisfied through placement assessment or by successful completion of specified high school or college preparatory courses in the necessary subject area(s).

International Degree Seeking Students

JWCC welcomes qualified international students currently living outside of the US or transfer international students currently in the US on an F1 Visa. The procedures outlined below are required for new and transfer international student admissions process and issuance of the Certificate of Eligibility- Form I-20.

Application Deadlines:

Student Application and ALL required documents must be submitted to International Admissions (international@jwcc.edu) by the following deadlines:

New Applicants Outside of the US

Fall Semester: July 1

Spring Semester: December 1

Transfer F-1 Students

Fall Semester: August 1

Spring Semester: January 1

International Admission - Required Documentation:

1. **Apply:** Complete International Application for Admission.
2. **International Application Fee:** \$150 - Pay via FlyWire or contact the JWCC Business Office to pay over the phone (217.641.4211).
3. **Passport:** Provide a copy of your passport.
4. **Financial Support:** Provide a bank statement with a balance of at least \$20,000 (USD) which estimates one full year of study and living expenses while attending JWCC. Submit a completed Affidavit of Financial Support with bank statements. Scholarships may be deducted from the \$20,000.
5. **Transcripts:** Send transcripts which document equivalent high school (secondary) diploma in your home country. Transcripts should include courses with grades/scores and graduation or completion date. ALL transcripts should be translated to English.
Post-Secondary Transcripts: Include official transcripts of any colleges or universities previously attended. (If international college credits are requested to transfer-in, a 3rd party international credit evaluation will be required- wes.org.)
6. **English Proficiency:** Provide evidence of English proficiency by submitting ONE of the following:
 - Submit English test scores to JWCC Admissions. English tests accepted: TOEFL iBT-65, IELTS-6, or Duolingo-90.
 - Submit official transcripts from an accredited US college or university showing successful completion of a course in the English language.
 - Completion of three years of high school English credit from a US high school.
 - Request English Proficiency waiver if you live in a primary English-speaking country and English is the first language spoken in your home.

Students will receive a Certificate of Eligibility - Form I-20 and acceptance letter from the DSO when all of the documentation requirements have been met. After being fully admitted to JWCC, the student is solely responsible for applying for an F-1 visa, change of status with the U.S. government, and/or transferring their SEVIS record from a previous institution. Please refer to <https://studyinthestates.dhs.gov/students> for guidelines for each type of applicant.

Non-U.S. Citizen Student – Undocumented Students-In The U.S.

All students are welcome to apply for admission to John Wood Community College regardless of citizenship or residency status. A student's legal status does not impact the admissions decision. They must follow the regular admissions procedures. If the student possesses a permanent resident card (green card) they should provide a copy at the time of admission. Tuition rates differ for in-district and out-of-district. Students should review residency information for more information about residency requirements on page "Residency Status" on page 35.

Non-Degree Seeking Students

Students with a high school diploma or equivalent that do not wish to complete a degree or certificate may be allowed to take coursework under the College's Quick Admit registration. Quick Admit students take no more than two or three classes, are not pursuing a degree or certificate, and do not plan to use financial aid. Quick Admit students must provide all biographical, demographic, contact information and copy of state issued ID in order to become a student. Official transcripts are not required to register. Quick Admit students are not eligible for financial aid and will not be able to receive a degree or certificate from JWCC. Even if the student completes all the required coursework, the student will not receive the completed degree until the regular admissions process is completed as a degree-seeking student.

The College's assessment testing may still be required depending on coursework taken and transcripts may be required for the purpose of placement.

Students who do not have a high school diploma or equivalent may enroll for a maximum of two classes (6-7 credit hours). The applicant must demonstrate through assessment testing that he or she has skills substantially equivalent to others enrolling in the program. Students admitted without a high school diploma or high school equivalency are not eligible for financial aid. Students admitted on this basis may not receive a degree or certificate from John Wood, even if they complete all the required coursework, until proof of high school equivalency is on file with the JWCC Admissions Office. Maximum number of credit hours for Smart Start high school students is determined by high school administration.

High School Smart Start (Dual Credit) Program

Dual Credit provides qualified high school students the opportunity to take college-credit bearing courses. Course work is part of a student's academic record at the College and potentially, at the high school level. Course work attempted/completed will appear on college transcripts and will impact academic standing. High school records may also be impacted when a student is receiving high school credit. Receiving high school credit is based on the decision of the student's high school administration.

Courses are delivered in one of the following ways:

- At the high school and taught by a college level credentialed high school teacher;
- At the high school with instruction delivered in an online/hybrid/Zoom format;
- At the high school and taught by a qualified JWCC instructor;
- At one of the JWCC campus locations by a JWCC instructor.

Student Eligibility

Student participation is based on appropriate academic qualification, a high level of motivation, and adequate time to devote to studying a college-level course. High school students, grades 9–12, who demonstrate readiness for college level work and meet placement standards and course pre-requisites are eligible to enroll in a college level course. All courses must be made in consultation with high school counselors and/or principals. The high school student will also agree to pay appropriate tuition, fee, and book cost.

Academic qualification per grade:

Students in the 9th grade must complete the ACT or SAT, or Accuplacer Placement Testing. Specific requirements must be met within Math, Reading, and Writing.

Students in the 10th, 11th and 12th grades must have met Multiple Measures within the high school transcript. If the student does not qualify through the high school transcript, ACT or SAT or Accuplacer scores are required.

Transferability

When taking Smart Start (Dual Credit) courses, students are encouraged to contact a JWCC academic Success Coach or the intended college of interest to discuss transferability of course work. Please refer to the Transferring to Other College section on page "Transferring to Other Colleges" on page 42.

1. How to Enroll

Students should:

2. Meet with the high school counselor to determine which college courses are available;

3. Complete the registration form, which can be found online at www.jwcc.edu/smartstart or with the high school counselor;
4. Have a parent/guardian and school counselor or principal sign the form.
5. Students will need to submit the high school transcript along with any ACT/SAT scores to the Concurrent Enrollment Office. Students who have not taken the ACT/SAT and do not meet requirements via the high school transcript may take the Accuplacer assessment at JWCC. Students must meet JWCC admission and course requirements.
6. Attend a Smart Start Orientation session or meet individually with a JWCC Dual Credit Representative at the designated high school or JWCC campus.
7. Access their BlazerNet account (www.jwcc.edu/blazernet) to view course schedule through Blazer Net and JWCC student email. Students will receive documentation in the mail confirming the course registration and other important information.

Limited-Enrollment Programs

Certain programs and courses at John Wood Community College are limited in the number of students that can be accepted. These limitations are based on academic background and program/course capacity. Because of these limits, admission is not open to all applicants but is based instead on one or more of the following criteria: program specific criteria or applications, test results from standardized examinations, interviews with program personnel, academic performance in high school or college courses, or other objective criteria as deemed necessary by the College.

JWCC students who were first admitted to a non-restricted enrollment program but later decide to change to a limited-enrollment program are required to notify the Advising and Retention Office and also must meet the same requirements as any other applicant.

JWCC PROGRAMS with selective admissions processes include associate degree nursing (ADN-RN), nursing assistant (CNA), paramedicine, practical nursing (LPN), surgical technology, and Advanced Manufacturing (FAME). This list may change without notice. For equally qualified applicants, preference will be given to in-district residents.

Credit Acceptance

Or Credit for Previous Education

1. Official transcripts are required from each school attended. The institution(s) previously attended must be accredited or be a candidate for accreditation by The Higher Learning Commission of the North Central Association or a comparable regional accrediting association.
2. Students who have attended career/technical programs not accredited by The Higher Learning Commission, North Central Association, or a comparable regional accrediting association must successfully complete a proficiency examination for each course for which the student is seeking credit.
3. Remedial coursework will be evaluated for the purposes of student placement. While credit will not be given in transfer, remedial coursework will be evaluated to ensure students are placed in the highest level possible according to completed coursework.
4. Courses in which the student has earned a grade of "D" will be accepted in transfer if the student's cumulative grade point average from the transferring institution at the time of transfer is 2.00 or higher on a 4.00 scale. If the grade point average from the transferring institution at the time of transfer is below 2.00, courses which carry a grade of "D" will not be accepted in transfer. A grade of "C" or better in ENG 101 and ENG 102 is required in all cases.
5. Only credit hours are transferable. Grades associated with the credit are not transferable, nor are they included in the computation of the cumulative grade point average.
6. Upper-division credits are accepted in transfer only if a comparable course is offered by John Wood Community College at the lower-division level.
7. JWCC may waive a student's general education requirements if the student has earned a bachelor's degree or beyond at another accredited institution. This is subject to review by the Registrar's office on a case by case basis and is dependent on the type of credential earned and the package of general education studied. Students may still be required to complete specific course requirements within a degree program as stated in the Programs of Study section of this catalog. Transferred associate degrees are subject to review by the College for fulfillment of general education requirements.
8. Lower-division credits from colleges or universities accredited by The Higher Learning Commission, North Central Association, or a comparable regional accrediting association will be accepted in transfer, regardless of whether a similar class is offered by John Wood Community College.
9. Only credit applying to the student's declared credential will be evaluated and awarded in transfer. An additional evaluation of a student's transcript(s) may be requested by the student if he or she chooses to pursue a different academic program of study.

The following policies govern the admission of a transfer applicant whose grade point average is below 2.00 on a four-point scale:

1. A student on academic probation at the most recently attended college is admitted on academic probation and is subject to the same academic policies at John Wood Community College as other students.
2. Except as noted below, a student who has been suspended at the most recently attended college for academic reasons may not register at John Wood for one semester following such suspension.*

3. A student may be required to complete specified course placement assessments in the event additional academic information is required.

*Exceptions to the above are made only with approval of the JWCC Academic Standing Committee or through the Dean of Student Affairs. Applicants must state their reasons for believing that their academic progress will improve if accepted at John Wood. Evidence of probable student success may be required in individual cases. After consideration of all materials, the committee may deny acceptance for one semester or more, accept the student on probation with restrictions, or accept the student on probation without restrictions.

Credit for Prior Learning

John Wood Community College recognizes that students may acquire knowledge and competencies through activities and experiences outside of John Wood's educational offerings. Because each student has their own life experiences, all assessments for academic Credit for Prior Learning are evaluated individually to ensure a student's specialties are compared to other students' experiences.

A student seeking these credits must be fully admitted to the program in which the credit is being sought. A minimum of twenty-five percent of a certificate and fifty percent of a degree must be earned at the College. Students with military credit for previous experience may exceed this policy. Students should be aware that transferability of credit awarded through these criteria is not guaranteed and is subject to review by other institutions of higher education.

Such types of credit may include:

1. Military training credit - credit for military service, both active and reserve, based on recommendations of the American Council on Education. Subject on a case-by-case review taking in to account current educational goals. Student must present a copy of DD 214 (Separation from Military Service) or Joint Services transcript or other proof deemed to be acceptable by the Registrar. Additional information located at www.jwcc.edu/military.
2. Standardized tests such as CLEP (College-Level Examination Program), DANTES (Defense Activity for Nontraditional Educational Support, AP (Advanced Placement), and IB (International Baccalaureate) - A per credit hour fee will be charged for each unit of credit awarded. Students taking the CLEP exams must pay the CLEP testing fee to the College Board and an administration fee to JWCC. Students should expect to spend approximately two hours at JWCC for registration and the exam. Arrangements for CLEP testing are made through the College Board website (www.collegeboard.com). For additional CLEP information contact the JWCC Admission Office.
3. College examinations such as institutional approved proficiency tests and performances. Credit by examination is not permitted for a course when a student already has acceptable college credit for a more advanced course in the same area.
4. Published guides and other nationally recognized credentials such as ACE (American Council on Education) approved coursework, state and federal licensure that align with college program curriculum, and industry recognized certifications.
5. Portfolio assessment by subject matter expert in conjunction with appropriate academic administrator that demonstrate course equivalency. Applications for Assessment should be submitted a minimum of four weeks prior to the start of semester. This ensures sufficient time for a portfolio be reviewed by personnel, licensure to be reviewed, etc. Applications will normally be assessed within 20 working days with results communicated to the student.

Students seeking credit through proficiency examination or demonstration should first visit with their academic Success Coach. The student and Success Coach will work together to contact the appropriate faculty member or academic administrator to determine if such mechanism exists for the course requested. If so, the student will initiate the process with the Success Coach as outlined on college forms.

6. Other sources deemed appropriate by the Vice President of Academic and Student Affairs in conjunction with the Registrar.

Students seeking to obtain Credit for Prior Learning via military credit, standardized tests, licensure or published guides should submit appropriate documentation directly to the Office of the Registrar. Submissions will be reviewed by appropriate office staff and credit will be awarded to a student's academic record in accordance with predetermined standards, equivalencies, and cut scores.

For students wishing to have work or life experiences evaluated for credit that are not documented through one of the previous areas should submit sufficient evidence to the Registrar's Office. The Registrar's Office will route evidence to the appropriate faculty member or academic administrator and begin the appropriate college forms with the student. Submitted materials will be assessed using the following criteria:

- Detailed resume with job titles, descriptions of major responsibilities, and time-lines for each position.
- Letters of reference for confirmation with details included.
- Potential interview with relevant academic faculty/dean.
- Appropriate unit exam/test equivalent to the comprehensive final exam.
- Original or certified documents demonstrating completion of any professional development courses and results.
- Portfolios. Portfolios for major courses are evaluated by the department responsible for the course. For general education, the portfolios are evaluated by a committee consisting of: an expert in the discipline; a member of the Curriculum Committee, and an instructional dean.

Appropriate fees, based on type of prior learning credit being requested and as established by the Board of Trustees, must be paid prior to reviewing student submissions. Fees are non-refundable based on outcome of review. These fees are established to cover the administrative time commitment needed to appropriately assess and review student materials.

Maximum Credit Allowed for Previous Experience

No more than one half of the total number of credit hours required within the credential being sought will be applied. Students with military credit for previous experience may exceed the policy.

Admitted Students

Students that have completed the admission process and submitted all necessary transcripts will be admitted to the college and eligible to register for courses. Admitted students will be sent a JWCC username and password to their home email and via post-mail. The login allows access to JWCC computers and students' emails and Blazer Net accounts.

SOLAR (Student Online Access to Records)

Web access to student records is available through the student portal, BlazerNet, at www.jwcc.edu/blazernet. The site allows students immediate access to their information, including mid-term and final grades, unofficial transcripts, financial aid awards and document requirements, and financial accounts. By using a computer's print screen function, any of these reports may be printed. Information provided to students on the Blazer Net system is confidential.

Online Registration

Currently enrolled students with an approved academic plan are encouraged to register for classes using SOLAR. Students may contact Instructional Support for assistance. New students must meet with their Success Coach.

Student Email Accounts

JWCC students are eligible for a student email account. A student's JWCC email account serves as the primary contact and should be monitored by the student regularly. Students are notified via personal email or mail of their username and password; however, this can also be obtained from the Help Desk, ext. 4325, in Information Technology (B024) with a photo ID.

Student Identification Cards

Student identification cards are issued during orientation. The ID card allows students to access JWCC computer labs, athletic events and student activities and serves as a Student Success Center card. There is no charge for obtaining an initial ID card as a new student. ID cards may be obtained during regular business hours. Students attending a center outside Quincy may contact personnel at that location for more information.

Residency Status

Information from the Admissions Application is used to determine an applicant's residency status at JWCC. Every student admitted to JWCC will be classified as an in-district, out-of-district, or out-of-state resident. A student's residency classification determines the tuition rate he or she will pay.

- In-District: Residing in one of the following high school districts: Bluffs, Brown County, Central, Griggsville-Perry, Liberty, Meredosia-Chambersburg, Payson, Pikeland, Pleasant Hill, Quincy, Southeastern*, Unity or Western.

*Students who attend Southeastern High School but live in the former Plymouth School District are residents of the Carl Sandburg College District and should contact Carl Sandburg's Admissions Office.

- Out-of-District: Students with residency outside the District but within the state of Illinois.
- Out-of-State: Students with residency outside the state of Illinois and students from foreign countries.

To be eligible for in-district residency, a student must have lived at a residence located inside the JWCC District (see the map on page 9) at least thirty days prior to the beginning of that term. If the student address changes to an in-district address it is the students responsibility to submit Residency paperwork and request in-district Residency. Students who change their address during the term or applicants who move into the JWCC District will be required to complete a Residency Questionnaire to prove in-district residency. Residency Questionnaires and further information are available from the Dean of Student Affairs Office or at www.jwcc.edu/admissions.

Out-of-district or out-of-state students, excluding students from foreign countries, may qualify for the in-district tuition rate by meeting one of the following applicable scenarios:

- Via Cooperative Education Agreement with other Illinois community colleges. You must complete a one-time application at the community college that serves your district. More information may be sought in this catalog or in the Dean of Student Affairs Office.
- Employed 35 or more hours per week by a business within the JWCC District. Complete a Work In-District Waiver form that is available from the Dean of Student Affairs Office. A new Work In-District Waiver form must be completed and on file with the Dean of Student Affairs office each semester you enroll in JWCC classes.
- Attending a secondary educational institution within the JWCC District.
- Utilize Federal Post 9-11 Benefits under the Veteran's Educational Assistance Act of 2008 in accordance with House Bill 2353.

Registration/Placement

An early or final high school transcript must be submitted to JWCC for the College for admission and determine course placement. Upon receiving the student's high school transcript, staff will evaluate for college-level English and math placement through a variety of pre-determined measures. Please be aware that even if an early transcript is used for placement evaluation, a valid final high school transcript is required to become fully admitted and to receive federal financial aid.

In the event that the evaluation of the high school transcript does not result in the ability to place a student into college-level English and math, students will be asked to take a placement assessment. Placement testing is an untimed, computer-based assessment in writing, reading, and mathematics which will be the final determining factor if a student places into college-level English and math or whether proper remediation work is required.

Test scores are good for five years or re-testing may be necessary.



STUDENT SERVICES

JWCC Student Services provide a supportive and friendly environment outside of the classroom for academic success and individual development of students. We offer arrange of support services to help students meet some of the challenges they may experience as a college student.

PATHWAYS

Academic Advising

Students will be assigned a Success Coach based on their major or special population. It is the responsibility of the student to maintain their academic success. This includes, but is not limited to, responding to communications, scheduling appointments with their Success Coach during registration periods, notify Success Coach of any changes to ensure their academic record is accurate. Prior to initial registration at JWCC, each student should meet with a Success Coach for assistance in developing an academic plan to meet his or her educational goals. Their Success Coach will continue to work with the student during the remainder of the student's career at JWCC, meeting with the student to plan an educational program and to assist with progress, barriers, plans, and registration. The Success Coach works closely with a designated student population and can help students find academic support while seeking to promote student success, communication, campus and community resources, and programs to support success. The Success Coach also works thoroughly to maintain open communication with faculty, staff, and students about issues and resources pertaining to student retention. Pathways also serves as the central point for retention initiatives on campus and works with other college personnel to help students.

Support Services

TRiO-SSS is an educational support program funded by a grant from the U.S. Department of Education. It provides FREE help to 170 qualifying JWCC students who are the first in their families to attend college, who meet income guidelines, or who have a documented disability according to the Americans with Disabilities Act (ADA), and who have an academic need for support. All participants must be pursuing the completion of an associate degree or certificate with the goal of transferring to a college or university for the completion of a baccalaureate degree. The purposes of TRiO-SSS are (1) to improve the Academic grade point averages and increase the number of participants in good standing at JWCC, leading to academic success and completion both here and from their chosen transfer college or university; (2) to increase the retention, graduation, and transfer rates of all TRiO-SSS participants; and (3) to foster an institutional climate supporting the success of individuals in this targeted group. Involvement in TRiO-SSS can improve a student's academic performance. Many participants were named to the Dean's List, held offices in student government and student organizations, and were scholarship recipients. Professional staff members assess each student's situation and find the best combination of resources from various grant programs to help participants achieve their academic goals.

Services may include:

- Thorough assessment of academic and personal strengths and weaknesses upon acceptance.
- One-on-one assignment of a TRiO-SSS Retention Advisor for personal and academic support.

- Easy access to advising, career assessments, step-by-step transfer planning, college visits, financial planning, assistance with the FAFSA application and understanding of financial aid and/or loans.
- Accessible one-on-one and group tutoring in all areas.
- Cultural opportunities both on and off-campus.
- Close coordination with the Office of Disability Services.
- Updates on college events and news designed to support campus involvement.
- Referrals to community resources and service agencies if needed.

Transferring to Other Colleges

JWCC credits transfer readily to other colleges. Students are highly encouraged to meet with a Success Coach to develop an academic plan. Based on their field of study and intended transfer school.

A student who intends to transfer to a senior institution in Illinois should use guidelines toward their program established by the Illinois Articulation Initiative (IAI), www.ITransfer.org or www.transferology.com.

Students who are undecided about a major field or a transfer college should work with their Success Coach to develop a program which will transfer to a variety of majors and/or colleges.

If students know where they plan to earn a four-year degree, they should contact that school informing them of what they plan to take during their first two years and requesting a confirmation plan. John Wood Success Coach will assist students with these contacts and course planning.

ENGAGEMENT

Career Services

The Career Services Office at JWCC serves as a vital resource hub for students and community members seeking to enhance their professionalism and career development. Our comprehensive center offers a range of services designed to prepare individuals for the job market and support their career development. It is important to note that the Career Services Office is available to students and community members. One of its key offerings is mock interviews, where students can practice their interviewing skills in a simulated environment, receiving constructive feedback to improve their performance in a panel or one-on-one instance. The office facilitates internship opportunities, connecting students with relevant organizations to gain hands-on experience in their chosen fields. Resume writing assistance is another service included, helping individuals craft compelling and professional resumes that highlight their skills and experiences effectively. Additionally, the Career Services Office can help coordinate job shadowing programs, allowing students to observe professionals in their career pathway, gaining valuable insights into day-to-day responsibilities and industry dynamics.

Please contact the Career Services Office at 217.641.4963 to explore any of the available services or schedule an appointment.

Academic Talent Search (ATS): a Department of Education TRiO program. This academic outreach program serves 670 individuals ages 11-27 throughout the JWCC District, two thirds of whom must meet income and first-generation guidelines. Its mission is to help young people complete their high school education, make appropriate career choices, and pursue further education or training at the post-secondary institution of their choice. ATS advisors work with participants individually or in groups providing many

services, including ACT preparation, career advising, job shadowing, college selection and campus visits, scholarship searches, college applications and financial aid forms, cultural enrichment events, and activities to improve study skills.

Upward Bound (UB): also, a Department of Education TRIO program, is designed to assist students with developing the skills and motivation necessary for success in education beyond secondary school. Upward Bound serves students in Griggsville/Perry, Meredosia/Chambersburg, Pittsfield High Schools, and Quincy Senior High Schools. The academic year component of the program offers tutoring, mentoring, academic advising, career advising and exploration, study skills assistance, college planning and cultural programs throughout the school year. The summer program is an intensive, six-week experience that allows students to continue with academics while enhancing their social skills and self-confidence. It consists of a wilderness experience, a mock college experience including instruction in math, science, English, foreign languages, and computers), and a college our trip.

Student Life

Student Life at JWCC plays a pivotal role in fostering a vibrant and inclusive campus community, enriching the overall student experience beyond academics. This department is dedicated to promoting student engagement through a variety of programs and activities that cater to diverse interests and backgrounds. From organizing social events, cultural celebrations, to facilitating clubs and organizations, the Student Life Department encourages students to connect with peers, develop new skills, and explore their passions. By creating an environment where students can thrive socially, emotionally, and intellectually, Student Life not only enhances campus life but also prepares students for future challenges in their professional and personal endeavors.

Student life can be contacted @ 217.641.4944 or studentlife@jwcc.edu.

Student Organizations

Student organizations at JWCC play a crucial role in enhancing the higher education experience by providing students with opportunities for personal growth, leadership development, and community engagement. These organizations encompass a wide range of interests, including academic and cultural groups. Academic clubs allow students to dive deeper into their pathway, facilitating collaboration among peers who share similar academic goals. Cultural organizations celebrate diversity and promote inclusiveness on campus by offering a space for students to share their experiences. Participating in these organizations not only fosters lasting friendships but also gives students the essential skills such as communication, teamwork, and problem-solving. Overall, student organizations serve as a vibrant extension of the classroom, enriching our student's college experience and preparing them for life beyond graduation. New clubs or organization can be proposed by emailing studentlife@jwcc.edu.

Campus Care

This department houses the offices of Disability Services and Counseling Services, a Care Coach, our homeless liaison, our ADA compliance officer, the front desk staff, and our food pantry. Campus Care aims to empower students with care, connections, and community. The Campus Care team is committed to enhancing campus culture by providing an environment that is welcoming, caring, accessible, and inclusive. Our goal is to utilize a one stop shop model to assess student needs and connect them to campus and community resources. This assessment addresses issues such as housing and food insecurities, transportation issues, mental health, academic/classroom accommodations, laptop loans, internet, legal issues, relationship violence, sexual assault, financial stress, childcare, time management, and academic stress.

Disability Services: Students with disabilities who may require accommodations should contact Disability Services, either directly or through Campus Care. Disability Services' mission is to provide appropriate resources and support services which will ensure students with disabilities the opportunity to competitively pursue a college education. In addition, Disability Services assists other college departments in providing access to services and programs in the most integrated setting possible. Appointments should be made well in advance of the start of an academic term to allow for the arrangement of services. Student responsibility at the postsecondary level involves disclosing the disability, providing recent documentation for review, and requesting appropriate academic accommodations/adjustment/ auxiliary aids which are adequately supported by the documentation. Support and assistance are individualized according to the needs of the student. Accommodations and/or adjustments may include, but not be limited to, advocacy, training, facility access, adaptive equipment and/or materials, ASL interpreters, instructional and test-taking academic adjustments, and coordination with involved area agencies. Should a request for disability accommodation, adjustment, or auxiliary aid be denied, the student may appeal by following the established grievance procedure: 1. Discuss the situation with the Coordinator of Disability Services and faculty member to try to reach a resolution; 2. If not resolved, appeals may be submitted in writing to the Director of Campus Care/ADA Compliance Officer.

Counseling Services: John Wood offers free mental health counseling services for all currently enrolled students. Services provided include individual, group/classroom interventions, consultations, psycho education, crisis response, and case management. Services are offered in a variety of formats such as in-person, tele-health, and crisis response. All counseling services are completely confidential and free. Counseling Services address personal issues such as anxiety, loneliness, depression, self-harm, identity issues, relationship violence, sexual assault, trauma, alcohol/drug issues, family/relationship issues, academic issues, etc. Students should never assume their problems are insignificant.

National Suicide Prevention Lifeline: 988

Crisis Text Line: Text HELLO to 741741

Transitions of Western Illinois 24-hour Crisis Line: 217-222-1166

JWCC Counseling Services: 217-641-4360; counseling@jwcc.edu

INSTRUCTIONAL SUPPORT

Tutor Services: Tutoring is available at JWCC from several different sources including TRI-OSSS (if qualified by program requirements), the Writing Center, and individual tutoring services. All services feature tutoring by appointment. An online tutoring service, Brainfuse, is also available to all students through the JWCC's web portal, BlazerNet.

The Writing Center: staffed by Language and Literature department faculty. The Writing Center's purpose is to assist students who are writing research papers in all areas of study (e.g., psychology, biology, history). A schedule of hours is available online at www.jwcc.edu/tutoring.

Individual Tutoring Services: provides peer or professional tutors in a wide variety of subjects and courses. Tutors are knowledgeable in their subject areas. Individual tutoring services are available in the Academic Support Center rooms. Check with the Dean of Arts and Sciences for location. A schedule of hours is available online at www.jwcc.edu/tutoring.

RECORDS AND REGISTRAR

Veterans' Programs

Certification for U.S. Department of Veterans' Affairs programs is provided by the Registrar's Office. The certifying official works with veterans to assist them with the paperwork necessary for federal veterans' benefits as well as the Illinois Veterans Grant (IVG). JWCC is approved as an eligible institution for the instruction of veterans, reservists, and dependents under Title 38, United States Code programs. State IVG applications are available in the Registrar's Office. (See the Financial Aid section of the catalog for more information regarding the IVG; for additional information on veterans' programs, go to www.jwcc.edu/military.)

Student Records and Transcripts

John Wood Community College maintains official student records and files in the Registrar's Office. Students are entitled to inspect and review their files through a written request submitted to the Registrar. The College maintains academic records in an electronic format. Grades are posted to the student's permanent record at the end of each term.

The transcript includes the following:

1. The JWCC name and logo
2. Identification of the student, including name, address, and last four digits of the Social Security number (or assigned number upon request)
3. Current academic standing
4. Degree and major
5. Academic honors
6. The extent and quality of all work attempted, including dates attended
7. A key or explanation of policies and terms reflected by the record and pertinent definitions

Transcripts of the student's permanent record may be requested through the online transcript process. JWCC has authorized the National Student Clearinghouse to provide transcript ordering via the web using a credit or debit card. If students do not have a credit or debit card, they can use a prepaid Visa Card or gift card to place their orders. Students can access either through the regular JWCC website or through their SOLAR access portal.

Unofficial student copies of transcripts are only available through the Registrar's Office or by printing directly from the SOLAR system.

Official transcript requests processed through the Clearinghouse for mail are normally completed by the next business day when the request has been received by the Registrar's Office by noon, Monday through Friday, except for during certain peak periods (typically at the end of each academic term). In-person requests for an immediate copy of the official transcript may be accommodated for a "rush" fee (see "Tuition & Fees" section of this catalog). When transcripts need to be received immediately by a third party, students may request overnight service for a cost equivalent to the "rush" processing fee plus the charge to send the document by overnight courier. Only transcripts requested through the Clearinghouse electronic services will be emailed.

Transcripts requested to be mailed outside the continental United States will incur the "rush" transcript fee as well as the applicable postage to send the document(s). All applicable transcript fees must be paid in full before transcripts will be released.

Statement of Confidentiality and Privacy Rights Of Students in Education Records

Student records at JWCC are confidential information and the release of any information about a student is governed by The Family Educational Rights and Privacy Act (FERPA) of 1974 (Public Law 93 380, known as the Buckley Amendment). The Act and subsequent amendments outline which student records shall be accessible, who can see the records, and procedures for release of confidential information.

The College will not release recorded information about a student, except for directory information as outlined below, without the express written consent of the student.

Federal law directs that colleges must provide students with access to their own records and an opportunity for scheduling a hearing to challenge such records on the grounds that they are inaccurate, misleading, or otherwise inappropriate. These laws do not include any right to challenge the appropriateness of a grade as determined by an instructor. The law generally requires that written consent be received before releasing personally identifiable data about a student other than a specified list of exceptions. The campus is authorized to release directory information unless the student has specified in writing information that should not be released.

Directory information includes the student's name, address, telephone number, email address, date and place of birth, major field of study, participation in officially recognized activities and sports, weight, and height of members of athletic teams, dates of attendance, degrees and awards received (including scholarships) and the most recent previous educational agency or institution attended by the student. Any item considered to be directory information will be released to any party upon request.

Currently enrolled students may request that the College withhold disclosure of any category of information under the Family Educational Rights and Privacy Act of 1974. To withhold disclosure, written notification must be received in the Registrar's Office at John Wood Community College, 1301 South 48th Street, Quincy, IL 62305, within 30 days after the beginning of each term. JWCC assumes that failure on the part of any student to specifically request the withholding of categories of directory information indicates individual approval for disclosure. Further information, including institutional policy, may be obtained from the Registrar's Office.

Records from Other Institutions

No transcript received from other institutions will be sent to a third party or another institution. The official transcript of John Wood Community College will reflect only the name and number of credits accepted from transfer institutions.

STUDENT CONDUCT

Student Conduct Regulations

Individual students and student organizations are required to observe the policies of the District and the laws of the city, state and federal governments and to conduct their affairs in a manner compatible with the educational objectives of the College except as specified otherwise. Misconduct for which students are subject to discipline falls into the following categories:

1. Students are not to use or provide false information to the College or to the officials of the College in any form, written or verbal. Students are not to misuse, misrepresent or falsify any College record, form, or procedure.
2. Students are to refrain from the unauthorized use, possession, or removal from a designated area of property belonging to the College, its community members,

guests, or vendors. Services provided to or by the College, community members or guests may not be used or obtained unless authorized in advance by the appropriate College official.

3. A student shall take no action which damages or tends to damage public or private property, not his or her own without the consent of the owner or person legally responsible.
4. The intentional false report of a bomb, a fire, or other emergency in any College facility or on property controlled by the College in any form (e.g., pull alarm, verbal, written, or otherwise) is strictly prohibited.
5. Students are not to engage in behavior which is so sufficiently severe and pervasive that it threatens, harms, or causes to place in harm any person. Nor may students exhibit behavior, which is lewd, indecent, obscene, or disorderly. The type of conduct which this regulation is designed to cover includes, but is not limited to, the following examples:
 - Intentionally inflicting bodily harm upon any person; taking any action for the purpose of inflicting harm upon any person; taking reckless action which results in harm to another person; taking any action that creates a substantial risk or harm to another person; or threatening by any means of transmission, the use of force to harm or injure another person.
 - Tampering with or otherwise rendering useless College equipment or property intended for use in Preserving or protecting the safety of members of the College community such as exit signs, fire Equipment and fixtures, first aid equipment, AEDs, or emergency telephones.
 - Obstructing fire escape routes such as hallways or stairwells.
 - Physically abusing another person.
 - Verbally abusing another person when such abuse is severe, pervasive, and objectively offensive.
 - Committing acts of indecent exposure.
 - Misusing social media.
6. Students are subject to discipline for conduct in violation of any JWCC Board Policies.
7. Conduct which, by itself or in conjunction with the conduct of others, disrupts or impairs the carrying on of normal College functions is prohibited. Students shall not bring persons who are not enrolled into the classroom, lab, or other course-related area, without prior authorization from the appropriate college official. Employees and students shall not leave minors unattended anywhere on campus.
8. The College is committed to the principle that all students may use and enjoy its educational and social activities and facilities free from harassment or intimidation on the basis of their sex, race, religion or national origin when that harassment or intimidation is so severe, pervasive, and objectively offensive, and so undermines and detracts from the victims' educational experience, that the victim-students are effectively denied equal access to an institution's resources and opportunities. Students may be directed to desist from behavior which, in the opinion of a College official, is intended to or has the effect of subjecting a fellow student to this type of harassment or intimidation. If they persist in this behavior after being so directed, they also may be charged with failure to follow the reasonable directive of a College official.
9. Forcible or unauthorized entry into any building, structure, facility, or room therein on the premises of College-owned or -controlled property is prohibited. Improper use of designated College exits is also prohibited.

10. Use of, being under the influence of, possession of, sale or distribution of, any alcoholic liquor, drug (including but not limited to, any controlled substance, or any counterfeit or look-alike substance) or intoxicating substance at premises owned, leased or used by the Board of Trustees, District or College, at College-sponsored or supervised activities, except the lawful consumption of alcoholic liquor at an event and location where such consumption is authorized by the Board of Trustees or President, or except for the lawful use of prescription drugs, in any College-owned, leased or used vehicle, while engaged in or going to or from College activities or business; or at any time when the same endangers the health or safety of any employee, student or others.
11. Any student who violates any state, federal, or municipal law, whether specifically covered in this document or not, while on property owned or controlled by the College shall be subject to College disciplinary action for said offense. The adjudication of such violations may proceed independently of state, federal, or municipal agencies.
12. Students are not to disregard the reasonable directive, verbal or written, of a College official. Students are not to obstruct a College official in the carrying out of their assigned duties.
13. Students are not, while on property owned or controlled by the College, to engage in the following: gambling; unlawful or unauthorized use of College telephones and computers; unauthorized canvassing or solicitation; using, possessing, or making or causing to be made, any key(s) for any College building, room, or facility - except as authorized; or production of sound through amplification or other means that unreasonably disputes or disrupts the peace of others.
14. Students are not to post, affix or otherwise attach writing or printed materials (i.e., posters, signs, handouts, brochures, handbills, pamphlets, etc.) on College property or premises, including but not limited to trees, shrubbery, land, buildings, vehicles. These materials, except where such is a non-approved solicitation for sale in a commercial venture, may be posted on any bulletin board in or outside of College buildings, as designated for such use by a College official.
15. Students are not to engage in any form of academic dishonesty. Examples of academic dishonesty include, but are not limited to, plagiarism, alteration of records, and unapproved use of artificial intelligence. Plagiarism is the knowing use, without appropriate attribution, of the published ideas, expressions, or work of another, including use of generative artificial intelligence, with intent to pass such materials off as one's own. Any student who knowingly assists another student to engage in academic dishonesty is also guilty of academic dishonesty. Specific classroom procedures may vary from course to course; students are responsible for understanding and following all policies related to academic dishonesty and plagiarism.
16. Students are required to identify themselves and provide identification when requested by a College official.
17. College-owned or -operated computing resources are provided for use by students to support their academic pursuits. As such, students are expected to use these resources appropriately. Actual or attempted theft or other abuse of computer resources include, but is not limited to:
 - Unauthorized entry into a file to use, read, or change the contents or for any other purposes.
 - Unauthorized transfer of a file.
 - Unauthorized use of another individual's identification and password.

- Use of computing facilities to interfere with the work of another student, faculty member or college official.
- Use of computing facilities to interfere with normal operation of the college computing system.
- Knowingly causing a computer virus to become installed in a computer system or file.
- Accessing inappropriate sites as defined in the John Wood Community College Computer Usage Guidelines.

College students are also expected to abide by all reasonable rules and regulations pertaining to student conduct on any campus or premises owned, leased, or used by the Board of Trustees, District or College at College-sponsored or supervised activities. Students who do not comply with these conduct standards are subject to disciplinary action as is determined by the Dean of Students in conjunction with other College officials when necessary.

Title IX

The College supports all State and Federal regulatory acts. The following are the leaders in their respective areas: Rachel Hansen, Title IX Coordinator, 217.641.4300; Teresa Bertelli, ADA/504 Compliance Officer, 217.641.4345; Amy Baker, Affirmative Action Officer/Deputy Title IX Coordinator, 217.641.4241.

The College has an approved Equal Opportunity, Harassment, and Nondiscrimination Policy and Procedure for Equity Resolution. Upon receipt of a report, the Title IX Coordinator will analyze the report to determine the appropriate method for processing and reviewing. For any report alleging sexual harassment, as defined under Title IX, and/or alleging sexual violence, domestic violence, dating violence or stalking pursuant to the Preventing Sexual Violence in Higher Education Act, the Title IX Coordinator will promptly contact the person alleged to be the complainant to:

1. Discuss the availability of supportive measures.
2. Consider the complainant's wishes with respect to supportive measures.
3. Inform the complainant of the availability of supportive measures with or without the filing of a formal complaint.
4. Explain the process for filing a formal complaint.

Student Grievances

The College encourages students to bring legitimate grievances or problems to the attention of the administration in order to promote efficiency and contribute to the productive and wholesome educational atmosphere (Board Policy 419: Student Grievance). More information may be found on our website at www.jwcc.edu/student-resources/grievances or by contacting the Dean of Student Affairs office.

Behavioral Intervention Team

The Behavioral Intervention Team (BIT) is a multidisciplinary team that serves six major functions for the college:

1. Provide consultation and support to employees by assisting students who display concerning or disruptive behavior.
2. Gather information to assess situations involving students who display concerning or disruptive behavior.
3. Recommend appropriate intervention strategies or disciplinary sanctions.
4. Connect students with available campus and community resources.

5. Monitor ongoing behavior of students who have displayed disruptive or concerning behavior.
6. Provide training and education to the campus community about BIT procedures.

The overall goal of the BIT is to promote a safe college environment for all students and employees focused on student learning and student success. By encouraging all members of the campus community to report behaviors that are concerning, the BIT will be able to reach out to students to intervene, provide support, and connect them with available resources. The BIT asks that the campus community report questionable, suspicious, or inappropriate behavior that may be displayed through a student's appearance, spoken or written words, or specific actions.

Summary of Civil and Criminal Penalties for Violation of Federal Copyright Laws

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or statutory damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For "willful" infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504, 505.

Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense.

Intercollegiate Athletics

JWCC's intercollegiate athletic program is consistent with the College's overall philosophy and objectives. Focusing on the College's core values, the individual programs work toward teaching team members the importance of learning in a competitive environment, striving to reach the highest standards of student-athlete excellence, being part of a team that excels on accountable behavior, and maintaining integrity and respect for the academic and athletic opportunities provided. The college currently offers eight competitive intercollegiate sports, men's basketball, men's baseball, men's soccer, women's basketball, women's softball, women's soccer and women's volleyball. Each student-athlete is required to have their own primary insurance plan before using the secondary plan that is offered by the college.

Student Housing and Insurance

John Wood Community College does not offer on-campus housing or primary insurance programs for students. Student life activities are not covered by College insurance; however, a secondary insurance plan is accessible for student-athletes to cover injuries sustained while participating in intercollegiate athletics. The College can help to answer questions and facilitate with community resources to resolve these needs.

Campus Police Department

Reporting Crimes and Emergencies: To ensure a safe and secure campus environment, all JWCC students and employees are expected to report any and all suspected criminal activity or emergencies by calling Campus Police at ext. 4949 or 217.641.4949. If the report requires emergency services (i.e., local police, fire, EMS), also call 911. A

campus police officer will respond promptly to any and all reports of criminal activity and emergencies.

For more information on Campus Police services and programs, please review the website at www.jwcc.edu/student-resources/campus-police or call the Campus Police office at 217-641-4291.

Parking

Visitor parking spaces are reserved for JWCC visitors only and should not be used by current JWCC students.

Smoking

In accordance with Board of Trustees policy and the Illinois Smoke Free Campus Act, smoking and the use of tobacco products is prohibited on all college property, with the exception that smoking is permitted in non-college, privately owned vehicles that are traveling through or parked on campus property.

Firearms

Possession of or the keeping of any firearm, ammunition, explosive device, or other weapon on College-owned or -controlled property is strictly prohibited by state law and the college, with limited exceptions outlined in the Illinois Firearm concealed Carry Act.

FINANCIAL INFORMATION AND FINANCIAL AID

Tuition and Fees*

Tuition for in-district students for 2024-2025 is \$170 per semester credit hour, which includes a universally assessed fee of \$16/credit hour for institutional services and a universally assessed \$5/credit hour technology fee. This rate is subject to review and change annually by the JWCC Board of Trustees. In-district tuition and fees for a full-time student for nine months usually range from \$4,080 (12 hours per semester) to \$5,440 (16 hours per semester) depending on how many semester hours a student takes. Additional course fees and program fees may apply.

Health, safety, or other circumstances may warrant schedule or class modality changes. John Wood Community College reserves the right to provide alternative course arrangements including, but not limited to, online classes and to revise class schedules to maintain safety of our students and campuses. Students may experience fee changes due to schedule modification which is the responsibility of the student to pay.

A student is in the John Wood Community College District if he or she resides in one of the following high school districts: Bluffs, Brown County, Central, Griggsville- Perry, Liberty, Meredosia-Chambersburg, Payson, Pikeland, Pleasant Hill, Quincy, Southeastern+, Unity or Western.

Out-of-District Residents: The John Wood Community College Board of Trustees has established a tuition rate for out-of-district residents. Tuition for 2024-2025 is \$290 per semester credit hour, which includes a universally assessed fee of \$16/credit hour for institutional services and a universally assessed \$5/credit hour technology fee. This rate is subject to review and change annually by the JWCC Board of Trustees. A complete residency policy may be obtained from the Admissions Office.

Special Rates for Out-of-District Students: Individuals who are employed at least 35 hours per week by an entity located in the District or who are attending another educational institution within the District will be charged in-district tuition with the approval of the Dean of Student Affairs.

Senior Citizens: The College will waive tuition for JWCC District students 65 years of age or older enrolling in credit courses who prove age with photo ID and whose annual

household income is less than the threshold amount provided in Section 4 of the “Senior Citizens and Disabled Persons Property Tax Relief and Pharmaceutical Assistance Act” provided that available classroom space exists and tuition-paying students constitute the minimum number required for the course. Requests for a waiver must be made to the Dean of Student Affairs prior to the start of classes. For the purpose of this waiver, age shall be determined as of the date of the first day of scheduled classes for the course.

Blended Courses: The fee for internet/face-to-face courses (50% of course delivered through lecture/seminar format, supplemented by online components) is \$10 per credit hour.

Internet Courses: An additional fee for Internet (online) courses for 2024-2025 is \$30 per credit hour.

+Residents of the former Plymouth School District reside in the Carl Sandburg College District.

*NOTE: TUITION RATES AND FEES ARE SUBJECT TO CHANGE WITHOUT NOTICE. FOR A CURRENT LIST OF TUITION AND UNIVERSAL FEES, PLEASE REFER TO THE JWCC WEBSITE OR CURRENT CLASS SCHEDULE.

Institutional and Administrative Fees (2024-2025)

CLEP Test.....	CLEP fee plus \$30 admin. fee
CNA Program Fee.....	\$100
Credit for Prior Learning Fee	\$35 per credit hour
Diesel Technology Program Fee.....	\$250 per semester
Placement Testing Fee.....	\$15
Graduation Fee	\$35
Institutional Services Fee	\$16 per credit hour
International Admission Processing Fee	\$150
Laptop Rental Fee	\$80 per semester
Late Payment Fee.....	\$75
Student Success Center Fines	Varies; posted in Student Success Center
Nursing Program Fee assessed each term,	ranges from \$1,508-\$1,820 by term
Nursing Program Admission Assessment Exam:	
HESI A2 Exam	HESI fee plus \$10 admin. fee
Online Delivery Fee.....	\$30 per credit hour
Blended Course Fee.....	\$10 per credit hour
Open Learning Course Fee	\$10 per credit hour
Parking, Traffic and Smoking Fines Varies;	Posted in Campus Police Department
Proficiency Exam Fee.....	\$35 per credit hour
Returned Check Fee.....	\$25
Surgical Technology Program Fee	\$500 per semester
Technology Fee	\$5 per credit hour
Transcript Fee (in-person request for 24 hour pick-up).....	\$10 per transcript
Transcript Fee (online)	\$8 each
(plus any additional Clearinghouse processing fees for special request)	
Transcript Rush Fee.....	\$15 plus courier cost
(Rush Process or when mailed outside continental U.S.)	
Truck Driving Program Fee	\$2,780

Other Costs

In addition to the previous listed costs, students should allow additional funds for books and supplies as well as transportation and housing expenses. Some career/technical programs require additional purchases, such as uniforms, special tools or equipment.

When Are Fees Due?

Fees are payable on or before the date specified as the fee payment date for each term. Students may pay with cash, check, money order, or credit card (VISA, MasterCard, American Express or Discover), or they may inquire about the interest-free monthly payment option available. Failure to pay registration fees on time may result in AUTOMATIC WITHDRAWAL and will result in a late fee assessment. All fees are subject to change without notice; for a current list of tuition and universal fees, please refer to the college website or current class schedule. Veterans, see Financial Aid Section III regarding payment.

Beginning August 1, 2019, John Wood Community College will not take any of the four following actions towards any student using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill (Ch. 33) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while their payment from the United States Department of Veterans Affairs is pending to the educational institution:

- Prevent their enrollment;
- Assess a late penalty fee;
- Require they secure alternative or additional funding;
- Deny their access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students will be required to:

- Produce the VA's Certificate of Eligibility by the first day of class;
- Provide written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies (see our VA School Certifying Official for all requirements).

Students in Debt to the College:

Students who are in debt to the College will not be permitted to register for additional classes at the College until the debt is cleared. Students who experience a physical or financial hardship that must withdraw from classes should work through the Dean of Student Affairs Office to document the hardship that is causing the withdrawal within 30 days of their withdrawal process. This will be taken into consideration when enrolling in future terms. Under the Student Debt Assistance Act (110 ILCS 66), the College will provide an official transcript of a current or former student regardless of an unpaid debt to the College.

Students Wishing to Drop Course(s)

The following outlines the parameters for students wishing to drop a course. It is the student's responsibility to ensure the drop of a class within these parameters. The student must drop courses through their Academic Success Coach. It is important to note that a schedule change may affect awarded financial aid, resulting in a balance owed to the College. Students should check with the Financial Aid Office before dropping classes. Once a drop is executed, the decision is final.

Refund Policy

Credit Courses: Refunds of tuition and fees will be made to students dropping a course within the parameters set forth in the "Students Wishing to Drop A Course" section. In the event that a course is canceled, a 100% refund of tuition and fees pertaining to that course will be made to the student. It normally takes three weeks to process

refunds. Any questions regarding refunds may be addressed to the Business Office by calling 217.641.4202.

Student Leave Policy

If health or other unique circumstances make it difficult for a student to successfully continue their classroom engagement at John Wood Community College the student may request a leave of absence for up to six consecutive terms (Fall, Spring, Summer). Students granted leave of absence will not be required to reapply to the college and will retain their academic standing established during the term prior to the start of the their leave of absence. Leaves of absence under this policy are determined by the Student Leave of Absence Success Advisory Group and under the supervision of the Dean of Student Affairs. This policy adheres to the Return to Title IV (R2T4) process, ensuring compliance with federal regulations and transparency regarding any financial implications for the student.

FOR COURSE LASTING

	Greater than 8 weeks	8 weeks or less, but greater than 2 days	2 days or less
Refund*	Friday noon, second week of class	5 business days after start of class	5 business days prior to start
Withdrawal (W or WI)^	by 75% of course	by 75% of course	N/A

*Not included on permanent academic record. Allow three weeks for a refund to be issued.

^Included on permanent record but not calculated into GPA.

Financial Aid

In order to qualify for federal student financial assistance a student must be officially enrolled. A student must be a high school graduate seeking an aid-eligible certificate or associate degree or be enrolled in a baccalaureate transfer program.

Degree seeking students should complete and submit an annual Free Application for Federal Student Aid (FAFSA). John Wood Community College will receive the results of the student’s application if the student indicated JWCC’s code of 012813 in the filing process. In response to this application the student will receive a Student Aid Report (SAR). The SAR should be reviewed for accuracy and retained for the student’s records.

Students are encouraged to complete the FAFSA as soon as the application is available.

FAFSA Application	Attending	Application Open Date	Tax Information
2025-2026	fall 2025 spring 2026 summer 2026	December 1, 2024	2023 tax information
2026-2027	fall 2026 spring 2027 summer 2027	October 1, 2025* *pending approval	2024 Tax Information

The application is available online at <https://studentaid.gov>. The priority filing date for JWCC students to submit the FAFSA is as soon as the application opens each year but

at a minimum eight weeks in advance of the term of enrollment. By checking the student Blazer Net account, students will be aware of all outstanding documents needed to complete the FAFSA process. Students and their families are encouraged to contact the Financial Aid Office for assistance by calling 217.641.4333.

Payment arrangements for student accounts must be made a week prior to the start of classes. If financial aid is not filed and resolved, the student must make payment arrangements. Students should contact the Business Office at 217.641.4207 for payment options.

Student Online Access to Records (SOLAR) - Financial Aid

Students with an active Blazer Net account can view awards, outstanding document requirements, and Satisfactory Academic Progress standing and accept Terms and Conditions. Each year, students seeking to use financial aid must accept the "Terms and Conditions" and complete any outstanding requirements to receive Title IV or state awards.

Limitations to Eligibility

The following limitations apply to all federal Title IV financial aid programs:

1. Federal aid may be paid only for courses required for the JWCC degree or certificate. Once degree requirements are met, the student is no longer aid eligible.
2. A student may receive federal aid for a maximum of 30 semester credit hours of developmental coursework.
3. Repeated Courses: Financial aid may pay for the repeat of coursework to improve an earned grade of "F". Students repeating a course with an earned grade of "D" will qualify for financial aid to repeat the course one time only.
4. Max Hours: The maximum hours for which a student may be aid eligible is 150% of the credits required for his/her program. Please review the Satisfactory Academic Progress (SAP) section of the catalog for more details.

Financial Aid Programs

I. Federal Government

- Federal Pell Grant (PELL): The Federal Pell Grant is the foundation program of federal student assistance. It is awarded to students on the basis of financial need and does not have to be repaid. Funds received from the Federal Pell Grant may be used for all legitimate educational expenses, including tuition, fees, books and related living costs. There is a maximum amount of Federal Pell Grant funds you can receive over your lifetime. You can receive the Pell Grant for no more than 12 terms or the equivalent (roughly six years) or 600%. This is called the Federal Pell Grant Lifetime Eligibility Used (LEU).
- Federal Supplemental Educational Opportunity Grant (SEOG): The SEOG is awarded to students with exceptional need and the amounts will vary by enrollment status.
- Federal Work-Study Program (CWS) Part-time jobs are available to JWCC students who qualify. These include a limited number of clerical, secretarial, and maintenance positions. CWS students typically work eight to ten hours per week.
- Federal Direct Loans (Subsidized and Unsubsidized): This is a loan program whereby students may borrow money for educational expenses. The interest rate will change on July 1 of each year. Repayment of principal begins six months after the student either graduates or ceases to be enrolled at least half time (minimum of six credits per term).

To apply for a Federal Direct Loan, students should follow our online loan process at the financial aid section of the College's Website. Applicants must have FAFSA results on file in the Financial Aid Office to apply for a Direct Loan.

The combined amount that dependent students may borrow from both the subsidized and unsubsidized loan programs is \$5,500/year (\$2,750/semester) for freshmen (0-27 earned hours) and \$6,500/year (\$3,250/semester) for sophomores (28+ earned hours). These amounts may vary based on the amount of other financial aid and the amount of credit hours the student is taking.

The combined amount that independent students may borrow from both the subsidized and unsubsidized loan programs is \$9,500/year (\$4,750/semester) for freshmen (0-27 earned hours) and \$10,500/year (\$5,250/semester) for sophomores (28+ earned hours). These amounts may vary based on the amounts of other financial aid and the amount of credit hours the student is taking.

The maximum for subsidized loans cannot exceed \$3,500/year (\$1,750/semester) for freshman and \$4,500/year (\$2,250/semester) for sophomores.

Since all loans must be repaid, students are urged to approach borrowing with extreme caution. The Federal Direct Loan program provides an excellent means of obtaining needed funds for educational expenses, but these funds become a debt which must be included in the borrower's future financial planning.

- **Iraq and Afghanistan Service Grant:** For students who are not Pell-eligible due only to having less financial need than is required to receive Pell funds; whose parent or guardian died as a result of military service in Iraq or Afghanistan after the events of 9/11; and who, at the time of the parent's or guardian's death, were less than 24 years old or were enrolled at least part-time at an institution of higher education. Eligibility is determined by the Department of Education and the school is notified.

Return of Title IV Financial Aid Funds

JWCC is required to determine earned and unearned portions of Title IV aid awarded to students as of the date the student ceased attendance within a period of enrollment (per term). Funds will need to be paid back if a student fails to complete 60% of the term or if modules are not completed successfully.

Withdraws may be initiated by a student's instructor. JWCC defines last date of attendance as one of the following:

1. The date that the student began the College's withdrawal process or officially notified the College of his/her intention to withdraw;
2. JWCC will, as a general rule, use the standard 50% of the term as the last date of attendance for unofficial withdrawals (including zero earned credits) unless a later date of withdrawal can be documented by the institution.

Federal student financial assistance is earned on a per diem basis up to the 60% point in the semester. Title IV funds that are required to be returned are done in the following order: Unsubsidized Direct Loans, Subsidized Direct Loans, Direct Plus Loans, Pell, Supplemental Educational Opportunity Grants (SEOG), and Iraq and Afghanistan Service Grant.

The student is responsible for returning any unearned funds disbursed directly to him/her. A copy of the worksheet used to calculate the return of funds to Title IV programs may be obtained from the Financial Aid Office.

If a student did not receive all of the funds earned, the student may be due a post-withdraw disbursement. Earned grant funds will automatically be disbursed to the student account within 45 days. If the post-withdraw disbursement included loan funds creating a credit balance, a student may choose to decline the loan funds so that the student does not incur additional debt. Students will receive notification within 30 days of potential post-withdrawal loan disbursement including a requested response within 14 days. JWCC

may automatically use all or a portion of the post-withdraw disbursement (including loan funds, the student accepted for tuition, fees, and books). For all other school charges, JWCC needs the student's permission to use the post-withdraw disbursement to reduce their debt at the school (JWCC asks for this permission from the student during the enrollment process). Any credit balance is disbursed as soon as possible or no later than 14 days after the calculation of return to Title IV.

A student who remains enrolled beyond the 60% point earns 100% of Title IV aid for that semester. A student who owes an overpayment to Title IV is ineligible for additional funding until the overpayment is fully repaid.

II. State Government

- **Monetary Award Program (MAP)**

The Monetary Award Program makes awards to students on the basis of financial need. Applicants must be Illinois residents attending Illinois schools. The awards apply to tuition, universal fees, and course delivery fees, and the funds are paid to the College on the student's behalf. Both full and partial awards are made, depending on need. The RISE Act removed the 75-hour cap on Monetary Award Program (MAP) paid credit hours for freshmen and sophomores as of January 1, 2020. The overall maximum of 135 MAP paid credit hours remains in effect. Application for the MAP is made when completing the FAFSA form by the applicable deadline. It is recommended a student file the FAFSA as soon as the application opens. To learn more about MAP, visit www.isac.org where a student can view Rights and Responsibilities of accepting funds.

- **Grant Programs for Dependents of Police/Fire/Correctional Officers**

The application is available to print on the www.isac.org website. In order to receive full-year consideration, an application must be received on or before October 1 of the academic year for which grant assistance is requested. For spring-term and summer-term consideration, the deadline is March 1. For summer-term consideration only, applications must be received on or before June 15. Applications received by ISAC after these deadline dates will be processed only for subsequent terms, with June 15 as the final date of acceptance for the summer term.

Retention of Illinois Students & Equity (RISE) Act and Alternative Application for Illinois Financial Aid

The Retention of Illinois Students & Equity (RISE) Act allows eligible undocumented students and transgender students who are disqualified from federal financial aid to apply for all forms of state financial aid. The Alternative Application for Illinois Financial Aid provides a pathway for these qualified students to apply for Monetary Award Program (MAP) grants, the state's largest need-based grant program for low-income college students. To accommodate RISE Act-eligible students (both undocumented and transgender students), an online application for MAP grants is available. Instead of completing the FAFSA to begin the MAP application process, these students may be eligible to complete the Alternative Application for Illinois Financial Aid. The data from the application will be used to calculate an Student Aid Index (SAI), which is used in determining a student's MAP eligibility. The application, patterned after the FAFSA, is accessible to students at the following: <https://studentportal.isac.org/en/alternativeapp>.

III. Awards for Veterans

Federal Veterans' Benefits

JWCC is approved as an eligible institution for the instruction of veterans, reservists and dependents under Title 38, United States Code programs by the Illinois State Approving Agency. Anyone who thinks he or she may be eligible for benefits may obtain information and application forms through Records and Registration. To be eligible for benefits, students must be enrolled in an eligible program, attend classes regularly and make satisfactory progress toward their educational goal. This means that a satisfactory GPA must be maintained and that the courses in which the student is enrolled will "reduce the number of credits needed to graduate or complete the program." Veterans must see Records and Registration each semester prior to the start of classes to complete application and other forms.

- **Illinois Veterans' Grant**, this award will pay the full in-district tuition for Illinois veterans attending JWCC part time or full time. Any veteran who entered the armed forces as an Illinois resident and who served at least 12 months and returned to the State of Illinois within six months of separation may qualify for the Illinois Veterans' Grant. A copy of the discharge papers, DD-214, and proof of state residency must accompany the application for the award. Full information and application forms may be obtained from Records & Registration.
- **Illinois National Guard Grant**

This award applies to tuition charged for attending JWCC part time or full time. Eligibility requires that the recipient must be a member of the Illinois National Guard for at least one year and must continue to be a member for the duration of the grant. Veterans must go online to complete an application at www.isac.org.

- **US Department of Veterans Affairs Benefits**

Any veteran who thinks they may be eligible for federal benefits may obtain information through the JWCC Veterans Representative with application made through GI Bill® federal website. To maintain eligibility, students who are veterans must be enrolled in an eligible program, attend classes regularly, and be making satisfactory academic progress. Students who wish to use veterans' benefits while at the College must complete a Veterans Benefit Form each semester. This form is available in the Financial Aid/Records & Registration Offices.

The US Department of Veterans Affairs offers eligible students up to 36 months of educational assistance through the Montgomery GI Bill®. Education benefits are available for training of students under the following categories (chapters):

Chapter 30 – Montgomery GI Bill® – Active duty service person

Chapter 35 – Survivors' and Dependents' Educational Assistance Program

Chapter 1606 – Montgomery GI Bill® – Selective Reserve

Reserve Educational Assistance Program (REAP)

Veteran Readiness and Employment (VR&E)

Post-9/11 Veterans Educational Assistance Act

More information about education benefits offered by VA is available at the official U.S. government website at www.benefits.va.gov/gibill. Students who live outside of the JWCC district (out-of-district or out-of-state) and utilize Federal Post 9/11, Chapter 30, Chapter 31, or VA Veteran Readiness and Employment (VR&E) benefits under the Veteran's Education Assistance Act of 2008 will be charged in-district tuition in accordance with Illinois House Bill 2353.

- How to Minimize Debts

Generally, VA cannot pay for:

Courses you do not attend.

Courses from which you withdraw.

Courses you complete but receive a grade which will not count towards graduation.

When your school submits changes to your enrollment information, VA must create debts for the amounts paid that are no longer due. VA will create the debt against **you and /or your school** for these benefits. You may also owe money to your school when you drop classes or withdraw from school. **You must promptly notify your school's veterans certifying official and VA when there is any change in your enrollment.** This will help minimize your debt. For additional information regarding debts, please visit: https://www.benefits.va.gov/gibill/resources/education_resources/debt_info.asp.

- VA Work study

A limited number of part-time positions is available on campus to students who are using VA programs. This program is not affiliated with campus or Federal Work Study programs.

- Veterans

Beginning August 1, 2019, John Wood Community College will not take any of the four following actions towards any students using U.S. Department of Veterans Affairs (VA) Post 9/11, GI Bill® (Chapter 33) or Veteran Readiness and Employment (VR&E) benefits. While their payment from the US Department of Veterans Affairs is pending to the educational institution:

- Prevent veterans enrollment;
- Assess a late penalty fee to;
- Require they secure alternative or additional funding;
- Deny their access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for the provision, such students will be required to:

- Produce the VA's Certificate of Eligibility by the first day of class;
- Provide written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies (see VA School Certifying Official for all requirements).

IV. Local Financial Aid

- Institutional Scholarships

There are institutional scholarships available. Specialized scholarships can be found in athletics, performing and visual arts areas.

These scholarships pay full or partial cost of in-district tuition and universally assessed fees for selected students. Students may enroll in up to 32 credit hours in an academic year (16 credit hours per academic semester). Scholarships are for one year and renewal is based on performance outcomes (i.e. grade point average and participation in specific campus activities and events). Each scholarship has requirements outlined at the time of scholarship offer and acceptance.

The College also awards a limited number of Presidential Scholarships each year based on competition participation.

Information about these scholarships may be found at www.jwcc.edu/admissions/money-matters.

- General Scholarships and Awards

JWCC provides a number of opportunities for students interested in obtaining scholarships for specific program areas. Some of these awards, which are contingent upon various criteria, include assistance in agriculture, computer science, and health sciences. Other scholarships are also available but may vary from year to year in terms of level of awards, academic achievement, and area of residency. For more information, contact the JWCC Foundation Office or view the full listing of JWCC Foundation scholarships at www.jwcc.edu/admissions/money-matters.

- Area Scholarships, Grants and Loans

Several business, professional, and service organizations award scholarships to qualifying students. These awards are need and non-need based and/or merit based. Examples are the Quincy Service League and Altrusa International. Some scholarships exist with local employers of students or their parents. Amounts vary by scholarships, as do the application processes.

Statement of Satisfactory Academic Progress

The federal government requires that the Financial Aid Office of John Wood Community College (JWCC) monitor the academic progress of all applicants for student financial aid. This regulation requires that the College establish a Satisfactory Academic Progress policy that includes both a pace (quantitative) and a qualitative measure of progress. In compliance with these regulations, the College has adopted the following policy in regard to all state and federal financial aid eligibility. Satisfactory academic progress is evaluated at the end of each in-person semester.

Pace (Quantitative) Measures

Consistent progress toward the degree or certificate shall require that no less than 67% of all attempted coursework be successfully completed. This is a cumulative requirement and will be checked at the end of every term of enrollment. Students failing to meet this 67% cumulative threshold will be placed on financial aid warning. If student is already on warning, then they will be placed on suspension.

EXAMPLE: To meet the minimum completion rate of 67%, a student who has attempted 28 cumulative credit hours at JWCC must have successfully completed (earned) a minimum of 19 of those 28 hours (all calculations are rounded up).

Qualitative Measure

All students are required to meet a minimum cumulative grade point average as determined by the following chart:

1. Up to 19.5 hours of coursework attempted 1.51
2. 20.0 – 29.5 hours of coursework attempted 1.60
3. 30.0 – 39.5 hours of coursework attempted 1.75
4. 40.0 – 49.5 hours of coursework attempted 1.85
5. 50.0 or more hours of coursework attempted 2.00

The maximum attempted hours for which a student may be aid eligible is 150% of the credits required in his/her program. In determining credit hour limits, it is important to note the following:

Credit hours transferred from other schools that are accepted toward completion of your JWCC program count as hours attempted and hours completed. However, transfer credit hours are not included in the calculation of your grade point average; If you change majors, the credit hours taken under all majors will be included in the calculation of the attempted credit hours total, the GPA calculation and the maximum time frame for degree completion.

Pace and Qualitative Considerations

Attempted credit hours include the following whether or not paid for with financial aid: Earned Hours (Grades of A-D), Withdrawal (W, WI, WA, WB), Failure (not a passing grade)(F), Incomplete (I, RD), and Pass/Fail (P/F).

Withdrawal from Courses: If you withdraw (“W/WI”) from a course during the semester, after the census date, the course credit hours will be added to your attempted credit hours total.

Incomplete Courses: Credit hours for incomplete courses (“I” (incomplete), “RD” (in progress)) are included in the calculation of your attempted credit hours total, but not in the calculation of your GPA. Until updated with grade change, they count as 0 points in GPA. When a grade change is submitted through the Registrar’s Office the GPA calculation is updated.

Pass/Fail Courses: Credit hours for pass/fail courses are included in the calculation of your attempted credit hours total, but not in the calculation of your GPA.

Remedial Coursework: Credit hours for remedial classes are counted as attempted hours in determining pace. Remedial courses are included in the calculation of GPA. Non-credit remedial courses are considered transferred in and are counted in attempted hours.

Repeat Coursework: A student who has received a grade of less than a “C” in a course and is repeating that course will have those hours added to the attempted credit hours total. However, for GPA purposes if the second grade is higher than first then the first is excluded in GPA calculation and the second replaces. Additional repeats are counted in attempted hours and GPA calculations.

If a student fails to earn any credit for the term, he or she will be placed on financial aid warning. When the student next enrolls, if he or she once again fails to earn any credits for the term, he or she will be placed on financial aid suspension.

Evaluation of Academic Records

Evaluation of academic records will take place at the end of each in-person semester. Any student not meeting the minimum satisfactory academic progress standards at that time will be placed on financial aid warning. A student is eligible for qualified funding while on warning. If minimum standards of satisfactory progress are not met by the

end of the warning term, the student will be placed on financial aid suspension and no further federal or state student assistance will be available.

A student placed on financial aid suspension is expected to provide for their own educational expenses. Any student placed on financial aid suspension may appeal to the Director of Financial Aid if any of the following apply: death of a relative, an injury or illness of the student, or other special circumstances. All appeals must be put in writing on the Satisfactory Academic Progress (SAP) Appeal form. These forms are available in the Financial Aid Office or online at www.jwcc.edu/financial-aid/forms.

Suspension appeals approved in which a student may potentially meet SAP standard the following term of attendance will result in the student being placed on financial aid probation for the subsequent semester. Probation is for one term only and the student is eligible for qualified financial aid. At the end of the probationary term the student must meet SAP requirements or go back to suspension status.

Suspension appeals approved in which a student will not meet SAP standard the following term of attendance will have an individual academic plan developed. An academic plan will require the student to fulfill certain terms and conditions. He/she will be eligible for qualified funding for that term/semester. He/she will retain eligibility for funding as long as the academic plan is followed. Specific academic advising for all students is provided by the Advising Office. Any changes to the academic plan must be approved in advance by the Director of Financial Aid.

If an exception is not granted under the appeal process, a student may request reconsideration of financial aid eligibility after the student has taken (at their own expense) no less than six credit hours and passed all attempted credit hours with a grade of "C" or better. If the student attempts more than six hours, the student will be evaluated on all attempted credit hours within that term. All coursework involved in the reconsideration request must be taken at John Wood Community College.

Exceptions to the SAP policy will be considered by the Director of Financial Aid on an as-needed basis. The decision of the Director is final.

Consumer Information

Voter registration guidelines to register to vote and participate in the democratic process for all federal and state elections. Sixty days prior to general and special elections for federal offices and elections of the Governor and other chief executives of the State of Illinois, JWCC will make a good faith effort to distribute voter registration information and forms to our enrolled degree-seeking students. Voter Registration Qualifications include: 17 ½ years of age to register, 18 years of age to vote, U.S. Citizen, and Illinois Resident. <https://vote.gov>

Constitution Day and Citizenship Day are observed each year on September 17 to commemorate the signing of the Constitution on September 17, 1787, and "recognize all who, by coming of age or by naturalization, have become citizens." Each educational institution which receives Federal funds is required by law to hold an educational program on the United States Constitution for Constitution Day and Citizenship Day. Watch your JWCC email each year for additional information.

Complaint Process for online Sara (NC-Sara) Higher-education institutions delivering courses by distance education are required to provide the contact information for official entities or agencies within each state designated to handle complaint resolution. States are required by the US Department of Education (34 CFR 668.43(b)) to have a complaint process available to any enrolled or prospective student. JWCC students enrolled in online and distance courses, as well as on-campus courses, should attempt to resolve complaints by following JWCC's Academic Grievance Procedure as outlined in this catalog. If you wish



to file a complaint about the College with its accreditor regarding issues of institutional quality, you may do so by following the instructions on the Higher Learning Commission website: www.hlcommission.org. If the Institution has failed to resolve your issues with an online course, please contact: Student Complaints, Illinois Community College Board, 401 E. Capitol Avenue, Springfield, IL 62701. 1.800.573.4604 or 217.557.2741. For easy access go to www.jwcc.edu/programs/online-learning/online-student-complaint-procedure.

ACADEMIC INFORMATION

Unit of Credit

A semester hour is the amount of credit usually earned by attending a non-laboratory class for fifty minutes a week for 15 weeks. In laboratory courses, one semester hour of credit is granted for every two or three hours of laboratory work. Classes which meet for fewer than 15 weeks will meet more minutes per week for the same amount of credit. This is exclusive of finals week. Course length, credit hours, lecture, lab and clinical may require variations to this definition.

Classification of Students as Freshmen or Sophomores

Students are classified according to the number of semester credit hours or equivalent they have earned. Developmental coursework and on-level coursework taken for credit is included.

Freshman: A student who has earned fewer than 28 semester hours of credit

Sophomore: A student who has earned 28 or more semester hours of credit but who has not received an associate degree

Special: A student who has earned 70 semester hours or more of college credit or has already received a degree

Classification of Students as Full-time or Part-time

For classification purposes, a student will be designated as a full-time student for a given semester if he or she is enrolled for 12 or more semester hours in the semester.

A student is designated as full-time for the summer term if he or she is enrolled for 6 or more semester hours in the summer term. A student who is not full-time is considered part-time.

NOTE: Regardless of the term, Financial Aid calculations are based on the number of approved financial aid hours for the term. Awards are pro-rated based on the enrolled hours. Federal financial aid credit hour classifications are as follows for each term: full-time (12+), three-quarter (9-11), half (6-8), and 5 or below.

Grading System

A grade represents an instructor's evaluation of a student's academic performance in a course and is determined by examinations and other criteria as established by the instructor. Some courses are based on the student's acquiring certain skills or proficiencies. These courses, in which the mastery of the material is paramount, are competency-based and may use a grading scale of A through C, or they, like the College's other courses, may use the grading system below. In either case, each instructor's course syllabus clarifies his/her grading process and student requirements.

Grade	Explanation	Points Awarded Per Credit Hour
A	Excellent	4
B	Above Average	3
C	Average	2
D	Below Average	1
F	Fail	0
P	Pass	0
W	Withdraw	0
W	Withdraw after midterm	0
WV	Course waive	0
AU	Audit	0
I	Incomplete	0

No grade points are given for W or WB (used only up to midterm), WI or WA (used after midterm), F, P, AU, and I. A student's grade point average is not lowered for grades of W, WI, AU, I, or P.

Pass/Fail Grading Option

This option means that rather than being assigned A, B, C, or D, the student will receive either a "P" (Pass) or "F" (Fail). A course taken on a pass/fail option will not affect the student's grade point average if the student receives a "P"; however, an "F" will affect the student's grade point average the same as an "F" received for a course taken on a non-pass/fail option. Students are expected to remain engaged and complete all coursework. The student should initiate this discussion with their Success Coach to discuss consequences for accepting a pass/fail grade. Final approval for drop/add grades is granted by the Registrar's Office. A student may take a course "pass/fail" by receiving permission no later than the drop/add period. Once a decision has been made, it cannot be changed after that period has passed. No more than 10 percent of program requirements in degree or certificate programs can be taken as pass/fail.

Determining the Grade Point Average

To determine the grade point average (GPA), multiply the number of grade points for each grade received by the number of semester hours for that course. Then divide the total number of points by the total number of semester hours attempted, excluding courses with W, WI, P, I, and AU grades.

Academic Honors

JWCC issues a President's List after each fall, spring, and summer term. The list indicates (1) a full-time student must be enrolled for 12 or more credit hours and must earn a grade point average of 4.0 (straight A's) for the current term. (2) A part-time student must have accumulated at least 15 semester hours, be enrolled for fewer than 12 credit hours during the current term and have a grade point average of 4.0 for the current term.

JWCC issues a Dean's List after each fall, spring, and summer term. The list indicates (1) full-time student must be enrolled for 12 or more credit hours and must earn a grade point average of 3.5 or higher for the current term. (2) A part-time student must have accumulated at least 15 semester hours, be enrolled for fewer than 12 credit hours during the current term and have a grade point average of 3.5 or higher for the current term.

Associate degrees will be granted with the distinction of Honors, High Honors or Highest Honors to candidates of superior academic achievement. A student with a cumulative grade point average of at least 3.85 in all their college courses will be graduated with Highest Honors; a student with an average of at least 3.50 but less than 3.85 will be graduated with High Honors; a student with an average of at least 3.25 but less than 3.50 will be graduated with Honors. In certificate programs all students with at least a 3.50 grade point average will be graduated with Excellence.

Academic Honor Societies

PTK, an international honors organization with more than 900 chapters, recognizes academic achievement at community college campuses. The Alpha Tau Gamma chapter of John Wood was chartered in 1991. At JWCC, PTK has the following membership requirements: A student must have completed twelve semester hours of associate degree work, maintain a minimum cumulative GPA of 3.5, and be currently enrolled in classes at JWCC. Students are inducted at ceremonies held semi-annually. These students are specially recognized at graduation and are eligible to wear approved academic regalia. For more information, contact the Success Coach at PTK@jwcc.edu.

Other departmental societies may exist on campus.

Auditing Courses

A person may audit a course with approval from the Registrar. To seek approval, the person should initiate the audit discussion with an Success Coach in the Advising and Retention Office with final approval through the Registrar's Office. The request must be received prior to the end of the add/drop period and cannot be changed after the add/drop period. No credit is recorded for an audited class. A student auditing a course is subject to availability in that course. Students taking the course for a grade will be given preference in terms of availability. Tuition is the same as credit bearing courses if audited.

Release of Transcripts

Under the Student Debt Assistance Act {110 ILCS 66}, the College will provide an official transcript of a current or former student regardless of an unpaid debt to the College.

Student requests include:

- (A) complete a job application.
- (B) transfer from one institution of higher education to another.
- (C) apply for State, federal, or institutional financial aid.
- (D) join the United States Armed Forces or Illinois National Guard; or
- (E) pursue other postsecondary opportunities.

Appeal of Final Grade

- A student who wishes to appeal a final grade must do so within 30 days after the grade is posted. The student is encouraged to first meet with the faculty member. Every attempt should be made to resolve the grade concern with the faculty member.
- If the student is not satisfied after consulting with the faculty member, he or she may next appeal to the appropriate academic dean. The dean will meet with the faculty member and the department chair to review the appeal. The dean will notify the student in writing of the dean's decision.
- If the student still is not satisfied with the grade assigned, he or she may appeal the decision to the Vice President of Academic and Student Affairs for further review. The Vice President of Academic and Student Affairs will review the appeal and communicate the decision to the student in writing. The action of the Vice President of Academic and Student Affairs is final.
- This process will be accomplished in a timely manner and within one semester of the posting of the grade.
- Final decisions as outlined above will be communicated to the Registrar to be included on the student's permanent academic record.

Student Initiated Withdrawal from Courses

In general, a student who enrolls for, pays for, and attends a course remains officially enrolled for that course and is entitled to a final grade unless the student withdraws from the course. Withdrawal from a credit course is allowed until seventy-five percent of the course is completed. Students who wish to withdraw should first visit with their academic Success Coach. A withdrawal will not impact a student's grade point average.

Withdrawal from a credit course can be processed with the Advising Office or through a student's Blazer Net account. At this time, total withdrawals using the Blazer Net system are not available. It is appropriate to confirm your withdrawal with the Advising Office and Financial Aid Office prior to the last day to withdraw if you have any question about your withdrawal. Students who fail to withdraw officially from a course may receive the final grade they have earned, perhaps an "F".

If students withdraw from a course during the first 10 days of the semester, for courses lasting longer than eight weeks, that course does not appear on their permanent academic record. For terms eight weeks or less, this drop period is only five days. (NOTE: The College issues tuition and fee refunds per the refund policy outlined in the Financial Information section.) Students who withdraw after the tenth day of the semester but before the midterm will receive a W (withdrawn) recorded on their permanent records for that course. Those who withdraw after the midterm date for the course but before the last day to withdraw (see Last Day to Withdraw, below), receive a WI designation (withdrawn after midterm) on their record. The W and WI designations are not figured into the student's grade point average.

Last Day to Withdraw

Students may withdraw from a class any time before seventy-five percent of the term has been completed. The specific days to withdraw are available through the Advising and Registrar's offices. The student is responsible for knowing their last day to withdraw for each course. After the last day to withdraw, students are not permitted to drop the course and will receive the final grade they earn.

Administrative Student Drops

The College itself may withdraw students from a course for which they have enrolled:

- The College will withdraw students who have enrolled but have failed to pay their tuition and fees by the payment due date. In this event, the course does not appear on the permanent record after withdrawal.
- The College may withdraw students who have enrolled for a course but who have not attended during the first 10 days of the term, or the first two class meetings for classes that meet once a week, as notified by the instructor. The College issues tuition and fee refunds if appropriate. Again, the course does not appear on the permanent record.
- The Dean of Student Affairs office retains the right to withdraw a student from a course for emergencies or for the purpose of discipline under established rules of procedure. The Dean of Student Affairs will deem the type of withdrawal necessary in each case.
- The College expects students to remain engaged throughout the entire course. Failure to do so will result in the College dropping the student due to lack of engagement. Student engagement is defined as students who are actively pursuing course completion by completing assignments and earning points. While attendance may be a component of student engagement, it cannot serve as the stand alone measure for withdrawing a student. Faculty may have attendance policies within their course syllabus.

Instructional Withdrawal for Lack of Engagement (prior to the 75 percent date of the respective course)

- Courses that are greater than eight weeks in length: Students should be withdrawn after two consecutive weeks of no engagement.
- Courses that are eight weeks or less in length: Students should be withdrawn after one week of no engagement.

Pursuant to the Volunteer Emergency Worker Higher Education Protection Act (public Act 94-957), the College will reasonably accommodate the absence of a student who is a volunteer emergency worker when that absence is caused by the performance of their duties as a volunteer emergency worker. An absence generally will be treated as an excused absence. Students entitled to this accommodation are required to notify the Dean of Student Affairs that he or she is a volunteer emergency worker as defined

by the Volunteer Emergency Worker Protection Act (50 ILCS 748/3) and also the specific emergency agency with which he or she is associated. Any student who believes that he or she has been unreasonably denied such an accommodation may file a grievance with the Dean of Student Affairs who may act on the grievance as considered appropriate under the circumstances.

JWCC also makes reasonable accommodations for students who are members of the active military. Students who are deployed during the middle of a term or who need JWCC assistance in order to fulfill their military obligations should contact the veteran's coordinator. Students are highly encouraged to inform the Dean of Student Affairs of their need for assistance as early as possible so that appropriate accommodations can be made. All notifications of deployment or training are the responsibility of the student. Because trainings are known in advance, students should take these into account when registering. Trainings may or may not receive accommodations.

The University Religious Observances Act (110 ILCS 110) prohibits public institutions of higher education from discriminating against students for observing religious holidays in regard to admission, class attendance, scheduling of examinations, and work. Absence from classes or examinations for religious observance does not relieve students from responsibility of any part of the course work required during the period of absence. To request accommodation, students who expect to miss classes, examinations, or other assignments as a consequence of their religious observance shall provide instructors with reasonable notice of the date or dates they will be absent. Students who believe that they may not have been reasonably accommodated should contact the instructor of the class or the department chair. If the issue is not resolved at the department level, students may petition through the Academic Appeal procedure.

Incomplete (I) Grades

A grade of "I" (incomplete) may be given by an instructor if, in their judgment, in conjunction with the Registrar, circumstances well beyond the student's control for an extended period of time prevented the student's completion of required course work during the semester. When an instructor grants an "I" grade, the instructor will complete a contract (Incomplete Report Form) with the student, specifying the date by which the student will complete the course and indicating the course material that needs to be completed. No such contract may be written with a completion day beyond the end of the immediately following term or 16 weeks after the end of the term in which the "I" was granted, whichever comes later. If the student does not complete the course by the contract completion date, the "I" will be changed to the grade the student would earn without having all the course work completed. Pending incomplete grades could affect enrollment for future semesters for classes requiring the completion of the incomplete course.

Repeating of Courses

A student who has received a grade of less than a "C" in a course may repeat the course one time without being penalized by having the course counted as additional hours attempted. The student will be given the grade earned in the course when it is repeated, as long as that grade is an A, B, C, D, or F (W, WI, AU, or I will not count as repeats under this policy).

Repeating a course will affect the student's transcript as follows: The course and the grade received for that initial course remain on the transcript, with a notation that the course is excluded from counting toward the GPA. The repeated course and grade are also listed. Only the repeated grade is counted when the GPA is determined.



For students repeating a course that was used as part of a previously awarded credential, the credit hours for the repeated course will not be counted in the student's GPA or GPA hours.

Financial aid eligibility for course repeats may be limited. Specific information is given in the Financial Information-Statement of Satisfactory Academic Progress section of this catalog.

Academic Probation, Suspension, and Readmission

A student whose progress falls below minimum requirements is placed on academic probation. If the student has not improved their GPA to meet the minimum requirements at the end of the following semester in order to remove the probation status, the student will be suspended. The student has the privilege of appealing to the Academic Standing Committee for immediate reinstatement. The petition should include descriptions of any extenuating circumstances and a statement of reasons for expecting immediate improvement and quality of academic achievement. The appeal will be reviewed by the Academic Standing Committee and the student will be expected to appear before the committee to ask for reinstatement. The committee, after considering all the information presented, will then reach a decision as to whether the student will be reinstated on probation. If the committee decides the student may not be reinstated, the student may appeal this decision to the Dean of Student Affairs.

A student on academic suspension who wishes to apply for readmission after the lapse of one or more semesters must then follow the procedure described above; however, the petition will be acted upon by the Dean of Student Affairs and may be forwarded to the Academic Standing Committee at the discretion of the Dean of Student Affairs. The petition for reinstatement must be submitted to the Dean of Student Affairs at least two weeks before the semester in which the student wishes to be readmitted. The Dean of Student Affairs may readmit a student on such terms and conditions as the Dean of Student Affairs requires; however, petitions may also be denied.

Minimum Requirements

Each student is expected to make reasonable progress toward their academic goal. A student is considered to be making minimum progress if he or she has grade point averages as follows:

1. Up to 19.5 hours of coursework have been attempted 1.51
2. 20.0 – 29.5 hours of coursework have been attempted 1.60
3. 30.0 – 39.5 hours of coursework have been attempted 1.75
4. 40.0 – 49.5 hours of coursework have been attempted 1.85
5. 50.0 or more hours of coursework have been attempted ... 2.00

Course Load

The maximum credit hour load for which a student may enroll is 18 in a given semester, exclusive of physical education activity, music activity, and guidance courses. Any course repeated for the purpose of an improved grade must count as part of the course load. Individuals considering course loads containing courses scheduled for less than a full semester (e.g., 8-weeks courses, etc.) should consider the expanded weekly time commitment before registering and may be restricted to fewer credit hours. Exceptions to the above must be approved by the Registrar.

A student claiming USDVA benefits must be enrolled in 12 credits per semester or its equivalent in an accelerated term to be considered full time. The VA will pay for enrollment of half-time or greater under Chapters 30, 31, 32, and 35; one-fourth time or greater under Chapter 1106. Veterans eligible for Chapter 33 benefits should contact the

College's Veterans Coordinator. Students receiving federal financial aid must be enrolled in 12 credit hours to be eligible for a full-time award.

DEGREES/CERTIFICATES AND REQUIREMENTS FOR GRADUATION

Degree requirements are listed in this section of the catalog. Up-to-date information is available at www.jwcc.edu. Suggested and required courses for each degree are listed in the program description section of the catalog. Since graduation requirements at universities and colleges vary, the programs of study listed in the catalog are suggested guidelines only. To avoid difficulty in transferring credits to the institution at which the student plans to complete studies, the student should work closely with a JWCC Success Coach as well as the department at the college or university to which the student plans to transfer.

This section of the catalog has a two-fold purpose: to provide limited information about careers that can begin at JWCC and to outline requirements for JWCC degrees and certificates. The description may include opportunities in the field along with a suggested set of courses which will prepare a person for a position of further study in that field. Course descriptions of all JWCC courses are contained in the last section of the catalog.

If a student is interested in a major field which does not appear to be offered at JWCC, that does not mean that the first two years of a four-year degree program cannot be taken at JWCC. For information on other major fields, contact the Director of Advising and Retention.

Planning the Degree Proposal

Each student should complete a degree plan with their Success Coach prior to the FIRST SEMESTER at John Wood Community College. This should outline an academic plan which will meet all of the requirements for the degree toward which the student is working. Also, this academic plan should include the first two years of work in an area of concentration required by a specific four-year institution to which the student plans to transfer (Associate in Arts Degree, Associate in Science Degree, associate in fine arts, or associate in engineering science degree) or should include all the courses required for a major in a technical field of study (Associate in Applied Science Degree).

Program Requirements

Although academic program requirements may change with each edition of the college catalog, **a student may graduate under the current program requirements or any program requirements in effect since the student's first enrollment so long as it is continuous.** However, no student may graduate under program requirements more than five years old without special permission from the program coordinator/director and the Vice President of Academic and Student Affairs. The College automatically exempts from this "five-year" rule only those students who have been continuously enrolled in their programs. (In this context, a student is defined as continuously enrolled in a program when that student successfully completes at least six (6) semester hours applicable to that program per calendar year.)

A student whose enrollment has been interrupted for one year or more must follow the program requirements in effect at the time of re-enrollment or those of any catalog published after re-enrollment.

Earning More than One Associate Degree

Students desiring to receive more than one associate degree must complete a minimum of an additional 12 credit hours for each successive degree and fulfill all degree

requirements of each credential. Students should remember that areas of concentration do not constitute a different degree. This primarily affects the degrees of Associate in Arts Degree (Transfer) and associate of science.

Graduation Application

Students who are nearing the completion of their program are required to file a Graduation Application form prior to or during registration for their final term. This will ensure an early evaluation and reduce the possibility of a deficiency in graduation requirements. The deadline to submit the form and be eligible to participate in the May graduation exercise is February 15.

Meeting graduation requirements is ultimately the responsibility of the student. Students are encouraged to be familiar with the catalog and program requirements and to work with their academic Success Coach in selecting courses.

Graduation Ceremonies

Graduation ceremonies are the celebration of a student completing a field of study. Each spring JWCC conducts a graduation ceremony in which faculty, staff, family, friends, and students come together to recognize and honor academic achievements. All eligible degree and certificate recipients are encouraged to participate in graduation ceremonies.

To be eligible to walk in the graduation ceremony, transfer degree students must be within 12 credit hours of completion, and certificate and Associate in Applied Science Degree students must be within 6 credit hours of earning their degree and/or certificate. Everyone who has filed a graduation application form and who has successfully completed or met the requirements above will be invited to participate in ceremonies. Exceptions to the eligibility criteria may be considered by the Dean of Student Affairs Office. A fee is assessed to cover student related expenses associated with graduation. This fee is payable in the Business Office. (See Tuition and Fees section.)

Participation in ceremonies is allowed prior to verification of completion of final courses. The actual degree or certificate is posted to the official transcript and the certificate or diploma is released when all requirements have been met and verified by the Registrar.

Diplomas, Certificates, and Degrees

Information regarding completion of degrees and certificates is posted to the official academic transcript. Verification of a degree or certificate can be made by ordering a transcript. A diploma or certificate may be ordered through the Dean of Student Affairs Office. You may pick up an order form in the Dean of Student Affairs Office. (Fees are subject to change at any time; please visit www.jwcc.edu/student-resources/graduation for the most up-to-date information.)

Degrees and Certificates Available

John Wood Community College offers a number of degree and certificate options to meet the diverse needs of the residents of its district. The Associate in Arts Degree (Transfer)(AA), the Associate in Engineering Science (AES), the Associate in Fine Arts (AFA), and the Associate in Science Degree (Transfer)(AS) degrees are designed to serve students desiring to transfer to four-year colleges and universities. The Associate in Applied Science Degree (AAS) degree is offered for students interested in specialized career/technical training and preparation for full-time employment. The College also offers the Associate in General Studies (AGS) degree for students who wish to design a program of study to meet their individual needs. John Wood Community College has received approval to grant Associate in Arts Degree, Associate of Science, and Associate of General Studies degrees earned through online coursework.

Certificates, which require fewer credit hours than the degree and are generally highly specialized and in-person courses of study, are available in most of the College's career/

technical program areas. Students desiring less in-person and more flexible programs of study may pursue a certificate in general studies.

Associate Degrees (AA, AES, AFA, AS, AAS)

The Associate in Arts Degree (Transfer)(AA), the Associate in Engineering Science (AES), the Associate in Fine Arts (AFA), and Associate in Science Degree (Transfer)(AS) degrees are designed for students planning to transfer to a four-year college or university for a baccalaureate degree. The AA degree provides emphasis in the social sciences, humanities, communications, and the arts. Students who wish to major in math, engineering, agriculture, the natural sciences, and similar fields that require heavy undergraduate requirements in mathematics and science should pursue the AS degree. The AES degree is available for those students seeking a degree in engineering science. The AFA degree is available to those students seeking a degree in music performance. For the AA, AES, AFA or AS degree, the candidate must complete at least 60 credit hours (65 credit hours for AES) in courses numbered 100 or above, including courses in the following three areas: general education, the area of concentration (if declared for the AA/AS), and electives.

The Associate in Applied Science Degree (AAS) degree is available to students seeking the advantage of specialized training in preparation for full-time employment. Students who complete prescribed requirements of a specific career program will receive the AAS degree. Students pursuing the AAS degree should understand that career/technical programs are designed to make a student job-ready and not all such programs can be assured of college transfer. The College encourages these students to consult a JWCC Success Coach.

GRADUATION REQUIREMENTS

A. General Education Course Requirements

The specific requirements needed to fulfill the general education component of the degrees are outlined as follows:

	AA Hrs.	AFA Hrs.	AS Hrs.	AAS Hrs.	AES Hrs.
1. Communication Skills:					
Written ³	6	6	6	3	6
Oral	3	3	3	3	0
2. Humanities & Fine Arts	9	6	6	3	3
				OR	
3. Social & Behavioral Sciences	9	3	6	3	6
4. Mathematics & Natural Science					
Mathematics	3	3	6	3	12
Life Science	4	4	4	0	0
Physical Science	4	4	4	0	4
Life/Physical Science	0	0	3-4	0	0
5. Blazing Your Trail	1	1	1	1	1
6. General Education Courses	0	0	0	3-4	0
(from approved list of communications, natural science, mathematics, humanities, social and behavioral science)					
TOTAL HOURS	37-39	28-30	37-40	16-17	32

The required general education hours for associate degrees must be selected from the following courses grouped by general education category. Additional courses which meet general education requirements may be added from time to time. Note: Illinois Articulation Initiative (IAI) course code follows course title where applicable.

1. Communication Skills

All associate degree-seeking students must have hours in both written and oral communication with the exception of AES degree-seeking students who are only required to have hours in written communication.

	AA Hrs.	AFA Hrs.	AS Hrs.	AAS Hrs.	AES Hrs.
Written ³	6	6	6	3	6
Oral	3	3	3	3	0
a. Written Communication					
ENG 101 Rhetoric and Composition I ³ ; C1 900					
ENG 102 Rhetoric and Composition II ^{1 3} C1 901R					
ENG 191 Business Communication ^{2 4}					
b. Oral Communication					
CMN 101 Introduction to Speech I; C2 900					
CMN 104 Interpersonal Communication ^{2 4} MC 901					
(NOTE: may be chosen by AAS degree-seeking students who do not plan on receiving a bachelor's degree from a four-year institution.)					

¹Prerequisite required

²Does not meet IAI GECC

³Effective May 1999, the Illinois Articulation Initiative requires a "C" grade or higher in order for transfer students to get general education credit for the writing courses.

⁴AAS degree only

2. Humanities and Fine Arts

AA degree-seeking students choose 9 credits (three courses) with at least one course from each list. AFA degree-seeking students must select at least one course from the humanities area. AS degree-seeking students choose 6 credits (two courses) with at least one course from each list. AAS degree-seeking students desiring a humanities or fine arts course may choose any course from either list.

	AA Hrs. 9	AFA Hrs. 6	AS Hrs. 6	AAS Hrs. 3*	AES Hrs. 3
Humanities					
a. Humanities					
CHN 101 Elementary Chinese I ^{2 5}					
CHN 102 Elementary Chinese II ^{1 2 5}					
ENG 114 Fiction ¹ ; H3 901					
ENG 130 Introduction to Film; F2 908					
ENG 231 American Literature I ¹ ; H3 914					
ENG 232 American Literature II ¹ ; H3 915					
ENG 241 English Literature I ^{1 5} ; H3 912					
ENG 242 English Literature II ^{1 5} ; H3 913					
ENG 251 World Literature ^{1 5} ; H3 906					
GER 101 German I ²					
GER 102 German II ^{1 2}					
HUM 101 Introduction to Humanities; HF 900					
HUM 121 Sex & Gender in the Humanities ⁵ ; HF907D					
HUM 200 The Art of Being Human ⁵ ; HF 901					
PHL 101 Introduction to Philosophy; H4 900					
PHL 111 Intro to Critical Thinking; H4 906					
PHL 121 Ethics; H4 904					
PHL 201 Major World Religions ⁵ ; H5 904N					
PHL 211 Philosophy of Religion; H4 905					
RST 101 Introduction to the Bible; H5 901					
RST 111 Introduction to the Old Testament; H5 901					
RST 112 Introduction to the New Testament; H5 901					
RST 175 Foundational Religious Texts; H5 901					
SPN 101 Elementary Spanish I ²					
SPN 102 Elementary Spanish II ^{1 2}					
b. Fine Arts					
ART 115 Art Appreciation; F2 900 ⁵					
ART 120 Art Survey and Appreciation II ²					
DRA 103 Introduction to Theater; F1 907 ⁵					
DRA 125 Acting I: Movement and Voice ²					
MUS 102 Music Appreciation; F1 900 ⁵					
MUS 121 Introduction to Music Literature; F1 901 ⁵					
MUS 131 Music Theory/Ear Training I ²					

*Or 3 hrs. Social & Behavioral Sciences

¹Prerequisite required

²Does not meet IAI GECC

⁵Meets international awareness requirement

3. Social and Behavioral Sciences

AA degree-seeking students choose 9 credits (three courses) from at least two different subject areas. AS degree-seeking students choose 6 credits (two courses) from two different subject areas. AAS degree-seeking students desiring a social and behavioral science course may choose any course from this list. AFA degree-seeking students in music performance select from the general education core list.

	AA Hrs. 9	AFA Hrs. 3	AS Hrs. 6	AAS Hrs. 3*	AES Hrs. 6
Social and Behavioral Sciences					
a. Psychology/Sociology					
PSY 101 Introduction to Psychology; S6 900					
PSY 145 Human Relations in the Workplace ^{2 4}					

PSY 205 Psychology of Adulthood & Aging ^{1 2}
 PSY 221 Social Psychology¹
 PSY 202 Child Psychology^{1 6}; S6 903
 PSY 203 Adolescent Psychology^{1 6}; S6 904
 PSY 233 Developmental Psychology^{1 6}; S6 902
 PSY 250 Psychology of Personality^{1 2}
 SOC 101 Introduction to Sociology; S7 900
 SOC 111 Social Problems; S7 901
 SOC 222 Sociology of Diversity⁵; S7 903D
 SOC 224 Marriage and the Family; S7 902

➤ Only one of these three may
be used as general education

b. History

HIS 101 Western Civilization I ⁵; S2 902
 HIS 102 Western Civilization II⁵; S2 903
 HIS 111 World History I⁵; S2 912N
 HIS 112 World History II⁵; S2 913N
 HIS 121 U.S. History I I; S2 900
 HIS 122 U.S. History I II; S2 901
 HIS 131 African American History
 HIS 222 U.S. History I Since 1945 ²

c. Economics/Political Science

AGR 203 Agriculture Economics for Consumers; AG 901
 ECO 101 Principles of Macroeconomics ; S3 901
 ECO 102 Principles of Microeconomics ; S3 902
 PSC 101 American Government; S5 900
 PSC 110 Introduction to Political Science; S5 903
 PSC 131 State and Local Government; S5 902

*Or 3 hrs. Humanities & Fine Arts

¹Prerequisite required

²Does not meet IAI GECC

⁴AAS degree only

⁵Meets international awareness requirement

⁶Only one of these courses may be used to meet general education requirements

4. Mathematics

	AA Hrs.	AFA Hrs.	AS Hrs.	AAS Hrs.	AES Hrs.
Mathematics	3	3	6	3	12

a. AA and AS degree-seeking students must select at least one course (for the AA) or two courses (for the AS) from the following list. AFA degree-seeking students select one course from the general education core below.

MAT 109 Elementary Statistics¹; M1 902
 MAT 111 Math for Elementary Teachers II^{1 8}; M1 903
 MAT 113 College Algebra^{1 2}
 MAT 220 Analytic Geometry & Calculus I¹; M1 900-1
 MAT 221 Analytic Geometry & Calculus II¹; M1 900-2
 MAT 222 Analytic Geometry & Calculus III¹; M1 900-3
 MAT 234 Calculus for Social Scientists¹; M1 900-B

b. AAS degree-seeking students must select at least one course from the following list:

MAT 100 Technical Mathematics²
 MAT 109 Elementary Statistics¹; M1 902
 MAT 113 College Algebra^{1 2}
 MAT 114 Trigonometry^{1 2}
 MAT 220 Analytic Geometry & Calculus I¹; M1 900-1
 MAT 234 Calculus for Social Scientists¹; M1 900-B

5. Natural Sciences

AA, AS, and AFA degree-seeking students must choose one course from the list below of courses in the life sciences and one course from the list of courses in the physical sciences; at least one course must include a laboratory. AS degree-seeking students must take one additional life/physical science course. AAS students desiring a natural science course may choose any course on either list as an elective.

	AA Hrs. 3-4	AFA Hrs. 3-4	AS Hrs. 4	AAS Hrs. 0	AES Hrs. 0
a. Life Science					
AGR 202 Introduction to Animal Science ⁷ ; AG 902					
AGR 204 Principles of Crop Science ⁷ ; AG 903					
BIO 101 General Biology I ^{1 7} ; L1 900L					
BIO 103 Environmental Conservation ²					
BIO 105 Human Biology ¹ ; L1 904					
BIO 111 General Botany ^{1 2 7}					
BIO 221 General Zoology ^{1 2 7} ;					
BIO 275 Human Anatomy & Physiology I ^{1 2 7}					
BIO 293 Microbiology ^{1 2 7}					

¹Prerequisite required

²Does not meet IAI GECC

⁷Includes a laboratory

⁸Meets IAI only when both MAT 110 and MAT 111 are taken

	AA Hrs. 3-4	AFA Hrs. 3-4	AS Hrs. 4	AAS Hrs. 0	AES Hrs. 4
b. Physical Science					
AGR 200 Introduction to Soil Science ^{1 7} ; AG 904					
AST 101 Elementary Astronomy; P1 906					
AST 102 Elementary Astronomy Lab ^{1 2}					
CHM 100 General Chemistry ^{1 7} ; P1 902L					
CHM 103 Principles of Chemistry I ^{1 7} ; CHM 911					
CHM 104 Principles of Chemistry II ^{1 7} ; CHM 912					
PHY 103 Fundamentals of Physics I ^{1 7} ; P1 900L					
SCI 100 Environmental Geology ⁷ ; P1 905L					
SCI 105 Weather & Climate ^{2 7}					

¹Prerequisite required

²Does not meet IAI GECC

⁷Includes a laboratory

6. Blazing Your Trail

FYE 101, Blazing Your Trail, is a required one-credit hour general education course which is typically delivered in the first half of the semester. It is designed to help students build stronger relationships within their college experience, to learn how to learn at the college level, to improve both their soft skills and academic skills, and to establish a stronger foundation upon which to complete their college education. Note: For selected degrees or certificates, an alternative course may be substituted for FYE 101. Exceptions must be reviewed and approved by the instructional dean and Vice President of Academic and Student Affairs.

B. The Area of Concentration Requirements

For students seeking the AA or AS degree, JWCC does not offer a “major” as typically found at a four-year institution. The College offers pathway courses, which students are encouraged to complete within their chosen area of concentration.

For students seeking the AES degree, there is a list of required courses on the Engineering page later in this catalog.

For students seeking the AFA degree, there is a list of required courses totaling 36 semester hours that students must complete. See Fine Arts later in this catalog.

Students who wish to declare an Area of Concentration or pathway must complete a minimum of 12 semester hours within that Area of Concentration. Students should be aware that other courses may be required for the completion of their “area of concentration” at four-year institutions. Not all Areas of Concentration are listed. If a specific area which is not listed is desired, contact an Success Coach for assistance in determining courses to meet the Area of Concentration requirement. In special situations, students may have legitimate reasons for deviating from the Area of Concentration courses listed

in the catalog. Before deciding upon an Area of Concentration, each student planning to transfer to a baccalaureate program should meet with an Success Coach and seek to learn what the two-year requirements are for the four-year major discipline.

For students seeking the AAS degree, the required curriculum directly supports learning in the technical field. The number of hours required in a given career/technical field varies by program. Each student planning to acquire the AAS degree must complete the specific courses required. A minimum of 35 semester credit hours is needed to satisfy the requirements.

C. Elective Requirements

Some programs require elective semester hours that bring the total program above 60 hours.

D. Other Requirements

1. A minimum of 60 semester hours is required for graduation.
2. At least 15 semester hours of the last 30 semester hours of a degree must be earned through JWCC.
3. A cumulative grade point average of 2.0 on a 4.0 scale. Exceptions to the GPA requirement for graduation must be made by the Dean of Student Affairs.
4. Up to 30 semester hours of credit will be accepted through proficiency examinations or prior learning credits.
5. Credit for pre-college developmental course work will not be accepted toward graduation.
6. The General Education course requirements for AA, AS, AES, AFA, and AAS degrees require that a student demonstrate a working knowledge and understanding of computer literacy through the use of software applications embedded in the General Education courses. Therefore, successful completion of the General Education course requirements for all degrees ensures that students have acquired sufficient computer literacy skills required for graduation.
7. For students seeking the AA and AS degrees, 3 credit hours of course work are required to further the student's knowledge of international awareness. Students may choose from the following list of courses: ART 115, CHN 101, CHN 102, DRA 103, ENG 241, ENG 242, ENG 251, HIS 101, HIS 102, HIS 111, HIS 112, HUM 121, HUM 200, MUS 102, MUS 121, PHL 201, SOC 222. Some of these courses may also be used to meet appropriate humanities and social and behavioral science requirements.
8. A limit of four (4) hours from activities in art, physical education, music, band, choir and theater production may be applied toward graduation.
9. Students who completed technical courses more than four years in the past may find the information and skills from such courses to be obsolete. In order for technical program graduates to possess current knowledge and skills applicable to the job market, students are required to repeat any technical course for certificate/degree completion which was completed more than four years prior to the current term. Exceptions to this standard can be requested by the student to the appropriate instructional department chair. Approval of exceptions can only be granted by the respective department chair based on documented evidence provided by the student. The department chair shall formally notify the Registrar of approved exceptions.
10. There can be no exceptions to the above academic requirements unless approved by the Vice President of Academic and Student Affairs.

TOTAL CREDIT HOURS REQUIRED FOR ALL DEGREES

(Minimum)..... 60 HOURS.

General Education Core Curriculum Certificate (GECC)

John Wood Community College, in conjunction with the Illinois Community College Board, recognize students who meet the statewide standards for the General Education Core Curriculum (GECC). This coursework (37-41 credit hours) is taken as part of fulfilling an Associate in Arts Degree (Transfer) and focuses on the five core general education areas. All coursework must be IAI (Illinois Articulation Initiative) approved coursework to count towards the GECC Credential. A student may earn a GECC certificate either in conjunction with an AA degree or as a stand alone credential. The GECC certificate is designed for students who wish to transfer to public institutions within the state of Illinois. Completion of the GECC certificate will ensure that all general education requirements have been met. Please note that students should check with private colleges and out of state colleges regarding transfer of the GECC. For questions regarding the GECC, please contact the Advising Office.

Associate Degree Requirements (AGS)

The associate in general studies degree (AGS) is a flexible and personalized degree intended for students whose interests and educational objectives do not fall within either a traditional transfer or career/technical program. This degree is NOT recommended for students who wish to continue their formal education at a four-year institution, nor is it recommended for the student in a regular career/technical program. Transfer students are advised to pursue either the Associate in Arts Degree (Transfer) or Associate in Science Degree, while regular career/technical students should pursue the Associate in Applied Science Degree. Degree requirements for the AGS include:

1. A written plan of study submitted to and approved by the Dean of Arts and Sciences or the Dean of Career and Technical Education prior to completing the last 12 hours of coursework.
2. A minimum of a 2.0 grade point average on a 4.0 scale. Exceptions to the GPA requirement for graduation must be made by the Dean of Student Affairs.
3. At least 12 hours in one area of concentration.
4. General education: A total of 20 hours is required, with at least 3 hours in each of the following areas: humanities, social and behavioral science, natural science, math, written communication, and oral communication.
5. At least 15 semester hours of the last 30 semester hours of a degree must be earned through JWCC.
6. No more than 6 hours of developmental course credit.
7. A minimum of 60 semester hours of passing coursework.
8. Three credit hours of course work are required to further the student's knowledge of international awareness. Students may choose from the following list of courses: ART 115, CHN 101, CHN 102, DRA 103, ENG 241, ENG 242, ENG 251, HIS 101, HIS 102, HIS 111, HIS 112, HUM 121, HUM 200, MUS 102, MUS 121, PHL 201, SOC 222. Some of these courses may also be used to meet appropriate humanities and social and behavioral science requirements.

Any exceptions to the above must be approved by the Vice President of Academic and Student Affairs.



Certificates - Career/Technical Programs

The certificate program at JWCC is available in most of the career/technical program areas. The majority of the programs are highly specialized and in-person with an employment objective. Depending on the employer and labor needs, the certificate will provide sufficient preparation for direct entry into many skilled jobs. If the student should decide to obtain an associate degree at some future date, some of the courses taken as part of the certificate program may be applied toward the appropriate AAS degree. A grade point average of 2.0 or higher on a 4.0 scale in coursework applicable to the certificate must be achieved. In the catalog, certificate course requirements are individually listed under the appropriate area of study.

Information in this publication was accurate at the time of printing and is subject to change at any time; visit www.jwcc.edu for the most up-to-date information.

PROGRAMS OF STUDY: TRANSFER & CTE PATHWAYS

Associate in Arts Degree (Transfer) and Associate in Science Degrees--Model

Students pursuing an Associate in Arts Degree (Transfer)(AA) or an Associate in Science Degree (Transfer)(AS) degree are encouraged to follow the general education sequence model outlined below:

NOTE: Only students who do not need additional coursework and who take the number of credits or courses as listed each semester can complete the program in the time given. Others will take longer to complete.

SUGGESTED AA DEGREE PLAN

FIRST SEMESTER

ENG 101 Rhetoric & Composition I
 FYE 101 Blazing Your Trail
 Humanities
 Math
 Social/Behavioral Science
 Area of Concentration or Elective

SECOND SEMESTER

3 CSC 100 Computer Literacy 1
 1 ENG 102 Rhetoric & Composition II 3
 3 Humanities 3
 3 Life or Physical Science 4
 3 Social/Behavioral Science 3
 3 Area of Concentration or Elective 3
 16 17

THIRD SEMESTER

CMN 101 Introduction to Speech I
 Humanities
 Life or Physical Science
 Area of Concentration or Elective

FOURTH SEMESTER

3 Social/Behavioral Science 3
 3 Area of Concentration or Elective 6
 4 Electives 6
 16 15

SUGGESTED AS DEGREE PLAN

FIRST SEMESTER

ENG 101 Rhetoric & Composition I
 FYE 101 Blazing Your Trail
 Humanities
 Math
 Social/Behavioral Science
 Area of Concentration or Elective

SECOND SEMESTER

3 CSC 100 Computer Literacy 1
 1 ENG 102 Rhetoric & Composition II 3
 3 Math 3
 3 Life or Physical Science 4
 3 Social/Behavioral Science 3
 3 Area of Concentration or Elective 3
 16 17

THIRD SEMESTER

CMN 101 Introduction to Speech I
 Humanities
 Life or Physical Science
 Area of Concentration or Elective

FOURTH SEMESTER

3 Life or Physical Science 3
 3 Area of Concentration or Elective 6
 4 Electives 6
 16 15

Please visit <https://www.jwcc.edu/student-resources/course-catalogs/> for the most up-to-date information.

AREAS OF CONCENTRATION: PATHWAYS:

ACCOUNTING

Accounting

Associate in Arts Degree (Transfer)

64 Semester Hours

Accounting transfer degree is designed to complete the first 2 years of a Bachelor of Accounting degree. Graduates can hold positions as public accountants, management accountants or government accountants. Some students pursue advanced degrees such as MBA, Certified Management Accountant (CMA) or Certified Public Accountant (CPA).

REQUIRED COURSES

FIRST SEMESTER

ACC 100 Financial Accounting 3
 ECO 101 Principles of Macroeconomics 3
 ENG 101 Rhetoric and Composition I 3
 BIO 101 General Biology 4
 FYE 101 Blazing Your Trail 1
 HUM 101 Introduction to Humanities 3

17

SECOND SEMESTER

ECO 102 Principles of Microeconomics 3
 ACC 200 Managerial Accounting 3
 PSY 101 Introduction to Psychology 3
 CHM 100 General Chemistry 4
 ENG 102 Rhetoric and Composition II 3

16

THIRD SEMESTER

ACC 110 Personal Finance 3
 PSY 123 Career Management* 1
 ACC 221 Intermediate Accounting I 3
 CMN 101 Introduction to Speech 3
 PHL 101 Introduction to Philosophy 3
 MAT 109 Elementary Statistics 3

16

FOURTH SEMESTER

MUS 102 Music Appreciation or ART 115 3
 Art Appreciation 3
 BUS 141 Principles of Finance 3
 ACC 125 Computerized Accounting 3
 ACC 222 Intermediate Accounting II 3
 ACC 240 Tax Accounting** 3

15

*Note: Students should be given the option to take ACC 114 - Payroll Accounting for two credit hours in place of PSY 123.

**Note: Students should be given the option to take ACC 199 - Accounting Internship for three credit hours in place of ACC 240.

Accounting

Associate in Applied Science Degree

64 Semester Hours

The Accounting AAS degree is designed to prepare students for immediate entry-level positions in bookkeeping and paraprofessional accounting work.

REQUIRED COURSES

FIRST SEMESTER

ACC 100 Financial Accounting 3
 CSC 104 Spreadsheets-Core Level 2
 CSC 106 Intro to Computers 3
 ECO 101 Principles of Macroeconomics 3
 FYE 101 Blazing Your Trail 1
 ACC 110 Personal Finance 3

15

SECOND SEMESTER

MAT 109 Elementary Statistics 3
 ACC 200 Managerial Accounting 3
 CMN 101 Introduction to Speech 3
 CSC 143 Intro to Desktop Info Management 1
 ECO 102 Principles of Microeconomics 3
 Written Communication Requirement 3

16

THIRD SEMESTER

ACC 114 Payroll Accounting 2

FOURTH SEMESTER

ACC 222 Inter Accounting II 3

ACC 125 Computerized Accounting	3	ACC 240 Tax Accounting	3
ACC 221 Inter Accounting I	3	BUS 121 Prin of Org & Management	3
BUS 101 Intro to Business	3	BUS 161 Business Law I	3
BUS 199 Business Internship OR		CSC 116 Database-Core Level	2
BUS Elective	3	PSY 101 Intro to Psychology	3
CSC 107 Word Processing-Core Level	2		
	16		17

Accounting Certificate

29 Semester Hours

The Accounting Certificate is designed for students seeking short term training and immediate employment in clerical accounting or to gain accounting skills for a promotion. This certificate ladders into the Accounting AAS degree.

REQUIRED COURSES

FIRST SEMESTER

ACC 100 Financial Accounting	3
BUS 101 Intro to Business	3
CSC 104 Spreadsheet-Core Level	2
CSC 106 Intro to Computers	3
FYE 101 Blazing Your Trail	1
ACC 110 Personal Finance	3

15

SECOND SEMESTER

MAT 109 Elementary Statistics	3
ACC 114 Payroll Accounting	2
ACC 125 Computerized Accounting	3
ACC 200 Managerial Accounting	3
CSC 107 Word Processing-Core Level	2
CSC 143 Intro to Desktop Info Management	1

14

Additional information may be obtained from the Illinois Board of Examiners website. (www.ilboe.org)

AGRICULTURAL SCIENCES

The Agriculture Program is designed to prepare our students for today's growing industry. Students will develop a comprehensive knowledge of the industry in the areas of technology, crops, animals, and business. Students can expect to find employment in the areas of agribusiness, crop science, sales and service as well as opportunities in finance, education, marketing, production, communications, and management. Course work is completed at the JWCC Agriculture Center unless otherwise noted.

Agriculture Emphasis

Associate in Science Degree (Transfer) OR

Associate in Arts Degree (Transfer)

64 Semester Hours

The Agriculture Transfer program provides an opportunity for students to complete the first two years of study leading to completing a Bachelor degree. Coursework will prepare students to transfer and prepare for a career in a variety of disciplines such as agricultural business, education, research, marketing, sales, and precision technology. Graduate and advanced degrees Veterinary Medicine may also start with the Agriculture Transfer Degree.

Area of Concentration Courses

Any student declaring an Area of Concentration must take a minimum of 12 credit hours from the list below. AGR 150 is required.

AGR 150 Ag & Consumer Related Occupations I 1 hour

AGR 200 Introduction to Soil Science 4 hours

AGR 201 Intro to Agriculture Education	3 hours
AGR 202 Introduction to Animal Science	4 hours
AGR 203 Agriculture Economics for Consumers	3 hours
AGR 204 Principles of Crop Science	4 hours
AGR 270 Agricultural Mechanization Skills.....	3 hours

Agriculture Business Management Associate in Applied Science Degree

64 Semester Hours

The Associate in Applied Science Degree in Agriculture prepares students to directly enter the workforce upon completion. Students will complete coursework in agriculture sales, service, business, production, mechanics and crop and animal management. Relationships built with industry partners during internships lays the foundation for the future careers. Employment opportunities are expanding rapidly.

REQUIRED COURSES

FIRST YEAR

FALL SEMESTER

AGR 150 Ag/Cons. Related Occup I	1
AGR 202 Intro to Animal Science	4
AGR 204 Principles of Crop Science	4
ENG 101 Rhetoric & Composition I	3
FYE 101 Blazing Your Trail	1
CMN 101 Introduction to Speech I	3
Approved Elective*	2

18

SPRING SEMESTER

AGR 175 Comp Appl in Agrib	3
AGR 189 Ag Finance & Records	3
AGR 270 Ag Mechanization Skills	3
MAT 100 Technical Math OR any general education math course	3
Approved Elective*	2-4

14-16

SPRING/SUMMER SEMESTER

AGR 199 Occupational Internship I	2-4 hours
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SECOND YEAR

FALL SEMESTER

AGR 193 Ag/Consumer Rel Occup II	1
AGR 203 Ag Econ for Consumers	3
AGR 200 Intro to Soil Science	4
ENG 102 Rhetoric & Composition II	3
HIS 122 US History II OR any general education history	3
Approved Elective*	2-4

16-18

SPRING SEMESTER

AGR 184 Ag Commodity Mkt	2
AGR 186 Ag Business Management	3
AGR 188 Ag Sales & Marketing	2
Approved Elective*	3-6

10-13

SPRING/SUMMER SEMESTER

AGR 299 Occupational Internship II	2-4 hours
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*Any courses with the AGR, TRK, or VET prefix are recommended for degree completion.

Ag Mechanics*

Associate in Applied Science Degree

64 Semester Hours

The AAS in Ag Mechanics has been designed in cooperation with agriculture equipment and sale and service companies to fill a need for employees who possess an understanding of current production agriculture methods as well as technical skills. This degree pathway would instruct students in the basic principles of crop production as well as the

importance of sales and customer service at the JWCC Ag Center followed by technical training at the Workforce Development Center.

**Pending State Approval*

REQUIRED COURSES

FALL SEMESTER

AGR 150 Ag/Consumer Related Occupation I	1
AGR 203 Ag Economics for Consumers	3
AGR 204 Principles of Crop Science	4
CMN 101 Introduction to Speech	3
ENG 101 Rhetoric & Composition I	3
FYE 101 Blazing Your Trail	1
	15

SPRING SEMESTER

AGR 155 Crop Management Technology	2
AGR 175 Computer Appl in Agribusiness	3
AGR 189 Ag Finance & Records	3
AGR 270 Ag Mechanics Skills	3
AGR 199 Occupational Internship I	1-4
	12-15

SUMMER SEMESTER

TRK 150 Intro Truck Driver Training	1
TRK 180 Truck Driver Training Fund	4
TRK 181 Truck Driver Training Operation	5
	10

FALL SEMESTER

DET 101 Diesel Technology I	8
MAT 100 Technical Mathematics	3
WLD 101 Maintenance & Repair Welding	3
	14

SPRING SEMESTER

DET 102 Diesel Technology II	8
IMT 150 Fluid Power I (Hydraulics)	3
IMT 155 Fluid Power II (Pneumatics)	2
	13

Animal Science

Associate in Applied Science Degree

64 Semester Hours

The Animal Science Degree is designed to prepare individuals for a career in the world of animal agriculture. The growing area of animal care requires a strong background in the sciences of behavior, genetics, breeding, reproduction, nutrition and health. This degree will provide the student with tools for success in the field of animal sciences. Students wishing to take course work related to Commercial Driver License (CDL) should work with their advisor when scheduling.

REQUIRED COURSES

FIRST YEAR

FALL SEMESTER

AGR 150 Ag/Consumer Related Occupations I	1
AGR 161 Animal Evaluation and Selection	3
AGR 202 Intro to Animal Science	4
CMN 101 Introduction to Speech	3
ENG 101 Rhetoric & Composition I	3
FYE 101 Blazing Your Trail	1
AGR/VET Elective*	2
	17

SPRING SEMESTER

AGR 167 Applied Beef Prod Skills	2
AGR 169 Artificial Insemination-Cattle	1
AGR 175 Computer Appl in Agribusiness	3
AGR 189 Ag Finance & Records	3
AGR/VET Elective*	2-4
MAT 100 Technical Math or any general education math course	3
	14-16

SPRING/SUMMER SEMESTER

AGR 199 Occupational Internship I	4 hours
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SECOND YEAR

FALL SEMESTER

AGR 180 Swine Management	2
AGR 193 Ag/Consumer Related Occup I	1
AGR 203 Ag Economics	3
ENG.102 Rhet & Comp II	3
HIS 122 U.S. History I II OR any general education history	3
AGR/VET Elective*	2-4
	14-16

SPRING SEMESTER

AGR 164 Animal Nutrition & Health	3
AGR 165 Beef Management	2
AGR 186 Ag Business Management	3
AGR/VET Elective*	2-4

10-12

SPRING/SUMMER SEMESTER

AGR 299 Occupational Internship II	4 hours
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*Any courses with the AGR or VET prefix are recommended for degree completion.

Agriculture Applications Certificate

28 Semester Hours

The Agriculture Applications certificate is designed to provide a basic, broad based technical knowledge of agriculture and the hands-on skills desired by individuals employed agriculture. Students can select their area(s) of interest and customize their curriculum based on skill sets in specialty areas, such as animal production, crop production, agribusiness, or machinery and facility maintenance skills. Students wishing to take course work related to Commercial Driver License (CDL) should work with their advisor when scheduling.

REQUIRED COURSES

FALL SEMESTER

AGR 150 Ag/Consumer Related Occup I	1
AGR 202 Intro to Animal Science OR	
AGR 204 Princ of Crop Science	4
FYE 101 Blazing Your Trail	1
Approved Elective*	4-8
	10-14

SPRING SEMESTER

AGR 175 Comp Appl in Agribusiness	3
AGR 189 Ag Finance & Records	3
AGR 270 Ag Mechanization Skills	3
Approved Elective*	2-6

11-15

SPRING/SUMMER SEMESTER

AGR 199 Occupational Internship I	2-4 hours
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*Any courses with AGR, TRK, or VET prefix are recommended for certificate completion. Communication skills and math courses are acceptable and encouraged as electives for students intending to complete the certificate.

Agriculture Education and Leadership Certificate

20 Semester Hours

The Agriculture Education and Leadership Certificate offers student the opportunity to earn a certificate in the area focused on developing leaders within the industry. In addition to the basic agriculture coursework, students will enroll in courses that focus on skills needed to excel in the leadership, communication and education. This certificate ladders within the current agriculture degree options with a focus on leadership, communications and a world view.

REQUIRED COURSES

AGR 150 Ag/Consumer Rel Occupations I.....	1
AGR 201 Introduction to Agriculture Education	3
AGR 179 Ag Communications	3
AGR 188 Agriculture Sales and Marketing.....	2
AGR 200 Introduction to Soil Science	4
AGR 204 Principles of Crop Science	4
AGR 220 International Agriculture	2
FYE 101 Blazing Your Trail.....	1
.....	20

Animal Care Vet Assistant Certificate

30 Semester Hours

The Animal Care & Vet Assistant certificate is designed to provide students with techniques, best Practices , and technologies needed to be successful in the animal care industry. Practices in large and small, farm and non-farm animals will be addressed. Multiple animal care and veterinary resources including those at John Wood Community College, Animal Science Complex, and University of Illinois Orr Beef Research Center will be used to provide practical hands-on lab experiences for students.

REQUIRED COURSES

FIRST YEAR

FALL SEMESTER

AGR 150 Ag/Consumer Related Occupations I	1
VET 102 Large Animal Veterinary Assistant	3
AGR 202 Intro. to Animal Science	4
FYE 101 Blazing Your Trail	1
Approved Elective Course*	3-8
	12-17

SPRING SEMESTER

AGR 164 Animal Nutrition & Health	3
VET 101 Small Animal Veterinary Assistant	3
AGR 175 Computer Appl in Agribusiness	3
Approved Elective Course*	3-8
	12-17

SUMMER SEMESTER

AGR 199 Occupational Internship I	4 hours
---	---------

*Approved Elective Courses: AGR 165- Beef Management

AGR 167-Applied Beef Production Skills, AGR 169- Artificial Insemination Cattle,

AGR 174 Artificial Insemination Swine, AGR 177- Intro to Equine Science,

AGR 180 Swine Management, AGR 182- Applied Pork Production Skills

Beef Specialist Certificate

32 Semester Hours

The Beef Specialist Certificate is designed to provide students with the practical with an emphasis placed on technical knowledge and practical hands-on training by working with the beef cattle at the University of Illinois Beef Research Center, adjacent to the JWCC Agricultural Education Center. NOTE: Only students who do not need additional coursework and who take the number of credits or courses as listed each semester can complete the program in the time given.

REQUIRED COURSES

FALL SEMESTER

AGR 150 Ag/Consumer Related Occup I
AGR 161 Animal Evaluation and
Selection
AGR 202 Intro to Animal Science
FYE 101 Blazing Your Trail
Approved Elective(s)*

1
3
4
1
3-5

12-14

SPRING SEMESTER

AGR 164 Animal Nutrition & Health
AGR 165 Beef Management
AGR 167 Applied Beef Prod Skills
AGR 169 Artificial Insemination-Cattle
AGR 175 Computer App in Agribusiness
AGR 186 Ag Business Management
Approved Elective(s)*

3
2
2
1
3
3
2-4
16-18

SPRING/SUMMER SEMESTER

AGR 199 Occupational Internship I..... 4 hours

*Approved Electives: AGR 152-Natural Resource Management, AGR 184-Ag Commodity Marketing, AGR 189-Agricultural Finance & Records, AGR 270-Ag Mechanization Skills

Conservation Management Certificate

16 Semester Hours

This Conservation Management certificate is designed to prepare students for entry into or advancement in careers of natural resource management, environmental Practices , soil and water conservation, and wildlife conservation. The Certificate provides current environmental professionals and people seeking to move into a related career with course training in specific areas of conservation. Students completing this certification have the option to continuing their education to earn an AAS degree in Agriculture Business Management.

REQUIRED COURSES

AGR 151 Renewable & Sustainable Resources 2 hours
AGR 152 Natural Resource Management 3 hours
AGR 153 Pest Management 2 hours
AGR 154 Wildlife Management..... 2 hours
AGR 194 Current Issues in Conservation Management or AGR 199/299..... 2 hours
AGR 200 Intro to Soil Science 4 hours
FYE 101 Blazing Your Trail..... 1 hour
16 hours

Crop Science and Technology Certificate

17 Semester Hours

The Crop Science field offers tremendous career opportunities for our students. Many of our students seek employment in the Agriculture Service industry and this will prepare them for those careers. Crop production, precision technology, soil science, pesticide application training as well as finance and records will be the focus. This pathway will ladder in with the current Ag Business degree. Students wishing to take courses related to CDL should work with their advisor when scheduling.

REQUIRED COURSES

AGR 150 Ag/Consumer Rel Occupations I.....	1
AGR 151 Renewable and Sustainable Resource Management	2
AGR 153 Pest Management Technology	2
AGR 155 Crop Management Technology	2
AGR 200 Introduction to Soil Science	4
AGR 204 Principles of Crop Science	4
FYE 101 Blazing Your Trail.....	1
AGR 205 Pesticide Applicator Training.....	1
.....	17

Swine Specialist Certificate

30 Semester Hours

Swine management is a scientific and business-oriented field of animal care and husbandry requiring extensive knowledge of efficient swine production Practices . The student in this program will develop swine industry skills and management techniques relative to developing knowledge in all phases of swine production. NOTE: Only students who do not need additional coursework and who take the number of credits or courses as listed each semester can complete the program in the time given.

REQUIRED COURSES

FALL SEMESTER

AGR 150 Ag/Consumer Related Occup I
AGR 161 Animal Evaluation and
Selection
AGR 180 Swine Management
AGR 202 Intro to Animal Science
FYE 101 Blazing Your Trail
Approved Elective(s)*

1
3
2
4
1
2-4
13-15

SPRING SEMESTER

AGR 164 Animal Nutrition & Health
AGR 174 Artificial Insemination-Swine
AGR 175 Computer Appl in Agribusiness
AGR 182 Applied Pork Prod Skills or
AGR 176 Pork Production Practicum
Approved Elective*

3
1
3
3
2
1-4
10-13

SPRING/SUMMER SEMESTER

AGR 199 Occupational Internship I..... 4 hours

*Approved Electives: AGR 152-Natural Resource Management, AGR 184-Ag Commodity Marketing, AGR 189-Agribusiness Finance & Records, AGR 270-Ag Mechanization Skills

ART

Visual Arts

Associate in Arts Degree

64 Semester Hours

The Arts pathway is designed for students seeking to gain a strong foundation in visual arts. This foundation prepares students to go onto a bachelor's in fine arts or other related degree. Students who obtain a degree related to visual arts may go on to be art educators, graphic designers, illustrators, cartoonists, professional artists, art curator, or other wide variety of art professions.

REQUIRED COURSES

FIRST SEMESTER

ART 100 Drawing I: Fundamentals	3
ART 115 Art Appreciation	3
MAT 109 Elementary Statistics	3
ENG 101 Rhetoric & Composition I	3
FYE 101 Blazing Your Trail	1
PSY 101 Introduction to Psychology	3
	16

THIRD SEMESTER

HUM 101 Introduction to Humanities	3
AST 101 Elementary Astronomy	3
AST 102 Elementary Astronomy Lab or Elective	1
ART 121 Drawing II	3
ART 240 Painting I	3
CMN 101 Introduction to Speech	3
	16

SECOND SEMESTER

PHL 101 Introduction to Philosophy	3
BIO 101 General Biology	4
HIS 111 World History I	3
ART 126 2D Design and Color	3
ENG 102 Rhetoric & Composition II	3
	16

FOURTH SEMESTER

SOC 101 Introduction to Sociology	3
ART 127 3D Design and Color	3
ART 241 Painting II	3
ART 106 Ceramics I	3
ART 247 Digital Photography	3
Elective	1
	16

BIOLOGICAL SCIENCES

Biology

Associate in Science Degree

64 Semester Hours

Biological Sciences transfer degree is designed to complete the first 2 years of a Bachelor degree. Graduates with 4-year or advanced degrees in biological sciences may enter the field of research and development, teach, or continue in the medical field. Students transferring may specialize in anatomy, bioengineering, biophysics, botany, ecology, ethology and evolution, genetics, developmental biology, microbiology, physiology, or zoology. Pre-med, pre-vet, and pre-pharmacy students also start with the Biological Sciences transfer degree.

REQUIRED COURSES

FIRST SEMESTER

BIO 121 Principles of Biology I	4
CHM 103 Principles of Chemistry I	4
MAT 220 Analytic Geometry & Calculus I*	4
ENG 101 Rhetoric & Composition I	3
FYE 101 Blazing Your Trail	1
	16

THIRD SEMESTER

BIO 111 General Botany	4
CHM 201 Organic Chemistry I or PHY 103 Fundamentals of Physics I**	4-5
CMN 101 Introduction to Speech I	3
ART 115 Art Appreciation	3
PSC 101 American Government or ECO 101 Principles of Macroeconomics	3
	17 or 18

SECOND SEMESTER

BIO 122 Principles of Biology II	4
CHM 104 Principles of Chemistry II	4
MAT 221 Analytic Geometry & Calculus II or MAT 109 Elementary Statistics	3-4
ENG 102 Rhetoric & Composition II	3
PSY 101 Introduction to Psychology	3
	17 or 18

FOURTH SEMESTER

BIO 221 General Zoology	4
CHM 202 Organic Chemistry II or PHY 104 Fundamentals of Physics II	4-5
HUM 121 Sex & Gender	3
Electives	1 to 3
	12 to 15

*Students who do not place into MAT 220 should meet with their academic Success Coach to develop a plan for completing the necessary prerequisites.

**Students should complete the two-semester sequence for either Organic Chemistry (both CHM 201 and 202) or Fundamentals of Physics (both PHY 103 and 104) depending on the requirements of their transfer institution.

BUSINESS

Business

Management Emphasis

Associate in Arts Degree (Transfer)

64 Semester Hours

REQUIRED COURSES

FIRST SEMESTER

ENG 101 Rhetoric & Composition I
FYE 101 Blazing Your Trail
HUM 101 Intro to Humanities
MAT 109 Elementary Statistics
PSY 101 Intro to Psychology
BUS 101 Intro to Business*

3	CSC 100 Computer Literacy	1
1	ENG 102 Rhetoric & Composition II	3
3	PHL 101 Intro. To Philosophy	3
3	BIO 101 General Biology	4
3	ECO 101 Principles of Macroeconomics	3
3	BUS 131 Principles of Marketing or	
16	BUS 211 Supply Chain Management.	3
		17

THIRD SEMESTER

CMN 101 Introduction to Speech I
BUS 121 Principles of Org/Mgmt*
ART 115 Art Appreciation or MUS 102
Music Appreciation
CHM 100 General Chemistry
ACC 100 Financial Accounting

3	BUS 141 Principles of Finance	3
3	BUS 161 Business Law I	3
	ECO 102 Principles of Microeconomics	3
3	ACC 200 Managerial Accounting	3
4	BUS 125 Supervisory Management	3
3		
16		15

*Students that completed BUS 115 and BUS 116 as dual credit in a CEO Entrepreneurship Education Program can use those courses as a substitution for BUS 101 and BUS 121.

Business Marketing Emphasis

Associate in Arts Degree (Transfer)

64 Semester Hours

REQUIRED COURSES

FIRST SEMESTER

ENG 101 Rhetoric & Composition I
FYE 101 Blazing Your Trail
HUM 101 Intro to Humanities
MAT 109 Elementary Statistics
PSY 101 Intro to Psychology
BUS 101 Intro to Business*

3	CSC 100 Computer Literacy	1
1	ENG 102 Rhetoric & Composition II	3
3	PHL 101 Intro. To Philosophy	3
3	BIO 101 General Biology	4
3	ECO 101 Principles of Macroeconomics	3
3	BUS 131 Principles of Marketing	3
16		17

THIRD SEMESTER

CMN 101 Introduction to Speech I
ART 115 Art Appreciation or MUS 102
Music Appreciation
CHM 100 General Chemistry

3	BUS 141 Principles of Finance	3
	BUS 161 Business Law I	3
3	ECO 102 Principles of Microeconomics	3
4	ACC 200 Managerial Accounting	3

ACC 100 Financial Accounting	3	BUS 125 Supervisory Management	3
BUS 231 Consumer Behavior*	3		
	16		15

*Students that completed BUS 115 and BUS 116 as dual credit in a CEO Entrepreneurship Education Program can use those courses as a substitution for BUS 101 and BUS 231.

Supply Chain Management Emphasis Associate in Arts Degree (Transfer)

64 Semester Hours

REQUIRED COURSES

FIRST SEMESTER

ENG 101 Rhetoric & Composition I	3
FYE 101 Blazing Your Trail	1
HUM 101 Intro to Humanities	3
MAT 109 Elementary Statistics	3
LOM 100 Intro to Logistics Management.	3
BUS 101 Intro to Business*	3

16

THIRD SEMESTER

CMN 101 Introduction to Speech I	3
ART 115 Art Appreciation or MUS 102 Music Appreciation	3
CHM 100 General Chemistry	4
ACC 200 Managerial Accounting	3
PSY 101 Intro to Psychology	3

16

SECOND SEMESTER

CSC 100 Computer Literacy	1
ENG 102 Rhetoric & Composition II	3
BUS 211 Supply Chain Management	3
BIO 101 General Biology	4
ECO 101 Principles of Macroeconomics	3
ACC 100 Financial Accounting	3

17

FOURTH SEMESTER

BUS 141 Principles of Finance	3
BUS 161 Business Law I	3
ECO 102 Principles of Microeconomics	3
BUS 121 Prin of Org & Management*	3
PHL 101 Intro. To Philosophy	3

15

*Students that completed BUS 115 and BUS 116 as dual credit in a CEO Entrepreneurship Education Program can use those courses as a substitution for BUS 101 and BUS 121.

Business: Management Option Associate in Applied Science Degree

64 Semester Hours

The Business Management AAS degree is designed for individuals seeking entry- and mid-level management positions in business and industry. It also benefits current professionals looking to advance in their careers. The program provides practical management skills applicable across various business sectors.

REQUIRED COURSES

FIRST SEMESTER

BUS 101 Intro to Business	3
CSC 106 Intro to Computers	3
ECO 101 Principles of Macroeconomics	3
FYE 101 Blazing Your Trail	1
MAT 109 Elementary Statistics	3
BUS 131 Principles of Marketing	3

16

SECOND SEMESTER

ACC 100 Financial Accounting	3
BUS 211 Supply Chain Management I	3
BUS 125 Supervisory Management	3
CSC 104 Spreadsheets-Core Level	2
CSC 107 Word Processing-Core Level	2
ECO 102 Principles of Microeconomics	3

16

THIRD SEMESTER

ACC 200 Managerial Accounting	3
BUS 121 Principles of Organization Management	3
PSY 101 Introduction to Psychology	3
CSC 143 Introduction to Desktop Information	

FOURTH SEMESTER

BUS 141 Principles of Finance	3
BUS 161 Business Law I	3
BUS 199 Business Internship or PHL 121 Ethics	3
CSC 116 Database-Core Level	2

91

Management	1	CMN 101 Introduction to Speech I	3
BUS 231 Consumer Behavior	3	CSC 122 Presentation Software	2
ENG 101 Rhetoric & Composition I	3		16
	16		

Business Management Certificate

30 Semester Hours

The Business Management Certificate prepares students for immediate entry-level management roles or advancement in their current positions. The program focuses on core management skills and principles essential for success in the workplace.

REQUIRED COURSES

FIRST SEMESTER

BUS 101 Intro to Business	3
CSC 106 Intro to Computers	3
ECO 102 Prin of Micro Economics	3
FYE 101 Blazing Your Trail	1
MAT 109 Elementary Statistics	3
Written Communication Requirement	3

16

SECOND SEMESTER

ACC 100 Financial Accounting	3
BUS 121 Prin of Org & Management	3
BUS 125 Supervisory Management	3
CSC 104 Spreadsheets-Core Level	2
CSC 107 Word Processing-Core Level	2
CSC 143 Intro to Desktop Info. Management	1

14

CHEMISTRY

Chemistry

Associate in Science Degree

64 Semester Hours

Chemistry transfer degree is designed to complete the first 2 years of a Bachelor degree in Chemistry. Chemists with 4-year or advanced degrees may enter fields of research and development, laboratory control, pharmaceuticals, medicine, or higher education. Students transferring to a 4-year institution may specialize in analytical, organic, inorganic, or physical chemistry. Pre-med, pre-vet, and pre-pharmacy students sometimes start with the Chemistry AS transfer degree.

REQUIRED COURSES

FIRST SEMESTER

CHM 103 Principles of Chemistry I	4
BIO 101 General Biology	4
MAT 220 Analytic Geometry & Calculus I*	4
ENG 101 Rhetoric & Composition I	3
FYE 101 Blazing Your Trail	1

16

SECOND SEMESTER

CHM 104 Principles of Chemistry II	4
PHY 227 Principles of Physics I	5
MAT 221 Analytic Geometry & Calculus II	4
ENG 102 Rhetoric & Composition II	3

16

THIRD SEMESTER

CHM 201 Organic Chemistry I	5
PHY 228 Principles of Physics II	5
CMN 101 Introduction to Speech I	3
PSY 101 Introduction to Psychology	3
Elective	2

18

FOURTH SEMESTER

CHM 202 Organic Chemistry II	5
PHL 121 Ethics	3
MUS 102 Music Appreciation	3
PSC 101 American Government or ECO 101	3
Principles of Macroeconomics	3

14

*Students who do not place into MAT 220 should meet with their Success Coach to develop a plan for completing the necessary prerequisites.

COMMUNICATIONS

Communications

Associate in Arts Degree

64 Semester Hours

An Associates Degree in Communication prepares students to complete a Bachelor's Degree in Communication or a number of related fields. Graduates can find employment opportunities in public relations, marketing, media production, journalism, or corporate communications. The program emphasizes skills in effective messaging and audience engagement, coupling effectively with many other fields and disciplines by developing strong writing, research, analytical, and presentation skills.

REQUIRED COURSES

FIRST SEMESTER

ENG 101 Rhetoric & Composition I
CMN 101 Introduction to Speech I
MAT 109 Elementary Statistics
FYE 101 Blazing Your Trail
HUM 101 Introduction to Humanities
PSY 101 Introduction to Psychology

3
3
3
1
3
3
16

SECOND SEMESTER

ENG 102 Rhetoric & Composition II
SOC 101 Introduction to Sociology
CMN 104 Interpersonal Communications
BIO 101 General Biology
CMN 225 Audio/Visual Communications & Production

3
3
3
4
3
16

THIRD SEMESTER

CMN 140 Intercultural Communications
HIS 121 U.S. History I
SPN 101 Elementary Spanish I or
CHN 101 Elementary Chinese I
ENG 130 Introduction to Film
CMN 220 Mass Media

3
3
4
3
3
16

FOURTH SEMESTER

ENG 191 Business Communications
CMN 221 Intro to Public Relations
MUS 121 Introduction to Music Literature,
MUS 102 Music Appreciation,
ART 115 Art Appreciation, or
DRA 103 Introduction to Theater
HUM 200 The Art of Being Human
SCI 100 Environmental Geology or
SCI 105 Weather and Climate

3
3
4
3
3
3
4
16

COMPUTER-AIDED DESIGN (CAD)

Computer-Aided Design

Associate in Applied Science Degree

64 Semester Hours

Computer aided design (CAD) is an advanced product development tool used in all manufacturing which allows engineers, designers, and technicians to develop new products faster with increased precision by automating many complex, tedious, and repetitive design tasks. Traditional technical drawing theory and Practices are utilized alongside the most up-to-date CAD applications, The degree prepares students for employment as a CAD Designer, CAD Technicians, or Design Drafter.

REQUIRED COURSES

FIRST SEMESTER

CAD 101 Intro to Dft & Blueprint
Reading for CAD
CAD 104 Intro to CAD
CAD 114 Intro to Parametric Modeling
CSC 106 Intro to Computers

3
3
3
3
3

SECOND SEMESTER

CAD 102 Drafting Term for CAD
CAD 106 CAD Applications I
CAD 204 3D Applications
CMN 101 Introduction to Speech I OR
CMN 104 Interpersonal Comm

3
3
3
3
93

ENG 101 Rhetoric & Composition I OR		MAT 109 Elementary Statistics	3
ENG 191 Business Communication	3	MFG 104 Qlty./Continuous Improvement	3
FYE 101 Blazing Your Trail	1		
	16		18

THIRD SEMESTER

CAD 200 CAD Applications II	3
CAD 214 Adv 3D Applications	3
CAD 230 Intro to Manufacturing	3
PSY 145 Human Rel/Workplace	3
Approved Technical Elective*	3
	15

FOURTH SEMESTER

CAD 202 CAD Applications III	3
CAD 210 Design and Prototyping	3
CAD 231 Tool Design	3
MAT 114 Trigonometry	3
Approved Technical Elective*	3
	15

*Approved Technical Electives: BUS 211-Supply Chain Management, LOM 180-Project Management and all courses with CAD, ELE, IMT, MFG, and WLD prefixes.

Engineering Design-SolidWorks Certificate

16 Semester Hours

The Engineering Design-SolidWorks certificate is designed to prepare students for immediate employment as CAD technicians or designers. The program is also suited to individuals currently employed in the field of drafting who are seeking training in computer-aided design. This certificate was also designed to serve as a path into an AAS degree in Computer-Aided Design or Automation and Design Man.

REQUIRED COURSES

CAD 101 Intro to Dft & Blueprint Reading for CAD	3 hours
CAD 104 Intro to CAD.....	3 hours
CAD 114 Intro to Parametric Modeling.....	3 hours
CAD 204 3D Applications	3 hours
CAD 214 Adv 3D Applications.....	3 hours
Approved Technical Elective*	1 hour
.....	16 hours

*Approved Technical Electives: All courses with CAD, ELE, IMT, MFG, and WLD prefixes

COMPUTER SCIENCE

Computer Science Associate in Arts Degree (Transfer)

64 Semester Hours

The Computer Science transfer degree is designed to complete the first two years of a Bachelor's in Computer Science. Graduates can pursue careers in software development, cybersecurity, data science, or IT consulting. Students transferring may specialize in areas such as artificial intelligence, game development, networking, or database management. This degree provides a strong foundation in programming, algorithms, and computational problem-solving, preparing students for further study at a four-year institution.

REQUIRED COURSES

FIRST SEMESTER

CSC 106 Intro to Computers	3
FYE 101 Blazing Your Trail	1
ENG 101 Rhetoric and Composition	3
PHL 111 Introduction to Critical Thinking	3

SECOND SEMESTER

ENG 102 Rhetoric and Composition II	3
MAT 114 Trigonometry	3
BIO 101 General Biology	4
CSC 112 Computer Based Problem Solving	3

MAT 113 College Algebra	3	MAT 109 Elementary Statistics	3
PSY 101 Introduction to Psychology	3		
	16		16
THIRD SEMESTER		FOURTH SEMESTER	
CMN 101 Introduction to Speech I	3	HIS 101 Western Civilization	3
MUS 102 Music Appreciation	3	CSC 274 Language Survey	3
PHL 121 Ethics	3	PHY 103 Fundamentals of Physics	3
CSC 183 Fundamentals of Cybersecurity	3	CSC 152 Computer Hardware Essentials	3
MAT 220 Analytical Geometry and Calculus I	4	SOC 101 Introduction to Sociology	3
	16		16

Graphic Design Associate in Applied Science Degree

64 Semester Hours

The Graphic Design AAS degree prepares students for careers in visual communication, combining creativity with technical expertise. This program focuses on design fundamentals, industry-standard software, and the design process from concept to production. Graduates can pursue careers in print, multimedia, or digital media design.

REQUIRED COURSES

FIRST SEMESTER

ART 100 Drawing I-Fundamentals	3
ART 126 2D Design & Color	3
CSC 106 Intro to Computers	3
CSC 248 Computerized Illustration	3
ENG 101 Rhetoric & Composition I	3
FYE 101 Blazing Your Trail	1
	16

SECOND SEMESTER

ART 136 Graphic Design I	3
CMN 101 Introduction to Speech I OR	
CMN 104 Interpersonal Comm	3
CSC 186 Desktop Pub with InDesign	3
CSC 220 Graphic & Photo Manipulation	3
MAT 109 Elem Stats	3
	15

THIRD SEMESTER

ART 137 Graphic Design II	3
BUS 131 Principles of Marketing	3
CSC 127 User Experience Design I	3
CSC 247 2D Animation	3
PSY 101 Intro to Psych OR	
SOC 101 Introduction to Sociology	3
	15

FOURTH SEMESTER

ART 226 Graphic Design III	3
CSC 244 User Experience Design II	3
CSC 249 Adv Graphic Applications	3
ENG 191 Business Communication	3
Approved Electives*	6
	18

*Approved Electives: All courses with ART, BUS, CSC and OFT prefixes

Web Development Associate in Applied Science Degree

64 Semester Hours

The Web Development AAS degree provides students with the skills needed to design, develop, and maintain websites. The program covers web programming, scripting languages, and user interface design, preparing students for careers in front-end and back-end web development.

REQUIRED COURSES

FIRST SEMESTER

CSC 106 Intro to Computers	3
CSC 112 Computer-Based Problem Solving	3
CSC 123 Intro to Content Management Systems (WordPress)	2
CSC 124 Web Programming I (HTML,	

SECOND SEMESTER

ART 136 Graphic Design I	3
CSC 220 Graphic & Photo Manipulation (Photoshop)	3
CSC 223 Web Scripting (JavaScript)	3
CSC 224 Web Programming II	
	95

CSS, Scripting)	3	(PHP, MySQL)	3
CSC 248 Computerized Illustration	3	CSC 116 Database - Core Level (Access)	
FYE 101 Blazing Your Trail	1	OR Approved Elective*	2-3
	15		14-15

THIRD SEMESTER

CMN 101 Introduction to Speech I OR	
CMN 104 Interpersonal Communication	3
CSC 247 2D Animation	3
CSC 256 Web Programming III	3
CSC 257 Database Management	3
MAT Gen Ed Requirement	3
Approved Electives*	2-3
	17-18

FOURTH SEMESTER

CSC 258 Web Programming IV	3
CSC 259 Web Server Administration	3
ENG 101 Rhetoric and Composition I	3
PSY 101 Introduction to Psychology OR	
SOC 101 Introduction to Sociology	3
Approved Electives*	4-5
	16-17

*Approved Electives

ART 126 2-D Design & Color	3
ART 137 Graphic Design II	3
ART 226 Graphic Design III	3
BUS 131 Marketing.....	3
CSC 119 Programming 1 (C++).....	3
CSC 190 Portable Document Formatting.....	1
CSC 216 Database - Expert Level (Access).....	2
CSC 274 Language Survey (Java).....	3

User Experience Design Certificate

28 Semester Hours

The UX Design Certificate equips students with skills to create user-friendly websites, applications, and software tools. Students learn about human-computer interaction, usability testing, animation, and graphic design. This certificate stacks into the Graphic Design AAS and Web Development AAS degrees.

REQUIRED COURSES

FIRST SEMESTER

CSC 106 Intro to Computers	3
CSC 127 User Experience Design I	3
CSC 247 2D Animation	3
CSC 248 Computerized Illustration	3
FYE 101 Blazing Your Trail	1
	13

SECOND SEMESTER

BUS 131 Principles of Marketing	3
CSC 220 Graphic/Photo Manipulation	3
CSC 244 User Experience Design II	3
ENG 101 Rhetoric & Composition I OR	
ENG 191 Business Communication	3
MAT 109 Elem Stats	3
	15

Web Development Certificate

29 Semester Hours

The Web Development Certificate offers foundational training in web design, development, and programming. Students learn to create and manage websites using scripting languages and coding techniques. Graduates are prepared for entry-level positions in web development.

REQUIRED COURSES

FIRST SEMESTER

CSC 106 Intro to Computers
CSC 112 Computer Prog Logic
CSC 123 Intro to Content Management Systems (WordPress)
CSC 124 Web Programming I (HTML, CSS, Scripting)
CSC 248 Computerized Illustrations
FYE 101 Blazing Your Trail

3	ART 136 Graphic Design I	3
3	CSC 116 Database - Core Level (Access) OR Approved Elective	2
2	CSC 220 Graphic & Photo Manipulation (Photoshop)	3
3	CSC 223 Web Scripting (JavaScript)	3
3	CSC 224 Web Programming II (PHP, MySQL)	3
1		
15		14

DIESEL TECHNOLOGY

Diesel Technology Certificate

33 Semester Hours

The Diesel Technology certificate is designed to offer students practical education and training in diesel power technology. Emphasis is placed on technical knowledge in diagnostics, repair and maintenance of diesel-powered transportation equipment. After completing the certificate, the graduate can enter the workforce or continue pursuing an AAS degree. Students must pass an Illinois State Police background check and receive clearance before admission. This certificate ladders into the Ag Mechanic AAS degree.

REQUIRED COURSES

FIRST SEMESTER

DET 101 Diesel Technology I
MAT 100 Technical Mathematics
MFG 113 Intro to Mfg/Industrial Safety
WLD 101 Maintenance & Repair Welding

8	CMN 101 Introduction to Speech I OR	
3	CMN 104 Interpersonal Communication	3
3	DET 102 Diesel Technology II	8
3	IMT 150 Fluid Power I (Hydraulics)	3
3	IMT 155 Fluid Power II (Pneumatics)	2
17		16

ECONOMICS

Economics Associate in Arts Degree (Transfer)

64 Semester Hours

The Economics transfer degree prepares students for further study in economics, focusing on resource allocation, market analysis, and economic policy. Graduates often pursue careers in government, finance, business analysis, or academia. This degree is the first step toward a bachelor's in economics and potential graduate studies.

REQUIRED COURSES

FIRST SEMESTER

ENG 101 Rhetoric & Composition I
FYE 101 Blazing Your Trail
HUM 101 Intro to Humanities
MAT 109 Elementary Statistics
CSC 100 Computer Literacy
ECO 101 Principles of Macroeconomics
BUS 101 Introduction to Business

3	CSC 106 Introduction to Computers	3
1	ENG 102 Rhetoric & Composition II	3
3	MAT 113 College Algebra	3
3	BIO 101 General Biology	4
1	ECO 102 Principles of Microeconomics	3
3		
3		

	17		16
THIRD SEMESTER		FOURTH SEMESTER	
CMN 101 Introduction to Speech I	3	PSY 101 Introduction to Psychology	3
BUS 161 Business Law I	3	ACC 200 Managerial Accounting	3
PHL 101 Introduction to Philosophy	3	BUS 141 Principles of Finance	3
CHM 100 General Chemistry	4	PHL 121 Ethics	3
ACC 100 Financial Accounting	3	ART 115 Art Appreciation or MUS 102	3
	16	Music Appreciation	15

EDUCATION

Associate in Applied Science Degree

Early Childhood Education

Associate in Applied Science Degree

61 Semester Hours

The Associate in Applied Science Degree(AAS) in Early Childhood Education degree is designed to prepare students for careers as childcare lead teachers, home visitors, childcare directors, or public-school teacher aides. This degree can also fulfill the requirements for the first two years of a bachelor's degree in early childhood education at colleges and universities within the ECACE Consortium, allowing students to work towards early childhood teacher licensure for public schools. Additionally, this program includes the following embedded Gateways credentials: Early Childhood Education Level 4, Infant-Toddler Level 4, and Illinois Director Level 1.

REQUIRED COURSES

FIRST SEMESTER

ECE 102 Foundations of Early Childhood Education*	3
ECE 124 Health & Safety for Young Children*	3
ECE 104 Child Growth & Development*	3
ECE 150 Caring for Infants & Toddlers*	3
ENG 101 Rhetoric & Composition I	3
FYE 101 Blazing Your Trail	1
	16

THIRD SEMESTER

EDU 205 Educating Exceptional Children	3
ECE 215 Observation & Assessment in EC*	3
ECE 260 Curriculum in EC Programs*	3
ECE 287 Infant-Toddler Seminar*^	1
ECE 288 Infant-Toddler Practicum*^	1
Mathematics Requirement	3
	14

SECOND SEMESTER

CMN 101 Introduction to Speech	3
ECE 135 Guidance of the Young Child*	3
ECE 171 Child, Family and Community*	3
ECE 245 STEM in Early Childhood^ or	
ECE 265 Infant and Toddler Curriculum*^	3
SOC/PSY Elective	3
	15

FOURTH SEMESTER

ECE 251 Child Care Administration*	3
General Education Elective	3
ECE 250 Creative Arts & Young Child	3
ECE 255 Language & Literacy in EC	3
ECE 297 Early Childhood Seminar*	2
ECE 298 Early Childhood Practicum*	2
	16

*Embedded Gateways Competencies

^Transfer students may choose a Gen. Ed course

Students completing the AAS in Early Childhood Education are eligible for the Early Childhood Gateways-Level 4 Certificate.

Early Childhood Education Associate in Arts Degree

61 Semester Hours

REQUIRED COURSES

FIRST SEMESTER

ECE 102 Foundations of Early Childhood Education	3
ART 115 Art Appreciation or MUS 102 Music Appreciation or DRA 103 Introduction to Theater	3
MAT 109 Elementary Statistics* or MAT 110 Math for Elementary Teachers I**	3
ENG 101 Rhetoric & Composition I	3
FYE 101 Blazing Your Trail	1
HIS 121 US History I	3
	16

THIRD SEMESTER

CMN 101 Introduction to Speech	3
SOC 101 Introduction to Sociology	3
PSC 101 American Government	3
SCI 100 Environmental Geology	4
ECE 124 Health & Safety for Young Children	3
	16

* Course for students transferring to WIU

** Course for students transferring to SIUE

SECOND SEMESTER

ENG 102 Rhetoric & Composition II	3
BIO 101 General Biology	4
ECE 104 Child Growth & Development**	3
HUM Humanities Elective or EDU 293 Children's Literature	3
MAT 111 Math for Elementary Teachers II** or ECO 101 Principles of Macroeconomics	3
	16

FOURTH SEMESTER

ENG 231 American Literature I	3
ECE 135 Guidance of the Young Child	3
EDU 205 Educating Exceptional Children	3
ECE 171 Child, Family & Community	3
EDU 290 Field Experience in Education	1
	13

Early Childhood Gateways - Level 2 Certificate

16 Semester Hours

The Early Childhood Gateways Level 2 Certificate is intended for students seeking entry-level positions as classroom aides in childcare programs. This certificate can lead to the Early Childhood Gateways Level 3 Certificate, the Associate in Arts Degree (Transfer)(AA) in Education (Early Childhood Pathway) and the Associate in Applied Science Degree(AAS) degree in Early Childhood Education.

REQUIRED COURSES

ECE 102 Foundations of Early Childhood Education	3
ECE 124 Health & Safety for Young Children	3
ECE 104 Child Growth & Development	3
ECE 135 Guidance of the Young Child	3
ECE 171 Child, Family and Community	3
FYE 101 Blazing Your Trail	1
	16

Early Childhood Gateways - Level 3 Certificate

31 Semester Hours

The Early Childhood Gateways Level 3 Certificate is intended for students seeking entry-level positions as a teacher in childcare programs. This certificate can lead to the Associate in Applied Science Degree(AAS) degree in Early Childhood Education which has the embedded Early Childhood Gateways Level 4 Credential.

REQUIRED COURSES

FIRST SEMESTER

ECE 102 Foundations of Early Childhood Education.	3
ECE 124 Health & Safety for Young Children	3
ECE 104 Child Growth & Development	3
ECE 135 Guidance of the Young Child	3
ECE 171 Child, Family and Community	3
FYE 101 Blazing Your Trail	1
	16

SECOND SEMESTER

ECE 215 Observation & Assessment in EC	3
ECE 260 Curriculum for Early Childhood Programs	3
	6

Per Gateways to Opportunity requirements, 9 semester hours of general education coursework must also be completed for the Level 3 certificate. These must be credit bearing. The courses listed below are recommended, however, any 9 credit hours of general education electives will be accepted.

CMN 101 Introduction to Speech	3 hours
PSY 201 Educational Psychology	3 hours
ENG 101 Rhetoric & Composition I	3 hours
PSY 101 Introduction to Psychology	3 hours
SOC 224 Marriage & the Family	3 hours

Infant Toddler Gateways - Level 2 Certificate

19 Semester Hours

The Infant-Toddler Gateways Level 2 Certificate is intended for students seeking entry-level positions as infant-toddler classroom aides in childcare programs. This certificate can lead to the Infant-Toddler Gateways Level 3 Certificate and the Associate in Applied Science Degree(AAS) degree in Early Childhood Education.

REQUIRED COURSES

ECE 102 Foundations of Early Childhood Education	3
ECE 124 Health & Safety for Young Children	3
ECE 150 Caring for Infants & Toddlers	3
ECE 104 Child Growth & Development	3
ECE 135 Guidance of the Young Child	3
ECE 171 Child, Family and Community	3
FYE 101 Blazing Your Trail	1
	19

Infant Toddler Gateways - Level 3 Certificate

37 Semester Hours

The Infant-Toddler Gateways Level 3 Certificate is intended for students seeking entry-level positions as a, infant-toddler teacher in childcare programs. This certificate can lead to the Associate in Applied Science Degree(AAS) degree in Early Childhood Education which has the embedded Infant-Toddler Gateways Level 4 Credential.

FIRST SEMESTER

ECE 102 Foundations of Early Childhood Education	3
ECE 124 Health & Safety for Young Children	3
ECE 150 Caring for Infants & Toddlers	3
ECE 104 Child Growth & Development	3
ECE 135 Guidance of the Young Child	3
FYE 101 Blazing Your Trail	1
	16

SECOND SEMESTER

ECE 171 Child, Family & Community	3
ECE 265 Infant and Toddler Curriculum	3
ECE 215 Observation & Assessment in EC	3
ECE 260 Curriculum for EC Programs	3
	12

Per Gateways to Opportunity requirements, 9 semester hours of general education coursework must also be completed for the Level 3 certificate. These must be credit bearing. The courses listed below are recommended, however, any 9 credit hours of general education electives will be accepted.

CMN 101 Introduction to Speech	3 hours
PSY 201 Educational Psychology	3 hours
ENG 101 Rhetoric & Composition I.....	3 hours
PSY 101 Introduction to Psychology.....	3 hours
SOC 224 Marriage & the Family	3 hours

EDUCATION

Associate in Arts Degree

The Associate in Arts Degree (Transfer)(AA) in Education degree is designed to meet the requirements for the first two years of a Bachelor's degree in Education. Graduates can obtain their teaching license and pursue positions in Early Childhood, Elementary, Middle School, High School (Secondary), and Special Education. Graduates can also obtain positions as Education Coordinators, Home Visitors, and Developmental Specialists. Students who seek immediate entry into the public school system qualify for the Para-professional (Teacher Aide) position.

Elementary Education

Associate in Arts Degree

61 Semester Hours

REQUIRED COURSES

FIRST SEMESTER

EDU 100 Foundations of Education	3
ART 115 Art Appreciation or MUS 102 Music	
Appreciation** or DRA 103 Introduction to Theater	3
ENG 101 Rhetoric & Composition I	3
PSY 101 Introduction to Psychology	3
MAT 110 Math for Elementary Teachers I	3
FYE 101 Blazing Your Trail	1

16

SECOND SEMESTER

ENG 102 Rhetoric & Composition II	3
MAT 111 Math for Elementary Teachers II	3
PSC 131 State & Local Government or	
PSC 101 American Government	3
EDU 175 Social Issues in Educating Children	
or EDU 204 Introduction to Technology in	
Education	3
BIO 101 General Biology	4

16

THIRD SEMESTER

ECE 104 Child Growth & Development
CMN 101 Introduction to Speech
HIS 121 US History I
Physical Science requirement w/lab

3 PHL 201 Major World Religions** or
3 Humanities Elective
3 ECO 101 Principles of Macroeconomics or
4 PSY 203 Adolescent Psychology**
ENG 114 Fiction** or EDU 293 Children's
Literature
PSY 201 Educational Psychology or PSY 202
Child Psychology*
EDU 205 Educating Exceptional Children
EDU 290 Field Experience in Education

13 16

* Option for students transferring to SIUE

** Option for students transferring to QU

Middle/Secondary Education Associate in Arts Degree

61 Semester Hours

REQUIRED COURSES

FIRST SEMESTER

EDU 100 Foundations of Education
ART 115 Art Appreciation or MUS 102 Music
Appreciation** or DRA 103 Introduction to Theater
ENG 101 Rhetoric & Composition I
PSY 101 Introduction to Psychology
MAT 109 Elementary Statistics* or
MAT 110 Math for Elementary Teachers I
FYE 101 Blazing Your Trail

16

SECOND SEMESTER

ENG 102 Rhetoric & Composition II
MAT 111 Math for Elementary Teachers II
or General Education Elective*
HIS 121 US History I
EDU 175 Social Issues in Educating Children
or EDU 204 Introduction to Technology in
Education*** or ECE 104 Child Growth &
Development****
BIO 101 General Biology

16

THIRD SEMESTER

CMN 101 Introduction to Speech
PHL 201 Major World Religions*** or
Humanities Elective
SCI 100 Environmental Geology
PSY 201 Educational Psychology or PSY 202
Child Psychology** or PSY 203 Adolescent
Psychology
SOC 101 Introduction to Sociology

16

FOURTH SEMESTER

ENG 114 Fiction
PSC 101 American Government
ECO 101 Principles of Macroeconomics
EDU 205 Educating Exceptional Children
EDU 290 Field Experience in Education

13

* Applies for students transferring to WIU

**Applies for students transferring to SIUE

***Applies for students transferring to QU

****Applies for students transferring to UIS

Special Education (SPED) Associate in Arts Degree

61 Semester Hours

REQUIRED COURSES

FIRST SEMESTER

EDU 100 Foundations of Education
ART 115 Art Appreciation or MUS 102 Music

102

SECOND SEMESTER

ENG 102 Rhetoric & Composition II
MAT 111 Math for Elementary Teachers II

Appreciation*** or DRA 103 Introduction to Theater	3	or General Education Elective*	3
ENG 101 Rhetoric & Composition I	3	PHL 201 Major World Religions*** or	
HIS 121 US History I	3	Humanities Elective	3
MAT 109 Elementary Statistics* or		EDU 175 Social Issues in Educating Children	
MAT 110 Math for Elementary Teachers I	3	or EDU 204 Introduction to Technology in	
FYE 101 Blazing Your Trail	1	Education***	3
		BIO 101 General Biology	4
	16		16

THIRD SEMESTER

CMN 101 Introduction to Speech	3
SOC 101 Introduction to Sociology or RST 101	
Introduction to the Bible	3
SCI 100 Environmental Geology	4
PSY 101 Introduction to Psychology	3
ECE 104 Child Growth and Development	3

16

FOURTH SEMESTER

PSC 101 American Government	3
ENG 114 Fiction*** or ENG 241 English	
Literature I** or EDU 293 Children's	
Literature*	3
EDU 205 Educating Exceptional Children or	
PSY 201 Educational Psychology or PSY 202	
Child Psychology**	3
EDU 290 Field Experience in Education	1
ECO 101 Principles of Macroeconomics or	
PSY 203 Adolescent Psychology***	3

13

* Aligns with courses for students transferring to WIU

** Aligns with courses for students transferring to SIUE

*** Aligns with courses for students transferring to QU

ELECTRICAL TECHNOLOGY

Electrical Technology Associate in Applied Science Degree

64 Semester Hours

The AAS in Electrical Technology prepares graduates to enter the job market as either residential, commercial, or industrial electricians. Employment opportunities are not limited to a particular type of business or industry as most companies require electrical service maintenance. The program is extensively hands-on and provides opportunities for work-based training.

REQUIRED COURSES

FIRST SEMESTER

CSC 100 Computer Literacy	1
ELE 100 Survey of Electrical Trade	2
ELE 101 Blueprint Rdg for Electricians	3
ELE 110 Intro to Electricity	3
ELE 120 Intro to National Elec Code	3
FYE 101 Blazing Your Trail	1
Mathematics Requirement	3

16

SECOND SEMESTER

ELE 125 Electrical Applications I	3
ELE 130 Residential Electricity	3
IMT 120 Industrial Motors & Controls	3
MFG 113 Intro to Mfg/Industrial Safety	3
Hum/Soc/Behavioral Science Requirement	3
Written Communication Requirement	3

18

THIRD SEMESTER

CAD 230 Intro to Mfg Processes	3
ELE 135 Programmable Control	3
ELE 205 Commercial Electricity	3
ELE 220 Electrical Applications II	3
Oral Communication Requirement	3

15

FOURTH SEMESTER

CSC 163 Fundamentals of Networking	3
ELE 225 Industrial Electricity	3
ELE 230 Specialized Electrical Circuits	3
ELE 235 Electrical Systems Analysis	3
General Education Requirement	3

15

103

Electrician Certificate

30 Semester Hours

The Electrician Certificate program is designed for students who are interested in acquiring basic skills for immediate entry into the job market. Because of the scheduling of courses, it is possible for students to maintain employment while attending classes. The successful certificate graduate has the option of entering the workplace or continuing with the pursuit of the AAS degree in electrical technology.

REQUIRED COURSES

FIRST SEMESTER

ELE 100 Survey of Electrical Trade
ELE 110 Intro to Electricity
ELE 120 Intro to National Elec Code
FYE 101 Blazing Your Trail
Electives
Any general education MAT class

2
3
3
1
3
3
15

SECOND SEMESTER

ELE 125 Electrical Applications I
ELE 130 Residential Electricity
IMT 120 Industrial Motors & Controls
MFG 113 Intro to Mfg/Industrial Safety
Written Communication Requirement

3
3
3
3
3

15

EMERGENCY SERVICES

Criminal Justice

Associate in Arts Degree (Transfer)

64 Semester Hours

Students completing the transfer program in law enforcement at John Wood Community College typically choose to attend a four-year college or university to complete their bachelor's degree in law enforcement. For more information on this program, contact a JWCC Success Coach.

REQUIRED COURSES

FIRST SEMESTER

ENG 101 Rhetoric & Composition I
FYE 101 Blazing Your Trail
PHL 111 Introduction to Critical Thinking
MAT 109 Elementary Statistics
PSY 101 Introduction to Psychology
LEN 101 Introduction to Criminal Justice

3
1
3
3
3
3
16

SECOND SEMESTER

ENG 102 Rhetoric & Composition II
BIO 105 Human Biology
SOC 101 Introduction to Sociology
PSY 250 Psychology of Personality
PHL 121 Ethics

3
3
3
3
3

15

THIRD SEMESTER

CMN 101 Introduction to Speech I
SCI 100 Environmental Geology
PSC 131 State and Local Government
LEN 212 Criminal Law
LEN 111 Juvenile Justice

3
4
3
3
3
16

FOURTH SEMESTER

ART 115 Art Appreciation or
MUS 102 Music Appreciation
CMN 104 Interpersonal Communications
DRA 103 Introduction to Theater
Electives

3
3
3
8
17

Criminal Justice

Associate in Applied Science Degree

64 Semester Hours

The AAS in Law Enforcement is intended for students seeking immediate employment in the field of law enforcement and for individuals working in the field who are seeking additional training for career and skill advancement purposes.

REQUIRED COURSES

FIRST SEMESTER

ENG 101 Rhetoric & Composition I OR
 ENG 191 Business Communication 3
 FSC 174 Hazardous Materials Operations
 FYE 101 Blazing Your Trail 1
 LEN 101 Introduction to Criminal Justice 3
 LEN 111 Juvenile Justice 3
 PSY 101 Intro to Psychology 3

16

SECOND SEMESTER

CMN 101 Introduction to Speech I OR
 CMN 104 Interpersonal Comm 3
 LEN 150 Sci Criminal Investigation 3
 LEN 212 Criminal Law 3
 LEN 260 Criminal Justice Seminar I 3
 SOC 101 Introduction to Sociology 3

15

THIRD SEMESTER

CSC Elective 3
 EMS 150 Emergency Med Tech* 6
 LEN Elective 3
 MAT 109 Elementary Statistics 3
 PSY 221 Social Psychology 3

18

FOURTH SEMESTER

FSC 282 Essentials for the First Responder 3
 LEN 261 Criminal Justice Seminar II 3
 Electives 9

15

*EMS 150 is offered through Blessing Hospital. Students are responsible for enrolling in the course based on Blessing's schedule, in coordination with their Success Coach.

Fire Science

Associate in Applied Science Degree

64 Semester Hours

The AAS in Fire Science is intended to prepare students for entry-level employment in the fire service field. Students are trained in fire suppression, prevention, and protection techniques. Students are also prepared to react correctly to emergency situations. The Fire Science degree is also intended for individuals currently employed in the fire service field who are seeking additional training. Students already certified as Firefighter II will have courses FSC 132, 134, and 136 waived.

REQUIRED COURSES

FIRST SEMESTER

EMS 150 Emergency Med Tech* 6
 FSC 132 Basic Firefighter-Module A 3
 FSC 174 Hazardous Materials Operations 3
 FYE 101 Blazing Your Trail 1
 Written Communication Requirement 3

16

SECOND SEMESTER

CSC 100 Computer Literacy 1
 FSC 134 Basic Firefighter-Module B 3
 FSC 270 Fire Fighting Tactics & Strategy I 3
 Hum/Soc/Behavioral Science Requirement 3
 Mathematics Requirement 3
 Electives 2

15

THIRD SEMESTER

CMN 101 Introduction to Speech I OR
 CMN 104 Interpersonal Comm 3
 FSC 136 Basic Firefighter-Module C
 FSC Electives 6
 Electives 6

FOURTH SEMESTER

FSC 180 Fire Service & the Law 3
 FSC Electives 3
 General Education Requirement 3
 Electives 3
 Technical Rescue Requirement 3

105

*EMS 150 is taught by Blessing Hospital. Students will be responsible for enrolling in the course according to Blessing's schedule.

Paramedicine (EMT)

Associate in Applied Science Degree

64 Semester Hours

The Emergency Medical Technician—Paramedicine (EMT-P) program is a very fast-paced, intense program. It prepares the graduate to provide initial patient assessment and management of care for the ill and injured from the pre-hospital setting to the emergency or hospital care environment. Courses include classroom instruction in theory and demonstration and clinical experience in simulated and real emergencies in local trauma centers and in the field.

Upon successful completion of the program, the graduate will be eligible to take the National Registry of Emergency Medical Technicians exam or the Illinois State Licensing exam. Graduates may be employed by ambulance districts or emergency settings and as adjunct training for fire fighters and in law enforcement.

This program has earned national accreditation from the Commission on Accreditation of Allied Health Education Programs (CAAHEP), upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Profession (COA EMSP).

The applicant must meet the following admission requirements:

1. Admission to John Wood Community College
2. Age 18 or older before beginning EMS courses
3. Current EMT—Basic Licensure or EMS 150
4. Paramedic pre-entrance exam
5. Interview with the EMS director
6. Possess current Healthcare Provider CPR certification
7. Pass drug test
8. Pass criminal background check
9. Provide proof of current immunizations

NOTE: First-year coursework does not follow the JWCC traditional schedule. Classes meet twice weekly, two evenings per week, four hours each. There are approximately 12 additional hours per week of required clinical time. Students follow the sequence of courses listed below.

The EMS Director can be reached at 217.223.8400, ext. 6591.

FIRST YEAR REQUIRED COURSES

EMS 161 Paramedic I.....	6 hours
EMS 166 Paramedic Clinical Practice I.....	3 hours
EMS 171 Paramedic II.....	6 hours
EMS 176 Paramedic Clinical Practice II.....	3 hours
EMS 251 Paramedic III.....	7 hours
EMS 256 Paramedic Clinical Practice III.....	3 hours
EMS 261 Paramedic IV.....	6 hours
EMS 266 Paramedic Clinical Practice IV.....	3 hours

EMS 199 Paramedic Internship.....	2 hours
FYE 101 Blazing Your Trail	1 hour
	40 hours

SECOND YEAR REQUIRED COURSES

FIRST SEMESTER

BIO 275 Human Anatomy & Physiology I	4
CSC 100 Computer Literacy	1
MAT Gen Ed Requirement	3
PSY 101 Intro to Psychology OR	
SOC 101 Introduction to Sociology	3
Elective	1
	12

SECOND SEMESTER

BIO 276 Human Anatomy & Physiology II	4
CMN 101 Introduction to Speech OR	
CMN 104 Interpersonal Comm	3
ENG 101 Rhetoric & Composition I	3
Elective	2
	12

Paramedicine (EMT) Certificate

40 Semester Hours

Students may become an Emergency Medical Technician—Paramedic by completing the 13-month Emergency Medical Technician—Paramedicine certificate program. The EMT-P certificate is much like the EMT-P degree program in that it is a very fast-paced, intense certificate program. It prepares the student to provide initial patient assessment and management of care for the ill and injured from the pre-hospital setting to the emergency or hospital care environment. Courses include classroom instruction in theory and demonstration and clinical experience in simulated and real emergencies in local trauma centers and in the field.

Upon successful completion of the certificate, the student will be eligible to take the National Registry of Emergency Medical Technicians—Paramedic exam or the Illinois State Licensing exam. Students must meet the same admission requirements as those in the EMT-P degree program.

The applicant must meet the following admission requirements:

1. Admission to John Wood Community College
2. Age 18 or older before beginning EMS courses
3. Current EMT—Basic Licensure or EMS 150
4. Paramedic pre-entrance exam
5. Interview with the EMS director
6. Possess current Healthcare Provider CPR certification
7. Pass drug test
8. Pass criminal background check
9. Provide proof of current immunizations

The EMS Director can be reached at 217.223.8400, ext. 6591.

REQUIRED COURSES

EMS 161 Paramedic I.....	6 hours
EMS 166 Paramedic Clinical Practice I.....	3 hours
EMS 171 Paramedic II.....	6 hours
EMS 176 Paramedic Clinical Practice II.....	3 hours
EMS 251 Paramedic III.....	7 hours
EMS 256 Paramedic Clinical Practice III.....	3 hours

EMS 261 Paramedic IV	6 hours
EMS 266 Paramedic Clinical Practice IV	3 hours
EMS 199 Paramedic Internship.....	2 hours
FYE 101 Blazing Your Trail	1 hour
	40 hour

ENGINEERING

Associate in Engineering Science Degree (AES)

65 Semester Hours

Engineering transfer is designed to complete the first 2 years of a Bachelor degree in Engineering for transfer to a 4-year college or university. Engineering graduates will find employment in a variety of engineering fields including aerospace, biomedical, chemical, civil, computer, electrical, industrial and mechanical engineering.

Students pursuing an Associate in Engineering Science degree (AES) are encouraged to follow the general education sequence model outlined below:

REQUIRED COURSES

FIRST SEMESTER

CHM 103 Principles of Chemistry I	4
PHL 111 Introduction to Critical Thinking	3
MAT 220 Analytic Geometry & Calculus I*	4
ENG 101 Rhetoric & Composition I	3
FYE 101 Blazing Your Trail	1
	15

SECOND SEMESTER

CHM 104 Principles of Chemistry	4
PHY 227 Principles of Physics I	5
MAT 221 Analytic Geometry & Calculus II	4
ENG 102 Rhetoric & Composition II	3
	16

THIRD SEMESTER

PHY228 Principles of Physics II	5
EGR 203 Engineering Mechanics: Statics	3
MAT 222 Analytic Geometry & Calculus III	4
CAD 114 Introduction to Parametric Modeling	3
ECO 101 Principles of Macroeconomics	3
	18

FOURTH SEMESTER

EGR 204 Engineering Mechanics: Dynamics	3
EGR 221 Electrical Circuit Analysis	4
CSC 119 Programming I	3
MAT 251 Differential Equations	3
ECO 102 Principles of Microeconomics	3
	16

*Students who do not place into MAT 220 should meet with their Success Coach to develop a plan for completing the necessary prerequisites.

ENGLISH

English

Associate in Arts Degree

64 Semester Hours

An Associate's Degree in English prepares students to complete a Bachelor's Degree in English or related fields. Graduates can find employment opportunities in writing, technical writing, editing, publishing, education, or communications. The program builds essential skills in critical thinking, literary and cultural analysis, research and information literacy, and written communication. Some students pursue a Master's in English, creative writing, or education, expanding career opportunities in academia, media, or professional writing.

REQUIRED COURSES

FIRST SEMESTER

ENG 101 Rhetoric & Composition I	3
MAT 109 Elementary Statistics	3
FYE 101 First Year Experience	1
PSY 101 Introduction to Psychology	3
MUS 102 Music Appreciation, ART 115 Art Appreciation or, DRA 103 Introduction to Theater	3
ENG 130 Introduction to Film	3
	16

THIRD SEMESTER

ENG 232 American Literature II	3
ENG 241 English Literature I	3
CMN 101 Introduction to Speech I	3
SOC 101 Introduction to Sociology	3
SPN 101 Elementary Spanish II or	
CHN 101 Elementary Chinese II	4
	16

SECOND SEMESTER

ENG 231 American Literature I	3
HIS 101 Western Civilization	3
BIO 101 General Biology	4
ENG 102 Rhetoric & Composition II	3
ENG 114 Fiction	3
	16

FOURTH SEMESTER

ENG 242 English Literature II	3
ENG 251 World Literature	3
ENG 220 Introduction to Creative Writing	3
SCI 100 Environmental Geology or SCI 105 Weather and Climate	4
Electives	3
	16

FINE ARTS

Associate in Fine Arts Degree (AFA Music Performance)

61 Semester Hours

The Music AFA degree is designed for students seeking to complete the first two years of a Bachelor degree in music, music education, or music therapy. While some graduates immediately find employment in musical religious ministry, most graduates transfer to a four-year institution to complete their musical studies and go on to jobs in teaching, music education, music therapy, composition, performance, music production/recording and/or musical religious ministry.

REQUIRED COURSES

FIRST SEMESTER

ENG 101 Rhetoric & Composition I	3
FYE 101 Blazing Your Trail	1
MUS 131 Music Theory/Ear Training I	4
MUS 151 - 168 Music Ensemble Activities	1
MUS 170 - 182 Applied Music Lessons	2
MUS 188 Class Piano, Level I	1
SOC 101/PSY 101 Introduction to Psychology	3
Sociology	3
	15

THIRD SEMESTER

CMN 101 Introduction to Speech I	3
AST 101/102 Elementary Astronomy/Lab	4
MUS 231 Music Theory/Ear Training III	4
MUS 151 - 168 Music Ensemble Activities	1
MUS 270 - 282 Applied Music	2
MUS 288 Class Piano, Level III	1
	15

SECOND SEMESTER

ENG 102 Rhetoric & Composition II	3
ENG 130 Introduction to Film	3
MUS 132 Music Theory/Ear Training II	4
MUS 151 - 168 Music Ensemble Activities	1
MUS 170 - 182 Applied Music Lessons	2
MUS 189 Class Piano, Level II	1
MUS 121 Introduction to Music Literature	3
	17

FOURTH SEMESTER

BIO 105 Human Biology	3
MAT 109 Elementary Statistics	3
MUS 232 Music Theory/Ear Training IV	4
MUS 151 - 168 Music Ensemble Activities	1
MUS 270 - 282 Applied Music	2
MUS 289 Class Piano, Level IV	1
	14

HEALTH, PHYSICAL EDUCATION & RECREATION

Health, Physical Education & Recreation Associate in Science Degree (Transfer)

64 Semester Hours

Health, Physical Education & Recreation transfer degree is designed to complete the first two years of a Bachelor degree. Students transferring may specialize and pursue careers in coaching, athletic and personal training, and teaching health, wellness, and physical education.

REQUIRED COURSES

FIRST SEMESTER

BIO 101 General Biology
HPR 100 Lifetime Fitness and Wellness
MAT 113 College Algebra
ENG 101 Rhetoric & Composition I
FYE 101 Blazing Your Trail
PSY 101 Introduction to Psychology

SECOND SEMESTER

BIO 275 Human Anatomy and Physiology I 4
PSY 224 Sport Psychology or PSY 233 2
Developmental Psychology 3
MAT 109 Elementary Statistics 3
ENG 102 Rhetoric & Composition II 3
PSC 101 American Government or
ECO 101 Principles of Macroeconomics 3
16 16

THIRD SEMESTER

BIO 276 Human Anatomy and Physiology II
HPR 101 History & Principles of HPR
DRA 103 Introduction to Theater
CMN 101 Introduction to Speech I
HPR 244 Sport Safety Training

FOURTH SEMESTER

SCI 100 Environmental Geology or 4
SCI 105 Weather & Climate 4
HUM 121 Sex & Gender or PHL 101 Intro
to Philosophy 3
HPR 230 Coaching as a Profession 3
Electives 6
16 16

HEALTH SCIENCES

PRE-HEALTH SCIENCES

60 Semester Hours

Students interested in healthcare, but undecided as to which area of health sciences to pursue, are encouraged to begin their studies by following the suggested sequence of courses below. Many students may elect to move into a more specific pathway in health sciences after determining their area of interest. Graduates of health sciences programs enter careers in a diverse range of fields such as nursing, surgical technology, paramedicine, medical laboratory technology, radiologic technology, physical therapy assistant, occupational therapy, dental hygiene, or sonography.

REQUIRED COURSES

FIRST SEMESTER

BIO 275 Anatomy and Physiology I
MAT 109 Elementary Statistics
PSY 101 Introduction to Psychology
ENG 101 Rhetoric & Composition I
FYE 101 Blazing Your Trail

SECOND SEMESTER

BIO 276 Anatomy and Physiology II 4
BIO 293 Microbiology 4
ENG 102 Rhetoric & Composition II 3
CMN 101 Introduction to Speech I 3
PSY 233 Developmental Psychology 3
14 17

SUMMER SEMESTER

MAT 113 College Algebra 3

THIRD SEMESTER

OFT 281 Medical Terminology
 PHL 121 Ethics
 ECO 101 Principles of Macroeconomics
 CHM 103 Principles of Chemistry I
 Electives

3
 3
 3
 4
 3
 16

FOURTH SEMESTER

CHM 104 Principles of Chemistry II
 ART 115 Art Appreciation or MUS 102
 Music Appreciation
 Electives

4
 3
 3
 7
 14

PRACTICAL NURSE CERTIFICATE

54 Semester Hours

ASSOCIATE DEGREE IN NURSING

*Associate in Applied Science Degree
 74 Semester Hours*

John Wood Community College offers a ladder ADN nursing program including the Practical nurse certificate which prepares students to take the NCLEX-PN exam to become a Licensed Practical Nurse (LPN) and the associate degree in nursing program which prepares students for the NCLEX-RN exam to become a Registered Nurse (RN). Both of these nursing programs are designed to prepare students to become competent nurses who provide holistic care to people across the lifespan and in a variety of healthcare settings. The programs offer individuals a variety of options for completion.

Track I (LPN)

Track I is for students wishing to pursue a Practical Nurse certificate (54 semester hours). This track requires that a student successfully complete the required general education courses, first year nursing courses and NUR 190-LPN Scope of Practice. A student exits the program after the first year to obtain a Practical Nurse certificate and sit for the NCLEX-PN exam.

Track II (ADN-RN)

Track II is for students wishing to pursue an Associate Degree in Nursing (ADN-RN). Students have the option to take an additional course, NUR 190-LPN Scope of Practice to be eligible to take the NCLEX-PN exam. These students will still continue on and complete the second year ADN-RN coursework, becoming eligible to sit for the NCLEX-RN exam for licensure as a Registered Professional Nurse.

Track III (LPN to ADN-RN)

Track III is for the Community LPN already Practicing as a Licensed Practical Nurse with a desire to advance his/her career by obtaining an Associate Degree in Nursing. These students would enter into the second year of the ADN-RN program.

Admission Criteria:

1. Applicant must first apply and be accepted to John Wood Community College prior to applying to the JWCC ADN-RN program.
2. To be considered for the ADN-RN program, a student must maintain a minimum JWCC cumulative GPA of 2.7, as well as a 2.7 GPA in required science/support courses (BIO 275, BIO 276, BIO 293, MAT 109, PSY 101 and PSY 233). Coursework may be repeated one time to meet minimum standards.
3. The following courses must be completed with a "C" or better in order to apply to the ADN-RN program in this application cycle:
 - BIO 101 General Biology
 - BIO 275 Human Anatomy & Physiology I *
 - ENG 101 Rhetoric & Composition I
 - MAT 109 Elementary Statistics
 - PSY 101 Intro to Psychology

4. The following courses must be completed prior to the start of NUR 108:
 - BIO 276 Human Anatomy & Physiology II *
 - PSY 233 Developmental Psychology
5. Upon the September and February application dates (* specific dates as identified on application forms to be attained from the admissions/advising office), applicants without a minimum ACT score of 22, or a minimum SAT score of 1070 (ACT/SAT is NOT REQUIRED) within the past five years will be invited to take the HESI A2 Admissions Assessment Test.
6. The HESI A2 Admissions Assessment Test is a computerized exam administered on the JWCC Campus. After paying the testing fee at the business office, applicants must choose a testing date and time. To be considered for program entry, applicants must score at least 78% in both the Reading and Math sections, and at least 800 in the Critical Thinking section. Scores are valid for one year, and students can take the test up to two times within the same calendar year for each application cycle. If you are submitting previous HESI scores, please include them with your application; scores older than one year will not be accepted. Applicants are responsible for all testing fees. You may retake the test once and are allowed to retake specific sections if desired. The full testing fee must be paid for each attempt, and please note that testing fees are nonrefundable.

Community LPN: Required to meet the above admissions criteria, as well as include their current LPN license and proof of full-time employment as an LPN for at least 6 of the previous 12-month period.

Academic Progression Criteria:

1. The following course must be completed prior to the start of NUR 148:
 - BIO 293 Microbiology**
2. The following course must be completed prior to the start of NUR 203:
 - CMN 101 Introduction to Speech**
3. Maintain a minimum cumulative grade point average (GPA) of 2.0. for graduation purposes.
4. Earn a minimum of "C" in all required nursing courses and earn a minimum of "C" in all required prerequisite and support courses by the time they are required as prerequisites.
5. Complete all prerequisites for subsequent courses.
6. Meet other specific requirements of the program as stated in Nursing Student Handbook.
7. When a second, third or FOURTH SEMESTER student does not progress due to a NGPA below 2.5, the student must retake a required nursing course to raise his/her NGPA and to help the student improve his/her knowledge base as a safe professional nurse.
8. **Community LPN:** Required to maintain a nursing cumulative GPA of 2.5 to continue in program plus cumulative GPA of 2.0 for graduation purposes.
9. If a student enrolled in the program must take leave of the program for any reason: re-entrance/readmission into the program applies only for one academic year from the point of departure. Re-entrance/readmission is subject to review by Nursing progression committee and may require additional verification of retained knowledge and skills. If the student leave time exceeds the one academic year from the point of departure, the student will be required to retake/repeat nursing specific course work of the program.

Nursing Graduation Criteria:

1. A cumulative grade (NGPA) point average of 2.0 on a 4.0 scale. Exceptions to the GPA requirement for graduation must be made by the Dean of Records, Registrar and Financial Aid.
2. A nursing cumulative grade point average of 2.5 on a 4.0 scale.
3. Any applicable AA degree requirements as indicated in Graduation Requirements section of catalog.

Eligibility for admission to the ADN-RN program does not guarantee admission. After the initial review, applicants will receive written notification of their status within the application process.

GENERAL EDUCATION REQUIREMENTS (31 Semester Hours)

BIO 101 General Biology	4
BIO 275 Human Anatomy & Physiology I.....	4
BIO 276 Human Anatomy & Physiology II.....	4
BIO 293 Microbiology.....	4
CMN 101 Introduction to Speech I.....	3
ENG 101 Rhetoric & Composition I.....	3
MAT 109 Elementary Statistics	3
PSY 101 Intro to Psychology.....	3
PSY 233 Developmental Psychology.....	3

CORE PROGRAM SEQUENCE

First Year - FIRST SEMESTER*

NUR 108 Fundamentals	4
NUR 118 Physical Assessment.....	1
NUR 128 Fundamentals II	5
	10

First Year - SECOND SEMESTER*

NUR 138 Foundation of Pharmacology and Disease Process	4
NUR 148 Health & Illness Concepts I.....	5
NUR 190 LPN Scope of Practice.....	4
	13

Second Year - THIRD SEMESTER

NUR 203 RN Concepts.....	
2 (One to two weeks prior to start of THIRD SEMESTER)	
NUR 248 Health & Illness Concepts II.....	4
NUR 258 Family Health Concepts.....	6
	12

Second Year - FOURTH SEMESTER

NUR 268 Complex Health Concepts.....	6
NUR 278 Community Health and Mental Health Concepts	4
NUR 289 RN Leadership	2
	12

*Students wishing to complete the Practical Nurse certificate (54 semester hours) are required to complete all of the First Year-FIRST SEMESTER and SECOND SEMESTER courses in addition to NUR 190-LPN Scope of Practice(4 cr. hrs.) and the required general education courses.

**10-year limit on A&P 1 and 2, Micro, and Statistics.

ADVANCED NURSING ASSISTANT

18 Semester Hours

The Advanced Nursing Assistant program has been developed in conjunction with the Illinois Department of Public Health to expand on the skill level and professional opportunities of the Certified Nursing Assistant. Additional skills in oxygenation, wound care and sterile technique are taught, along with an expansion of professional skills and behaviors such as communication and conflict resolution. An expanded clinical Practicum will also introduce the advanced nurse assistant to a wider variety of employment options available.

Upon successful completion of the JWCC Advanced Nursing Assistant program, a certificate of completion is awarded and the student is eligible to take the State of Illinois ANATP certification exam. Once a student successfully completes the required written competency examination, employment opportunities for certified nursing assistants (CNAs) are excellent.

A minimum grade of "C" must be achieved in all courses to successfully complete the program.

REQUIRED COURSES

FYE 101 Blazing Your Trail.....	1 hour
NUA 101 Basic Nurse Assistant.....	6 hours
NUA 103 Nursing Assistant Practicum	1 hour
NUA 121 Advanced Nurse Assistant	7 hours
OFT 281 Medical Terminology.....	3 hours
TOTAL REQUIRED FOR CERTIFICATE	18 hours

MEDICAL ASSISTANT

Certificate

37 Semester Hours

The CMA program prepares students to excel in healthcare settings by providing administrative and clinical skills with direct patient contact. The one-year curriculum includes classroom instruction laboratory and computer experience, and a Practicum with direct patient contact in an ambulatory care clinic. This program can be completed part-time. Graduates are eligible for the Certified Medical Assistant exam and most employers require certification within one year of graduation.

REQUIRED COURSES

FIRST SEMESTER

FYE 101 Blazing Your Trail	
HSC 108 Clinical Medical Assisting I	
HSC 175 Basic Human Structure & Function	
OFT 101 Beginning Keyboarding	
OFT 170 Administrative Medical Office I	
OFT 281 Medical Terminology	

SECOND SEMESTER	
1 CMN 101 Introduction to Speech	3
2 HSC 128 Clinical Medical Assisting II	2
3 OFT 171 Admin Medical Office II	2
2 OFT 185 Medical Insurance & Coding	3
4 OFT 260 Customer Service	3
3 OFT 283 Pharmacology for the Medical Office	3
15	16

THIRD SEMESTER

HSC 189 Medical Law & Ethics I	3
HSC 199 Ambulatory Practicum	3
	6

NURSING ASSISTANT

7 Semester Hours

The Nursing Assistant program includes classroom, lab, and clinical direct patient contact experience. Admission requires a high school diploma or GED, a reading competency test with a minimum score of 240, a physical exam confirming the ability to lift without restrictions, two negative TB skin tests, and a cleared drug & criminal background check. In order to successfully complete the program: students must attend state required hours of all classes/labs/clinical s, all courses must be completed with a minimum 80% / "C" grade, and successful completion of AHA CPR course. Students are required to purchase a combination of hunter green & white scrubs, a stethoscope & gait belt, and all required textbooks/workbooks. Graduates receive a certificate of completion and are eligible to sit for the State of Illinois BNATP certification exam.

REQUIRED COURSES

NUA 101 Basic Nurse Assistant.....	6 hours
NUA 103 Nursing Assistant Practicum	1 hour
TOTAL REQUIRED FOR CERTIFICATE	7 hours

SURGICAL TECHNOLOGY

Associate in Applied Science Degree

61 Semester Hours

The Associate Degree in Surgical Technology prepares students for a career as a Certified Surgical Technologist (CST), an essential member of the surgical team. Surgical technologists work under the supervision of surgeons to ensure safe, efficient, and sterile surgical procedures. They are responsible for maintaining a sterile environment, handling surgical instruments and equipment, and assisting in procedures across various specialties, including cardiothoracic, orthopedic, neurosurgery, obstetrics and gynecology, pediatrics, ophthalmic, ENT, and podiatry.

Graduates of this program will gain expertise in aseptic techniques, surgical procedures, and patient safety protocols, equipping them to work in hospital surgery departments, obstetric units, endoscopy suites, and outpatient surgery centers. This program provides the knowledge and hands-on skills needed to support surgeons in both invasive and non-invasive procedures, ensuring optimal patient outcomes.

Students are required to achieve a minimum "C" grade in all program required courses, complete all accreditation/program required lab/Practicum hours/cases/procedure minimums, and sit for the NBSTSA National Certification Exam upon completion.

The John Wood Community College Surgical Technology program is accredited by CAA-HEP, the Commission on Accreditation of Allied Health Education Programs.

FALL SEMESTER*

FYE 100 Blazing Your Trail	1
SUR 200 Intro to Surgical Technology**	3
ENG 101 Rhetoric & Composition I	3
MAT 100 or above * take 109 for RN path.....	3
PHL 111 Introduction to Critical Thinking or PHL 121 Ethics	3
.....	13

SPRING SEMESTER

SUR 210 Principles of Surgical Technology Seminar**	3
SUR 211 Fundamentals of Surgical Technology Lab**	3
SUR 215 Intro to the Clinical Experience (2nd 8wk).....	2

OFT 281 Medical Terminology (1st 8wk).....	3
BIO 293 Microbiology*	4
.....	15

SUMMER SEMESTER

CMN 104 Interpersonal Communications	3
SUR 214 Surgical Pharmacology**	2
.....	5

FALL SEMESTER

SUR 220 Surgical Specialties Seminar I**	3
SUR 225 Surgical Practicum I (Clinical) (2-8hr day)**	5
BIO 275 Anatomy and Physiology I.....	4
PSY 101 Introduction to Psychology or PSY 145*take 101 for RN Path	3
.....	15

SPRING SEMESTER

SUR 240 Surgical Specialties Seminar II**	3
SUR 245 Surgical Practicum II (Clinical) (2-8hr day)**	5
BIO 276 Anatomy and Physiology II.....	4
SUR 248 Professional Seminar Capstone**	1
.....	13

*Bio 101 required pre-requisite for Bio 293

**These courses are only offered during these semesters

HEATING, VENTILATION, AIR CONDITIONING & REFRIGERATION SERVICE TECHNICIAN (HVAC)

HVAC

Certificate

31 Semester Hours

This certificate program is designed to provide students with the skill set to perform preventative maintenance, service and repairs on residential and commercial air conditioning, heating, and refrigeration systems. Emphasis is placed on practical application to perform system diagnostics and develop troubleshooting techniques.

REQUIRED COURSES

FIRST SEMESTER

FYE 101 Blazing Your Trail	1
HVA 101 Refrigeration Fundamentals	3
HVA 103 Heating Principles	3
HVA 199 HVAC Internship	1
IMT 110 Industrial Wiring	2
IMT 120 Industrial Motors & Controls	3
MAT 100 Technical Math OR any college level math	3

SECOND SEMESTER

HVA 105 Heating & Cooling	3
HVA 107 Commercial Air Cond Systems	3
IMT 140 Pumps/Piping	2
IMT 155 Fluid Power II (Pneumatics)	2
IMT 200 Mechanical Systems	3

16 13

SUMMER

HVA 199 HVAC Internship	2 hours
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HISTORY

History

Associate in Arts Degree

64 Semester Hours

The History transfer degree is designed to complete the first two years of a Bachelor of Arts degree in History. Graduates can pursue careers in areas such as education, museum curation, or public policy. Students transferring may specialize in fields like American history, World History, or historical research and preservation. This degree prepares students to continue their education toward advanced degrees and certifications, opening doors to careers in academia, law, archival work, or cultural resource management.

FIRST SEMESTER

ENG 101 Rhetoric & Composition I
FYE 101 Blazing Your Trail
MAT 109 Elementary Statistics
PHL 101 Introduction to Philosophy
SOC 222 Sociology of Diversity
HIS 101 Western Civilization I

3
1
3
3
3
3
16

SECOND SEMESTER

CSC 100 Computer Literacy
ENG 102 Rhetoric & Composition II
BIO 105 Human Biology
PHL 201 Major World Religions
PSC 110 Introduction to Political Science
HIS 102 Western Civilization II

1
3
3
3
3
3
16

THIRD SEMESTER

CMN 101 Introduction to Speech I
SCI 100 Environmental Geology
PSC 101 American Government
HIS 111 World History I
ENG 231 American Literature I

3
4
3
3
3
3
16

FOURTH SEMESTER

ENG 232 American Literature II
ECO 101 Principles of Macroeconomics or
SOC 111 Social Problems
HIS 112 World History II
HIS 222 U.S. History I Since 1945
Electives

3
3
3
3
3
4
16

HOSPITALITY AND CULINARY MANAGEMENT

Hospitality and Culinary Management

Associate in Applied Science Degree

64 Semester Hours

The Hospitality and Culinary Management program gives students knowledge required for lodging and restaurant operations. Students acquire skills in food sanitation, safety, culinary principles, and menu preparation. Students will also learn about sales, marketing, purchasing and cost control methods required for managerial positions in the hospitality industry. Students will take the necessary coursework to enable the individual to take the State of Illinois Food Service Sanitation Manager's Certification and the State of Illinois BASSET certification.

REQUIRED COURSES

FIRST SEMESTER

FYE 101 Blazing Your Trail
HSP 101 Intro to Hospitality
HSP 102 Presenting Services
HSP 106 Food and Alcohol Certifications
HSP 121 Purchasing for Hospitality Managers
MAT 100 Technical Math
HSP 110 Professional Cooking I

1
2
2
2
3
3
4
17

SECOND SEMESTER

HSP 120 Professional Cooking II
HSP 125 Fundamentals of Nutrition
HSP 201 Restaurant Management
HSP 202 Successful Hosp. Supervision
HSP 206 Front Desk Operations

4
3
3
3
3

16

SUMMER

HSP 199 Hospitality Management Internship 3 hours

THIRD SEMESTER

CMN 104 Interpersonal Communications 3
ENG 191 Business Communications 3
HSP 211 Effective Hospitality Marketing 3
HSP 215 Basic Cost Control for
Hospitality Managers 3
HSP 221 Legal Aspects of Hosp. Management 3
15

FOURTH SEMESTER

PSY 145 Human Relations in the Workplace 3
HSP 210 Professional Cooking III 4
HSP 299 Internship 3
PHL 121 Ethics 3

13

Culinary Arts Certificate

31 Semester Hours

The Culinary Arts Certificate prepares the student to work in various food services establishments. The course provides an introduction to the hospitality industry and emphasizes hands-on cooking techniques, sanitation and safety, and purchasing and cost control. Students will take the necessary coursework to enable the individual to take State of Illinois Food Service Sanitation Manager's Certification and the State of Illinois BASSET certification. This certificate ladders into the Hospitality and Culinary Management AAS degree.

REQUIRED COURSES

FIRST YEAR

FYE 101 Blazing Your Trail 1
HSP 101 Intro to Hospitality 2
HSP 102 Presenting Services 2
HSP 106 Food and Alcohol Certifications 2
HSP 110 Professional Cooking I 4
HSP 121 Purchasing for Hosp. Managers 3
14

SECOND YEAR

HSP 125 Fundamentals of Nutrition 3
HSP 201 Restaurant Management 3
HSP 120 Professional Cooking II 4
HSP 210 Professional Cooking III 4
14

Year 1 - Summer

HSP 199 Hospitality Management Internship 3 hours

Hospitality Management Certificate

31 Semester Hours

The Hospitality Certificate prepares the student to work in the lodging industry. Students acquire skills in supervision and leadership, front desk operation, sales, marketing, purchasing and cost control. Students will take the necessary coursework to enable the individual to take the State of Illinois Food Service Sanitation Manager's Certification and the State of Illinois BASSET certification. This certificate ladders into the Hospitality and Culinary Management AAS degree.

REQUIRED COURSES

FIRST YEAR

FYE 101 Blazing Your Trail 1
HSP 101 Intro to Hospitality 2
HSP 102 Presenting Services 2
HSP 106 Food and Alcohol Certifications 2
HSP 121 Purchasing for Hosp. Managers 3
HSP 211 Effective Hospitality Marketing 3
HSP 215 Basic Cost Ctrl for Hosp. Managers 3
16

SECOND YEAR

HSP 202 Successful Hosp. Supervision 3
HSP 206 Front Desk Operations 3
HSP 199 Internship*
Could be taken during the summer 3
HSP 221 Legal Aspect of Hosp Management. 3
PSY 145 Human Relations in the Workplace 3

15

INDUSTRIAL MAINTENANCE TECHNOLOGY

Industrial Maintenance Technology Associate in Applied Science Degree

64 Semester Hours

The Industrial Maintenance Technology program is designed to prepare students to install, service, and repair industrial electrical and mechanical machines or systems. Graduates can expect to find employment in various manufacturing and industrial facilities with modern electrical and mechanical systems. Potential careers are electrical technician, mechanical technician, maintenance supervisor, and project specialist. Students will take the national Certified Production Technician (MSSC-CPT) exam.

REQUIRED COURSES

FIRST SEMESTER

ELE 110 Introduction to Electricity
ELE 135 Programmable Controls
FYE 101 Blazing Your Trail
IMT 110 Industrial Wiring
IMT 120 Industrial Motors & Controls
MFG 113 Intro to Mfg/Industrial Safety

3	IMT 140 Pumps/Piping	2
3	IMT 150 Fluid Power I (Hydraulics)	3
1	IMT 155 Fluid Power II (Pneumatics)	2
3	IMT 200 Mechanical Systems	3
3	MFG 104 Quality/Cont. Improvement	3
3	MAT 100 Technical Math OR any college level math	3
15		16

THIRD SEMESTER

CMN 101 Introduction to Speech
CSC 163 Fundamentals of Networking
IMT 290 Rigging
MFG 135 Precision Machining I
WLD 101 Maintenance & Repair Welding
Hum/Soc/Behavioral Science Requirement

3	ENG 101 Rhetoric & Composition I OR	
3	ENG 191 Business Communication	3
2	ELE 230 Specialized Electrical Circuits OR	
3	IMT 199 Ind Maintenance Tech Internship	3
3	IMT 235 Mechatronics	4
3	MFG 150 Handling Tool Operations/ Programming	3
	General Education Requirement	3
17		16

Industrial Technician - Electrical Certificate

17 Semester Hours

Industrial Technician—Electrical Certificate is designed to prepare students to work in manufacturing facilities or large industrial complexes performing a variety of electrical tasks, including repairing electrical circuits and fixtures, running conduits, and servicing other electrical devices. Potential careers are electrical technician, maintenance supervisor, and project specialist. Students will take the national Certified Production Technician (MSSC-CPT) exam. This certificate ladders into the Industrial Maintenance Technology AAS degree.

REQUIRED COURSES

ELE 110 Introduction to Electricity	3 hours
ELE 135 Programmable Controls	3 hours
IMT 110 Industrial Wiring.....	2 hours
IMT 120 Industrial Motors & Controls	3 hours
MAT 100 Technical Math OR any college level math	3 hours
MFG 113 Intro to Mfg/Industrial Safety	3 hours
	17 hours

**Industrial Technician - Mechanical
Certificate**

16 Semester Hours

Industrial Technician – Mechanical Certificate is designed to prepare students to install and maintain a wide range of industrial machines and controls, including calibrating and troubleshooting complex systems. Graduates can expect to find employment in various manufacturing and industrial facilities with modern mechanical and electronic systems. Potential careers are mechanical technician, maintenance supervisor, and project specialist. Students will take the national Certified Production Technician (MSSC-CPT) exam. This certificate ladders into the Industrial Maintenance Technology AAS degree.

REQUIRED COURSES

IMT 140 Pumps/Piping.....	2 hours
IMT 150 Fluid Power I (Hydraulics).....	3 hours
IMT 155 Fluid Power II (Pneumatics)	2 hours
IMT 200 Mechanical Systems	3 hours
MAT 100 Technical Math OR any college level math	3 hours
MFG 113 Intro to Mfg/Industrial Safety	3 hours
	16 hours

INFORMATION TECHNOLOGY

**Computer Network Support
Certificate**

18 Semester Hours

The Computer Network Support Certificate is designed for students pursuing entry-level positions in IT network support. As businesses rely on consistent and secure network connectivity, this program provides the skills necessary to meet industry demands. Students will be prepared for the A+, Linux+, and Network+ certifications.

REQUIRED COURSES

CSC 106 Intro to Computers	3 hours
CSC 112 Computer-Based Prob Solving	3 hours
CSC 119 Programming I.....	3 hours
CSC 183 Fundamentals of Cybersecurity.....	3 hours
CSC 152 Computer Hardware Essentials	3 hours
CSC 163 Fundamentals of Networking	3 hours
	18 hours

Technical Help Desk Certificate

16 Semester Hours

The Technical Help Desk Certificate prepares students for entry-level IT roles, such as help desk technician positions. The program covers computer hardware, networking, troubleshooting, and security, aligning with industry-recognized certifications.

REQUIRED COURSES

FYE 101 101 Blazing Your Trail.....	1
CSC 112 Computer-Based Problem Solving.....	3
CSC 152 Computer Hardware Essentials.....	3

CSC 163 Fundamentals of Networking	3
CSC 183 Fundamentals of Cybersecurity	3
OFT 260 Customer Service	3
	16

LIBERAL STUDIES (NON-STEM): LIBERAL ARTS/HUMANITIES

Liberal Arts/Humanities Associate in Arts Degree

64 Semester Hours

JWCC offers concentration of study in liberal arts/humanities. These areas seek to preserve, explore, and transmit to students those values and products of our cultural heritage that seem necessary and highly desirable to a cultivated person in a civilized society. This curriculum also develops skills necessary for the attainment of these values. Students who have an interest in subjects in the arts and science areas, but who have not chosen a specific subject in which to major, will find this curriculum to be valuable.

REQUIRED COURSES

FIRST SEMESTER

ENG 101 Rhetoric & Composition I	3
FYE 101 Blazing Your Trail	1
MAT 109 Elementary Statistics	3
PSY 101 Introduction to Psychology	3
HUM 101 Introduction to Humanities	3
ENG 130 Introduction to Film	3
	16

SECOND SEMESTER

ENG 102 English & Composition II	3
HIS 101 Western Civilization I	3
BIO 101 General Biology	4
PHL 101 Introduction to Philosophy	3
MUS 121 Introduction to Music Literature	3
	16

THIRD SEMESTER

CMN 101 Introduction to Speech I	3
SCI 100 Environmental Geology	4
RST 175 Foundational Religious Texts	3
ART 115 Art Appreciation	3
ENG 114 Fiction	3
	16

FOURTH SEMESTER

SOC 101 Introduction to Sociology	3
ENG 220 Introduction to Creative Writing	3
ART 100 Drawing I Fundamentals	3
PHL 201 Major World Religions	3
Electives	4
	16

LOGISTICS AND OPERATIONS MANAGEMENT

Logistics and Operations Management Associate in Applied Science Degree

64 Semester Hours

The Logistics and Operations Management AAS degree is designed to prepare students for supervisory and management-level positions within the logistics and warehousing industry. Students will take the national Certified Logistic Technician (MSSC-CLT) exam. The MSSC certified assessment exam must be taken at a MSSC testing site.

REQUIRED COURSES

FIRST SEMESTER

BUS 101 Intro to Business	3
CSC 107 Word Processing-Core Level	2
FYE 101 Blazing Your Trail	1
LOM 100 Intro to Logistics Management	3
LOM 101 Transportation	3

SECOND SEMESTER

BUS 125 Supervisory Management	3
BUS 211 Supply Chain Management	3
CSC 104 Spreadsheets-Core Level	2
ENG 101 Rhetoric & Composition I OR	
ENG 191 Business Communication	3

PSY 101 Intro to Psych OR
 PSY 145 Human Rel/Workplace

LOM 104 Intro to Warehouse Management 3
 MAT 109 Elementary Statistics 3
 15 17

THIRD SEMESTER

ACC 100 Financial Accounting 3
 BUS 121 Prin of Org & Management 3
 BUS 131 Principles of Marketing 3
 LOM 180 Project Management 3
 Approved Elective* 5

FOURTH SEMESTER

BUS 161 Business Law I 3
 CMN 101 Introduction to Speech OR
 CMN 104 Interpersonal Comm 3
 LOM 199 Logistics Internship OR
 Approved Elective* 3
 BUS 141 Principles of Finance 3
 PHL 121 Ethics 3
 17 15

*TRK 150, TRK 180 or any course with one of the following prefixes: BUS, CSC, ECO, LOM or OFT 260.

Logistics Certificate

32 Semester Hours

The Logistics certificate is designed to prepare students for immediate entry-level logistic and warehouse positions. Students will take the national Certified Logistic Technician (MSSC-CLT) exam. The MSSC certified assessment exam must be taken at an MSSC testing site. This certificate ladders into the Logistics and Operations Management AAS degree.

REQUIRED COURSES

FIRST SEMESTER

BUS 101 Intro to Business 3
 CSC 107 Word Processing-Core Level 2
 FYE 101 Blazing Your Trail 1
 LOM 100 Intro to Logistics Management 3
 LOM 101 Transportation 3
 PSY 101 Intro to Psych OR
 PSY 145 Human Rel/Workplace 3
 15

SECOND SEMESTER

BUS 125 Supervisory Management 3
 BUS 211 Supply Chain Management 3
 CSC 104 Spreadsheets-Core Level 2
 ENG 101 Rhetoric & Composition I OR
 ENG 191 Business Communication 3
 LOM 104 Intro to Warehouse Management 3
 MAT 109 Elementary Statistics 3
 17

NOTE: A Truck Driver Training Certificate that offers students the opportunity to attain a stackable college credential toward the AAS degree in Logistics and Operations Management is also available. See page 132 for details.

Truck Driver Training Certificate

16 Semester Hours

The Truck Driver Training Certificate offers students the opportunity to attain a stackable college credential towards an AAS degree in Logistics and Operations Management while also earning a commercial driver's license (CDL).

Students will gain in-depth knowledge and hands-on experience in the proper operation of a commercial vehicle. JWCC uses industry standard equipment for training and employs the latest technology.

Students are heavily recruited by many prominent companies, with most students being offered employment prior to completion.

For more information on the program and funding opportunities, please contact the Transportation Office at 217.641.4971 or 217.641.4917.

REQUIRED COURSES

LOM 100 Intro to Logistics Management	3 hours
LOM 101 Transportation OR	
LOM 104 Intro to Warehouse Management	3 hours
TRK 150 Intro to Truck Driver Training.....	1 hour
TRK 180 Truck Driver Training Fund.....	4 hours
TRK 181 Truck Driver Training Operations	5 hours
	16 hour

MANUFACTURING

Advanced Manufacturing Technician (for Great River FAME Students only) Associate in Applied Science Degree

64 Semester Hours

The Advanced Manufacturing Technician degree prepares students for employment with companies that have implemented advanced technology equipment and have implemented concepts that increased productivity in the workplace. Advanced Manufacturing technicians operate, install, maintain, troubleshoot, and repair equipment used in industrial and automated settings. Students are prepared to work in various manufacturing, industrial and distribution facilities with modern automation and electrical systems.

*FAME Students are required to take CMN 101 and HVA 101.

REQUIRED COURSES

FIRST SEMESTER

ELE 105 Electrical Safety in the Workplace	1
ELE 110 Introduction to Electricity	3
ENG 191 Business Communications	3
FYE 101 Blazing Your Trail	1
IMT 110 Industrial Wiring	2
IMT 290 Rigging	2
MFG 121 Adv. Manufacturing	
Safety Culture	1

SECOND SEMESTER

IMT 120 Industrial Motors & Controls	3
IMT 150 Fluid Power I (Hydraulics)	3
IMT 155 Fluid Power II (Pneumatics)	2
MFG 122 Adv. Manufacturing SS Principles	1
MFG 131 Maintenance Machinist Fund.	2
PSY 145 Human Rel. in the Workplace	3
	14

THIRD SEMESTER

CMN 104 Interpersonal Communications or *CMN 101 Introduction to Speech	3
IMT 140 Pump/Piping	2
MAT 100 Technical Math	3
MFG 123 Total Management Production	9

FOURTH SEMESTER

ELE 115 Electrical Troubleshooting	2
ELE 135 Programmable Controls	3
MFG 145 Intro to Robotics Operations	3
MFG 126 Problem Solving in Adv. Mfg.	1
PHL 121 Ethics	3
WLD 101 Maintenance and Repair Welding	3
	15

FIFTH SEMESTER

CSC 163 Fundamentals of Networking or	
HVA 101 Refrigeration Fundamentals	3
ELE 230 Specialized Electrical Circuits	3
IMT 200 Mechanical Systems	3
MFG 127 Machine Reliability in Adv. Mfg.	1
MFG 150 Handling Tool/Operations/Prog	3
	13

Automation & Design Technician Associate in Applied Science Degree

60 Semester Hours

The Automation and Design AAS degree prepares students for a career in industrial automation and computer aided design. The combination of laboratory and lecture sessions provides the theory and practical application needed for immediate employment in computer-aided design and repair of industrial automated systems. The degree includes courses that prepare the student to sit for the MSSC Certified Production assessment exams. The exams must be taken at an MSSC testing site.

REQUIRED COURSES

FIRST SEMESTER

CAD 101 Intro to Dft/Blueprint Reading
FYE 101 Blazing Your Trail
CAD 114 Intro to Parametric Modeling
ELE 135 Programmable Controls
IMT 110 Industrial Wiring
IMT 120 Industrial Motors & Controls

SECOND SEMESTER	
CAD 204 3D Applications	3
CSC 112 Comp Based Problem Solving or CAD 106 CAD Application I	3
ENG 101 Rhetoric & Composition I OR	
ENG 191 Business Communication	3
MFG 113 Intro to Mfg/Industrial Safety	3
MAT 100 Technical Math OR any other gen ed math	3
	15

THIRD SEMESTER

CAD 214 Adv 3D Applications I
CMN 104 Interpersonal Communications
CSC 106 Introduction to Computers
MFG 135 Precision Machining I
MFG 145 Intro to Robotics Operations

FOURTH SEMESTER	
PSY 145 Human Relationship/Workplace	3
CAD 210 Design and Prototyping	3
MFG 104 Quality & Cont Improvement or	
MFG 199 Manufacturing Internship	3
MFG 150 Handling Tool Ops/Program	3
PHL 121 Ethics	3
	15

Industrial Fabrication Associate in Applied Science Degree

64 Semester Hours

The Industrial Fabrication degree prepares students for careers in metal fabrication and related manufacturing fields. The combination of laboratory and lecture sessions provides the theory and practical application of the metal fabrication trades. Topics of study include CNC and manual machining, 3D solid modeling, and experience with modern welding processes. The degree prepares the student to sit for the MSSC Certified Production assessment exams. The exams must be taken at an MSSC testing site.

REQUIRED COURSES

FIRST SEMESTER

CAD 101 Intro to Dft/Blueprint Reading
FYE 101 Blazing Your Trail
CAD 114 Intro to Parametric Modeling
MFG 113 Intro to Mfg/Indu Safety
MFG 135 Precision Machining I
MFG 235 Precision Machining II

SECOND SEMESTER	
MAT 100 Tech. Math or any gen ed math	3
MFG 106 CNC Turning	3
MFG 111 CNC Milling	4
ENG 101 Rhetoric & Composition I OR	
ENG 191 Business Communication	3
MFG 250 Physical Metallurgy	3
	16

THIRD SEMESTER

CMN 101 Introduction to Speech I or

FOURTH SEMESTER

CAD 210 Design and Prototyping 3

CMN 104 Interpersonal Communication	3	CAD 230 Intro to Manufacturing Processes	3
WLD 121 MIG Welding Short Circuit	3	MFG 104 Quality/Continuous Improvement	3
WLD 124 MIG Welding Spray Transfer	1	PHL 121 Ethics	3
WLD 125 Stick Welding I	3	PSY 145 Human Relationship in the .	
WLD 161 Interpreting Welding Prints	3	Workplace	3
WLD 180 Thermal Cutting	2	WLD 127 TIG Welding Carbon Steel	2
	15		17

Manufacturing Technology Associate in Applied Science Degree

64 Semester Hours

The Manufacturing Technology AAS degree is designed to prepare students for the modern manufacturing environment. This program will prepare students for employment with companies that have implemented team-oriented production and quality and maintenance systems in the manufacturing environment. For this program, students will take a series of required courses and then select two specialized programs of study to complete their degree.

Required Core Courses

CAD 230 Intro to Mfg Processes	3 hours
FYE 101 Blazing Your Trail	1 hours
MFG 103 Intro to Manufacturing Maintenance	2 hours
MFG 104 Quality/Continuous Improvement	3 hours
MFG 113 Intro to Mfg/Industrial Safety	3 hours
	12 hours

Required General Education Courses

Humanities/Fine Arts Requirement	3 hours
Oral Communication Requirement	3 hours
Social/Behavioral Sciences Requirement	3 hours
Written Communication Requirement	3 hours
MAT 100 Technical Math OR any general education math	3 hours
	15 hours

Complete Courses from 2 of the Specialized Areas Below:

Diesel Technology

DET 101 Diesel Technology I	8
DET 102 Diesel Technology II	8
IMT 150 Fluid Power I (Hydraulics)	3
IMT 155 Fluid Power II (Pneumatics)	2
WLD 101 Maintenance & Repair Welding	3

24

Engineering Design-SolidWorks

CAD 101 Intro to Dft & Blueprint	8
Reading for CAD	3
CAD 104 Intro to CAD	3
CAD 114 Intro to Parametric Modeling	3
CAD 204 3D Applications	3
CAD 214 Adv 3D Applications	3

15

Industrial Maintenance

ELE 110 Intro to Electricity	3
ELE 135 Programmable Controls	3
IMT 110 Industrial Wiring	2
IMT 120 Industrial Motors & Controls	3
IMT 140 Pumps/Piping	2
IMT 150 Fluid Power I (Hydraulics)	3
IMT 155 Fluid Power II (Pneumatics)	2
IMT 200 Mechanical Systems	3

Precision Machining

CAD 101 Intro to Dft & Blueprint	
Reading for CAD	3
MFG 106 CNC Turning*	3
MFG 111 CNC Milling*	4
MFG 135 Precision Machining I	3
MFG 235 Precision Machining II	3
MFG 250 Physical Metallurgy*	3

	21		19
Welding		Automation & Robotics	
WLD 121 MIG Welding Short Circuit	3	CAD 101 Intro to Dft & Blueprint	
WLD 124 MIG Welding Spray Transfer	1	Reading for CAD	3
WLD 125 Stick Welding I	3	CAD 114 Intro to Parametric Modeling	3
WLD 161 Interpreting Welding Prints	3	ELE 135 Programmable Controls	3
WLD 180 Thermal Cutting Processes	2	IMT 120 Industrial Motors & Controls	3
		MFG 145 Intro to Robotics	3
		MFG 150 Handling Tool Operations/ Programming	3
	12		18

*MFG 106, MFG 111, and MFG 250 are not offered on a regular basis. Contact the Dean of Career and Technical Education before registering.

NOTE:

- After completing the required core courses, the required general education courses, and courses from two of the specialized areas above, if the minimum of 64 credit hours has not been met, a student must take additional approved technical electives to reach the 64 credit hour minimum requirement.
- Approved technical electives consist of all courses with one of the following prefixes: DET, ELE, HVA, IMT, MFG, CAD, LOM or WLD.
- While working towards the Manufacturing Technology AAS degree, a student has the opportunity to earn multiple program certificates along the way.

Automation & Robotics Technician Certificate

30 Semester Hours

The Automation and Robotics Technician program introduces industrial automation, including CAD SolidWorks software, PLC programming, Industrial Motors and Controls, and the operation and programming of robotics systems. The program includes both classroom and hands on lab exercises. This certificate prepares students for immediate employment as an Automation Process Specialist or Technician. This certificate ladders into the Automation & Design Technician AAS.

REQUIRED COURSES

FIRST SEMESTER

CAD 101 Intro to Dft & Blueprint	
Reading for CAD	
CAD 114 Intro to Parametric Modeling	
ELE 135 Programmable Controls	
FYE 101 Blazing Your Trail	
MFG 103 Intro to Manufacturing Maintenance	
MFG 145 Intro to Robotics Operations	

SECOND SEMESTER

IMT 120 Industrial Motors & Controls	3
MAT 100 Technical Math OR any general education math	3
MFG 104 Quality & Cont Improvement	3
MFG 113 Intro to Mfg/Industrial Safety	3
MFG 150 Handling Tool Operations/ Programming	3
	15

Certified Production Technician Certificate

16 Semester Hours

The purpose of the Certified Production Technician (CPT) program is to recognize through the certification, individuals who demonstrate mastery of the core competencies of manufacturing through successful completion of the Manufacturing Skill Stan-

dards Council (MSSC) certification assessments. The MSSC certified assessment exam must be taken at a MSSC testing site. This certificate ladders into the Precision Machining Certificate.

REQUIRED COURSES

CAD 230 Intro to the Mfg Processes.....	3 hours
MAT 100 Technical Math OR any general education math	3 hours
MFG 103 Intro to Manufacturing Maintenance	2 hours
MFG 104 Quality/Continuous Improvement	3 hours
MFG 113 Intro to Mfg/Industrial Safety	3 hours
Approved Technical Elective*	2 hours
	16 hours

*Approved Technical Electives: All courses with CAD, ELE, IMT, LOM, and MFG prefixes

Precision Machining (CNC) Machinist* Certificate

34 Semester Hours

The Precision Machining Machinist certificate builds on the Certified Production Technician credential by adding an additional semester of coursework that trains students to be a Computer Numerical Control (CNC) Machinist. CNC machinists qualify for advanced entry-level jobs in precision machining used in manufacturing. Students can earn nationally recognized credentials from the National Institute of Metalworking Skills (NIMS). This certificate ladders into the Industrial Fabrication AAS degree.

REQUIRED COURSES

FIRST SEMESTER

CAD 101 Intro to Dft / Blueprint Reading	3
FYE 101 Blazing Your Trail	1
MAT 100 Tech Math or any gen ed math	3
MFG 113 Intro to Mfg/Industrial Safety	3
MFG 135 Precision Machining I	3
MFG 235 Precision Machining II	3
	16

SECOND SEMESTER

CAD 230 Intro to Mfg Processes	3
MFG 104 Quality/Continuous Improvement	3
MFG 103 Intro to Manufacturing Maintenance	2
MFG 106 CNC Turning*	3
MFG 111 CNC Milling	4
MFG 250 Physical Metallurgy*	3
	18

* Courses in the Precision Machining certificate are not offered on a regular basis. Contact the Dean of Career and Technical Education before registering.

MATHEMATICS

Mathematics

Associate in Science Degree

64 Semester Hours

Mathematics transfer degree is designed for students to complete the first two years of a bachelor's degree in mathematics or a mathematics-related area. Graduates may hold positions as actuarial scientists, statisticians, secondary school mathematics instructors, applied mathematicians, or operation analysts.

REQUIRED COURSES

FIRST SEMESTER

ENG 101 Rhetoric & Composition I	3
FYE 101 Blazing Your Trail	1

SECOND SEMESTER

ENG 102 Rhetoric & Composition II	3
CHM 100 General Chemistry	4

BIO 101 General Biology	4	MAT 221 Analytic Geometry & Calculus II	4
MAT 220 Analytic Geometry & Calculus I	4	HIS 101 Western Civilization I	3
PSY 101 Introduction to Psychology	3	ART 115 Art Appreciation or	
		MUS 102 Music Appreciation	3
	15		17

THIRD SEMESTER

CMN 101 Introduction to Speech I	3
ECO 101 Principles of Macroeconomics	3
MAT 222 Analytic Geometry & Calculus III	4
AST 101/102 Elementary Astronomy or	
PHY 103 Fundamentals of Physics	4
CSC 112 Computer Based Problem Solving	3
	17

FOURTH SEMESTER

PHL 111 Introduction to Critical Thinking	3
MAT 251 Differential Equations	3
ECO 102 Principles of Microeconomics	3
MAT 109 Elementary Statistics	3
CSC 115 Intro to Computer Programming	
(Visual BASIC) or CSC 119 Programming I	3
	15

Music (See Fine Arts)

OFFICE TECHNOLOGY

Medical Administrative Assistant Associate in Applied Science Degree

64 Semester Hours

The Medical Administrative Assistant AAS degree prepares students for office roles in healthcare settings such as clinics, hospitals, and physician's offices. Graduates gain experience in medical office procedures, scheduling, billing, and patient communication.

Students that have successfully completed BIO 275 & 276 with a "C" or better, do not have to take HSC 175.

REQUIRED COURSES

FIRST SEMESTER

HSC 175 Basic Human Structure & Function	3
OFT 101 Beginning Keyboarding	2
OFT 102 Keyboarding I	2
OFT 170 Administrative Medical Office I	4
FYE 101 Blazing Your Trail	1
Written Communication Requirement	3
	15

SECOND SEMESTER

BUS 101 Intro to Business	3
MAT Gen Ed Requirement	3
OFT 185 Medical Insurance & Coding	3
OFT 260 Customer Service	3
OFT 281 Medical Terminology	3
Approved Elective*	2
	17

THIRD SEMESTER

CSC 104 Spreadsheets-Core Level	2
CSC 107 Word Processing-Core Level	2
CSC 122 Presentation Software	2
OFT 270 Electronic Health Records	3
OFT 284 Medical Coding-ICD	2
Oral Communication Requirement	3
Approved Elective*	3
	17

FOURTH SEMESTER

CSC 204 Spreadsheets-Expert Level	2
CSC 207 Word Processing-Expert Level	2
OFT 282 Medical Transcription	3
OFT 285 Medical Coding-CPT	2
PSY 145 Human Rel in the Workplace	3
Hum/Soc/Behavior Science Requirement	3
	15

*Approved Electives: All courses with BUS, CSC, HSC, NUA, NUR or OFT prefixes.

Office Technology Associate in Applied Science Degree

64 Semester Hours

The Office Technology AAS degree prepares students for administrative and office support roles, focusing on business software applications, organization, and communi-

cation skills. The program also benefits working professionals looking to enhance their office technology skills.

REQUIRED COURSES

FIRST SEMESTER

BUS 101 Intro to Business
CSC 122 Presentation Software
FYE 101 Blazing Your Trail
OFT 101 Beginning Keyboarding
OFT 102 Keyboarding I
PSY 145 Human Rel in the Workplace
Written Communication Requirement

3
2
1
2
2
3
3
16

SECOND SEMESTER

CSC 104 Spreadsheets-Core Level
CSC 107 Word Processing-Core Level
CSC 116 Database-Core Level
CSC 143 Intro to Desktop Info Management
MAT Gen Ed Requirement
Oral Communication Requirement
BUS/CSC/OFT Elective

2
2
2
1
3
3
3
16

THIRD SEMESTER

ACC 100 Financial Accounting
BUS 125 Supervisory Management
CSC 123 Intro to Content Management Systems
CSC 204 Spreadsheets-Expert Level
Gen Ed Requirement
BUS/CSC/OFT Elective

3
3
2
2
2
3
16

FOURTH SEMESTER

ACC 125 Computerized Accounting
CSC 207 Word Processing-Expert Level
CSC 216 Database-Expert Level
OFT 260 Customer Service
Hum/Soc/Behavior Sci Requirement
BUS/CSC/OFT Elective

3
2
2
3
3
3
16

Medical Administrative Assistant Certificate

17 Semester Hours

The Medical Administrative Assistant Certificate provides training in essential medical office functions, including scheduling, medical terminology, and office administration. Graduates are prepared for entry-level roles in healthcare administration.

REQUIRED COURSES

OFT 101 Beginning Keyboarding..... 2 hours
OFT 170 Administrative Medical Office I 4 hours
OFT 260 Customer Service 3 hours
OFT 281 Medical Terminology 3 hours
PSY 145 Human Relations in the Workplace 3 hours
Approved Electives 2-3 hours
17-18 hours

*Approved Electives: HSC 175, HSC 189, and all courses with BUS, CSC, NUA, NUR or OFT prefixes.

Office Technology Certificate

32 Semester Hours

The Office Technology Certificate provides training for individuals seeking entry-level office assistant positions. The program emphasizes practical office skills, including software applications and administrative procedures.

REQUIRED COURSES

FIRST SEMESTER

BUS 101 Intro to Business
CSC 122 Presentation Software
OFT 101 Beginning Keyboarding

3
2
2

SECOND SEMESTER

CSC 104 Spreadsheets-Core Level
CSC 107 Word Processing-Core Level
CSC 116 Database-Core Level

2
2
2
129

OFT 102 Keyboarding I	2	CSC 143 Intro to Desktop Info Management	1
FYE 101 Blazing Your Trail	1	MAT Gen Ed Requirement	3
PSY 145 Human Rel in the Workplace	3	OFT 260 Customer Service	3
Written Communication Requirement	3	Oral Communication Requirement	3
	16		16

PHILOSOPHY

Philosophy

Associate in Arts Degree

62 Semester Hours

Philosophy transfer degree is designed to complete the first 2 years of a Bachelor of Philosophy degree. Students who study philosophy develop their critical thinking skills, which have applications in a variety of careers. They become effective readers, writers, and problem solvers. Graduates can hold positions in journalism, politics, and business management. Some students also go on to earn advanced degrees in law, business, technology, and education.

REQUIRED COURSES

FIRST SEMESTER

PHL 101 Intro to Philosophy	3
ART 115 Art Appreciation	3
FYE 101 Blazing Your Trail	1
ENG 101 Rhetoric & Composition I	3
BIO 101 General Biology I	4
HIS 121 US History I	3

17

THIRD SEMESTER

PHL 111 Introduction of Critical Thinking	3
HIS 101 Western Civilization I	3
MAT 109 Elementary Statistics	3
CMN 101 Introduction to Speech I	3
PSY 101 Introduction to Psychology	3

15

SECOND SEMESTER

PHL 121 Ethics	3
RST 175 Foundations Religious Texts	3
ENG 102 Rhetoric & Composition II	3
SOC 111 Social Problems	3
AST 101 Elementary Astronomy	3

15

FOURTH SEMESTER

PHL 201 Major World Religions	3
PHL 211 Philosophy of Religion	3
ENG 130 Introduction to Film	3
HUM 101 Introduction to Humanities	3
SOC 101 Introduction to Sociology	3

15

PHYSICS

Physics

Associate in Science Degree

64 Semester Hours

Physics transfer degree is designed to complete the first 2 years of a Bachelor degree in Physics. Graduates with 4-year or advanced degrees can expect to find employment in research, education, engineering, and data analysis. Many students continue into a graduate program to earn a Master or PhD in physics. Students transferring may specialize in areas such as astronomy, electromagnetism, gravity, optics, and quantum mechanics.

REQUIRED COURSES

FIRST SEMESTER

CHM 103 Principles of Chemistry I
BIO 101 General Biology
MAT 220 Analytic Geometry & Calculus I*
ENG 101 Rhetoric & Composition I
FYE 101 Blazing Your Trail

4 CHM 104 Principles of Chemistry II
4 PHY 227 Principles of Physics I
4 MAT 221 Analytic Geometry & Calculus II
3 ENG 102 Rhetoric & Composition II
1
16 16

THIRD SEMESTER

PHY 228 Principles of Physics II
EGR 203 Engineering Mechanics: Statics
MAT 222 Analytic Geometry & Calculus III
CMN 101 Introduction to Speech I
PSY 101 Introduction to Psychology

5 EGR 204 Engineering Mechanics: Dynamics
3 PHL 111 Introduction to Critical Thinking
4 MUS 102 Music Appreciation or
3 MUS 121 Introduction to Music Literature
3 PSC 101 American Government or
ECO 101 Principles of Macroeconomics
Elective
18 14

SECOND SEMESTER

4 CHM 104 Principles of Chemistry II
4 PHY 227 Principles of Physics I
4 MAT 221 Analytic Geometry & Calculus II
3 ENG 102 Rhetoric & Composition II

FOURTH SEMESTER

3 EGR 204 Engineering Mechanics: Dynamics
3 PHL 111 Introduction to Critical Thinking
4 MUS 102 Music Appreciation or
3 MUS 121 Introduction to Music Literature
3 PSC 101 American Government or
ECO 101 Principles of Macroeconomics
Elective

*Students who do not place into MAT 220 should meet with their academic Success Coach to develop a plan for completing the necessary prerequisites.

POLITICAL SCIENCE

Political Science

Associate in Arts Degree

64 Semester Hours

The Political Science transfer degree is designed to complete the first two years of a Bachelor of Arts degree in Political Science. Students transferring may specialize in various Political Science subjects such as American government, state and local politics, political theory, comparative political systems, international relations, political behavior, lobbying, finance, and elections and campaigns. Graduates can pursue careers in public service, government agencies, elected office, nonprofit organizations, law, journalism, communications, and teaching.

REQUIRED COURSES

FIRST SEMESTER

ENG 101 Rhetoric & Composition I
FYE 101 Blazing Your Trail
MAT 109 Elementary Statistics
PHL 101 Introduction to Philosophy
PSY 101 Introduction to Psychology
PSC 101 American Government

3	CSC 100 Computer Literacy	1
1	ENG 102 Rhetoric & Composition II	3
3	BIO 105 Human Biology	3
3	PHL 111 Introduction to Critical Thinking	3
3	SOC 111 Social Problems	3
3	HIS 121 U.S. History I	3
16		16

THIRD SEMESTER

CMN 101 Introduction to Speech I
PHY 103 Fundamentals of Physics I
PSC 131 State and Local Government
HIS 122 U.S. History II
PHL 121 Ethics

3	PSC 110 Introduction to Political Science	3
4	PSY 221 Social Psychology	3
3	ECO 101 Principles of Macroeconomics	3
3	SCI 105 Weather and Climate	4
3	HIS 222 U.S. History I Since 1945	3
16		16

PSYCHOLOGY

Psychology

Associate in Arts Degree

64 Semester Hours

The Psychology transfer degree is designed to complete the first two years of a Bachelor of Arts degree in Psychology. Graduates can pursue careers in areas such as mental health services, human resources, or education. Students transferring may specialize in fields like clinical psychology, developmental psychology, or forensic psychology. This degree prepares students to continue their education toward advanced degrees and certifications in the field of psychology.

REQUIRED COURSES

FIRST SEMESTER

ENG 101 Rhetoric & Composition I
FYE 101 Blazing Your Trail
MAT 109 Elementary Statistics
PHL 101 Introduction to Philosophy
PSY 101 Introduction to Psychology
SOC 101 Introduction to Sociology

3	CSC 100 Computer Literacy	1
1	ENG 102 Rhetoric & Composition II	3
3	BIO 101 General Biology	4
3	ART 115 Art Appreciation	3
3	PSY 233 Developmental Psychology	3
3	SOC 222 Sociology of Diversity	3
16		17

THIRD SEMESTER

CMN 101 Introduction to Speech I
SCI 100 Environmental Geology or
SCI 105 Weather and Climate
PHL 121 Ethics
HUM 101 Introduction to Humanities
PSY 221 Social Psychology or
an alternative PSY elective

3
4
3
3
3
3
16

FOURTH SEMESTER

HIS 101 Western Civilization I
PSY 123 Career Management
PSY 238 Abnormal Psychology
PSC 110 Introduction to Political Science
CMN 104 Interpersonal Communications
HPR 105 Health and Hygiene

3
1
3
3
3
2
15

RADIOLOGIC TECHNOLOGY

JWCC has a partnership with Quincy University that will enable students to begin their general education coursework here. Graduates of the radiologic technology (RT) program are prepared to perform a variety of functions in radiology departments of hospitals, clinics and other health care facilities. Students receive experience in the operation of diagnostic x-ray equipment in general health, emergency and surgical settings.

RELIGIOUS STUDIES

Associate in Arts Degree

64 Semester Hour

The AA degree in Religious Studies is designed to prepare students for jobs in various forms of religious ministry or to continue work at the bachelor's level in this discipline, with careers in education, counseling, and various forms of religious ministry or to then continue to master's level programs leading to careers in education, counseling, or various forms of religious ministry.

SOCIOLOGY

Sociology

Associate in Arts Degree

64 Semester Hours

The Sociology transfer degree is designed to complete the first two years of a Bachelor of Arts degree in Sociology. Graduates can pursue careers in areas such as social work, human resources, community development, or criminal justice. Students transferring may specialize in fields like clinical social work, education, or cultural studies. This degree prepares students to continue their education toward advanced degrees and certifications, leading to opportunities in research, policy analysis, nonprofit management, or education.

REQUIRED COURSES

FIRST SEMESTER

ENG 101 Rhetoric & Composition I
FYE 101 Blazing Your Trail
MAT 109 Elementary Statistics
PHL 101 Introduction to Philosophy
PSY 101 Introduction to Psychology
SOC 101 Introduction to Sociology

3
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3
3
3
3
16

SECOND SEMESTER

CSC 100 Computer Literacy
ENG 102 Rhetoric & Composition II
BIO 101 General Biology
MUS 102 Music Appreciation
PSY 221 Social Psychology or
PSY 238 Abnormal Psychology
SOC 222 Sociology of Diversity

1
3
4
3
3
3
17

THIRD SEMESTER

CMN 101 Introduction to Speech I
 SCI 100 Environmental Geology
 PSC 110 Introduction to Political Science
 SOC 111 Social Problems
 SOC 224 Marriage and the Family

3
 4
 3
 3
 3
 16

FOURTH SEMESTER

HIS 131 African American History
 SOC 212 Human Sexuality
 PSC 101 American Government
 PHL 121 Ethics
 Electives

3
 3
 3
 3
 3
 15

SPORT MANAGEMENT
Sport Management
Associate in Science Degree
64 Semester Hours

Sport Management transfer degree is designed to complete the first 2 years of area of a Bachelor degree in Sport Management. Students will develop skills in the business and marketing aspects of sport, and graduates with 4-year or advanced degrees will be prepared for professional careers in the rapidly growing sport and recreation industry. Career opportunities include athletic administration and coaching of minor and major league sports, facility and event management, sport promotion, equipment development and retail, and client management.

REQUIRED COURSES**FIRST SEMESTER**

BIO 101 General Biology
 HPR 214 Intro to Sport Management
 MAT 113 College Algebra
 ENG 101 Rhetoric & Composition I
 MUS 102 Music Appreciation or
 ART 115 Art Appreciation
 FYE 101 Blazing Your Trail

4
 3
 3
 3
 3
 1
 17

SECOND SEMESTER

BUS 131 Principles of Marketing
 ECO 101 Principles of Macroeconomics or
 ECO 102 Principles of Microeconomics
 MAT 109 Elementary Statistics
 ENG 102 Rhetoric & Composition II
 PHL 201 Major World Religions

3
 3
 3
 3
 3
 3
 15

THIRD SEMESTER

ACC 100 Financial Accounting
 AST 101/102 Elementary Astronomy/Lab
 CMN 101 Introduction to Speech I
 BUS 161 Business Law I
 ENG 130 Introduction to Film

3
 4
 3
 3
 3
 16

FOURTH SEMESTER

ACC 110 Personal Finance
 BIO 105 Human Biology
 HPR/PSY 224 Sport Psychology
 PSC 101 American Government
 SOC 222 Sociology of Diversity
 Electives

3
 3
 3
 3
 3
 1
 16

WELDING
Basic Welding
Certificate
16 Semester Hours

The Basic Welding Certificate includes reading and interpreting welding symbols and blueprints, safety, thermal cutting, stick welding, MIG short circuit and spray transfer. Students will also sit for their OSHA-10 General Industry certification and Manufacturing Skill Standards Council safety certification. Graduates from this certificate program can directly enter the workforce and ladder coursework into JWCC's Industrial Welding Certificate.

REQUIRED COURSES

FYE 101 Blazing Your Trail	1 hour
MFG 113 Intro to Manufacturing & Industrial Safety	3 hours
WLD 121 MIG Welding Short Circuit	3 hours
WLD 124 MIG Welding Spray Transfer	1 hour
WLD 125 Stick Welding I	3 hours
WLD 161 Interpreting Welding Prints	3 hours
WLD 180 Thermal Cutting Processes	2 hours
	16 hours

Industrial Welding Certificate

30 Semester Hours

The Industrial Welding Certificate is a continuation of the skills learned in the Basic Welding Certificate. Courses include basic TIG, advanced stick, and other specialized welding skills such as robotic welding and Plasma cutting. This program also prepares students for SENSE 1 credentialing in several welding Practices from the American Welding Society. Graduates from this certificate program can directly enter the workforce and ladder coursework into JWCC's Advanced Manufacturing Technology AAS.

REQUIRED COURSES

FIRST SEMESTER

FYE 101 Blazing Your Trail	1 hour
MFG 113 Intro to Manufacturing & Industrial Safety	3 hours
WLD 121 MIG Welding Short Circuit	3 hours
WLD 124 Welding Spray Transfer	1 hour
WLD 125 Stick Welding I	3 hours
WLD 161 Interpreting Welding Prints	3 hours
WLD 180 Thermal Cutting Processes	2 hours
	16 hours

SECOND SEMESTER

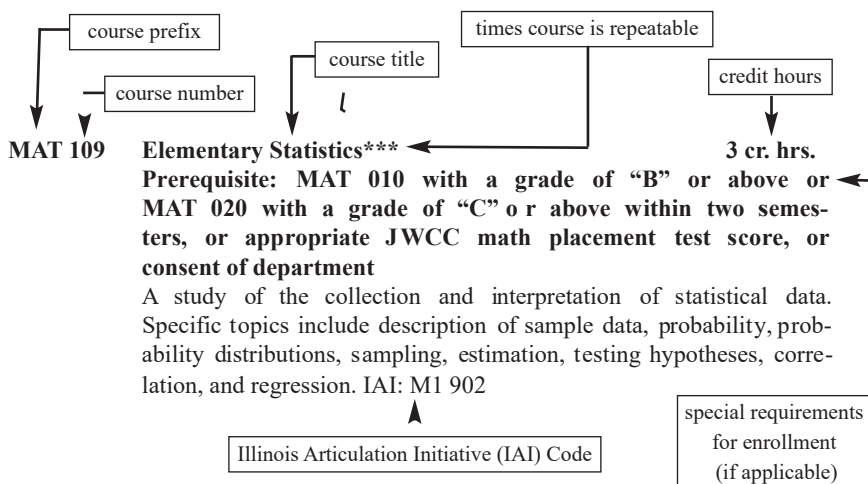
MAT 100 Technical Math	3 hours
WLD 126 Stick Welding II	3 hours
WLD 127 TIG Welding Carbon Steel	2 hours
WLD 132 TIG non-ferrous metals	2 hours
WLD 135 Flux Core Inner & Dual Shield Weld	2 hours
WLD 170 Specialized Welding	1 hour
WLD 194 Capstone Project OR	
WLD 199 Welding Internship	1-2 hours
	14-15 hours



COURSE DESCRIPTIONS

How to Use This Section of the Catalog

This section of the college catalog is one of the most useful sections but is also one of the most confusing to those unfamiliar with college catalogs. Below is a sample entry for a course:



The course prefix, MAT, places the course in alphabetical order in this section of the catalog and assigns the course to a major field or discipline; in this case, MAT is the prefix for courses in mathematics. The course number, 109 in this case, indicates level of course (see next page for course numbering explanation).

Immediately to the right of the course title is one, two or three asterisks (*), indicating the number of times a course may be repeated.

To the right of the repeatability designation is the number of credit hours assigned to the course. (A few courses may vary in credit hours according to specific circumstances.)

Beneath the course title are indicated any special requirements that students must meet before they enroll in the course. For some courses, students must have already completed certain other courses (these other courses are called prerequisites) or have the specific permission of the department to enroll; for others, a particular course should be taken concurrently (at the same time) as the course describes. Any such special requirements or even recommendations are listed immediately beneath the course title.

Immediately following the description of course content is the IAI (Illinois Articulation Initiative) code to assist students planning to transfer to another Illinois institution. See “College Transfer Programs” section for details on the IAI. Lecture hours and laboratory and/or clinical hours are indicated for courses requiring contact hours in addition to the lecture hours. For courses that are offered only via the Internet, as Open Learning courses, or at a certain location (i.e., Agricultural Education Center), a statement may follow the course description.

COURSE LISTING

The course listing section is divided into three subsections:

1. Courses Applicable to Associate Degrees, Career/Technical Certificates, Vocational Skills and General Studies Courses. This is the vast majority of courses.
2. Adult Basic Education/Adult Secondary Education (GED) Courses.
3. Community Education Courses.

John Wood Community College does not recommend that students do self- or peer-advising. The selection of courses and programs of study can be somewhat confusing and complex. The College strongly recommends that students rely on the College's experienced advising staff to help select the right course/courses to ensure transferability and to meet degree requirements.

NOTE: Students who completed technical courses more than four years in the past may find the information and skills from such courses to be obsolete. In order for technical program graduates to possess current knowledge and skills applicable to the job market, students are required to repeat any technical course for certificate/degree completion which was completed more than four years prior to the current term. Exceptions to this standard can be requested by the student to the appropriate instructional department chair. Approval of exceptions can only be granted by the respective department chair based on documented evidence provided by the student. The department chair shall formally notify the registrar of approved exceptions.

Generally, courses are numbered as follows:

001 through 099 - Developmental, remedial, and college preparatory courses. These courses do not apply toward transfer degrees; however, certain courses may apply to an AAS degree.

100 through 299 - Career/technical and baccalaureate-level courses. (These courses may transfer depending on the transfer policy of the institution and academic department to which the student plans to transfer.) These courses mirror the first two years of coursework at a four-year college or university.

I. COURSES APPLICABLE TO ASSOCIATE DEGREES, CAREER/TECHNICAL CERTIFICATES, VOCATIONAL SKILLS, AND GENERAL STUDIES COURSES

ACCOUNTING

ACC 100 Financial Accounting..... 3 cr. hrs.

An introduction to financial accounting within the context of business and business decisions. Students learn the accounting cycle and operating, investing, and financing activities of the business. Students explore financial accounting information's role in the decision-making process and learn how to use various types of accounting information found in financial statements and annual reports. IAI: BUS 903

ACC 110 Personal Finance..... 3 cr. hrs.

This is a course in the management of personal finance. It will provide students with opportunities to develop skills for solving "real world" problems. The course will identify the components and sources of income, money management, spending and credit, savings, and investment.

ACC 114 Payroll Accounting 2 cr. hrs.

Prerequisite: ACC 100 or consent of department

Focuses on one of the most important components of an organization's total accounting system. Students will complete units that address payroll computations, Social Security taxes, income tax withholding and unemployment compensation taxes. Payroll transactions will be analyzed and journalized. Available only as an Open Learning course.

ACC 125 Computerized Accounting 3 cr. hrs.

Prerequisite: ACC 100 or consent of department

A realistic, hands-on approach to integrated accounting principles consisting of seven major accounting systems commonly found in computerized accounting environments: general ledger, accounts receivable, accounts payable, financial statement analysis, depreciation, inventory and payroll. All of the systems except depreciation, inventory, and payroll are integrated. As a result of the integration, a transaction entered into an applicable system generates the information, as required, for all systems to update and accumulate data required for accounting records, management reports, and financial statements. Available only as an Open Learning course.

ACC 195 Special Topics in Accounting* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in accounting not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topic to be listed on student's permanent academic record.

ACC 199 Accounting Internship* variable 1-5 cr. hrs.**

Prerequisite: Successful completion of at least 24 credit hours of coursework and a minimum of a 2.0 GPA

This course offers students several different options for acquiring work-based education in the business environment. Students may elect to participate in an approved apprenticeship, internship, job shadowing, or mentoring activity as it pertains to their career goals. The course provides the opportunity to apply classroom theory and to experience the dynamics of modern business. Course requires 80 hours of work experience for each credit hour.

ACC 200 Managerial Accounting 3 cr. hrs.

Prerequisite: ACC 100 or consent of department

Introduction to cost management concepts, including identification and analysis of accounting data for management decision-making, planning and controlling, capital budgeting, variance analysis, job-order costing, process costing, and activity-based costing. IAI: BUS 904

ACC 221 Intermediate Accounting I 3 cr. hrs.

Prerequisite: ACC 100 or consent of department

A continuation of the traditional financial accounting topics covered in ACC 100 and 102, but in greater depth. Review of the accounting process. The balance sheet, statements of income, retained earnings, and cash flows are analyzed as to the components of each, usefulness of the statements, and limitations of their use. The nature and composition of cash, receivables and inventories are presented together with the valuation problems pertaining to each.

ACC 222 Intermediate Accounting II 3 cr. hrs.

Prerequisite: ACC 221 or consent of department

Acquiring and disposing of property, plant, and equipment and the related cost allocation process involved in recognizing depreciation and depletion. Intangible assets will be analyzed. Liability recognition and measurement for both current and long-term liabilities will be reviewed. Debt restructure, bond amortization, and bond redemption will be included. Stockholders' equity is analyzed as to contributed capital and retained earnings. The effect of dilutive securities and their impact on earnings-per-share of stock is also examined.

ACC 230 Governmental/Not-for-Profit Accounting..... 3 cr. hrs.

Prerequisite: ACC 100 or consent of department

A basic governmental and not-for-profit accounting course covering fund accounting for governments-state, local, and federal. Also included are other not-for-profit organizations, health care entities, and colleges and universities.

ACC 240 Tax Accounting..... 3 cr. hrs.

Prerequisite: ACC 100 or consent of department

An introduction to taxation that provides an understanding of the federal tax laws and regulations for individuals. Study also includes property transactions, accounting periods and methods, gift, estate, and trust taxation.

ACC 295 Advanced Special Topics in Accounting* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in accounting not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topic to be listed on student's permanent academic record.

AGRICULTURE

AGR 150 Agriculture and Consumer-Related Occupations I 1 cr. hr.

An introduction to various agricultural occupations, this course involves a study of career opportunities in agriculture industry, business, farming, teaching, resource management and environmental control. It is designed to gather occupational information which will allow the student to develop educational and occupational goals. Satisfies JWCC job-seeking skills course requirement.

AGR 151 Renewable & Sustainable Resources..... 2 cr. hrs.

Introduction to the conservation principles and technology behind various renewable energy sources. Issues involved in the integration of various renewable energy sources and their economics for heat, power, and transportation need are examined. Based on the technical and sustainability challenges, the future outlook for each of the sources and systems are discussed.

AGR 152 Natural Resource Management..... 3 cr. hrs.

Basic course emphasizing the importance and practical aspects of planning a conservation program for the agriculture producer. The student will study and develop a conservation plan for their own farm or a farm provided by the instructor. In-depth study of conservation practices and their economic considerations will provide the student with a better understanding of the need to plan the use, treatment and protection of soil, water, air, woodlands, wildlife, and energy use. Available at the Agricultural Education Center (Baylis).

AGR 153 Pest Management..... 2 cr. hrs.

The identification of weeds, insects, and diseases in agriculture crop production is covered. Emphasis is on safe handling and application of pesticides along with effective biological, cultural, chemical, and mechanical pest control methods.

AGR 154 Wildlife Management 2 cr. hrs.

Study of the principles and practices used in the production and improvement of North American wildlife resources.

AGR 155 Crop Management Technology..... 2 cr. hrs.

Designed to introduce students to the fundamental processes of precision navigation systems and their applications to crop production and the agribusiness supply and service industry. Technical skills and knowledge in the operation of hardware and software will be emphasized. Specific topics include: basic georeferencing principles, mapping software, data collection, data analysis and precision equipment. 1 lecture hour, 2 lab hours

AGR 161 Animal Evaluation and Selection 3 cr. hrs.

Study of relationship between form and function in the evaluation and selection of breeding and market livestock. Available at the Agriculture Education Center (Baylis). 0.5 lecture hours, 5 lab hours

AGR 163 Advanced Animal Evaluation and Selection 3 cr. hrs.

Prerequisite: AGR 161; AGR 202 is recommended or concurrent with these classes or consent of department

Advanced study of relationship between form and function in the evaluation and selection of breeding and market livestock. Includes advanced level of oral justification. Available at the Agricultural Education Center (Baylis). 0.5 lecture hours, 5 lab hours

AGR 164 Animal Nutrition and Health 3 cr. hrs.

Fundamental principles of animal nutrition and maintenance of health for animals with mono-gastric and ruminant digestive systems. Study of essential nutrients, feed ingredients and additives, balancing rations and economic considerations in feeding. In-depth analysis is given to nutritional content of crops commonly produced and fed to livestock. Available at the Agricultural Education Center (Baylis). 2 lecture hours, 2 lab hours

AGR 165 Beef Management 2 cr. hrs.

Designed to focus upon those principles of beef production which emphasize the skills and knowledge needed to manage the beef cow herd. Topics include selection of breeding stock, artificial insemination, reproductive physiology, beef cow nutrition, herd health programs, forage management, wean to finish, management and marketing. Available at the Agricultural Education Center (Baylis).

AGR 167 Applied Beef Production Skills 2 cr. hrs.

Students will be assisting with duties related to cows and calves at the University of Illinois Orr Beef Research Center. Possible duties might include vaccinating, moving and handling breeding cows, preparing for parturition and calving cows, processing newborns, and caring for young calves. Students could also assist with other research activities with cows and newborn calves. Available at the Agricultural Education Center and UI Beef Research Center (Baylis). 0.5 lecture hours, 3 lab hours

- AGR 169 Artificial Insemination – Cattle 1 cr. hr.**
 Study of the physiology of the reproductive tract of cattle and the use of insemination equipment for breeding of cattle; includes procedures that make artificial insemination practical. 0.5 lecture hours, 1 lab hour
- AGR 174 Artificial Insemination – Swine 1 cr. hr.**
 The physiology of the reproductive tract of farm animals and the use of insemination equipment for breeding of livestock is studied. Included are management procedures that make artificial insemination practical. Available at the Agricultural Education Center (Baylis). 0.5 lecture hours, 1 lab hour
- AGR 175 Computer Applications in Agribusiness 3 cr. hrs.**
 Introduction to the applications of the microcomputer to agribusiness: word processing, spreadsheets, data base management, presentation software, and use of the Internet. Satisfies JWCC computer competency requirement. Available at the Agricultural Education Center (Baylis).
- AGR 176 Pork Production Practicum 2 cr. hrs.**
 Introduces the student to pork production with supervised practice of basic pork production skills. Focus is on providing interactive feedback, plus question and answer opportunity with the supervisor and instructor. 1 lecture hour, 2 lab hours
- AGR 177 Introduction to Equine Science I 2 cr. hrs.**
 A basic course in the principles of equine care and management, including breed identification, training, evaluation, selection, feeding, reproduction, and physiology of equine animals. Particular attention is paid to the feeding and training of horses and the role of the equine industry in modern times.
- AGR 179 Ag Communications 3 cr. hrs.**
 Introductory course to communicate complex information about the agriculture industry to different audiences. Students develop verbal, written and visual communication skills with an emphasis on the agricultural industry. Application of communication theories including mass media and campaign development to allow students to become knowledgeable and effective communicators. These communication strategies will be used to create publications and digital media, plan events, and manage projects. 3 lecture hours.
- AGR 180 Swine Management 2 cr. hrs.**
 Covers factors used to select and manage a breeding herd. Emphasis on the skills and practices necessary for maximizing reproductive performance in confinement. The course includes choosing replacement females, selecting boars, cross breeding, artificial insemination, pen and hand breeding, genetics, wean to finish, management, and carcass evaluation. Covers the science and reasoning behind the application of the above topics.
- AGR 182 Applied Pork Production Skills 2 cr. hrs.**
 Students gain practical experience in pork production skills through classroom and laboratory work. Pregnancy testing of sows, studying methods of breeding sows and gilts, using chemical and manual assistance in delivering pigs, clipping needle-teeth, docking tails, vaccinations, injections, castration of hogs, and swine artificial insemination are covered. Available at the Agricultural Education Center (Baylis). 0 lecture hours, 4 lab hours

AGR 184 Agriculture Commodity Marketing..... 2 cr. hrs.

A basic and practical approach to the understanding and use of futures and options will be covered. Topics of discussion will include the Chicago Board of Trade's (CBOT) history and transition, trade terminology, the definition and function of futures and options contracts, price, origination, and cash contracts. The goal of the course is to explain marketing tools and how to use them to avert price risk on a farming operation.

AGR 186 Agriculture Business Management..... 3 cr. hrs.

Emphasizes the development of a business plan for the farm or agriculture-related business. The decision-making process, budgeting (enterprise, partial, business, and cash-flow), setting priorities, production efficiency and related topics are important components of the course. Available at the Agricultural Education Center (Baylis).

AGR 188 Agricultural Sales and Marketing..... 2 cr. hrs.

Fundamental study of human relations needed in order to operate an agricultural business successfully. Basic sales methods are discussed as they relate to the customers' needs. Primary emphasis is placed on sales and service of agricultural products, the importance of a satisfied customer, and the necessity for product knowledge. Available at the Agricultural Education Center (Baylis).

AGR 189 Agricultural Finance and Records..... 3 cr. hrs.

The study of record keeping systems and accounting principles. Types of accounting systems, budgeting depreciation, and amortization schedules will be discussed. Additional topics include the importance of the proper use of credit in the agriculture business; the use of equity and debt capital as a management tool; the application of short, intermediate, and long-term credit; alternative sources of credit; lender's credit analysis and loan servicing; and debt management. Available at the Agricultural Education Center (Baylis).

AGR 192 Agriculture Essay variable 1-4 cr. hrs.

An investigation of the need to stay current in agriculture. The student is required to attend a minimum of 20 hours of current meetings offered by agriculture businesses, university agriculture extension services or other educational institutions to receive one hour of credit. The student must meet with the instructor to develop an approved plan for attendance of meetings and discussion of procedures to be followed in reporting the activities of these pertinent educational excursions into the agricultural business community. Available at the Agricultural Education Center (Baylis).

AGR 193 Agriculture and Consumer-Related Occupations II 1 cr. hr.

Prerequisite: AGR 150

Further introduction and discussion of various agriculture occupations, this course involves a study of career opportunities in agriculture industry, business, farming, teaching, resource management and environmental control. It is designed to gather occupational information which will allow the student to develop educational and occupational goals. Satisfies JWCC job-seeking skills course requirement.

AGR 194 Current Issues in Conservation Management 2 cr. hrs.

Designed to provide the opportunity for students to explore their occupational or educational interests and to become more familiar with current U.S. and World conservation practices.

AGR 195 Special Topics in Agriculture* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in agriculture not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topic to be listed on student's permanent academic record.

AGR 199 Occupational Internship I..... variable 1-5 cr. hrs.

Prerequisite: Consent of department

Students are placed in selected areas of production, horticulture and agribusiness to learn about these businesses under actual working conditions. This experience allows the student to explore and apply knowledge to his/her career interests. Dual supervision is provided by college staff and the operating business. Course requires 80 hours of work experience for each credit hour.

AGR 200 Introduction to Soil Science 4 cr. hrs.

Prerequisite: One course in chemistry recommended

Introduction to the origin and development of our soils. Study will be primarily on the biological, chemical and physical aspects of soil and how they are influenced by environmental and cultural production practices. Soil testing and interpretation will be studied. 3 lecture hours, 2 lab hours; IAI: AG 904

AGR 201 Introduction to Agricultural Education 3 cr. hrs.

An introduction to Agricultural Education programs and delivery systems, state and federal policies; the nature of teaching in school and non-school settings; types and purposes of Agricultural Education; program components; approaches to teaching, teacher characteristics; community relationships; education change and innovation; trends and developments in Agricultural Education. A general study of the nature of Agricultural Education along with its opportunities and responsibilities will be explored.

AGR 202 Introduction to Animal Science 4 cr. hrs.

A basic course in the principles of livestock production and management, including breed identification, evaluation and selection, feeding, reproduction, sanitation, disease control, and physiology of beef cattle, dairy cattle, swine, sheep and poultry. 3 lecture hours, 2 lab hours; IAI: AG 902

AGR 203 Agriculture Economics for Consumers..... 3 cr. hrs.

Introduction to the economic forces which have stimulated development of American agriculture. Includes study of finance, taxation, legal descriptions, input allocation and marketing programs, and governmental policies as they relate to agriculture. IAI: AG 901

AGR 204 Principles of Crop Science 4 cr. hrs.

Introductory study of various plant species of economic importance. Particular emphasis is placed on an understanding of the basic principles of plant growth, development, and reproduction. Cultural practices to maximize production are emphasized. This course also studies weeds, insect and disease identification and control. 3 lecture hours, 2 lab hours; IAI: AG 903

AGR 205 Pesticide Applicator Training Safety Awareness..... 1 cr. hr.

Prerequisite: AGR 153

AGR 205 (Pesticide Applicator Training and Safety Awareness) is a 1 credit hour online course that will cover safe handling and application of pesticides. This course will prepare students to take the Illinois applicator/operator test.

AGR 220 International Agriculture 2 cr. hrs.

Prerequisite: AGR 150

An introduction to worldwide agriculture production. Students will learn how climate, culture, traditions and markets influence production decisions across the globe. Global food security, demographics, and commodities will be discussed. Emphasis will be placed on current issues and the status of world food production as well as individual country research.

AGR 270 Agricultural Mechanization Skills..... 3 cr. hrs.

An introduction to the mechanical maintenance and operational problems on the farm and the agribusiness operation. This course emphasizes the study of general mechanics and farm machinery operation in agriculture. Time will be devoted to basic farm/Ag industry safety policies and procedures, operation and basic repair procedures for farm equipment and building utility systems. Fundamental study is given to electrical wiring systems for buildings, plumbing repair, welding skills and basic carpentry knowledge. 2 lecture hours, 2 lab hours

AGR 295 Advanced Special Topics in Agriculture* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in agriculture not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topic to be listed on student's permanent academic record.

AGR 299 Occupational Internship II..... variable 1-5 cr. hrs.

Prerequisite: Consent of department

A continuation of AGR 199; a learning experience to develop an extended knowledge of agricultural businesses. Course requires 80 hours of work experience for each credit hour.

ART

ART 100 Drawing I: Fundamentals..... 3 cr. hrs.

This course will explore the basic aspects of drawing with the emphasis on developing an understanding of visual and technical skills pertinent to all art fields.

ART 106 Ceramics I..... 3 cr. hrs.

An introductory studio course consisting of both hand and wheel methods of construction. Includes the study of clay bodies, glazes, decoration methods, and kiln firing.

ART 115 Art Appreciation 3 cr. hrs.

Designed to expose/cultivate an awareness of art in our culture with some emphasis on contemporary times. IAI: F2 900

ART 120 Art Survey and Appreciation II 3 cr. hrs.

A course designed to provide an understanding of the history of the visual arts and the role it plays in serving humankind. Using visuals from books, Web sources, some video clips, and museum trips (virtual or real), students will explore why art is created, its function in society, how it affects us, and how it can enrich our lives. Available via Internet only.

- ART 121 Drawing II..... 3 cr. hrs.**
Prerequisite: ART 100 or consent of department
 Continuation of the materials, skills and techniques of drawing. Emphasis is on the exploration and development of individual expression of form and content.
- ART 126 2-D Design and Color 3 cr. hrs.**
 A study of visual perception and composition on a 2-D surface. The basics of visual problem solving will be stressed in space, shape, line, and color.
- ART 127 3-D Design and Color 3 cr. hrs.**
Prerequisite: ART 126
 A studio course exploring the fundamentals of the formal systems and basic elements of visual organization through 3D design principles and theories using a variety of materials.
- ART 136 Graphic Design I..... 3 cr. hrs.**
 This course focuses on concepts and visual communication skills necessary for graphic design. Students will acquire an understanding of single and multi-page documents, both in black/white and color, covering document construction, integration of word processing programs, working with images and typography, custom colors and standard output. Introduces the production of printed materials using illustrations and image manipulation software via computers.
- ART 137 Graphic Design II 3 cr. hrs.**
Prerequisite: ART 100 and ART 136, or consent of department
 This course builds on aesthetic and technical skills begun in ART 136. Develops alternate illustration, type generation, scanning, and layout skills as well as improves software skills in vector illustration, photo manipulation and layout in a project-based format. Typography, printing processes, workflow and communication effectiveness are emphasized.
- ART 195 Special Topics in Art*** variable 1-4 cr. hrs.**
Prerequisite: Consent of department
 Deals with current topics in art not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topic to be listed on student's permanent academic record.
- ART 226 Graphic Design III..... 3 cr. hrs.**
Prerequisites: ART 136 and ART 137
 Students continue with advanced studies of design principles related to marketing, communications and business. Color processes, photo manipulation, and print technology will be targeted. Students research ad design and layout and create advertising and editorial illustration for magazines, books and Web pages.
- ART 227 Graphic Design IV - Internship 3 cr. hrs.**
Prerequisite: ART 136 and ART 137
 Prepares the student in an internship setting to apply design skills, troubleshoot and solve problems related to projects in graphic design and related areas. Students will be supervised by the instructor and a mentor.

ART 240 Painting I 3 cr. hrs.

Prerequisite: ART 100 or consent of department

An introduction to basic painting techniques and color principles applied to the exploration of oil and/or acrylic painting media.

ART 241 Painting II 3 cr. hrs.

Prerequisite: ART 240

This course is designed to continue building aesthetic and technical skills begun in Painting I. Emphasis will be placed on the investigations of media usage, color development, and painting as a medium of communication.

ART 247 Digital Photography 3 cr. hrs.

Designed to teach the fundamentals of photographic image taking using a digital camera.

ART 295 Advanced Special Topics in Art* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in art not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topic to be listed on student's permanent academic record.

ASTRONOMY

AST 101 Elementary Astronomy 3 cr. hrs.

An elementary survey of the nature and behavior of the solar system and the regions beyond and of basic physical processes occurring throughout the universe. IAI: P1 906

AST 102 Elementary Astronomy Lab 1 cr. hr.

Prerequisite: Intended to be taken concurrently with AST 101 or with previous completion of AST 101

A laboratory course than examines astronomical phenomena and concepts, including the Blazer Net system, stars and galaxies, planetary motions, atoms and radiation and the origin and evolution of the universe through the use of hands-on experiments and observation and analysis of astronomical data. Supplement to Elementary Astronomy 101. 0 lecture hours, 2 lab hours

BIOLOGICAL SCIENCES

BIO 101 General Biology 4 cr. hrs.

Prerequisite: MAT 010 with a grade of "C" or above within two semesters, or appropriate placement test score, or consent of department

An introductory biology course that covers a breadth of biological concepts including biochemical pathways, molecular and cellular biology, the structure and function of organisms, genetics and heredity, evolution, ecology, and the importance of life science to society. In the laboratory setting, emphasis will be placed on utilizing the scientific process to arrive at evidence-based conclusions. 3 lecture hours, 2 lab hours; IAI: L1 900L

BIO 103 Environmental Conservation 3 cr. hrs.

A look at the conservation of biodiversity, including the study of ecology (interactions of plants and animals with their environment), the study of natural ecosystems and human disturbances placed on them, and the ethical and practical issues involved in conserving biodiversity. Available via Internet only.

BIO 105 Human Biology..... 3 cr. hrs.

Prerequisite: MAT 010 with a grade of “C” or above within two semesters, or appropriate placement score, or consent of department+

This is an introductory course emphasizing the biology of human beings, including human organization from the atomic level to the biosphere, basic anatomy and physiology, genetics, evolution, and human interactions with the environment. Selected topics of discussion will include how science works and its impact on the human condition, biotechnological advances and ethical considerations, human wellness and disease, and the impact humans have on the environment. IAI: L1 904

BIO 111 General Botany..... 4 cr. hrs.

Prerequisite: BIO 101 with a grade of “C” or above or consent of department

A study of plant structure, growth, physiology, reproduction, evolution, classification, and distribution. 3 lecture hours, 2 lab hours

BIO 121 Principles Of Biology I..... 4 cr. hrs.

Prerequisite: MAT 010 with a grade of “C” or above within two semesters, or consent of the College via multiple measures.

First semester of a two-semester course sequence in the biological pathway that covers all essential topics in a modern introductory biology sequence, including Evolution, Cellular and Molecular Biology, Genetics, Organism Biology, and Ecology. First semester emphasis on: evolution as a unifying theme in biology; an introduction to biochemistry, cell structure, function, and processes; transmission and molecular genetics, biology. Laboratory is required in all courses in the sequence and includes exposure to current techniques and instrumentation with emphasis on the development of scientific investigative skills, rather than strict reliance on demonstrational and observational exercises. 3 lecture hours, 2 lab hours (4 cr. hrs.); IAI: 910

BIO 122 Principles Of Biology II..... 4 cr. hrs.

Prerequisite: BIO 121 with a grade of “C” or above or consent of the College via multiple measures.

Second semester of a two-semester course sequence in the biological pathway that covers all essential topics in a modern introductory biology sequence, including Evolution, Cellular and Molecular Biology, Genetics, Organism Biology, and Ecology. Second semester emphasis on: the diversity of major groups of microorganisms, viruses, fungi, animals, and plants; structure and function of representative organ systems in animals and/or plants; as well as ecological principles spanning a range of biological organization from physiological ecology of organisms to ecosystem ecology. Laboratory is required in all courses in the sequence and includes exposure to current techniques and instrumentation with emphasis on the development of scientific investigative skills, rather than strict reliance on demonstrative and observational exercises. 3 lecture hours, 2 lab hours (4 cr. hrs.); IAI: 910

BIO 195 Special Topics in Biology*..... variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in biological sciences not covered in other courses. Topics will vary with needs, interests, and goals of the student and instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topic to be listed on student’s permanent academic record.

BIO 221 General Zoology 4 cr. hrs.

Prerequisite: BIO 101 with a grade of “C” or above and MAT 010 with a grade of “C” or above within two semesters, or appropriate placement test score, or consent of department+

A comparative study of the animal kingdom focusing on the study of animal structure, growth, physiology, reproduction, classification, and distribution. This course is designed for students planning to pursue additional study in the natural sciences. 3 lecture hours, 2 lab hours

BIO 275 Human Anatomy and Physiology I 4 cr. hrs.

Prerequisite: BIO 101 (or equivalent) with at least a “C” within last 5 years OR consent of the College via multiple measures.

A study of the structures and functions of the human body; an integrated study of the systems of the human body including gross and microscopic structures and their physiology. Course covers cells, tissues, chemistry of life, metabolism and the systems: integumentary, skeletal, muscular, digestive and urinary. 3 lecture hours, 2 lab hours

BIO 276 Human Anatomy and Physiology II 4 cr. hrs.

Prerequisite: BIO 275 with a grade of “C” or above or consent of department+

A continuation of BIO 275. Emphasis is on more depth in the physiology of various body systems including the central and peripheral nervous systems sensory organs, endocrine, cardiovascular, lymphatic, respiratory, male and female reproductive and human development. 3 lecture hours, 2 lab hours

BIO 293 Microbiology 4 cr. hrs.

Prerequisite: BIO 101 (or equivalent) with at least a “C” within last 5 years OR consent of the College via multiple measures.

Introduces characteristics, actions and control of microorganisms with emphasis on their relation to health and disease. The application of the principles of microbial control and laboratory techniques will be stressed. 3 lecture hours, 2 lab hours

BIO 295 Advanced Special Topics in Biology* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in biological sciences not covered in other courses. Topics will vary with needs, interests, and goals of the student and instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topic to be listed on student’s permanent academic record.

+Consent of JWCC Natural Sciences Department Chair is dependent upon the requesting student successfully passing an assessment (placement) exam for the particular prerequisite course. A passing BIO 101 placement exam score is 78 percent or above to opt out of the BIO 101 requirement. Otherwise, the student requesting acceptance into a course without completion of prerequisites must provide substantiated documentation of equivalent transfer credit to enroll in the course.

BUSINESS

BUS 101 Introduction to Business..... 3 cr. hrs.

A functional view of various aspects of business. Emphasis on the operation of a business and the relationships to the environment in which it exists.

BUS 110 Entrepreneurship..... 3 cr. hrs.

An introduction to entrepreneurship, including a study of the organizational, financial, and risk-taking skills associated with starting and managing a business enterprise.

BUS 115 Business Leadership I..... 3 cr. hrs.

Prerequisite: Consent of department

This course will provide an introduction to entrepreneurial skills for self-employment and small business ownership. Students in this course will write multiple business plans, visit with loan officers on their selected plans, and start their own business. Course includes decision-making, feasibility studies, risk taking, business ethics, finance, marketing, organization, and other skills. This course will include guest speaker presentations.

BUS 116 Business Leadership II..... 3 cr. hrs.

Prerequisite: BUS 115 and consent of department

This course will be a continuation of Business Leadership I. Students will continue their introduction to entrepreneurial skills for self-employment and small business ownership. Students in this course will write multiple business plans, visit with loan officers on their selected plans, and start their own business. Course includes decision-making, feasibility studies, risk taking, business ethics, finance, marketing, organization and other skills. This course will include guest speaker presentations.

BUS 121 Principles of Organization and Management 3 cr. hrs.

A treatment of fundamental principles applying to all management, including cost control and human relations, for the improvement of operating efficiency.

BUS 122 Principles of Sales I 3 cr. hrs.

Principles of selling goods and services. Topics covered include buyer characteristics and motivation, responsibilities and qualifications of salespeople, and sales techniques.

BUS 123 Principles of Sales II 3 cr. hrs.

Prerequisite: BUS 122 or consent of department

A functional overview of the principles of selling goods and services. Topics include the sales process, sales techniques, sales careers, responsibilities and qualifications of salespeople, and buyer characteristics and motivation.

BUS 125 Supervisory Management..... 3 cr. hrs.

Basic techniques supervisors need to know for motivating and handling people, managing their jobs, and succeeding in a supervisory position.

BUS 131 Principles of Marketing 3 cr. hrs.

A survey of the field of marketing, designed to give basic understanding of the principles of marketing and the operation of our marketing system.

BUS 141 Principles of Finance..... 3 cr. hrs.

Prerequisite: One semester of accounting or consent of department

Fundamental principles of financial management, including planning, control, and business formation.

BUS 161 Business Law I..... 3 cr. hrs.

A study of the legal environment of business, including contracts, negotiable instruments, and sales.

BUS 195 Special Topics in Business* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in business not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three

years. May be repeated three times with different topics. Topic to be listed on student's permanent academic record.

BUS 199 Business Internship*..... variable 1-5 cr. hrs.**

Prerequisite: Successful completion of at least 24 credit hours of course work and a minimum of a 2.0 GPA

This course offers business students several options for acquiring work-based education in a business environment. Students may elect to participate in an approved internship, job shadowing, or mentoring activity as it pertains to their career goals. The course provides the opportunity to apply classroom theory and experience the dynamics of modern business. Course requires 80 hours of work experience for each credit hour.

BUS 211 Supply Chain Management I 3 cr. hrs.

Students will study the various functions involved in supply chain management, including storage, warehousing, transportation, materials handling, inventory control, purchasing, plant location, and information flow. Students will demonstrate the ability to understand the fundamentals of the field and to stretch this understanding to comprehend the intricate processes needed by logistical and transportation managers.

BUS 231 Consumer Behavior 3 cr. hrs.

An analysis of the factors that affect consumer behavior, including consumer motivation, product quality, economics and advertising, and buying habits. Special attention is given to acquainting prospective sales personnel with consumer behavior that is likely to affect sales.

BUS 240 Legal/Ethical Issues in Business 3 cr. hrs.

Prerequisite: Consent of department

A discussion course which explores a variety of legal/ethical decision-making procedures via a case study approach in order to help students develop critical decision-making skills useful in dealing with legal and ethical issues likely to confront the business person.

BUS 295 Advanced Special Topics in Business* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in business not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topic to be listed on student's permanent academic record.

CHEMISTRY

CHM 100 General Chemistry 4 cr. hrs.

Prerequisite: MAT 020 with a grade of "C" or above within two semesters, or appropriate placement test score, or consent of department

Fundamentals of chemistry for the non-science major. One semester may be taken by science majors who have not passed the placement test for regular beginning college chemistry for science majors. 3 lecture hours, 2 lab hours; IAI: P1 902L

CHM 103 Principles of Chemistry I..... 4 cr. hrs.

Prerequisite: MAT 113 with a grade of "C" or above within two semesters, or appropriate placement test score, or consent of department; Students who have taken high school chemistry will have an advantage.

Comprehensive coverage of the basic principles of chemistry including bonding, nomenclature, reactions, stoichiometry, thermodynamics, kinetics and equilibrium. Designed for pre-med, pre-pharmacy, engineering and science majors with above-average

erage mathematical and scientific backgrounds. 3 lecture hours, 3 lab hours; IAI: P1 902L, CHM 911

CHM 104 Principles of Chemistry II..... 4 cr. hrs.

Prerequisite: CHM 103

Continued comprehensive coverage of the basic principles of chemistry including atomic structure, covalent bonding, molecular structure, properties of gases, liquids, solids, and solutions, coordination compounds, acid-base chemistry, oxidation-reduction reactions, electrochemistry, and nuclear chemistry. 3 lecture hours, 3 lab hours; IAI: CHM 912

CHM 195 Special Topics in Chemistry* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in chemistry not covered in other courses. Topics will vary with needs, interests, and goals of the student and instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topic to be listed on student's permanent academic record.

CHM 201 Organic Chemistry I..... 5 cr. hrs.

Prerequisite: CHM 103 and CHM 104 or equivalent

Structure, nomenclature, classification, properties, and reactions of organic compounds including saturated and unsaturated hydrocarbons and alcohols. Determination of molecular structure using infrared, nuclear magnetic and mass spectroscopy. Designed for pre-med, pre-pharmacy, engineering, biology and chemistry majors. 3 lecture hours, 4 lab hours.

CHM 202 Organic Chemistry II 5 cr. hrs.

Prerequisite: CHM 201

Continued coverage of the structure, nomenclature, classification, properties and reactions of organic compounds including ethers, conjugated double bonds, aromatic hydrocarbons, carbonyl compounds, amines, carboxylic acids and their derivatives, and an introduction to biochemistry. 3 lecture hours, 4 lab hours;

CHM 295 Advanced Special Topics in Chemistry* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in chemistry not covered in other courses. Topics will vary with needs, interests, and goals of the student and instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topic to be listed on student's permanent academic record.

CHINESE

CHN 101 Elementary Chinese I 4 cr. hrs.

This course provides an introduction to beginning Mandarin Chinese. The goal of this course is to develop communicative competence in listening, speaking, reading, and writing with emphasis on speaking skills. This course will introduce selected topics on traditional Chinese culture, current trends in China and Taiwan, as well as U.S. Interaction with China. 3 lecture hours, 2 lab hours

CHN 102 Elementary Chinese II 4 cr. hrs.

Prerequisite: CHN 101

This course is a continuation course designed for students who already have basic knowledge and language skills of Mandarin Chinese. The goal of this course is to con-

tinue helping students build competence in listening, speaking, reading, and writing with emphasis on daily oral Chinese. This course will also introduce selected topics on traditional Chinese culture, religion and philosophy, and current trends. 3 lecture hours, 2 lab hours

COMMUNICATIONS

CMN 099 College Reading Strategies * 3 cr. hrs.**

Prerequisite: Appropriate placement score

This non-transferable course is an intensive review of the academic reading and communication skills needed for success in a college-level course. Students will demonstrate their understanding of reading as a process and will apply strategies learned to expand their reading comprehension skills. Students will demonstrate the ability to integrate knowledge, use context clues, and identify supporting details in their oral and written responses to the reading materials from text and digitally. Placement by Accuplacer score or by choice.

CMN 101 Introduction to Speech I 3 cr. hrs.

An introduction to the basic principles of oral communication as applied to public speaking. The course emphasizes the mastery of oral communication skills through a variety of exercises in which the student speaks before the group. Involves analysis of such topics as preparation, organization, and delivery. IAI: C2 900

CMN 104 Interpersonal Communication..... 3 cr. hrs.

An introduction to the basic theories and concepts relevant to face-to-face interaction. Emphasis is placed on the role of communication in the creation, maintenance, and termination of social, romantic, familial, and professional relationships. IAI: MC 901

CMN 123 Beginning American Sign Language..... 3 cr. hrs.

An introduction to American Sign Language (ASL) and the culture of the deaf community. Basic sign vocabulary and information on beginning structure of the language will be presented.

CMN 195 Special Topics in Communications* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in communications not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topic to be listed on student's permanent academic record.

CMN 220 Mass Media..... 3 cr. hrs.

Prerequisite: CMN 101 or consent of department

An overview of the nature, functions, and responsibilities of the mass communication industries in a global environment with an emphasis on the media's role in American society. IAI: MC 911

CMN 221 Introduction to Public Relations 3 cr. hrs.

Prerequisite: CMN 101 with a grade of C or better.

An introductory course focused on the methodologies used by organizations to disseminate information and messages to and between their publics. Students will become familiar with various models and practices used in public relations, methods of creating and analyzing messages, and trending approaches used in engaging and analyzing publics. IAI: MC 913

CMN 225 Audio/Video Communication & Production 3 cr. hrs.

This course lays the foundation for audio/video production for personal and professional uses. The course emphasizes the understanding and application of all audio/video production phases related to modern technology, equipment, platforms, and legal/ethical considerations. The course culminates in a final video project with the student engaged in all phases of the production process. 3 total hours with combination of lecture and lab.

CMN 295 Advanced Special Topics in Communications* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in communications not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topic to be listed on student's permanent academic record.

COMPUTER-AIDED DESIGN

CAD 101 Introduction to Drafting and Blueprint Reading for CAD..... 3 cr. hrs.

Introduces the student to basic tools and techniques needed in the drafting and blueprint reading profession as applied to CAD. 1.5 lecture hours, 3 lab hours

CAD 102 Drafting Terminology for CAD 3 cr. hrs.

Prerequisite: CAD 101

Introduces the student to the terminology used in the drafting field as related to computer-aided design. This course is not intended to be a drafting course. 2.5 lecture hours, 1 lab hour

CAD 104 Introduction to Computer-Aided Design 3 cr. hrs.

Prerequisite: CAD 101 or concurrent, or consent of department

Introduction to engineering and design, including drafting, dimensioning, tolerancing, fasteners, and descriptive geometry. Engineering graphics topics include multi-view orthographic representations, principal auxiliary views, section views, and production drawings. CAD experience is required in the course. 1.5 lecture hours, 3 lab hours

CAD 106 CAD Applications I..... 3 cr. hrs.

Prerequisite: CAD 104 or concurrent, or consent of department

The first of three courses in CAD applications. The focus of this course will include parametric modeling, layouts, notes and dimensions, tolerances, and plotting drawings. 1.5 lecture hours, 3 lab hours

CAD 114 Introduction to Parametric Modeling 3 cr. hrs.

This course is a first course in parametric modeling using SolidWorks. The course will focus on parametric modeling, creating and documenting assemblies, and note and dimension standards. This course is repeatable three times. 1.5 lecture hours, 3 lab hours

CAD 195 Special Topics in Computer-Aided Design* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in CAD not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topic to be listed on student's permanent academic record.

CAD 200 CAD Applications II..... 3 cr. hrs.

Prerequisite: CAD 106 or consent of department

A continuation of CAD 106 using Inventor. Items include assembly of parametric models, working drawings, dimensioning and notes. 1.5 lecture hours, 3 lab hours

CAD 202 CAD Applications III..... 3 cr. hrs.

Prerequisite: CAD 200 or consent of department

A continuation of CAD 200 using Inventor. Items covered include advanced 3-D drawings, reverse engineering of parts and assemblies. 1.5 lecture hours, 3 lab hours

CAD 204 Three-Dimensional Applications..... 3 cr. hrs.

Prerequisite: CAD 114 or consent of department

Expands upon the area of 3-D; covers drawing enhancements available, translation of drawing files (3-D) into compatible file formats for other operations such as mass property calculations, centers of gravity calculations using SolidWorks. 1.5 lecture hours, 3 lab hours

CAD 210 Design and Prototyping..... 3 cr. hrs.

Prerequisite: CAD 114 or CAD 106

Engineering and technology research, design, and development strategies are emphasized to develop the creativity, critical thinking, and innovation skills necessary to generate new products, identify product ideas, and design, develop, test, analyze, and successfully fabricate a prototype. Prototypes will often be created using 3D filament and 3D resin printers, but other processes may be used. 1.5 lecture hours, 3 lab hours

CAD 214 Advanced 3-D Applications-SolidWorks 3 cr. hrs.

Prerequisite: CAD 204 or consent of department

This course is a continuation of CAD 204. This project-based course focuses on 3-D sheet metal design techniques and advanced assembly modeling using the current version of SolidWorks. 1.5 lecture hours, 3 lab hours

CAD 230 Introduction to the Manufacturing Processes 3 cr. hrs.

Familiarizes the student with various areas of Manufacturing: Material Processing, Management of Processes, Engineering Materials, Material Characteristics, Manufacturing Processes, and Process Design.

CAD 231 Tool Design I 3 cr. hrs.

Prerequisite: CAD 200 or concurrent

Exposes the student to the field of tool design; includes the basics of the design of tools, fixtures, and jigs. 2 lecture hours, 2 lab hours

CAD 233 Architectural Design I 3 cr. hrs.

Prerequisite: CAD 200 or concurrent

Introduces the student to the architectural drafting and design field and its interface to CAD. Covers the drafting techniques that are commonly used in the architectural drafting field and familiarizes the student with building and construction codes. 1.5 lecture hours, 3 lab hours

CAD 299 CAD Internship* variable 1-5 cr. hrs.**

Prerequisite: Consent of department

Students are placed in selected areas of manufacturing and production using CAD/CAM (Computer-Aided Design/Computer-Aided Manufacturing) to learn and become

acquainted with the many different aspects of the working environment. Dual supervision provided by College staff and the operating business. Course requires 80 hours of work experience for each credit hour.

COMPUTER SCIENCE

CSC 100 Computer Literacy 1 cr. hr.

An introductory course in the history, characteristics, and significance of computers, including basic hardware and software components and a survey of applications. For persons with little or no background in computers who desire a general knowledge of computers or a foundations course on which to build a strong background in computing. Some "hand-on" experience.

CSC 104 Spreadsheets - Core Level (Excel) 2 cr. hrs.

An introduction to the use of the electronic spreadsheet, a software package with many diverse applications in bookkeeping and accounting. Topics include basic spreadsheet terminology and concepts, creating spreadsheets, use of formulas and formatting, moving data within and between workbooks, maintaining workbooks, creating charts, and enhancing the display of workbooks.

CSC 106 Introduction to Computers 3 cr. hrs.

An introductory course in which students learn basic terminology, equipment, history, various software including operating system and application software, and the impact of the computer in society. Includes "hands-on" experience. Satisfies JWCC computer literacy requirement. IAI: BUS 902

CSC 107 Word Processing - Core Level (MS Word) 2 cr. hrs.

An introduction to the use of word processing software. Topics covered include creating, printing, and editing Word documents; formatting characters and using Help; formatting paragraphs and documents; customizing documents; creating and formatting tables; and enhancing documents with special features.

CSC 112 Computer-Based Problem Solving 3 cr. hrs.

An introduction to problem-solving strategies and methodologies. Programming logic, looping, branching, and arrays are explained through the use of flow charts and pseudo code.

CSC 115 Introduction to Computer Programming (Visual BASIC) 3 cr. hrs.

Prerequisite: CSC 112 with a grade of "C" or above or consent of department

Introduction to computer programming, problem-solving processes and in-person and object-oriented programming techniques using Visual BASIC.

CSC 116 Database - Core Level (Access) 2 cr. hrs.

An introduction to the use of data management systems. Topics covered include creating a database table, creating relationships between tables, creating a table using a Wizard and using Help, performing queries and filtering records, creating forms, creating reports mailing labels, and charts, importing and exporting data, creating Web pages and using database Wizards. Course will be taught using a popular database management system software package.

CSC 119 Programming I 3 cr. hrs.

Prerequisite: CSC 112 with a grade of "C" or above; Intermediate algebra skills recommended

This course involves problem solving on the introductory level, teaches in-person and object-oriented language, C++, and exposes students to methodology that serves as a foundation for later course work.

CSC 122 Presentation Software 2 cr. hrs.

This course covers presentation software, concepts, and terminology. Topics include preparing, editing, and formatting presentations, adding visual elements to a presentation, sharing and connecting data, linking and embedding objects and files, and sharing presentations. Course uses a popular commercial software package.

CSC 123 Introduction to Content Management Systems. 2 cr. hrs.

An introductory course in which students learn to create a complete website using popular Content Management Systems (CMS). Includes hands-on experience.

CSC 124 Web Programming I 3 cr. hrs.

In this course, the student will learn techniques for planning and creative attractive Web pages using HTML and CSS. Topics include working with tables, creating forms, creating hyperlinks and menus for site navigation, and using image maps for navigation. The student will learn techniques for designing Web pages effectively and understand different ways to publish websites. The student will also learn scripting to add functionality to the website.

CSC 127 User Experience Design I 3 cr. hr.

Prerequisite: concurrent with CSC 106, or consent of instructor

Introduction to the fundamental components of human-centered design, focusing on interactive computer systems. Students learn the basic tenets and methods of user-centered design, including usability and visual design principles, user research, and low-fidelity prototyping.

CSC 136 Linux Operating System 3 cr. hr.

This course will cover the essentials of installing, configuring, maintaining, administering and troubleshooting the Linux operating system. 2 lecture hours, 2 lab hours

CSC 143 Introduction to Desktop Information Management (Outlook)..... 1 cr. hr.

This course will be taught using a popular desktop management software. Topics include utilizing email; using calendar for scheduling; managing contacts; creating tasks, notes, and journals.

CSC 152 Computer Hardware Essentials..... 3 cr. hrs.

This course is designed to improve the student's understanding of computer hardware and peripherals. The student shall gain an ability to determine the source of elementary equipment problems and the ability to isolate problems relating to software and hardware. Through hands-on labs, the student will obtain and demonstrate knowledge of installation, configuration, and repair. 2 lecture hours, 2 lab hours

CSC 163 Fundamentals of Networking 3 cr. hrs.

This course is designed to provide students with the background necessary to understand the local area networking information in Microsoft courses on workstations and networking. This course provides students with not only the information needed to build a foundation in current networking technology for local area networks, wide area networks and the Internet, but also gain essential knowledge that can be skilled within the manufacturing industry. Students will be given the opportunity to take the Network+ certification test providing them with an industry credential.

CSC 183 Fundamentals of Cybersecurity 3 cr. hrs.

This course is designed to provide students with the background necessary to understand the basic fundamentals of network and cybersecurity. Through hands-on labs the student will introduce and demonstrate application of cybersecurity terminology, threat management, endpoint security, device security, cryptography, network securi-

ty/defense, Cloud and virtualization security, enterprise security, and risk management issues. This course is designed to prepare students for the CompTIA Security+ SY0-601 Certification Exam.

CSC 186 Desktop Publishing with InDesign 3 cr. hrs.

Prerequisite: CSC 100 or CSC 106, or consent of department

Introduction to the use of the computer as a tool in management and production of text and graphics in visual communication. Students will learn to set up complex, professional documents working with frames, colors, linked text and graphics, transparency, tools and tables. This course will be taught using a popular desktop publishing package.

CSC 190 Portable Document Format (Adobe Acrobat) 1 cr. hr.

Prerequisite: CSC 100 or CSC 106 or consent of department

Focuses on creating and distributing portable documents using industry standard portable document formats. Topics include creating PDF documents from other applications, sharing PDFs, document review processes, PDFs for print or Web use, interactive forms, document security, paperless publishing, and collaboration solutions. Course is taught using industry standard electronic document exchange program.

CSC 195 Special Topics in Computer Science* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in computer science not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topic to be listed on student's permanent academic record.

CSC 199 Computer Science Internship* variable 1-5 cr. hrs.**

Prerequisite: Successful completion of at least 24 credit hours of course work and a minimum of a 2.0 GPA

Students may elect to participate in an approved apprenticeship, internship, job shadowing, or mentoring activity as it pertains to their career goals. The course provides the opportunity to apply classroom theory and experience the dynamics of modern industry. Students complete 80 hours of on-the-job training per semester for each enrolled credit hour. Course requires 80 hours of work experience for each credit hour.

CSC 204 Spreadsheets - Expert Level (Excel)..... 2 cr. hrs.

Prerequisite: CSC 104 with a grade of "C" or above

A continuation of CSC 104. Topics include formatting Excel worksheets using advanced formatting techniques, working with templates and workbooks, using advanced functions, working with lists, using Excel's analysis tools, managing and auditing worksheets, collaborating with work-groups, and using data from the Internet and other sources.

CSC 207 Word Processing - Expert Level (MS Word) 2 cr. hrs.

Prerequisite: CSC 107 with a grade of "C" or above

Topics covered in this course include merging documents and sorting and selecting data, formatting with special features, adding visual appeal to documents, formatting with macros and styles, working with shared documents, creating specialized tables and indexes, preparing and protecting forms, and sharing data.

CSC 216 Database - Expert Level (Access)..... 2 cr. hrs.

Prerequisite: CSC 116 with a grade of "C" or above

Topics include creating and modifying advanced tables, creating and modifying forms, refining queries, using advanced report features, defining relationships, using

Access tools, creating database applications, and using data from the Internet and other sources. Course will be taught using a popular database management system software package.

CSC 220 Graphic and Photo Manipulation (Photoshop) 3 cr. hrs.

An introduction to the use of the computer in graphic design. Students learn how to repair images, work with layers, make selections, incorporate color techniques, and place type in an image. The course focuses on using painting tools, special layer functions and filters, enhancing specific selections, making color adjustment, working with clipping masks and paths. The course will be taught using industry-standard photo manipulation software.

CSC 223 Web Scripting (JavaScript)..... 3 cr. hrs.

Prerequisite: CSC 124 with a grade of “C” or above

This course will guide students in web page development with JavaScript. This course covers the basics of JavaScript to build professional quality web applications.

CSC 224 Web Programming II (PHP, MySQL) 3 cr. hrs.

Prerequisite: CSC 124 with a grade of “C” or above

This hands-on PHP programming course uses open source software, PHP and MySQL, to provide the student with a limited programming background with the applied skills to build professional-quality, database-driven Websites. By integrating PHP and MySQL, with the XHTML and CSS frameworks, the student will develop the skills to build interactive Websites with authentication and security.

CSC 244 User Experience Design II 3 cr. hrs.

Prerequisite: CSC 127

This course allows students to practice as a UX designer in a company-like environment. Students learn about the roles they can pursue and build foundational collaboration and project management skills. Projects utilize a human-centered design approach to provide a rich user experience.

CSC 247 2D Animation 3 cr. hrs.

2D animation focuses on creating and manipulating graphics to create application interactions, video effects, and short animated films. Students will gain experience creating hand drawn and computer-based animations using a variety of hands-on and software tools.

CSC 248 Computerized Illustration (Adobe Illustrator)..... 3 cr. hrs.

A course in the most important topics of design principles and vector graphics. Students learn how to create text and gradients, draw and compose an illustration, transform and distort objects, work with layers, create graphs, draw with symbols, and create 3-D objects. Course is taught using industry standard illustration software.

CSC 249 Advanced Graphic Applications 3 cr. hrs.

Prerequisite: CSC 220 or consent of department

Course builds on the knowledge and skills developed in previous applications courses and focuses on advanced techniques working with layers, layer styles, color, blending modes and designing with multiple images. Students learn to use tools to adjust and fine-tune images for more sophisticated, professional effects. Course is taught using industry-standard graphic design software.

CSC 256 Web Programming III 3 cr. hrs.

Students will create static sites using HTML, CSS, and JavaScript based on working website design prototypes. Using project management and communication tools students will collaborate with the site designer to establish timelines, negotiate changes, and seek approval for their work. When possible, students in this course will work as teams to gain project management skills.

CSC 257 Database Management 3 cr. hrs.

This course introduces the student to database concepts and the use of a database management system. Topics include using a MySQL server and MySQL language to: create databases, create tables, add and remove table fields, establishing relationships between table fields, manipulating records, and create queries.

CSC 258 Web Programming IV 3 cr. hrs.

This course is a capstone for the web programming student. Students will use all of the skills they have learned throughout the program to create a website fulfilling criteria set by the course instructor. Students will learn to evaluate sites for human interaction and make improvements throughout the course.

CSC 259 Web Server Administration 3 cr. hrs.

This course introduces the student to web server administration. Students learn to install, configure and administer a website. The course includes topics such as user authentication, setting up users and groups, managing file system permissions, sharing resources and securing the server. In addition, the student will learn to troubleshoot a web server, as well as perform maintenance, optimization, and performance tuning.

CSC 274 Language Survey (Java) 3 cr. hrs.

Prerequisite: CSC 112 with a grade of "C" or above or consent of department

This course will guide students in developing applications and applets using the Java programming language. Students will also build visually interesting GUI and Web-based applications and learn the basics of in-person and object-oriented programming techniques.

CSC 295 Special Topics in Computer Science* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

On demand. Includes such course offerings as Facilities Management and Computerized Farm Records. No topic/problem will be offered more than twice in three years. May be repeated three times with different topics. Topics to be listed on student's permanent academic record.

CRIMINAL JUSTICE

LEN 101 Introduction to Criminal Justice 3 cr. hrs.

A survey and analysis of the criminal justice system, including historical and philosophical overviews of the development, with special emphasis on the system's primary components and the relationship of the components in the administration of criminal justice in the United States. IAI: CRJ 901

LEN 103 Law Enforcement Terminology 1 cr. hr.

A programmed course taking the student through a series of police terms, emphasizing both vocabulary and spelling.

LEN 111 Juvenile Justice 3 cr. hrs.

This course is intended to give students a comprehensive overview and analysis of the juvenile justice system in the United States. The history and philosophies of juvenile justice are explored.

nile behavior and problems are examined, as well as theories of causation and control. Interaction among the police, Juvenile Court System, and corrections are examined within the context of cultural influences. IAI: CRJ 914

LEN 122 Police Patrol Operations and Tactics..... 3 cr. hrs.

Prerequisite: LEN 101 preferred

A variety of proven police tactics and procedures for handling situations ranging from misdemeanors to felonies.

LEN 125 Law Enforcement Report Writing 3 cr. hrs.

The writing of preliminary and supplementary reports typically used by law enforcement agencies. This course stresses skills involving note taking; the use of forms and formats; and the writing of narrative, analytical and descriptive paragraphs.

LEN 130 Probation and Parole 3 cr. hrs.

Prerequisite: LEN 101 preferred

A study of the probation and parole systems on a local, state, and national level and expected future trends.

LEN 150 Scientific Criminal Investigation..... 3 cr. hrs.

Prerequisite: LEN 101 preferred

This course focuses on the technique of crime scene investigation. Emphasis is placed on the importance of information, interrogation, and instrumentation in the solution and preparation of criminal cases for trial.

LEN 195 Special Topics in Law Enforcement* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in law enforcement not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topic to be listed on student's permanent academic record.

LEN 205 Adult Corrections 3 cr. hrs.

Prerequisite: LEN 101

A study of the historical overview of adult corrections as well as the evaluation of the aims and goals, success and failure of the penal system and an introduction to new experiments in adult corrections.

LEN 212 Criminal Law..... 3 cr. hrs.

Study of legal terminology and definitions of crimes, criminal procedures, criminal responsibility, analysis of crimes and their proof in the context of practical fact situations.

LEN 260 Criminal Justice Seminar I 3 cr. hrs.

Prerequisite: Consent of department

A consideration of contemporary law enforcement and criminal justice programs and problems.

LEN 261 Criminal Justice Seminar II 3 cr. hrs.

Prerequisite: LEN 260 or consent of department

Continuation of Criminal Justice Seminar I.

LEN 295 Advanced Special Topics in Law Enforcement* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in law enforcement not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

DIESEL TECHNOLOGY

DET 101 Diesel Technology I 8 cr. hrs.

This class offers students classroom instruction and laboratory experiences in diesel powered transportation and heavy equipment, such as used in the agriculture and construction industries. Learning activities prepare students to maintain and repair diesel engines and related heavy equipment vehicle systems. The course will focus on developing knowledge of diesel engine operations and related vehicle/heavy equipment systems, as well as procedures for maintenance and light repairs. Emphasis is placed on developing safe work habits, employability skills and applied academic skills. The course and program will align with knowledge and skills required by an industry-recognized certification or credential. 2 lecture hours, 12 lab hours

DET 102 Diesel Technology II 8 cr. hrs.

Prerequisite: DET 101

This class builds upon the knowledge and skills learned in DET 101 by incorporating additional and more challenging major jobs which require troubleshooting, diagnostics, problem solving and completion of major repairs based on diagnostic findings and cost effectiveness. The lab will be operated to simulate an actual diesel equipment service facility. Off campus internships at local diesel service businesses will be incorporated into the program for selected students. During the SECOND SEMESTER, students will participate in a learning unit in preparation for obtaining an Illinois CDL (for in-state driving). The expectation for the successful complete of the two-year program would be to earn both the CDL License as well as the industry-recognized diesel technician certification for immediate employment or continuation in a related post-secondary Diesel technology program. 2 lecture hours, 12 lab hours.

DRAMA

DRA 103 Introduction to Theater 3 cr. hrs.

The broad concepts of the aesthetics and form of drama as evidenced in the living theater. Includes reading of plays and the study of dramaturgy with general discussion of elements of the play and theater. IAI: F1 907

DRA 125 Acting I: Movement and Voice..... 3 cr. hrs.

Intensive training of the physical instrument, utilizing a variety of traditional and non-traditional techniques.

DRA 195 Special Topics in Drama variable 1-4 cr. hrs.

Deals with topics in drama not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

DRA 295 Advanced Special Topics in Drama..... variable 1-4 cr. hrs.

Deals with topics in drama not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May

be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

ECONOMICS

ECO 101 Principles of Macroeconomics 3 cr. hrs.

Introduction to the major areas of modern economic theory and public policy, including fiscal policy, international trade and finance, economic growth and development, and contemporary macro-economic problems. IAI: S3 901

ECO 102 Principles of Microeconomics 3 cr. hrs.

Market structures, distribution of income, allocation of resources through the market, and contemporary micro-economic problems. IAI: S3 902

ECO 195 Special Topics in Economics* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in economics not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topic to be listed on student's permanent academic record.

ECO 295 Advanced Special Topics in Economics* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in economics not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topic to be listed on student's permanent academic record.

EARLY CHILDHOOD EDUCATION

ECE 102 Foundations of Early Childhood Education 3 cr. hrs.

An introduction to early childhood education philosophies and methods. Students are introduced to the fundamentals of planning developmentally appropriate interactions and techniques. Topics of study include age-appropriate methodology, guiding child behavior, internal and external environments, and regulations affecting child care in today's changing world.

ECE 104 Child Growth and Development 3 cr. hrs.

A foundation course in theory and principles of the developmental continuum, including an in-depth study of physical, social/emotional, cognitive, language, and aesthetic development; an examination of current research and major developmental theories; an exploration of child development within a socio-cultural context, such as gender, family, race, ethnicity, language, ability, socio-economics, religion, and society; an emphasis on the implications for early childhood professional practice. IAI: ECE 912

ECE 124 Health & Safety for Young Children 3 cr. hrs.

Introduction to the health, safety and nutritional needs of young children. Topics include eating habits, menu planning, safe food storage and handling, recognizing common health concerns, creating a safe environment, and principles of child first aid and CPR for infants and children.

ECE 135 Guidance of the Young Child 3 cr. hrs.

This course will examine research and theory related to social and emotional development in young children. Students will explore teaching methods with an emphasis on positive guidance, family engagement, cultural competence and designing appropriate

environments. This course requires three 1½ hour observations at a licensed childcare center or kindergarten classroom.

ECE 150 Caring for Infants and Toddlers 3 cr. hrs.

Study of the specialized needs of infants and toddlers, including the development of routines and environments that promote effective cognitive, motor and language development. Emphasis is placed on providing appropriate care, stimulating environments, and assessing the needs of infants and toddlers. Cultural and social diversity and the creation of partnerships with families and childcare facilities are integrated throughout the course.

ECE 171 Child, Family and Community 3 cr. hrs.

This course focuses on the diverse needs of the child within the context of family, school and community. The course will examine the interplay of diverse cultures, lifestyles, abilities, language and communication with the role of the early childhood environment and other community institutions. Students will gain an understanding of their professional role in supporting evidence-based practices that strengthen respectful, collaborative family/child partnerships through effective use of community and family resources. IAI: ECE 915

ECE 215 Observation & Assessment in EC 3 cr. hrs.

Prerequisite: ECE 102 or ECE 104 or consent of department

Students will learn the methods of authentic, alternative classroom based assessment with young children. Opportunity given to gain knowledge and skills to observe, interpret and use information to respond to and support children's learning and development. Typical and atypical children will be studied and evaluated. Child observation is required.

ECE 245 STEM in Early Childhood 3 cr. hrs.

This course focuses on the importance of math and science for early childhood and early elementary education programs. Emphasis will be on the techniques that provide engaging math and science experiences, while providing an organized, sequential approach to creating a developmentally appropriate math.

ECE 250 Creative Arts & the Young Child 3 cr. hrs.

This course focuses on the importance of how music, creative movement, dramatic play and the arts stimulate early childhood play and learning. Emphasis is on understanding children's developmental stages and determining what are appropriate learning opportunities, interaction and environments.

ECE 251 Child Care Administration 3 cr. hrs.

Prerequisite: ECE 102 or consent of department

This course introduces the student to the principles and practices of establishing and/or administering a child care program. The student will focus on administrative techniques in such areas as finances, purchasing, personnel management, client policies, regulatory agencies and public relations.

ECE 252 Family Child Care Design 2 cr. hrs.

Focuses on strategies to design a high-quality family child care program. Using knowledge of child development, students will have an opportunity to design environments, apply collaborative skills for working with families, design developmentally appropriate curricula and develop policies and procedures, all focused on family child care programming.

ECE 253 Family Child Care Administration..... 1 cr. hrs.

Prerequisite: ECE 252 or concurrent enrollment in ECE 252

Focuses on strategies to operate a high-quality family child care program. Using knowledge from ECE 252 Family Child Care Design students will develop business strategies, fiscal procedures and leadership skills that inform high-quality practices in family child programs.

ECE 255 Language & Literacy in EC..... 3 cr. hrs.

Examine the purpose, scope, sequence, material, and methodology of teaching language and literacy in the early childhood setting. Address how children acquire language and learn literacy concepts. Materials and techniques are provided for teaching young children about language, literature, pre-reading, reading, and writing.

ECE 260 Curriculum for Early Childhood Programs..... 3 cr. hrs.

Prerequisite: ECE 102 or ECE 104 or consent of department

Philosophy, principles, and methods for planning and implementing an educationally and developmentally age-appropriate program for young children from infancy through eight years of age. Students will develop effective approaches to promote learning and assessment, family and community relationships, and creative interdisciplinary environments.

ECE 265 Infant and Toddler Curriculum 3 cr. hrs.

Study of the skills necessary to provide high-quality care for infants and toddlers in the educational setting. Current theories, research, and standards for teacher preparation will be measured. Appropriate caregiver and educational techniques, along with curriculum methods for groups of young children will be introduced.

ECE 287 Infant-Toddler Seminar..... 1 cr. hrs.

Prerequisite: Completion or co-enrollment in all required early childhood education courses or consent of the department. Co-enrollment in ECE 288 Infant-Toddler Practicum.

This seminar explores infant/toddler development, focusing on the theoretical frameworks, empirical research, and practical applications relevant to educators, caregivers, and professionals working with infants and toddlers. Participants will explore key topics such as cognitive, social-emotional, language, and physical development. Through interactive discussions, case studies, and hands-on activities, participants will critically analyze current research findings, examine best practices in infant/toddler education and care, and reflect on their own beliefs and practices. Special attention will be given to understanding diverse perspectives, addressing individual differences, and fostering inclusive environments that support the holistic development of every child. By the end of the seminar, participants will gain a deeper understanding of the complexities of infant/toddler development and be equipped with practical strategies to promote positive outcomes for infants and toddlers in various settings.

ECE 288 Infant-Toddler Practicum..... 1 cr. hrs.

Prerequisite: Completion or co-enrollment in all required early childhood education courses or consent of the department. Co-enrollment in ECE 287 Infant-Toddler Seminar.

This course is an integration of knowledge gained in the infant toddler curriculum through supervised practical experience in the field of child care. Students are expected to demonstrate competency in a broad range of duties associated with the occupations represented by the cooperating programs. Upon successful completion of this class, students will gain a solid range of experience needed to earn credentials needed for professional development of skills in the early childhood field.

ECE 297 Early Childhood Seminar 2 cr. hrs.

Prerequisite: Completion or co-enrollment in all required early childhood education courses or consent of the department. Co-enrollment in ECE 298 Early Childhood Practicum.

This seminar explores early childhood development, focusing on the theoretical frameworks, empirical research, and practical applications relevant to educators, caregivers, and professionals working with young children. Participants will explore key early childhood topics such as cognitive, social-emotional, language, and physical development. Through Interactive discussions, case studies, and hands-on activities, participants will critically analyze current research findings, examine best practices in early childhood education and care, and reflect on their own beliefs and practices. Special attention will be given to understanding diverse perspectives, addressing individual differences, and fostering inclusive environments that support the holistic development of every child. By the end of the seminar, participants will gain a deeper understanding of the complexities of early childhood development and be equipped with practical strategies to promote positive outcomes for young children in various settings.

ECE 298 Early Childhood Practicum 2 cr. hrs.

Prerequisite: Completion or co-enrollment in all required early childhood education courses or consent of department. Co-enrollment in ECE 297 Early Childhood Seminar.

This course is an integration of knowledge gained in the child care curriculum through supervised practical experience in the field of child care. Students are expected to demonstrate competency in a broad range of duties associated with the occupations represented by the cooperating agencies and/or schools. Upon successful completion of this class, students will gain a solid range of experience needed to earn credentials needed for professional development of skills in the childcare industry.

EDUCATION

EDU 100 Foundations of Education 3 cr. hrs.

An introduction to teaching as a profession in the American educational system. Presentation of a variety of perspectives on education including historical, philosophical, social, legal, and ethical issues in a diverse society. Includes organizational structure and current trends in school governance. Classroom observation as a field experience component is required.

EDU 175 Social Issues in Educating Children..... 3 cr. hrs.

Students will explore the individual and social development of young children. They will evaluate teaching methods that are appropriate for young children to learn concepts related to diversity, equity, inclusion, self-identity, and other social concepts.

EDU 195 Special Topics in Education* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in education not covered in other courses are covered. Topics will vary at discretion and need of the department. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topic to be listed on student's permanent academic record.

EDU 204 Introduction to Technology in Education..... 3 cr. hrs.

This course introduces educators to the knowledge and skills required to demonstrate their proficiency in the current technology standards. The course focuses on both knowledge and performance and includes hands-on technology activities.

EDU 205 Educating Exceptional Children..... 3 cr. hrs.

This survey course provides an overview of educational and evidence-based strategies supporting children with exceptional cognitive, social, physical, and emotional needs. Identification, intervention strategies, methods, and programs to meet the needs of children are presented. Study of applicable federal and state laws and requirements conducted, including: Individuals with Disabilities Education Act, Individualized Family Service Plan, Individualized Education Programs, and inclusive programming. Fulfills requirements of School Code 25.25. IAI: ECE 913

EDU 290 Field Experience in Education in Education 1 cr. hr.**

Documented field experience involving observation and interaction with children and teachers in a classroom setting to be determined by the JWCC supervising instructor. Dual supervision is provided by JWCC instructors and the partnering school's teachers. 0 lecture, 2 lab hours

EDU 293 Children's Literature 3 cr. hrs.

This course introduces students to the significant works, authors and trends in literature written for children as well as the role that literature plays in teaching. Emphasis will be placed on identifying various literary genres and showing future teachers the best strategies for using this information in the classroom.

EDU 295 Advanced Special Topics in Education* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in education not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topic to be listed on student's permanent academic record.

ELECTRICAL TECHNOLOGY

ELE 100 Survey of the Electrical Trade 2 cr. hrs.

The course is designed to provide career information for an electrician. The type of work performed by an electrician, including working conditions, physical requirements, necessary mechanical aptitude, safety considerations, and other aspects, will be explained. Students will develop skills in the use of basic instruments, equipment, techniques, and hand tools. Electrical codes, blueprints, and electrical systems will be covered. 1 lecture hour, 2 lab hours

ELE 101 Blueprint Reading for Electricians..... 3 cr. hrs.

This course is designed to help students understand prints and diagrams used by electricians. Drawings of residences and commercial buildings will be studied. The National Electrician Code will be studied along with the exercises.

ELE 105 Electrical Safety in the Workplace 1 cr. hrs.

This course is designed to educate students about NFPA 70E, a National Fire Protection Association (NFPA) standard designed to protect workers from the dangers of electricity. Students will learn about various types of electrical hazards and how to conduct a thorough risk assessment before starting electrical work. They will also learn the hierarchy of risk controls and safe work practices.

ELE 110 Introduction to Electricity 3 cr. hrs.

Course provides a comprehensive study of electronic theory, practices and fundamentals. Laboratory activities explore the underlying principles of DC and AC circuitry through measurement analysis and problem-solving strategies. 2 lecture hours, 2 lab hours

ELE 115 Electrical Troubleshooting 2 cr. hrs.

Working with real-world components, students in this Electrical Troubleshooting course will learn how to fix electrical problems quickly and safely. The course was created to bring students up to speed in their electrical troubleshooting skills as efficiently as possible, and to cover the most commonly performed electrical troubleshooting tasks a maintenance technician faces in their job every day. For the novice or experienced electrician, this training course provides a no-nonsense, practical and real-world systematic approach to electrical troubleshooting. This course can also be adopted as part of a company's regular Qualified Electrical Worker program. 2 credits (1.25 lecture and 1.5 lab)

ELE 120 Introduction to National Electrical Code 3 cr. hrs.

An introduction to the national electrical code that will provide the student with a working knowledge of the requirements set forth nationally for practicing electricians.

ELE 125 Electrical Applications I 3 cr. hrs.

Prerequisite: ELE 120, or consent of department

This course provides the basic skills and knowledge that the electrician uses in the day-to-day routine. Students develop skills in applying electrical blueprint reading, wiring diagrams, and schematic drawings to problem situations. In addition, students develop material lists, cite appropriate codes, and identify potential safety hazards associated with specific jobs. Practical laboratory activities are provided. 1.5 lecture hours, 3 lab hours

ELE 130 Residential Electricity..... 3 cr. hrs.

Prerequisite: ELE 100 and ELE 110, or consent of department

An introduction to residential wiring, plans, specifications, and codes. Students are provided theory and lab assignments in the use of wiring diagrams, hooking up single-phase systems, wiring basic lighting and receptacle circuits, and installing low-voltage switching and control circuits. 1.5 lecture hours, 3 lab hours

ELE 135 Programmable Control 3 cr. hrs.

Prerequisite: IMT 120 or consent of department

A practical and theoretical approach to the installation, programming, and maintenance of programmable control (PC) equipment. The course develops skills in the application of PC equipment and computers in manufacturing processes. Practical laboratory activities are provided. 1.5 lecture hours, 3 lab hours

ELE 195 Special Topics in Electrical Technology* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in electricity not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topic to be listed on student's permanent academic record.

ELE 199 Electrical Technology Internship* variable 1-5 cr. hrs.**

Prerequisite: Successful completion of at least 24 credit hours of course work and a minimum of a 2.0 GPA

This course offers electrical technology students several options for acquiring work-based education in the electrical work site environment. Students may elect to participate in an approved apprenticeship, internship, job shadowing, or mentoring activity as it pertains to their career goals. The course provides the opportunity to apply classroom theory and experience the dynamics of modern industry. Students complete 80 hours

of on-the-job training per semester for each enrolled credit hour. Course requires 80 hours of work experience for each credit hour.

ELE 205 Commercial Electricity 3 cr. hrs.

Prerequisite: ELE 125 or consent of department

Theory and laboratory assignments in commercial wiring, conduit, blueprint reading, safety, and the National Electrical Code as they apply to commercial circuits. Students will plan, lay out, install, and troubleshoot high-and low-voltage circuits and devices used in commercial buildings. 1.5 lecture hours, 3 lab hours

ELE 220 Electrical Applications II..... 3 cr. hrs.

Prerequisite: ELE 125 or consent of department

Provides the advanced skills and knowledge that the electrician uses in solving electrical problems found in day-to-day situations. Students develop skills in applying electrical theory to the solution of these problems. In addition, students develop material lists, cite appropriate codes and identify potential safety hazards associated with specific jobs. Practical laboratory activities are provided. 1.5 lecture hours, 3 lab hours

ELE 225 Industrial Electricity 3 cr. hrs.

Prerequisite: ELE 205 or consent of department

An introduction to industrial wiring, blueprint reading, troubleshooting, and the National Electric Code. Theory and lab assignments in bus systems, unity substations, panelboards, subfeeders, conduit, and special equipment. 1.5 lecture hours, 3 lab hours

ELE 230 Specialized Electrical Circuits 3 cr. hrs.

Prerequisite: ELE 205 and ELE 220, or consent of department

The introduction of specialized electrical circuits, such as emergency lighting, security, communications, fire alarm, and data processing systems. Students will apply knowledge of blueprints, codes and safety precautions in the solution of installation problems. 1.5 lecture hours, 3 lab hours

ELE 235 Electrical Systems Analysis..... 3 cr. hrs.

Prerequisite: ELE 135 or consent of department

A comprehensive program of laboratory experiments and report writing to master the principles and operation of machines and devices that generate, transform, and use electrical power. Emphasis is placed on the analysis and assessment of complex electrical circuits. 1.5 lecture hours, 3 lab hours

ELE 240 Instrumentation..... 3 cr. hrs.

Prerequisite: IMT 120 or consent of department

This course is designed to introduce the student to various types of instrumentation and control systems and devices. Topics of study include principles of control systems, methods of measurement, and control elements. This course will primarily cover pressure, temperature, level and flow detection instrumentation. 2 lecture hours, 2 lab hours

ELE 295 Advanced Special Topics in Electrical Technology* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in electricity not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topic to be listed on student's permanent academic record.

EMERGENCY SERVICES

EMS 130 First Responder 3 cr. hrs.

Provides training in emergency medical care for those who may be required to provide the initial care to sustain life and maintain life support until the victim(s) of accidents or sudden illness is cared for by qualified medical personnel.

EMS 150 Emergency Medical Technician..... 6 cr. hrs.

The development of student skills in recognizing symptoms of illnesses and injuries and proper procedures of emergency care; includes demonstration and practice. This course is taught concurrently with Blessing Health System. Enrollment in the course requires students to meet several requirements and pay additional fees. For details, please contact JWCC Admissions at www.jwcc.edu/admissions/get-started. 1 lecture hour, 10 lab hours

EMS 161 Paramedic I 6 cr. hrs.

Prerequisite: Admission to the AAS paramedic program, valid Illinois EMT license, valid healthcare provider CPR card

Co-requisite: EMS 166

This combined didactic/lab course provides a strong foundation for the student beginning with roles and responsibilities of the paramedic, wellness, legal and ethical topics and a wide range of other preparatory lessons. As the semester progresses, the student will learn more about human anatomy and physiology as well as basic pathophysiology. Pharmacology principles are introduced with a focus on drug classifications, pharmacokinetics and pharmacodynamics as well as medical mathematics, medication administration and venous access. The student will also concentrate on basic and advanced level skills to manage an airway. 5 lecture hours, 2 lab hours

EMS 166 Paramedic Clinical Practice I 3 cr. hrs.

Prerequisite: Admission to the AAS paramedic program, valid Illinois EMT license, valid healthcare provider CPR card

Co-requisite: EMS 161

This clinical course introduces the student to the hospital clinical environment and provides the student with opportunities to apply learned theory, assessment and foundational ALS skills while under the direct supervision and guidance of clinical department staff. The course is planned so that the assigned clinical and clinical objectives are closely aligned with theory and skills being taught in the co-requisite course. 0 lecture hours, 6 lab hours

EMS 171 Paramedic II 6 cr. hrs.

Prerequisite: EMS 161 and EMS 166

Co-requisite: EMS 176

In this combined didactic/lab course the student will develop a complex depth and comprehensive breadth of understanding of medical emergencies including respiratory, neurological, cardiovascular, endocrine, hematologic, gastrological and urological. The focus this semester is on anatomy, physiology, pathophysiology, assessment and management in order to integrate assessment and scene findings with knowledge to form a field impression and formulate a treatment plan for common medical and cardiac emergencies. The Advanced Cardiac Life Support course is built into this semester. 5.5 lecture hours, 1 lab hour

EMS 176 Paramedic Clinical Practice II 3 cr. hrs.

Prerequisite: EMS 161 and EMS 166

Co-requisite: EMS 171

This clinical course provides the students with continued opportunities to apply learned theory, assessment and foundational ALS skills while under the direct supervision and guidance of clinical department staff in the hospital setting and begins the Field Internship. The course is planned so that the assigned clinical and clinical objectives are closely aligned with theory and skills being taught in the Co-requisite course EMS 171 with a focus on the medical patient. 0 lecture hours, 9 lab hours

EMS 195 Special Topics in Emergency Services* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in emergency services not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topic to be listed on student's permanent academic record.

EMS 199 Paramedic Internship variable 1-5 cr. hrs.

Prerequisite: EMS 161, EMS 166, EMS 171, EMS 176, EMS 251, EMS 256, EMS 261 and EMS 266

This clinical course provides the student with continued opportunities to apply learned theory, assessment and foundational ALS skills while under the direct supervision and guidance of QAEMS paramedic field evaluators. The student enters the capstone field internship which will create the necessary experiences for the student to meet the established goal of the program.

EMS 251 Paramedic III 7 cr. hrs.

Prerequisite: EMS 161, EMS 166, EMS 171 and EMS 176

Co-requisite: EMS 256

In this combined didactic/lab course the student will develop a comprehensive understanding of anatomical and physiological variations found in pregnancy, the pediatric and geriatric populations as well as a working understanding of the pathophysiology of illnesses and injuries affecting these populations and the chronically ill or specially challenged patients. The student will also develop a comprehensive understanding of the pathophysiology, assessment and management of a variety of medical conditions including anaphylaxis, toxicology, environmental emergencies, infectious diseases and psychiatric emergencies. 4.5 lecture hours, 5 lab hours

EMS 256 Paramedic Clinical Practice III 3 cr. hrs.

Prerequisite: EMS 161, EMS 166, EMS 171 and EMS 176

Co-requisite: EMS 251

This clinical course provides the student with continued opportunities to apply learned theory, assessment and foundational ALS skills while under the direct supervision and guidance of clinical department staff in the hospital setting. The course is planned so that the assigned clinical and clinical objectives are closely aligned with theory and skills being taught in the Co-requisite course EMS 250 with a focus on the pediatric patient, obstetrical/labor and delivery and the patient with psychiatric or behavioral disorders. 0 lecture hours, 9 lab hours

EMS 261 Paramedic IV 6 cr. hrs.

Prerequisite: EMS 161, EMS 166, EMS 171, EMS 176, EMS 251 and EMS 256

Co-requisite: EMS 266

The focus of this combined didactic/lab course is integration of assessment findings with principles of epidemiology and pathophysiology to formulate field impressions and learn to develop comprehensive treatment/disposition plans for trauma patients and the development of paramedic operations skills in the areas of ambulance operations, mass casualty, rescue operations, crime scenes, introduction to ICS & NIMS and hazardous materials. Either International Trauma Life Support or Pre-hospital Trauma Life Support must be successfully completed this semester. 5 lecture hours, 2 lab hours

EMS 266 Paramedic Clinical Practice IV 3 cr. hrs.

Prerequisite: EMS 161, EMS 166, EMS 171, EMS 176, EMS 251 and EMS 256

Co-requisite: EMS 261

This clinical course provides the student with continued opportunities to apply learned theory, assessment and foundational ALS skills while under the direct supervision and guidance of clinical department staff in the prehospital ambulance setting. 0 lecture hours, 9 lab hours

ENGINEERING

EGR 100 Introduction to Engineering 3 cr. hrs.

This course introduces students to various engineering disciplines and the professional responsibilities of engineers. Through Engineering Analysis, students will develop essential problem-solving skills, including unit analysis, estimation, and trendline analysis. Hands-on experiences will engage students in the engineering design process, fostering teamwork, presentation skills, and the application of computational tools to solve real-world engineering problems. 3 credit hours; 2 lecture/2 lab

EGR 203 Engineering Mechanics: Statics 3 cr. hrs.

Prerequisite: MAT 220, PHY 227

This course teaches basic theory of engineering mechanics using calculus, involving the description of forces, movements, and couples acting on stationary engineering structures, equilibrium in two and three dimensions, free-body diagrams, friction, centroids, centers of gravity, and moments of inertia. IAI: EGR 942

EGR 204 Engineering Mechanics: Dynamics 3 cr. hrs.

Prerequisite: EGR 203

This course teaches basic theory of engineering mechanics using calculus, involving the motion of particles, rigid bodies, and systems of particles, Newton's Laws, work and energy relationships, principles of impulse and momentum, and application of kinetics and kinematics to the solution of engineering problems. IAI: EGR 943

EGR 205 Engineering Mechanics: Materials 3 cr. hrs.

Prerequisite: EGR 203, MAT 221

Topics include concepts of stress and strain, material properties (elastic and plastic); torsion: shear stresses and deformations; thermal stresses; thin-walled pressure vessels; pure bending: stresses and strains; transverse loading of beams: shear stress and combined loadings; transformation of stress and strain (Mohr's Circle); design of beams and shafts for strength: shear and moment diagrams; deflection of beams; energy methods; and columns. IAI: EGR 945

EGR 221 Electrical Circuit Analysis I 4 cr. hrs.

Prerequisite: MAT 222 and PHY 228; it is recommended, but not required, that students have taken MAT 251

This course is designed to teach principles of electrical circuits and systems as well as basic circuit elements (resistance, inductance, mutual inductance, capacitance, independent and dependent controlled voltage, and current sources). Other topics covered include topology of electrical networks, Kirchhoff's laws, node and mesh analysis, DC circuit analysis, operational amplifiers, transient and sinusoidal steady-state analysis, AC circuit analysis, and first- and second-order circuits. 3 lecture hours, 2 lab hours; IAI: EGR 931L

EGR 295 Advanced Special Topics in Engineering variable 1-4 cr. hrs.

Prerequisite: Consent of department

Deals with current topics in engineering not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

ENGLISH

ENG 098 Co-Requisite Writing Skills* 1 cr. hr.**

Co-requisite: ENG 101 (a specified section with the same instructor); eligible students will be identified by JWCC staff based on placement testing and review of application materials

ENG 098 is a 2 hour lab course to be taught as a co-requisite with a designated ENG 101 section. The course will enhance the goals and objectives of ENG 101. ENG 098 will review and supply additional instruction and support for developing the skills of writing at the college level.

The course is designed to supplement instruction for students who test into ENG 099 but who demonstrate through other measures the capability in completing ENG 101 within the same semester with additional assistance. Students may not self-register. Eligible students will be identified and recommended for this course by JWCC staff. 2 lab hours

ENG 099 Writing Skills* 3 cr. hrs.**

Prerequisite: ENG 080 with a grade of "C" or higher within two semesters or appropriate placement score or consent of department

A review of grammar, punctuation, and sentence structure and an introduction to paragraph structure and essay writing. A grade of "C" or higher should be received in order to advance to ENG 101.

ENG 101 Rhetoric and Composition I 3 cr. hrs.

Prerequisite: ENG 099 with a grade of "C" or above or appropriate placement score

An introductory course in writing at the college level with attention to skills needed at each stage of the writing process. Placement in ENG 101 presupposes competence in English grammar, mechanics, punctuation, and spelling. IAI: C1 900

ENG 102 Rhetoric and Composition II 3 cr. hrs.

Prerequisite: completion of ENG 101 with a grade of "C" or above

A continuation of ENG 101; provides further practice in writing at the college level for a variety of purposes and audiences, using both fixed and open or developing forms. Research paper required. IAI: C1 901R

- ENG 114 Fiction..... 3 cr. hrs.**
Prerequisite: ENG 101
 A study of fiction, including short stories and novels. IAI: H3 901
- ENG 130 Introduction to Film 3 cr. hrs.**
 This course introduces the basics of film production and analysis in order to help students understand and enjoy film as an art form. Students will be introduced to the formal elements of film production as well as fundamental principles of genre and narrative in order to understand how directors' decisions regarding these elements and principles create meaning. IAI: F2 908
- ENG 191 Business Communication..... 3 cr. hrs.**
Prerequisite: ENG 099 with a grade of "C" or above or appropriate placement score
 This course instructs students in the techniques of composing effective business letters, memorandum, electronic communication, resumes and cover letters, and reports. It covers introductory business communication principles including intercultural communication, teamwork strategies, business etiquette, meeting strategies, business presentations, and employment communication.
- ENG 195 Special Topics in Languages/Literature*** variable 1-4 cr. hrs.**
Prerequisite: Consent of department
 Deals with current topics in languages or literature not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topic to be listed on student's permanent academic record.
- ENG 220 Introduction to Creative Writing..... 3 cr. hrs.**
Prerequisite: C or better in ENG 101 or permission of instructor
 A course introducing writers to the exploration and practice of creative writing within a specific genre or across multiple genres. Students will use in-class writing exercises, collaborative writing, workshop critique, technique-specific practices, reading, and group discussion to establish a classroom community of creative writers. As an introductory, skill-building course, no previous creative writing experience is necessary.
- ENG 231 American Literature I 3 cr. hrs.**
Prerequisite: ENG 101 or consent of department
 Major American writers, 1620-1865. IAI: H3 914
- ENG 232 American Literature II 3 cr. hrs.**
Prerequisite: ENG 101 or consent of department
 Major American writers, 1865 to present. IAI: H3 915
- ENG 241 English Literature I..... 3 cr. hrs.**
Prerequisite: ENG 101 or consent of department
 British masters up to the nineteenth century. IAI: H3 912
- ENG 242 English Literature II..... 3 cr. hrs.**
Prerequisite: ENG 101 or consent of department
 British masters, nineteenth and twentieth centuries. IAI: H3 913

ENG 251 World Literature 3 cr. hrs.

Prerequisite: ENG 101 or consent of department

A survey of the literature of Africa, Continental Europe, the Far East, Great Britain, Latin America, Mediterranean, and North America. A variety of literary genres, including poetry, short fiction, and drama, will be discussed. IAI: H3 906

ENG 295 Advanced Special Topics in Languages/Literature* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in languages or literature not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topic to be listed on student's permanent academic record.

FIRE SCIENCE TECHNOLOGY

FSC 122 Fire Apparatus Engineer 3 cr. hrs.

Study of basic design, operating characteristics, testing, and maintenance of motorized fire apparatus. Includes purchasing contracts and specification writing. (Designed to meet certification requirement for Fire Apparatus Engineer.) 2 lecture hours, 2 lab hours

FSC 123 Pumpers and Tankers 1 cr. hr.

This course is designed to teach the student the basics of water supply, through hydrants, drafting and water shuttles. It is important for fire companies to be able to obtain water from sources other than hydrants at the fire ground, and operate a tanker shuttle to provide adequate water supply for firefighting operations. This skill is not limited to rural applications, and may be necessary to supplement hydrated areas where there is inadequate water supply.

FSC 132 Basic Firefighter - Module A 3 cr. hrs.

This course begins to cover the development of the knowledge needed by the firefighter on the fire ground with the first of three modules. It will augment and expand upon training received from the fire department at drill sessions. It is also designed to give the fundamental training necessary to the new firefighter and the student just entering fire science who has no knowledge of tools, equipment, and strategies that are essential to the profession.

FSC 134 Basic Firefighter -Module B 3 cr. hrs.

This course continues to cover the development of the knowledge needed by the firefighter on the fire ground with the second of three modules. It will augment and expand upon training received from the fire department at drill sessions. It is also designed to give the fundamental training necessary to the new firefighter and the student just entering fire science who has no knowledge of the tools, equipment, and strategies that are essential to the profession.

FSC 136 Basic Firefighter - Module C..... 3 cr. hrs.

This course continues to cover the development of the knowledge needed by the firefighter on the fire ground with the third of three modules. It will augment and expand upon training received from the fire department at drill sessions. It is also designed to give the fundamental training necessary to the new firefighter and the student just entering fire science who has no knowledge of tools, equipment, and strategies that are essential to the profession.

FSC 141 Skills in SCBA's..... 1 cr. hr.

This course is designed for the beginning student firefighter to become familiar with the self contained breathing apparatus, which they will be using during firefight-

ing operations. The course will educate the firefighter with the background, anatomy, operations, and maintenance requirements of this tool. Being proficient with this tool could be the difference between life and death of the firefighter.

FSC 150 Building Construction for the Fire Service 3 cr. hrs.

Analysis of various methods of building construction, various types of construction materials and basic principles of construction design. Also covered are the fire resistant features of materials, life safety methods of construction and an introduction to the fire codes and laws.

FSC 160 Vehicle and Machinery Operations 3 cr. hrs.

Development of skills in the use and care of equipment needed to perform rescue, extrication, and hazardous control functions. Upon successful completion of this course, the student will be qualified for state certification as ERT. 2 lecture hours, 2 lab hours

FSC 162 Technical Rescue Awareness 1 cr. hr.

Developed by fire fighters within the state of Illinois in conjunction with the Office of the State Fire Marshal following the guidelines of the OSFM and NFPA 1670. This course provides students a means to identify and properly react to uncommon, dangerous and difficult rescue situations in the following topics: structural collapse, rope rescue, confined space, vehicle and machinery, water, wilderness search and rescue, trench and excavation. Further training is required for actual rescue operations and practices.

FSC 165 Confined Space Rescue Specialist..... 3 cr. hrs.

Throughout this class the firefighter will learn to perform rescues in confined spaces which consist of vertical and horizontal vessels and tanks in facilities with vertical and horizontal manways and a variety of obstacles commonly found in an industrial environment. This course meets certification requirements based on NFPA 1670, 1999 edition, NFPA 1006, 2000 edition.

FSC 166 Vehicle and Machinery Technician 3 cr. hrs.

This course is designed to give fire service personnel the basic knowledge and skills to safely perform vehicle and machinery rescues as defined by NFPA 1670 (2004), Operations and Training for Technical Rescue Incidents. The course teaches the skills set forth by the Illinois Office of the State Fire Marshal. 2 lecture hours, 2 lab hours

FSC 167 Rope Operations..... 3 cr. hrs.

This rope operations course has been developed by firefighters within the State of Illinois in conjunction with the Office of the State Fire Marshal. The members of the steering committee followed the guidelines of the OSFM and NFPA 1670, NFPA 1006 and NFPA 1983. This course is meant to provide the student a means in which to identify and properly react to uncommon, dangerous and difficult rescue situations in the area of rope operations.

FSC 170 Aircraft Rescue Fire Fighter..... 3 cr. hrs.

This course concentrates on the information and skills required by the fire fighter in conducting duties related to aircraft fires and aircraft rescue.

FSC 173 Hazardous Materials Awareness..... 1 cr. hr.

This course educates emergency responders about the basic safeguard in responding to hazardous materials emergencies. Teaches skills necessary for detection of hazardous materials, consulting references for additional information, and implementation of the proper notification process. Meets the requirements of 29CFR1910120HAZWOPER, and NFPA 472.

FSC 174 Hazardous Materials Operations..... 3 cr. hrs.

Study of chemical characteristics and reactions related to storage, transportation, handling hazardous materials (i.e., flammable liquids, combustible solids, oxidizing and corrosive materials, and radioactive compounds). Emphasis on emergency situations and fire fighting and control.

FSC 175 Hazardous Materials Technician..... 3 cr. hrs.

Prerequisite: FSC 173, FSC 174

The purpose of this course is to study the chemical characteristics and reactions related to storage, transportation, and handling of hazardous materials (i.e., flammable liquids, combustible solids, oxidizing and corrosive materials, and radioactive compounds). Emphasis on emergency situations, fire fighting and control, including information on the relevant NFPA standards impacting the program (such as NFPA 471, 471 & 473) and the OSHA regulation governing our response to hazardous materials incidents (29 CFR 1910.120).

FSC 180 Fire Service and the Law 3 cr. hrs.

An introduction to laws influencing the fire service. General areas include civil action; criminal actions; the judicial system; organization, authority and responsibility of fire service organizations; city liability for acts of the fire department personnel; municipal liability to members of the fire department; fire prevention bureau; laws and rules governing employment of fire fighters; duty owed to the public by members of the fire service; and liabilities of fire fighters.

FSC 184 Fire Department Safety Officer 3 cr. hrs.

This course reviews the various components of an inclusive safety program for the modern fire department and review procedures which impact personnel safety. Available via Internet only.

FSC 195 Special Topics in Fire Science* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in fire science not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topic to be listed on student's permanent academic record.

FSC 270 Fire Fighting Tactics and Strategy I 3 cr. hrs.

Explores the company officer's role on the fire ground. Areas of study include fire behavior, truck company functions, engine company functions, safety, pre-fire planning and hazardous materials response.

FSC 280 Fire Fighting Tactics and Strategy II 3 cr. hrs.

This course reviews the fundamentals and advanced techniques in fire suppression tactics and strategy. Topics include relevant standards for fire tactics, scene safety, multi-company operations, scene management, response to mixed occupancies and disaster response. Students should have a firm understanding of basic fire ground operations, fire terminology and fire behavior prior to enrolling in this course.

FSC 282 Essentials for the First Responder 3 cr. hrs.

The intent of this course is to introduce you to the basic and advanced concepts inherent to the First Responder Safety, Basics of Hazardous Materials Response, Incident Command System (ICS), National Incident Management System (NIMS), and Unified Command. This is not a tactics course. Its focus is not on how to manage a particular incident but rather on the usage of a command structure at any incident. Within this

course, the student will participate in the “Courage to be Safe” program from the National Fallen Firefighters; Hazardous Materials Awareness from the University of Missouri’s Fire and Rescue Institute, following NFPA 472 and OSHA’s 29CFR1910.120; as well as the ICS and NIMS via the FEMA Independent Study online IS-100.b, IS-200.b, IS-700.a and IS-800.b courses. The student will have to give registration information to NFFF, MU and FEMA to access these sites. These certifications are becoming required for more of us working at some level in emergency services.

FSC 290 Basic Fire Service Instructor 3 cr. hrs.

Teaches the fire officer how to be more proficient in their work and how to use available resources. Also covers how to develop outlines, prepare classes, evaluate students and prepare tests. The student will participate in practice teaching. This course meets the guidelines of the Illinois State Fire Marshal to qualify personnel to conduct training and education courses for fire service personnel.

FSC 292 Fire Service Management I 3 cr. hrs.

Introduces the fire officer to elementary concepts of leadership and basic management styles. Topics include human resource management, organization structure, and public relations and budget management.

FSC 293 Fire Service Management II 3 cr. hrs.

This course covers the study of management principles, theories, and techniques for leadership in a fire department. Topics include oral and written communications, group dynamics and safety practices relating to the fire service. Available via Internet only.

FSC 294 Fire Prevention Principles 3 cr. hrs.

This course concentrates on the information and skills required of a fire service officer in conducting duties related to fire prevention. The bulk of the course concentrates on fire inspection techniques and pre-fire planning exercises.

FSC 295 Advanced Fire Service Instructor 3 cr. hrs.

Introduces the fire officer to concepts and skills required in the process of course development and presentation. Emphasis is placed on identifying the curriculum, developing learning objectives and creating teaching outlines. This course meets requirements for Illinois state certification as an Instructor II.

FSC 296 Fire Service Management III 3 cr. hrs.

Course is designed to introduce students to some of the essential skills necessary to function effectively as a senior staff officer in the modern fire service. Topics covered include reports and documentation, policy and procedure promulgation, discipline, personnel evaluation, hiring practices, public relations, and information management.

FSC 297 Fire Service Management IV 3 cr. hrs.

Focus of this course allows students to consider and apply management principles in the context of the functions of senior staff within a fire department. Topics include personnel management, labor relations, health and safety and information management.

BLAZING YOUR TRAIL

FYE 101 Blazing Your Trail 1 cr. hr.

Directed to new students, this course provides a supportive transition to the culture of higher education. Course objectives aim at preparing students for the college experience by acquiring effective learning techniques and by becoming aware of available college resources for academic and personal growth. This course also develops students’ abilities, which will assist them with the complexities of college life.

GERMAN

GER 101 German I 4 cr. hrs.

An introduction to basic German grammatical structures, pronunciation and vocabulary. The course emphasizes development of communicative competence in German; hence the focus on listening comprehension, reading, speaking and writing skills. The course also addresses various cultural aspects of the German-speaking countries and thus develops students' cultural awareness. 3 lecture hours, 2 lab hours

GER 102 German II 4 cr. hrs.

Prerequisite: GER 101 with a grade of "C" or above

This course is a continuation of German I, building on the skills acquired during German I - basic grammatical structures, pronunciation and vocabulary. Focus of the course will be the further development of communicative competence in German. The emphasis will be on listening comprehension, reading, speaking and writing skills. The course also addresses various cultural aspects of the German-speaking countries and continues to develop students' cultural awareness. 3 lecture hours, 2 lab hours

HEALTH, PHYSICAL EDUCATION AND RECREATION

HPR 100 Lifetime Fitness and Wellness 2 cr. hrs.

Designed to serve as a guide to implement a complete lifetime fitness program for the student. Students will be introduced to physical activities that will maintain fitness and wellness, as well as prescriptive exercises and activities to develop and maintain a healthy lifestyle. A thorough fitness/risk factor assessment will be conducted. 1 lecture hour, 2 lab hours

HPR 101 History and Principles of Health, Physical Education & Recreation 3 cr. hrs.

History, philosophy, and function of physical education.

HPR 105 Health and Hygiene 2 cr. hrs.

A study of personal health issues with the goal of developing decision-making skills. An emphasis is placed on health behavior and health decision making dealing with consumer choices, personal habit choices, sexual choices, and chemical choices. Available via Internet only.

PHYSICAL EDUCATION ACTIVITIES

Not more than one credit hour may be earned in any one activity. (A limit of four hours from activities in Art, Physical Education, Music and Theater Production or any other activity course may be applied toward completion of the Associate in Arts Degree (Transfer) or the Associate in Science Degree.)

HPR 150 Introduction to Weight Lifting*** 2 cr. hrs.

Instruction in the proper use of weights to develop strength and physical conditioning, with an emphasis on safety. An individual program will be established for each student. Special lab fee. 1 lecture hour, 2 lab hours

HPR 190 Cardio Chisel*** 1 cr. hr.

Prerequisite: Physician's consent recommended

This physical class includes a wide variety of muscle conditioning exercises and aerobic activities. Exercises are provided with options of intensity and impact. All students will have an opportunity to achieve a higher level of physical fitness through muscle conditioning and intervals of cardiovascular activities. 0.50 lecture hours, 1 lab hour

HPR 193 Advanced Physical Training I* 2 cr. hrs.**

Prerequisite: Consent of instructor and written medical permission

This class is designed to provide off-season and pre-season training for athletes and other individuals who desire to be in peak physical condition. Advanced strength training, Pilates, and aerobic activities will be utilized to provide the participant with development of both the aerobic and anaerobic systems. 0 lecture hours, 4 lab hours

HPR 194 Advanced Physical Training II* 2 cr. hrs.**

Prerequisite: HPR 193 and written medical permission

This class is designed to provide off-season and pre-season training for athletes and others who desire to be in peak physical condition. Builds on the skills learned in Advanced Physical Training I and provides information and skills necessary for creating and implementing a conditioning program. Advanced strength training, Pilates and aerobic activities will be utilized to provide the participant with development of both aerobic and anaerobic systems. 0 lecture hours, 4 lab hours

**HPR 195 Special Topics in Health,
Physical Education & Recreation*** variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in health, physical education and recreation not covered in other courses. Topics will vary at the discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to a maximum of four credit hours. Topic to be listed on student's record.

HPR 214 Introduction to Sport Management..... 3 cr. hrs.

Students will explore careers in the sport industry, both in the U.S. and globally, inclusive of professional, collegiate, youth and non-profit sports as well as global branding, sponsorships, merchandising and entertainment events. Using the sports industry perspective, many business principles will be covered, such as marketing, strategic management, communication, sales and revenue generation, facility management and finance.

HPR 224 Sport Psychology 3 cr. hrs.

This course will introduce students to research concepts and theories relating to sport psychology. The content will include an overview of the history and development of sport psychology and expose students to the foundational concepts of the field. The course material will also include an overview of psychological assessment, mental skills training, performance enhancement, injury recovery, and participation satisfaction. The course will examine how this knowledge can be applied to a wide range of settings and participants, such as coaches, parents, and athletes, while addressing varying levels of ability (from recreational to elite sports participation). Cross listed with PSY 224.

HPR 230 Coaching as a Profession 3 cr. hrs.

Prerequisite: Consent of department

The various aspects of the coaching career, with focus on such topics as how to become a coach, why people coach, how coaches motivate, techniques of coaching, public relations in coaching, and the coach's relationships with other members of the community and institution.

HPR 235 Coaching Baseball..... 2 cr. hrs.

Prerequisite: Consent of department

The various aspects of coaching baseball will be analyzed, focusing on such areas as rules, strategies, skills, fundamentals, and techniques. Various coaching philosophies, as well as the different responsibilities of the coach, will be examined.

HPR 244 Sport Safety Training 3 cr. hrs.

Students will learn the knowledge and skills necessary to help provide a safe environment for athletes while participating in sports as well as how to sustain life and minimize the consequences of injury or sudden illness in an emergency until advanced medical care arrives. Students will be able to identify and eliminate potentially hazardous conditions, recognize emergencies, and make appropriate decisions for first aid care.

**HPR 295 Advanced Special Topics in Health,
Physical Education & Recreation*** variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in health, physical education and recreation not covered in other courses. Topics will vary at the discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to a maximum of four credit hours. Topic to be listed on student's record.

HEALTH SCIENCE

HSC 108 Clinical Medical Assisting I 2 cr. hrs.

Prerequisite: Admission to the Medical Assistant program

Co-requisite: OFT 281

The Course introduces students to procedures commonly performed in the health care setting with special attention to patient centered care, evidence based practice, and safety. Specific competencies in this introductory course include infection control, vital signs, electrocardiography, phlebotomy, and clinical laboratory skills. 4 lab hours

HSC 128 Clinical Medical Assisting II 2 cr. hrs.

Prerequisite: HSC 108 and admission to the Medical Assistant program

The Course is a continuation of HSC 108, continuing to introduce students to procedures commonly performed in the health care setting with special attention to patient centered care, evidence based practice, and safety. Specific competencies in this course include rooming of patients and assisting the provider in procedures, principles of asepsis and wound care, and medication administration. 4 lab hours

HSC 175 Basic Human Structure & Function 3 cr. hrs.

In this course, students are taught the anatomy and physiology of the human body. Topics include the various body systems, structures, cells, and tissues and the principles of homeostasis. Students are introduced to the organization and structure of the human body. You will also learn about various disease processes, disease etiology, symptoms, diagnostic tests, therapeutic methods, and disease prognosis.

HSC 189 Medical Law & Ethics 3 cr. hrs.

This course introduces the student to principles of medical law, medical ethics, and bioethics. It will emphasize terminology, regulations, and the function of the law and ethical issues as they apply to the medical environment.

HSC 199 Ambulatory Practicum..... 3 cr. hrs.

Prerequisites: HSC 108 & HSC 128

This practicum course provides the student with 180 hours of clinical/practical experience in an ambulatory facility. There will be guided, evaluated opportunities to perform the various clinical, laboratory, and administrative skills of the health care assistant. Students will be able to demonstrate the competencies learned in the classroom and skills lab in the practical setting. Incorporated into this course are regularly scheduled meetings to review what extern have learned, as well as discuss concerns and successes. This will give students an opportunity to learn from one another and strengthen their soft skills.

HEATING, VENTILATION, AIR CONDITIONING & REFRIGERATION (HVAC)

HVA 101 Refrigeration Fundamentals 3 cr. hrs.

This course introduces vocabulary, concepts and scientific principles used in the refrigeration and air conditioning industry. Theories on heat laws, pressures, matter, and energy; refrigerant chemistry and the refrigeration cycle will be examined and studied. The course also covers proper refrigerant management techniques and safe practices. Practical application, troubleshooting techniques, measuring and testing the operation of the basic refrigeration cycle; including working with ACR copper tubing, tools, and instruments are emphasized. Passing the EPA certification is a requirement of this course. 2 lecture hours, 2 lab hours

HVA 103 Heating Principles 3 cr. hrs.

Prerequisite: HVA 101 with a grade of "C" or above or consent of department

This course introduces vocabulary, concepts and scientific principles used in the heating industry. Heat laws, heat transfer, and fundamentals of the combustion process are examined and studied. Also covered are gas, oil, and electric forced-air systems for residential comfort heating. Practical application for testing and adjusting system performance, troubleshooting electrical systems and control, working with gas pipe, preventative maintenance, service and repair are emphasized. 2 lecture hours, 2 lab hours

HVA 105 Heating & Cooling 3 cr. hrs.

This course covers the purposes and principles of operation, and causes of failure in electrical components common to residential and small commercial systems. Wiring schematics and diagrams will be emphasized. 2 lecture hours, 2 lab hours

HVA 107 Commercial Air Conditioning Systems..... 3 cr. hrs.

Prerequisite: HVA 105 with a grade of "C" or above or consent of department

This course focuses on air conditioning systems used in commercial buildings and their applications. Direct expansion systems, packaged units, and chilled-water systems will be covered. Also covered will be rooftop units, variable refrigerant flow systems, air handling units, chillers and cooling towers. Practical application, to develop troubleshooting techniques, perform system diagnostic/ installation/preventative maintenance service and repairs will be emphasized. 2 lecture hours, 2 lab hours

HVA 195 Special Topics in HVAC..... variable 1-4 cr. hrs.

Prerequisite: Consent of department

Deals with current topics in HVAC not covered in other courses. Topics will vary at the discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to a maximum of four credit hours. Topic to be listed on student's record.

HVA 199 HVAC Internship* variable 1-5 cr. hrs.

This course offers HVAC students several options for acquiring work-based education in the HVAC work site environment. Students may elect to participate in an approved apprenticeship, internship, job shadowing, or mentoring activity as it pertains to their career goals. The course provides the opportunity to apply classroom theory and experience the dynamics of modern industry. Course requires at least 80 hours of work experience for each credit hour.

HISTORY

HIS 101 Western Civilization I 3 cr. hrs.

A survey of political, social and economic history of the Western world, including the origins and development of its peoples and cultures beginning with a study of the early Middle Eastern civilizations of Mesopotamia and progressing through the civilizations of Egypt, Greece, Rome, and Europe of the Middle Ages, Renaissance, and Reformation. IAI: S2 902

HIS 102 Western Civilization II 3 cr. hrs.

A continuation of History of Western Civilization I. A survey of the political, social and economic history of the Western world, including the origins and development of its peoples and cultures beginning with the Renaissance and Reformation and progressing to the present. IAI: S2 903

HIS 111 World History I 3 cr. hrs.

Cultural, economic, and political developments throughout the world from ancient times through the 16th century. IAI: S2 912N

HIS 112 World History II 3 cr. hrs.

Cultural, economic and political developments throughout the world from the 17th century to the present. IAI: S2 913N

HIS 121 U.S. History I 3 cr. hrs.

History of the United States from the early foundation of the republic to 1877. IAI: S2 900

HIS 122 U.S. History II 3 cr. hrs.

Continuation of HIS 121 to the present. IAI: S2 901

HIS 131 African American History 3 cr. hrs.

This course is a survey of African American history from the African background to the present. The course explores dimensions of the African American experience, and in doing so, highlights the multifaceted ways they made their own history while simultaneously shaping and contributing to the history of the United States.

HIS 195 Special Topics in History* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in history not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topic to be listed on student's permanent academic record.

HIS 222 U.S. History I Since 1945 3 cr. hrs.

This course surveys the social, political, and cultural history of the United States from 1945 to the present. Using traditional secondary sources and cultural artifacts, the

course encourages students to think critically about the relationship between political developments and the broader strains of a dynamic and contested American culture.

HIS 295 Advanced Special Topics in History* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in history not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topic to be listed on student's permanent academic record.

HOSPITALITY AND CULINARY MANAGEMENT

HSP 101 Intro to Hospitality Industry 2 cr. hrs.

Introduction to Hospitality Management presents a thorough overview of historical perspectives, current trends, and real-world practices. Coverage of bar and restaurant management, hotel and lodging operations, travel and tourism, and much more gives students a comprehensive survey of this rewarding field.

HSP 102 Presenting Service 2 cr. hrs.

Focuses on providing an historical overview of service, the role of the professional server, exceeding people's needs, service mise en place (preparation and assembly of necessary ingredients and equipment), service in various industry segments, service areas and equipment, serving the meal, and the manager's role in customer service.

HSP 106 Food and Alcohol Certifications 2 cr. hrs.

Practical application of food and alcohol service operation. Topics include food and alcohol handling, sanitation and the customer, and sanitation management. Additional emphasis is placed on HACCP and its practical application in food service operations. This course provides responsible alcohol training for anyone who sells or services alcohol. HSP 106 provides necessary coursework to enable the individual to take the State of Illinois Food Service Sanitation Manager's Certification and the State of Illinois Beverage Alcohol Sellers and Servers Education and Training (BASSET) certification.

HSP 110 Professional Cooking I..... 4 cr. hrs.

Focus on understanding the basics of cooking with an emphasis on classic French techniques, how to work in a professional kitchen setting, and the safety & sanitation requirements that come along with it. This includes techniques such as knife skills, stocks, the 5 mother sauces, soups, learning how to work with plants & veggies, how to properly caramelize onions, handling of professional kitchen tools and the techniques used in professional cooking. Also, a focus on how to balance flavors and elevate dishes using various simple techniques, such as choosing simplicity rather than over complicating dishes & understanding the importance of preparation. Overview of large quantity food preparation as done in commercial foodservice establishments such as restaurants and catering. Lab work will include the handling of tools and equipment, as well as the preparation of food items such as sauces, stocks, soups, classic vegetarian & potato dishes, salads & related cooking techniques, etc. (2 contact lecture hours and 4 lab hours)

HSP 120 Professional Cooking II..... 4 cr. hrs.

Prerequisite: HSP 110

Focus on understanding the basics of cooking with an emphasis on classic French techniques, how to work in a professional kitchen setting, and the safety & sanitation requirements that come along with it. This includes techniques such as: Knife skills in butchery & presentation, how to properly break down, cook & present proteins like eggs, beef, game, poultry, fish & shellfish, the art of processing, smoking, curing and

preserving foods such as sausage, bacon & smoked meats, Garde Manger and similar techniques used in professional cooking. A strong focus on how to balance flavors, while elevating dishes using classic techniques. Overview of large quantity food preparation as done in commercial foodservice establishments such as restaurants and catering. Lab work will include the handling of tools and equipment and the preparation of food items. 4 credit hours (2 contact hours lecture and 4 contact hours of lab).

HSP 121 Purchasing for Hospitality Managers..... 3 cr. hrs.

Focuses on an overview of the purchasing function, planning the purchasing function, ordering/receiving and storing purchases. Purchasing of all food and beverage items, furniture, fixtures, equipment and services will be discussed.

HSP 125 Fundamentals of Nutrition 3 cr. hrs.

Introduces basic nutrition concepts including using current Dietary Guidelines to plan menus. Specific nutrients are covered, defining their role and how they affect the human body. Students learn how to develop and market healthy recipes and menus. Course concludes with nutrition and health issues, including heart disease, cancer, diabetes, obesity, and current diet trends. Menu planning for all ages is covered.

HSP 195 Special Topics in Hospitality Management..... 1-4 cr. hrs.

Deals with current topics in Hospitality not covered in other courses. Topics will vary at the discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to a maximum of four credits hours.

HSP 199 Hospitality Management Internship 1-5 cr. hrs.

This course offers the student supervised work experience in the actual restaurant/food-service or hospitality establishment. It provides the student the opportunity to apply classroom theory and lab skills to the actual setting and to experience the dynamics of both back-of-the-house and front-of-the-house activities. Course requires 80 hours of work experience for each credit hour. Variable 1-5 credit hours

HSP 201 Restaurant Management..... 3 cr. hrs.

Prerequisite: HSP 101 or consent of department

Provides an overview of management in the food service industry with emphasis on the importance of the menu as the center of all management activities. Included are the menu and cost controls, menu pricing/mechanics and analysis, planning the liquor menu, planning a healthy menu, the menu and purchasing/production and service, the menu and labor concerns, use of technology, and finances in menu planning.

HSP 202 Successful Hospitality Supervision 3 cr. hrs.

Prerequisite: HSP 101 or consent of department

Focuses on the supervisor's function in the hospitality field. Also includes effective communication and motivation, recruiting and hiring employees, training and developing employees, evaluating and disciplining employees, and planning/decision making/delegating.

HSP 206 Front Desk Operations..... 3 cr. hrs.

Prerequisite: HSP 101 or consent of department

A study of the functions and activities of the front office operations in the lodging industry. Includes desk operations, reservations, sales, communication and guest services and revenue management. The use of simulations, computers, role playing, and lodging operation shadowing strengthens the expertise.

HSP 210 Professional Cooking III..... 4 cr. hrs.

Prerequisite: HSP 110 and HSP 120

Focus on understanding the basics of baking with an emphasis on classic French techniques, how to work in a professional bakery setting, and the safety & sanitation requirements that come along with it. This includes techniques such as: knife skills & how they relate to Baking & Pastry, how to properly make and assemble all elements of baked goods & desserts, the art of processing, smoking, curing and preserving foods, understanding the Science behind baking and how it applies to the different styles of baked goods. A strong focus on how to balance flavors, while elevating dishes using classic techniques. Overview of large quantity food preparation as done in commercial food-service establishments such as restaurants and catering. Lab work will include the handling of tools and equipment. As well as the preparation of food items including breads, cakes, cookies, sandwiches & hors d'oeuvre s, etc. 4 credit hours (2 contact hours lecture and 4 contact hours of lab).

HSP 211 Effective Hospitality Marketing 3 cr. hrs.

Prerequisite: HSP 101 or consent of department

A concise and up-to-date treatment of food-service marketing with an emphasis on digital and mobile-friendly strategies. Learn how to identify a target market and create a marketing plan, as well as how menu prices impact an organization's marketing. 3 lecture hours.

HSP 215 Basic Cost Control for Hospitality Managers 3 cr. hrs.

Prerequisite: HSP 121 (or may be taken concurrently) or consent of department

Focuses on the financial management of food service and the lodging industry, food and beverage control, managing production, labor and expense cost control, analyzing financial data, managing security and using computers in cost control.

HSP 221 Legal Aspects of Hospitality Management 3 cr. hrs.

Prerequisite: HSP 101 or consent of department

This course focuses on an overview of hospitality law/operations and civil rights, food-service and hotel operators' liability, maintaining security and legal employment, contracts and property rights, forms of hospitality business, the court system and working with lawyers.

HSP 299 Hospitality Management Internship 1-5 cr. hrs.

This course offers the student supervised work experience in the actual restaurant/food-service or hospitality establishment. It provides the student with the opportunity to apply classroom theory and lab skills to the actual setting and to experience the dynamics of both back-of-the-house and front-of-the-house activities. The course requires 80 hours of work experience for each credit hour. Variable 1-5 credit hours.

HUMANITIES

HUM 101 Introduction to Humanities..... 3 cr. hrs.

Study of human values, self-perceptions, and aspirations expressed in drama, film, music, literature, painting, sculpture, and architecture with an emphasis on history, techniques, meaning, and evaluation of individual works. IAI: HF 900

HUM 121 Sex and Gender in the Humanities..... 3cr. hrs.

Interdisciplinary study of art, music, literature, history, and philosophy reflecting the cultural identity of sex, gender, and sexuality. IAI: HF907D

HUM 195 Special Topics in Humanities* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in humanities not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topic to be listed on student's permanent academic record.

HUM 200 The Art of Being Human 3 cr. hrs.

An interdisciplinary course that incorporates aspects of Western European, Far Eastern and Third World art, music, philosophy, religion, drama, and literature. The humanities are treated as a process leading to the enrichment of human experience. IAI: HF 901

HUM 295 Advanced Special Topics in Humanities* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in humanities not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topic to be listed on student's permanent academic record.

INDUSTRIAL MAINTENANCE TECHNOLOGY

IMT 110 Industrial Wiring 2 cr. hrs.

This course is designed to provide a theoretical framework for the understanding of industrial wiring and its applications with hands-on activities to reinforce the concepts introduced. Students will learn about the electrical power distribution and the installation and wiring of industrial electrical equipment. 1 lecture hour, 2 lab hours

IMT 120 Industrial Motors & Controls 3 cr. hrs.

This course is designed to provide a theoretical framework for the understanding of motors and controls and its applications with hands-on activities to reinforce the concepts introduced. Students will learn about motor control systems, devices, circuits and troubleshooting. 1.5 lecture hours, 3 lab hours

IMT 140 Pumps/Piping 2 cr. hrs.

This course is designed to provide a theoretical framework for the understanding of pump and piping operation and its applications with hands-on activities to reinforce the concepts introduced. Students will learn about maintenance tasks such as pump installation, shaft alignment, wiring, operation, inspection, piping schematics, calculation or pipe lengths, fabrication, installation, and testing of piping circuits, maintenance, troubleshooting and component replacement. 1 lecture hour, 2 lab hours

IMT 150 Fluid Power I (Hydraulics) 3 cr. hrs.

This course is designed to provide a theoretical framework for the understanding of hydraulics and its applications with hands-on activities to reinforce the concepts introduced. Students will learn about hydraulic fundamentals, electrical control of hydraulic systems, hydraulic applications, sensors, and troubleshooting hydraulic circuits. 1.5 lecture hours, 3 lab hour

IMT 155 Fluid Power II (Pneumatics) 2 cr. hrs.

This course is designed to provide a theoretical framework for the understanding of pneumatics and its applications with hands-on activities to reinforce the concepts introduced. Students will learn about pneumatic fundamentals, electrical control of pneumatic systems, pneumatic applications, sensors, and troubleshooting pneumatic circuits. 1 lecture hour, 2 lab hours

IMT 195 Special Topics in Industrial Maintenance..... variable 1-4 cr. hrs.

Prerequisite: Consent of department

Deals with current topics in industrial maintenance not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

IMT 199 Industrial Maintenance Internship variable 1-5 cr. hrs.

Prerequisite: Successful completion of 16 credit hours of course work or consent of department

Students are placed in selected areas of an industrial maintenance department to learn about and become acquainted with the many different aspects of the working environment. Dual supervision is provided by college staff and the operating business. Course requires 80 hours of work experience for each credit hour.

IMT 200 Mechanical Systems 3 cr. hrs.

This course is designed to provide a theoretical framework for the understanding of mechanical systems and predictive maintenance and its applications with hands-on activities to reinforce the concepts introduced. Students will learn about the installation, use, predictive maintenance, and troubleshooting of mechanical drive components. 1 lecture hour, 4 lab hours

IMT 235 Mechatronics 4 cr. hrs.

Prerequisite: ELE 135

This course introduces the student to industrial robots, programmable logic controllers (PLCs), and troubleshooting integrated systems. The student will learn ladder logic operation of PLCs, programing industrial robots, and troubleshooting methods/practices. 2 lecture hours, 4 lab hours

IMT 290 Rigging 2 cr. hrs.

This course is designed to provide a theoretical framework for the understanding of rigging systems and its applications with hands-on activities to reinforce the concepts introduced. Students will learn about the fundamentals of rigging practices and the techniques to move, lift and install machines. 1 lecture hour, 2 lab hours

LAW ENFORCEMENT (SEE CRIMINAL JUSTICE)

LOGISTICS

LOM 100 Introduction to Logistics Management 3 cr. hrs.

This course presents an overview of logistics and supply chain management, customer service, and inventory management for personnel working in retail, wholesale and the manufacturing sectors. Course content is based on the Manufacturing Skill Standards Council Certified Logistic Technician (MSSC-CLT) curriculum. When taking this class online, students are required to take the MSSC-CLA exam and the MSSC-CLT exam at JWCC or any authorized MSSC testing facility.

LOM 101 Transportation 3 cr. hrs.

This course presents an overview of transportation, the transportation environment, the basic modes of transportation, the regulatory and public policy frameworks, and emerging transportation management issues.

LOM 104 Introduction to Warehouse Management..... 3 cr. hrs.

An examination of warehouse management related to physical layout, personnel, strategies, safety and performance and its involvement with inventory and transportation management within the supply chain.

LOM 180 Project Management 3 cr. hrs.

Prerequisite: CSC 104 and CSC 107 or consent of department

This course introduces a practical approach to managing essential resources, people and deadlines. It will address real-world challenges required to bring any project in on time, on target and on budget. Students will learn skills and concepts of essential project management processes, defining requirements, schedules, risk management assessment, change control and project management software applications. This course provides a practical approach to developing projects with opportunities to apply skills and elements by completing activities based upon real-time projects and case studies.

LOM 195 Special Topics in Logistics variable 1-4 cr. hrs.

Prerequisite: Consent of department

Deals with current topics in logistics and supply chain management not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

LOM 199 Logistics Internship variable 1-5 cr. hrs.

Prerequisite: Consent of department

Students are placed in selected areas of Logistics, Operations Management or Supply Chain Management department to learn about and become acquainted with the many different aspects of the working environment. Dual supervision is provided by college staff and the operating business. Course requires 80 hours of work experience for each credit hour.

MANUFACTURING TECHNOLOGY

MFG 103 Introduction to Manufacturing Maintenance..... 2 cr. hrs.

This course provides a basic understanding of tools and equipment used in manufacturing and knowledge of how to improve productivity through predictive and preventive maintenance. Course content is based on the Manufacturing Skill Standards Council (MSSC) Certified Production Technician curriculum. Students will qualify to sit for MSSC-M4 – Maintenance Awareness Certification through the MSSC.

MFG 104 Quality/Continuous Improvement 3 cr. hrs.

This course provides an introduction to controlling and improving quality in a manufacturing setting. It explores ways that manufacturers use data and analysis to improve quality and introduces students to lean manufacturing techniques. Course content is based on the Manufacturing Skill Standards Council (MSSC) Certified Production Technician curriculum. Students will qualify to sit for MSSC-M2 – Quality and Continuous Improvement Certification through the MSSC.

MFG 106 CNC Turning* 3 cr. hrs.

Prerequisite: MFG 111 or consent of department

Students will be provided with a blueprint and will be responsible for programming, editing, and choosing cutting tools to create a finished part on a Computer Numerical Control (CNC) turning center. Students will program, set-up and produce finished parts. The course includes programming for producing fast finished parts along with all documentations needed for the parts produced. The course is designed to meet

the National Institute of Metalworking Skills (NIMS) Level 1 CNC milling certification.
2 lecture hours, 2 lab hours

MFG 110 Introduction to CAD/CAM..... 3 cr. hrs.

Prerequisite: CAD 114 and MFG 105 or consent of department

A continuation of the study of Computer Numerical Control (CNC) programming with emphasis on advanced milling and turning machine techniques, program set-up, carbide tooling, program input, program editing, and introductory 3-D machining techniques. Trains machine tool qualified individuals in the operation and programming of CNC machining centers interfaced with CAD/CAM software. CNC applications will be applied to the development of projects through secondary laboratory experiences.
1.5 lecture hours, 3 lab hours

MFG 111 CNC Milling* 4 cr. hrs.

Prerequisite: MFG 135 or consent of department

Students will learn to program, edit, and produce a finished part using a Computer Numerical Control (CNC) machining center. The course will start with basic programming methods and advance to more complex programming codes. Students will be responsible for setting-up and producing finished parts within the tolerances that are specified. The course is designed to meet the National Institute of Metalworking Skills (NIMS) Level 1 CNC milling certification. 3 lecture hours, 2 lab hours

MFG 113 Introduction to Manufacturing & Industrial Safety 3 cr. hrs.

This course provides students with an introduction to the manufacturing world and provides specific instruction to facilitate safe work practices in industrial environments. It introduces manufacturing specializations such as mechatronics, precision machining and welding and covers fire safety, pressurized gases, electrical hazards, safe machine usage, and lock out tag out. Students learn concepts of industrial noise, machine guarding, electrical safety, chemical exposure, hazardous waste, Worker's Compensation laws, liability, and general safety precautions for the workplace. Course content is based on the Manufacturing Skill Standards Council (MSSC) Certified Production Technician curriculum and OSHA standards. Students will qualify to sit for MS-SC-M1-Safety Certification through the MSSC.

MFG 120 Industrial Robots 3 cr. hrs.

This course introduces students to industrial robots and Programmable Logic Controllers (PLCs). Included is the operation of PLCs. Students will learn ladder diagram programming of PLCs and point-to-point programming for industrial robots. 2 lecture hours, 2 lab hours

MFG 121 Advance Manufacturing Safety Culture 1 cr. hr.

Prerequisite: Acceptance into the Great River FAME program

Introduces the importance of cultivating daily safe work habits and the predictable negative results of not being safety conscious in the workplace. Instructs the students in basic safety culture and prepares them to participate in, conduct, and lead safety walk-through. Introduces the student to Safety Discussions. Prepares the student to conduct risk assessment activities, construct safety boards, and formulate individual safety commitments.

MFG 122 Advance Manufacturing 5S Principles..... 1 cr. hr.

Prerequisite: Acceptance into the Great River FAME program

Introduces the fundamental 5S process involving the five-step progression described by the Japanese words Seiri, Seiton, Seiso, Seiketsu, and Shitsuke. Instructs the students in the sequence involving classifying and sorting, ordering, and aligning, cleaning, and

sweeping up, standardizing, and developing a process of sustainable practice in the workplace. Fosters the development of a workplace organization in which safety and efficiency are always paramount.

MFG 123 Total Management Production 1 cr. hr.

Prerequisite: Acceptance into the Great River FAME program

Instructs the student in the concepts of value-added product, maintenance value-added product, value-added work, and necessary work. Explains the process of how employers earn profit. Demonstrates the Lean Production System for Maintenance using the TPS House framework. Describes and explains the three Ms and the seven Mudras and their relationship to maintenance and production.

MFG 126 Problem Solving in Adv Mfg 1 cr. hr.

Prerequisite: Acceptance into the Great River FAME program

Introduces the 8 step Problem Solving method and the 10-part Drive and Dedication model. Instructs the students to clarify the problem, break it down to analyze it, set achievable targets, analyze the root cause, develop countermeasures, evaluate results and the process, standardize the results, and learn from failures. Fosters the development of a customer first philosophy involving all the stakeholders.

MFG 127 Machine Reliability Adv Mfg 1 cr. hr.

Prerequisite: Acceptance into the Great River FAME program

Introduces Maintenance Reliability training. Describes the difference between corrective maintenance and preventive maintenance. Breaks down proactive maintenance and the underlying tools and constituent processes. Instructs the students in the various individual units in a system and the steps in evaluating failure mode risks and countermeasures.

MFG 131 Maintenance Machinist Fundamentals 2 cr. hr.

This course provides an overview of machining processes. The course introduces a wide variety of skills in the planning, machining, and finishing of metal products. Students develop basic skills in the use of measurement devices, hand tools, hardware types, locating holes, drill press, band saw, engine lathe, key mills, bearings, and shaft seals. 2 credits (1 lecture/2 lab)

MFG 135 Precision Machining I 3 cr. hrs.

Prerequisite/Co-requisite: MFG 113

This course provides an overview of machining processes. The course introduces a wide variety of skills in the planning, machining and finishing of metal products. Students develop basic skills in the use of hand tools, drill press, band saw, engine lathe, vertical milling machine and related equipment. 1.5 lecture hours, 3 lab hours

MFG 145 Introduction to Robotics Operations 3 cr. hrs.

This course covers the evolution of robotics and how they are used in a manufacturing or distribution facility. Students will learn the various classifications of robots, understand work-cell sensors, end-of-arm tooling, and the various types of robotics programming. 2 lecture hours, 2 lab hours

MFG 150 Handling Tool Operations/Programming 3 cr. hrs.

This course is intended for an operator, technician, engineer or programmer who must setup and record programs on a robot. The course covers the tasks required to set up the specific application, test, run and refine the program and production setup. The course consists of lectures, demonstrations and lab exercises. 1.5 lecture hours, 3 lab hours

MFG 195 Special Topics in Manufacturing* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in manufacturing not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topics to be listed on student's permanent academic record. Possible topics include case studies, simulations, special problems or problem-solving techniques.

MFG 199 Manufacturing Internship variable 1-5 cr. hrs.

Prerequisite: Successful completion of 14 credit hours of course work or consent of department

Students are placed in selected areas of a manufacturing facility to learn about and become acquainted with the many different aspects of the working environment. Dual supervision is provided by college staff and the operating business. Course requires 80 hours of work experience for each credit hour.

MFG 235 Precision Machining II 3 cr. hrs.

Prerequisite: MFG 135 or consent of department

This course provides a working, hands-on of machining processes. The course introduces a wide variety of skills in the machining and finishing of metal products. Students develop basic skills in the use of hand tools, drill press, band saw, engine lathe, vertical milling machine and related equipment. Not everyone will pass the NIMS testing; this does not mean you will fail the class. 1.5 lecture hours, 3 lab hours

MFG 250 Physical Metallurgy* 3 cr. hrs.

Introduction to the properties of metals, effects of working metals in various forms and shapes, thermal treatments, phase diagrams, and principles concerning material science including atomic and crystal arrangements and their effect on mechanical properties.

MFG 295 Advanced Special Topics in Manufacturing* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in manufacturing not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record. Possible topics include case studies, simulations, special problems or problem-solving techniques.

* MFG 106, MFG 111, and MFG 250 are not offered on a regular basis. Contact the Dean of Career and Technical Education before registering.

MATHEMATICS

MAT 010 Basic Arithmetic and Pre-Algebra* 3 cr. hrs.**

This course reviews basic arithmetic skills and develops preliminary algebra skills.

MAT 020 Elementary and Intermediate Algebra* 3 cr. hrs.**

Prerequisite: MAT 010 with a grade of "C" or above within two semesters, or appropriate placement score, or consent of department.

This course briefly reviews Pre-Algebra and develops both elementary and intermediate algebra skills. Students who successfully complete this course will be prepared to enroll in MAT 113, College Algebra.

MAT 095 Special Topics in Developmental Education* variable 1-4 cr. hrs.**

Deals with current topics in developmental education not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topics will be listed on student's permanent academic record.

MAT 100 Technical Mathematics..... 3 cr. hrs.

A course designed to cover mathematical processes and problems that relate to career, technical and workforce applications. Specific topics include fractions; decimals, ratio, proportion and percentage; measurements; and area and volume.

MAT 109 Elementary Statistics 3 cr. hrs.

Prerequisite: MAT 020 with a grade of "C" or above within two semesters, appropriate placement score, or consent of department

A study of the collection and interpretation of statistical data. Specific topics include description of sample data, probability, distributions, sampling, estimation, testing hypotheses, correlation, and regression. IAI: M1 902

MAT 110 Math for Elementary Teachers I 3 cr. hrs.

Prerequisite: MAT 020 with a grade of "C" or above within two semesters, appropriate placement score, or consent of department

This course is intended for students pursuing a degree in elementary and/or special education. Topics include sets, functions and logic; real number system; number theory; probability and statistics; problem-solving techniques; percent applications. Emphasis will be on active participation on the part of the student in both the learning process and discussions concerning the mathematical content in the elementary school curriculum used to teach mathematics at this level.

MAT 111 Math for Elementary Teachers II 3 cr. hrs.

Prerequisite: MAT 020 with a grade of "C" or above within two semesters, appropriate placement score, or consent of department

This course meets the requirements for students pursuing a degree in elementary and/or special education. Topics include probability and statistics; odds and expected value; permutations and combinations; measures of central tendency and variation; statistical graphs; geometry of angles, lines, and polygons; congruence and similarity; and length, area, volume, mass, and temperature calculations in both the English and metric systems. This course meets IAI only when both 110 and MAT 111 are taken. IAI: M1 903

MAT 113 College Algebra 3 cr. hrs.

Prerequisite: MAT 020 with a grade of "C" or above within two semesters, appropriate placement score, or consent of department

This course is intended for students who plan to continue their college mathematics education or to meet college transfer requirements. Topics include advanced factoring of higher order polynomials; solving quadratic inequalities; advanced topics in relations, functions and their graphs; zeros and graphs of polynomial and rational functions; and exponential and logarithmic functions.

MAT 114 Trigonometry 3 cr. hrs.

Prerequisite: MAT 020 with a grade of "C" or above within two semesters, appropriate placement score, or consent of department

This course is intended for students who plan to continue their college mathematics education or to meet college transfer requirements. It is the study and analy-

sis of the sine, cosine, tangent, secant, cosecant, and cotangent function; show these functions are used to solve many types of problems involving the sides and angles of triangles; and how these functions are used to solve many types of problems involving cyclic patterns, some that vary with time. Topics include definitions, properties and manipulation of trigonometric functions; applications of trigonometric functions; analytic trigonometry; trigonometric form of complex numbers; and polar coordinates, equations, and graphs.

MAT 195 Special Topics in Mathematics* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in mathematics not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topics to be listed on student's permanent academic record.

MAT 220 Analytic Geometry and Calculus I 4 cr. hrs.

Prerequisite: MAT 113 and MAT 114 with grades of "C" or above within one academic year, appropriate placement score, or consent of department

A course designed to introduce the concepts of derivative and integral to the student interested in pursuing degrees related to engineering, science or mathematics. Specific topics include functions and graphs; slopes and rates of change; limit theory and continuous functions; formal differentiation; application of differentiation; integration; and applications of integration. IAI: M1 900-1, MTH 901

MAT 221 Analytic Geometry and Calculus II 4 cr. hrs.

Prerequisite: MAT 220 with a grade of "C" or above within one academic year or consent of department

A course designed to extend the concepts of derivative and integral to transcendental functions and to introduce advanced methods of integration. Specific topics include derivatives and integrals of transcendental functions; advanced integration methods; infinite series; introduction to differential equations; polar graphs and calculus of polar curves. IAI: M1 900-2, MTH 902

MAT 222 Analytic Geometry and Calculus III 4 cr. hrs.

Prerequisite: MAT 221 with a grade of "C" or above within one academic year or consent of department

A course designed to extend previously learned calculus concepts to three-dimensional space. Topics include vectors; vector functions and motion; surfaces, coordinate systems and drawing; derivatives of functions of two or more variables; applications of partial derivatives; multiple integration and integration in vector fields. IAI: M1 900-3, MTH 903

MAT 234 Calculus for Social Scientists 4 cr. hrs.

Prerequisite: MAT 113 with a grade of "C" or above within one academic year, appropriate placement score, or consent of department

A course designed to introduce the business and social science student to the concepts of derivative and integral. Applications of these concepts stress the use of calculus to solve business and social science problems. Specific topics include relations and functions; algebraic functions; exponential and logarithmic functions; derivatives; applications of derivatives; advanced derivative techniques; integrals; advanced integration techniques. IAI: M1 900B

MAT 251 Differential Equations..... 3 cr. hrs.

Prerequisite: MAT 222 with a grade of “C” or above within one academic year or consent of department

A course designed to introduce the student to solution methods for ordinary differential equations and their applications. Specific topics include ordinary differential equations of the first order; applications of first order differential equations; linear differential equations; linear differential equations with constant coefficients; applications of second order differential equations; systems of linear differential equations; Laplace transform. IAI: MTH 912

MAT 295 Advanced Special Topics in Mathematics* variable 1 - 4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in mathematics not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student’s permanent academic record.

MUSIC

MUS 102 Music Appreciation 3 cr. hrs.

A non technical course designed for the non music major, to develop within the listener an appreciation for music. Includes brief historical background of music and the leading composers of various periods. IAI: F1 900

MUS 121 Introduction to Music Literature..... 3 cr. hrs.

A study of the terminology, vocabulary and structure of music literature and style through the history and examination of selected composers and materials. IAI: F1 901

MUS 131 Music Theory/Ear Training I 4 cr. hrs.

A study of the elements of melody and harmony. Special emphasis is placed on music notation fundamentals, reading, writing, and aural skills. This course is intended for students seeking a degree in music; however, others may enroll with consent of instructor. 2 lecture hours, 4 lab hours

MUS 132 Music Theory/Ear Training II 4 cr. hrs.

Prerequisite: MUS 131

Continuation of Music Theory I. Study of the harmonic and melodic practices of the 18th and 19th centuries. Emphasis will be placed on analysis, harmonization, and aural skills. 2 lecture hours, 4 lab hours

MUS 151-168 Music Ensemble Activities

Band, chorus, vocal show. (May be repeated for credit in the same activity.) Only four semester hours in activity courses from music, physical education, and theater production, combined, may apply toward graduation.

MUS 151 Band* 1 cr. hr.**

Membership is open to all JWCC students who show sufficient experience in instrumental music. The band performs both on and off campus. 0 lecture hours, 3 lab hours

MUS 153 Chamber Music Ensemble 1 cr. hr.

Small performance ensemble for instrumental groups. Though not limited, this class is especially intended to provide ensemble experience for instrumental groups not typically found in a band, namely string players. 0 lecture hours, 3 lab hours.

MUS 165 Chorus* 1 cr. hr.**

Membership is open to all JWCC students. The chorus performs several major concerts as well as performing at selected college functions. 0 lecture hours, 3 lab hours

MUS 168 Vocal Show Ensemble* 1 cr. hr.**

Singers are selected from the chorus and concert choir. Instrumentalists need not be members of the aforementioned ensembles. The Vocal Show Ensemble performs a wide variety of literature ranging from Renaissance to modern jazz and pop. 0 lecture hours, 3 lab hours

MUS 170 - 182 Applied Music Lessons* variable 0.5 - 2 cr. hrs.

Prerequisite: Consent of department

Private music lessons are available in voice, piano, brass instruments, woodwind instruments, percussion instruments and string instruments. Each course is repeatable 1 time.

A special lab fee applies.

MUS 170 Voice I - private lessons in voice

MUS 171 Piano I - private lessons in piano

MUS 172 Organ I- private lessons in organ

MUS 175 MUS 176 Woodwinds I & II - private lessons in woodwinds

MUS 177 MUS 178 Brass I & II - private lessons in brass

MUS 179 MUS 180 Percussion I & II - private lessons in percussion

MUS 181 Strings I - private lessons in strings

MUS 182 Guitar I - private lessons in guitar

MUS 188 Class Piano, Level I..... 1 cr. hr.

Beginning class piano instruction for music majors and non-majors. Assumes no previous keyboard experience. 0 lecture hours, 2 lab hours

MUS 189 Class Piano, Level II..... 1 cr. hr.

Prerequisite: MUS 188 or consent of department

Class piano instruction for music majors and non-majors. 0 lecture hours, 2 lab hours

MUS 195 Special Topics in Music* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in music not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

MUS 231 Music Theory/Ear Training III 4 cr. hrs.

Prerequisite: MUS 132

A continuation of Music Theory II. The study of melodic and harmonic practices of the 19th century. Includes emphasis on chromatic harmony and aural skills. 2 lecture hours, 4 lab hours

MUS 232 Music Theory/Ear Training IV 4 cr. hrs.

Prerequisite: MUS 231

A continuation of Music Theory III. The course includes the study of form and analysis, 20th century compositional techniques, and aural skills. 2 lecture hours, 4 lab hours

MUS 270 - 282 Applied Music* variable 0.5 - 2 cr. hrs.

Prerequisite: Consent of department

Private music lessons are available in voice, piano, brass instruments, woodwind instruments, percussion instruments and string instruments. Each course is repeatable 1 time.

A special lab fee applies.

MUS 270 Voice II - private lessons in voice

MUS 271 Piano II - private lessons in piano

MUS 272 Organ II - private lessons in organ

MUS 275 MUS 276 Woodwinds I & II - private lessons in woodwinds

MUS 277 MUS 278 Brass I & II - private lessons in brass

MUS 279 MUS 280 Percussion I & II - private lessons in percussion

MUS 281 - private lessons in strings

MUS 282 Guitar II - private lessons in guitar

MUS 288 Class Piano, Level III 1 cr. hr.

Prerequisite: MUS 189 or consent of department

Class piano instruction for music majors and non-majors. 0 lecture hours, 2 lab hours

MUS 289 Class Piano, Level IV 1 cr. hr.

Prerequisite: MUS 288 or consent of department

Class piano instruction for music majors and non-majors. 0 lecture hours, 2 lab hours

MUS 295 Advanced Special Topics in Music* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in music not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

NURSING

NUR 108 Fundamentals I 4 cr. hrs.

Prerequisite: Admission to the ADN-RN program

Fundamentals I is a basic foundational nursing course which introduces students to the fundamental knowledge of person, health, environment and nursing. The course focuses on concepts including the nursing process, basic nursing care, therapeutic communication, collaboration, comfort, infection control, mobility, nutrition, sensory perception, diversity, spirituality and safety. Students will gain cognitive, technical and interpersonal skills in theory and lab experiences necessary for the practice of nursing. 3 lecture hours, 2 lab hours

NUR 115 Nutritional Concepts for Health 3 cr. hrs.

This course is designed to engage students in nutritional aspects that affect not only individuals but the community in which we live. Students will learn to utilize resources available in the modern world to explore nutritional concepts and trends. Students will explore resources such as Health People 2020, the Centers for Disease Control and Prevention, and the National Institute of Health to develop a basic understanding of governmental initiatives for health. By engaging in discussion and acquiring the knowledge of nutritional requirements including digestion and absorption of nutrients, the student will be able to apply this knowledge in their field of study and personal lives. Nutrition has become integral to health.

NUR 118 Physical Assessment 1 cr. hr.

Prerequisite: Admission to the ADN-RN program

This course provides a systematic method for conducting a physical examination of the adult client. Students are introduced to assessment methods and devices used to collect data. Physiologic, social and cultural aspects of assessment are also introduced. Both normal and abnormal assessment findings will be discussed. Students will also learn correct documentation of findings. 0.5 lecture hours, 1 lab hour

NUR 128 Fundamentals II 5 cr. hrs.

Prerequisite: Admission to the ADN-RN Program

This course focuses on basic alterations in major body systems. Concepts covered include acid-base balance, fluid and electrolytes, oxygenation, inflammation/infection, metabolism, perfusion, elimination, musculoskeletal function, thermoregulation, tissue integrity and cellular regulation. Students will be introduced to related assessment findings, lab and diagnostic tests, nursing diagnoses, and nursing interventions. Theory and skills are reinforced in classroom, laboratory, and clinical experiences. Identification with the nurse's role is fostered by direct involvement and active participation in the nursing care of assigned clients. 3 lecture hours, 2 lab hours, 3 clinical hours

NUR 138 Foundation of Pharmacology and Disease Process..... 4 cr. hrs.

Prerequisite: Admission to the ADN-RN program; Successful completion of NUR 108/118/128

This course further develops the concepts within the three domains of individual, healthcare and nursing as they relate to pharmacology. The concepts include medication administration, clinical decision making, nutrition, evidence-based practice, informatics, communication, individual-centered care, quality improvement, ethics, and interdisciplinary teams.

NUR 148 Health & Illness Concepts 5 cr. hrs.

Prerequisite: Admission to the ADN-RN program; Successful completion of NUR 108/118/128

This course builds on concepts covered in NUR 128 with an emphasis on chronic illness. Material covered will include assessment and abnormal lab/diagnostic findings, nursing interventions, and medical treatments for each chronic health condition. The nursing process will be utilized to discuss appropriate nursing care. Theory and skills are reinforced in classroom, laboratory, and clinical experiences. 2 lecture hours, 2 lab hours, 6 clinical hours

NUR 190 LPN Scope of Practice 4 cr. hrs.

Prerequisite: Admission to the ADN-RN program; Completed or concurrently enrolled in NUR 148

Provides practical nursing students the knowledge and skills necessary to effectively collaborate with interdisciplinary team members in the healthcare system. Concepts and theories of nursing care delivery models and managing client care, appropriate delegation of client care to unlicensed assistive personnel, communication, time management, conflict resolution, legal responsibilities, ethical issues, decision making, and trends in nursing will be explored. 4 lecture hours

NUR 195 Special Topics in Nursing* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in nursing for the practical nurse student not covered in other courses. Topics will vary with needs, interests, and goals of the student and instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topics to be listed on student's permanent academic record.

NUR 203 RN Concepts..... 2 cr. hrs.

Prerequisite: Admission to the ADN-RN program; Completed NUR 148

This course will incorporate Whole Person Nursing into clinical practice. The course will focus on Whole Person Nursing as a model for practice. Core concepts are explored relating to the RN scope and practice, environment, health, and development as interactive components of the Whole Person Nursing curriculum framework. Scientific knowledge from nursing, physiological and psychological theories, and other support courses is the basis for planning, implementing, and evaluating the outcomes of nursing actions. The RN scope and practice will include the legal and ethical issues of nursing practice. 1 lecture hour, 3 clinical hours

NUR 248 Health & Illness Concepts II 4 cr. hrs.

Prerequisite: Second year standing in ADN-RN program

This course builds on concepts covered in NUR 148 with an emphasis on acute disease processes. The nursing process will be utilized to discuss related materials including assessment and recognition of complications, abnormal lab/diagnostic findings, and medical and nursing interventions for each acute health condition. Learning will be reinforced in clinical experiences. The concepts of critical thinking and decision making in the role of a registered nurse will be emphasized. 3 lecture hours, 3 clinical hours

NUR 258 Family Health Concepts 6 cr. hrs.

Prerequisite: Second year standing in ADN-RN program

This course applies client-centered nursing to the care of children, child-bearing women, and their families. Emphasis is on the unique needs of these individuals and families along the health and developmental continuum's. Students participate as a member of the multi-disciplinary health team to promote, maintain, or restore health with common, acute, and chronic health alterations with the childbearing and child-rearing experiences. The focus of clinical is the practice of these concepts in the acute care and community settings. Focus includes patient-centered care, teamwork and collaboration, evidence-based care, quality improvement, safety, and informatics. Clinical also provides the opportunity to develop the professional nursing roles. 4 lecture hours, 6 clinical hours.

NUR 268 Complex Health Concepts 6 cr. hrs.

Prerequisite: Second year standing in ADN-RN program

This course builds on concepts covered in NUR 148 and NUR 248 with an emphasis on critical and life-threatening conditions and disease processes. The nursing process will be utilized to discuss related materials including assessment and recognition of complications, abnormal lab/diagnostic findings, and medical and nursing interventions for each complex health condition. Emphasis will be placed on collaboration of the interdisciplinary team. Learning will be reinforced in lab and clinical experiences. 4 lecture hours, 6 clinical hours

NUR 278 Community Health and Mental Health Concepts 4 cr. hrs.

Prerequisite: Second year standing in ADN-RN program

This course will cover topics related to the delivery of community and mental health care. Specific health needs of individuals, families, and populations will be addressed across the lifespan. Health education, health promotion, and illness prevention, are stressed as strategies for meeting the health needs of populations. Attention will be given to diverse and at-risk populations. Mental health concepts will concentrate on specific mental health disorders and adaptive/maladaptive behaviors. Community resources will be examined in relation to specific types of support offered to diverse individuals and populations. Learning will be reinforced in clinical experiences. 3 lecture hours, 3 clinical hours

NUR 289 RN Leadership 2 cr. hrs.

Prerequisite: Second year standing in ADN-RN program

This course is designed to examine current trends and issues in the rapidly changing healthcare environment that may influence the transition of students to nursing practice. Concepts and theories of nursing care delivery models, leadership and management, delegation of patient care, communication, time management, conflict resolution, legal responsibilities, ethical issues, decision making, issues, trends in nursing, and graduate role integration and professional development will be explored. Strategies for acquiring and maintaining a RN license, planning a career in nursing, and advancing in the profession are developed within the standards set forth by the Illinois Nursing and Advanced Practice Nursing Act.

NUR 295 Advanced Special Topics in Nursing* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in nursing for ADN-RN students not covered in other courses. Topics will vary with needs, interests, and goals of the student and instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topics to be listed on student's permanent academic record.

NURSING ASSISTANT

NUA 101 Basic Nurse Assistant 6 cr. hrs.

Prerequisite: Admission to the CNA program; Dual Credit in NUA 103

This course provides theoretical and clinical foundation for skills needed to practice as a nursing assistant with introduction to nutrition, anatomy and physiology, and disease processes. Skills are included to prepare students to acquire and maintain employment. Course is required for the basic nursing assistant certificate. 5.5 lecture hours, 1 lab hour

NUA 103 Nursing Assistant Practicum 1 cr. hr.

Prerequisite: Admission to the CNA program; Dual Credit in NUA 101

Introduces the student to the clinical setting with supervised practice of basic patient care. The focus is on application of principles of patient care skills and developing competencies in the long-term care setting. Course is required for the CNA certificate. 0 lecture hours, 3 clinical hours

NUA 107 Physical Rehabilitation Aide Training 2 cr. hr.

Prerequisite: Certified nursing assistant or consent of department

This course will prepare the nursing assistant to provide rehabilitation services for residents living in licensed long-term care facilities. Topics include philosophy, purpose, and techniques of rehabilitation and restorative nursing; medical terminology and abbreviations used in assessment and physical rehabilitation; and normal aging and disease processes associated with aging. 0.5 lecture hours, 1 lab hour

NUA 121 Advanced Nurse Assistant 7 cr. hrs.

Prerequisite: Successful completion of NUA 101/103 or current CNA certification

Advanced Nurse Assisting is intended for the Certified Nursing Assistant wanting to expand their professional role and practice. Based on the Advanced Nurse Assistant Training Program developed by the Illinois Department of Public Health, the ANA student will expand knowledge on anatomy, physiology and disease process, as well as skills in customer service, conflict resolution, and learning styles, and patient care skills including point of care glucometers and orthostatic vital signs. 6 lecture hours, 3 clinical hours

NUA 195 Special Topics in Nursing Assistant* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics for nursing assistant not covered in other courses. Topics will vary with needs, interests, and goals of the student and instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics to a maximum of four credit hours. Topics to be listed on student's permanent academic record.

NUA 295 Advanced Special Topics in Nursing Assistant* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics for nursing assistant not covered in other courses. Topics will vary with needs, interests, and goals of the student and instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics to a maximum of four credit hours. Topics to be listed on student's permanent academic record.

OFFICE TECHNOLOGY

OFT 101 Beginning Keyboarding..... 2 cr. hrs.

This course is intended to provide students with the ability to operate a standard keyboard rapidly and accurately using the touch method and build basic key boarding skill.

OFT 102 Keyboarding I 2 cr. hrs.

Prerequisite: OFT 101 with a grade of "C" or above or consent of department

This course teaches major business document formats, such as memos, letters, reports and tables.

OFT 170 Administrative Medical Office I 4 cr. hrs.

This course is designed to teach the concepts and procedures associated with entry-level medical office administrative positions. Students will learn basic medical terms, customer service techniques, Microsoft Office tasks, Electronic Health Record (EHR) system functionality and data privacy requirements.

OFT 171 Administrative Medical Office II 2 cr. hrs.

Prerequisite: OFT 170 with a grade of "C" or above

This course is a continuation of Administrative Medical Office I and is focused on administrative duties required for medical assistants. Students will be introduced to the responsibilities of medical assistants, safety in the medical office, patient education, and the role of the medical assistant as a patient navigator. Students will review EMR functionality and patient schedule management. 1 lecture hour, 2 lab hours

OFT 185 Medical Insurance & Coding 3 cr. hrs.

This course provides an overview of medical insurance, medical claims, and coding requirements and procedures. Topics include government and third-party insurance plans, coding systems, and claims form processing.

OFT 195 Special Topics in Office Technology* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in office technology not covered in other courses. Topics will vary with needs, interests, and goals of the student and instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topics to be listed on student's permanent academic record.

OFT 260 Customer Service 3 cr. hrs.

This course prepares students to meet and exceed customer service expectations of both internal and external customers. The course addresses attitude and personal approach with customers; resolution of customer conflicts and complaints; importance of nonverbal communication and listening skills; appropriate telephone, online and written communication; professionalism; and stress and time management.

OFT 270 Electronic Health Records 3 cr. hrs.

An overview course that focuses on the fundamental concepts, terminology and functions of the electronic health record (EHR). The course will emphasize the principles of creating and maintaining electronic health records in acute and ambulatory health settings. EHR history, benefits, standards, functionality, security, and confidentiality in a variety of healthcare settings will be examined. Students will have hands-on training using the common functions of an electronic health record system.

OFT 281 Medical Terminology 3 cr. hrs.

Teaches medical language of prefixes, suffixes, and combining forms. Students will learn to pronounce and spell medical terms and also learn how to combine prefixes, suffixes, and combining forms to describe a medical term. Course utilizes a body system approach focusing upon specific body systems and providing a brief overview of anatomy and physiology, pathology, word roots, related terms, and special procedures with emphasis on building a working medical vocabulary based on body systems.

OFT 282 Medical Transcription 3 cr. hrs.

Prerequisite: OFT 102 and OFT 281

Transcription of authentic physician-dictated reports organized by body systems of medical specialties. Emphasis is on development of accuracy, speed, and medical knowledge for transcription of letters, chart notes, history and physical examination

reports, discharge summaries, laboratory reports, diagnostic studies, radiology and pathology reports; using reference materials and other resources efficiently; editing and proofreading techniques; and grammar and punctuation review. Available only as an Open Learning course.

OFT 283 Pharmacology for the Medical Office..... 3 cr. hrs.

Prerequisite: OFT 281 and appropriate math placement score

Students are introduced to the mechanisms of actions of drugs so that there is an understanding of why drugs must be dispensed in certain ways. Groupings of most-used drugs into categories provide a basis for understanding basic pharmaceutical concepts.

OFT 284 Medical Coding - ICD..... 2 cr. hrs.

Prerequisite: OFT 281 and HSC 175

This is a fundamental course which deals with the International Classification of Diseases (ICD). ICD is designed for the classification of patient morbidity (sickness) and mortality (death) information for statistical purposes. Available only as an Open Learning course.

OFT 285 Medical Coding - CPT 2 cr. hrs.

Prerequisite: OFT 281 and HSC 175

This is a fundamental course which deals with the Current Procedural Terminology (CPT). CPT is designed for communicating information about clinical services to address the needs of health care professionals, patients, accreditation organizations, and payers for administrative, financial, and analytical purposes. Available only as an Open Learning course.

OFT 299 Office Internship variable 1-5 cr. hrs.

Prerequisite: Successful completion of program requirements leading to internship experience and consent of department

The internship program is designed to provide practical “real world” experience in a carefully designed and in-person program. The student is given an opportunity to apply skills learned during formal training, as well as learn new skills, by the use of on-the-job experience. Students learn office procedures and develop responsibility and professionalism. Eighty hours of on-the-site work equals one credit hour. Students may enroll for up to five credit hours. 0 lecture hours, 25 lab hours

PARAMEDICINE (SEE EMERGENCY SERVICES)

PHILOSOPHY

PHL 101 Introduction to Philosophy 3 cr. hrs.

A study of recurrent, persistent human principles and problems such as the validity of knowledge; the nature of truth; the nature of identity, free will and determination; moral and aesthetic values; and religious belief systems. IAI: H4 900

PHL 111 Introduction to Critical Thinking 3 cr. hrs.

A study of the rules of valid judging and reasoning, both inductive and deductive, in a traditional, language-centered context rather than a symbolic context. Logical analysis of both formal and informal fallacies and of the consistency and logical consequences of a given set of statements is included. IAI: H4 906

PHL 121 Ethics 3 cr. hrs.

A study of the principal ethical theories and concepts of human conduct and character, as well as a critical evaluation of these theories and concepts as they apply to particular moral problems and decisions. IAI: H4 904

PHL 195 Special Topics in Philosophy* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in philosophy not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

PHL 201 Major World Religions 3 cr. hrs.

An introductory survey of selected teachings, practices and institutions of major Eastern and Western religions. May include the role of history; appreciation for forms of expression; and criticism of their origins, rituals, and forms of religious knowledge and destiny. IAI: H5 904N

PHL 211 Philosophy of Religion 3 cr. hrs.

A study of selected religious concepts and theories, such as the existence and nature of a deity, the nature of good and evil, reason and faith, ethics, and the afterlife. May include an examination of the nature of religious language and experience. IAI: H4 905

PHL 295 Advanced Special Topics in Philosophy* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in philosophy not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

PHYSICS

PHY 103 Fundamentals of Physics I 4 cr. hrs.

Prerequisite: MAT 113; MAT 114 is highly recommended and may be taken concurrently; high school physics

General survey of various aspects of mechanics, heat, sound, electricity, magnetism, modern physics optics, and relativity. (Will not transfer for engineering or physics major.) 3 lecture hours, 2 lab hours; IAI: P1 900L

PHY 104 Fundamentals of Physics II 4 cr. hrs.

Prerequisite: PHY 103

A continuation of Physics I. 3 lecture hours, 2 lab hours

PHY 195 Special Topics in Physics* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in physics not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topics to be listed on student's permanent academic record.

PHY 227 Principles of Physics I 5 cr. hrs.

Prerequisite: MAT 220; Advanced high school physics recommended

First of the two-semester calculus-based physics sequence, this course is for engineering and science majors. A thorough coverage of the fundamental principles of physics, including kinematics; Newton's Laws; work and energy; conservation of linear momentum; angular momentum; rotational dynamics; and harmonic motion. 4 lecture hours, 2 lab hours; IAI: PHY 911

PHY 228 Principles of Physics II..... 5 cr. hrs.

Prerequisite: MAT 221, PHY 227

Continuation of the two-semester calculus-based physics sequence. This course is for engineering and science majors. A thorough coverage of the fundamental principles of physics, including electricity, charge, electric field and potential, resistance, capacitance and inductance, dc and ac circuits, magnetic field, Gauss's Law, Ampere's Law, and Maxwell's Equations, and electromagnetic waves. 4 lecture hours, 2 lab hours; IAI: PHY 912

PHY 295 Advanced Special Topics in Physics* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in physics not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topics to be listed on student's permanent academic record.

POLITICAL SCIENCE

PSC 101 American Government 3 cr. hrs.

Fundamentals of federal, state and local governments with emphasis on national government, including the Constitution of the United States. IAI: S5 900

PSC 110 Introduction to Political Science 3 cr. hrs.

Survey of major concepts and approaches employed in political science. IAI: S5 903

PSC 131 State and Local Government..... 3 cr. hrs.

Comparative analysis of state political systems with emphasis on the executive, the bureaucracy under the executive, state legislatures and county boards. IAI: S5 902

PSC 195 Special Topics in Political Science* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in political science not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

PSC 295 Advanced Special Topics in Political Science* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in political science not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

PSYCHOLOGY

PSY 101 Introduction to Psychology 3 cr. hrs.

Basic introduction to the major areas of psychology--the study of behavior and the mind. Areas of emphasis include human development, personality theory, learning, thinking, stress and motivation, mental illnesses, and biological and social aspects of behavior. Course will combine research with real life application throughout. IAI: S6 900

PSY 108 Applied Psychology 3 cr. hrs.

Practical applications of the psychological principles that lead to learning efficiency, social adjustment, motivation, interpersonal skills, and success- oriented attitudes.

PSY 123 Career Management 1 cr. hr.

Strategy and skills for developing a career management program, particularly self-assessment, decision making, life planning, and communication skills, for the individual entering or reentering the job market, moving within occupations, or changing occupations.

PSY 145 Human Relations in the Workplace 3 cr. hrs.

Introduction to the application of guidelines for the field of human relationships in the workplace. The course will examine the information and guidelines to promote effective functioning in the workplace. Topics covered will include diversity in the workplace, groups and organizations, ethics, productivity, teamwork communication, and motivation. Also emphasized will be workplace attitudes for job satisfaction, interpersonal relations, dealing with stress and discrimination, and career choice planning.

PSY 195 Special Topics in Psychology* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in psychology not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

PSY 201 Educational Psychology 3 cr. hrs.

Prerequisite: PSY 101

A study of the application of the principles of psychology to the field of education and a review of educational research in the areas of motivation, intelligence, measurement, evaluation, the learning process, learning styles, and the impact of culture in education. Observational experiences may be included.

PSY 202 Child Psychology 3 cr. hrs.

Prerequisite: PSY 101

A psychological examination of human development from conception through adolescence. Topics include interaction of diverse influences of biological factors, individual characteristics, and the environment in relation to human growth and development. IAI: S6 903

PSY 203 Adolescent Psychology 3 cr. hrs.

Prerequisite: PSY 101

This course provides a detailed examination of the developmental period of adolescence, including cognitive, social, personality and psychosocial developmental milestones. Physical maturation and the emergence of new social references are discussed. IAI: S6 904

PSY 205 Psychology of Adulthood & Aging 3 cr. hrs.

Prerequisite: PSY 101

Introduction to the changes that occur from early adulthood through the end of the lifespan. Topics include: physical and neurological changes that occur throughout adulthood; career choice and development; mate selection and marriage; conventional and non-conventional families; theories of adult personality development; mid- and late-life transitions; mental health in adulthood; and dying, death and bereavement.

PSY 212 Human Sexuality 3 cr. hrs.

This class will examine the social psychological and sociological aspects of human sexuality. Theories, perspectives, and data from the scientific field of sexuality will be

discussed. The major goal is for students to gain a greater understanding of their own bodies and arousal, sexual orientation and sexual thoughts, feelings, beliefs and behaviors, which will benefit them in their lives and decision making. (Same as SOC 212)

PSY 221 Social Psychology..... 3 cr. hrs.

Prerequisite: PSY 101 or SOC 101

A study of the impact of social factors on individual and group behavior, including attitudes, behavior, and motivation.

PSY 224 Sport Psychology 3 cr. hrs.

This course will introduce students to research concepts and theories relating to sport psychology. The content will include an overview of the history and development of sport psychology and expose students to the foundational concepts of the field. The course material will also include an overview of psychological assessment, mental skills training, performance enhancement, injury recovery, and participation satisfaction. The course will examine how this knowledge can be applied to a wide range of settings and participants, such as coaches, parents and athletes, while addressing varying levels of ability (from recreational to elite sports participation). (Same as HPR 224)

PSY 233 Developmental Psychology 3 cr. hrs.

Prerequisite: PSY 101

A study of human development from conception across the life span to death. Attention will be given to physical, cognitive, emotional and social aspects of development. IAI: S6 902

PSY 238 Abnormal Psychology..... 3 cr. hrs.

Prerequisite: PSY 101

A study of mental illness including the causes, characteristics, progression and treatment of mental illness. IAI: PSY 905

PSY 250 Psychology of Personality..... 3 cr. hrs.

Prerequisite: PSY 101

A study of the major theories, schools, and systems of psychology relating to the growth and structure of individual human personality.

PSY 295 Advanced Special Topics in Psychology* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in psychology not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

READING (SEE COMMUNICATIONS)

RELIGIOUS STUDIES

RST 101 Introduction to the Bible..... 3 cr. hrs.

A study of Jewish and Christian scriptures from a historical viewpoint with emphasis on literary genres in the Bible and the relationship to Western culture. Students enrolled in this course may not enroll in RST 111 or RST 112. IAI: H5 901

RST 111 Introduction to the Old Testament 3 cr. hrs.

Jewish scriptures from a historical viewpoint with emphasis on literary genres in the Bible and the relationship to Western culture. Students enrolled in this course may not enroll in RST 101. IAI: H5 901

RST 112 Introduction to the New Testament 3 cr. hrs.

A study of Christian scriptures from a historical viewpoint with emphasis on literary genres in the Bible and the relationship to Western culture. Students enrolled in this course may not enroll in RST 101. IAI: H5 901

RST 175 Foundational Religious Texts..... 3 cr. hrs.

The humanistic study of the foundational documents of Judaism, Christianity, and Islam. Course looks at the Hebrew Bible, the New Testament, and the Qur'an, as well as secondary sacred texts that are used by each tradition to explain the meaning of these primary texts. IAI: H5 901

RST 195 Special Topics in Religious Studies* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in religious studies not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

RST 295 Advanced Special Topics in Religious Studies* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in religious studies not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

SCIENCE

SCI 100 Environmental Geology..... 4 cr. hrs.

An introductory study of forces that continually shape the surface of the earth, including examination of geological formation processes and our impact on the environment. 3 lecture hours, 2 lab hours. IAI: P1 905L

SCI 105 Weather and Climate 4 cr. hrs.

An elementary survey of the properties of the atmosphere and the principles that govern weather and climate change. Real-time weather data will be used to predict weather and historical data archives to study climate. 3 lecture hours, 2 lab hours

SCI 195 Special Topics in Science* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in science not covered in other courses. Topics will vary with needs, interests, and goals of the student and instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topics to be listed on student's permanent academic record.

SCI 295 Advanced Special Topics in Science* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in science not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

SOCIOLOGY

SOC 101 Introduction to Sociology 3 cr. hrs.

This course is an introduction to sociology as a way of understanding the world and how it applies to everyday life. Major theoretical perspectives and concepts are presented including socialization, culture, the social construction of knowledge, social control and deviance, inequality, race and ethnic relations, poverty, and the sociological imagination. IAI: S7 900

SOC 111 Social Problems 3 cr. hrs.

This course describes social problems facing the United States today and identifies how these problems impact and are impacted by our institutions and culture. Students will learn how to interpret social problems by looking at them through the lens of sociological theory. The course examines the causes of various social problems, the effects of these problems on society and possible remedies or policies. IAI: S7 901

SOC 195 Special Topics in Social Science* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in social science not covered in other courses. Topics will vary with needs, interests, and goals of the student and instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topics to be listed on student's permanent academic record.

SOC 212 Human Sexuality..... 3 cr. hrs.

This class will examine the social psychological and sociological aspects of human sexuality. Theories, perspectives, and data from the scientific field of sexuality will be discussed. The major goal is for students to gain a greater understanding of their own bodies and arousal, sexual orientation and sexual thoughts, feelings, beliefs, and behaviors, which will benefit them in their lives and decision making. (Same as PSY 212)

SOC 222 Sociology of Diversity 3 cr. hrs.

This course will focus on the social construction of race and its impact on racial identities and relations. The historical structural foundations of racial inequality in contemporary society will be addressed as well as group relations of other minority groups, including religious and sexual minorities. Students will explore the social implications of difference with particular reference to issues of race, ethnicity, religion, class and gender. Key components of cross-cultural theories, methods and research as they relate to living and working in a multicultural society will also be examined. IAI: S7 903D

SOC 224 Marriage and the Family 3 cr. hrs.

The social context of marriage and family patterns in the current American society; nature, purpose and obligations of marriage and family. IAI: S7 902

SOC 243 Introduction to Social Work 3 cr. hrs.

Introduction to basic methodologies of social work intervention in problem situations at individual, group, and community levels.

SOC 295 Advanced Special Topics in Social Science* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in social science not covered in other courses. Topics will vary at discretion of the instructor. No topic will be offered more than twice within three years. May be repeated with different topics to maximum of four credit hours. Topics to be listed on student's permanent academic record.

SPANISH

SPN 101 Elementary Spanish I 4 cr. hrs.

Fundamentals of grammar and pronunciation, with emphasis on reading, writing, and conversation. Also incorporates geography, customs, and cultures of the Spanish-speaking world. 3 lecture hours, 2 lab hours

SPN 102 Elementary Spanish II 4 cr. hrs.

Prerequisite: SPN 101 with a grade of "C" or better

Continuation of Elementary Spanish I, continuing to emphasize development of proficiency in the language in five areas: listening, speaking, reading, writing, and cultural understanding. In class, students will be actively engaged in communicating in Spanish and learning about the Spanish-speaking world. 3 lecture hours, 2 lab hours

SPN 201 Intermediate Spanish I 4 cr. hrs.

Prerequisite: SPN 102, appropriate placement score or consent of department

This course focuses on the development of both receptive and communicative competence in oral and written expression through conversations, listening comprehension, videos, and written activities. Grammar includes past, present, future tenses and the subjunctive mood. Cultural concepts and current events from the Spanish-speaking world are examined. 3 lecture hours, 2 lab hours

SURGICAL TECHNOLOGY

SUR 200 Intro to Surgical Technology 3 cr. hrs.

This course introduces the learner to the health system and hospital organization with an emphasis on surgical services. Students will examine physical aspects of the operating suite, the history and role of the surgical technologist along with basic skills, including basic patient care concepts required for the surgical technologist. Students will gain an understanding of surgical history, OR safety, environmental, ethical and legal issues. Professionalism, communication, scope of practice, workplace management skills and credentialing for the surgical technologist will be emphasized.

SUR 210 Principles of Surgical Technology Seminar 3 cr. hrs.

Prerequisite: SUR 200, Entrance into the Surgical Technology Program

Examines principles and concepts necessary to build on the basic knowledge for surgical technology. Emphasis is placed on the surgical team and the role of the surgical technologist including infection control, surgical asepsis, sterile technique, and hemostasis. Methods of disinfection and sterilization will be applied. Students will be introduced to technological concepts, MIS and equipment and supplies used to perform basic surgical procedures. Concepts of perioperative case management and care processes of the patient will be examined.

SUR 211 Fundamentals of Surgical Technology Lab 3 cr. hrs.

Prerequisite: SUR 200, BIO 293, OFT 281 Concurrent enrollment in SUR 210

Builds on SUR 200 skills lab, this course establishes hands-on development of advanced skills and concepts necessary to build a knowledge base for the surgical technologist in the perioperative role. Focusing on the practical application of aseptic techniques, surgical instrumentation, patient care, and operating room procedures. Students will engage in simulated surgical environments to practice preparing and maintaining sterile fields, handling surgical instruments, and assisting in surgical procedures. Students will demonstrate facilitation of the surgical case including room setup, selection and organization of required equipment, supplies, instrumentation utilizing time and motion efficiency. 3 lab hours.

SUR 214 Surgical Pharmacology 2 cr. hrs.

Prerequisite: Admission to the Surgical Technology AAS Degree

This course is designed to enhance pharmacology information the student has already covered in prior coursework. It will further prepare the surgical technologist to safely handle those medications required for surgical cases. The emphasis is on reviewing drug sources, forms, actions and effects, routes of administration, classifications, and names; a more in-depth review of math, units of measures and conversions, drug handling techniques, and commonly used medications in the operating room. Methods and techniques of anesthetic administration are also included.

SUR 215 Intro to the Clinical Experience 2 cr. hrs.

Prerequisite: SUR 200, Acceptance to the Surgical Technology Program and Concurrent enrollment in SUR 210 & SUR 211

Builds on SUR 210 & SUR 211 Students will apply theoretical concepts and lab skills under the supervision of a facility provided preceptor. Students will have opportunities to rotate in an observation role through the surgical department as well as various auxiliary departs that support the OR including SPD, Endoscopy, EVS and One day surgery and PACU.

SUR 220 Surgical Specialties 3 cr. hrs.

Prerequisite: SUR 210

This course is designed to provide instruction regarding specific surgical procedures Emphasis is on the role of the surgical technologist in preparing for and participating in General, OBGYN, otorhinolaryngology, oral & maxillofacial, peripheral vascular as well and cardiothoracic surgical procedures.

SUR 225 Surgical Technology Practicum I 5 cr. hrs.

Prerequisite: SUR 210 , SUR 211(Lab) and SUR 215 with a C or better, concurrent enrollment with SUR 220

This practicum offers students an immersive, hands-on experience in diverse surgical settings allowing students to apply the theoretical knowledge and technical skills gained in previous coursework. Under the supervision of experienced professionals, students will actively participate in the preparation, maintenance, and assistance in basic and intermediate surgical procedures in various specialties, ensuring adherence to aseptic techniques and patient safety protocols.

The course emphasizes the development of critical thinking skills essential for dynamic problem-solving in fast-paced, high-stakes environments. Students will learn to assess situations quickly, adapt to unexpected changes, and make informed decisions under pressure, contributing to successful surgical outcomes.

Students will demonstrate theoretical knowledge through writing weekly comprehensive surgical case care plan detailing the full perioperative scope of each surgical procedure reflective of the importance of analysis in surgical practice.

Students will complete rotations in sterile processing, Cath lab, and labor and delivery. Students will gain a well-rounded understanding of the surgical technology field, equipping them with the practical experience, critical thinking abilities, and communication skills necessary for a successful career in healthcare. Students will be achieving consistency in the first scrub role nearing the end of this practicum.

SUR 240 Surgical Specialties II..... 3 cr. hrs.

Prerequisite: SUR 220

This course is designed to provide the student with the instruction for specialty surgeries. The emphasis is placed on the role of the surgical technologist in preparing for and participating in surgeries relating to ophthalmic, plastics and reconstruction, plastics & reconstructive, neurosurgery, orthopedic, genitourinary, ophthalmic, plastics and reconstructive surgical procedures.

SUR 245 Surgical Technology Practicum II 5 cr. hrs.

Prerequisite: SUR 220 and SUR 225

This practicum offers students an immersive, hands-on experience in diverse surgical settings allowing students to apply the theoretical knowledge and technical skills gained in previous coursework. Under the supervision of experienced professionals, students will actively participate in the preparation, maintenance, and assistance in intermediate and advanced surgical procedures in various specialties, ensuring adherence to aseptic techniques and patient safety protocols.

The course emphasizes the development of critical thinking skills essential for dynamic problem-solving in fast-paced, high-stakes environments. Students will learn to assess situations quickly, adapt to unexpected changes, and make informed decisions under pressure, contributing to successful surgical outcomes.

Students will demonstrate theoretical knowledge through writing weekly comprehensive surgical case care plan detailing the full perioperative scope of each surgical procedure reflective of the importance of analysis in surgical practice.

Students will complete rotations in the operating room and will demonstrate proficiency in understanding principles in surgical technology, equipping them with the practical experience, critical thinking abilities, and communication skills necessary for a successful career in healthcare. Students will be achieving consistency in the first scrub role during this practicum.

SUR 248 Professional Seminar Capstone 1 cr. hr.

Prerequisite: SUR 220 and SUR 225, Co-requisite SUR 240 and 245

This course is designed prepare the surgical technology student for entry into the profession through resume writing and interviewing skills. Students will prepare to sit for the NBSTSA Board Examination through curriculum review and test taking skills as well as examine the requirements for maintaining certification.

SWINE MANAGEMENT (SEE AGRICULTURE)

TRUCK DRIVER TRAINING

TRK 150 Introduction to Truck Driver Training..... 1 cr. hr.

Prerequisite: Two of the following courses, LOM 100, LOM 101, and LOM 104 or consent of department; Minimum of 18 years of age, certification that driving privileges are current with no serious driving violations within the past three years.

This course is designed to provide basic information needed by a truck driver. An overview of vehicle braking and electrical, mechanical, and air systems will be covered, as well as Department of Transportation's (D.O.T.) rules and regulations, including D.O.T physical and drug screening. Successful completion of this course will prepare the student to obtain a Commercial Driver's License (CDL) Learner's Permit.

TRK 180 Truck Driver Training: Fundamentals 4 cr. hrs.

This course is designed to provide basic information needed by an entry-level truck driver. Presents an overview of truck transportation, a description of truck systems

and how they work, and basic defensive driving skills. Vehicle braking and electrical, mechanical, and air systems will be emphasized, as well as Department of Transportation's (D.O.T.) rules and regulations, logs, and legal topics of interest to trucking and transportation. Additional topics include defensive driving, cargo handling, human trafficking, and other closely related topics as required by the Federal Motor Carrier Safety Administration.

TRK 181 Truck Driver Training: Operations..... 5 cr. hrs.

Prerequisite: TRK 150; Students must possess a valid CDL Learner's Permit from their state of domicile, and that certification of medical and drug screening requirements set forth by the Federal Motor Carrier Safety Administration are met.

This course is designed to develop the basic skills needed by an entry-level truck driver. Provides extensive hands-on experience in backing, parking, start-up, preventive maintenance, and over the road driving. Successful completion of this course will prepare students to take the necessary exams to obtain a Class A Commercial Driver's License (CDL).

VETERINARY ASSISTANT

VET 101 Small Animal Veterinary Assistant..... 3 cr. hrs.

This class prepares students to work in the animal care field. Class consists of 30 classroom hours and a minimum of 25 lab hours actually observing and practicing veterinary assistant skills learned from content instruction. Trained assistants support veterinary technicians and veterinarians in a variety of inpatient and outpatient activities. Available during the fall semester only. 2 lecture hours, 2 lab hours

VET 102 Large Animal Veterinary Assistant 3 cr. hrs.

This class is an extension of VET 101 to further prepare students to work in the animal care field. Students will gain in-depth knowledge in anatomy, pathophysiology of animal diseases, emergency care and anesthesia/surgery protocols. Class consists of 30 online hours and a minimum of 25 hours actually observing and practicing intermediate veterinary assistant skills learned in the classroom setting. Trained assistants support veterinary technicians and veterinarians in a variety of inpatient and outpatient activities. Available during the spring semester only. 2 lecture hours, 2 lab hours

WELDING

WLD 101 Maintenance and Repair Welding..... 3 cr. hrs.

Course covers basic electric arc, oxy-fuel, gas metal arc, and shielded metal arc welding processes. Safety procedures required to set up and shut down welding equipment for the various processes. Hands-on experience includes practice with the three welding and cutting systems using various thickness materials. 1 lecture hour, 4 lab hours

WLD 121 MIG Welding Short Circuit..... 3 cr. hrs.

Prerequisites: MFG 113 (can be taken concurrently), WLD 180 or consent of department

Learn machine setup and welding techniques of Gas Metal Arc Welding Short-Circuit Transfer. Perform AWS D1.1 Structural Welding Code-Steel code compliant welds on carbon steel in the flat, horizontal, vertical, and overhead positions. This course aligns with AWS SENSE 1 Module 5 - Key Indicators 1-7, as well as Module 2 - Key Indicator 7, Module 3 - Key Indicator 3, and Module 9 - Key Indicator 2. Embedded credential: AWS welder certification. 0.5 lecture hours, 5 lab hours

WLD 124 MIG Welding Spray Transfer..... 1 cr. hr.

Prerequisites: MFG 113, WLD 125, and WLD 180 or consent of department

This course focuses on proper weld safety, machine setup and welding techniques of Gas Metal Arc Welding Spray Transfer. Perform AWS D1.1 Structural Welding Code-Steel compliant welds on carbon steel in flat and horizontal positions. This course aligns with AWS SENSE 1 Module 2 - Indicator 7, Module 3 - Key Indicator 3, Module 5 - Key Indicators 1, 2 and 8-12, and Module 9 - Key Indicator 2. 0 lecture hours, 2 lab hours

WLD 125 Stick Welding I 3 cr. hrs.

Prerequisites: MFG 113 (may be taken concurrently) and WLD 180 or consent of department

This course focuses on safety, amperage settings, polarity and the proper selection of electrodes for the shielded metal arc welding process. Students perform AWS D1.1 Structural Welding Code-Steel compliant welds on carbon steel in the flat and horizontal positions using visual and destructive methods for determining weld quality. This course aligns to AWS SENSE 1 Module 4 - Key Indicators 1 - 7 for the flat and horizontal positions, as well as Module 2 - Key Indicator 7, Module 3 - Key Indicator 3, and Module 9 - Key Indicator 2. 0.5 lecture hours, 5 lab hours

WLD 126 Stick Welding II 3 cr. hrs.

Prerequisites: MFG 113, WLD 125 and WLD 180 or consent of department

This course focuses on safety, amperage settings, polarity and the proper selection of electrodes for the Shielded Metal Arc Welding process. Perform AWS D1.1 Structural Welding Code-Steel compliant welds on carbon steel in the vertical up and overhead positions using visual and destructive methods for determining weld quality. Students will also visually examine and test various weldments and thermally cut surfaces per multiple welding codes, standards and specifications. This course aligns to AWS SENSE 1 Module 4: Shielded Metal Arc Welding Key Indicators 1-7 for the vertical up and overhead positions as well as Module 2 - Key Indicator 7, Module 3 - Key Indicator 3, and Module 9 - Key Indicator 2. Embedded credential: AWS welder certification and SENSE 1, Module 9: Welding Inspection and Testing Principles. 0.5 lecture hours, 5 lab hours

WLD 127 TIG Welding Carbon Steel..... 2 cr. hrs.

Prerequisites: MFG 113 and WLD 180 or consent of department

Learn weld safety, machine setup and welding techniques for Gas Tungsten Arc Welding. Perform AWS D1.3 Structural Welding Code-Sheet Steel compliant welds on carbon steel in the flat, horizontal, vertical and overhead positions. This course aligns to AWS SENSE 1, Module 7 - Key Indicators 1-7, as well as Module 2 - Key Indicator 7, Module 3 - Key Indicator 3, and Module 9 - Key Indicator 2. Embedded credential: AWS welder certification. 0.5 lecture hours, 3 lab hours

WLD 132 TIG Non-Ferrous Metals 2 cr. hrs.

Prerequisites: MFG 113, WLD 127 and WLD 180 or consent of department

This course focuses on proper weld safety, machine setup and welding techniques for gas tungsten arc welding on aluminum and stainless steel. Perform AWS D1.2 Structural Welding Code-Aluminum compliant welds on aluminum in the flat and horizontal positions. Perform AWS D1.2 Structural Welding Code-Aluminum Compliant welds on aluminum in the flat and horizontal positions and AWS D1.6 Structural Welding Code-Stainless Steel compliant welds on austenitic Stainless steel in flat, horizontal and vertical positions. This course aligns to AWS SENSE 1, Module 2 - Key Indicator 7, Module 3 - Key Indicator 3, Module 7 - Key Indicators 1, 2 and 8-17 and Module 9 - Key Indicator 2. The course combines former WLD 128 and WLD 129. 0.5 lecture hours, 3 lab hours

WLD 135 Flux Core Inner & Dual Shield Weld 2 cr. hrs.

Prerequisites: MFG 113 and WLD 180 or consent of department

Perform proper weld safety, machine setup and welding techniques for Flux Cored Arc Welding Self-Shielded (FCAW-S) and Flux Cored Arc Welding Gas Shielded (FCAW-G). Produce AWS D1.1 Structural Welding Code-Steel compliant welds on carbon steel in the flat, horizontal, vertical and overhead positions. This course aligns to SENSE 1 Module 6 – Key Indicators 1-12, as well as Module 2 – Key Indicator 7, Module 3 – Key Indicator 3, and Module 9 – Key Indicator 2. The course combines former WLD 122 and WLD 123. 0.5 lecture hours, 3 lab hours

WLD 161 Interpreting Welding Prints..... 3 cr. hrs.

Students interpret welding prints and sketches focusing on English/Metric measurements, AWS welding symbols, and fabrication requirements. Learn to prepare, assemble and tack weld parts together complying to a print using proper materials and tools. This course aligns to SENSE 1 Module 3: Drawing and Welding Symbol Interpretation, Key Indicators 1 and 2.

WLD 170 Specialized Welding..... 1 cr. hr.

Prerequisites: MFG 113 or consent of department

This course will cover specialized welding processes including basic robotic welding and basic plasma cutting. Students will be introduced to robotic welding systems as well as learn how to perform basic procedures on a system. This course also provides fundamental safety precautions while operating robotic and plasma cutting equipment. 0.5 lecture hours, 1 lab hour

WLD 180 Thermal Cutting Processes..... 2 cr. hrs.

Co-requisite: MFG 113

Practice proper safety, equipment setup and cutting techniques for manual and mechanized OxyFuel, Plasma and Air Arc cutting, scarfing and gouging on carbon steel, aluminum and stainless steel in the flat and horizontal positions conforming to AWS C4.1. This course aligns to AWS SENSE 1 Module 2 – Key Indicator 7, Module 8 Units 1 – 4, and Module 9 – Key Indicator 1. 0.5 lecture hours, 3 lab hours

WLD 194 Capstone Project 1 cr. hr.

Prerequisites: MFG 113 and WLD 180

Co-requisites: WLD 126, WLD 127, WLD 132, WLD 135 and WLD 130

Design, fabricate, weld to an appropriate welding code, and finish assemble a quality manufactured product using layout tools, saws, grinders, drills, Oxyfuel, Plasma, Air Carbon Arc and multiple welding processes. 0 lecture hours, 2 lab hours

WLD 195 Special Topics in Welding* variable 1-4 cr. hrs.**

Prerequisite: Consent of department

Deals with current topics in welding not covered in other courses. Topics will vary with needs, interests, and goals of the student and instructor. No topic will be offered more than twice within three years. May be repeated three times with different topics. Topics to be listed on student's permanent academic record.

WLD 199 Welding Internship variable 1-5 cr. hrs.

Prerequisite: Consent of department

Students are placed in selected areas of manufacturing and production using proper welding techniques to learn about and become acquainted with the many different as-

pects of the working environment. Dual supervision is provided by college staff and the operating business. Course requires 80 hours of work experience for each credit hour.

II. ADULT EDUCATION COURSES

Courses in this section are designed to improve basic skills, meet high school equivalency requirements, assist non-native speakers of English, and provide pre-employment skills. They do not apply to AA, AS, AES, AFA, or AAS degrees or certificates. Each course is repeatable 3 times.

ABE 001 Beginning Skills—General..... 3 cr. hrs.

Prerequisite: NRS reading level 1 or 2 or consent of instructor

Classes are designed to increase basic skills of literacy, reading, writing and mathematics. The curriculum is designed to accommodate individualized instruction and includes instruction in workforce/employability skills, technology and digital literacy skills.

ABE 002 Intermediate Skills—General..... 3 cr. hrs.

Prerequisite: NRS reading level 3 or 4 or consent of instructor

Classes designed to increase basic skills of literacy, reading, communication and mathematics to high school level. The curriculum is designed to accommodate individualized instruction and includes instruction in workforce/employability skills, career exploration/awareness skills, and technology and digital literacy skills.

ABE 003 Math Beginning Skills 3 cr. hrs.

Prerequisite: Math NRS level 1 or 2

ABE Math Beginning Skills will include instruction from Illinois ABE Mathematics Content Standards NRS levels 1 and 2. The curriculum is designed to assist students learn number fluency and basic math skills necessary to be successful in Intermediate ABE level math. This is a beginning course in a series of math courses designed to help students prepare for high school equivalency and the GED examination. Class sessions will include whole group activities using math manipulative's, real-world math scenarios, and technology. Classes will also provide whole group direct instruction, individual instruction, and individual practice.

ABE 004 Math Intermediate Skills 3 cr. hrs.

Prerequisite: Math NRS level 3 or 4 or consent of instructor

ABE Math Intermediate Skills will include instruction from Illinois ABE Mathematics Content Standards NRS levels 3 and 4. Pertinent NRS level 2 standards will be reviewed as needed. The curriculum is designed to assist students learn pre-high school math skills necessary to be successful in ASE level math. This is one course in a series of math courses designed to help students prepare for high school equivalency and the GED examination. Class sessions will also include whole group activities using math manipulative's, real-world math scenarios and technology.

ABE 020 Bridge to Manufacturing 3 cr. hrs.

Prerequisite: NRS reading level 4 or higher or consent of instructor

This course is designed to educate and train workers for sustainable employment or post-secondary education in the field of Manufacturing. The course combines adult education academics with the skills needed in the workplace through contextualized instruction in reading, writing, math, science and social studies. The course includes a combination of identified workplace competencies, career exploration and basic skills presented in an occupational context.

ABE 030 Bridge to Healthcare..... 3 cr. hrs.

Prerequisite: NRS reading level 4 or higher or consent of instructor

This course is designed to educate and train workers for sustainable employment or post-secondary education in the Healthcare field. The course combines adult education academics with the skills needed in the workplace through contextualized instruction in reading, writing, and math. The course includes a combination of identified workplace competencies, career exploration, and basic skills presented in an occupational context.

ABE 040 Bridge to Logistics 3 cr. hrs.

Prerequisite: NRS reading level 4 or higher or consent of instructor

This course is designed to educate and train workers for sustainable employment or post-secondary education in the field of Logistics. The course presents an overview of logistics and supply chain management, customer service, transportation and inventory management. Course material is based on the Manufacturing Skill Standards Council Certified Logistics Technician (CLT) credentials. The CLT program is designed to recognize, through certification, individuals who demonstrate mastery of the core competencies of material handling at the front line (entry level through front line supervisor) through successful completion of the certification assessments. The course includes a combination of identified workplace competencies, career exploration and basic skills presented in an occupational context.

ABE 050 Career Pathways Bridge..... 1 cr. hr.

Prerequisite: Students must complete 12 hours of study through the GED program. CASAS Goals reading or math scores of NRS 2 or above.

This course is designed to encourage students, through contextualized instruction, to investigate career opportunities that coincide with their interests and skill levels, identify a potential career, and prepare a personal pathway to transition from GED into a successful and long-term vocation or career.

ASE 001 Advanced Skills—General 3 cr. hrs.

Prerequisite: NRS reading level 5 or 6

Classes that include instruction in reading, literature, mathematics, science and social studies in preparation for high school equivalency and the GED examination. Includes study skills and test preparation skills. The curriculum is designed to accommodate individualized instruction and includes instruction in workforce/employability skills, career exploration/awareness skills, and technology and digital literacy skills.

ASE 002 Math Advanced Skills..... 3 cr. hrs.

Prerequisites - Student to meet at least one of the following: Math NRS levels 4, 5, or 6; Successful completion of ABE Math Intermediate Skills; or instructor recommendation.

ASE Math Advanced Skills will include instruction from Illinois ABE and ASE Mathematics Content Standards NRS levels 4, 5, and 6. This course is designed to help students prepare for high school equivalency, the GED examination, and college placement tests. Class sessions will accommodate individualized pacing through a skill mastery model. Class sessions will also include whole group activities using math manipulative's, real-world math scenarios, and technology.

ASE 020 Bridge to Manufacturing..... 3 cr. hrs.

This course is designed to educate and train workers for sustainable employment or post-secondary education in the field of Manufacturing. The course combines adult education academics with the skills needed in the workplace through contextualized instruction in reading, writing, math, science and social studies. The course includes a

combination of identified workplace competencies, career exploration and basic skills presented in an occupational context.

ASE 030 Bridge to Healthcare 3 cr. hrs.

This course is designed to educate and train workers for sustainable employment or post-secondary education in the Healthcare field. The course combines adult education academics with the skills needed in the workplace through contextualized instruction in reading, writing, and math. The course includes a combination of identified workplace competencies, career exploration, and basic skills presented in an occupational context.

ASE 040 Bridge to Logistics 3 cr. hrs.

Prerequisite: NRS reading level 5 or 6 or consent of instructor

This course is designed to educate and train workers for sustainable employment or post-secondary education in the field of Logistics. The course presents an overview of logistics and supply chain management, customer service, transportation and inventory management. Course material is based on the Manufacturing Skill Standards Council Certified Logistics Technician (CLT) credentials. The CLT program is designed to recognize, through certification, individuals who demonstrate mastery of the core competencies of material handling at the front-line (entry level through front line supervisor) through successful completion of the certification assessments. The course includes a combination of identified workplace competencies, career exploration and basic skills presented in an occupational context.

ASE 050 Career Pathways Bridge 1 cr. hr.

Prerequisite: Students must complete 12 hours of study through the GED program. CASAS Goals reading or math scores of NRS 5 or above.

This course is designed to encourage students, through contextualized instruction, to investigate career opportunities that coincide with their interests and skill levels, identify a potential career, and prepare a personal pathway to transition from GED into a successful and long-term vocation or career.

ESL 001 Beginning ESL (English as a Second Language) 3 cr. hrs.

Course designed for beginning ESL (English as a Second Language) students needing a thorough review of basic English language structures and vocabulary. The course covers the skills of listening, speaking, reading, writing and math. The goal of the course is to improve the student's English communication skills to use English more successfully in daily life and in the workplace.

ESL 002 Intermediate ESL (English as a Second Language) 3 cr. hrs.

Course designed for ESL (English as a Second Language) students who have completed the beginning level. The course covers the skills of listening, speaking, reading, writing and math at the intermediate level. The goal of the course is to improve the student's English communication skills to use English more successfully in daily life and in the workplace.

ESL 003 Advanced ESL (English as a Second Language) 3 cr. hrs.

Course designed for students who have completed the intermediate level. This course covers the skills of listening, speaking, reading, writing and math at an advanced level. The goal of the course is to improve the student's English communication skills to use English more successfully in daily life and in the workplace.

**ESL 040 Bridge to Logistics
3cr. hrs.**

Prerequisite: English language proficiency at or above the low advanced ESL level or consent of instructor

This course is designed to educate and train workers for sustainable employment or post-secondary education in the field of Logistics. The course presents an overview of logistics and supply chain management, customer service, transportation, and inventory management. Course material is based on the Manufacturing Skill Standards Council Certified Logistics Technician (CLT) credentials. The CLT program is designed to recognize, through certification, individuals who demonstrate mastery of the core competencies of material handling at the front-line (entry level through front line supervisor) through successful completion of the certification assessments. The course includes a combination of identified workplace competencies, career exploration and basic skills presented in an occupational context.

**ESL 050 Career Pathways Bridge
1 cr. hr.**

Prerequisite: Students must complete 12 hours of study through the ESL program. CASAS reading or math scores of NRS 2 or above.

This course is designed to encourage students, through contextualized instruction, to investigate career opportunities that coincide with their interests and skill levels, identify a potential career, and prepare a personal pathway to transition from GED into a successful and long-term vocation or career.



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Mounika Yadlapall

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Audio/Visual Coordinator

Jake Courtney

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Seth Brammer

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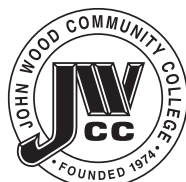
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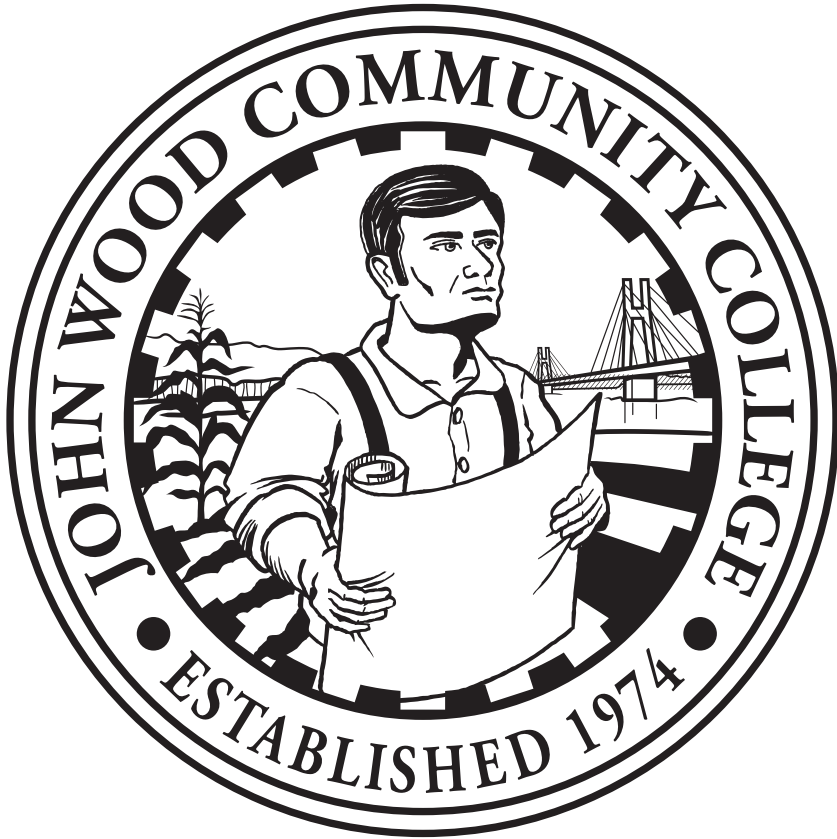
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This catalog is a publication of John Wood Community College.
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The Official Seal of John Wood Community College depicts John Wood, pioneer and trail-blazer, standing tall and strong, looking to a future filled with opportunity. The plat map he holds in his hands reflects planning and the pursuit of knowledge, while the cornstalk rising from the fertile field is at once a representation of agriculture as well as a metaphor for the seed of knowledge planted in the mind of the student, carefully cultivated, and maturing to benefit many. The bluffs and tree line of the Mississippi River Valley are enduring landmarks, while the bridge and roads identify strengths in industry, transportation, and technology. Finally, the cog border symbolizes John Wood Community College as an important part of a greater mechanism. Like John Wood the man, John Wood Community College is a pioneer of innovation helping to build a better future.

- Unanimously adopted by the JWCC Board of Trustees on January 21, 2009
- Seal design by William Beard, JWCC student 2008-09
- Narrative description by James Huber, JWCC student 2008-09